

MINUTES OF  
TOWN OF SEEKONK FINANCE COMMITTEE  
Regular Meeting  
March 3, 2025  
Select Board Room, Seekonk Town Hall, 100 Peck St

PRESENT:  
Normand Duquette, Chairperson  
Michael Brady, Vice Chairperson  
Phillip Yan, Clerk  
Joanna L'Heureux  
Christopher Rizzo  
Matthew Salisbury

Director of Finance: Jennifer Argo  
Police Chief: David Enos  
Fire Chief: Shaun Whalen

Mr. Duquette called the meeting to order at 7:02pm

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Review FY26 budget w/ Police, Fire, and Town Hall Depts

- Mr. Duquette opened the meeting stating the department heads are to highlight any changes in their FY26 budget
- Mr. Enos highlighted the changes in the Police budget
  - o Increase in Salaries are contractual increases
    - Union contract ends FY25 and are currently under negotiations
    - Increase in Overtime Salaries – this is a catch all line item to keep minimum manning power
    - Decrease in Longevity & Education Incentives due to retirement
  - o Decrease in Pre-employment expense
  - o Increase in Software expense – 20 flock cameras were purchased with ARPA funds which included a 2-year contract. The contract is due for renewal which now is covered under the operating budget
  - o Increase in Ammunition – new ‘less than lethal’ weapon. Supplying them to the Supervisor first then rolling it out to the department in future years
- Mr. Whalen highlighted the increases in the Fire budget
  - o Increase in Salaries are contractual increases
    - Requesting 4 new FTEs – this request was in FY25 budget but removed
    - Increase in EMT Stipend – 4 new FTEs
  - o Increase in Uniforms expense to supply firefighters with Class A uniforms
  - o Increase in Physicals expense – 4 FTEs
  - o Increase in Supplies expense – consists of hoses, nozzles, etc
  - o Increase in Fire Gear – replacing turn out gear per regulations
- Ms. Argo highlighted changes in the Town Hall depts budget
  - o Increase in Salaries are contractual unless mentioned
  - o Town Meeting
    - increase in Salaries due to increase in Fire Detail from \$200 to \$250
    - decrease in Consulting Expense – in house training on SW for Town Meeting
  - o Town Administrator
    - Increase in Due & Conferences
  - o Assessors
    - Increase in CAMA Software expense due to vendor
    - Increase in Personal Property service expense due to vendor
    - Increase in Conference expense due to training staff

- Town Treasurer
  - Increase in Salary due to request of a new Senior Clerk
  - Increase in Office Supplies expense due to increase in cost of envelopes
- Town Collector
  - Increase in Svc-Data expense due to increase of printing tax bills
  - Increase in Office Supplies expense
- MIS
  - Increase in Software expenses
- Town Clerk
  - Increase in Conferences
- School Assessment
  - Increase in Tri-County assessment due to debt assessment. 5% increase estimate on enrollment. Tri-County to give the assessment in March
  - Decrease in Bristol Aggie due to decrease in enrollment
- Conservation
  - Increase in Salaries due to full 100% allocation out of the General Fund. In prior years it was a 60/40 split between the General Fund & Conservation Revolving fund. The receipts in the Conservation Revolving fund are not enough to sustain the salary
  - New Telephone expense to give the Conservation Agent a Town issued cellphone
- Debt
  - Increase due to Short-Term loan payments for the South End Fire Station & the DPW Facility
- Health Insurance
  - Decrease due to the SMHG group electing to use funds to supplement the cost
- Insurance
  - Increase due to payment of Year 2 of a settlement
  - Increase in Insurance expense

### Minutes

Motion to approve minutes for February 24<sup>th</sup> meeting Mr. Brady, second Mr. Salisbury (6-0)

Motion to approve minutes for February 25<sup>th</sup> meeting Mr. Salisbury, second Ms. L'Heureux (6-0)

### Future Meetings

Tuesday, March 25, 2025 Seekonk Town Hall @ 7:00.

Motion to adjourn Mr. Brady, second Mr. Rizzo (6-0) at 8:42pm.

Respectfully submitted,

Phillip Yan, Clerk

### Items Distributed at the Finance Committee Meeting

- Minutes for the February 24, 2025 meeting
- Minutes for the February 25, 2025 meeting