

TOWN OF LAKEVILLE
Joint Board of Selectmen and Finance Committee Meeting
April 4, 2012 - 7:00 PM

On April 4, 2012, the Board of Selectmen held a meeting at 7:00 PM at the Town Office Building in Lakeville. The meeting was called to order by Selectman Maksy at 7:00 PM. Selectmen present were: Selectman Maksy, Selectman Belliveau and Selectman Powderly. Also present were: Rita Garbitt, Town Administrator, Tracie Craig, Executive Assistant and Christine Weston, Recording Secretary. No one present was recording the meeting.

Norman Orrall, Michael Petruzzo, Donna Winters and Melissa Hopkins of the Finance Committee were also present. Due to the recent Town Election, Donna Winters and Melissa Hopkins, who were just re-elected, had not been sworn in, so technically there was not a quorum of the Finance Committee.

Vote to Reorganize Board of Selectmen

Upon a motion made by Selectman Belliveau; seconded by Selectman Powderly it was:

VOTED: To appoint Selectman Maksy as Chairman of the Board of Selectmen.
Unanimous in favor.

Vote on May and June Selectmen Meeting dates

After discussion, the Board scheduled its upcoming meetings for May 7, 2012 & May 21, 2012; June 11 & June 25, 2012.

Meet with Department Heads to review their FY13 Budgets

7:15 PM Building Commissioner – Robert Iafrate

Robert Iafrate, Building Commissioner, was present for the discussion. Mr. Iafrate explained that the increase from \$600 to \$1,000 in the Alternate Inspector's wages is so that he will have the funds available for the Alternate Inspector to perform inspections at Kensington Court. The Clerical Wages have increased since there was a change in the employee's grade and longevity. Longevity has also been added in for the Building Commissioner. It was explained that as the building codes change often, he keeps monies in the Education and Training budget line. There is not a lot of money being spent for office supplies. The Plumbing, Gas and Wiring Inspectors will be budgeted with the same amount as last year, but the Kensington Court project will throw those figures off. It will be balanced with increased permit fees received since 100 new units will be going in. A plan has been created in order to handle this phase differently than the first phase, now that it is known what is expected. The Town will spend more for Inspectors on that project, but revenue will be generated with the permit fees. For years, the Inspectors Line Item has been under budgeted, and at every Special Town Meeting, funds had to be transferred. If there are funds left over, they go to Free Cash at the end of the fiscal year.

Chairman Maksy stated that since Mr. Iafrate will be handling the next phase of Kensington Court differently and the Town is in the red \$642,000, the amount should be brought to zero and watched where it goes. Mr. Petruzzo asked Mr. Iafrate to present the history of the past three (3) years of what was spent on the Inspectors with Kensington Court in order for the Town to get a feel for where this will be going. Mr. Iafrate stated that he will present the past few years, which have been a little flat, and then projections for this year.

Mr. Iafrate said he had met with a few companies to inspect the condition of the current windows on the Town Office Building. It is apparent that all the windows need to come out and be replaced. The Board will be presented with a few options so that they can choose what they feel might be architecturally correct for the building. It will cost approximately several thousand dollars per window since the windows will need to be done to some medium grade of quality. There is also quite a bit involved to redo these windows. Ms. Garbitt stated that the Energy Advisory Committee has been pulling together information, and hopefully will be able to obtain some grant money to help with the windows if the Town is designated as a Green Community. Mr. Iafrate stated that the windows should be done as a three (3) to four (4) year project, including the trim and the painting.

7:30 PM Park Commission

Daniel Hopkins, Chairman of the Park Commission, was present for the discussion. Mr. Hopkins discussed the Park Budget with the Board. Ms. Garbitt noted that the Retained Earnings for the Park Department are \$71,022, which is good news for them. They were going to use \$25,000 of their retained earnings for their budget. Mr. Hopkins stated that this year the budget is more since Clear Pond will be open seven (7) days a week for more than 40 hours each week. Mr. Hopkins asked if they will still be receiving \$25,000 from the General Fund. Ms. Garbitt responded that the \$25,000 is in the Budget Summary. Chairman Maksy stated that he hopes the Park Department is able to generate more income. Mr. Hopkins stated that the plan is to utilize the same personnel and spread them out a little thinner this year than last. The only fuel that they use is for the mowers to cut the grass with the tractor. A phone needs to be installed in the Commissary Building. It was noted that the ceiling of the pump house collapsed during the winter, so that had to be addressed. Ms. Garbitt noted that they had received the amount of the cost for a pump for the water to the Library. The Library Gift and Grant Account may fund the cost of the piping. Discussion occurred regarding the water for the sprinkler system for the Library. Chairman Maksy noted that presently it costs approximately \$2,500 for the sprinkler system for the Library. Mr. Hopkins stated that he will look into the price of a pump and return with the information.

Mr. Orrall asked about the status of the gravel removal project at the Ted Williams Camp. Ms. Garbitt stated that \$170,250 has been received so far. Mr. Hopkins stated that \$111,000 has been spent on the commissary renovations to date. The students from Old Colony have done a very good job.

7:45 PM Fire Chief – Daniel Hopkins

Daniel Hopkins, Fire Chief, was present for the discussion. Chief Hopkins reviewed the Fire Department Budget. He stated that the salary line for the Chief will be changing, along with the longevity and education lines, due to the contract. Other minor changes were pointed out by the Chief. He pointed out that staffing is down to bare bones, but he will still need to make sure that all shifts can be covered. Two (2) people is standard staffing for the Fire Department during the day, plus himself and the Deputy Fire Chief. However, the Deputy is on rotation since a Firefighter is going to the Fire Academy to get certified. Discussion then took place about vehicle repair and maintenance and what could be reduced if the Superintendent of Streets hires a diesel mechanic to help out with some of the routine repairs. Chief Hopkins will speak with Mr. Peck regarding the routine necessary repairs and maintenance that the Fire Department may need.

Chief Hopkins noted that since 2010, there have been no drills. It is important to keep the Firefighters and Call Firefighters trained. Right now, call firefighters come in once a month for training. Chief Hopkins would like to increase this back to twice a month. There are also some mandatory training hours that are required. The increase is approximately \$47,000. Ms. Garbitt gave some comparative information on the expense budget. Chairman Maksy noted that there is no contract with the Firefighters at this point. Minor discussion took place regarding the ambulance. It was noted that \$290,000 was brought in last year. This year, the total is currently \$223,000.

Chief Hopkins reviewed the Emergency Management Budget. He stated that there needs to be shown that there is a revenue stream, (in kind services) since that helps with obtaining grants. Right now, the Chief is applying for a \$2,000 grant and the Town needs to show that the Town has the money available to match the grant. The Chief has been working on a booklet that will be provided to people regarding being prepared for emergencies. Any money that is not spent from this account will be returned to the Town.

The Board then reviewed the Capital Expenditures for the Fire Department, which was the self-contained breathing bottles in the amount of \$27,000 and a used Pumper Truck in the amount of \$150,000. Money from FEMA will be used for a new generator. The old generator may go to Ted Williams Camp as a back-up for that location, if the power goes out during voting. Chief Hopkins stated that he has been looking around at used Pumper Trucks. Selectman Belliveau asked the Chief to explain the pump rating system for the Pumper Trucks. Chief Hopkins stated that at one time, Pumper Trucks could be recertified to a lower rate. However, NFPA does not allow that any longer. The rate has to remain at the manufacturers specifications. The rate can be increased, but not decreased. Discussion then took place regarding the pros and cons of purchasing a used Pumper Truck and purchasing a brand new Pumper Truck. A brand new Pumper Truck would cost approximately \$350,000. Chief Hopkins noted that he has not received any bids for the surplus fire truck presently on e-bay. The minimum bid is \$2,000. Chairman Maksy stated that it might not hurt to find out how much a scrap yard would pay for the truck. Chief Hopkins will look into this.

Review and discuss Memo from Capital Expenditures Committee regarding FY13 Capital Plan

Ms. Garbitt reviewed the Capital Plan with the Selectmen and Finance Committee. It was noted that there is almost \$18 million in the Capital Plan for five (5) years. However, this includes construction of requested buildings. She asked if the building construction should be removed with a notation at the end of the Capital Plan that the buildings are needed, but there are presently no funds available. It was the consensus of the Selectmen to leave the needed buildings in the plan and to note that the Capital Plan is projected at \$18 million, however, it is being recommended to only approve \$294,000.

Review FY13 Budget Summary

Ms. Garbitt reviewed the Free Cash numbers certified by the Department of Revenue; General Fund \$644,540 and Park Retained Earnings (\$71,022), Landfill Retained Earnings (\$97,260) and Water Enterprise Retained Earnings (\$1,064,343). The Towns Chapter 90 apportionment for FY13 is \$371,063.

Ms. Garbitt distributed an update of FY12 Estimated Receipts. It was noted that tax title and tax liens are not included and that the Town has received \$2,000 in roll back taxes. The amount of \$2.2 million was recommended to have in the budget from discussions with the previous Chairman of the Board. This number can be changed now that Free Cash has been certified. There was a \$1 million commitment in motor vehicles in March. There are still three (3) more months of ambulance fees to come in.

Discussion then took place regarding the possibility of a casino being located in Lakeville. It was noted that this will be an agenda item for discussion on April 9, 2012. Ms. Garbitt will see about having someone from Freetown attend the meeting to find out their position on this matter.

New Business

Ms. Garbitt reviewed the information that she had received from Michael Ward, Director of Finance and Operations, regarding the termite situation at Assawompset School. Three (3) quotes had been obtained by Robert Souza. The amounts vary from \$10,500 to \$11,236, which would include a one (1) year warranty and \$250 to \$2,500 for yearly renewal service fees. It was noted that anything over \$5,000 is a capital project. Chairman Maksy suggested that the Building Commissioner review this information, and then provide his recommendation to the Selectmen and Finance Committee.

Adjournment

Upon a motion made by Selectman Belliveau; seconded by Selectman Powderly it was:

VOTED: To adjourn the Selectmen's Meeting at 8:55 PM.
Unanimous in favor.