

**TOWN OF LAKEVILLE**  
**Joint Board of Selectmen and Finance Committee Meeting**  
**Meeting Minutes**  
**April 20, 2010**  
**7:00 PM**

On April 20, 2010, the Board of Selectmen held a Joint Meeting with the Finance Committee at 7:00 PM at the Town Offices. The Meeting was called to order by Chairman Yeatts at 7:02 PM. Selectman present: Selectman Yeatts and Selectman Olivier. Also present: Town Administrator Rita Garbitt and Town Accountant Cindy McRae.

The Finance Committee's Meeting was called to order by Chairman Mike Petruzzo at 7:03 PM. Members present: Mike Petruzzo, Melissa Hopkins, Norman Orrall, Don Healy and Ted Bunn.

**7:00 PM Meet with Superintendent of Schools and School Committee Members**

*Superintendent John McCarthy; Local School Committee Members David McQueeney, Dave Davenport, and Charlene Shea; and Regional School Committee Members Lorraine Carboni and Carl Pierce were present for the discussion.* Chairman Yeatts stated that the Local School Department was provided with a four (4) percent increase, rather than the 5.6 percent increase that was being requested, however, the SPED budget has been included in the Local School budget. The Board of Selectmen and the Finance Committee voted on that. This is being looked at as an incentive to keep more children in the district. Mr. McCarthy stated that K-12 is the SPED budget. It is not just with the elementary school. It needs to be managed that way, and we understand why you are doing this. He and Ms. St. Pierre are in agreement of building more programming in-house. There is absolutely a benefit in doing that and keeping it up and running.

Chairman Yeatts stated that regional transportation was level funded. It was further explained that the Town does not know where the Region stands with the two (2) SPED teachers. Ms. Garbitt stated that Regional Transportation was level funded at \$159,999.00. Mr. McCarthy stated that the Region is being hit very hard, and he reviewed the shortfalls. Chairman Yeatts stated that all the final figures are not in yet, and the Town does not know whether it is going with the two (2) percent raise or not. Mr. McCarthy understood and stated that they are still in collective bargaining as well. Right now 19 positions have been cut at the Region, and they are trying to do level service at the Local School. Most likely two (2) positions will be cut at the Local School. It will probably be two (2) teacher positions, but he will get together with Laurie Hunter once she comes back from vacation next week. Chairman Yeatts stated that the reduction of \$180,000 for Regional Transportation is how the Town was able to help the Local School.

Mr. McCarthy stated that the School Department is dealing with limited revenue. These are difficult times, and we will have to try and make it work. \$935,000 is the certified amount for E&D right now. The Regional School Committee could always look at the possibility of using E&D to offset that. They are trying to get out of using that to balance budgets. And it is not recommended to use another \$700,000, but they may be able to increase it a bit. Ms. Garbitt pointed out that Special Education was underfunded, it was reduced by \$50,000. Chairman Yeatts added that the Revolving Fund for the separate classroom is being funded, but questioned the \$85,000 for the teacher. Mr. McCarthy explained that that is for a teacher and a counselor. He asked about FY10. If we finish in the red due to how tight we are, do we need a warrant article, or will this be a transfer if we do finish in the red? We originally thought we would have a deficit of no more than \$25,000 for the operating budget, over and above the SPED budget. Mr. McCarthy explained that there was a little better news last week. Oil prices are dropping, so the School Department might make it. It is being tracked very closely. The problem with SPED is that it fluctuates. If a student gets placed out,

that is tough to control. The operating budget looks ok, but there is still the potential that the School Department will finish in the red. Ms. Garbitt stated that Mr. McCarthy should put the request in writing so that it can be included in the Special Town Meeting Transfer Article.

Mr. McCarthy stated that there are 19 positions that will not be replaced. There are 13 retirements at the Region. Some of the 13 retirements need to be replaced since some of them are math teachers. The positions need to be looked at in terms of impact to the School system. The mechanism to make it happen, replacing people and layoffs is somewhat internal. That is the piece that will impact the programs. Depending on what the Region will do with E&D; that may increase the cutbacks. Generally the best way to look at staffing and reductions it that about 22-23 students is one (1) teaching staff person. With 20 students going to Old Colony that is equivalent to one (1) teacher. Basically, what the School Department will be looking at with the Region is that they will lose some programs like wood shop, 5<sup>th</sup> grade chorus, the French program, but that was going anyway. There will only be Spanish offered. Then it will be class sizes increasing. The 6<sup>th</sup> grade will have over 30 students per class, the 5<sup>th</sup> grade will have up to 30 students. It will basically follow in that fashion.

Selectman Olivier stated that the Town started off in a deficit of \$923,000, so other Departments have been impacted as well. Chairman Yeatts added that it is a week later and there is a \$40,000 gap again, so it will fluctuate. However, we have to go to Town meeting with a balanced budget. Ms. Garbitt stated that the Town needs the budget for the Revolving Fund for the separate classroom. She also needs to meet with Ms. St. Pierre and Ms. Hunter for this year's budget. Chairman Yeatts stated that \$113,250 is budgeting for FY 11. Ms. Hunter stated that she will prepare some brochures and send them out to other communities to get some interest in the separate classroom. Chairman Yeatts stated that she has visited the classroom and she really liked it and understands that it needs to build its reputation.

Chairman Yeatts stated that if there is any money available in the budget that she would like to help the Police and Fire Departments as well since they were cut pretty significantly as well last year. Ms. Garbitt stated that the Capital Expenditures Committee is meeting with the School and Fire Department next week. Chairman Yeatts stated that the Fire Department needs a new ambulance. Mr. McCarthy stated that the School Department needed a wheelchair van, but has found a used one that can be purchased considerably cheaper. Tremblay turns their vans over after 100,000 miles, and the School Department drives them well over that. Tremblay is offering the van at a very good price to the School Department.

### **7:30 PM Meet with Library Director and Library Trustees**

*Library Director Olivia, and Library Trustees Nancy LaFave and Betsy Walters were present for the discussion.* Ms. Garbitt stated that Mr. Orrall's calculation was correct, and Ms. Melo checked with the MBLC (Massachusetts Board of Library Commissioners) today about the figures. Ms. Melo stated that the figure should have been \$278,100. The formula comes from a form that she is required to fill out. FY08-\$266,250.00, FY09-\$276,321.00 and FY10-\$271,381.00 is correct. Ms. LaFave explained that the waiver brings the Library back to where it should have been, so the calculation is done a little differently. Chairman Yeatts stated that she did not think the Town could fund the Library 100%, but with the new figures, the Library is only \$10,249 off. It was a \$60,000 increase originally. It is now a lower number that the Town is underfunding the Library. Ms. Melo explained that the reason the Library got the reservation waiver is that they understand different Departments in Town get different cuts. Towns cannot be even every year with every budget. But we need to be even with others if you are putting money back. Chairman Yeatts stated that the Town is only giving the schools 4%. The Library is at the top of the list. Ms. Melo stated that she will be able to show that they have the increase. The Library will be open more hours and though they are only short this amount, the Library can show some improvement and that it is still committed with staying with the long range plan that was filed with the State. Based on the survey that was done, the citizens are

looking for the Library to be open on Mondays and Saturdays. The Trustees took a vote at their last meeting, and the Library will be open on Saturdays all summer this year. The Library will stay closed on Monday holidays like the Town Offices. The Trustees are looking at keeping the Library closed on Fridays since that is when all Town Departments are closed anyway. The Library is moving forward even with what is taking place and that will look better for the Library Commissioners.

The water service line item of \$2,500 was discussed. Ms. Melo explained that it is for the irrigation for that whole area. There are 12 zones for the Library and 12 zones for the Old Town House. Last year the Historical Commission paid half of the water costs and the Library paid half, but with the restrooms in the Library and the irrigation, it was not adding up evenly, so the Library took the costs back. Mr. Healy asked about not buying books that another library may have. Ms. Melo explained that if the Library was a branch library then that could be done, but Lakeville is a community Library. Lakeville can borrow, but one community cannot support another community. Each Library needs to have its own supply of books. We have to make sure that we have the copies of the books that the community is requesting. The resource sharing works, like some libraries may get books on Portugal from New Bedford, and Chinese books would more likely be at the Fall River library, so there would be different collections at each library. Selectman Olivier asked how it is determined for the percentage of books vs. audio, video, etc. Ms. Melo responded that she has gone over on audio and under on books. It depends on what is out and what people are asking for. The majority of the budget should always be books, but over the last few years they are trying to develop the music and movie collection. There is not an exact formula. Right now the requests are more for career books, how to get a job, resume books, so ones that are pertinent to the times. It is based on demand.

### **Old Business**

#### **Vote to sign Contract with Real Estate Research Consultants for Personal Property Re-val**

Ms. Garbitt reviewed the contract regarding the re-valuation for Personal Property.

Upon a motion made by Mr. Olivier and with Chairman Yeatts stepping down to second and stepping back up to vote, the Board

VOTED: To sign the Contract with Real Estate Research Consultants for the Personal Property Re-val.  
Unanimous in favor

### **FY 11 Budget Worksheets**

Ms. Garbitt distributed updated FY 11 Budget workbook pages. She then reviewed and explained the FY Cherry Sheet Estimates for Local Aid and the Assessments. Mr. Orrall asked about the GATRA assessment in the amount of \$25,750. The reimbursement is supposed to be 100% but the numbers do not add up to the Council on Aging Budget. Ms. McRae stated that the State provides the van, they maintain it, the Town provides the driver and gasoline, and they reimburse the Town for that. Ms. Garbitt will look into the assessment to see what it is based on.

The stipends for the Elected Officials were increased to FY 08 levels. A two (2) percent wage increase was included in the wages for the Town Clerk and the Treasurer/Tax Collector. The worksheet will be redone without the two (2) percent increase. Ms. Garbitt then explained longevity to the new Finance Committee Members. It based on length of employment and the percentage increases are 2%-5 years, 3%-10 years, 5%-15 years, and 7%-20 years. It is the same for fire, police and non-union employees. It is contractual for the

unions. It is on the anniversary date for non union employees. Selectman Olivier stated that his view of longevity is it is the step that does not stop. There was further discussion regarding longevity.

Ms. Garbitt then explained the Board of Selectmen's budget. In FY 10 \$300,000 was included in Contracted Services for the Water Tower and Water Line projects. Chairman Yeatts then explained the MTBE settlement, the water tower, the pumping station and master metering from Taunton in the near future. The Town will need to upgrade the Town's network software to do this, etc. A part time person will need to be hired for the water billing. The Town will contract with the City of Taunton to maintain the water lines and water tower. The projects should be breaking ground the beginning of May.

Ms. Garbitt reviewed the budgets for the Finance Committee, Town Counsel, Health Insurance, and the Town Office Building/Fire Station. Chairman Yeatts suggested that the water testing costs for the Town Office Building should come out of the Water Enterprise Fund as well as the cost for the bottled water. The budget for the Cable Committee is for legal fees because the cable contract with Comcast is coming up for renewal in 2011. The budget for Other General Government includes Postage, Gasoline, Emergency Labor/Secretarial Pool, GASBE 45, Disclosure Costs for bonded debt, and Sick Leave Buyback for Retirees.

### **Schedule Next Meeting**

The next Joint Budget Meeting of the Board of Selectmen and the Finance Committee was scheduled for May 4, 2010 at 7:00 PM at the Town Offices.

### **Adjournment**

At 9:30 PM, upon a motion made by Selectman Olivier and with Chairman Yeatts stepping down to second and stepping back up to vote, it was:

VOTED: To enter into Executive Session and not to return to Open Session to consider the purchase, exchange, taking, lease or value of real property if such discussion may have a detrimental effect on the negotiating position of the governmental body. Specifically, the Board will discuss the TIF Proposals submitted by Sysco.

Polled vote of Selectman Olivier – aye, and Selectman Yeatts – aye.

Upon a motion made by Mr. Orrall and seconded by Ms. Hopkins, the Finance Committee

VOTED: To adjourn the Finance Committee Meeting at 9:30 PM.  
Unanimous in favor.