

JOINT MEETING
FINANCE COMMITTEE AND BOARD OF SELECTMEN
MEETING MINUTES
APRIL 5, 2006

The Finance Committee held a meeting on April 5, 2006 at 7:00 PM at the Lakeville Town Office Building. Present from the Finance Committee were Martha Weeks Green, Richard Velez, Gary Mansfield, Steven Olivier and Robert Hill. The Finance Committee was called to order at 7:17 PM.

Also present for the meeting were Selectman LaCamera, Selectman Yeatts, Rita Garbitt, Town Administrator, Cynthia McRae, Town Accountant and Tracie Craig, Executive Assistant. The Selectmen's meeting was called to order at 7:09 PM by Selectman LaCamera.

Request for Call Firefighter

Selectman LaCamera read the request from Chief Dan Hopkins to appoint Lincoln Thibeault as a Call Firefighter.

Upon a motion made by Selectman Yeatts, seconded by Selectman LaCamera, the Board:

VOTED: To appoint Lincoln Thibeault as a Call Firefighter for a term to expire July 31, 2006. Appointment is subject to successful completion of Physical Aptitude Test and Physical Examination. Unanimous vote.

Meet with Department Heads

Police Department

Mark Sorel, Police Chief, is present for the discussion. Chief Mark Sorel advocated for his budget request #2. He stated that he needs two (2) more police officers. That is the only difference between the two (2) budgets. Chief Sorel stated that the main increases in his budget #1 is for his Administrative Assistant, who will be receiving a step increase, two (2) patrolmen at the maximum step with degrees, which affects salary and career contract incentives. There are two (2) sergeants receiving bachelor's degree. Ms. Green asked how much is covered by the Quinn bill? Chief Sorel responded half as far as he knows. He has four (4) dispatchers moving a step. His increases in expenses, besides gasoline, include professional contracted services, AMET \$10,000, a router for LEAPS terminal \$1,000, Advanced Network vendor is \$5,000, and we have to pay Raynham to use their server for the laptops. He also noted his copier which is six (6) to (7) seven years old, is broken, so he has increase that line item. Ms. Green asked how much he thought he would need? Chief Sorel responded \$5,500. He noted that the Department makes a lot of copies, over 120,000 copies over the last three (3) years. We must copy reports in quadruple. We have two copiers and they aren't sufficient.

Ms. Green asked about the patrol car situation? Chief Sorel noted the patrol cars that died is at AMI headquarters; it is being replaced with one (1) of the three (3) new cruisers. Ms. Garbitt told Chief Sorel he could order the cruisers so that he would have them July 1st. The cruisers are included in the capital plan. Chief Sorel stated he will be coming back for two (2) cruisers next year. He stated that the mileage on the other cruisers are just racking up. Ms. Garbitt noted that Chief Sorel will be getting three (3) cruisers in FY 07; it has been agreed up, but not yet changed on the Capital Plan. Ms. Green asked if you get new officers, do you need more vehicles. Chief Sorel replied that if he got two (2) or more officers, he would need three (3) cruisers instead of two (2). When I first came in, it was four (4)

officers to a cruiser, but they were replaced every year. You can put 150,000 miles on the engine, but the parts of the cars deteriorate. Stop and Shop is going to affect the amount of officers I need. Ms. Green asked if the Police Department was hurting due to the lack of officers. Chief Sorel noted that in 1989, there were 18 officers on staff. Since then, 991 houses have been built, now we have fewer officers at 16. With the elderly housing coming in, the first responders are the police. Mr. Velez asked about the timeline of the proposed projects. Selectman LaCamera said in November of 2007 they should be open. Walgreen's will be up first. Chief Sorel stated there are no grants for additional officers. He noted that health insurance costs were not in budget #2 for the two (2) requested officers. He noted he also went up on electricity and heating fuels as he will in deficit for this year. Ms. McRae asked if deliveries were being signed for. Chief Sorel said yes, the other side of the building runs approximately \$950 for electricity a month and \$200-\$240 per delivery for oil. Ms. Green asked other than police officers and a new building, do you need anything else. Chief Sorel said no. Mr. Velez noted that the two (2) officers would bring it back to the 1989 levels, not counting any expansion. Ms. Green suggested looking at his request for officers in the fall for a special. She would like to see Chief Sorel be comfortable with his staff level. Discussion occurred about reimbursement for officers. Selectman LaCamera noted that as it stands right now, there will be no funding available for new staff in the fall.

Mr. Olivier said he was curious what the Selectmen's intent is for the future once build out occurs. What level of priority are additional police officers? Selectman LaCamera said unless you increase your revenues, on a \$20 million budget with a 5% increase across the board, that equals a million dollars. We projected \$1.1 million for this coming year. I don't see that drastically changing in the next two (2) years until the new development happens. We will be lucky to maintain what we have. The LeBaron project is a three (3) to five (5) year plan, 20 units will be completed this spring. There are 62 units in the first phase. National Development's first phase should be completed November 2007 and probably be worth \$250,000.00 in taxes. The second and third phase for senior housing and office space will probably be worth the same. Oxford has been delayed until August. That is a two (2) to three (3) year project, another \$25-30 million project. The 62 units in LeBaron will generate approximately \$175,000 in tax revenue if they finish this year. They don't get counted until January 1st of the following year for the tax base. Mr. Velez asked Selectman LaCamera even with the new growth and additional revenues, without an override, we will be lucky to get up to 1989 standards for the police force? Selectman LaCamera said no, but there won't be money this fall to do anything, in his opinion. The earliest would probably be January 2008. Housing development has slowed, there were only 19 permits issued last year, only 14 so far this year. Mr. Olivier asked if the developers are waiting for the projects to begin. Selectman LaCamera said no, Canpro will go, but the 55 and over complexes are slowing down. National Development is an \$80 million project in its entirety. We have been lucky, considering the towns around us. It costs the Town \$75,000 to put one (1) police officer on the street.

Mr. Velez asked at what point do we say we have bled enough. Selectman LaCamera said we aren't bleeding. Mr. Olivier said we never bled; we made it through the tough times. Mr. Velez asked if the Town would use the stabilization fund. Selectman LaCamera responded that the Town still has almost \$1,000,000 in stabilization. Other towns have run theirs down. There are some contract negotiations going on that may help budgets to free up some money. Ms. Green said it is important that people understand that while there have not been operational overrides, there are needs not being addressed. Selectman LaCamera noted there are other departments needing personnel. Ms. Green stated we need to start a discussion that the police are operating the best they can. Selectman LaCamera said if I thought for a minute there was a concern about public safety, I would look at additional officers. I don't see that. There have not been complaints about response and performance of their jobs; they are working hard. Mr. Mansfield said we have a good Police Department. We have tried to support any equipment needs requested over the past three (3) years. We know there is a problem with the building.

We have tried to be supportive. Chief Sorel said he had never said the Town hasn't been supportive. The complaint is we are providing the same services with the same number of guys and its getting hard. My overtime expense went from \$30,000 to \$55,000. I am the only Town around without a detective. When we start getting complaints, you are going to come to me and ask what the problem is. The problem is my guys are stretching themselves out. You have seen an increase in the Fire Department with one position; we do 10,000 calls a year. In 1989, we only had 4,200 calls a year. We are providing the same services with less people with twice the calls. We have an excellent relationship with the Town and with the Selectmen. Like Selectman LaCamera saying we don't have a complaint, that is because my guys are doing a good job, they are hustling. Mr. Mansfield said there will come a point when it has to be addressed. Selectman LaCamera said the last three (3) years have been difficult to keep staffing levels together. We haven't lost one person in the Town. Hopefully things will build from here. When the State takes money away, it's no easy task. We have done some things in the Town Office Building, to be more productive, such as cross training. The Library and Senior Center are okay. We still have the problems with the schools with the growing population. I agree with fire and police, we need to add people. The question is when.

Upon a motion made by Ms. Green, seconded by Mr. Olivier, the Finance Committee:

VOTED: To approve the Police Department budget in the amount of \$1,389,954.
Unanimous vote.

Highway Surveyor

Roger Hamilton, Highway Surveyor, is present for the discussion. Ms. Green asked Roger how the operation of the Transfer Station was working out. Mr. Hamilton said it is working out fine. Brad Bates makes it a lot easier for me. He does a good job. Ms. Green asked about the efficiency of the operation? Mr. Hamilton responded it has been working out well in regards to the sharing of personnel and equipment. Ms. Green asked about any maintenance issues on equipment? Mr. Hamilton said there are none at this time. Ms. Green asked if there was anything not getting done that should be done. Mr. Hamilton responded that there is a lot of work not being done. We can't keep up, but we do our best. Mr. Olivier asked about bulky waste. Mr. Hamilton said we are in a better position than last year. Selectman LaCamera said we increased the rates on tonnage for bulky waste and instituted a fee per load. The revenues are now exceeding the expenses. Selectman LaCamera noted the residential waste going to SEMASS is fine; bulky waste is for the commercial haulers. Ms. Green asked if all fees are being covered. Mr. Hamilton said yes, all fees are being covered. Mr. Mansfield asked about equipment for the Highway Department? Mr. Hamilton responded that the oldest piece is a 1976; there are a couple of 1986s, and he had put in for a new truck.

Selectman LaCamera noted that the Town has auctioned off all the junk at the Highway Barn. Ms. Green asked if Mr. Hamilton was comfortable with his number for fuel. Mr. Hamilton responded that he could not tell, it all depends on how much we will use the big trucks in the winter. Ms. Green asked about this year's fuel? Mr. Hamilton said he was going over. Ms. Garbitt noted there will be a transfer of \$7,000 at the Special Town Meeting. Mr. Hamilton said he has increased it for next year. Ms. Green asked if it is more difficult or easier. Mr. Hamilton said it is not really that bad. The Landfill runs itself, and I keep track of the personnel. Mr. Velez asked if the documentation of monies coming in is being kept on a computer. Mr. Hamilton said there is a cash register now. Selectman LaCamera said we only take checks from commercial haulers. There are now numbered receipts. The accounting is now being done in the Selectmen's Office. Mr. Velez asked if that was part of MUNIS? Ms. McRae said eventually it is entered into MUNIS. Ms. Green asked if Mr. Hamilton wanted to stay with \$55,000 from the General Fund. Mr. Hamilton said yes. Ms. Green noted that bulky waste has been a concern

for years. Mr. Hamilton said the worst part is the price of fuel. Mr. Olivier noted that snow and ice is \$94,000 short. Ms. Green asked if that was with the state reimbursement included. Mr. Hamilton said yes. Ms. Craig noted that the supply contacts were bid out for two (2) years this round. Mr. Velez asked about the sand still on the roads. Mr. Hamilton responded that he started sweeping last week. The catch basins are cleaned every Fall.

Ms. Green noted that Mr. Hamilton had requested a truck this year. Mr. Hamilton said that he had got a good price on the one last year. He found one completely built that was not sold. If we had gone to state bid, it would have been more than \$100,000. Mr. Mansfield asked why we budgeted \$40,000 for snow and ice when we know we will go over. Selectman LaCamera responded that if you budget \$100,000 and it comes in at \$50,000, the following year the state requires you to budget it at \$100,000 next year even if you don't need it. Mr. Mansfield thought that we should average three (3) years and deduct 10%. Mr. LaCamera noted that if there is a state of emergency, you get 75% reimbursed. Snow and ice is like a moving target. Mr. Mansfield noted that we are always trying to adjust snow and ice. Mr. Hamilton said that one big storm will wipe the budget out; it is an approximate cost of \$6,000 per storm. Selectman LaCamera said we are trying to utilize more of our own people now that we have the new trucks. Contractors are expensive. Mr. Mansfield felt it should be raised a little to ease the burden at the end of the year.

Selectman LaCamera noted that Race Course Road will be resurfaced at the developer's expense. This will be done at the end of April, beginning of May. National Development will reconstruct Bridge Street with drainage. We anticipate \$500,000 for Chapter 90 and might be able to do 10-12 roads. We will have re-surfaced approximately 46 roads and have about 20 left. Mr. Velez asked when a road is resurfaced; does that include redoing the foundation of the road? Mr. Hamilton said it depends on the condition of the road. Selectman LaCamera noted that we need to get Precinct Street done. That is going to be a big expense, at least a million dollars with drainage.

Upon a motion made by Ms. Green, seconded by Mr. Hill, the Finance Committee:

VOTED: To approve the Highway Department budget in the amount of \$444,419.
Unanimous vote.

Upon a motion made by Ms. Green, seconded by Mr. Olivier, the Finance Committee:

VOTED: To approve the Landfill Enterprise budget in the amount of \$444,900.
Unanimous vote.

Park Commission

Present for the discussion were Darryl Bernier and Barry Evans of the Park Commission. Ms. Garbitt stated that with the new free cash figure, she allocated a general fund subsidy increase from \$50,000 to \$55,000 for the Park budget. However, she had not shared that information yet with the Park Commissioners and did not know where they would like to put the additional monies. She had temporarily placed it in wages/maintenance. Mr. Bernier thought that it should go towards the repair of the buildings and maintenance of grounds. He will discuss this at the next meeting. Ms. Garbitt asked about the fencing on the Capital Plan request. A figure of \$10,000 had been suggested for fencing for John Paun Park. She stated that the Park Commission had believed that one of the youth sports organization would raise half. Mr. Hill replied they have already raised \$4,500 and are holding another fundraiser on April 28th. Ms. Green noted the \$115,335 figure for Park revenue; does that include the extra \$5,000? Mr. Hill responded the increase was in Request #1; Request #2 does not include it.

Selectman LaCamera stated that the Park Commission had requested \$5,000; we are putting another \$5,000 in for fencing. Selectman LaCamera responded that since it wasn't \$10,000, we were going to put it in their operating budget.

Ms. Green asked the Park Commissioners how things went last year in regards to revenues, budget expenses and attendance. Mr. Bernier replied that the Park Department relies on revenues generated based on the weather for Clear Pond. The fees for field rentals are the same, and we are operating at field capacity at the Camp. Mr. Hill noted that the lower age sports program levels programs are bulging. Little League has added two (2) new teams and there are still 15 players per team. That will be a problem in the higher leagues. Mr. Bernier noted that having the Highway employees there are an asset and Roger Hamilton has the employees in the winter for plowing. We also will have a new piece of equipment to use in Clear Pond and John Paun Park by adults. We have ten (10) fields a day to maintain. Highway has a trailer for the machine. We have a responsibility to have safe fields. Ms. Green asked about the soccer program? Mr. Bernier replied there have been no problems. They have spent \$60,000 in irrigation and reseeding. Ms. Green asked in regards to sports organization fees, how much of the registration money that is collected does the Park receive? Mr. Evans replied \$5.00 per child. This is something we will need to look at possibly increasing next year. The Town of Bridgewater gets \$10.00 per child. However, the organizations use the registration money to pay for uniforms, equipment, umpires, insurance, etc. and also organization fees. The thing that keeps us from increasing that \$5.00 is that the organizations put so much money back into the parks, like sod, irrigation, lights. Mr. Hill noted that the new lighting was funded with fundraising. Over the past four (4) or five (5) years, the Park Commission has worked with the groups to improve the fields. Soccer and baseball came back to us and spoke about not paying the \$5.00 fee because they we made the improvements, like the lighting, sod and irrigation system. However, before the Highway employees came in, we couldn't maintain the fields for the \$5.00. Mr. Hill noted that the snack bar might be an issue. Mr. Evans stated it used to be a huge money maker and the Park used to have vending machines. The new little league organization actually pays parents to staff the snack shack. Mr. Bernier stated the Park Commissioners do not get involved with the snack shack.

Ms. Green asked about the lights? Does the Town get to use the lights if they need to? Mr. Hill replied that if the Town wanted to use the field with lights, we could. Mr. Bernier noted the sports organization do not do anything without the Park Commissioners' approval. Ms. Garbitt noted that the Town needs letters from these organizations gifting the improvements to the Town so we can put it on the fixed assets list. Ms. Green asked how many employees do you actually supervise. Mr. Evans stated about 20 during the season at Clear Pond Park, but Doug Berry does that. There is one part time worker at the Park during the winter. Mr. Bernier noted that the Town needs to address the commissary. Mr. Hill said it has been shut down for the winter months. Mr. Olivier asked about the feasibility study that was done on the commissary building. Ms. Garbitt replied the estimate to make the necessary repairs was \$325,000, including a septic system. Mr. Hill stated that the Park Commission has had to turn people away, but the building could be rented out every weekend. Ms. Green asked about the dumpster situation. Mr. Hill responded that the Commission had changed companies, but they still require locks on the dumpsters. Mr. Bernier noted that the Highway employees will take care of the rubbish this year. He said the Town is lucky to have the camp facility. Mr. Velez asked about if any discussions had occurred about surveillance cameras. Mr. Hill responded that it was talked about, but vandalism has not been a problem since the soda vending machine was removed.

Upon a motion made by Mr. Olivier, seconded by Mr. Hill, the Finance Committee:

VOTED: To approve an expense of \$115,335 for the Enterprise Account for the Park Department.

VOTED: To approve a revenue of \$115,335 for the Enterprise Account for the Park Department.

Fire Department

Daniel Hopkins, Fire Chief, is present for the discussion. Selectman LaCamera noted that this budget is a little confusing because we have had two (2) people out sick so money has been moved from all different lines. Mr. Mansfield asked if we have long or short term disability to cover it. Ms. Garbitt said no, they accumulate sick days. Selectman LaCamera said we try to fill the positions with temporary help so we don't have to pay overtime. Ms. Garbitt said Article 1 will include some insurance funds that were received for an employee injured on duty which will be transferred to the wage account. There were some small transfers, but it is a wash. Chief Hopkins noted that he is taking the \$5,000 for a transmission out of that and a \$6,900 motor for the boat. Ms. Green asked which vehicles? Chief Hopkins responded the ladder truck and the boat. To fix the boat motor it was \$5,900, to get a new one was \$6,900.

Mr. Velez noted that in the FY 07 budget, under additional needs is one (1) firefighter. Chief Hopkins stated that when we started the ambulance service, we had three (3) years to get a paramedic on every shift, every day. We haven't made it. Ms. Green asked weren't the firefighters supposed to get their paramedic designation. Chief Hopkins said that one full timer attended, but he did not make out too good. We can't make them go to school. It is a year of school, and then they must put in their training time, which is a total of almost two (2) years. Ms. Green asked if this was budgeted every year. Chief Hopkins said yes. Mr. Velez asked what happens now. Chief Hopkins said so far they are still giving us the waiver. We have to go back every year for the waiver; this year they may not. Selectman LaCamera noted that David Goodfellow has been appointed as Deputy Chief, so he floats. Selectman LaCamera said we are expecting a retirement and we will hire a paramedic. Ms. Green asked is that money specifically for a paramedic or in general? Chief Hopkins said there is money in there for someone to go to school at an expense of \$6,000 to \$8,000. Selectman LaCamera said we if we hire a paramedic that is not a Firefighter 1 or 2, then he has to go to school for that. It's easier to go to firefighter school. Chief Hopkins noted we have one (1) at the firefighter school right now. Mr. Velez asked if the training is done on their own time. Chief Hopkins said the firefighter gets his weekly pay; if they take the EMT/paramedic course, it's on their own time. Selectmen LaCamera said that we pay an incentive for paramedics. Ms. Green asked if they get the incentive if they are already a paramedic. Selectman LaCamera said yes.

Ms. Green asked about the repair and maintenance line item, is that enough to cover? Chief Hopkins said he was over this year because of the big expenses. He put more in because of the aging fleet, which cost more to repair. Selectman LaCamera said there is a \$200,000 tanker coming in August. Chief Hopkins said the old one will be declared surplus. Selectman LaCamera said Roger Hamilton can use it for road construction and at the Ted Williams Camp. Mr. Velez asked under vehicle gasoline, why the drop? Chief Hopkins said this has always been low, this year we increased it and that was still low. He originally put \$7,000 in, then we increased it to \$9,000. Ms. Green asked about hourly wage calls. Chief Hopkins noted this is for the Call Firefighters, they get raises. That has been a low number for quite a few years. Present budget has only \$1,400 for call emergencies. During the day we don't tone out as much. Ms. Green asked if the additional \$5,000 puts you in the ballpark. Chief Hopkins said yes. I have some money in call drill emergency. Mr. Velez asked that's just not fire? Chief Hopkins said no, its ambulance too. This whole budget is not ambulance or fire, its one. Ms. Green asked was there a reason that we did not break out ambulance? Selectman LaCamera said the ambulance expenses are broken out, personnel are one category. Chief Hopkins said the firefighters are

doing two (2) jobs: ambulance and firefighter. It just depends on what piece of equipment they are taking. Ms. Green asked how much time are they spending on the ambulance. Mr. Mansfield said the committee is trying to decide in our own mind are you a Fire Department that does ambulance or an ambulance service that does fire service. Chief Hopkins said it is a fire based ambulance service. Mr. Mansfield said we don't know which end is the dominant one, for personnel and equipment. It would be nice to know the percentage of fire versus ambulance. Ms. Garbitt said they always went out on emergency calls, they just never transported patients to the hospital. Chief Hopkins said you shouldn't have to worry about it, it is one department. Mr. Mansfield said we would like to know which one is prominent. Chief Hopkins said it's a dual role. Since we started it, it has brought in over a million dollars. That is 36% of my budget. Mr. Mansfield said we don't know the expenses. Chief Hopkins noted that he does not have a system to do that.

Upon a motion made by Mr. Olivier, seconded by Ms. Green, the Finance Committee:

VOTED: To approve a budget of \$836,893 for the Fire Department.

Unanimous vote.

Selectman LaCamera discussed information that had been requested by the Finance Committee. Some of the things requested are easy; the annual cost of supplies is \$7,500. Chief Hopkins noted that he provides the Police Department with first aid supplies and oxygen. Selectman LaCamera asked Chief Hopkins to explain to the Finance Committee about supplies used to render aid. Mr. Olivier said he really didn't want to know about bandages, he could tell by looking at the numbers for AMR and what the cost would be. We don't see the revenue coming in on the budget. It was intelligent to bring the ambulance in house, saving money and being able to bill insurance and our response time can't be matched. From a financial perspective, we don't need to know this information. Ms. Green said there have been a lot of good moves, but we spend the time going over bond schedules. Mr. Olivier noted this is operational, time studies. Chief Hopkins said the breakdown was 50% fire, 50% EMS based on last year's calls. There were 614 EMS, 152 motor vehicle accidents out of a total of 1,580 calls, roughly 50%. These figures include inspections, everything that the Fire Department does. Now if you take the 614 and 152, Lakeville transported 470 times, 486 transports for EMS. We received 15 mutual aid calls and 3 ALS intercepts. We went out 31 times for mutual aid. Selectmen LaCamera noted that mutual aid means the ambulance is at the hospital, and we needed to call for back up. They do not charge us, they bill insurance. Chief Hopkins said we have mutual aid agreements with surrounding communities. Some of the motor vehicle accidents, we have both rescues there and need more ambulance space. We have transported 16 times for mutual aid. We probably go 80% to Morton Hospital, 20% to St. Luke's Hospital. Ms. Green asked if the patient can request a certain hospital? Chief Hopkins said yes, unless in an emergency, we have to go to the nearest hospital. Mileage is a set rate, \$12.74 per mile, insurance pays for that. Ms. Green asked if that covered the overhead. Chief Hopkins said yes. Our average to Morton is ten (10) miles. There is a set rate for the different calls. Soon everyone in the state will be on that level.

Chief Hopkins noted that payments are at about 88% collection rate, which is very good. Ms. Green asked if that was before or after billing service. Chief Hopkins answered total. Write-offs are being decided by him. We charge 30% more than Medicaid, by law. Sometimes the insurance company pays Medicaid; the rest has to get written off because you can't bill the patient. There are financial hardship cases which I handle. They must request it. We are going to start reporting balances to the credit bureau. Gail Evirs has been working hard on this, it takes time. She is working on all motor vehicle accidents that people have not paid. Ms. Garbitt said that a lot of the problem is that people don't give the right name or address. Ms. Green said one of the big selling points is that it would generate revenue for the community but we haven't been able to figure out how much or where it comes

from. Chief Hopkins said \$160,927 was generated when the service was first started, in FY 03 - \$172,055; in FY 04 - \$182,121; and in FY 05 - \$260,123, collected amounts after Comstar's fees. In FY 06, \$133,000 has been generated so far.

Upon a motion made by Selectman LaCamera, seconded by Selectman Yeatts, the Board of Selectmen:

VOTED: To adjourn at 9:37 PM. Unanimous vote.

Selectman LaCamera and Selectman Yeatts left the meeting.

Board of Health

Edward (Ted) Gibney and William Garvey, Chairman, are present from the Board of Health. Ms. Green asked if things have been easier without the Landfill. Mr. Gibney said the Landfill was not a problem as much as Title 5 is. We have all the new septic systems, complaints, and restaurant inspections. Larry Perry, Health Agent, is going straight out, Joe Beneski, Assistant Health Agent, helps out. Mr. Garvey noted we are supposed to be inspecting rental housing, but we have not been able to do any inspections. Mr. Hill asked if this was done annually. Mr. Garvey responded yes. Mr. Olivier asked how you know they are renting. Mr. Garvey said we are having apartments built in Lakeville that are supposed to be inspected by the Board of Health, electrical inspector, plumbing inspector, fire department and building inspector, this is by local and state regulation. Mr. Hill asked if there was a financial obligation to the owner. Mr. Garvey said they could charge them. Mr. Gibney said the other big thing that the Board is dealing with is the State's planning efforts regarding emergency planning for the flu. We have to have a 24/7 call list, name coordinators to accept medications and flu shots, designate contingencies, etc. It just started within the last few months hitting us. We aren't prepared. Mr. Garvey noted that Mr. Beneski is doing all the Title 5 inspections. When someone sells their house, they have to do a Title 5. We have had a lot of complaints where people buy a house and the system fails. We now witness them. We charge \$50 for that. Mr. Gibney noted they have generated \$105,000 in fees so far year to date since July. Our whole budget is \$170,000. Mr. Garvey said all this goes into the general fund. Ms. Green asked if they permitted dumpsters. Mr. Gibney said residential and commercial dumpsters. Ms. Green asked about the request for \$50,000 for studies. Mr. Garvey said that figure should be \$25,000.

Mr. Gibney noted that the \$86,000 figure breaks down into \$35,000 legal fees, \$25,000 for the study and \$8,600 for other. We need some help to start enforcing these regulations. Mr. Garvey said the Board of Health are elected officials, but yet when we need legal counsel, we need to get permission. Mr. Gibney said what we do has a lot of legal ramifications. We would like to have our own budget. Ms. McRae noted most communities channel all their legal requests through one person. We are audited annually and need to know what legal cases are occurring. Mr. Garvey said in the past, we have been denied permission. We want to take Morse to court on our regulations. We have asked them to do a Title 5 for three (3) years, and they have not. Mr. Gibney said he had spoken to the Massachusetts Association of Boards of Health, who told him there are some towns where their Board of Health has their own legal budget. Mr. Garvey asked if the Police and Fire Department have their own legal budget. Ms. Garbitt said no. The Town's policy for at least the last fifteen years has been through the Board of Selectmen. Each Department Head used to have to request in writing the Board of Selectmen for permission to seek legal counsel. Mr. Garvey said sometimes we feel the opinions are tainted. Mr. Gibney said we feel that Town Counsel gets fed what some other people want to hear. We want our own counsel.

Ms. Green asked about the department's computers, what shape are they in? Mr. Garvey said Larry Perry hasn't had a computer for a year. He is using a laptop that is for emergency planning use. Ms. Green asked about computer training. She was surprised when Mr. Beneski was manually processing permits. Mr. Velez asked if the employees have had training. Mr. Garvey noted the issue is how we are going to police permits. We have regulations regarding inspections for dumpsters. We don't know where we are going there. Ms. Green asked if the records were computerized. Mr. Garvey said a little training and time would be needed. Ms. Green asked isn't that clerical work? Mr. Garvey said that Mr. Beneski helps with some clerical work. Mr. Velez noted there should be automatic backup for laptops. Ms. McRae said we have three (3) forms of backup. Ms. Green asked about Assistant Health Agent Paul Bourgeois. Mr. Gibney said he is appointed in case of a conflict of interest. Ms. Green asked if they were looking for more funding for Mr. Beneski. Ms. Garbitt said he gets a step and increase, but no funding for any additional time. Mr. Gibney said we are asking for him to go to 19 hours. Ms. Green asked if he was qualified to do what Larry Perry does. Mr. Garvey said he can do just about everything that Larry does. Ms. Garbitt said we can't do 19 hours, because 32B states if you work regularly scheduled hours of 20 a week, the employee is eligible for health insurance. But if Larry is on vacation, he could work more hours here and there. Ms. Green said she knew how backed up Larry was, maybe we can find some money to put into Joe's wages. There are things that Larry is skilled in and things he should not be doing, it would take some of the heat off of this office. She felt that veteran's services can be carried over as a deficit. Mr. Olivier noted that we use that every year as a transfer. Ms. Garbitt said they do have \$2,000 in overtime for the clerks to attend meetings and still have \$1,300 left in that account as opposed to taking it out of Veterans. Mr. Mansfield said out of the blue you can have a veteran move into the Town and have a \$15,000 bill. It is not recovered until the next year.

Mr. Garvey said that by raising percolation test fees, we have probably generated an extra \$25,000 into the general fund. That was the whole idea. Mr. Gibney said they raised fees so we can spend it on the things generating the fees. Mr. Olivier said it sounds like the health agents are doing some clerical work that they should not be doing. Ms. Garbitt said we could utilize Leanne for some of those things. Mr. Garvey said people come in all day long looking for copies. Ms. Green said she was trying to find a way to help him and asked Mr. Mansfield if he objected to the extra money being taken from Veteran's Services? Mr. Mansfield said he understands there may be issues. Marilyn Mansfield said she just got a \$15,000 bill that she is disputing and not budgeted for. Ms. Garbitt said she would not touch the Veteran's account. They do have overtime and the secretarial pool. Mr. Mansfield said it is not efficient to have someone being paid \$18.00 an hour to do clerical work. Mr. Gibney said Joe is not sitting down doing clerical work for a significant time. Mr. Garvey said the only clerical he does is on the dumpster permits. Mr. Gibney said he does some research that is clerical in nature. Ms. Green said she would like you guys to walk out of here feeling that we are sympathetic and trying to do the right thing. The job your department does is more complicated. The \$1,000 is more of a gesture, but it could help. Mr. Garvey said they are working hard to raise more money.

A motion was made by Ms. Green and was seconded for discussion by Mr. Hill, to transfer \$1,000 from Veteran's Services into hourly wages for the Assistant Board of Health. One in favor, four opposed. Motion fails.

Upon a motion made by Ms. Green, seconded by Mr. Olivier, the Committee:

VOTED: To approve a budget for the Board of Health of \$166,853.
Unanimous vote.

Upon a motion made by Ms. Green, seconded by Mr. Olivier, the Committee:

VOTED: To approve a budget for the Visiting Nurse of \$4,000.
Unanimous vote.

Mr. Gibney said that we need to consider increasing the Board of Health budget. We are not doing the Town justice addressing the health needs of the residents. We are turning into a septic board. Mr. Olivier asked about making the part timer a full time employee. Mr. Gibney said we need a health person full time. Ms. Green said they should come to one of our meetings and discuss this with us. Mr. Velez said that is the place to start talking about additional people and equipment. Mr. Hill asked if there is any possibility of any federal aid. Mr. Gibney said we are looking. They have just hired an individual that has a checklist to sign up with the state. The towns that are not signed up and doing what they are supposed to be doing are on their own.

Upon a motion made by Ms. Green, seconded by Mr. Hill, the Committee:

VOTED: To approve a budget for the Animal Inspector of \$2,000.
Unanimous vote.

Ms. Green asked about Budget Request #2 for the Animal Inspector. Mr. Garvey said Jared Darling is on call 24 hours a day. He handles all the dog bites in Town and inspects over 90 stables, using his personal vehicle. We can't even buy him clothes. This is a big job. Ms. Garbitt said when she put these budgets together, we were working with revenue figures that are lower; we are just getting up to levels of three (3) years ago with no layoffs.

Vote to approve FY 07 budget

Upon a motion made by Mr. Hill, seconded by Mr. Olivier, the Committee:

VOTED: To approve a budget of \$20,649,886 for Fiscal Year 07.
Unanimous vote.

Adjournment

On a motion made by Mr. Mansfield, seconded by Mr. Hill, the Finance Committee:

VOTED: To adjourn their meeting at 10:35 PM. Unanimous vote.