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TOWN OF NORTON
FINANCE COMMITTEE
Municipal Center – Selectmen’s Conference Room

APRIL 22, 2019
7:00 P.M.

MINUTES

I. 7:00 P.M. Call to Order

The April 22, 2019 meeting of the Finance Committee was held in the Board of Selectmen’s Room and was called to order beginning with the Pledge of Allegiance at 7:00 P.M., by Mr. William Rotondi, Chairman.

Members Present:

Mr. Peter Carignan, Mr. Tom DeLuca, Mr. Richard Dorney, Mr. Steven Evans, Mr. Walter Eykel, Mr. Mike Fiore, Mr. Paul Helmreich, Ms Aimee Sawyer, and Mr. Aaron Smith.

Absent: Bonnie Yezukevich

Also in attendance was Mr. Yunits, Town Manager

II. New Business

Review, Discuss, Vote, and/or Revote Operating Budget Requests, to include but not necessarily be limited to:

Balance of General Government (Part II)

Police Department (210) Mr. Yunits presented his recommendation for the Police Department. Chief Clark spoke to these adjustments to the budget stating that these cover level service needs. This would, also allow for the second Special Resource Officer for half year.

Questions asked of Chief Clark:

Where are the Resource Officers going to be located? The first will be at the High School; the second would be at the Middle School and split between the Elementary Schools.

What does the Resource Officer do? They are onsite to address any issues regarding safety, meets with teachers and troubled children. They also plan drills and prevention programs.

Are there Commonwealth Guidelines? There is a “Best Practice Memorandum Of Understanding (MOU)” which includes steps and summary reports. Dr. Baeta stated that there is an itemized list in his office.

What is your cost for the second Officer? \$31,000 for half the year.

Are you alright with the Town Manager's recommendation? Yes, hopefully will be able to recoup in the fall.

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
510	Personnel Services	\$3,376,078.00	T. DeLuca	P. Helmreich	10-0	
570	Charges & Expenditures	\$ 207,710.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$3,583,788.00	T. DeLuca	P. Helmreich	10-0	

Fire Department (220) Mr. Yunits presented his recommendation for the Fire Department. Chief Schleicher spoke to these adjustments to the budget stating that these would cover level service needs.

Questions asked of Chief Schleicher:

Are you alright with the Town Manager's recommendation? Yes for now, hopefully will be able to recoup in the fall.

Does this include incentive pay? Are these stipends? Yes

Do we encourage training for EMT? How many do we need? We try to hire paramedics as this is the less expensive route to take. Otherwise, we have to pay for training, and backfilling when the trainees are at school. The town is not even close to the rescue threshold.

Mr. Helmreich asked if the name of this department could be changed to Fire and Rescue?

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
510	Personnel Services	\$3,744,696.00	T. DeLuca	P. Helmreich	10-0	
570	Charges & Expenditures	\$ 185,800.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$3,930,496.00	T. DeLuca	P. Helmreich	10-0	

Emergency Medical Serv. (230) Mr. Yunits presented his recommendation for the Emergency Medical Services. Chief Schleicher spoke to these adjustments to the budget stating his concern that the budget would not make it through the year, further explaining that this is due to the quickly rising of drug and supply needs. Mr. Yunits and the Chief hope that they can get more funding at the Fall Meeting. The Chief also stated that as of February 1, 2019 Mass. is a full OSHA state with mandates in place and how these incur more costs. Chief also spoke about the repairs and status of the Chartley Station. He hopes it will reopen soon.

Questions asked of Chief Schleicher:

Can you talk about what is not covered in this budget and what might be needed for the Fall Budget? Chief stated that the \$90,000 shortfall impacts staffing needs for Over Time, computer module updates and maintaining vehicles, pharmacy and medical supply increases, e.g. epi-pen and IV bag costs. In the past, they were able to take \$400,000 from the ambulance fees for the budget. This is not an option anymore due to insurance payment cuts on ambulance runs.

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
570	Charges & Expenditures	\$113,900.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$113,900.00	T. DeLuca	P. Helmreich	10-0	

Emergency Planning (240) Mr. Yunits presented his recommendation for the Emergency Planning, which reflects level funding. Chief Schleicher spoke about the grants that are acquired that help this area.

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
570	Charges & Expenditures	\$7,150.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$7,150.00	T. DeLuca	P. Helmreich	10-0	

Communication Center (290) Mr. Yunits presented his recommendation for the Communication Center and explained the needs until July 2020 when Norton moves to the new Regional Center.

Questions asked of Mr. Yunits:

Why is Norton the last to move to this new operation center? He explained that Mansfield built a new police station with no center and is currently in with Foxboro. They will move first, then Easton, then Norton.

What does the \$51,000 cover? It covers the Director and Assistant Director on line that we split with the towns. Once we move we should see a savings of over \$437,426.00 per year once in operation. In 2021, we will pay just our portion of costs.

Why do we pay \$51,000 Assessment if we are not in there yet? Mr. Yunits stated this is going toward administrative costs of this new model so that it will be fully functioning on day 1.

The construction hasn't begun yet? Correct, the building was just purchased for \$10.00. Future expenses will come from the 911 grants.

Will the \$19,000 Overtime overage increase this year? We will probably have to look at this again in the fall. Do you see that growing? Yes. Chief Clark mentioned that once the new Center is operational, the overtime charges and employee costs will level out.

Will the renovations be done on time? Yes. The building is sound and the renovations are mostly internal.

There are 4 towns now. Will this increase? There's room to add additional towns and that will cut our share of costs more.

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
510	Personnel Services	\$626,077.00	T. DeLuca	P. Helmreich	10-0	
560	Assessment	\$ 51,000.00	T. DeLuca	P. Helmreich	10-0	
570	Charges & Expenditures	\$142,450.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$819,527.00	T. DeLuca	P. Helmreich	10-0	

Library (610) Mr. Yunits presented his recommendation for the Library stating that this will allow the library to remain open 45 hours. The library will be tight on supplies and the budget could increase due to the state raising minimum wage.

Questions asked of Mr. Yunits and Library Director:

What was cut from this budget? Raises were kept to a top range of 3%. Mr. Stalters stated they will work with the budget and take more money out of their endowments. Also, they may need to come back for more in the Fall for materials.

With all the renovations, shouldn't the cost of running the building be going down? Eventually, the renovations will enable the building costs to drop.

Is all the mechanical work completed? Did it stay within the budget? The renovations were \$45,000 over due to unexpected costs to replace the burglar and fire alarm systems.

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
570	Charges & Expenditures	\$459,542.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$459,542.00	T. DeLuca	P. Helmreich	10-0	

School Department (300) Mr. Yunits presented his recommendation for the School Department.

Questions asked of Dr. Baeta:

What are we losing with this budget? This budget brings allows the projected increase in Special Education. After calculations, there will be a shortfall of \$545,343 in General Education. Transportation contract is out to bid at the moment, things could change when this finalizes. We would look at cutting non contractual items first, direct services mostly to teachers, and last personnel.

How are School Choice dollars being used? The \$730,000 is being used in the budget.

What other towns near us offer School Choice? Taunton, N. Attleboro, Attleboro considering (they have a wonderful Technical type school, and Mansfield is considering School Choice.

What is the cost of educating a student? Have to go with last fully audited number of two years ago: \$13,400 – 13,600. School Choice income allows us to have the chrome books and curriculum we have today. We are currently looking into International Students because the additional money from the State would boost our income.

How do your non-budget positions work? For example, you hire someone that is not on the budget, then the next year becomes a budgeted position. Dr. Baeta stated as an example, two years ago we had a level service budget and people were let go. Then when we need to hire back, we allocate funds or we may flip a position (e.g., move a position from one area to another or restructure/redefine a position).

Acct#	Description	Amount	Rec. By	2 nd by	Vote	Against
510	Personnel Services	\$23,810,000.00	T. DeLuca	P. Helmreich	10-0	
570	Charges & Expenditures	\$ 5,812,648.00	T. DeLuca	P. Helmreich	10-0	
	Total	\$29,622,648.00	T. DeLuca	P. Helmreich	10-0	

Review, Discuss, Vote, and/or Revote Operating Budget Requests, to include but not necessarily be limited to:

May 2019 Special Town Meeting Articles:

Article 9 – School Committee for goods and services contracts for a term of up to 2- 3 years. Mr. Yunits called Dr. Baeta address this. Dr. Baeta spoke about Transportation bid being impacted by this and he will have a total by the town meeting.

May 2019 Annual Town Meeting Articles:

Article 21 – Other Post Employment Benefits Liability Trust Fund. Mr. Yunits recommend “No Action”.

Motion made by Mr. DeLuca for No Action on Article 21
Second by Paul Helmreich
Unanimous

Article 22 – Stabilization Fund. Mr. Yunits recommend “No Action”.

Motion made by Mr. DeLuca for No Action on Article 21
Second by Paul Helmreich
Unanimous

III. Old Business

IV. Open items

Next Meeting Wednesday, April 24, 2019

V. Minutes

Minutes for May 2, 2018 reviewed.

Motion to accept minutes by Mr. Smith

Second by Ms Sawyer

7 yes

0 no

3 Abstain due to absence at the meeting being reviewed.

Minutes for May 9, 2018 reviewed.

Motion to accept minutes with one date correction by Mr. Smith

Second by Mr. Fiore

8 yes

0 no

2 Abstain due to absence at the meeting being reviewed.

Minutes for April 8, 2019 reviewed.

Motion to accept minutes with one correction page 5 Paragraph 4 should state “Payment in lieu of taxes” not “Payment in lieu of services” by Mr. Eykel

Second by Ms Sawyer

9 yes

0 no

1 Abstain due to absence at the meeting being reviewed.

Minutes for April 17, 2019 reviewed.

Motion to accept minutes as written by Mr. Dorney

Second by Mr. Helmreich

5 yes

0 no

5 Abstain due to absence at the meeting being reviewed.

VI. Adjournment

Mr. DeLuca motioned to adjourn the meeting at 8:59 P.M.

Seconded by Mr. Fiore

Unanimous

Respectively submitted by: William G Rotondi 4/24/19
William Rotondi, Finance Committee Chair Date Approved
Patricia Tarantino
Patricia Tarantino, Recording Secretary