

## **FINANCE COMMITTEE**

### **MINUTES**

**March 5, 2018**

Regular meeting of the Finance Committee was held on Monday, March 5, 2018 at 7:00 p.m. in Room #112, Town Hall with the following members present: P. Stasiukevicius J. Burke, A. Hamilton, T. Bowen, M. Trudell, J. Leith, E. Barmakian, P. Hinton, S Lawson, Members absent were: M. Clow, A. Flowers, L. Huempfer, R. Mariani, R. Mariani and J. Vaillancourt. Also in attendance was Town Administrator J. Johnson, Finance Director M. Thompson and Fire Chief T. Bailey.

### **CHAIRMAN'S COMMENTS**

None

### **May 7, 2018 Spring Annual Town Meeting/Budget Review**

**DPW/Building Maintenance** – Superintendent D. Anderson present, Department Request of \$2,303,713, Town Administrator recommendation of \$2,202,706. Town Administrator spoke to his concerns on the upkeep of the buildings (police, fire and Council on Aging when they become operational ). There is only one custodian scheduled for each building. There is a reduction in expenses and this needs to be increased with the coverage of new buildings. Town Administrator plans on adding to this budget if any Free Cash monies become available at the Fall Town Meeting.

**MOTION MADE** by Mark, Seconded by J. Burke for Favorable Action on the DPW/Building Maintenance Budget in the amount of \$2,202,706, Motion Passed (9-0-0) (9 voting) Unanimous

**Police Department** – Police Chief J. Carmichael and Deputy Police Chief. C. Mackenzie Department request of \$5,850,299, Town Administrator \$5,497,541. Funding for any additional funding for the dispatchers will be taken up under Article 15 (\$33,500) when the contract is settled. Budget includes three additional dispatchers this year. Department has also requested in the Capital Budget a pick up truck, Town Administrator is not recommending it this year. He spoke to the need but recommending addressing it next year's budget. He has reduced the monies requested for training as there will be a new training room in the new facility and this should cut back on this expense. Education Incentives are part of collective bargaining agreement. Members asked for the educational incentive when the State stopped issuing their portion of the payments. Town opted out of civil service and now do their own exam and are no longer required to follow civil service guidelines. Chief spoke to this providing a bigger pool of applicants.

Machinery/Equipment Pick-up truck requested under Capital Budget in the amount of \$50,000. Chief Carmichael explained that this would be used for accident reconstruction and it would enable the department to keep supplies readily available. Town Administrator did not recommend it for this year, possibly look into for next year, share another vehicle with another department. Tablets requested for the detectives for surveillance, presently they don't have the ability to run plates without them. Town Administrator did not recommend this. Department has also requested an unmarked squad car in the amount of \$36,355. This was approved.

Staffing – presently 42 police officers, Chief would like 44, Town Administrator would like to work with Chief and Board of Selectmen to get to 44. He felt it was important to address the dispatcher's first.

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Police Department Budget in the amount of \$5,497,541, Motion Passed, (9-0-0) (9 voting) Unanimous

**Fire Department** – Fire Chief Bailey and Assistant Fire Chief P. Barry.- Requested the amount of \$3,942,116, Town Administrator is recommending \$3,905,196. Town Administrator spoke to there not being much of a reduction in the budget request. Major change that he is recommending is a reduction in Overtime, he feels that under Article 15 of the Town Meeting Warrant (Firefighter's Contract) there is sufficient monies available for the coverage. (Contract has not been settled at this time)

Chief Bailey spoke to his staffing requirements for his department, he would like to have 3 men on an engine, presently 11 on duty at one time, but he really needs 13. He has concerns with all the new construction going on in town. Siemen's is a challenge with the size. He has recently hired six new recruits. After they have the physicals, they go to academy (10 weeks), this takes awhile, they are filling the academy now for August and September. Firefighters age out at 65. Personnel have left for a variety of reasons.

Expenses - Budget request of \$352,815 is pretty much bare bones. Administration will be keeping an eye on the electricity and water costs as this is a new building. Any changes will be addressed in the Fall Town Meeting.

### **Facilities Update**

**Police Station** – Cost of disassembling the temporary fire station is included in the contract and it will go back to green space or possibly an additional parking lot. Anticipated that the dispatchers will move in on April 3.

**Fire Station** – structure is up and looking to completion by May 21, 2018 .

**DPW Facility** – structure is up, Tri-County is helping the Town out with some of the work, otherwise it would require a bigger budget, but might take a little longer to complete.

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Fire Department Budget in the amount of \$3,905,196, Motion Passed (9-0-0) (9 voting) Unanimous

**Inspectional Services** – D. Norton, Building Commissioner Requested them amount of \$399,679, Town Administrator is recommending \$391,845. Department has requested additional monies for the part time clerk. He is recommending two additional hours but is mindful of adding more due to incurring benefits. Building Inspector spoke to the need for additional hours due to the amount of projects going forward. Permitting software for the various departments comes out of the Inspectional Services Budget

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Inspectional Service's Budget in the amount of \$434,395, Motion Passed (9-0-0) (9 voting) Unanimous

**Weights & Measures** – This budget falls under the Building Inspector's Office. Requested amount is \$5,000, Town Administrator is recommending \$5,000. There is no personnel in this budget, they are State Employees, budget request is only for expenses. State employee does the inspections of gas stations, grocery stores, etc.

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Weights & Measures Budget in the amount of \$5,000, Motion Passed (9-0-0) (9 voting) Unanimous

**Emergency Management** – Town Administrator spoke to this budget. \$36,171, Town Administrator is recommending \$36,386. R. Turner is the Emergency Manager Director, salary in the amount of \$10,986 and \$2,000 requested for a stipend for a Maritime student that is required under the Superfund and Reauthorization Acts. An office has been allocated for emergency management in the new Police Station, but Director wishes to stay in the old Police Station at the present time.

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Emergency Management Budget in the amount of \$36,386, Motion Passed (9-0-0) (9 voting) Unanimous

**Animal Control** – J. Spillane, Animal Control Officer Requested amount of \$65,987, Town Administrator is recommending \$66,972. Difference is in the computing of the salary. Personnel consists of Animal Control Officer and part time animal control officer from Norwood providing coverage when Animal Control Officer is unavailable. This is a stipend of \$10,020 for coverage and it is for 24 hours/365 days coverage. Committee had questions on the possibility of regionalization of this department. Town Administrator is open to the idea but needs the right opportunity. Any change would need to come before the Board of Selectmen.

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Animal Control Budget in the amount of \$66,972, Motion Passed (9-0-0) (9 voting) Unanimous

**DPW - Administration** – DPW Director R. O’Brien Requested amount is \$346,251, Town Administration is recommending \$344,928. Town Administrator spoke the line item for Stormwater Management has been increased to \$30,000, FY2017 it was \$14,844. This is permitting for MS4 Permitting per EPA mandate.

**Highway** – R. Leblanc, Highway Superintendent and D. Hand, Assistant Superintended Requested amount of \$881,057, Town Administration \$878,875. Budget is pretty much level funded. Department employees are the first ones out in a snow storm. Department consists of seven employees.

**Street Lighting** – Requested amount is \$421,175, Recommended \$421,175. On questions from the Committee, majority of the lights are hard wired, cost approximately \$1400 each. Town doesn’t own the street lights, they are owned by Eversource, 2000 lights and all functions are maintained by Eversource and Town is responsible for transmission and consumption and lights are photo-cell. All schools have flashing lights at a cost of \$8.28 per month. Crosswalks have rapid lights and they are going to install cameras at high school.

**Snow and Ice** – \$837,940 requested, Town Administrator is recommending \$818,100. \$268,000 is the balance in this account prior to last weekend. Last year budget turn back \$100,000. They are closely monitoring the budget, There is an anticipated storm later this week. By law, this budget cannot be reduced. Before last weekend’s storm, approximately \$268,000 left. When outside contractors are called in it costs \$4200/hour and they are called in for 4 in. of snow. When the snow is less than 4 in, they try to do in house.

**Solid Waste** – \$1,797,798 being requested, Town Administrator requested \$1,920,000. This budget had been previously discussed on February 15, 2018. The \$122,000 adjustment is due to the Town amending the contract with Russell Disposal because they can no longer find an outlet for dual stream recycling and because of that they are now collecting the recycling with one sort and bringing it to a single sort material recovery facility.

**Cemetery** - Requested amount of \$169,214, Town Administrator recommending \$169,010. Budget is pretty much level funded. Department consists of two employees in the department and they take care of all the cemeteries. During the holiday period other employee within the DPW assist.

**Parks** - \$630,855 requested, Town Administrator recommends \$618,820. Seven employees in the department, if funds become available, Town Administrator might request additional help. Department takes care of all the Town fields. Sprinkler system at some of the fields has helped with maintenance.

**Vehicle Maintenance** – T. Perciaccante Requested amount is \$390,647, Town Administration is recommending \$398,637. Staff consists of Superintendent and three mechanics. Increase in budget is due to a 2.5% increase for coverage when Superintendent is out. Department services all town vehicles and the five smaller Fire Department vehicles. Committee members complimented T. Perciaccante on the running of his department. Superintendent Perciaccante doesn't see any unforeseen costs with the new facility. Old DPW building will be used for storage.

### **Building Updates**

Town Administrator spoke when the Police and fire buildings are completed, he anticipates that there will be some money left. Moneys left over can't be used for personnel, only equipment.

**Engineering** – M. Walker, Town Engineer. Requested amount is \$331,424, Administration is requesting \$325,099. There is a reduction in hours for the temporary part time employees ( two engineering aides) GIS line item is not for license fees it is for technical support.

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Public Works Budgets in the amount of \$5,275,823, Motion Passed, (9-0-0) (9 voting) Unanimous

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Parks Budget in the amount of \$618,820, Motion Seconded, Motion Passed (9-0-0) (9 voting) Unanimous

**MOTION MADE** by M. Trudell, Seconded by S. Lawson for Favorable Action on the Culture & Recreation Budgets in the amount of \$1,697,112, Motion Passed (9-0-0) (9 voting) Unanimous

**General Government** – Held

### **Upcoming Meetings**

April 5, 2018 – meeting with Town's Auditors and Actuarial firm.

### **Minutes**

**MOTION MADE** by M. Trudell, Seconded by M. Burke to approve the February 8, 2018 minutes ss amended, Motion Approved (9-0-0) (9 voting) Unanimous

**MOTION MADE** by J. Burke, Seconded by M. Trudell to approve the February 12, 2018 minutes, Motion Approved (9-0-0) (9 voting) Unanimous

**Adjourn:**

**MOTION MADE** by M. Trudell, Seconded by J. Leith to adjourn at 8:30 p.m., Motion approved (9-0-0) (9 voting) Unanimous

Respectfully submitted,

Clare P. Abril  
Clerk