

TOWN OF LAKEVILLE
Joint Meeting: Board of Selectmen and Finance Committee
Meeting Minutes
April 18, 2018 – 6:30 PM – Senior Center

On April 18, 2018, the Board of Selectmen held a meeting at 6:30 PM in the Senior Center in Lakeville. The meeting was called to order by Chairman Burke at 6:32 PM. Selectmen present were: Selectman Burke and Selectman Powderly. Selectman Hollenbeck entered at 6:40 PM. Also present were: Rita Garbitt, Town Administrator and Lorraine Carboni, Town Coordinator. LakeCAM was recording the meeting.

Finance Committee Members present included Daniel Holland, Ryan Trahan and Katherine Desrosiers. The Finance Committee called their meeting to order at 6:32 PM.

Meet with Department Heads to review their FY19 Budget Requests

Fire Chief

Fire Chief Daniel Hopkins was present for the discussion. Chief Hopkins said he is asking to promote a Lieutenant to a Captain, which would increase the salaries by \$6,000. The Captain would take over the training, which is needed. He has increased the Emergency Overtime to \$20,000. For this year it should be \$108,000 for Emergency Overtime Callback. Education is up a bit due to educational degrees. Specialization pay has increased as we gained a Paramedic, but lost an EMT. He has requested two (2) new Firefighters that is not added to the budget; it is under Comments. There is a SAFER Grant that we can apply for. They pay 70% of the salary, including benefits, for three (3) years. We are working on the application, but we need a commitment in writing from the Board of Selectmen. Mr. Trahan asked why the need for the new Firefighters. Chief Hopkins said the calls are going up each year. We could cut back on the call back during the day. Chairman Burke asked who is currently in charge of training. Chief Hopkins said the Deputy Chief. Selectman Hollenbeck said asked about the holiday and vacation coverage. So far only \$36,000 has been spent. Chief Hopkins said April, May and June are big vacation months. Selectman Hollenbeck said if you have additional staff, will the overtime be less in that three (3) month span. Chief Hopkins said that would need negotiation in the contract about use of vacation time. Selectman Powderly said this is a 4.8% increase, not including any additional hires from the previous year. The net ambulance payments peaked in 2016 at \$533,000. We are currently running at a \$526,000 estimated total. Chief Hopkins stated we would wait for the grant before hiring. Selectman Powderly said he would support trying to get the grant. He encouraged Chief Hopkins to get a grant writer to write the grant. Chairman Burke asked what is the time frame on the grant. Chief Hopkins did not know. Selectman Hollenbeck asked if the grant is all inclusive. Chief Hopkins said yes. Selectman Powderly said he would only support the new hires if we get the grant.

Upon a motion made by Chairman Burke and seconded by Selectman Powderly, it was:

VOTED: To write a letter of commitment for the SAFER Grant.
Unanimous in favor.

Chief Hopkins said under Capital Expenditures, there was a request for \$45,000 for a new Jaws of Life, which will be on the new engine; \$30,000 was for the CPR Pump and Fire Gear; \$155,160 is for Scott Air Packs; and \$400,000 for a new pumper. Chief Hopkins said the Scott Bottles must all be purchased in the same year so they are the same standard. Engine 2 will cost over \$200,000 to fix. We are using a loaner from another Town. We will get a stock unit, which is usually cheaper. This would be our front line piece, and the one we have would not be for water pumping. Selectman Powderly said is Freetown willing to loan this to us on a long-term basis. Chief Hopkins said we can probably use it as long as we need it, unless they request it back. Selectman Hollenbeck said asked about the radio box system. Fire Chief Hopkins said that should be taken care of with the new Police Station. Selectman Powderly said asked about the generator. Chief Hopkins said that is still in process.

Superintendent of Streets and Transfer Station

Superintendent of Streets

Franklin Moniz, Superintendent of Streets, is present for the discussion. Mr. Moniz said there haven't been many changes. The Police Detail budget was doubled so he can use details as much as possible, due to new OSHA changes. The rest of the line items remained the same. Ms. Garbitt said we need to change the payroll worksheets for the Clerk. Selectman Hollenbeck asked about contracted services. Ms. Garbitt said there is \$50,000 for crack sealing services. Chairman Burke said after seeing the Pavement Management presentation from BETA, we are behind crack sealing the roads. Selectman Hollenbeck asked Mr. Trahan about the MS4 Permit. Mr. Trahan said it is still on hold; perhaps July 1, 2018. He feels it may be extended again. Mr. Trahan said this is a five (5) year plan; you will need \$20,000 to \$30,000 for the first year. One year from the date of issuance you have to do the Storm Water Management Plan. Selectman Powderly said we have that. We need to decide to do one (1) or two (2) roads and get working on them. Mr. Trahan said if you feel there are not enough roads to crack seal, that money is there to use for road maintenance.

Landfill/Transfer Station

Chairman Burke said this is an Enterprise Fund. Ms. Garbitt said the biggest reduction is the ten (10) year loan on the roll-off truck, which was paid off. Chairman Burke asked about the line for SEMASS. Ms. Garbitt said that is for ABC Disposal. Mr. Moniz said a lot of recyclables we were getting paid for, but now we are not. Some of them we are paying to get rid of. The prices have gone up for everything. Chairman Burke said the General Fund on Page 85 subsidizes \$105,000 to the Landfill. There is an increase of 5% from the General Fund from last year. What can we do to offset that? At what point is it too expensive for a sticker and bags and people hire private trash collection. It seems we are there. This service is not fully paid for by the people that use it.

Ms. Garbitt said the Property and Liability Insurance is increased for the environmental policy for two (2) years, but next year it will not cost anything. Selectman Hollenbeck asked about the balance of the Retained Earnings. Ms. Garbitt said it is \$138,000. We still have monitoring occurring at the Landfill. Monitoring fees are \$14,000 a year. Mr. Trahan asked if

other communities were looked at for their fees. Selectman Powderly said yes, and we have adjusted some of the fees. Selectman Powderly said we are still only building 20 new houses a year, so we should look at if we continue with the Transfer Station. Discussion occurred on how many households use the Transfer Station. Chairman Burke said the conversation might be why is it an Enterprise Fund. Maybe it needs to be a Department budget. This is a service that the Town should provide to residents.

Capital Plan Requests

Selectman Powderly said there is a request for three (3) used trucks. Selectman Powderly said we have not been successful in getting as many private contractors as we want for plowing. The State increased their rates, but we did not get the large trucks this year. Selectman Powderly said there is a request for a hot box. Mr. Moniz said a roller had been purchased and this will give us the capability to do our own patch work with hot mix. Chairman Burke asked if we can use Chapter 90 money for this. Ms. Garbitt said yes. Selectman Hollenbeck said do we have enough supplies for the hot mix or do we make it. Mr. Moniz said we will use the cold patch funds. Mr. Trahan said using Chapter 90 money will take away funds for other roadwork.

Police Chief

Frank Alvilhiera, Chief of Police, was present for the discussion. Selectman Powderly said there is a 5% increase in the budget. Chief Alvilhiera said the majority of the increases are contractual. There is an increase in Part Time Dispatchers for next year in the spring, as the Department is taking over dispatch for the Fire Department. Selectman Powderly asked if an additional Officer was added last year. Chief Alvilhiera said the year before. We had a promotion in the Sergeant line item and a decrease in Patrolmen. Chairman Burke said it may cost more to run the Department in the new facility. Chief Alvilhiera said some of the expenses will be one (1) year due to training. Selectman Powderly said there is an Officer off to the side. It is not in the 5% increase. Chief Alvilhiera said this would allow for a Full Time Detective. There are 18 Officers, and one (1) is dedicated to the Schools. The call volume has quadrupled and the population doubled since 30 years ago, when there were 17 Officers. Chief Alvilhiera discussed the call volume breakdown. It would be \$40,000 to hire an additional Officer in September. Selectman Hollenbeck said in the past, in Contract Wages Career Incentive there has been \$80,000 put in the budget, but it has not been spent. Ms. Garbitt said this is paid out at the end of the fiscal year. Selectman Hollenbeck said she thought this is added into their annual payroll. She asked that it be checked as last year the Police Department returned over \$100,000. Discussion occurred regarding the payroll process.

Capital Plan: Chief Alvilhiera said he removed the 12 tasers. He said two (2) cruisers will be required.

Director of Inspectional Services

Nathan Darling, Director of Inspectional Services, was present for the discussion. Mr. Darling said the budget is up 2.5% after contractual expenses. Mr. Darling said he would like to combine all the Department Budgets under Inspectional Services moving forward. Under

Facilities Management, he added \$6,300 for a Part Time Temporary Custodian. Mr. Trahan asked if that included the Library. Mr. Darling said no. Selectman Powderly said repairs and maintenance is \$50,000. Mr. Darling said that he had replaced an overhead door out of this fund at a cost of \$7,000. Discussion occurred regarding the funds in this account. Ms. Garbitt said the Town Hall parking lot needs crack sealing and line painting. Ms. Conway is asking for \$8,400 to repair the walkway and patio at the Senior Center. Mr. Darling said he feels it will be more money to fix that. We spoke of doing a concrete walkway with bricks around it in the concrete. Selectman Powderly said he does not want brick walkways anymore. Selectman Hollenbeck asked about the generator. Mr. Darling said he figures \$70,000 to \$80,000 for the Town Hall generator and probably under \$10,000 for the Senior Center. Mr. Trahan asked about the Highway Office Building. Mr. Darling said the weather events in Florida and Texas drove prices up. We had \$185,000 in the budget. The low bid was \$172,000, but did not include utilities and septic system. We may have to downsize. Mr. Peck increased the scope prior to the bid, which added to the price. Selectman Powderly said originally it was a 1,200 square foot double wide unit for \$70,000.

Discuss FY19 Budget Summary

Ms. Garbitt updated in green any item changed from the last printout. Conservation was a decrease of \$10,000; Facilities was \$3,500 increase; Building Inspector was a \$12,000 increase; and Health Insurance went down \$18,000; and the Landfill Subsidy was increased by \$5,000. Nothing has been changed on the School request. Selectman Hollenbeck said there were some math errors and the budget has been revised. It is \$8,000 more than what is listed. It is a \$502,000 increase from the Region, and they have a capital increase for a vehicle; our share is approximately \$36,000. They have put \$125,000 into the budget as a placeholder for E&D. That is included in the \$502,000. There is no Special Education Assessment set aside; they are talking about it, but not funding it this year. Discussion occurred regarding the E&D fund and the creation of a SPED Stabilization Fund. Selectman Hollenbeck said we requested that they put the School Choice money back in the Budget in a Revolving Fund; they must spend it within 18 months.

Selectman Powderly said under expenses, using \$16,270,000 for the Schools, there was a 4.16% increase; 3.1% for Elected Officials, General Government is 7.9%; Public Safety is 4.5%; Public Works is 3%; Health and Human Services is 3.7%; and Cultural is 3.2%. On the revenue side, we receive 3.27% in, which includes the 2.5% and then New Growth. Mr. Trahan said does that include the two (2) firefighters? Selectman Powderly said no. Any additional personnel off to the side is not included. Chairman Burke said we are roughly \$1,000,000 in the red. Selectman Hollenbeck said we need to be aware that we are using one-time money for OPEB. Selectman Powderly said he counts the \$225,000 in the Overlay Reserve, which is not needed. Selectman Hollenbeck said we have no recurring revenue to account for the increase in budget requests. Selectman Powderly said New Growth was down dramatically. Selectman Hollenbeck said we are facing the issues from the Schools last year, and we are trying to absorb that, as well as, the School increase this year. We need to build OPEB into the operating budget. We need to cut \$790,000 from the Budget. Selectman Powderly said the Town's budget borders on unsustainable. We will not see enough New Growth. Selectman Hollenbeck said there is \$875,000 in new operating revenue. Selectman Powderly said the Schools need an override.

Chairman Burke said we can review the budgets and find what money we can to reduce. Selectman Hollenbeck said we need to look at the Departments that provided the Free Cash last year. This budget is not sustainable. If there is justification to increase certain budgets for use of one-time money, she is okay with that.

Chairman Burke said it is a challenge with a Regional School District when it is out of the purview of the Town. Selectman Powderly asked why the Schools won't do an override. Selectman Hollenbeck said they believe the Stabilization Fund and our one-time funds should be available for their operating budget. Selectman Powderly said if they keep going to our funds, we will have to start laying off Town employees. Chairman Burke said the School going after one-time money from the Town puts us at a disadvantage, making us ask for an override to get back to normal for a few years. Mr. Trahan said does the School initiate the override. Ms. Garbitt said the Selectmen have to approve it to go on a ballot. Selectman Hollenbeck said if this is what they are going to try to do, how do we handle what is best for the Town. The School Budget has not grown at a sustainable rate, and we can't put the Town in jeopardy. Chairman Burke said there is a baseline of funding for a School District to perform as best as it can; that is up to the School Department. If it jeopardizes Town Services, what is equitable and fair. There isn't money to do it all. Selectman Hollenbeck said she would begrudgingly put an article forward for an override as she doesn't want to decimate Town Services. Chairman Burke said if you know there is New Growth and the Town approves the marijuana monies, there is some light moving forward. Selectman Powderly said he would not support an override and would not vote for it. They are going to keep taking money regardless if they get an override. Selectman Hollenbeck said we made a concerted effort trying to thwart this by paying off some debt last year. Selectman Hollenbeck said the operational spending is \$1.6 million with \$800,000 in revenue, and we will have the same problem next year.

Upon a motion made by Mr. Trahan and seconded by Chairman Vlahopolous, the Finance Committee:

VOTED: To adjourn their meeting at 8:40 PM.
Unanimous in favor.