

FINANCE COMMITTEE MEETING MINUTES  
January 13, 1988

Present: J. Gaffey, J. Desrochers, P. Helmreich, D. Ward,  
R. Nugent, C. MacQuown, M. Brown, B. Kimball

P. Helmreich notes that when salary and wage classification was originally passed, it included all civil service employees but subsequently have been dropped off at Town Meeting updates.

S. Lombard notes the Fire Chief is set by law and the Police Chief is under contract with the Board of Selectmen.

P. Helmreich notes that the Planning Board did meet with the Personnel Board regarding the Planner's salary and review of position but the Planning Board did not recommend a salary at that time. The Personnel Board stated that it was a poor evaluation and made its recommendation for the Planner.

TOWN ACCOUNTANT

J. Hussey notes that the salary requests are based on surrounding Towns.

P. Helmreich notes that the Committee has received the Selectmen's and Personnel Board's recommendations as well. Secretary is under the union contract but J. Hussey notes that there is a request for the Personnel Board to change her classification.

The Town Accountant is  $\frac{1}{2}$  time.

Expenses

S. Lombard notes that the expenses include computer supplies for the new computer he is looking into now.

P. Helmreich notes that the supplies can also be added on the warrant articles to buy the computer, therefore, the budget does not have excess funds if there is no approval.

Town Audit

P. Helmreich notes there is \$10,000 encumbered from F88 anticipated.

J. Hussey notes that there was a balance of \$12,200 as of 1-1-88.

Discussion of encumbered amount and payment of early services

INSPECTION

Building Inspector requested salary of \$26,000. With the Board of Selectmen and the Personnel Board approving \$25,000.

Assistant Building Inspector - \$7,800 with the Board of Selectmen recommending \$8160 and approved by the Personnel Board Assistants based on 20 hours.

Expenses

S. Lombard notes again the concept of having a Town car available. If this is approved the mileage can be deleted from this account, \$2200 from Building Inspector's acct. not whole Dept

The Building Inspector notes the use of the car on weekends may be needed or mileage costs due to Emergencies and/or weekend work

Focus was accepted by the Town but not followed by previous inspectors.

The Building Inspector notes that he will have to have schooling to be certified Specialist - mandatory program.



Zoning Bylaw booklets and maps  
Account pays for itself, the costs are charged as fees per booklet  
Orders in small quantities, \$600, until the decision is made  
by the Zoning board on changes.

DOG OFFICER

Salary increased \$514 to \$9,094.42  
Personnel Board recommended \$10,500  
Based on 30 hours per week.  
The Dog Officer states that this varies but is on call 24  
hours per day.  
Expenses  
Kennel supplies and mileage - Level funded  
P. Helmreich requests breakdown  
Disposal of Animals  
Level funded  
Care and Custody of Dogs  
Based on the amount of animals being taken care of-figured  
a few years ago.

POLICE DEPARTMENT

P. Helmreich notes that the Chief recommended 3 alternatives  
and the Board of Selectmen recommended alternative C which  
is level funded all contract individual and 6% increase to  
nonunion employees.  
Overtime total should be - \$5895. Level from last year due  
to need to sign contract to figure increase.  
Addition of one patrolman. Needed on midnight and floating  
shift.  
The Chief notes the overtime drop with the additional men  
in past years.  
15 weeks academy training is needed for every new man.  
F89 budget shows 10 months whereas other budgets have shown  
12 months  
Patrolmen have 3 steps. Start at step 1, after completion of  
1 year they are raised to step 2, and after completion of 2  
years they go to step 3.  
Expenses  
Increased \$11,000  
Major increases: equipment repair, bldg. maintenance,  
Uniforms, police academy  
Out of State travel - increased 100%. Chief states that  
this will enable him to attend the National Police Chief  
Convention  
Computer supplies are included as one package under grant.  
The Chief notes that he is not satisfied with the custodial  
care. He feels that there is a strong need for a full time  
custodian.

Cruiser Warrant

Requesting 4 new cars. Trade-in three and keep one car.  
S. Lombard notes that the Board of Selectmen have not heard  
or approved any warrant articles.  
Trade in value of 1986=\$2000; 1985=\$1000; \$500 for all others  
P. Helmreich notes the need of 4 new cruisers annually.

Chief states that there are 5 line cruisers, 4 used daily and 1 back up. 60,000 to 70,000 miles annually. Five men are scheduled per shift with four on the road. If only 3 cruisers were traded in, the Chief notes the expense portion of the budget will increase for maintenance and repairs. Will be checking the ESP care from Ford for warranties.

Satelitte receiver, portable radios etc warrant

Problem with frequency

Going to a higher frequency would cause the department to replace all and every radio.

The Chief also looked in Repeaters which are installed in the cars and repeats the signal to the portable radios - cost of approx \$33,000-34,000. This is no good when the detail is away from the car.

This warrant article would allow four satelite units to be placed in Town, No Worcester St, Grove, Leonard & Pine, Holiston. This would bring the power up to 95% for mobile and portable.

Operated from telephone lines and need cables to hook to. There are approx 10 Towns using these with good luck.

Tracking computer

The Chief is only recommending three units, in total. \$3000 is for two units, to be purchased.