

**TOWN OF LAKEVILLE
Finance Committee Meeting Minutes
July 10, 2023 – 6:15 PM**

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

On July 10, 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; and Darren Beals attending remotely. LakeCAM was recording the meeting for broadcast.

Meet with the Select Board to discuss end of the year Departmental transfer requests (MGL Ch. 44, Sec. 33B)

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.

Mr. Hassett said there are no requests to further access the Finance Committee Reserve Fund that has a balance of \$51,500. We have three (3) Departmental transfers to consider. There is a request to transfer \$1,268 from Select Board Salaries; \$237 from Planning Board Salaries and \$1,298 from Park Department Salaries. These transfers will come from the individual Department Expense lines. There were two (2) reasons for the overage for Select Board and Planning Department Salaries as these were based on a 52-week basis. However, there was an extra day not accounted for in the budgets. We had this happen in prior years. The Park Department had a successful season and their Lifeguard Salaries did exceed what was planned for. Mr. Sky said the Board had increased the Lifeguard Salaries.

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

VOTED: To approve the salary transfers as presented.
Finance Chairman Plonka – aye; Ms. Desrosiers – aye; Mr. Beals – aye; Member Fabian – aye; Member Carboni – aye and Chairman Day- aye.

Mr. Hassett said the next request is from the Fire Department to transfer \$10,725 to cover overtime coverage associated with holiday and vacation pay. This will be funded from two (2) Fire Department expense lines. Member Fabian asked Mr. Hassett if the Board needs to take a closer look at the Fire Department budget and do a comparison of adding an employee versus overtime. Mr. Hassett said we have begun discussions with the Fire Chief about looking at staffing going forward provided we can support that level of an increase. This is the third year in a row that we needed a transfer for overtime. Member Fabian said at some point, it may be beneficial to pay benefits and hire full time than pay overtime. Perhaps we can discuss this ahead of the budget season. Mr. Sky said we are planning on that. Mr. Hassett said we had some preliminary discussion about this with the FY24 budget, but with the growth being off, we were not in a

position to support something that we were not sure we could sustain. Chairman Day said you don't want have to transfer for overtime, but we don't want to burn out our staff on callbacks.

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

VOTED: To approve the transfer appropriations within the Fire Department as presented.
Finance Chairman Plonka – aye; Ms. Desrosiers – aye; Mr. Beals – aye; Member Fabian – aye; Member Carboni – aye and Chairman Day- aye.

Mr. Hassett said the last transfer is for \$460 to cover automobile liability insurance. We received an end of year invoice relating to changes in the fleet that occurred during the year. This will be funded from the Group Insurance Program Line.

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

VOTED: To approve the transfer appropriations for the Group Insurance Program to the Property and Liability Insurance Line as presented.
Finance Chairman Plonka – aye; Ms. Desrosiers – aye; Mr. Beals – aye; Member Fabian – aye; Member Carboni – aye and Chairman Day- aye.

Discuss and possible vote to approve Finance Committee minutes of July 12, 2023

Prior to adjourning, Finance Chairman Plonka noted that the Finance Committee needed to approve their June 12, 2023 meeting minutes.

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

VOTED: To approve the June 12, 2023 meeting minutes as presented.
Mr. Beals – aye; Ms. Desrosiers – aye and Finance Chairman Plonka – aye.

Adjournment

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

VOTED: To adjourn the Finance Committee Meeting at 6:43 PM.
Mr. Beals – aye; Ms. Desrosiers – aye and Finance Chairman Plonka – aye.