



*FINANCE COMMITTEE*  
TOWN OF BERNARDSTON  
BERNARDSTON, MASSACHUSETTS

MINUTES OF THE JOINT MEETING OF  
12 Feb 2024

PRESENT: Jody Coleman, Jane Dutcher, Steve Nestanpower, Tammy Powell, Brain Hervieux, Stan Garland, Brian Keir, Ken Bordewieck.

The Meeting was called to order at 6:32 PM.

The meeting consisted of the following reviews or discussions in the following order:

- 1) Minutes of previous meeting were reviewed. A motion to accept with minor corrections was made by Mr. Garland and seconded by Mr. Hervieux.
- 2) Funding sources were reviewed. Ms. Dutcher attended the MMA seminar. She asked if the Cannabis sales tax would still be included. She was told yes by the state representative from the DOR. Local receipts total \$487,000.00 and potential tax levy at \$16.54 would equal \$5,354,038.52. Free cash total was certified at \$536,445.00.
- 3) The Tree Warden budget was then reviewed with Brad Bordewieck. (Ken Bordewieck recused himself due to family connection with Brad). Hourly wages and hours planned for 2 assistants were discussed. The 3% increase was included in the calculations. Additional money has been added for equipment and contracted tree work for next year. Tree planting includes the cost of the tree, supplies and work to install it. Equipment cost is mostly due to the rental fees for lifts and moving them from job to job. Mr. Hervieux questioned if grants have been pursued. Brad said he is looking in to the Mass. DCR tree planting grant. This is a funds matching grant.
- 4) We were informed that the PVRS budget presentation has been scheduled on Feb. 26<sup>th</sup> at 730pm.
- 5) The Fire Department budget was discussed with Chief Shedd. He was informed by the committees that he should include the 3% increase in his budget for COLA. He stated that additional funds have been added to the budget for heat and electric at the Raymond's garage location. He then informed us that the ambulance fee has been increased from \$11,000.00 per year to \$25,000.00 per year. Heating sources for the new fire station location were discussed along with the associated costs and rebates. Ms. Dutcher discussed with Chief Shedd the transfer of fuel tracking to the Highway Department. Capital expense for the Fire Department was then discussed. Engine 3 is due to be replaced at a cost of \$990,000.00. Grants and possible down payment options were discussed. It was decided to make the new truck in to a

pumper/tanker to be more useful. Ms. Dutcher has asked for the needed down payment and terms for the purchase.

- 6) The Emergency Management budget was reviewed with Peter Shedd. There are some small increases in internet, code red and misc. supplies for next year. Otherwise status quo.
- 7) The Planning Board budget was reviewed with Chris Wysk. Office supplies have increased due to laptop repairs. Also training and conferences have increased to \$600.00 for next year.
- 8) The Town Clerk budget was then discussed with Chris Wysk. The budget will increase next year largely due to Primaries, Caucuses, General election, mail in ballots and election workers. The remaining increase is due to the Town Clerk wages being raised. We were informed that the drop box costs of \$2,400.00 can be reimbursed. We were also informed that the clerks office should be reimbursed approximately \$991.00 for the three elections that are upcoming.
- 9) The Town Clerk database software was then discussed. The databases that would be needed were reviewed. Ms. Wysk explained the time savings and report building system advantages and listed her priorities of the databases that would be desired. The pros and cons of the system cost versus time savings were discussed. This will be reviewed further at future meetings.

The next meeting of the Committees will be Feb.26<sup>th</sup>, 2024 at 6:30pm at the Town Hall.

Finance meeting was adjourned at 9:34 pm with a motion by Mr.Nestanpower and seconded by Mr.Hervieux.

BOS meeting was adjourned at 9:34 pm with a motion by Mr. Bordewieck and seconded by Mr. Keir.

Respectfully Submitted:

Jody Coleman

A handwritten signature in cursive script, appearing to read "Jody Coleman", written in black ink.