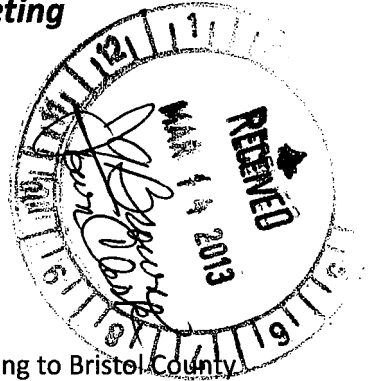


Board of Selectmen/Finance Committee Meeting

March 6, 2013



Jean Fox – Board of Selectman, Chair, - called meeting to order at 6:29

Fire Department

Gary Sylvia – reported (does everyone have spreadsheet)

Training monies needed for training in January effective 7-13, 3 members belong to Bristol County Tactical Rescue, grant has expired and he would like to compensate them for their time for drills. They will compensated for time when they are deployed. Hopes that down the road state will take over. This is for monthly training (required) with 75% attendance.

Questions:

Lisa asked if this is over and above their contract – Gary responded that we are part of Southcoast EMT, have to be there for 2 hours for training and would like to compensate the members for their time, and 8 hours training (16 hours training) if they attend the academy which is yearly, he would send no more than 3 recruits at a time. Need because they can't do in-house training.

Lisa asked where is this listed – Gary responded that it is under capital outlay. It was suggested that it needed to be recoded under a different category. After some discussion, it was decided that it would go under additional equipment.

Richard asked if there has been a state bid for the 3 recruits – Lisa responded that she was not making a decision on anything this evening and it was just a gathering of information to contemplate into the budgets.

Bob asked what the large increase was for repair/maintenance of buildings, vehicles, radio, from 5500 to 8500 – Gary responded that the last certification on the pump was in 94 on engine from Assonet, and cost of replacing broken pump was 3,000 due to failing certification. Engine 2 was done last year. So this is a one shot deal, yes.

Bob asked what the F450 flat bed – Gary responded that it was picked up by a grant provided by the federal government.

Paul asked what the increase of 18,000 was in the budget, is it part of the new contract – Gary responded part was new contract, training salaries, 6,900 for equipment, contractual obligations, 2,000 in IP is for annual contract increases.

Paul D asked if we were attending just to hear budge plans – Richard stated we have 4 scheduled meetings on Wednesday nights, every other week, and finalization will be at a later meeting.

Paul asked that if different numbers were going to be plugged in – Richard stated that there would motions for each budget and discussions and changes will be made at that time. Lisa said she is gathering information for finalizing budgets. Things will change from line to line and we are using this as a preliminary meeting and it will be complete for Town Meeting.

Highway Department

Chuck reported that the budget was level funded and the only increase was for personnel contract. They have shut down for the remainder of the year, 22,000 remaining to sustain for the remainder of the year.

Questions:

Paul asked if the 3368 was for contractual – Chuck responded it was and for street lights at the round-about including (500 increase) which was 11,000 last year. Any monies left will be included in next year's budget. Street lights come on as it darkens, roughly 1200/mo in dark months and 700/mo in the summer.

Richard said that he is working with Jim Hatfield at DOT for assistance.

Animal Control

Louise reported that she would like to increase her hours from 20 to 28 as there is not enough time to process all the paperwork. She is on call 24/7. She stated that MA Law passed a certification program for all animal officers to partake in effective 11-1-2011. She would attend the academy starting 3-21-2013, for 10 weeks and would like to be reimbursed 400 as she is paying out of pocket.

Paul asked is it actually 500 for the class – Louise responded that it is 400 for the class, but she has to buy special equipment.

Lisa asked where it is listed that she is requesting these monies – Louise responded she did not know where to enter it so it is under miscellaneous.

Louise also mentioned that she received a 1,000 grant to help defray the costs of any medical the animals needed. She uses Jared Darling in Lakeville when she is not around and would like to pay him when has to fill-in.

Janice asked if she is aware that this would be FY 2013 as she is starting the classes in March – Louise responded that she listed it because she would like to be reimbursed.

Lisa asked if you are using Jared less why do you need more hours – Louise responded that even though she rarely uses Jared that when he is used, he does no paperwork or follow-up, he just gets the animal. She then has to process all the paperwork and follow-up on the animal credentials.

Brad asked when does school start and will you be fully certified – Louise responded classes start 3-21-2013 and she will be certified, doesn't know if it needs to be done yearly at this time.

Gary stated the heating is state bid, auto delivery or on-call delivery. When you go to auto delivery you will pay their schedule vs ours.

Lisa suggested that perhaps we could set up a user fee or surcharge for the schools.

Paul asked if 1 fuel account and several bills how will it be monitored – Jean responded that the key is efficient and will be able to department track

Chuck asked if the same method could be used with vehicle maintenance – Richard said it could be moved to an internal maintenance fund

Lisa asked about the need for new tanks – Chuck suggested hold off to see how the auto delivery works. The Highway Dept has a 2000/gal tank for diesel but realistically only holds 1600 gals. With auto delivery if the roads are not passable they aren't going to make the deliveries. If the tank is replaced it can only be replaced with the same size as there is limited space and it is on a hill, put it in for the next fiscal year.

Carlton stated Paul B let him know that 20,000 has been put aside for tank replacement.

Police Department – Communication

Carlton reported that there were step increases for longevity, personnel services, wage increases, OT pay caused by change in open shifts, 35-40% reserves, OT shift increases , 10,000 for 4 auxiliary officers, 2000 for ammunition, 19% increase in total offenses, 54% increase in felonies and 15% increase in arrests so more lock-ups, and 1750 for Bayburn maintenance on the radio system which allows us to communicate to other cities and towns.

Questions:

Lisa asked why wouldn't it be less as we have a new dispatch supervisor who is at step 1 – Carlton stated that she has a BA and did not start at step 1 but an appropriate step to compensate her education and experience.

Bob asked if the increase was in drugs or theft – Carlton responded the increase were in all areas the biggest being 40-50 arrests for OUI.

Paul asked what the holiday decrease of 42,000 was for –

Lisa asked what the capital outlay was – Carlton responded we lost 1 FT officer to Fall River, 3 FT officers to State Police, 3 or 4 reserves will move up, with less reserves the open shifts are not filled causing OT, equipment, training of auxiliary officers, and BA incentive offset. Jean said that we train them and then they leave. Carlton said if they leave within the first year they have to pay back 100% of their training, and a different % in their second year, and so forth.

Richard stated that the steps would be lower. Carlton said some of the replacements have BA and would be paid a higher step.

Police Department – Fuel

Carlton reported we have a sub-standard tank. Projected as of 1-22-2013 we are paying 3.44/gal for gas, 3.87/gal for diesel. The gas tank holds 24,000 gals and the diesel tank holds 1500 gals. We are exempt from paying tax, so if you multiply 24,000 at 3.87 you get 78,325 for gas, and 1500 at 3.87 you get 5,520 making a total projected cost of 84,345 leaving us 6,000 short. Last year we used 90,000, this year we are requesting 92,000.

Questions:

Paul asked if the tank only holds 1500 gals who is using the fuel – Carlton responded that the fuel is used by the Police, Council on Aging, Animal Control, Building Department, and Town Administrator.

Brad asked how do we know who is using the fuel and how much – Carlton responded the key tells all you need to know, who is using, how much, what time, and who pumped it.

Brad asked if the Lakeville schools were also using the fuel – Carlton responded that they use the fuel at the Lakeville depot.

Bob asked about a separate line item for fuel –

Phil asked if they were on target or below – Carlton responded they are on target. 40% of the budget has been used, with a 10% surplus. As of 3-4 they have used 57.95% of the fuel.

Paul asked what the advantage of moving fuel to one department is – Bob responded simplification. Carlton stated that instead of 3 or 4 departments coming to FinCom for transfers, it would be just one person requesting.

Paul D asked how would you separate the cost between departments – Carlton reiterated the key would let them know who was using and how much. They would then send bills to those individual departmentst, but Quality would be paid in one check for all departments instead of 3 or 4 checks.

Bob asked where would it show – Carlton responded it would stay under fuel and a procurement officer (Town Administrator) would monitor department usage. Richard said that he would leave it under the direction of the Police Department.

Chuck asked if the procurement officer would find out if it's cheaper to have auto delivery – Richard said that it would depend on when it was delivered, right now Carlton calls around or waits for the rate to be low and orders delivery. When you have auto delivery, they may wait for an increase to deliver and you are paying a higher rate.

Richard asked if there has been a bid on fuel, state contract, price indexing – Carlton responded that he prices around and feels that 30B may be more costly.

Brad suggested that we could try auto delivery with the diesel.

Police Department – Capital

Carlton reported that the equipment from the Fords do not fit in the Chevys. It was suggested that the equipment be sold on e-Bay. The town continues to lease 6 vehicles.

Questions:

Paul asked Janice what line 640 was for 30,000/86,436 – 30,000 payment for 2 leases for the remainder of the year. 27,200 for FY for 2 more bills and 2 replacements will be coming in.

Lisa stated that the budgets for Capital Equipment and Capital Improvements are done 3-4 years out as they are on a 5-yr plan.

Paul D asked what building maintenance was done on this 5-yr plan – Jean responded floors, roofs, septic systems which were included in the budget from LY. Lisa said that if the monies are set aside for these items, that is what they should be used for.

Lisa adjourned the meeting at 8:05.

Finance Committee Meeting

March 6, 2013

Brad called the meeting to order at 8:06.

Request for School Department to transfer funds of 3,689 for Bristol Aggie – reason being that the budget was prepared at last year's rate and there was a 2% increase in the cost of sending students.

Paul D made a motion to pay, seconded by Phil – 1 abstained – passed

Request for Fire Department to transfer funds of 16,000+ for wages – reason being a lieutenant retiring due to disability; his contractual wages of comp time, leave accrual, and vacation buy-back. From 12-1 to 2-8 had to pay another associate to cover his shifts. 10,000 to repair the truck, 14,000 to cover his shifts which was not part of the budget.

Phil made a motion to reject transfer until their budget is depleted – no one seconded

Bob made a motion to pay out the monies, seconded by Paul D – 1 abstained, 1 nay – passed

Phil made a motion to adjourn at 8:31.