

TOWN OF FOXBOROUGH
ADVISORY COMMITTEE
MINUTES
DATE 1/8/2014

Committee Members Present: Lawrence Thomas, Larry Stern, Tracey Metivier, Susan Dring, Thom Freeman, Chris Calnan (Cal), Patrick Mosesso, John Chlebek, Kevin Powers, Jeff Anderson

Members Absent: Paul DeFazio, Heidi Krockta

Others Present: Dick Heydecker, Randy Scollins, Chief Hatfield, Chief O'Leary

Notes taken by: Kristin Meehan Papianou

The meeting was brought to order at 7:00PM by co-chair Tracey Metivier. John Chlebek is a new member to the committee. He's lived in Foxboro for 15 years. Paul DeFazio should be back next week. We'll be meeting next week, skipping the 22nd and then back on the 29th.

Motion to accept the minutes of 12/18/13 as amended brought by Larry Thomas. Seconded by Thom.
VOTE: 9-0-0

Randy Scollins spoke about the Animal Control budget. Sue Thibideau was unable to join us tonight. It's a one person department. There's no change in salary and no change to expenses. Sue will be seeking a new vehicle but that would not hit this budget – it goes through the CIP process. Some discussion about the request for new vehicle and the work that is being done to explore the option of repairing the current vehicle versus purchasing a new vehicle. No further questions on this budget.

Randy then discussed the Inspection Department budget (241). Bill Casbarra was also unable to attend tonight. No change to salaries. Discussion of the number of employees and how the part time employees are paid. No further questions on this budget.

7:20PM Larry Stern said that he and Patrick have met with Chief O'Leary and felt they had a good level of communication – very transparent. Larry said that there is a line item that might seem surprising but it's driven by contractual issues beyond the Chief's control. Larry concluded by saying they are in agreement with the Chief's budget.

Chief O'Leary started with the Central Dispatch budget. He reviewed the way calls come in (911 versus direct lines to police and fire). Also discussed the need to have more than one person on the third shift. He also talked about the study for a regional communication center. The report was issued at the end of June and the other towns have decided not to proceed at this time. As part of that study, an assessment was done by an objective party about the volume of work that is done by each Department. Foxboro

was second by about 2100 calls to Norwood. Walpole, which is larger, had fewer calls. For a community of our population size, our police are very active.

The dispatch is fully staffed going into this year. The most significant increase is in the shift replacement which Larry and Patrick both questioned. Chief O'Leary discussed the 1 for 1 replacement need, so if someone calls in sick they are being replaced by someone at time and a half. This year all dispatchers have to be recertified in Emergency Medical Dispatch and also are required to have another 12 hours of training. Discussion of the extent of the work that the dispatchers do.

Dick Heydecker asked about different reports and different numbers that are reported as the number of calls. Chief O'Leary addressed the question explaining that some reports show just the incoming 911 calls while others show all the calls associated with a 911 call (so subsequent calls relating to an emergency). Larry Thomas asked if the workload is different during a stadium event. Chief O'Leary explained that there's a separate log for the stadium event calls. No further questions on the dispatch budget.

7:40PM Chief O'Leary discussed the number of calls that have been entered in the log over the last couple of years. Increase in fire arms permits this year. Discussion of off duty work details. They also had three people retire this year. They have three trainees who are in the police academy and will begin field training after they graduate in February.

The budget is up about 8.8% and the predominant amount is about \$285,348.00. Of that, \$216,247 is part of the wage increase from the settlement with our police union. They also have requested an additional \$40,000 in overtime to bring them back to where they were in previous budgets. The holiday pay was also increased because additional officers are eligible. There are also 8 officers who are on the step system and will be going up a step grade during the year.

The expenses are increasing. Discussion of gas, ammunition and training costs. Discussion of upcoming car replacements. Retiring vehicles will be auctioned and the funds will go back into the general fund.

Dick Heydecker asked about the difference between what we appropriate and what we spend for overtime. He doesn't understand how the budget balances annually when we spend more on overtime than we appropriate for overtime. Randy said that we're looking at a budget request that is broken into all the components. But the appropriation is the combination of all salary dollars. It's voted as one number. Randy said that the Chief has been able to manage the needs of the department within that overall number. He said that there is some flexibility in those numbers for the Chief to manage the funds as needed. Dick asked whether there should be a disclosure at the end of the budget years letting people know what actually happened to the money and where it was spent.

8:05PM Larry Stern discussed the work that was done with Chief Hatfield and the liaisons. It was also a very transparent process. Chief Hatfield greeted the new members and introduced himself. He thanked Larry, Thom and Cal (liaisons) for the work they've done. Discussion of the budget changes including

increases to salaries and wages, which are due to EMT and paramedic stipends (contract requirement). Another change is in expenses for EMS Supplies and tires.

Discussion of overtime – the first issue is storm coverage which is increased to reflect what has been spent over the last couple of years. Discussion of FEMA reimbursements and the work that the Chief puts into accomplishing that. There is also an increase to fire training – Chief would like to do four department wide training sessions a year to gain consistency. Larry Stern asked the Chief to talk about the changes to training. Chief Hatfield said that structural firefighting and hazardous materials and technical trench rescue, the firefighters have to work as one unit and it takes a lot of people to do that. If they don't train together, that's difficult to accomplish. Tracey asked about HAZMAT training budget which hasn't been spent. Chief Hatfield said that four of our members are members of the district team and three members who are part of the federal team. These are reimbursed through grants but we've got to have the money in the budget to begin with.

Discussion of staffing levels and how they were arrived at. They have three new members and one on active military duty. Discussion of those impacts on the budget. Discussion of Operational Expenditures where there were very few changes. There is a \$3800 increase in medical supplies resulting from changes in our relationship with Norwood Hospital. Discussion of the new truck that was ordered 11 months ago (Engine 21) which will now be certified as a paramedic engine which increases costs (\$3030 increase in licenses is related to this).

Fire dues and subscriptions increase is requested – includes association memberships. There are also ten members of the department who are in college degree programs now and that is also reflected in the budget via tuition assistance. Discussion of the increase in the apparatus line due to costs associated with tires for the ambulances.

Chief discussed capital outlay – equipment which allows them to improve their service and address extra skills like fire investigation. Sparky (for education) is also included in this part of the budget that's been cut. The suit needs cleaning / improvement. Tracey suggested that it be done as a student project at the RI School of design at no cost to the Town. They are also looking to add storage racks and crates – there's a \$5600 request for this.

Chief Hatfield said that he's been trying to get his Executive Secretary's position upgraded to a Coordinator position. He's been working with the acting Town Manager and HR and hopes to get this accomplished. The numbers aren't in his budget but it's listed as a description of something he'd like to do.

Chief discussed CIP requests as well including vehicles and technology, but those will be discussed in more detail as part of the CIP process. He did say that all of it would be accomplished via ambulance receipts versus taxation.

8:50PM Kevin Powers left the meeting. Chief Hatfield moved to Budget 235, Public Safety Building. They did an energy audit and the Chief discussed savings to be had by changing out the lights to LED lights. Discussion of work that is needed on the building including paint and some wear and tear on the sheet rock. The carpets are holding up well.

9:00PM Operational Budget. Chief Hatfield discussed building maintenance, service contracts for elevators, alarm and sprinkler systems, garage doors, vent system. No further questions for Chief Hatfield.

Tracey advised that next week is DPW. Larry Thomas is going to try to meet with Roger next week.

9:05PM Motion to Adjourn made by Thom Freeman. Seconded by Chris Calnan.

Vote: 8-0-0

Minutes approved by Vote of the Advisory Committee.

Date of Meeting:

Vote:

Signature of Chairperson

Signature of Secretary