

**TOWN COUNCIL MINUTES  
BUDGET/MANAGEMENT COMMITTEE  
Town Hall Council Chambers  
April 11, 2006**

Present: Kenneth J. DiFazio, Chairperson  
Sue Kay  
Patrick O'Connor  
Michael Molisse

Not present: Paul J. Leary

Also present: Jane Hackett, Chief of Staff  
Kevin Whitaker, Councilor  
Richard Swanson, Town Auditor  
James Thomas, Police Chief  
James Wilson, Chief Financial Officer  
Chief Thomas, Police Department

Recording Secretary: Janet Murray

Chairman DiFazio called the Budget/Management Committee Meeting to order at 6:45pm.

Review and Discussion of Fiscal Year 2007 Police and Fire Budgets – inclusive of:

**06 039 – Operating Measure – General Fund Appropriation – Request FY 07 Annual Budget**

Chief Thomas appeared before the Committee. He stated that he intends to maintain current staffing levels. He noted that there are 103 police positions; 76 patrolmen, 23 rated officers, and one Chief of Police, for a total of 100 employees. In the FY 07 budget there is a position for a rated captain that is still held in abeyance, and two patrolmen positions that are not filled. In addition, there are 15 non sworn/civilian employees, an animal control officer and an assistant, a Harbormaster and six assistants, and 26 school traffic supervisors and four per diem subs.

He stated that the Police Department provides a number of services; drug enforcement, traffic enforcement, and services for the elderly such as the Alzheimer's program.

He noted that there is an increase in utilities; gas heat, electricity, and gasoline

Overtime is always a concern and the Chief stated that he attempts to maintain a level of overtime which meets the needs as they arise, such as vacation or sick time. He stated that he has not had to come back to Council for more money for overtime expenditures; he has been able to move monies from other line items to meet overtime needs.

Chief Thomas stated that there are a total of nine dispatchers. Three have been out on long term leave. He stated that the shifts, per contract, must be offered to the current dispatchers.

Councilor DiFazio questioned if the budget decreased. Chief Thomas stated that in FY 06 retroactive contractual obligations and the 53rd week made it appear that the FY 07 budget decreased -when in fact it did not.

Mr. Swanson questioned how 103 employees for FY 06 compare to past. Chief Thomas stated that it is about the same.

Councilor Kay asked for clarification on the harbor master assistants. Chief Thomas stated that there are launch attendants, and shell fish wardens. He noted that one person is serving two roles.

Mr. Swanson asked how lieutenants are earning \$120-130,000. Chief Thomas stated that this amount would include overtime, and outside details which may not be on dole of the town

Councilor Kay asked if details are prepaid. The detail work is done and then the company is billed. There is a separate account to accommodate this.

Mr. Swanson asked if the three vacant positions are funded for FY 07. Chief Thomas stated that they are funded for FY 07, but will not be hired by July 1. He stated that he hopes to fill the positions eventually in FY 07.

Mr. Swanson asked how payroll costs compare to the Fire Department. He noted that two officers and a captain are involved in the payroll. Chief Thomas stated that the Police Department is more complicated, especially because of the many outside details. Ten years ago, an attempt was made to change the position to a non-police officer; the union grieved and won. The union would need to be involved in bringing in a civilian to this position.

Mr. Swanson asked about Information Technology and if this is the same issue as with the payroll. Chief Thomas agreed that it would be a good idea but the same holds true as with the payroll; it would need to be negotiated with the union.

Mr. Swanson asked if overtime is paid for training. Chief Thomas stated that he makes every effort to prevent this.

Mr. Swanson noted that there is a decrease in radio repairs. Chief Thomas stated that he is looking at grant money to purchase new radios. Mr. Swanson asked if there is a replacement schedule. The Chief stated that the shelf life is about 10 years and we are hitting that point now.

Mr. Swanson asked about building maintenance. Chief Thomas stated that this is now a DPW obligation. Custodians have been removed from the Police Department budget and moved to the DPW budget.

Mr. Swanson asked for clarification on the \$60,500 in the computer software line item. Chief Thomas noted that these are mostly for service contracts, air time for laptop computers in the cars, video enhancement, 911 log maintenance, two remote feed lines, and access to the state

NCIC interfacing. NCIC is a crime information center which can be accessed from the patrol car.

Councilor Kay asked if any homeland security grants would be received this year. Chief Thomas stated that he was not aware of any. He stated that the Town is appealing a previous denial and is reapplying for more monies. He also stated that the town is hooking up with Hingham, Hull and Scituate to apply for grants for shoreline protection.

Councilor Molisse asked for clarification on the traffic supervisors. Chief Thomas stated that there are 26 positions with four substitutes. The subs are paid per diem

Mr. Swanson asked how many vehicles will be replaced. Chief Thomas stated that six will be replaced, although 11 were requested. There are a total of 40 vehicles in the Police fleet.

Mr. Swanson asked if the Animal Control Program is mandated. The Chief replied that it is mandated. He stated that there are plans to take the dog pound and turn it over to the Humane Society to maintain. This is currently under negotiations. It is hoped to have this in place by 7/1/06.

Chief Thomas stated that there is an assistant Animal Control Officer position on the books. He would like to fill it but the Humane Society may provide some of these services, if there is not a conflict of interest.

Councilor Kay asked if the Town is currently incinerating for other communities. Chief Thomas stated that we had been; however, the incinerator is not working as it needs a regulator, which is no longer available. He stated that he is in the process of gathering information on how to go forward with either repairing or replacing the equipment.

Chief Thomas stated that the Police Department generates money for the town. Annually, they bring approximately \$300,000 to the town, in traffic enforcement, court costs, etc.

#### **06 031 – Reserve Fund Transfer – Design Improvement of Gravel Bank – Regatta Road**

This request is for \$25,000. There was a landslide at the George Lane Beach on town owned property. The money is for design work to help stabilize the area and prevent further damage. Conservation, Engineering and the homeowner have all been working diligently to resolve this problem. The location is at 91 Regatta Road.

The cost of the actual work will not be known until the design work is completed.

Ms. Hackett stated that a reserve fund transfer does not require a public hearing.

Councilor Molisse made a MOTION to forward Item 06 031 to the full Town Council with FAVORABLE ACTION and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

**06 032 – Reserve Fund Transfer – Utility Costs of Town Buildings**

Ms. Hackett stated that Ms. LaCroix had completed a review of FY 06 utilities to better project FY 07 costs. It included Town Hall, the McCulloch building, the Teen Center, and the Hollis Street building.

Councilor Molisse made a MOTION to forward Measure 06 032 to the full Town Council with FAVORABLE ACTION and was seconded by Councilor Kay and was UNANIMOUSLY VOTED.

**06 033 – Re-appropriation to Police Department Overtime**

Mr. Wilson stated that the request is for \$126,000 to be redistributed from the uniform patrol salary line item to overtime line items. There are some vacancies which are being filled through the use of overtime.

Councilor Molisse made a MOTION to forward Item 06 033 to the Full Council with FAVORABLE ACTION and was seconded by Councilor Kay and was UNANIMOUSLY VOTED.

**06 034 – Re-appropriation to Public Works Department**

This analysis conducted by Mr. O'Connor is similar to the one conducted by Ms. LaCroix. The money is for street and sidewalk overtimes, mechanical parts expenditures, and building maintenance. Building maintenance is not limited solely to utilities. On the street and sidewalks overtime, the Mayor has approved overtime for some special projects.

Councilor Kay made a MOTION to forward Item 06 034 to the full Council with FAVORABLE ACTION and was seconded by Councilor Molisse and was UNANIMOUSLY VOTED.

**06 035 – Re-appropriation Council Recording Secretary**

The Mayor concurs with the analysis conducted by Mr. Swanson in making this request.

Councilor Kay made a MOTION to forward Item 06 035 to the full Town Council with FAVORABLE ACTION and was seconded by Councilor Molisse and was UNANIMOUSLY VOTED.

**Adjournment**

At 8:45 pm, there being no further business, A MOTION was made by Councilor Molisse to ADJOURN and was seconded by Councilor Kay and UNANIMOUSLY VOTED.

Approved by Chairman DiFazio\_\_\_\_\_