

**TOWN COUNCIL MINUTES
BUDGET/MANAGEMENT COMMITTEE
Town Hall Council Chambers
May 7, 2018, Monday**

Present: Michael Molisse, Chairman
Jane Hackett, Councilor
Christopher Heffernan, Councilor
Brian McDonald, Councilor

Absent: Thomas J. Lacey, Vice Chairman

Also Present: Ted Langill, Chief of Staff
Brian Connolly, Chief Financial Officer
Richard Swanson, Town Auditor
Richard Grimes, Chief, Weymouth Police Department

Recording Secretary: Mary Barker

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

Review and Discuss Police Department Budget with Department Heads and Administration, Chief of Police and Applicable Senior Staff

18 060 L-Police Department

Councilor Hackett noted that the committee has allowed each department to give brief informal remarks before reviewing the auditor's questions.

Chief Grimes reported that his budget is mainly salary driven. They seek always to increase staffing levels. They settled the 2017-19 CBA, which resulted in an increase. He appreciates the support of the Mayor's office and will continue to do the best with what they have.

- Review organizational chart chart- three divisions
- Manpower level – FY19 same number (97)
- traffic supervisors transferred to the school budget
- dispatch and support
- Administrative division
- Uniform division
- Traffic division
- Technical support
- Animal control
- Harbormaster

- \$12,917,171 = 11% higher than FY18. The increase represents a huge jump in operating expenses and is salary driven due to contractual increases. It's level funded except for non-union. All step increases are included. The Chief provided a comparison with Quincy and Randolph rates.
- Grant funding – list of awards
 - Partnership for Success- in conjunction with the Health Dept. targeting high school students
 - Narcan
 - US Dept. of Justice
 - MA Executive Office of Public Safety
 - State 911
 - Traffic Enforcement
 - Pedestrian and bicycle

Councilor Hackett asked if the grants cover only salary or does it also include benefits? Chief Grimes responded that he is unsure; the Partnership for Success Grant was originally awarded to the Health Department but it was too large for them to administer.

Union Point is not a separate entity any longer. It was absorbed into normal patrol activities. The department will have to hire additional staff as the demands increase.

Chairman Molisse asked if there has been any negotiation with Rockland? Mr. Langill responded that they receive regular revenue; the general revenue that is used for all departments. The only other aspect that was in the agreement with Union Point is a public safety building; LStar has agreed to provide the land for it. Chief Grimes noted the number of calls there increases as the population increases. Traffic is an issue and there are some unresolved issues with jurisdiction.

Chairman Molisse asked if police details are hired for the food truck rodeos held at Union Point. Chief Grimes responded that they can, depending on the location. Chairman Molisse asked if they are required to seek a permit to hold them and if they obtain a license to hold them. Chief Grimes responded that a detail is required when there is alcohol. If a substation is located at the development-- it will need staffing. At this time, the department is absorbing it.

- Administration line includes training and equipment, police academy entrance fees, etc.
- Miscellaneous includes prisoner care, office supplies, maintenance, vendors, building, community events, hazardous cleaning.
- Exams- there are no grants. This year they will host lieutenant and captain exams.
- Uniform Patrol-they are obligated to cover vacancies/minimal staffing/weather related staffing. They are in the process of filling three vacant positions with lateral transfers and have three offers for conditional appointment. They hope to have each filled by July 1st.

- Staffing ration in Weymouth is the lowest (per capita) than surrounding towns and lower than recommended by federal agencies.
- Retirement payouts- this is an estimate based on known and anticipated separations. Any unused amount is returned to fall to free cash.
- Overtime for training- this is to cover for mandatory training.
- Gas / Fuel – all at DPW with key controls except for motorcycles
- Traffic Supervisors- transferred to the school budget
- Motorcycle staffing
- Traffic Signals- 13 intersections and 9 flashing intersections
- Tech Support-4 telecommunication positions for ambulance service/training and continuing education for 911 / overtime for part-time dispatchers (must offer to dispatchers before offering per diem work).
- Electricity/gas heat- a MA Save energy audit was completed a number of years ago and HVAC and windows were identified and addressed in the departments CIP
- CPT/SOFT/M- service contracts for software driven items and desktop units
- Radios- 100 portable, mobile cruiser units, the communication room base station. They are in good shape and the infrastructure is being addressed.
- Animal Control- includes the AC officer, emergency care, euthanasia, supplies, uniforms, equipment and printing.
- Harbormaster-full and part-time/shellfish warden/boat maintenance and storage

Councilor McDonald asked the status of the opiate issue. Chief Grimes responded that between 2016 and 2017 there were 200 overdoses in Weymouth, with 130 Narcan deployments and 38 deaths. 2018 is similar to 2017. There were 80 overdoses so far in 2018 with about the same number of Narcan deployments, but the biggest difference is there have only been 2 deaths this year, compared to 15 last. They attribute this to training provided to family members, outreach and education. The drug units have been very aggressive to minimize the effect despite lethal fentanyl on the streets.

18 078-Free Cash for New Police Cruisers

This matter was referred to the Budget/Management Committee on April 17, 2018. The request is for \$322,000 from the CIP to replace 7 cruisers. Chief Grimes reported that these will replace front line equipment that will then be rotated through the fleet.

Councilor Heffernan asked about the lifespan of new purchases? The Chief responded that the frontline vehicles roll up miles quickest. Then they become second line to replace some 2011 models. The average cycle is 5 years. (2nd line vehicles are used for outreach, etc.). Central maintenance and in-house mechanics keep them in good running order.

Chairman Molisse asked how soon the vehicles are ready for service after the measure is approved. The Chief responded that it takes a little time. After they are ordered and received they have to be outfitted. The last replacements took 2-3 months. If they miss a year they are well behind, so they appreciate the Mayor's office keeping up with the replacement schedule.

A motion was made by Councilor Lacey to forward measure 18 078 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

18 024-Police Department Line Item Transfer

This matter was referred to the Budget/Management Committee on April 17, 2018. Chief Grimes reported that he evaluates spending in the 3rd quarter and seeks to move \$190,000 from the salary line to overtime to offset where he expects to be underfunded. The Auditor confirmed the OT salary lines are anticipated running deficit and these funds are available for transfer.

A motion was made by Councilor Lacey to forward measure 18 024 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

18 056-Appointment to the Director of Human Resources-Caroline LaCroix

This matter was referred to the Budget/Management Committee on April 17, 2018. Ms. LaCroix was invited to the table. Councilor Hackett welcomed her back. Ms. LaCroix reviewed her qualifications and work history.

A motion was made by Councilor Hackett to forward measure 18 056 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

18 057-Appointment to the Director of Asset Management-John MacLeod

This matter was referred to the Budget/Management Committee on April 17, 2018. Mr. MacLeod was invited to the table to review his qualifications and experience. Chairman Molisse reported that they have received the job description. Councilor Hackett noted that Mr. MacLeod has saved the town a lot of money. She reviewed why there was controversy during the project but that it has come to a logical conclusion. She thanked Mr. MacLeod for his patience while they worked through the process.

A motion was made by Councilor Hackett to forward measure 18 057 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan, subject to adoption of the position by the full Town Council, at the conclusion of the public hearing. UNANIMOUSLY VOTED.

18 058-Parking Clerk Delegation-Kristin McCulloch

This matter was referred to the Budget/Management Committee on April 17, 2018. Mr. Langill reported that the designation is through the legal department but in accordance with the charter and the Council must be informed. The applicant was an employee of Finance, but multiple employees working was not efficient. The position was moved into the Mayor's office and budget for oversight. This involves about 10 hearings per year. Collections are up. This move seeks to make it official.

A motion was made by Councilor Hackett to forward measure 18 058 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

18 020-Fiscal Year 2017 Financial Statements and Management Letter-Presentation by Melanson Heath and Town Auditor Swanson

This matter was referred to the Budget/Management Committee on April 17, 2018.

Auditor Swanson presented a summary and Frank Biron of Melanson & Heath presented their findings:

- Clean audit opinion
- Total assets/liabilities – assets exceeds liabilities
- Investments
- Bonds
- Water & Sewer Enterprise revenue /expenses/ income
- Capital Assets
- Revenue for the General Fund
- Total expenditures
- Eight issues with the Management Letter and recommendations for improvement of procedures and internal controls and response by CFO and Auditor to each recommendation

Mr. Biron reviewed the audited financial statement

- Independent auditor report
- Contributory retirement audited by other, but incorporated into report
- GASBY74 in 2017 and GASBY75 in 2018
- Assets/liabilities/ accrual basis (long Term)
 - Capital assets- buildings, equipment
 - Noncurrent liabilities- bonds payable- favorable to Bond Council
 - Pensions- unfunded portion of the town's liability- about average in MA
 - Net OPEB obligation- under old standard. (GASBY 45 that required actuarial study and 30 year funding schedule) GASBY 75 will require the overall liability (\$368M) to be shown. Bond rating agencies aware of it.
- Balance sheet- accounting basis- general fund/project fund/non major
 - Unassigned fund balance- most important to bond rating agencies. Starting point for DOR to determine free cash. A combination of general stabilization and regular general fund. Combined number should be 5-10% - Weymouth's is at 8% which is favorable and an increase over the last several years.
- Budget
 - Revenues expenditures and appropriations
 - Starting and end balances
 - Revenues- use of free cash (used in 17) – Bond likes for capital and one-time projects. 7.2 primarily used for one-time and CIP
 - Amount revenues beat the budget by \$4.2 million
 - Conservatively budgeted motor vehicle excise.
 - Licensing and permits- building permits
 - Expenditure turn-backs- 1% of the budget.

- Equals the amount of free cash used
- Enterprise funds
 - Unrestricted- water- deficit due to pension and benefit liabilities
 - Water fund free cash
 - Sewer fund free cash- less than year before

Councilor Hackett noted the percent of the total budget? 25% concerns her- it's a lot of money and is a high percentage. She would like this discussed when the DPW budget is reviewed.

- OPEB-paid for retirees benefits this year
- Investment income
- Pension trust- audited by others- investment income 6.5% - In good position

The only negatives are the unfunded numbers.

Councilor Hackett extended her congratulations to the staff for the phenomenal work. She is pleased with the diligence in money handling.

Mr. Biron reported that management will implement the recommendations. Councilor Hackett asked if they were the same from last year. Mr. Biron responded that some are.

A motion was made by Councilor Hackett to forward motion 18 020 to the full Town Council with a recommendation for favorable action and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

ADJOURNMENT

At 7:29 PM, there being no further business, a MOTION was made by Councilor Hackett to adjourn and was seconded by Councilor Heffernan. UNANIMOUSLY VOTED.

Respectfully Submitted by Mary Barker as Recording Secretary.

Approved by Michael Molisse as Budget/Management Committee Chairman
Voted unanimously on 30 July 2018