

Finance Committee Meeting

Tuesday, April 6, 2021

Called to order by Chairman Joe Freitas at 6:00 pm.

Committee Members in Attendance

Per Covid – 19 prodigal, verbal roll call of attendance:

Chairman Joe Freitas, Michele Hamilton, Melinda Paine-Dupont. Matthew Chabot, Nancy Gajoli, Tabitha McCrohan.

Motion was made and seconded to table the minutes of March 24, 2021. Verbal roll call for approval and the committee unanimously voted to table the minutes

Chairman Joe Freitas turned our attention to the email received from the Town Clerk, Deborah Pereira, requesting \$3500.00 from the reserve account to be transferred to the election account. Ms. Pereira received a bill for the Tabulators of \$900 that she was not expecting, bring the total request to \$4400.00.

Ms. Pereira indicated that the CARES monies received that were appropriated for towns to help get through the 2020 fiscal year that ended in December.

The total budget for this specific account totaled \$22,100.00. Funding coming from \$17,100.00 voted and approve by town meeting and \$5,000.00 Grant monies.

Due to unforeseen expenditures for the November 2020 Presidential election the funds were depleted far more than expected. For example, the cards sent out by the state indicating vote by mail, in person or absente caused an over flow demand of personal needed to process the mailing of ballots from August through November and the cost of postal stamps increased. In addition, on Election Day, the additional personal for counting, sanitizing areas, police detail and all the PPE that was needed as required by Covid-19 Prodigal.

Prodigal
7/10/21

The extended cost was roughly \$6000.00. Ms. Pereira provided a breakdown of the additional expenditure which included programing \$2000.00; Ballots \$1500.00; Personnel \$1200.00 Police \$760.00 Food \$150.00 and miscellaneous \$200.00.

PERSONNEL
7/10/21

According to Ms. Pereira ~~personal~~ *PERSONNEL*, at the November election equal to roughly 33 people. This included 25% for early voting personal needed and roughly 65% for those who voted on the actual date of election.

In the upcoming election Ms. Pereira is looking at roughly 11 personal will be needed and this includes her and Kerrie as well.

The total request for transfer is \$4400.00 from the reserve account. Ms. Pereira indicated that \$400 from the line item for dues and organization that could be transfer to the request, leaving the request at \$4,000.00 needed from reserve account.

A motion was made and seconded to transfer from the reserve account to the election line item for the Town Clerk. A verbal roll call was taken of the committee members and approved the transfer. 5 ya 1 nay.

The Library was next on the agenda and Director provided the committee with a detailed report regarding the budget requesting for fiscal year 2022.

- The magic number is \$145,025.53 (rounded off @ \$145,026.00). this number is what is required in order to prevent the library from losing state aid.
- Current Capital improvements funds currently in place (vote at last town meeting) is \$22,445.00 for alarm upgrade. Just received 3rd quote.
- Future Capital Improvement funds needed is for installing air conditioning and upgrade public PC's.
- Grant funds of \$200.00 for Forensics Science roadshow Program, which was completed in September.
- \$520.00 for Baby Sign Language Program, currently in progress.
- \$200.00 for Adult Virtual Programming which has not been spent yet.

The library joined a library collaborative to share programs and program costs. The collaborative includes Berkley, Dighton, Fall River, Rehoboth, Somerset ad Swansea Public Libraries.

The state Aid Account currently has a balance of \$27,256.58 and is expecting the second half of the state aid for this year soon.

No changes are effected by the hiring of a new custodian. The calculation was based on standard procedures.

Town of Berkley Highway Department, Mr. Robert R Rose, and Highway Surveyor presented to the committee a detailed report of expenditures and his budget for the upcoming fiscal year 2022.

First, level funding worked for salaries as we had two positions open. We currently are fully staffed thus the increase, plus the increase per contract terms in the salaries line item.

R & M Buildings and equipment maintenance supplies have increased dramatically.


The contract services for Semass Coventa has gone up 4% and overall the transfer station is seeing an increasing of people using the orange trash bag to alleviate other obstacles during the covid-19 pandemic at the transfer station.

Office Supplies and Road materials have increased as well, which explains the increases for supply line items.

Also, the Recycling/Trash mattress grant ran out. We now have to pay to get rid of mattresses at an estimated cost of \$4,000.00. Furniture disposal went for \$15.00/ton to \$25.00/ton, which is an increase of 9%. To alleviate some of the cost we currently are charging \$20.00 per mattress to be disposed of.

The tree account is an elective official and has not had an increase and I have requested that the Finance Committee look into a possible increase and the same with the tree removal line needs to be reviewed for increase. The accounts listed are currently underfunded and the Highway accounts have absorbed the impact.

A motion to adjourn the meeting at 9:00 pm was made and seconded. Verbal roll call for approval and the committee unanimously voted to adjourn.

 4.13.21

Michele K. Hamilton



Nancy B. Hajala

