

**TOWN OF PROVINCETOWN - BOARD OF SELECTMEN
MEETING MINUTES
FISCAL BUDGET MEETING
WEDNESDAY - JANUARY 07, 2015 – 4:30 PM
JUDGE WELSH ROOM - 260 COMMERCIAL STREET**

Chairman Tom Donegan convened the meeting at 4:30 PM noting the following attendees: Board of Selectmen members: Tom Donegan, Cheryl Andrews, Robert Anthony, Raphael Richter, and Erik Yingling.

Other attendees: Acting Town Manager David Gardner, Acting Assistant Town Manager Michelle Jarusiewicz, and Finance Director Dan Hoort.

Recorder: David Gardner

The Finance Committee did not have a quorum. Doug Cliggott, Duane Steele and Clarence Walker were present.

The following are meeting minutes, in brief:

Agenda Item 1. Joint meeting with the Finance Committee to review the FY2016 Budget.

DIVISION III. – PUBLIC SAFETY- FIRE

220 – Fire – Fire Chief –

Chief Mike Trovato along with Fire Engineers Gerard Menangas and James Roderick presented the budget. The Fire Department is looking at adding a per call stipend at \$30,000 in the first year as a pilot project. The Fire Department will follow-up with the Selectmen on annual call data, false alarms and volunteer roster.

Without objection, Approved by consent in the amount of \$710,863.

Capital Improvement Program

Fire Boat request will be put on hold until further investigation occurs. The hummer project is still being implemented and hopefully that will allow for rescues on the flats.

Move the Ambulance 198 request up to the Special Town Meeting to allow us to get jump start on order.

231 Ambulance Service – Treasurer, Lower Cape Ambulance

Steve Roderick, Treasurer for Lower Cape Ambulance presented the budget.

Without objection, Approved by consent in the amount of \$810,796.

DIVISION III. – PUBLIC SAFETY- POLICE

210 – Police – Chief of Police

Budget was presented by Acting Police Chief Jim Golden and Paige Perry, Administrative Assistant.

Discussion regarding the proposed two part time dispatch positions. Two new dispatch positions would likely be benefited positions if their average weekly hours exceed 20 hours

per week. Alternative to two new part time positions would be to increase the hourly rate for the on call seasonal dispatcher positions.

Community oriented policing to include officer training in the upcoming year.

Discussion of overtime increase request of \$19,000.

Discussion of the need for a Detective Sergeant position was held.

FinCom members asked questions.

MOTION: Move that the BOS set the Fiscal Year 2016 Selectmen A budget at \$2,337,192 for dept. 210, Police.

Motion: Raphael Richter

Seconded: Robert Anthony

Tom asked what that effects.

Raphael said that would remove the part-time dispatcher, cuts \$9,000 from the overtime budget, and cuts \$10,000 from the seasonal proposed budget.

Dan corrected the total in the motion to reflect \$2,338,192.

No action was taken on this motion.

MOTION: Move that the BOS set the Fiscal Year 2016 Selectmen A budget at \$2,338,192 for dept. 210, Police.

Motion: Raphael Richter

Seconded: Erik Yingling

Tom wanted to see the BOS hold off on the dispatchers. He spoke about the benefits offered to our employees.

Cheryl agreed with Tom regarding giving employees' benefits. She feels that at the rates of compounding costs being presented that we cannot afford this budget. She feels that this is still a little heavy.

Jim said if you decrease staff you will increase overtime. There is a contract agreement to have two academy trained police officers on duty at all times. We employ Sergeants to supervise those people and manage the day-to-day operations as well as being out in the public working.

Tom will support Raphael's motion but will be interested to see what FinCom comes back with.

Robert wanted to know what can be done with the B budget to lessen the numbers.

4/1/0 (Cheryl Andrews)

Tom will be looking forward to hearing from FinCom after their deliberations.

Dan pointed out that they have done the A budget; so does that mean it is unanimous to accept the B budget as it is.

Tom wanted to approve the B budget of \$143,905 without objection and Cheryl objected.

Cheryl asked for a motion.

MOTION: Move that the BOS approve the 210 B budget for FY16 at \$143,905.

Motion: Raphael Richter

Seconded: Erik Yingling

Raphael said based upon everything that was just discussed...

Erik pointed out that this was a decrease from last year, but it has to do with monies going between the A/B budgets. This is what had been negotiated with the Town Manager.

4/1/0 (Cheryl Andrews)

Cheryl asked that when we get to town floor with this budget it is usually moved for the total amount.

Tom pointed out that the budget is usually moved as the Public Safety Dept.

Capital Improvement Program

Tom pointed out the Police Station CIP is \$405,000 FY2016 and \$7,165,000 FY2017.

Raphael feels like there is still a disconnect between the dollar figure contained in the budget and what the people are ready to spend for a police station. We cannot program for cost; we need to set a size and program for that. We need to go back to the size issue and frame it against what other police stations in the state look like to be able to compare construction costs. Dighton has a police dept of 16 full-time officers, and they are building a new station at 8000 sq ft for approx. \$3.5 M. North Brookfield is another in that size range.

Where we are now for a total cost of \$7.5million; he wants to send the message through the size of the building without dictating through the cost. We need to send the message that the size needs to be reduced; we can do that through the cost here in the CIP or we can have a vote where we send the message to reduce the size of the police station design.

Cheryl supported what Raphael is trying to do; you cannot leave this number in the budget and yet you don't want to take it out and leave a number in that you don't feel that you want.

Erik agrees with changing the number. We have shrunk down the 13,000 sq. ft. but we still have a way to go. He wants to have a new police station but the police station needs to be smaller. He is more comfortable with \$4-\$5million. The department needs to grow and function better but it does not need to grow dramatically.

Tom referenced the Town Meeting in Dighton, just off Cape, as having voted last night for a 19 police officer department in a range of about \$3.5million. This company has produced several police stations and has offered us a chance to tour N. Brookfield. They feel that this police station would be very palatable for our size which is 7,000 sq. ft. He wanted to talk with the BOS about what they think but tonight he wants to move a number.

MOTION: Move that the BOS adjust the Fiscal Year 2017 CIP budget for line item 51 for Police Station to be \$5,000,000.

Motion: Raphael Richter

Seconded: Erik Yingling

Erik asked where N. Brookfield was.

Jim said it was between Worcester and Springfield.

Tom wanted to check with the BOS about visiting other sites.

Raphael likes the idea of looking at something around the same size as the 7,000 sq. ft.

Erik can support the \$5million; it definitely feels arbitrary and not what he likes to do but it does support the program.

Cheryl mentioned the police station in Dighton being only \$3.5million; so we are taking it to \$5million and working downward.

Raphael said that this is an aspirational goal; to take it to \$4million we need to keep in mind we are in the Outer Cape and construction costs are higher here.

Robert wanted clarification on the motion as to whether we were putting anything in the CIP.

Tom told him we are taking it from \$7.5million to \$5million. This is just for the building.

Robert asked about the \$405,000.

Tom said that was just for the design and is in the FY2016 budget. BOS is just dealing with the FY2017.

Robert wanted to know what was going to be on the town floor.

Raphael told him it would be the \$405,000.

5/0/0

Starting to deal with the FY16 \$405,000 number Raphael wanted to know if we were going to have an exact number by the time of Town Meeting.

David stated that this number is from 2 ½ years ago and it is not clear where another number would be coming from. He saw an update to that number in December and it was up closer to \$495,000.

Raphael noted that it is going to be more.

Tom stated that it is always going to be more than less in the final schematics but the initial design costs could actually be less because it takes a whole year to do that.

David pointed out that this design was the one already done.

Tom commented that if we had a much smaller station then the design would have to be redone.

David said that this is just a conceptual plan; it does not get you to submitting a bid request.

That is what the \$405,000 was originally to do was take us to the next level so that we go out to bid for an actual cost.

Tom wanted more time to do more research and talk to Building Committee Chair.

No action taken on this CIP item.

Doug talked about having a Fleet Replacement section in the CIP so that there is some kind of organization between the police, the DPW, the ambulance so that the numbers don't go up and down dramatically. He doesn't know the right time to vet this but sooner is better than later.

299 Parking – Chief of Police, Parking Administrator –

Domenic explained the budget to the BOS which increased the total budget by \$10,451.

Raphael asked about the overtime cost going up by \$1,000 as compared to FY2014 being only \$2,300.

Domenic increased the enforcements and also schedules everyone to work the lots and then when it gets really busy you have to move people around in order to maintain the lots properly.

Raphael was not convinced that he needs to increase the overtime even though he proposed a conservative budget.

Domenic used the overtime from the VFW last year.

Dan found out this year that people in the parking lot left in the middle of the season so that increased the overtime. Overtime already spent for April, May, and June with three months remaining is \$3,321 so far.

Erik asked if we raised rates.

Domenic stated we had raised rates by \$.50 at MPL.

Tom talked about the collector's office being within Dan's dept. and wanted to know whether that was the right place to be issuing parking permits and dealing with parking issues.

Dan wants to get more people on the online payments. What he hopes to do is get the online payments up and then finding a way to do the parking permits online.

Tom thinks that ultimately the enforcement side will always be within the Police Dept. but the business side of it belongs in the Finance Dept.

Dan stated that there is a logistics part to not having the same person who counts the money make the deposit. If the staff member who counts the money were to be out of the office the staff member who makes the deposit would not be able to do that job. He is still looking into this issue.

Tom has confidence in Dan's ability to start this process moving forward with the help of the Acting Town Manager and Acting Chief of Police whether it starts within this cycle or the next cycle. It needs to happen. He questioned Domenic about how confident we feel that the parking lot is reflecting the exact status of being full and not full.

Domenic told the BOS this is done visually.

Tom noted that there has been some discrepancy both ways; saying the lot is full when it is not and going into the lot and finding no spaces available with four or five cars looking for spaces. It has happened to him more times this summer to not be coincidences.

Domenic stated that he uses the sign on Bradford Street to direct people to Grace Hall when they fill up the MPL which is determined by using the counting machine inside the booth.

Tom thanked everyone for their efforts and hopes to see some of the deficiencies worked out.

MOTION: Move that the BOS approve in the amount of \$448,776.

Motion: Cheryl Andrews

Seconded: Raphael Richter

4/0/1 (Tom Donegan)

Board members reviewed the CIP for this department and made no changes.

DIVISION III. – PUBLIC SAFETY- GENERAL

291 Emergency Management – Chief of Police, Health Director –

Jim stated that the only change from last year is a \$9,500 request. They are asking for \$10,000 to get the VMCC established as a viable shelter which would include the need for food services. This money is a match to the regional effort. Truro has already funded their \$10,000.

Erik asked if it would then be a viable shelter.

Jim stated that the shutters and generator issues are still in progress of being addressed.

They are working on supplies and medical corps along with Truro. They meet every month.

Cheryl asked about the Red Cross having supplied food thru their canteen in past years and wondered if that was not happening any longer.

Jim stated there is no canteen any longer.

Tom inquired as to what kind of food will be used.

Jim stated they are trying to contract the purveyors that other shelters are using without too much success at the moment due to the fact that the purveyors are at their capacity limit. If we have to buy our own food supplies those foods will last upwards of three to five years.

Tom stated that we could appropriate money for this type of emergency without building it into the budget.

David stated that this is a part of the agreement with Truro. Also discussed was doing this as an article so it would be outside of the budget and just sit there until needed. He stated that we should demonstrate to Truro that we are still partners in this endeavor.

Dan stated that we can have a separate standalone article and it will just sit there until you actually need the money. It is in the budget and then goes to free cash if not used that year. He also mentioned that a new generator for the VMCC was approved last April.

MOTION: Move that the BOS remove \$10,500 from the 291 Emergency Management B5 line item and we, instead, have a Special Town Meeting Article in the same amount for the same purpose.

**Motion: Raphael Richter
5/0/0**

Seconded: Robert Anthony

Cheryl would like to see the motion moved for the actual budget item.

Raphael stated that they will make another motion.

MOTION: Move that the BOS approve the 291 Emergency Management Budget at \$8,910 for the FY2016.

**Motion: Raphael Richter
5/0/0**

Seconded: Robert Anthony

Tom wanted to do the Consent Agenda at this point. He wanted to approve the Consent Agenda as discussed approving the Consent Agenda as distributed on December 16th by moving the Finance Committee Dept. 131 and discussing that during the finance section and moving the Shellfish Constable Dept. 296 for our next meeting on Wednesday.

157 Land Bank	\$132,038
169 Licensing	45,336
174 Housing Office	113,677
175 Planning Board	4,340
178 Zoning Board of Appeals	2,700
179 Historical Commission	500
181 Building Committee	5,500
294 Harbor Committee	700
432 Recycling and Renewable Energy	2,750
513 Board of Health	1,610
543 Veterans Services	42,262
545 Disability Commission	5,000
550 Animal Welfare Committee	1,540
560 Bicycle Committee	8,000
672 Art Commission	8,250
673 Cultural Council	6,500

MOTION: Without objection, so approved.

Brief discussion was held acknowledging the efforts of the Conservation Commission's participation and involvement at length in the ongoing issues around the dredging of clams.

Agenda Item 2. Other

None

Without objection BOS meeting was adjourned at 9:15pm

Minutes transcribed by: Loretta Dougherty