

MINUTES
OF THE
FINANCE COMMITTEE
TUESDAY, FEBRUARY 25, 2014
7:00 P.M.
TOWN HALL MEETING ROOM
130 MAIN STREET, SANDWICH, MA

TOWN CLERK
TOWN OF SANDWICH
MAR 05 2014
3 11 00 P M
RECEIVED & RECORDED

Present: Paul Sylvia, Ellen Yaffe, Gene Parini, Tom Hickey, Linell Grundman, Matthew Terry and Anne Dessertine

Absent: Mike Dwyer and Rich Reilly

Also Present: Town Manager George Dunham, Assistant Town Manager Doug Lapp, Chief of Police Peter Wack, Fire Chief Bill Carrico and Deputy Fire Chief Tom Corriveau, DPW Director/Town Engineer Paul Tilton, Selectman Chairperson Jim Pierce and SCT.

ITEM #1
CALL TO ORDER

Meeting called to order at 7:00 p.m.

ITEM #2
REVIEW AND APPROVAL OF MINUTES

Minutes of Tuesday, February 11, 2014-

***MOTION WAS MADE BY MR. HICKEY TO APPROVE THE MINUTES OF FEBRUARY 11, 2014 AS PRESENTED. SECONDED BY MR. PARINI VOTE – UNANIMOUS**

ITEM #3
PUBLIC SAFETY BUDGET

A. Police Department-

Mr. Dunham noted that there is information on the Police, Fire and DPW budgets, on pages 1, 2 & 3 Depts. 210 (Police), 220 (Fire), 294(Fire Warden), 410 (DPW Engineering), 420 (Department of Public Works), 421 (Snow & Ice), 435 (DPW Sanitation Division) and 650 (DPW Parks Division) in the budget binder under tab 5 General Government Budget, that may be helpful. Also included in the FinCom meeting packet are pictures, statistics and general information from the 2013 Annual Town Report for the Police and Fire Departments as well as the Department of Public Works.

Police Chief Peter Wack gave an overview of this budget and offered the Committee a handout of staffing, additional statistical information 2008 -2013 Service Training Requirements and Contractual Leave costs, unfunded items, Capital Items, Personnel Needs, Sandwich Police Dept. Mission Statement – Core Values.

Statistical numbers have gone up significantly which continually impacts staffing. We have a training budget but we also have to pay overtime to cover those who are training.

We have an underfunded mandate from the state regarding firearms licensing...about \$26,000 comes out of our budget to manage the underfunded mandate from the state.

Bullet proof vests have to be replaced every five years. Would like to be able to fund those up front instead of going into the red waiting for the 'feds' to reimburse us.

Looking to do some in-house training...but we have to buy the equipment. This line item will allow us to purchase 3 2-way radios.

Funding for vehicles and vehicle maintenance costs were discussed.

Concerned about the E911 proposed program and the possibility of a 'dark' station.

Brief discussion regarding Mobile Data Terminals (MDT's).

Discussion about hiring four more officers, two additional detective positions. Detective Al Robichaud does all the leg work for property stolen from house breaks. One part-time clerical position...eighteen hours a week.

Ms. Yaffe noted that it is sad that Sandwich has a Police Dept. that has not kept up with the growth of the town.

Chief Wack noted that the volume of work increases, the men and women are outstanding. The behind the scenes administrative work on new and renewal licenses for fire arms alone has increased. Officer Jason Keene...nearly

70% of his time is spent on this and two other people supporting him. In the town of Mashpee they actually hire a civilian to do this process.

Mr. Parini – There has been some discussion about the Barnstable County Sheriff's Office taking over 911. Should you see any efficiencies in the police department...what is the outlook?

Chief Wack – if our dispatch leaves us, it will affect us. There would not be anyone at the front office and the public would be to the other (central) dispatch.

Mr. Parini – What is the outlook...does this look like it is under discussion?

Chief Wack – Have not heard any discussion.

Ms. Dessertine – surprised about the hiring, what with drug trafficking and other activities.

Chief Wack noted that 25% of their calls are supporting the Fire Dept....ambulance calls. When you dial 911 you want the best response possible. Detective Sergeant Terence Murphy has expressed an interest in working with crime. If we are able to get additional staffing, it would be helpful.

It was noted that school department enrollment is now plummeting...we need to think about the town departments let alone the other smaller departments.

On the topic of regional dispatch, Chief Wack noted that he has met with other chiefs on Cape Cod and everyone has an issue with a 'dark' station. People want to have access to local offices.

Ms. Grundman noted that our schools are losing students and our town is losing residents...crime is going up.

Chief Wack - house breaks go up with drug issues.

The overtime issue was discussed as well as the comparisons of Sandwich, Bourne, Mashpee and Yarmouth staffing.

Mr. Dunham noted that Sandwich will never make up the staffing difference...we have not had an override in ten years. On the topic of regional dispatching, we have to try to be one hundred percent open minded about which system will be better for us. There are real concerns that both the chiefs have with a 'dark' station. Throughout the county things may have to be done regionally.

Mr. Hickey questioned about four new patrol officer positions...would that be an additional car if you were given those four.

Chief Wack – Forestdale and South Sandwich are covered by one car. If we could get four more officers we would put the person in a car.

Mr. Hickey – have you included up keep and maintenance, gas etc.

Chief Wack – yes, we can handle another car on the road.

Mr. Hickey – the town may not be able to give you everything you ask for, if you had only part of the money how would you prioritize?

Chief Wack- I am asking for six and a half positions...one more detective on the night shift and then one more detective. Detective Al Robichaud is an amazing person...he could do with the help.

Mr. Sylvia thanked Chief Wack for his time this evening.

b. Fire Department - Chief William Carrico and Deputy Chief Tom Corriveau

Mr. Dunham noted that Deputy Chief Tom Corriveau will be retiring in a few months and thanked him for all he has done for the Town.

Mr. Dunham welcomed newly appointed Fire Chief Bill Carrico.

Chief Carrico – the understaffing is a rather unique situation that needs to be addressed. There are not a lot of firefighters that take advantage of professional development. Was shocked at the conditions of the fire department buildings. Staffing is not at an acceptable level. We have applied for grant money to increase staffing.

Mr. Parini – Were you familiar with the proposal for the public safety building?

Chief Carrico – yes, but I have not gotten into a lot of detail about it.

Mr. Sylvia – if the grant got approved when would they actually be on the job?

Chief Carrico – we would go through the Barnstable County hiring exam process...would prefer to have all paramedics.

Ms. Grundman -- additional staffing would maybe help the overtime?

Chief Carrico – we would be able to recoup some of the overtime.

Chief Carrico offered that Community Paramedics can cut down on trips to the emergency room. A Paramedic would do what he could and make a call to the patient's primary care provider.

Ms. Yaffe – we are understaffed and our buildings are falling apart. It is frustrating and we have not been able to fund them. Whatever we can do incrementally we should consider.

Ms. Dessertine agreed with Ms. Yaffe's statement.

Chief Carrico – we have looked at a lot of different areas for grant funding.

Deputy Chief Tom Corriveau thanked everyone for the twenty-nine years he has been here.

Mr. Sylvia expressed concern about the budget that hasn't changed from last year.

c. DPW Department of Public Works/Sanitation/Tree Warden/Engineering – Paul Tilton

Mr. Dunham gave an overview.

Pay-As-You-Throw (PAYT), -Mr. Tilton handed out information on PAYT, Road Infrastructure Plan/ Road Bond Totals & Staffing needs.

We are three years into the PAYT program...the second year as an Enterprise Fund. Discussed cost avoidance (tipping fees), equipment and transportation have gone down. The town just signed a contract with Covanta for one year to 2015 with options of adding five years with new fees, not using Otis Transfer Station or the trash train. The Enterprise Fund is going better than we expected. We have only been using the Enterprise Fund for two years so maybe we will have additional information as time goes on. We want to have a dedicated person to oversee the transfer station.

Mr. Parini asked if the PAYT program has caused a decrease in the number of people coming to the Transfer Station (using private, curb side pickup instead). Mr. Tilton noted that 5,500 customers at the transfer station dropped to about 5,000 per year...about a 10% drop in customer base.

Mr. Parini – Do you sell the metals as another source of income other than stickers?

Mr. Tilton – we do make money off the metals. We started charging for items like TV monitors, etc.

Mr. Parini – Can you estimate the income from selling the metals?

Mr. Tilton – approximately \$80,000 to \$110,000.

Roads – We perform an evaluation on our roads to determine the need for repairs. We focus on the subdivisions, Jan Sebastian Drive, the roadway into Sandwich Hollows Golf Club, parking lot area at the portables at the Wing School.

Ms. Yaffe – state funding for roads...it is up, staying the same...?

Mr. Tilton – it has been at about \$750,000 for the last couple of years. It could go down so we can't rely on this type of funding.

Mr. Dunham suggested debt exclusion for 6.5 million for 10 years but any amount will help.

Mr. Parini – wasn't there also discussion about increasing the line item.

Mr. Sylvia – what is the impact of the road in poor condition on the plows?

Mr. Tilton – really bad.

Ms. Grundman noted that State Chapter 90 funds increased last year but were not release. We are still trying to get those funds released.

Mr. Terry – if you had \$300,000 to bring the roads up to standard then it would not cost a lot of money to up keep after that?

Looking at the different options for funding for the roads.

Mr. Dunham noted that Paul Tilton and his staff do all the parking areas, also, including the school department.

Mr. Hickey – we may be selling the town people short by not going for the 6.5 million. Once Mr. Tilton is given the money to make the roads right then for short money he can keep the roads right.

Ms. Grundman – the need has been established.

Mr. Dunham noted that 1996 was the last road bond for 3.1 or 3.2 million.

Ms. Dessertine – agrees...go for all the money (6.5 million)

Mr. Dunham offered that the Capital Improvement Planning Committee (CIPC) has a positive consensus on this matter.

Mr. Sylvia asked if there was a positive consensus for a 6.5 million bond.

Ms. Yaffe - \$300,000 was for maintenance after.

Mr. Parini – with 6.5 million, how many years would it take to get the roads done?

Mr. Tilton – 4 -5 years.

Ms. Yaffe – 6.5 million debt exclusion over 10 years for the roads.

Mr. Hickey - do you want a consensus or a vote?

Ms. Dessertine – the people have to have the knowledge of what roads are done and when. Have some explanation and be transparent.

Mr. Tilton – we have a formula called the PCI – Pavement Condition Index.

Mr. Sylvia noted that we have consensus for 6.5 million.

Staffing Needs-

Looking for a GIS Engineering Technician. It would certainly help if the department had one person for GIS to oversee this. Right now we have too many different departments involved...we have overlaps and gaps. We need maintenance and updating. We also need a laborer position.

Mr. Dunham noted that Community Preservation Act (CPA) funding of \$60,000 as a capital item to get GIS mapping. This spring we are working on having a fly-over done. It will cost about \$700,000 for the county wide project. Approximately \$500,000 from the county. \$10,000 local funding. The county is always there to help.

Mr. Tilton – staffing is a real problem. Two laborers would help a lot.

Ms. Yaffe – how much is spent on private contractors.

Mr. Tilton – maybe 40 – 50%.

Ms. Yaffe – is that for everyday maintenance activities?

Mr. Tilton – when we fall behind we sometimes go to a contractor...that can actually be more expensive and sometimes it is the accountability.

Mr. Dunham noted that he calls Paul and Director of Public Facilities Ted Hamilton...they are always available to help so we don't have to go out of town for help.

ITEM #4
TOWN MANAGER REPORT

-Budget update next week.

-The Town's bond rating from Standard and Poor's is upgraded to AA+

-Last night the Upper Cape Cod Regional Technical School held their budging hearing. The assessment for Sandwich is at 1.828 million...a significant savings. This has helped with the school department budget.

-Overview of FY'15 Capital Budget Summary Draft #4 as presented to the Capital Improvement Planning Committee (CIPA) at their meeting last night.

-Working with the school department on their budget...we are taking a few risks without being reckless...further update next week.

ITEM #5
COMMITTEE

Sub-Committee Reports-

None.

Future Meeting Schedule-

-Revised budget next week

-School budget discussion

Ms. Yaffe has questions on other smaller departments that don't have to come in...just questions.

Other –

None

ITEM #6
ADJOURN

9:25 p.m.

***MOTION TO ADJOURN WAS MADE BY MS. YAFFE. SECONDED BY MS. DESSERTINE VOTE – UNANIMOUS.**

Respectfully Submitted,

Diane M. Hanelt, Secretary

Approved: _____

Supporting Documents:

Town Manager's Police Department Budget Information

Town Manager's Fire Department Budget Information
Town Manager's DPW/Town Engineer Department Budget Information
FY'15 General Government Budget Information
FY'15 Capital Budget Summary Draft #4
Police Department report for the 2013 Annual Town Report
Fire Department report for the 2013 Annual Town Report
Department of Public Works report for the 2013 Annual Town Report
Handout from Chief Wack – Police Dept. staffing, statistics and general information
Handout from Paul Tilton – DPW update for Finance Committee meeting February 2014