



Town of Fairhaven

RECEIVED
TOWN CLERK

Town Hall - 40 Centre Street - Fairhaven, MA 02719 2020 SEP 23 P 2:39

MEETING NOTES

FAIRHAVEN,
MASS.

Date, Time, Location:

July 15th, 2020 @ 5:30 P.M., Banquet Room at the Town Hall, 40 Center Street & remotely through ZOOM

Meeting Overview:

1. Meeting Called to Order
2. Vote for last minute transfers
3. Closing Remarks
4. Meeting Close

-Key-

- #) = Issue being discussed
- = Notes, indentation for more notes
- = Decrease in detail budget item
- + = Increase in detail budget item
- = Questions and discussions below
- ◆ = Votes (Nom/Second)
- ! = Change in attendance

Member Attendance (7):

- Padraic Elliot, Chris Fidalgo, Jennifer Dupras, Carolyn Roberts, Kevin Gallagher, Kathi Carter, Tracey Diggins

Town of Fairhaven (4):

- Mark Rees (Town Administrator), Wendy Graves (Collector/Treasurer/Finance Director), Derek Frates (Public Access Director), Vicki Oliveira

Meeting called, 6:03PM

1. Vote for Transfer \$2,800 within the Police Salary & Wages to Contracted services

- Coming out of overtime
- COVID funding helped

! Tracy Diggins joined

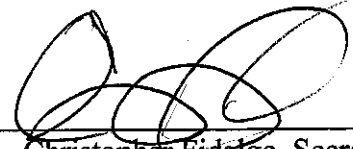
◆ Roll call vote

- Padraic, yes
- Carolyn, yes

- Chris, yes
- Tracey, yes
- Kevin, yes
- Jennifer, yes
- Kathi, yes

◆ Unanimous 7 - 0

◆ Meeting close. 6:08 Chris. Carolyn



Christopher Fidalgo, Secretary

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REVISED JUNE 27, 2020 ANNUAL TOWN MEETING WARRANT

Article Title	Petitioner	Board of Selectmen Recommendation	Finance Committee Recommendation
1 Measurer of Wood and Bark	Board of Selectmen	Approval	—
2 Town Report	Board of Selectmen	Approval	—
3 Report of Committees	Board of Selectmen	Pass Over	—
4 Amendment to Zoning Map: Flood Insurance Rate Map	Planning Board	Pass Over	—
5 Bills of Prior Year	Town Administrator	Approval	—
6 Setting Salaries of Town Officers-FY21	Board of Selectmen	To be made at Town Meeting	—
7 FY21 General Fund Operating Budget	Board of Selectmen	Approval 1/3 budget	—
8 FY21 Enterprise Funds Operating Budgets	Board of Public Works	Approval 1/3 budgets	—
9 State aid to Highways-FY21	Board of Public Works	Approval (\$516,473)	APPROVAL
10 Sewer Enterprise Capital Plan FY21	Board of Public Works	Approval*	APPROVAL
11 Revolving Funds	Board of Selectmen	Approval	APPROVAL
12 Social Day Care Center	Council on Aging	Approval	APPROVAL
13 Transfer from Surplus Revenue	Board of Selectmen	To be made at Town Meeting	AT TOWN MEETING
14 Memorandum of Understanding-Federal Title IV-E Reimbursement	School Committee	Approval	APPROVAL
15 Amendment to Zoning Map-Crows Island, Mixed Use Zoning	Christine Correia, et.al.	To be made at Town Meeting	Yield to Petitioner
16 Hard Surface: Robert Street from Castle Street to terminus	Christine Gelinias, et. al.	Yield to Petitioner	Indefinitely Postpone

* Sewer Capital projects
 Design of Sewer Treatment Plant Nitrogen Upgrade \$ 2,000,000
 Ultraviolet Light Replacement \$ 35,000
 Pump upgrades-Causeway Station \$ 25,000
 Sewer Retained Earnings

6/1
 7/1

**Town Administrator Recommended
FY21 General Fund Operating Budget**

Operating Expenses and Transfers	FY20 Budgeted	1/3 of FY20 Budget	Requested Amount July-Oct 2020	variance from 1/3rd	comments	Board of Sel approved July 2020 budget	Town Meeting Appropriation
GENERAL GOVERNMENT							
MODERATOR							
Salaries & Wages	\$ 800	\$ 267	\$ 267	\$ -		\$ 67	\$ 200
SELECTMEN/TOWN ADMINISTRATOR							
Salaries & Wages	\$ 298,717	\$ 99,572	\$ 102,099	\$ (2,527) cola		\$ 25,620	\$ 76,479
Operating Expenses	\$ 42,473	\$ 14,158	\$ 14,158	\$ -		\$ 3,539	\$ 10,619
S/T	\$ 341,380	\$ 113,730	\$ 116,257	\$ (2,527)		\$ 29,159	\$ 87,098
HUMAN RESOURCES							
Salary & Wages	\$ 117,601	\$ 39,200	\$ 40,658	\$ (1,458) cola		\$ 10,220	\$ 30,438
Operating Expenses	\$ 28,000	\$ 9,333	\$ 9,333	\$ -		\$ 2,333	\$ 7,000
S/T	\$ 145,601	\$ 48,534	\$ 49,992	\$ (1,458)		\$ 12,553	\$ 37,439
ACCOUNTING							
Salary & Wages	\$ 137,859	\$ 45,953	\$ 48,098	\$ (2,145) cola \$1,145 & CPA stipend \$1K		\$ 12,817	\$ 35,281
Operating Expenses	\$ 46,717	\$ 15,572	\$ 15,572	\$ -		\$ 3,893	\$ 11,679
S/T	\$ 184,576	\$ 61,525	\$ 63,670	\$ (2,145)		\$ 16,710	\$ 46,960
FINANCE DIRECTOR (TREASURER/COLLECTOR)							
Salaries & Wages	\$ 361,487	\$ 120,496	\$ 136,690	\$ (16,194) cola \$4,494 & certification stipends \$2K		\$ 33,415	\$ 103,275
Operating Expenses	\$ 141,310	\$ 47,103	\$ 47,103	\$ - retirement payout \$9,700		\$ 11,776	\$ 35,327
S/T	\$ 502,797	\$ 167,599	\$ 183,793	\$ (16,194)		\$ 45,191	\$ 138,602
TOWN CLERK/ELECTIONS							
Salaries & Wages	\$ 141,539	\$ 47,180	\$ 48,638	\$ (1,458) cola \$458 & stipend \$1k		\$ 12,928	\$ 35,710
Operating Expenses	\$ 34,995	\$ 11,665	\$ 11,665	\$ -		\$ 2,916	\$ 8,749
S/T	\$ 176,534	\$ 58,845	\$ 60,303	\$ (1,458)		\$ 15,844	\$ 44,459
ASSESSORS							
Salaries & Wages	\$ 180,135	\$ 60,045	\$ 62,145	\$ (2,100) cola		\$ 15,615	\$ 46,530
Operating Expenses	\$ 33,113	\$ 11,038	\$ 11,038	\$ -		\$ 2,759	\$ 8,279
S/T	\$ 213,248	\$ 71,083	\$ 73,183	\$ (2,100)		\$ 18,374	\$ 54,809
TOWN HALL							
Salaries & Wages	\$ 46,500	\$ 15,500	\$ 16,054	\$ (554) cola		\$ 4,035	\$ 12,019
Operating Expenses	\$ 71,016	\$ 23,672	\$ 26,972	\$ (3,300) serv & maint contracts \$3,300		\$ 9,218	\$ 17,754
S/T	\$ 117,516	\$ 39,172	\$ 43,026	\$ (3,854)		\$ 13,253	\$ 29,773
TOWN MEETING/FINANCE COMMITTEE							
Salaries & Wages	\$ 1,088	\$ 363	\$ 363	\$ -		\$ 91	\$ 272
Operating Expenses	\$ 7,715	\$ 2,572	\$ 2,572	\$ -		\$ 643	\$ 1,929
S/T	\$ 8,803	\$ 2,934	\$ 2,934	\$ -		\$ 734	\$ 2,200
PLANNING BOARD							
Salaries & Wages	\$ 3,200	\$ 1,067	\$ 1,088	\$ (21) cola		\$ 274	\$ 814
Operating Expenses	\$ 3,990	\$ 1,330	\$ 1,330	\$ -		\$ 339	\$ 997
S/T	\$ 7,190	\$ 2,397	\$ 2,418	\$ (21)		\$ 607	\$ 1,811
PLANNING AND ECONOMIC DEVELOPMENT							
Salaries & Wages	\$ 113,027	\$ 37,676	\$ 38,770	\$ (1,094) cola		\$ 9,734	\$ 29,036
Operating Expenses	\$ 16,799	\$ 5,600	\$ 5,600	\$ -		\$ 1,400	\$ 4,200
S/T	\$ 129,826	\$ 43,275	\$ 44,369	\$ (1,094)		\$ 11,134	\$ 33,236
ECONOMIC DEVELOPMENT COMMITTEE							
	\$ 8,000	\$ 2,667	\$ 2,667	\$ -		\$ 667	\$ 2,000
BOARD OF APPEALS							
Salaries & Wages	\$ 2,513	\$ 838	\$ 847	\$ (9) cola		\$ 212	\$ 635
Operating Expenses	\$ 4,100	\$ 1,367	\$ 1,367	\$ -		\$ 342	\$ 1,025
S/T	\$ 6,613	\$ 2,204	\$ 2,213	\$ (9)		\$ 554	\$ 1,659
LEGAL EXPENSE							
	\$ 170,000	\$ 56,667	\$ 56,667	\$ -		\$ 14,167	\$ 42,500
CONSERVATION COMM/SUSTAINABILITY							
Salaries & Wages	\$ 75,841	\$ 25,280	\$ 26,070	\$ (790) cola		\$ 6,547	\$ 19,523
Operating Expenses	\$ 9,495	\$ 3,165	\$ 3,165	\$ -		\$ 791	\$ 2,374
S/T	\$ 85,336	\$ 28,445	\$ 29,235	\$ (790)		\$ 7,338	\$ 21,897
BUZZARD'S BAY ACTION COMM.							
	\$ 1,520	\$ 507	\$ 507	\$ -		\$ 127	\$ 380
TOTAL GENERAL GOVERNMENT							
	\$ 2,099,550	\$ 699,850	\$ 731,500	\$ (31,650)		\$ 186,479	\$ 545,021
PUBLIC SAFETY							
POLICE DEPARTMENT/ANIMAL CONTROL							
Salaries & Wages	\$ 3,656,575	\$ 1,218,858	\$ 1,256,595	\$ (37,737) cola		\$ 315,560	\$ 941,035
Operating Expenses	\$ 377,625	\$ 125,875	\$ 178,375	\$ (52,500) serv & maint contracts \$29K		\$ 83,969	\$ 94,406

**Town Administrator Recommended
FY21 General Fund Operating Budget**

Operating Expenses and Transfers	FY20 Budgeted	1/3 of FY20 Budget	Requested Amount July-Oct 2020	variance from 1/3rd	comments	Board of Sel approved July 2020 budget	Town Meeting Appropriation
S/T	\$ 4,034,200	\$ 1,344,733	\$ 1,434,970	\$ (90,237)	uniform cleaning \$10K contract-tasers \$13.5K	\$ 399,529	\$ 1,035,441
FIRE DEPARTMENT/EMERGENCY MANAGEMENT							
Salaries & Wages	\$ 2,623,624	\$ 874,541	\$ 890,848	\$ (16,307)	cola	\$ 221,588	\$ 669,260
Operating Expenses	\$ 314,921	\$ 104,974	\$ 148,274	\$ (43,300)	serv & maint contracts \$35.3K	\$ 69,543	\$ 78,731
S/T	\$ 2,938,545	\$ 979,515	\$ 1,039,122	\$ (59,607)	uniform cleaning \$8K	\$ 291,131	\$ 747,991
BUILDING DEPARTMENT							
Salaries & Wages	\$ 173,797	\$ 57,932	\$ 59,917	\$ (1,985)	cola	\$ 15,054	\$ 44,863
Operating Expenses	\$ 10,300	\$ 3,433	\$ 3,433	\$ -		\$ 858	\$ 2,575
S/T	\$ 184,097	\$ 61,366	\$ 63,351	\$ (1,985)		\$ 15,912	\$ 47,439
MARINE RESOURCES							
Salaries & Wages	\$ 159,204	\$ 53,068	\$ 54,815	\$ (1,747)	cola	\$ 13,769	\$ 41,046
Operating Expenses	\$ 49,590	\$ 16,530	\$ 16,530	\$ -		\$ 4,133	\$ 12,397
S/T	\$ 208,794	\$ 69,598	\$ 71,345	\$ (1,747)		\$ 17,902	\$ 53,443
WEIGHTS AND MEASURES							
Salaries & Wages	\$ 7,140	\$ 2,380	\$ 2,380	\$ -		\$ 595	\$ 1,785
Operating Expenses	\$ 1,498	\$ 499	\$ 499	\$ -		\$ 125	\$ 374
S/T	\$ 8,638	\$ 2,879	\$ 2,879	\$ -		\$ 720	\$ 2,159
STREET LIGHTING							
	\$ 51,000	\$ 17,000	\$ 17,000	\$ -		\$ 4,250	\$ 12,750
TOTAL PUBLIC SAFETY	\$ 7,425,274	\$ 2,475,091	\$ 2,628,667	\$ (153,576)		\$ 729,444	\$ 1,899,223
EDUCATION							
FAIRHAVEN PUBLIC SCHOOLS							
	\$ 21,302,516	\$ 7,100,839	\$ 7,100,839	\$ -		\$ 1,775,210	\$ 5,325,629
GROVTON HIGH SCHOOL							
	\$ 1,866,316	\$ 622,105	\$ 1,181,629	\$ (559,524)	voke assessment July & Oct	\$ 844,808	\$ 336,821
BRISTOL COUNTY AGGIE HS							
	\$ 42,000	\$ 14,000	\$ 14,000	\$ -		\$ 3,500	\$ 10,500
TOTAL EDUCATION	\$ 23,210,832	\$ 7,736,944	\$ 8,296,468	\$ (559,524)		\$ 2,623,518	\$ 5,672,950
PUBLIC WORKS							
ADMINISTRATION							
Salaries & Wages	\$ 193,695	\$ 64,565	\$ 66,363	\$ (1,798)	cola	\$ 16,658	\$ 49,705
Operating Expenses	\$ 6,250	\$ 2,083	\$ 2,083	\$ -		\$ 521	\$ 1,562
S/T	\$ 199,945	\$ 66,648	\$ 68,446	\$ (1,798)		\$ 17,179	\$ 51,267
HIGHWAY DIVISION							
Salaries & Wages	\$ 1,108,175	\$ 369,392	\$ 383,334	\$ (13,942)	cola	\$ 96,355	\$ 286,979
Operating Expenses	\$ 610,767	\$ 203,589	\$ 205,589	\$ (3,000)	serv & maint contracts \$3K	\$ 53,897	\$ 152,692
Snow and Ice Removal	\$ 60,000	\$ 20,000	\$ 20,000	\$ -		\$ 5,000	\$ 15,000
S/T	\$ 1,778,942	\$ 592,981	\$ 609,923	\$ (16,942)		\$ 155,252	\$ 454,671
TREE DEPARTMENT							
Salaries & Wages	\$ 40,007	\$ 13,336	\$ 13,412	\$ (76)	cola	\$ 3,356	\$ 10,056
Operating Expenses	\$ 18,705	\$ 6,235	\$ 6,235	\$ -		\$ 1,559	\$ 4,676
S/T	\$ 58,712	\$ 19,571	\$ 19,647	\$ (76)		\$ 4,915	\$ 14,732
SANITATION (Recycling & Waste Disposal)							
Operating Expenses	\$ 1,386,520	\$ 462,173	\$ 462,173	\$ -		\$ 115,543	\$ 346,630
S/T	\$ 1,386,520	\$ 462,173	\$ 462,173	\$ -		\$ 115,543	\$ 346,630
TOTAL PUBLIC WORKS	\$ 3,424,119	\$ 1,141,373	\$ 1,160,189	\$ (18,816)		\$ 292,889	\$ 857,300
HEALTH AND HUMAN SERVICES							
BOARD OF HEALTH							
Salaries & Wages	\$ 150,735	\$ 50,245	\$ 52,304	\$ (2,059)	cola	\$ 13,153	\$ 39,151
Operating Expenses	\$ 33,840	\$ 11,280	\$ 11,280	\$ -		\$ 2,820	\$ 8,460
S/T	\$ 184,575	\$ 61,525	\$ 63,584	\$ (2,059)		\$ 15,973	\$ 47,611
COUNCIL ON AGING							
Salaries & Wages	\$ 166,105	\$ 55,368	\$ 57,624	\$ (2,256)	cola	\$ 14,491	\$ 43,133
Operating Expenses	\$ 35,277	\$ 11,759	\$ 11,759	\$ -		\$ 2,940	\$ 8,819
S/T	\$ 201,382	\$ 67,127	\$ 69,383	\$ (2,256)		\$ 17,431	\$ 51,952
VETERANS SERVICES							
Salaries & Wages	\$ 79,445	\$ 26,482	\$ 27,380	\$ (898)	cola	\$ 6,878	\$ 20,502
Operating Expenses	\$ 741,400	\$ 247,467	\$ 247,467	\$ -		\$ 61,867	\$ 185,609
S/T	\$ 821,845	\$ 273,948	\$ 274,846	\$ (898)		\$ 68,745	\$ 206,101
COMMISSION ON DISABILITY							
	\$ 1,300	\$ 433	\$ 433	\$ -		\$ 108	\$ 325
RAPE CRISIS PROJECT							
	\$ 2,000	\$ 667	\$ 667	\$ -		\$ 167	\$ 500

**Town Administrator Recommended
FY21 General Fund Operating Budget**

Operating Expenses and Transfers	FY20 Budgeted	1/3 of FY20 Budget	Requested Amount July-Oct 2020	variance from 1/3rd:	comments	Board of Sel. approved July 2020 Budget	Town Meeting Appropriation
TOTAL HEALTH & HUMAN SERVICES	\$ 1,211,102	\$ 403,701	\$ 408,814	\$ (5,219)		\$ 102,424	\$ 306,490
CULTURE AND RECREATION							
MILICENT LIBRARY	\$ 684,037	\$ 228,012	\$ 218,012	\$		\$ 77,000	\$ 151,012
RECREATION							
Salaries & Wages	\$ 187,349	\$ 62,450	\$ 64,955	\$ (2,505) colc		\$ 16,332	\$ 48,623
Operating Expenses	\$ 175,775	\$ 58,592	\$ 58,592	\$		\$ 14,648	\$ 43,944
S/T	\$ 363,124	\$ 121,041	\$ 123,546	\$ (2,505)		\$ 30,980	\$ 92,566
PARK DIVISION							
Salaries & Wages	\$ 111,348	\$ 37,118	\$ 39,033	\$ (1,917) colc \$967 & licenses \$950		\$ 10,507	\$ 28,526
Operating Expenses	\$ 38,541	\$ 12,847	\$ 12,847	\$		\$ 3,212	\$ 9,635
S/T	\$ 149,889	\$ 49,963	\$ 51,880	\$ (1,917)		\$ 13,719	\$ 38,161
TOURISM							
Salaries & Wages	\$ 69,357	\$ 23,119	\$ 23,450	\$ (331) colc		\$ 5,876	\$ 17,574
Operating Expenses	\$ 24,155	\$ 8,052	\$ 8,052	\$		\$ 2,013	\$ 6,039
S/T	\$ 93,512	\$ 31,171	\$ 31,502	\$ (331)		\$ 7,889	\$ 23,613
FINE ARTS	\$ 1,200	\$ 400	\$ 400	\$		\$ 100	\$ 300
HISTORICAL COMMISSION	\$ 16,750	\$ 5,583	\$ 5,583	\$		\$ 1,396	\$ 4,187
MEMORIAL DAY	\$ 2,500	\$ 833	\$ 833	\$		\$ 208	\$ 625
CULTURAL COUNCIL	\$ 2,750	\$ 917	\$ 917	\$		\$ 229	\$ 688
TOTAL CULTURE AND RECREATION	\$ 1,319,762	\$ 437,921	\$ 442,674	\$ (4,753)		\$ 131,521	\$ 311,153
CONSOLIDATED INFORMATION TECHNOLOGY	\$ 480,441	\$ 160,147	\$ 205,147	\$ (45,000) maint contracts \$45K		\$ 85,037	\$ 120,110
NON-DEPARTMENTAL							
CONTRIBUTORY RETIREMENT	\$ 3,227,999	\$ 1,076,000	\$ 3,227,999	\$ (2,151,999) assessment \$3,227,999		\$ 3,227,999	\$
GROUP INSURANCE	\$ 4,296,181	\$ 1,432,061	\$ 1,432,061	\$		\$ 358,015	\$ 1,074,046
MA EMPLOYMENT SECURITY	\$ 115,000	\$ 38,333	\$ 115,000	\$ (76,667) Claims may be highest in first 3rd of year		\$ 9,583	\$ 105,417
TOWN INSURANCE	\$ 928,583	\$ 309,528	\$ 928,583	\$ (619,055) All premiums due in first 3rd of year		\$ 830,000	\$ 98,583
MEDICARE ASSESSMENT (EMPLOYER SHARE)	\$ 418,000	\$ 139,333	\$ 139,333	\$		\$ 34,833	\$ 104,500
WINDTURBINE ELECTRIC EXPENSE	\$ 750,000	\$ 250,000	\$ 250,000	\$		\$ 62,500	\$ 187,500
TOTAL NON-DEPARTMENTAL	\$ 9,735,764	\$ 3,245,259	\$ 6,092,976	\$ (2,647,721)		\$ 4,522,930	\$ 1,570,046
DEBT SERVICE							
Principal	\$ 803,711	\$ 267,904	\$ 267,904	\$		\$ 66,976	\$ 200,528
Interest	\$ 294,616	\$ 98,205	\$ 112,830	\$ (14,625) interest on debt \$14,625		\$ 39,176	\$ 73,654
Principal Authorized but not Issued	\$ 127,600	\$ 42,533	\$ 42,533	\$		\$ 10,633	\$ 31,900
Interest Authorized but not Issued	\$ 31,900	\$ 10,633	\$ 10,633	\$		\$ 2,658	\$ 7,975
Interest on Temp Loans	\$ 44,500	\$ 14,833	\$ 14,833	\$		\$ 3,708	\$ 11,125
TOTAL DEBT SERVICE	\$ 1,302,327	\$ 434,109	\$ 448,734	\$ (14,625)		\$ 123,151	\$ 325,583
ASSESSMENTS (Cherry sheet charges)							
County Tax	\$ 233,108	\$ 77,703	\$ 77,703	\$		\$ 19,426	\$ 58,277
Mosquito Control District	\$ 45,585	\$ 15,195	\$ 15,195	\$		\$ 3,799	\$ 11,396
Air Pollution District	\$ 4,854	\$ 1,618	\$ 1,618	\$		\$ 405	\$ 1,213
RMV Non-Renewal Surcharge	\$ 16,660	\$ 5,553	\$ 5,553	\$		\$ 1,388	\$ 4,165
Regional Transit	\$ 35,471	\$ 11,824	\$ 11,824	\$		\$ 2,956	\$ 8,868
Special Education Charges	\$ 1,571	\$ 524	\$ 524	\$		\$ 131	\$ 393
School Choice Sending Tuition	\$ 144,288	\$ 48,096	\$ 48,096	\$		\$ 12,024	\$ 36,072
Charter School Sending Tuition	\$ 15,687	\$ 5,229	\$ 5,229	\$		\$ 1,307	\$ 3,922
TOTAL ASSESSMENTS	\$ 497,214	\$ 169,741	\$ 169,741	\$		\$ 41,436	\$ 124,305
TOTAL GENERAL FUND OPERATING BUDGET	\$ 50,700,395	\$ 16,900,132	\$ 20,581,010	\$ (3,680,878)		\$ 8,838,829	\$ 11,742,181
APPROPRIATIONS TO RESERVES							
OVERLAY RESERVE (ABATEMENTS & REFUNDS)	\$ 300,000	\$ 100,000	\$ 300,000	\$ (200,000) Needs to be available for use by Assessors		\$	\$ 300,000
RESERVE FUND	\$ 100,000	\$ 33,333	\$ 75,000	\$ (41,667) Given budget uncertainty reserve is needed		\$	\$ 75,000
D(ther) P(ost) E(mployment) B(enefits) RESERVE	\$ 250,000	\$ 83,333	\$	\$ 83,333		\$	\$
WAGE AND SALARY RESERVE (Union Employees)	\$ 147,772	\$ 49,257	\$	\$ 49,257		\$	\$
COLA FOR NON-UNION EMPLOYEES	\$ 100,000	\$ 33,333	\$	\$ 33,333		\$	\$
TOTAL APPROPRIATIONS TO RESERVES	\$ 897,772	\$ 299,257	\$ 375,000	\$ (75,743)		\$	\$ 375,000
Total General Fund and Reserves	\$ 51,598,167	\$ 17,199,389	\$ 20,956,010	\$ (3,756,621)		\$ 8,838,829	\$ 12,117,181

ARTICLE : SEWER ENTERPRISE FUND FY21 RECOMMENDED OPERATING BUDGET

	FY 20 Budget	1/2 of FY20 Budget	Requested Amount July - Oct 2020	Variance from 1/3rd	Comments	Bd of Sel Approved July 2020 Budget	Town Meeting Appropriation
Revenues							
User Charges	\$3,294,066	\$1,098,022	\$1,109,443	-\$11,421	revenues collected July	\$297,681	\$811,762
Connection Fees	\$40,000	\$13,333	\$13,333	\$0		\$3,333	\$10,000
Other Department Revenue	\$340,000	\$113,333	\$113,333	\$0		\$28,333	\$85,000
Investment Income							
TOTAL OPERATING REVENUE	\$3,674,066	\$1,224,689	\$1,236,110	-\$11,421		\$329,347	\$906,763
Retained Earnings Appropriated	\$55,330	\$18,443	\$80,000	-\$61,557	use retained earnings \$50K	\$80,000	\$0
Sewer Betterment Stabilization Funds	\$32,232	\$10,744	\$37,232	-\$21,488	stab funds to pay deb: \$17,732	\$29,546	\$7,085
TOTAL REVENUE	\$3,761,628	\$1,253,876	\$1,348,342	-\$94,466		\$438,893	\$909,849
FY 21 Sewer Enterprise Fund Operating Budget							
Salaries and Wages	\$1,103,598	\$367,866	\$399,413	-\$31,547	cola \$11,097 & licenses \$20,450	\$115,606	\$283,807
Expenses	\$1,187,325	\$389,108	\$394,054	-\$4,946		\$102,222	\$291,832
Purchase of Services	\$240,400	\$80,133	\$85,079	-\$4,946	contracts \$4,946	\$24,979	\$60,100
Utilities	\$388,000	\$129,333	\$129,333	\$0		\$32,333	\$97,000
Supplies	\$144,425	\$48,142	\$48,142	\$0		\$12,035	\$36,107
Gasoline	\$15,000	\$5,000	\$5,000	\$0		\$1,250	\$3,750
Minor Equipment	\$54,500	\$18,167	\$18,167	\$0		\$4,542	\$13,625
Sludge Disposal	\$325,000	\$108,333	\$108,333	\$0		\$27,083	\$81,250
S/T	\$2,270,923	\$756,974	\$793,467	-\$36,493		\$217,828	\$575,639
Indirect Costs from General Fund	\$631,725	\$210,575	\$210,575	\$0		\$52,644	\$157,931
Reserve Fund Sewer	\$50,000	\$16,667	\$16,667	\$0		\$0	\$16,667
Debt	\$506,099	\$168,700	\$168,700	\$0		\$42,175	\$126,525
Interest on Debt	\$302,881	\$100,960	\$128,933	-\$27,973	Interest on debt \$27,973	\$128,933	\$0
Authorized but unissued Debt	\$0	\$0	\$30,000	-\$30,000		\$0	\$30,000
S/T	\$808,980	\$269,660	\$327,633	-\$57,973		\$171,108	\$156,525
Total Sewer Enterprise Fund Operating Budget	\$3,761,628	\$1,253,876	\$1,348,342	-\$94,466		\$441,980	\$906,762
			0.3584				
And further to transfer to the Sewer Enterprise Fund							
Sewer Enterprise Retained Earnings	\$0	\$0	\$0	\$0		\$0	\$0
Sewer Betterment West Island	\$18,035	\$6,012	\$6,012	\$0		\$15,148	-\$9,136
Sewer Betterment Boulder Park	\$204	\$68	\$68	\$0		\$0	\$68
Sewer Betterment Nancy St	\$1,441	\$480	\$480	\$0		\$0	\$480
Sewer Betterment SN Rd	\$12,552	\$4,184	\$4,184	\$0		\$15,426	-\$11,242

WATER ENTERPRISE FUND FY21 RECOMMENDED OPERATING BUDGET

	FY 20 Budget	1/3 of FY20 Budget	Requested Amount July - Oct 2020	variance from 1/3rd	comments	Bd of Sel Approved July 2020 Budget	Town Meeting Appropriation
Revenues							
User Charges	\$2,610,800	\$870,267	\$905,988	-\$35,721	revenues collected July	\$242,165	\$663,823
Connection Fees	\$60,000	\$20,000	\$20,000	\$0		\$5,000	\$15,000
Other Department Revenue	\$200,000	\$66,667	\$66,667	\$0		\$16,667	\$90,000
Investment Income							
TOTAL OPERATING REVENUE	\$2,870,800	\$956,933	\$992,654	-\$35,721		\$263,832	\$728,822
Retained Earnings Appropriated	\$0	\$0	\$0	\$0		\$0	\$0
TOTAL REVENUE	\$2,870,800	\$956,933	\$992,654	-\$35,721			
FY 21 Water Enterprise Fund Operating Budget							
Salaries and Wages	\$595,645	\$198,548	\$217,384	-\$18,836	cost \$9761 & licenses \$9,075	\$61,517	\$155,867
Expenses	\$425,500	\$141,833	\$152,888	-\$11,055		\$46,514	\$106,374
Purchase of Services	\$301,200	\$100,400	\$111,435	-\$11,055	serv & maint contracts \$11,055	\$36,155	\$75,300
Utilities	\$49,700	\$16,567	\$16,567	\$0		\$4,142	\$12,425
Supplies	\$37,100	\$12,367	\$12,367	\$0		\$3,092	\$9,275
Gasoline	\$15,000	\$5,000	\$5,000	\$0		\$1,250	\$3,750
Other Charges and Expenses	\$2,500	\$833	\$833	\$0		\$208	\$625
Minor Equipment	\$20,000	\$6,667	\$6,667	\$0		\$1,667	\$5,000
Raw Water Cost	\$0	\$0	\$0	\$0		\$0	\$0
Water District	\$1,277,368	\$425,789	\$425,789	\$0		\$106,447	\$319,342
S/T	\$2,298,513	\$766,171	\$796,062	-\$29,891		\$214,478	\$581,584
Indirect Costs from General Fund	\$460,933	\$153,644	\$153,644	\$0		\$38,411	\$115,233
Reserve Fund Water	\$50,000	\$16,667	\$16,667	\$0		\$0	\$16,667
Debt	\$47,582	\$15,861	\$15,861	\$0		\$3,965	\$11,896
Interest on Debt	\$13,774	\$4,591	\$10,421	-\$5,830	interest on debt \$5,830	\$6,978	\$3,443
Authorized and Unissued Debt	\$0	\$0	\$0	\$0		\$0	\$0
S/T	\$61,356	\$20,452	\$26,282	-\$5,830		\$10,943	\$15,339
Total Water Enterprise Fund Operating Budget	\$2,870,800	\$956,933	\$992,654	-\$35,721		\$263,832	\$728,822

0.3458

Cable Enterprise - Town	FY 20 Budget	<u>1/3 of FY20 Budget</u>	<u>Requested Amount July - Oct 2020</u>	variance from 1/3rd	comments	Bd of Sel Approved July 2020 Budget	Town Meeting Appropriation
Salary & Benefits							
Salary	\$132,842	\$44,281	\$46,054	-\$1,773	cnla	\$11,580	\$34,474
Benefits	\$12,673	\$4,224	\$4,224	\$0		\$1,056	\$3,168
Total Salary & Benefits	\$145,515	\$48,505	\$50,278	-\$1,773		\$12,636	\$37,642
Purchase of Services							
Repairs & Main Equip,ent	\$1,000	\$333	\$333	\$0		\$83	\$250
Professional Salary (transfer to G/F)	\$24,500	\$8,167	\$8,167	\$0		\$2,042	\$6,125
Legal	\$2,500	\$833	\$833	\$0		\$208	\$625
Telephone	\$1,500	\$500	\$500	\$0		\$125	\$375
Postage	\$100	\$33	\$33	\$0		\$8	\$25
Internet	\$2,000	\$667	\$667	\$0		\$167	\$500
Advertising	\$1,000	\$333	\$333	\$0		\$83	\$250
Contracted Services	\$10,000	\$3,333	\$3,333	\$0		\$833	\$2,500
Insurance	\$2,500	\$833	\$833	\$0		\$208	\$625
Total Purchase of Services	\$45,100	\$15,033	\$15,033	\$0		\$3,757	\$11,276
Supplies							
Office Supplies	\$1,000	\$333	\$333	\$0		\$83	\$250
Other Supplies	\$500	\$167	\$167	\$0		\$42	\$125
Total Supplies	\$1,500	\$500	\$500	\$0		\$125	\$375
Other Charges							
Mileage/Car Allowance	\$585	\$195	\$195	\$0		\$49	\$146
Seminars/Professional Gathering	\$1,500	\$500	\$500	\$0		\$125	\$375
Dues	\$500	\$167	\$167	\$0		\$42	\$125
Public Relations	\$1,000	\$333	\$333	\$0		\$83	\$250
Total Other Charges	\$3,585	\$1,195	\$1,195	\$0		\$299	\$896
Minor Equipment	\$4,300	\$1,433	\$1,433	\$0		\$358	\$1,075
Total Annual Operating Department Request	\$200,000	\$66,667	\$68,440	-\$1,773		\$17,175	\$51,265

Cable Enterprise - School	FY 20 Budget	<u>1/3 of FY20 Budget</u>	<u>Requested Amount July - Oct 2020</u>	variance from 1/3rd	comments	Bd of Sel Approved July 2020 Budget	Town Meeting Appropriation
Salary & Benefits							
Salary	\$105,187	\$35,062	\$35,062	\$0		\$8,766	\$26,296
Benefits	\$15,313	\$5,104	\$5,104	\$0		\$1,276	\$3,828
Total Salary & Benefits	\$120,500	\$40,167	\$40,167	\$0		\$10,042	\$30,125
Purchase of Services							
Repairs & Main Equip,ent	\$0	\$0	\$0	\$0		\$0	\$0
Professional Salary (transfer to G/F)	\$24,500	\$8,167	\$8,167	\$0		\$2,042	\$6,125
Legal	\$0	\$0	\$0	\$0		\$0	\$0
Telephone	\$0	\$0	\$0	\$0		\$0	\$0
Postage	\$0	\$0	\$0	\$0		\$0	\$0
Internet	\$15,000	\$5,000	\$5,000	\$0		\$1,250	\$3,750
Advertising	\$0	\$0	\$0	\$0		\$0	\$0
Contracted Services	\$0	\$0	\$0	\$0		\$0	\$0
Insurance	\$0	\$0	\$0	\$0		\$0	\$0
Total Purchase of Services	\$39,500	\$13,167	\$13,167	\$0		\$3,292	\$9,875
Supplies							
Office Supplies	\$0	\$0	\$0	\$0		\$0	\$0
Other Supplies	\$0	\$0	\$0	\$0		\$0	\$0
Total Supplies	\$0	\$0	\$0	\$0		\$0	\$0
Other Charges							
Mileage/Car Allowance	\$0	\$0	\$0	\$0		\$0	\$0
Seminars/Professional Gathering	\$0	\$0	\$0	\$0		\$0	\$0
Dues	\$0	\$0	\$0	\$0		\$0	\$0
Public Relations	\$0	\$0	\$0	\$0		\$0	\$0
Total Other Charges	\$0	\$0	\$0	\$0		\$0	\$0
Minor Equipment	\$0	\$0	\$0	\$0		\$0	\$0
Total Annual Operating Department Request	\$160,000	\$53,333	\$53,333	\$0		\$13,334	\$39,999

TOWN OF FAIRHAVEN
Request for Appropriation Transfers
Between or Within Departments

Date: June 26, 2020

Board of Selectmen & Finance Committee
Town of Fairhaven

Members:

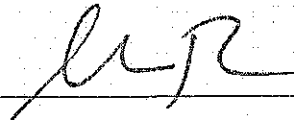
Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 44, Section 33B, of the Massachusetts General Laws. (If your budget does not have sufficient funds within other categories to cover this deficit, please fill in amount requested and #2-To be transferred to (account number). Please provide in the comment section below your explanation for lack of funding for review by the Town Administrator.

Amount requested: \$10,000.00

1. To be transferred from (account number): 001-710-00-5910-01-0121 – Debt Authorized but not Issued
2. To be transferred to (account number): 001-424-00-5212-00-0498 – Street Lights

Comments: Higher than expected maintenance expense

Request submitted by (signature required):



Officer or Department Head

APPROVALS

Board of Selectmen:

Date of Meeting: _____

Signatures:

Transfer disapproved (checkmark): _____

Finance Committee:

Date of Meeting: _____

Number Present and Voting: _____

Approved by Majority, list vote: _____

Transfer disapproved (checkmark): _____

Signature:

Chairman, Finance Committee

Please Note:

1. This alternative year-end transfer procedure applies for the last two months of the fiscal year (May and June) and the first 15 days of July (for that same fiscal year) and requires a majority vote of the Board of Selectmen and the Finance Committee.
2. This procedure **cannot** be used to transfer from a Municipal Light or School Department.
3. Signed originals of this request (required in quadruplicate) will be distributed to the Board of Selectmen, the Finance Committee, the Town Accountant, and the requesting department.

TOWN OF FAIRHAVEN
Request for Appropriation Transfers
Between or Within Departments

Date: June 26, 2020

Board of Selectmen & Finance Committee
Town of Fairhaven

Members:

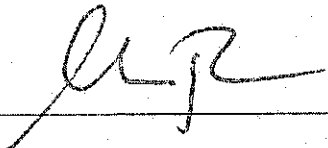
Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 44, Section 33B, of the Massachusetts General Laws. (If your budget does not have sufficient funds within other categories to cover this deficit, please fill in amount requested and #2-To be transferred to (account number). Please provide in the comment section below your explanation for lack of funding for review by the Town Administrator.

Amount requested: \$35,000.00

1. To be transferred from (account number): 001-710-00-5910-01-0121 – Authorized but not Issued
2. To be transferred to (account number): 001-122-21-5201-17-1227 – Wind Turbines

Comments: Offset by increased revenues

Request submitted by (signature required):



Officer or Department Head

APPROVALS

Board of Selectmen:

Date of Meeting: _____

Signatures:

Transfer disapproved (checkmark): _____

Finance Committee:

Date of Meeting: _____

Number Present and Voting: _____

Approved by Majority, list vote: _____

Transfer disapproved (checkmark): _____

Signature:

Chairman, Finance Committee

Please Note:

1. This alternative year-end transfer procedure applies for the last two months of the fiscal year (May and June) and the first 15 days of July (for that same fiscal year) and requires a majority vote of the Board of Selectmen and the Finance Committee.
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TOWN OF FAIRHAVEN
Request for Appropriation Transfers
Between or Within Departments

Date: June 26, 2020

Board of Selectmen & Finance Committee
Town of Fairhaven

Members:

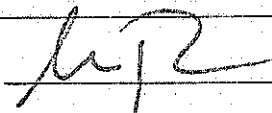
Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 44, Section 33B, of the Massachusetts General Laws. (If your budget does not have sufficient funds within other categories to cover this deficit, please fill in amount requested and #2-To be transferred to (account number). Please provide in the comment section below your explanation for lack of funding for review by the Town Administrator.

Amount requested: \$900.00

1. To be transferred from (account number): 001-122-00-5731-00-0450 – Selectmen Dues
2. To be transferred to(account number): 001-122-00-5111-00-0450 – Selectmen/TA Salaries

Comments: Budget miscalculation

Request submitted by (signature required):



Officer or Department Head

APPROVALS

Board of Selectmen:

Date of Meeting: _____

Signatures:

Transfer disapproved (checkmark): _____

Finance Committee:

Date of Meeting: _____

Number Present and Voting: _____

Approved by Majority, list vote: _____

Transfer disapproved (checkmark): _____

Signature:

Chairman, Finance Committee

Please Note:

1. This alternative year-end transfer procedure applies for the last two months of the fiscal year (May and June) and the first 15 days of July (for that same fiscal year) and requires a majority vote of the Board of Selectmen and the Finance Committee.
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TOWN OF FAIRHAVEN
Request for Appropriation Transfers
Between or Within Departments

Date: June 26, 2020

Board of Selectmen & Finance Committee
Town of Fairhaven

Members:

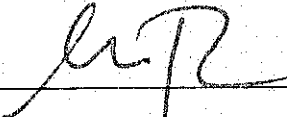
Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 44, Section 33B, of the Massachusetts General Laws. (If your budget does not have sufficient funds within other categories to cover this deficit, please fill in amount requested and #2-To be transferred to (account number). Please provide in the comment section below your explanation for lack of funding for review by the Town Administrator.

Amount requested: \$50.00

1. To be transferred from (account number): 001-189-00-5390-00-0523 – Tourism Contracted Services
2. To be transferred to (account number): 001-189-00-5111-00-0523 – Tourism Salaries

Comments: Budget miscalculation

Request submitted by (signature required):



Officer or Department Head

APPROVALS

Board of Selectmen:

Date of Meeting: _____

Signatures:

Transfer disapproved (checkmark): _____

Finance Committee:

Date of Meeting: _____

Number Present and Voting: _____

Approved by Majority, list vote: _____

Transfer disapproved (checkmark): _____

Signature:

Chairman, Finance Committee

Please Note:

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3. Signed originals of this request (required in quadruplicate) will be distributed to the Board of Selectmen, the Finance Committee, the Town Accountant, and the requesting department.

TOWN OF FAIRHAVEN
Request for Appropriation Transfers
Between or Within Departments

Date: 6/18/20

Board of Selectmen & Finance Committee
Town of Fairhaven

Members:

Request is hereby made for the following transfer between departmental appropriations in accordance with Chapter 44, Section 33B, of the Massachusetts General Laws. (If your budget does not have sufficient funds within other categories to cover this deficit, please fill in amount requested and the account number to transfer funds. Please provide in the comment section below your lack of funding for review by the Town Administrator).

Amount requested: \$5,000

1. To be transferred from (account number): \$1400 056-159-00-5390-00-1433 - Contracted Services
2. To be transferred from (account number): \$1500 056-159-00-5713-00-1433 – Seminars, Prof. Gatherings
3. To be transferred from (account number): \$400 056-159-00-5732-00-1433 – Public Relations
4. To be transferred from (account number): \$1000 056-159-00-5870-00-1433 – Minor Equipment
5. To be transferred from (account number): \$200 056-159-00-5420-00-1433 – Office Supplies
6. To be transferred from (account number): \$400 056-159-00-5712-00-1433 – Mileage
7. To be transferred from (account number): \$100 056-159-00-5731-00-1433 - Dues

8. To be transferred to (account number): \$5000 056-159-00-5111-00-1433

Comments: _ Additional Hours were needed to pay Videographers for coverage of additional government meetings per the Town-by-law as well as virtual meetings and events during the past few months during the COVID-19 Pandemic. A reallocation of enterprise funds will solve this with no need for additional funding. Requesting a transfer of line items from operating expenses to personal.

Request submitted by (signature required): _____

Officer or Department Head

APPROVALS

Board of Selectmen:

Finance Committee:

Date of Meeting: _____

Date of Meeting: _____

Signatures:

Number Present and Voting: _____

Approved by Majority, list vote: _____

Transfer disapproved (checkmark): _____

Signature:

Transfer disapproved (checkmark): _____

Chairman, Finance Committee

Please Note:

1. This alternative year-end transfer procedure applies for the last two months of the fiscal year (May and June) and the first 15 days of July (for that same fiscal year) and requires a majority vote of the Board of Selectmen and the Finance Committee.
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