



TOWN OF CARVER

Carver Finance Committee

108 Main Street
Carver, MA 02330

Meeting Minutes of May 18, 2020
@ 7:00 PM

Present: Alan Germain; Chairman, Kathryn Bandzul; Vice Chairman, Members: Bill Duggan, Adam Holmes, Patrick Kenneally, Patrick Meagher, Elizabeth Sulger, Marie Zweigman, Carver Town Administrator; Rick LaFond, and Town Finance Director; Meg LaMay,

Also present: Town of Carver Police Chief, Marc Duphily and Recording Secretary, Kelly Dicarli

Absent: Members: George Callahan and Kevin Sullivan

Meeting Opened: 7:03 P.M.

A: Meeting will be recorded by Alan Germain and published online.

B: Transfer requests:

1. Carver Police Department

- a. Police Chief, Marc Duphily seeking a transfer request to the Police Department Budget. The amount was not included in the FY20 Budget as this procedure and service was negotiated with the Police Union after the fiscal budgets were created and approved. This Procedure and services developed includes using method testing from real world situation and scenarios. This will prompt police officers to make real time decisions based on this training method. Five (5) Police Officers will be starting this method testing around June 13, 2020. Police Chief, Marc Duphily will include this service in the future budgets.
- b. Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws
- c. Amount Requested: \$7,150.00
- d. To be transferred to: Police Expense- Other Purchased Services

Member Zweigman made a motion to accept Police Department transfer in the amount requested of \$7,150.00. Seconded by Member Sulger Voted and passed unanimously, 7-1-0
Vice Chairman Bandzul abstained from the vote.

2. Emergency Management

- a. Tom Walsh (absent) seeking transfer request due to the Pilgrim Nuclear Power shutting down the phone system. Tom Walsh was able to get a bid to install telephone lines in the Emergency Operation Center in the Town Hall
- b. Request is hereby made for the following transfer from the Reserve Fund in accordance with Chapter 40, Section 6, of the Massachusetts General Laws,
- c. To be transferred to \$4043.45.
- d. This expenditure is extraordinary and/or unforeseen due to when the Entergy Corporation sold the Pilgrim Nuclear Power Station to Holtec International for decommission, they will no longer provided the phone lines for the EOC.

Member Zweigman made a motion to accept the Emergency Management transfer in the amount requested of \$4043.45. Seconded by Member Sulger. Voted and passed unanimously, 8-0

C. Welcome Rick LaFond and Town Administrator update

Rick LaFond reviewed the impact of Covid-19 on the Town and provided the Finance Committee with a projected financial overview. Reviewed future financial reduction, budget cuts, and planning for the Town. Rick LaFond noted a potential 7.5% budget cut based on current spending plan.

Chairman Germain opened a discussion about splitting the Former Town Administrator (Currently the Town of Carver Executive Consultant) and the current Town Administrator, Rick LaFond into two (2) separate line items on the Town of Carver proposed operating budget. This would improve and create translucence to those reviewing the Operating Budget.

Pat Meagher stated he thought the former TA payment for his contract was a "buy out" and should be listed as a liability. The former TA currently the executive consultant is still an employee and is paid bi-weekly. Therefore, his contract is an ongoing expense and as such is paid from the operating budget.

Vice Chairman Bandzul made a motion to separate the operating budget items lines to reflect 2 (two) salaries of the current Town Administrator and the Executive Consultant. Seconded by Marie Zweigman. Voted and passed unanimously, 8-0

D: Discussion and review of FY 21 budget changes and any articles of interest to the committee.

Town finance director: Meg LaMay discussed April town receipts and comparing from last year. Meg LaMay noted the Town of Carver is slowly starting to see the effects of Covid- 19 and departments are continuing to take the spending freeze seriously. Meg LaMay discussed the towns proposed operating budget for the fiscal year ending 6/30/21 and stated some employees are returning from furlough as of May 18, 2020 and the latest July 31, 2020.

Regarding any articles of interest to the committee, Member Holmes discussed information from the current Annual Town Meeting Warrant which left out information discussed by the Finance Committee on March 3, 2020 meeting. Member Holmes reviewed the previous and current warrant articles and noted how they differ in information specifically relating to Article 3 and 5. Member Holmes also noted there are parts to warrant articles completely stricken from entire warrant (i.e. reviewed Article 5-part B) Member Holmes suggested to revote Article 3 and 5 to ensure vote is accurate.

Chairman Germain will notify Board of Selectman and have a joint meeting. Chairman Germain noted there is a Town Meeting May 19, 2020 to vote on Town Warrant and will communicate these concerns to the Board of Selectman and suspend voting until the Board of Selectman discuss this with the Finance Committee.

Rick LaFond will discuss with Town Hall employees regarding this correction.

Member Holmes made a motion for a formal request to the Board of Selectmen that no action on Article 3 and 5 be finalized during the Town Meeting on May 19, 2020 until there is a joint meeting with Board of Selectmen and the Finance Committee. Seconded by Vice Chairman Bandzul. Voted and passed unanimously, 8-0

E: Committee member comments. None

F: Review Meeting Minutes: March 03, 2020

Vice Chairman Bandzul made a motion to accept the minutes. Seconded by Member Sulger. Voted and passed unanimously, 8-0

G: Review Meeting Minutes: March 10, 2020

Member Sulger made a motion to accept the minutes. Seconded by Member Holmes. Voted and passed unanimously, 5-0

Vice Chairman Bandzul, Member Meagher, and Member Kenneally abstained from vote due to being absent during this meeting

H: Review Meeting Minutes: April 10, 2020

Vice Chairman Bandzul made a motion to accept the minutes. Seconded by Member Sulger. Voted and passed unanimously, 7-0

Member Duggan abstained from vote due to being absent during this meeting

I: Next meeting date and time:

- a. Finance Committee Meeting: May 26, 2020 at 7 P.M.

J: Follow up for next meeting:

- a. Potentially set up joint meeting with the Finance Committee and the Board of Selectmen.

K: Adjournment: Vice Chairman Bandzul made a motion to adjourn. Seconded by Member Duggan. Voted and passed unanimously, 8-0

Meeting adjourned at 8:41 P.M.

Respectfully submitted,
Kelly DiCarli