

TOWN COUNCIL MEETING MINUTES
Budget/Management Committee
April 29, 2015-Wednesday

Present: Michael Molisse, Chairman
Patrick O'Connor, Vice Chairman
Jane Hackett, Councilor
Rebecca Haugh, Councilor
Brian McDonald, Councilor

Also Present: William McKinney, CFO

Recording Secretary: Mary Barker

Chairman Molisse called the meeting to order at 6:00 PM.

15 074-Appointment to the Commission on Disabilities-Linda Sera

The applicant was invited to the table to review her qualifications and interest. Ms. Sera reviewed her history- she became an advocate for those with disabilities because she has a son on the autism spectrum and personal experience with a disability following a car accident. Chairman Molisse noted he read her résumé.

A motion was made by Vice Chairman O'Connor to forward measure 15 -074 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Hackett. UNANIMOUSLY VOTED.

15 075-Reappointment to the Community Preservation Committee-Daniel Condon

Chairman Molisse noted that as a re-appointment, the applicant was not required to appear at this time.

A motion was made by Vice Chairman O'Connor to forward measure 15 -075 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Hackett. UNANIMOUSLY VOTED.

Review and Discuss Police Department Budget with Chief Financial Officer, Chief of Police and Applicable Senior Staff

15 051L- Police Department

Chief Grimes and Capt. Comperchio and were invited to the table. The PowerPoint presentation incorporated prepared questions from the Town Auditor, Richard Swanson:

Department Overview (Measure 15 051L)

A. Kindly provide an updated Organizational Chart and review said chart with Committee members. [Table 1](#), [Table 10](#)

B. Please provide a schedule that shows the budgeted Fy16 manpower level by

operations and in total compared to the current staffing level. Review this with the Committee. [Table 9](#)

Vice Chairman O'Connor asked how many detectives are in narcotics? Chief Grimes responded two, but it is his goal, in light of the heroin epidemic to assign more.

C. The proposed Fy16 Expense Budget totals \$11,235,600, which is \$966,198 (9.4%) higher than the Fy15 revised budget. Are all employee step increases and payroll changes resulting from CBA included within the budget? **No, The Dispatcher's Union has recently ratified their CBA, which would require an additional \$28,327 in salary costs.**

Councilor Hackett asked what terms the other units' contracts run. Chief Grimes responded that they are settled through fiscal years 2014 through 2016.

Vice Chairman O'Connor asked if there is any room within the budget. Chief Grimes responded there is one current vacancy. It will not be filled right away since it's pending exam.

D. The Fy16 increase in expenditures of \$966,198 or 9.4% is much higher than the Fy15 increase of \$155,635 or 1.6%. Please provide the Committee members and Auditor a brief overview of why such a large increase in spending is needed for Fy16? **The Fy16 budget includes salary increases for Fy14 (1.5%/1.5%), Fy15 (2%), Fy16 (2%), step increases and non-union pay increase.** [Table 12](#), [Table 11](#), [Table 13](#)

Vice Chairman O'Connor referred to the overtime line item allocated from Free Cash and asked if he anticipated a similar amount this year. Chief Grimes responded that it was a backfilled payout to the traffic supervisors.

Management & Administration

A. Kindly detail the increase in salary for each of the seven employees that totals to the \$59,984 or 8.7% jump in total M&A gross pay. **Step increases, non-union pay raises, pay raises per CBA.** [Table 2](#)

B. What type of Training/Equipment will the \$31,300 provide for in Fy16? **Academy entrance fees for new officers; seminars, training equipment, training fees for MPTC in-service, books and equipment for new officers.**

Chief Grimes noted that a municipality can be charged up to \$31,300 and it includes entrance fee per officer, uniform and training equipment.

C. Describe the nature of the items/services that will be paid out for out of the Miscellaneous Expense budget of \$70,000. What accounts for the increase of \$21,134 in Fy16? **Prisoner meals, matron services, prisoner blanket cleaning, prisoner blanket purchases, postage reimbursements, hardware supplies, misc.**

training expenses, police ID cards (Mass Chiefs), Misc. W.B. Mason supplies, promotional coffee hours, business meeting coffee and pastry, vehicle supplies/equipment. In Fy14 the department spent \$80,396.

Capt. Comperchio noted that almost \$32,000 was spent last year on matron services. The increase is largely due to female drug-related arrests. The ammunition line was zero funded in the past and they with an aggressive firearms training program, they made the figures more realistic and based on past experience.

D. The Equipment Line Item has a zero for budget in both in Fy16 & Fy15. MUNIS through April 22, 2015 reflects \$28,390 was expended this year. What were the unbudgeted expenditures this year? **Prisoner transport, van graphics and associated equipment for the van.**

E. The Fy16 budget for EXAMS is \$10,000 and was \$0 for Fy15. What exams will be purchased with these funds? Are there any Federal or State reimbursements for Exams? **This money will be used to conduct a Sole Assessment Center for the rank of Police Captain. No reimbursement from the Federal or State.**

Chief Grimes reviewed the testing requirements; the department will conduct Sergeant and Captain testing.

Uniform Patrol

A. The detail for Salaries include one vacancy for a Patrol Officer at \$68,704. Will these be filled for the start of the new fiscal year? **The vacancy will be filled as soon as possible based on the availability of a police academy.**

B. Kindly provide Auditor Swanson and Committee members a detailed schedule that shows the make-up of the \$485,920 increase in Salaries. **CBA increases for Fy14, Fy15, Fy16, step increases.** [Table 3](#)

Councilor Hackett asked if most of the overtime is salary driven. Chief Grimes responded all but \$25,000.

Vice Chairman O'Connor asked if the overtime account is in line and if they would want to increase? Chief Grimes responded that what was submitted and what received differ by \$400K – out of this, they try to raise overtime numbers to more realistic figure. Overtime is difficult to project and control. What it produces is burnout by personnel (due to holdovers on shifts); the projection had included Southfield anticipated staffing but it was removed.

Vice Chairman O'Connor pointed out that in reality, 90 members and economic conditions factor increased overtime. He wished it represented the actual figures and not a shifting of funds, it is unfortunate that's how the budgeting goes.

Chief Grimes responded that it's a shell game holding paper positions; they can't project

retirements and coincide with getting new officers trained. The process to filling a vacancy runs six months.

The Chief noted that sector 4 has been largely built up since the original design; this sector is also the highest population.

C. The Overtime for Training budget of \$45,000 is the same as Fy15. Please explain why it is necessary to train personnel with overtime funds. **MPTC requires forty (40) hours of unfunded mandated training. If training hours conflict with officer schedules, the department must pay overtime during off duty hours per CBA. Actual costs for forty (40) hours of mandated training equates to \$205,000.**

Vice Chairman asked if the Chief believes this training is beneficial or necessary.

The Chief responded that the 40 hours of training is beneficial (defibrillators, Narcan- 1 day/ firearms / vehicle updates/ environmental changes-protection). It is worthwhile and they are looking to try to do more of it in-house; they have the personnel and instructors. Vice Chairman O'Connor asked if it were funded and in-house would they be able to work with other departments for training? The Chief responded that he has discussed collaborative training with Quincy. The 911 training (16 hours) has a medical component and the training is complicated.

During this discussion, Councilor McDonald arrived (6:40 PM).

D. How was the \$40,000 derived for budgeting Out-of-Grade pay? Please explain to the committee the events that result in paying personnel Out-of-Grade. **They are best estimates from previously approved budgets. Officers are assigned to Station Man duties requires additional compensation; the Sergeant is working as Watch Commander and receives additional compensation.**

E. Kindly explain the nature of the line item "Retirement Payouts" of \$50,000. How was this level of funding derived? How many employees would this cover? Is this payout for unused leave time? **These are payouts to personnel who retire and receive payment for unused sick time, vacation time and compensatory time. They are funded utilizing best estimates from previously approved budgets; this varies depending on the person retiring.**

F. Please explain to the Committee and Auditor the internal controls in place to monitor fuel usage? Is all fuel obtained at DPW for all police vehicles except the Harleys? **Fuel for the department vehicles are obtained from the DPW pumps; it was noted that department motorcycles require a higher octane fuel. The DPW uses a lower octane fuel. Gas slips are submitted to the Administrative Assistant for payment, and permanent records are kept.**

Councilor Haugh noted there are two Resource Officers assigned to the schools. She asked if this is their sole duty? Chief Grimes responded that there are three- a Safety

Officer for the primary schools, an officer assigned to the middle schools and the high school. He believes they owe it to the school system and to the educators to sustain both these positions and the narcotics units. He also noted these positions are not reimbursed by the school department, and these are officers who were taken off the streets; it's a huge commitment.

Traffic

A. Kindly provide Auditor Swanson and Committee members a detailed schedule that shows the make-up of the increase of \$84,181 in Salaries. **CBA increases for Fy14, Fy15 and Fy16, step increases. Table 4**

B. In the Salary detail \$20,000 is budgeted for Retirement Payout. Is this money set aside for the vacation and sick accrual that would be due to the retiree? Budget is based on how many estimated retirees? **Amount varies depending on the person retiring. It is used to pay for vacation time, sick time and compensatory time not used.**

C. Gas is budgeted at \$2,600 or \$260 for each Harley. Will this pay for fuel for all Harleys for the year? **Based on current fuel projections it would be enough to cover fuel expenses for all of the Harleys**

Investigations

A. Kindly provide Auditor Swanson and Committee members a detailed schedule that shows the make-up of the increase of \$196,739 in Salaries. **CBA for Fy14, Fy15 and Fy16, step increases. Table 5**

Technical Services

A. Kindly explain to the Committee and Auditor what events necessitate the use of \$30,000 in O/T Training? **Training dispatchers and officers in e911 equipment, dispatcher related training courses, etc.**

B. What basis was used to determine \$60,000 in O/T DISP is required for Fy16? Since there are 6 part-time dispatchers in the budget to work when needed why is overtime for full-time employees necessary at this level of funding? **Overtime is needed to hire full time dispatchers when the assigned dispatcher is on a sick day, emergency day, lieu of holiday or personal day per CBA. Per-Diem Dispatchers are utilized when permitted by the CBA. However, the availability of a Per-Diem Dispatcher is somewhat limited during immediate hiring needs.**

C. Electricity [\$70,000] & Gas Heat {\$31,500} are budgeted at the same level as Fy15. Do you share a contract for these utilities or have your own contract? Through April 23, 2015, \$53,384 and \$18,509 have been spent, respectively; therefore, the budget appears reasonable. **There are no contracts with utility companies.**

D. Please provide detail on the \$87,000 budgeted under CPT/SOFT/M as to what these funds pay for. The amount will be used for service contracts for IMC, Public eye, Power DMS, Investigative software, Lexipol software, Fingerprint software, CRASH data software; computer supplies, Pawn Shop Data Software; purchase of computers to replace older models and digital recording system service contract.

Chief Grimes noted that these are conservative amounts.

E. Kindly explain to the Committee and Auditor the nature of the Radio Repair line item of \$37,500. This line item is the same each year. How many radios does this money cover and what is the useful life of a Police Radio? This line item is used for the service contract for the radio equipment, repairs and the purchase of additional radios, if needed. Table 6

Chief Grimes reported that the radios were upgraded within the last 5 years and they expect them to last another 5 years. They are out to bid for new dispatch equipment.

Animal Control

A. Gas Heat is budgeted at zero for Fy16, compared to \$3,900 for Fy15. To what line within the budget will this now be charged? This change is reflective of the department closing down the Crematory and turned off gas.

B. Building Maintenance is budgeted at zero for Fy16, compared to \$1,500 for Fy15. To what line item within the budget will this now be charged? The department no longer utilizes the Crematory.

Chief Grimes reported that they used some of the freed up funds to purchase Animal Control supplies and to supplement for the use of other communities' resources.

C. SUPP/MATRL increases to \$5,000 or 31.6%. What does this pay for? In Fy14 the department spent \$4,557 for equipment associated with the needs of the ACO. Such equipment includes ammo, dart gun, darts, nets, leashes, contractor bags, etc.. monies from other line items were added to increase this line item. Table 7

Harbormaster

A. Kindly review with the Committee and Auditor the budget for the Harbormaster. Non-union pay raises, step increases are included within the budget. The budget amount includes salaries (1-Harbormaster, 2 Assistant Harbormasters, 3-Launch Ramp Attendants, 1-Shell fish warden; boat storage; clothing allowance; electricity, gasoline for (3) boats, printing, operating supplies, telephone expenses and training aids & equipment. Table 8

Goals and Objectives?

A. The hiring of additional 10 additional police officers if the proposition 2 1/2 override passes.

B. To continue staffing the department to obtain the national average for officers per 1,000 residents (2.4) which equates to 132 sworn police officers.

Chief Grimes reported that any funding as a result of an override will be applied 100% to staffing. The recommended staffing is 2.4 officers per 1000 capita; on that basis Weymouth should have 132 sworn officers based on population today. They would also like to have an outreach program for seniors, an intervention position- instead of recording overdose and record the number of repeat Narcan doses (record is 4) administered by first responders. There is a missing component; Narcan only delays the drug's effects. He would also like to maintain SRO's and keep the units alive and maintain or increase staff. Only 2 officers and a supervisor are dedicated to the narcotics unit.

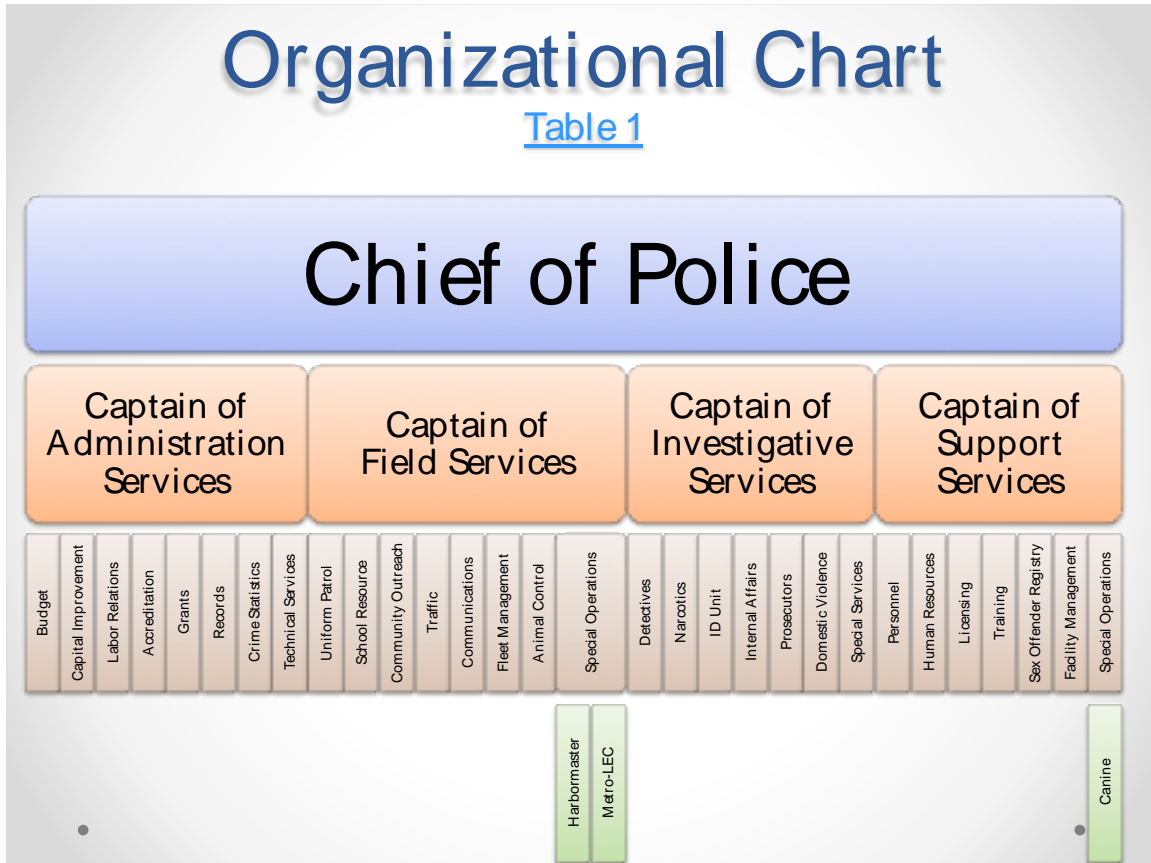
Chairman Molisse asked how many times per week does the department respond to overdose calls. The Chief responded that he will provide an update for the committee on the number of times Narcan was administered since January 1st.

Councilor Hackett noted that last year a number of the drug transaction arrests were of non-Weymouth residents; she asked what the department is seeing now. Chief Grimes responded that as a result of aggressive work by the drug unit, the town is gaining a reputation as a community that is not friendly to drug dealers; it appears to have yielded a positive result. He also commends the transparency in reporting drug arrests, but ahead of this is enforcement and training protocols in place. The department is in better shape because it stepped up and acknowledged it early. Councilor Hackett commended the Town Council President's establishment of a mental health/drug awareness committee. Vice Chairman O'Connor agreed there needs to be more detectives in the narcotics unit and he hopes the override will be successful. It was noted that the trend in narcotic use; because the cost of pills has become too high and heroin is cheap and unmonitored, it is the drug of choice. Since the shift from pill use to heroin use, pharmacies are not being robbed as often, and they don't keep large supplies on hand. Large distribution of opiate prescriptions for pain relief has led to a huge problem in drug availability and use and spans all ages and economic ranges. Vice Chairman O'Connor asked what the department is seeing with regard to synthetic drug use in the town. The Chief responded that New England hasn't seen the surge that other regions have. Meth labs and bath salts are problems that are more prevalent in other communities.

Councilor Haugh thanked the Chief for pointing out what they would do with funds from an override. Councilor McDonald noted that as a selectman since 1975, it has seen a dramatic change in staffing. The department has done a great job with what it has. He believes this override has a chance to succeed, where others did not. He asked what the best way is to get rid of the concept that Weymouth is not a family-friendly town. The Chief responded that the basic philosophy of the department is optimistic and that Weymouth is fortunate in having a government that cares, and department heads that show it. He noted that a lot of the crimes that they respond to are not random. Criminals are preying on each other. The only exception to this is convenience store robberies (most of them are without violence, but the threat is there). They are not just discouraging the drug crimes, but they are solving most of them. This is not an unsafe community, and the

police department is doing the most that they can. Councilor McDonald responded that he would like to see monthly or quarterly updates. Chief Grimes responded that he appreciates that the Town Council supports the public safety departments and will pass that on to the other members.

Police Department’s PowerPoint and Reference Charts follow:



Administrative

Table 2

	FY14*	FY15 *	FY16*
Salary	669,042	691,321	751,305
Overtime	4,581	5,000	5,000
Overtime Training	0	0	0
Clothing	3,156	3,050	3,050
Medical Exams	1,808	6,000	7,500
Laundry	3,200	3,200	3,200
Books & Publications	2,696	862	2,500
Training Aids	22,456	21,500	31,300
Ammunition	17,000	0	0
Association Dues	2,595	1,900	2,500
Miscellaneous	80,396	48,000	70,000
Candidate Exams	0	0	10,000
Total	806,930	780,833	886,355

Uniform

Table 3

	FY14*	FY15 *	FY16*
Salary	4,423,828	5,071,293	5,557,213
Overtime	718,263	451,000	451,000
Overtime Training	88,093	45,000	45,000
Clothing	45,489	40,600	42,700
Laundry	33,704	35,650	37,300
Canine	9,297	7,500	9,000
Operating Supplies	8,704	7,000	9,000
Total	5,327,378	5,658,043	6,151,213

Traffic

Table 4

	FY14*	FY15 *	FY16*
Salary	762,009	788,016	872,197
Overtime	13,632	15,000	15,000
Traffic Supervisors	0	0	73,215
Overtime Training	2,330	5,000	5,000
Clothing	7,454	6,150	6,150
Laundry	5,100	5,100	5,100
Traffic Signal	16,179	27,000	27,000
Gasoline	2,534	2,200	2,600
Total	809,238	848,466	1,006,262

Investigations

Table 5

	FY14*	FY15 *	FY16*
Salary	1,856,414	1,695,506	1,892,245
Overtime	108,774	100,000	100,000
Overtime Training	1,100	5,000	2,500
Clothing	13,250	11,850	11,850
Laundry	11,750	10,650	10,650
Operating Supplies	2,557	4,000	4,000
Training Aids	5,943	5,000	6,000
Total	1,999,788	1,832,006	2,027,245

Technical Support

	FY14*	FY15 *	FY16*
Salaries	554,289	595,972	599,696
Overtime	321	5,000	2,500
Overtime Training	33,611	25,000	30,000
Overtime Dispatchers	67,848	60,000	60,000
Clothing	4,050	4,050	4,050
Electricity	65,075	70,000	70,000
Gas Heat	25,220	31,500	31,500
Water	4,664	7,250	7,250
Radio Repair	33,972	37,500	37,500
Cpt/Soft/Maint	75,348	87,000	87,000
Printing	1,470	1,000	1,500
Telephone	17,397	17,000	17,000
Total	883,265	941,272	947,996

Animal Control

Table 7

	FY14*	FY15 *	FY16*
Salaries	63,743	72,514	75,050
Clothing	1,017	975	1,000
Training	0	0	1,000
Electric	474	800	800
Gas Heat	659	3,900	0
Printing	235	250	500
Telephone	0	500	500
Emergency/Care	470	500	1,500
Build/Main	290	1,500	0
Supply/Materials	4,558	3,800	5,000
Total	71,446	84,739	85,350

Harbormaster

Table 8

	FY14*	FY15 *	FY16*
Salaries	99,356	104,313	109,199
Clothing	1,518	1,130	1,130
Training	745	500	750
Electric	491	1,000	1,000
Printing	1,554	1,300	2,000
Boat Storage	0	500	500
Telephone	1,842	500	1,000
Gasoline	5,774	7,500	7,500
Operating Supplies	148	600	600
Maintenance	15,991	6,700	7,500
Total	127,419	124,043	131,179

Manpower Operation

Table 9

Administration*	Uniform*	Traffic*	Investigations*	Technical Services*	Animal Control*	Harbormaster*
Chief of Police	Captain	Sergeant	Captain	Dispatchers (9)	ACO	Harbormaster
Captains (2)	Lieutenants (7)	Police Officers (8)	Lieutenants (2)	Record's Clerk (2)		Assistant Harbormasters (2)
Police Officers (2)	Sergeants (7)	Traffic Clerk	Sergeants (2)	Per Diem Dispatchers (6)		Launch Ramp Attendants (3)
Auto Maintenance	Police Officers (47)	Traffic Supervisors (9)	Detectives (13)			
Administrative Assistant			Prosecutor Clerk			

Sworn Personnel

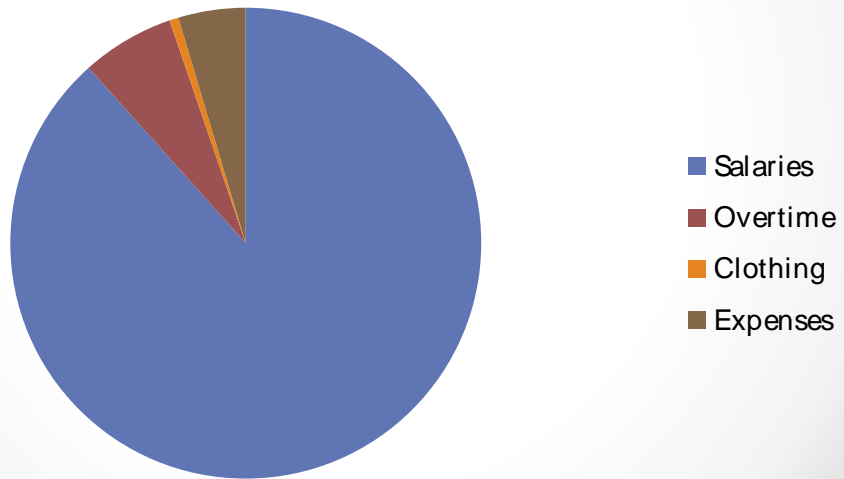
Table 10

Operation*	FY16*	FY15*
Administration	5	5
Uniform	62	62
Traffic	9	9
Investigations	18	18
Technical Support	0	0
Animal Control	0	0
Harbormaster	0	0
Total	94	94

FY16 Budget

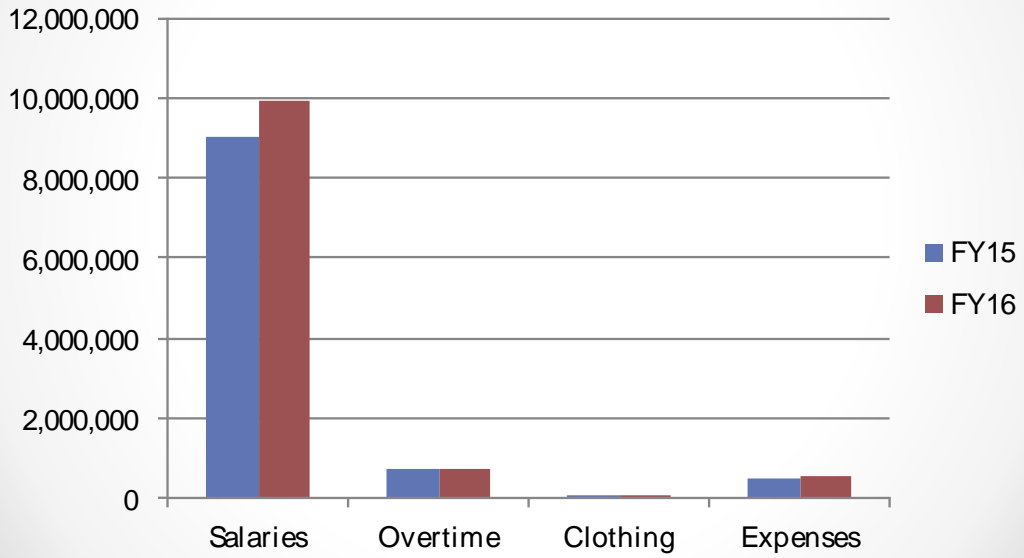
[Table 11](#)

Overview



FY15 / FY16 Comparison

Table 12



FY16 Budget Comparison

Table 13

	FY14*	FY15*	FY16*
Administration	806,930	780,833	886,355
Uniform	5,327,378	5,658,043	6,151,213
Traffic	809,238	848,466	1,006,262
Investigations	1,999,788	1,832,006	2,027,245
Tech Support	883,265	941,272	947,996
Animal Control	71,446	84,739	85,350
Harbormaster	127,419	124,043	131,179
Total	10,025,464	10,269,402	11,235,600

ADJOURNMENT

At 7:24 PM, there being no further business, a motion was made by Vice Chairman O'Connor to adjourn the meeting and was seconded by Councilor Hackett.
UNANIMOUSLY VOTED.

Respectfully submitted by Mary Barker as Recording Secretary

Approved by Michael Molisse as Chairman of the Budget/Management Committee

Voted on 15 June 2015