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TOWN CLERK

TOWN OF FOXBOROUGH
ADVISORY COMMITTEE
MINUTES
January 21, 2009

2009 MAR 10 PM 7:46

FOXBOROUGH, MA 02035

Committee Members Present: Lauren Bitar, Lorraine Brue, Jim Devellis, John Dustin, Michael Fitzmaurice, Thom Freeman, Bob Garvin, H Hardie, Tim Kenneally, Jenna Strickland, Brian Walton, Gary Whitehouse.

Members Absent: Jeff Rudd

Others Present: Andy Gala, Town Manager, Randy Scollins, Finance Director, Vicki Lowe and Joanne Pratt, Jerry Cirillo, Jeff Lovely, Janet Pino, Janet Haynes, Debbie Giardino, Peter St. Laurent, Pauline Clifford, Eric Arvedon, Paul Mullen and Carl Kusch..

The meeting was brought to order at 7:30 PM by Lorraine Brue, Chairperson.

7:30 – Dept. #541 Council on Aging – Vicki Lowe and Joanne Pratt were present to review the budget for the Council on Aging/Health Services. Joanne Pratt said the greatest need is for an assistant Social Worker as there has been a significant increase in the calls for assistance. She said the downturn in the economy has resulted in increases in calls and the expectation is that this situation will continue for some time. Vicki Lowe said that there has been a tremendous growth in the senior population – it has reached to 60% more than the last generation. She said the operation budget is level funded but the need is for a half time Social Worker and a full time Assistant Director. The half-time Social Worker would be at Step 1 @ \$22,358; the Assistant Director at Step 1 @ \$44,890.

Vicki explained the many services provided under Elder Affairs such as fuel assistance, providing food stamps, assisting in helping elders get through all the paper work necessary to qualify for certain programs and services. She said there are many volunteers that help with the programs and she said these services are just the “tip of the iceberg”. Lauren Bitar said she had met with Vicki and had a conversation mostly about Health Services. She understands the need for additional help, at least a part time Social Worker. Lorraine Brue asked if there is a referral system in place to help out when the caseload is too great. Vicki explained how the referral system works. She said they try to refer out as much as possible; some people do not follow through with the requirements to avoid a crisis. Vicki said they do have interns to help with some of the internal services but that does not always work out as well as expected. Brian Walton asked what has changed to eliminate Foxborough from receiving grant monies. Vicki explained that Foxborough is considered more affluent than other communities and grants are given to communities where the need would be greater.

7:45 – Dept. #610 Library – Jerry Cirillo, Library Director, reported that his budget is just under last year’s budget; he has been able to hold the line and save just a few hundred dollars less than last year. He explained there had been a few staff changes that have made a difference in the salary request. Jerry also explained the advantages of belonging to the Sails system. He pointed out the State requires that 15% of the budget must be used for library materials in order to stay certified and certification is a requirement for participating in the Sails program.

Jeff Lovely said the library project has been put on hold given the current economic climate. He said they would probably be looking at alternatives to the original plan. He pointed out that right now it probably be very difficult to get the necessary vote for a debt exclusion. Any changes would probably include renovation or renovation and smaller addition. Jeff said he is trying to get an extension on the grant from the Mass Board of Library Commissioners. but much depends on what happens with State aid. Tim Kenneally asked how many of the items in the Capital Outlay budget are considered necessary. Jerry prioritized them the same way they are

Pauline Clifford said the Board of Health is requesting an increase in staffing. She explained that they are doing an increased number of inspections and additional repeat visits with three staff members. The increase would be for a full time sanitarian. Pauline said they are looking for more staff either contractual or full time staff to help with Patriot Place, Chestnut Green and additional new restaurants inspections required by the State.

A lengthy discussion ensued with questions from the Committee regarding fees, whether the fees cover the costs of inspections, suggestions about increasing the fees, the average time to complete inspections and repeat violations. Paul Mullen pointed out that the fees have to be reasonable. He said the fees charged by Foxborough are about the "middle" of the road compared to surrounding towns. Comments were made regarding increasing the fees, that the increase would be put back on the consumer and would hurt the small businesses. Jim Devellis pointed out that the budget reflects anticipated new establishments that would bring in some \$10,000 to \$15,000 in new revenue and that the Department is doing more work with the same staff. He said if the fees do not cover the costs then it is something that would have to be revisited. Eric Arvedon said they were going to have to include inspections of the 100 room hotel under construction at Patriot Place. He said additionally every year there are more and more camps that have to be inspected.

9:00 – Dept. #692 Special Events – Andy gala said this is a \$2000 budget item. \$1,000 goes toward the Founder's Day event and other funds are used for Memorial Day, etc.

OLD/NEW BUSINESS

A brief discussion was held regarding the fees set up by the Board of Health. Jim Devellis said he would like to see a competitive fee schedule. Andy Gala said three Departments did not follow the guidelines – the Board of Health, Planning Board and Council on Aging. He said the Town can not support additional staffing for any department.

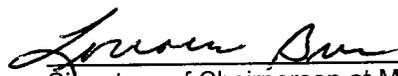
Minutes: The Minutes for the Advisory Committee Meeting of January 07, 2008 were reviewed.

Motion by Gary Whitehouse to approve the Minutes of the Meeting of January 07, 2008 as submitted. Seconded by Tim Kenneally.

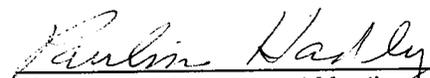
Vote: 12-0-0

Motion to adjourn by Jim Devellis. Seconded by Lauren Bitar.
Vote: 12-0-0 Meeting adjourned at 9:30 p.m.

Minutes Approved by Vote of the Advisory Committee.
Date of Meeting: 2/04/09 Vote: 7-0-0



Signature of Chairperson at Meeting of Vote



Signature of Secretary at Meeting of January 21, 2009