February 22, 2018

Town of West Bridgewater

Minutes of the Finance Committee Meeting

The meeting convened at 6:37 P.M. in the Selectmen’s Meeting Room in the West Bridgewater Town Hall.

Committee Members Present: Chairman Ms. Meredith Anderson, Vice Chairman Ms. Jeri Screnci, Ms. Janice Fox, Mr. Maurice McCarthy, and Ms. Cheryl Adams.

Also present were potential new members of the Finance Committee, Ms. Melissa Byrnes and Mr. Scott Weatherbee.

Also present was Town Administrator David Gagne.

Ms. Melissa Byrnes and Mr. Scott Weatherbee introduced themselves to the Finance Committee.

Chairman Meredith Anderson, Vice Chairman Jeri Screnci, Ms. Janice Fox, Mr. Maurice McCarthy and Ms. Cheryl Adams introduced themselves as well.

Chairman Anderson discussed what the Role of Finance Committee is and how they are an Advisory Board. Ms. Anderson also discussed how the Town of West Bridgewater is growing and how this year she would like to talk to each committee about what their individual goals would be due to this growth in the upcoming years.

Mr. David Gagne then presented budget 1720 (Agricultural Commission). Mr. Gagne explained that this budget was level funded year after year.

Ms. Anderson asked if anyone had any questions.

Treasurer Collector Scott Golder entered the meeting to first present budget 1450 (Treasurer Collector). Mr. Golder noted that the Appointed Official line item went down about 20% due to Mr. Golder being new to the position of Treasurer Collector. Mr. Golder also noted that he was looking for a 2 1/2 % increase for staff raises. He stated that the other increase was for Equipment Maintenance due to the Postage Meter beginning to fail.

Ms. Anderson asked if anyone had any questions.

Mr. Golder presented budget 7100 (Debt-Principal) and gave a brief description of the budget.

Ms. Anderson asked if anyone had any questions.
Mr. Golder presented budget 7510 (Debt-Interest). Mr. Golder gave a brief description of the budget and noted that the interest from the school went up due to the new bond. He stated that all of the other line items were level-funded.

Ms. Anderson asked if anyone had any questions.

Mr. Golder presented budget 7520 (Short Term Interest). Mr. Golder gave a brief description of the budget and Ms. Anderson asked if anyone had any questions.

Mr. Golder exited the meeting.

Chief Kenneth May entered the building to discuss the Fire Department Budget (2200). Ms. Anderson asked Chief May to discuss the changes in the budget. Chief May advised that the majority of the changes were Contractual however he would like to move his Senior Secretary to Head Secretary.

Chairman Anderson asked what kind of needs the Fire Department may need in the next few years due to the growth of the town. Chief May stated that department needs more space.

Chief May and the Finance Committee also discussed the possibility of adding an additional firefighter to reduce some of the Over Time.

Chairman Anderson asked if anyone had any additional questions for Chief May.

Chief May exited the meeting.

Conservation Agent John Delano entered the meeting to present budget 1710 (Conservation Commission.) Mr. Delano discussed this budget and stated that the budget is level funded with the exception of the contractual changes for the clerical and agent salaries.

Chairman Anderson asked Mr. Delano what the department may need in the next 3 years that they currently do not have. Mr. Delano stated that he believed the department would be fine in the next year, and that after that it would be helpful to have a clerical person in the office.

Chairman Anderson asked if anyone had any questions.

Mr. Delano then presented budget 1715 (Open Space Committee). Mr. Delano explained that there were no changes in this budget from last year.

Chairman Anderson asked Mr. Delano what this department may need in the next 3 years that they currently do not have. Mr. Delano stated that additional time and money would be very helpful for future educational programs.
Chairman Anderson asked if anyone had any questions.

Mr. Delano exited the meeting.

Mr. John Cruz, Chairman of the Board of Health entered the meeting to discuss the Board of Health’s Transfer Request. Mr. Cruz advised that the request was due to issues with pumps and floats that needed to be replaced in the municipal septic system that services the Howard and MSHS, the COA, Library and the Public Safety building. Ms. Screnci made a motion to approve this request, Mr. McCarthy seconded this motion and the committee voted unanimously in favor of this motion.

Mr. Cruz then presented budget 1950 (Wastewater Treatment Facilities). Mr. Cruz discussed this budget and noted that the increase of $3,000.00 is coming from the School Department.

Chairman Anderson asked the committee if anyone had any questions.

Mr. Cruz presented Budget 5110 (Board of Health). Mr. Cruz discussed this budget and stated that the changes were due to the Increase in Health Agents and that the Clerical increase is contractual. He also stated that they are looking for additional hours for nursing services.

Chairman Anderson asked for data on the Nursing Services and Mr. Cruz agreed to gather the information and provide it to the Finance Committee.

Chairman Anderson asked if anyone had any further questions.

Chairman Anderson called for a temporary recess.

Chairman Anderson called the meeting back into order.

Mr. Gagne presented budget 5260 (Womansplace Crisis Center). Mr. Gagne explained that there was a small increase in this budget.

Chairman Anderson asked if anyone had any questions with regards to this budget.

Mr. Gagne then presented budget 5270 (Brockton Area ARC). Mr. Gagne advised that there were no changes to this budget.

Mr. Gagne then presented budget 5280 (Old Colony Hospice Care). Mr. Gagne explained that this budget was level funded with no changes.

Chairman Anderson asked if anyone had any questions with regards to this budget.

Mr. Gagne then presented budget 6600 (Plymouth County Extension Services). Mr. Gagne explained that this budget was level funded with no additional changes.
Chairman Anderson asked if anyone had any questions with regards to this budget.

Chairman Anderson advised that the committee would now be accepting for review the Meeting Minutes of June 22, 2017 and August 17, 2017.

Ms. Scerenci made a motion to accept for review the meeting minutes of June 22, 2017 and August 17, 2017. Ms. Adams seconded this motion and the committee voted unanimously in favor of this motion.

Town Administrator David Gagne then provided slides from his presentation to the Board of Selectmen of the State of the Town Address.

Chairman Anderson advised that the next item on the agenda would be to discuss the special town meeting warrant articles.

Town Administrator David Gagne presented Warrant Article 5 which he stated was for re-attaching Town owned communication lines that are attached to poles that National Grid had to update. Rather than taking the money from the Finance Committee’s Reserve, Mr. Gagne suggested that we take the money from the Free Cash Account.

Mr. Gagne presented Warrant Article 6 which he stated was to sell off the property that was foreclosed on, on 255 Walnut Street. Mr. Gagne stated that in order to sell off this property Town Meeting must authorize the sale.

Chairman Anderson asked if there were any other business anyone would like to discuss.

Ms. Screneci made a motion to adjourn the meeting, Ms. Adams seconded this motion and the committee voted unanimously in favor of this motion.

The meeting adjourned at 9:13PM.

Respectfully submitted,

Kristin E. Leahy, Secretary