

TOWN OF LAKEVILLE
Finance Committee Meeting Minutes
June 12, 2023 – 6:00 PM

Lakeville Police Station Meeting Room
323 Bedford Street, Lakeville, MA

On June 12, 2023, the Finance Committee held a meeting at 6:15 PM at the Lakeville Police Station Meeting Room. The meeting was called to order at 6:20 PM by Chairman Plonka. Members present were Christopher Plonka, Chairman; Katherine Desrosiers; Larry Kostant; Maureen Candito and Darren Beals. LakeCAM was recording the meeting for broadcast.

Meet with the Select Board to discuss end of the year transfer requests

Present for the discussion were members of the Select Board: Select Board Chairman Day, Member Fabian and Member Carboni. Also present were Ari Sky, Town Administrator, Todd Hassett, Town Accountant and Tracie Craig-McGee, Executive Assistant to the Select Board and Town Administrator.

Reserve Fund transfers (MGL Ch. 40, Sec. 6)

Mr. Nee was present for the discussion. Mr. Hassett said there is a transfer for the Facilities Department due to work done at the Animal Shelter. Mr. Nee's budget is depleted, but he still has a few small jobs he would like to do. We would like to transfer \$15,000 from Facilities Salaries in Custodial to Building Maintenance in the expense budget. Mr. Nee said we have two (2) air conditioning units from the Accounting Office renovation that we would like to use for the Old Library. Select Board Chairman Day asked if this is savings from unfilled positions. Mr. Sky said yes. Mr. Kostant asked \$15,000 just for air conditioners? Mr. Nee said there are multiple air conditioning projects going on. Member Fabian said some of the Animal Shelter repairs were unexpected due to a surprise inspection by the State.

Upon a motion made by Member Carboni and seconded by Member Fabian, it was:

VOTED: To approve the FY23 Reserve Fund Transfer for \$15,000 from Facilities Wages to Expenses as presented.

Roll call: Member Fabian – aye; Member Carboni – aye; Select Board Chairman Day - aye and Finance Committee Members: Ms. Desrosiers – aye; Mr. Beals – aye; Ms. Candito – aye; Mr. Kostant – aye and Chairman Plonka – aye.

Departmental transfers (MGL Ch. 44, Sec. 33B)

Mr. Hassett said there is \$139,055 in the Reserve Fund and we are asking for three (3) transfers totaling \$87,500. The transfers are a vote of the Finance Committee. The transfer for Legal Services is for \$45,000. We have had some on-going litigation and this will help us get through June. Ms. Candito asked is this just for KP Law? Mr. Sky said yes.

Upon a motion made by Chairman Plonka and seconded by Ms. Desrosiers, it was:

VOTED: To transfer \$45,000 from the Reserve Fund to Legal Services .
Unanimous in favor.

Mr. Hassett said the next transfer is for Animal Control salaries of \$22,500 primarily relating to covering the absence of the Animal Control Officer due to illness.

Upon a motion made by Chairman Plonka and seconded by Ms. Desrosiers, it was:

VOTED: To transfer \$22,500 from the Reserve Fund to Animal Control Officer Salaries.
Unanimous in favor.

Franklin Moniz, Department of Public Works Director, was present for the discussion. Mr. Hassett said the next transfer is for the Transfer Station. We experienced some excess costs due to bulky waste and recycling. The FY24 budget was adjusted accordingly, but we believe we will be short this year. The transfer request is for \$20,000. Mr. Hassett noted that the Select Board has approved rate increases for FY24. Ms. Candito asked if the rate increase is just to keep up? Mr. Moniz said right now just to keep up to be fair to the public. We raised the bags and sticker prices in regards to the increase in cost to get rid of the municipal solid waste. We increased the construction bulky waste and that keeps going up. We have seen a large spike in commercial waste. There was also a large increase in disposal of mattresses. Chairman Plonka asked about the recycling costs? Mr. Moniz said we just started making money on cardboard this past month.

Upon a motion made by Chairman Plonka and seconded by Mr. Kostant, it was:

VOTED: To transfer \$20,000 from the Reserve Fund to cover the expenses at the Transfer Station.
Unanimous in favor.

Member Carboni asked what the balance of the Reserve Fund was. Mr. Hassett said \$51,000.

Mr. Hassett said there are five (5) Department transfers. The first one is under Select Board to transfer \$610.00 from Select Board Expenses to Salaries for a contractual step increase that was not included in the budget. We would like to transfer \$14,500 from Town Offices Expenses to the Assessors Expenses to cover revaluation services of \$12,500 and technology/GIS services for \$2,000. They just budgeted for a normal update year for revaluation services, but this needed to be done for Department of Revenue approval. Select Board Chairman Day asked how often they had to do the revaluation? Mr. Hassett said it used to be every three (3) years, but now it is five (5) years. Under Fire Overtime the transfer is due to service calls. We adjusted the budget going forward, but this is a proposal to transfer \$25,000 from Police Salaries to Fire Department overtime to cover some of the callback overtime. He was just notified that we have additional firefighters out, so we may be back for a modest adjustment in July. There is a transfer to Norfolk Agricultural High School of \$54,584 for tuition and transportation. We had savings in both the other Regional School Districts so will use \$45,000 from Freetown/Lakeville and \$9,584 from Old Colony. Mr. Hassett noted we are not reducing the budgets; we paid the full assessment for both Schools We

set the budget at a higher level and it was amended by their School Committees. We are requesting \$2,500 to be transferred from the Employee Benefits area to Property Liability Insurance. Mr. Sky said the litigation is handled by the insurance carrier, but we have a deductible.

Mr. Hassett said the transfer for Norfolk Agricultural is for a student that couldn't be serviced at Bristol Agricultural. Most of the expense is from transportation. The cost is higher than that. Member Fabian said if the student drives themselves, do we have to reimburse them. Mr. Hassett said we would negotiate something, but it would be less than the transportation, which is \$260 per day plus tuition. Member Fabian asked if we knew about the litigation deductible. Mr. Sky said yes.

Upon a motion made by Chairman Plonka and seconded by Ms. Desrosiers, it was:

VOTED: To approve the transfers between the accounts as presented.
Roll call: Member Fabian – aye; Member Carboni – aye; Select Board Chairman Day and Finance Committee Members: Ms. Desrosiers – aye; Mr. Beals – aye; Ms. Candito – aye; Mr. Kostant – aye and Chairman Plonka – aye.

Chairman Plonka said the Finance Committee had other business to conduct.

Discuss and possible appointment of a Finance Committee member to serve on the Capital Expenditure Committee and appointment of a Finance Committee member to serve on the Regional School Committee Finance Committee

Chairman Plonka noted the Finance Committee needed to appoint a member to the Capital Expenditures Committee and the F/L Regional School Finance Committee. He said that Mr. Kostant serves on the Fire Station Building Committee; Ms. Desrosiers serve on the Council on Aging Building Addition Committee and he serves on the Old Colony Building Committee.

Upon a motion made by Chairman Plonka and seconded by Ms. Desrosiers, it was:

VOTED: To appoint Maureen Candito as a member of the Capital Expenditures Committee.
Unanimous in favor.

Upon a motion made by Chairman Plonka and seconded by Mr. Kostant, it was:

VOTED: To appoint Darren Beals as a member of the Regional School Finance Committee.
Unanimous in favor.

Discuss and possible vote to approve the Finance Committee Meeting Minutes of May 31, 2023

Ms. Candito noted that there was no need to have language about the Chairman stepping down to make motions. Chairman Plonka requested that the language be removed.

Upon a motion made by Chairman Plonka and seconded by Ms. Desrosiers, it was:

VOTED: To accept the May 31, 2023 Finance Committee Meeting Minutes as amended.
Unanimous in favor.

Upon a motion made by Chairman Plonka and seconded by Mr. Kostant, it was:

VOTED: To adjourn the Finance Committee Meeting at 6:49 PM.
Unanimous in favor.

List of documents provided at the Finance Committee Meeting of June 12, 2023

1. FY2023 Operating Budget Transfers; FY2023 Transfer of Appropriations
2. Finance Committee Meeting Minutes of May 31, 2023