

**TOWN OF FOXBOROUGH
ADVISORY COMMITTEE
MINUTES
January 07, 2009**

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2009 JAN 27 PM 7:01

FOXBOROUGH, MA 02035

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

Members Absent: Bob Garber, H Hardie.

Others Present: Andy Gala, Town Manager
Randy Scollins, Finance Director
William J. Casbarra, Building Commissioner
Deputy Police Chief John Chandler
Fire Chief Gerald McNamara and Deputy Chief Bagley

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

7:30 – Inspection – Dept. #241 - Bill Casbarra gave a brief overview of the operations of the Inspection Department. He described the types of inspections done by this department. He explained that the inspectors, electrical, plumbing and gas and weights and measures are sub contractors for the Town. He said although the last couple of years have been very busy, the construction business has slowed down a bit. He said the build-out at Patriot Place has slowed down considerably. Bill said this department is "running lean" but on track for the remainder of the year.

A brief discussion ensued. Lorraine Brue asked about the revolving account for inspections at Patriot Place. Randy Scollins explained that a special revolving account had been set up to deal with the great number of inspections related to Patriot Place. He said it would probably come to a slow close and ultimately go into general revenue. Bill Casbarra said there is no more money going into the account at this time but there is adequate money in the account for now. Jim Devellis asked about the new web site. Randy Scollins reported that it is a great help to his department and the Town is pretty close to bringing a new Town website online.

7:45 – Police – Dept. #210 – Deputy Chief Chandler was present to discuss the Police Department's budget. He said the 2010 budget is a reflection of last year's budget with a contractual increase. Chandler noted that the Chief would like to add to the Capital Outlay budget the purchase of six additional tazers. He said the Chief would submit a letter requesting four additional personnel due to Patriot Place build-out. He said presently the Department is down five officers due to medical leave or long term injury. The cost for additional staff would be \$237,000 including benefits. Chandler noted that the dynamics of the town is changing, there is an increase in calls for service and the need to go to overtime to cover the number of calls. He talked briefly about the time to train new recruits and the need to schedule the training with the State.

A general discussion was held. Brian Walton asked if any analysis had been made to compare the cost of overtime vs. the cost of four new staff members. Questions were raised on the possibility of hiring experienced staff rather than new recruits. Andy Gala explained the police are recruited through a Civil Service list created by the State. There is also a local list from which recruits can be hired. Chandler pointed out that recruiting staff from other areas is like "taking on someone else's problems" and vetting has to be extensive. Other issues discussed included purchase of cruisers, crime prevention vs. patrol, possible funding from Homeland Security, the impact of flagmen on duty and the status of development at Patriot Place as it relates to calls for service.

8:15 – Central Dispatch – Dept. #230 – Deputy Chandler explained that there is a problem with recruiting dispatchers. Andy Gala pointed out that they have been unsuccessful in their efforts to recruit personnel for dispatch. Chandler said they are looking for someone mature that has good work ethics and someone who has no desire to be something other than a dispatcher. It was suggested that the salary range be increased as an incentive for recruitment. Randy Scollins said the salary is competitive at \$16 to \$21 per hour, not including medical benefits. Lorraine Brue asked about assistance from the Fire Department to cover the desk. Randy Scollins explained that since moving into the new facility no assistance to cover dispatch has been forthcoming from the Fire Department.

8:30 – Fire Department – Dept. #220 – Chief Gerry McNamara reviewed the objectives of the Fire Dept. listing the items in the budget that should be increased in order to meet the goals as set forth. Increases include Tuition reimbursement, supplies - office and medical, vehicle parts and accessories, tires and tubes, oil and lubricants. The Chief pointed out that these items plus the addition of four personnel can be funded by monies as negotiated by the Patriot Place Committee. He said these increases have not been included in the budget.

Chief McNamara reviewed the items listed in the Capital Outlay Budget. He said the Department is in need of five new radios. A general discussion ensued including descriptions of equipment used in maintaining the firefighting vehicles and other equipment. Pictures of some of the needed equipment was distributed. A Firefighter/Mechanic was present to explain how the mechanical equipment is used and what repairs are done on site and when it is necessary to send vehicles out for major repairs. Chief McNamara said the reason for requesting the SCBA Dryer Unit is to facilitate a quicker turn around for apparatus used in an incident. At present the equipment is airdried and it takes much longer for the equipment to be ready for another call. It was noted that the use a dryer would not impact the wear life of the equipment. Chief McNamara pointed out that the Oxygen Containment Fill Station now being used is a "home made one". He is concerned about liability should this explode during use. He said this is high on the priority list.

Randy Scollins, referring to the salary budget, said 2010 is going into the third year of an unsettled contract. The funds have been earmarked to settle the contract. Thom Freeman questioned the line item for supplies for fire alarms. He asked why that is such a high number as the fire department no longer uses alarm boxes. Chief McNamara said the department is "looking into this" without knowing exactly what they are getting into. He could not give up that line item. He feels it is necessary to maintain some level of financial support for that. Jim Devellis asked if any consideration had been given to out-sourcing ambulance services. The Chief said he "was not about to do that". He said the Town all ready works closely with Fallon Ambulance Service. Jim Devellis said the needs of the Town have changed and he feels it would be time well spent to do an analysis in that regard. Randy Scollins said the additional equipment for the Fire Department had all ready been discussed and not approved. He asked the Chief to re-prioritize the capital outlay items. Brief comments were made on the status of recruitment for a new fire chief.]

9:00 – Animal Control – Dept. #292 – Andy Gala distributed a brief report listing activities for the year by John Hazeldine, Animal Control Officer. John Hazeldine is on medical leave and therefore calls are covered by the Wrentham office.

9:05 – Public Safety Building – Dept. 235 – Andy Gala briefly reviewed this budget. He noted particularly the increases in utilities and custodial supplies. He noted that this is the first full year of occupancy and budget cycle for that building.

9:10 - OLD/NEW BUSINESS

Minutes: the Minutes for the Advisory Committee meetings of November 19, 2008 and December 17, 2008 were reviewed.

Motion by Gary Whitehouse to approve the minutes of the meeting of November 19, 2008 as corrected. Seconded by Jeff Rudd.

Vote: 11-0-0

Motion by Jim Devellis to approve the minutes of the meeting of December 17, 2008 as submitted. Seconded by Brian Walton.

Vote: 11-0-0

A brief discussion was held on the procedure to be followed regarding review and approval of the budgets for each department. Lorraine Brue explained that unless there is a change in the budgets as presented or that the Committee needed further clarification, there would be no call back of departments and the Committee would vote on the information presented. If there are questions on the School Department budget as presented to the School Committee the liaison should follow up on those questions.

Motion by Lauren Bitar to adjourn. Seconded by Gary Whitehouse.

Vote: 11-0-0 Meeting adjourned at 9:45 p.m.

Minutes Approved by Vote of the Advisory Committee.

Date of Meeting 1/21/09 Vote: 12-0-0

Lorraine A. Brue 1/21/09
Signature of Chairperson at Meeting of Vote:

Pauline Hadley
Signature of Secretary at Meeting of January 07, 2009