

MINUTES OF  
TOWN OF SEEKONK FINANCE COMMITTEE  
Regular Meeting  
February 7, 2023

Board of Selectman Room, Seekonk Town Hall, 100 Peck St

PRESENT: Matthew Salisbury, Chairperson  
Michael Brady, Vice Chairperson  
Michael Bradley  
Normand Duquette  
Phillip Yan

Director of Finance: Jennifer Argo  
Human Services Director: Brittney Faria  
Superintendent of Public Works: Dave Cabral  
Asst. Superintendent of Public Works: Jim Halpin

Mr. Salisbury called the meeting to order at 7:05pm

---

Review FY24 budget w/ Human Services, Library, & DPW

- Mr. Salisbury stated at the beginning of the meeting the Library Director Kate Hibbert had a prior commitment & couldn't make tonight's meeting. Her FY24 budget review will be rescheduled to a future meeting.
- Ms. Faria presented an overview of the Human Services FY24 budget. She presented her current staffing level & any changes/requests on her FY24 budget. A reduction in 'Postage' due to not mailing newsletters anymore.
- Ms. Faria also presented an overview of the Parks & Recreations FY24 budget. She oversees Parks & Recreations starting FY23. She presented her current staffing level & changes to her FY24 budget. A reduction in 'Equipment Repair' and 'Consulting'. An increase in 'Program Activity'. She made a note that \$15,000 originally budgeted for 'Capital Outlay' was removed (after meeting with Jennifer Argo & Shawn Cadime) & potentially moved to DPW since they take care of the grounds. Jenn will follow up to verify.
- Introduction of her department's liaison to Finance Committee – Phillip Yan
- Mr. Cabral presented an overview of his FY24 budgets for the following. He presented his current staffing level & where he would like to be at. He also presented any changes/requests to his FY24 budget.
  - o Building Operations – Reduction in 'Payroll' due a retirement & the replacement will be start at a Step 1. Increases on the Town Hall & DPW 'Building Maintenance' due to expected repairs needed. Increases to electricity & fuel/oil due to current rates. Increase in Ballfields 'Other' due to annual maintenance for playground & ballfields. Mike Brady brought up a question on the Parks Revolving fund & if it can be used to maintain the fields instead of hitting the operating budget. Jennifer replied it can be used but hasn't been used in the past. However with the new department head we are looking to use that fund for eligible expenses. Discussion on the maintenance of the library between Finance Committee & Dave Cabral. Concerns on maintaining the current building until a decision is made on what to do with the building.
  - o Forestry
  - o DPW Administration & Construction – Increase in 'Uniform' due to more staffing. Increase in 'Fuel' due to current rates. Increase in 'Tools' to replenish/replace some tools that are no longer safe. Normand Duquette questioned what the secretaries do at DPW. Dave explained they do payroll, invoices, answer citizens' concerns/questions, issue stickers, etc.
  - o Engineering
  - o Resurfacing – Dave Cabral explained (4) line items related to stormwater was removed from this budget & placed in the DEP/EPA Mandated budget.
  - o Snow & Ice
  - o Street Lights
  - o Highway Safety – Merged to line items into one. Increase in 'Other Supplies' to maintain current need.

- DEP/EPA Mandated Programs – Discussion on the State mandated Mapping & Testing of the Stormwater infrastructure. Two proposals are submitted to Bristol County ARPA to cover these costs. Including the cost in FY24 budget in case applications aren't approved. Dave noted that the cost will increase more in the following years.
- Sanitation – Increases to maintain the (2) landfills (Fall River Ave & Newman Ave). Discussion on the solid waste contract. FY24 is the last year of the 10 year contract. Dave noted we are locked into the rate but for FY25 the rate is going to increase exceptionally

### FY23 2<sup>nd</sup> Quarter Review

Finance Committee reviewed the slides presented at the Board of Selectman on February 1<sup>st</sup>. Discussion on Residential Market Growth. Phillip Yan questioned on why the 'Debt & Interest' was at 71%. It was explained some of those costs are paid upfront. It's not spread out over monthly over the year. Matthew Salisbury questioned why Real Estate & Motor Vehicle was below the 50% target. It was explained the remainder of the commitments go out in the second half of the fiscal year. Normand Duquette questioned when the 13 parcels in the Town's possession will be auctioned off. Discussion on some of it could be landlocked. The last auction was in June 2022 and it was years before that. Jennifer offered to look into it.

### Minutes

The committee reviewed the minutes of January 17, 2023.

Motion to approve minutes Mr. Brady, second Mr. Bradley (5-0-1, L'Heureux absent)

### Future Meetings

Tuesday, February 28, 2023 Seekonk Town Hall @ 7:00.

Motion to adjourn Mr. Bradley, second Mr. Brady (5-0-1, L'Heureux absent) at 8:36pm.

Respectfully submitted,

Phillip Yan, Clerk