

Foxborough Advisory Committee

Wednesday, February 27th 2019

In attendance:

Susan Dring, Sean McCarthy, Bernard Dumont, Seth Ferguson, Larry Ooi, Sharon Weiskerger, Stephanie McGowan, Brian Guild, Jennifer Frank-Bonnet, Michelle Raymond, Robert Canfield

MINUTES

7:05PM - Meeting called to order by Susan Dring to approve Minutes from January 30th and February 6th

Stephanie M – made the motion to accept January 30th 2019 Minutes

Brian G - 2nd

Vote: 9 – 0 – 2

Stephanie M – made the motion to accept February 6th 2019 Minutes

Bernard D - 2nd

Vote: 10 – 0 – 1

7:10PM – Building Commissioners

**** In the 2018 calendar year, the department conducted 2500 ; 1000 + inspections. This includes Zoning enforcement, ADA, Signage/Billboards

Sue D – asked who has the Billboard Article? What was the amount of fees?

****It was a down year at \$530K but we're anticipating a good fiscal year with some new projects.

Michelle R – Is there commercial building growth?

**** There is ongoing construction of the new Brigham & Women's/Spaulding facility at Patriot Place; this has garnered \$180K in permits alone. There are 50 apartments going in at 29 Wall Street. A wind tunnel is planned for Patriot Place. The new Revolution practice facility has generated \$100K in permits already.

Bernard D – FY2019 shows \$44K in unallocated funds with \$398K in salaries. FY2020 shows \$18K ... is this related to the Secretary position? Why the decrease?

Director – Yes; due to retirement.

Bernard D – Are there plans to develop a better online platform? Online permitting is the future.

Seth F – What is this recurring \$27K?

Director – Next year that figure should be substantially lower.

Bernard D – Who is and isn't fully benefitted?

Director – All are except one part-time clerk.

Larry O – what about the telephone budget?

Director – That is my subscription for 24/7 access cell phone.

7:20pm – Police

Chief – There are some red flag issues that pertain to the Dispatch program. There has been a question about an 8% raise for the Chief – I submitted a level funded budget which includes wage increases of 2% + 2% COLA and that includes mine in line with my fellow officers. There is a net reduction of 6 positions through reallocation to the Central Dispatch program. We will reduce staff but retain 24/7 station coverage. Savings for 3 officers vs. 6 civilians = \$517K vs. \$82K over 3 years.

Sue D – How many officers are staffed on a shift?

Chief – A Sergeant + 3 officers at a minimum. With the additional officers that would add a desk officer for station business around the clock.

Sue D – The Overtime line was decreased by Admin; yet it should be increased to reflect the true usage. Are there documents submitted that can explain the increase in budget items?

Seth F – That analysis makes sense, but 9 dispatchers are being reduced by adding 3 officers – where do we see the 9 coming out of the budget?

Chris L – Department 230, the Dispatch budget, has been eliminated.

Stephanie M – These new hires ... they'll be right out of the Academy? Will they be level salaries?

Chief – The Civil Service is a flawed system. If I get 2 new officers without prior experience, they will be lost to the Academy for training for 8 months. Veteran officers who can step right in will command a higher paygrade (usually @ Step 3-4 and 10-15 years' experience). If new at Step4, looking to fill the bottom 3rd, so hire first then train.

Brian G – How will the dispatch change affect these hirings?

Chief – It's an educated guess as to how it will work. We have historically underfunded OT. We are looking to cover an unknown with this dispatch change. 3 new officers can leverage manpower and decrease OT.

Sue D – What was the procedures performed by the current dispatchers?

Chief – The advantage of having civilians in the station was that there was always a live person for walk-ins, but they could not handle official police duties. The proposed new hires will improve service by eliminating the need to pull an officer from the field to carry out official tasks such as taking statements and moving prisoners.

Sue D – Won't the move to Centralized Dispatch add police staffing?

Chief – No, there will be an economy of scale achieved and efficiencies through tech upgrades and personnel coverage.

Seth F – Regarding OT, can we have an objective display of rates? What is the optimal rate for a new hire? The Chief gave a breakdown including vacation and sick time of @ 1800 hours, but that's more than an actual person annually. What is the breaking point, with buy-in, to decreasing OT?

Chief – It was the goal of Centralized Dispatch to hire more officers. Empire building was not my intention. Consistently, people have said that they want a 24/7 Police Station; I've seen this at many committees. Much of OT is unavoidable; even new people will need coverage. Hopefully the dispatch change will save coverage costs for 3 officers and it will at least be a wash.

Seth F – With new officers, costs are knowable as opposed to unknown OT costs.

Chief – Every year something happens: an injury, sickness, etc.

Stephanie M – We know that the \$25K stipend from the Krafts is not pensionable, so what are your real salary numbers? FY2019 states \$180K - FY2020 states \$196K

Chris L – The Chief's raise in 2019 was 'not budgeted properly'; now this budget is catching up...

Chief – I pride myself on service. I would like to see a net 2% + 2% in 2020 and 2021 – the same as my fellow officers. The Town Mgr can afford to meet up to 4%. I'm willing to go but not the Union. Step raises can be 4%+ with COLA. I've thought to fill the Kraft stipend by giving opportunities to Lieutenants and Sergeants to run operations and gain experience; I waived 20-30K by giving up lost 4-6 prep hours.

Stephanie M – Patriot Place is responsible for more than 10 NFL games. As for the FY2018-2019 small jump – (perhaps it's in the nature of budgeting).

Bernard D – How do the stipends work? There was \$400K distributed last year.

Chief – Historically, stipends go towards education, longevity, leadership ... etc.

M Johns – The stipend policy will extend to the Fire Dept as well.

Stephanie M – What is Civil Forfeiture and does the town do this in some cases?

Chief – The Police Department can confiscate assets (drugs, cars, money, etc) which may have been used in the commission of or derived from a crime. The District Attorney's Office takes 50%. The town has accumulated @ \$25-30K; those assets are then used to seed other investigations.

Sue D – What about vacation time? OT?

Chief – We don't arbitrarily create OT. The Dept requires a minimum of 1 Supervisor to 3 officers. Officers are entitled to take time when they want. They are also mandated to take 40 hours per year in service training.

Sean M – Regarding Dispatch – how is the contract different from officers for vacation, sick time, bonuses? What are the ratios when looking at Steps over time?

Chief – That is completely unpredictable; there is the human nature element to consider, the disparity is susceptible to each department's needs.

Sean M – Is there such thing as 'Restrictive Duty'?

Chief – That is not an option.

Brian G – Will the ACO budget stay the same?

Chief – We have hired a new person with increased duties and greater capabilities.

Sue D – In this overlap year with Chief O'Leary, the budget calls for \$227K for the Chief position.

Chief – That includes retirement buyout transaction costs.

Sean M – At the Station, will there be a senior officer posted?

Chief – By sector, there will be an Officer in charge – this provides flexibility to interact with the public, finish reports and perform other duties civilians can't do.

Bernard D – I have 3 items: 1) Computer maintenance has been rather low for 2017-18-19

Chief – As the equipment ages you can expect the cost of expenses to increase.

Bernard D - 2) Supplies seem to be on an upward trend: 2016 = \$2400, 2018 = \$1200, 2018 = \$11,000, 2019 = \$24,000.

Chief – I have consolidated several line items into one 'Supply' cost center.

Seth F – This current year the Department is running at @ \$7500

Bernard D – 3) The total spending (w/o new cars) is 6% of the town budget. How does this compare to other similar regional towns?

Chief – Everything we do is to become more efficient; we budget very conservatively and treat money as though it was our own. We pay attention to the industry's best practices. Foxborough is not like 'other towns' ... we have Gillette Stadium. Our obligations are unusual; we feel we are giving the town a bargain. Salaries may look big, but that is relative.

Sue D – How often do people come into the station?

Chief – They come in every day and all times, especially domestic issues.

8:20PM – Fire Department

Chief Kelleher and Deputy Chief Buckley presented the Fire Department budget. They started off by saying the expenses have gone up. There were 2 retirees, there was uniform acquisition @ \$1200, fuel increased in price while the gas budget was inadvertently cut 75% (we're looking to raise that back to the prior level), licenses and other supplies up @ \$1500. [anything wrong can be put on the old Chief].

Seth F – Is there anything lined up for tuition reimbursement?

Chief K – We will wait until the end of the year, it's not guaranteed.

Robert C – Why the increase for the Office Mgr?

Chief K – That is a contract 'catch-up' item. That line has not been fixed, the Mgr bonus increased last year.

Brian G – How is some of this expense shared by the town?

Chief K – 1 of the 2 retirees was in dual service, both as a Fire Fighter and as a mechanic.

Bill K – The town is now specifically looking for a mechanic to replace the position.

Sue D – How do grants, if any, represent here?

Chief K – FTEs – we run a deficit while waiting for those govt rebates.

Sue D – Can't a Fire Fighter in dispatch cover office duties?

Chief K – The Department has regular business hours for items such as permits, inspections, deliveries and as a walk in for medical emergencies.

Bill K – By having an officer at the desk, we would not have to pull one from the road if another official duty arose.

Stephanie M – The way the salaries were generated, will the salary level go down with the change of Chief and Deputy?

Chris L – Town Meeting would pass any change due to a Chief change – that adjustment would come in 2021.

Seth F – What about this duct work for \$25K.

Chief K – Tony required that amount as part of Central Maintenance.

Chief Kelleher then made a presentation advocating for home EMT services. Those patients treated at home heal better and faster; @ 70% of calls to the station are for EMS. Ambulance receipts pay for capital expenditures and there are more medical facilities being built at Patriot Place now. The Fire Dept budget represents @ 5% of town spending. It's a simple thing we can do which will help prevent more hospital returns.

Brian G – There is Basic/Advanced Life Support 'in house'?

Chief K – Yes, we conduct a medical evaluation fitness test per OSHA. We manage traditional EMS functions plus the demands of Gillette Stadium. These include: Data Collection, Licensing, QI/QA, Bio-med equipment, follow-ups and coordination of ambulance events.

A Public Health Nurse offers:

Part time / limited services / serves 4 other towns / limited innovation / costliness / expiring contract / has questionable ability in a public health crisis.

EMS offers:

Managed physical therapy / a revenue source for the department / more service = retraining / liaison with other healthcare orgs / paramedics can administer the flu vaccine

EMS now simply does Stabilize – Treat – Transport. Common EMS would additionally provide: education, prevention services, a high impact for a low risk whereby readmissions can be avoided through post-discharge follow-ups.

The All-In costs of Salary/benefits = \$124K, which could be lower. Medicaid funding will cover \$98,500. Add that to the expiring nurse contract of \$33K, comes to \$131,500 ... a savings of @ \$7500 which could offset some admin expenses. The Board of Health is pleased to support this proposal.

Michelle R – Do you see a collaborative effort with programs with Seniors? People do want to stay in their homes.

Chief K – I'm not sure what those may be. We're willing to work with the COA on ideas such as key boxes and call databases.

Bernard D – Is there thought of rebranding this program?

Chief K – We don't want to try to change that; there is a prideful legacy amongst the utility emergency services.

Brian G – Along the MIH path, is their opportunity for revenue and increased town savings? Are any other towns doing this?

Chief K – We are in a good position to secure that role so that fewer transports are needed. Foxborough is the leader right now, though Mansfield may soon follow.

Brian G – With the new Dispatch system, will calls be routed to your department?

Chief K – I have more concerns with today's set-up versus the new dispatch. Dispatch now has too many current distractions; the new set-up will have better response info.

Sue D – Does this open the town up to greater liability?

Chief K – That is already negotiated in the contract.

Sean M – There is a national model – NC and CAL are already on track; eventually Health insurers will pay.

Chief K – We would rather be ahead of the curve than to play catch-up later.

9:10PM – General Government

Bill K – informed the ADCOMM that the Child Abuse Article will be removed from the Warrant. Also, the town 'double counted' money during the Burrell School feasibility process, thus it must move \$64K of the \$700K voted on it's a non-controversial accounting correction.

Stephanie m – Can we see Chief Baker's real salary numbers? The Chief says he doesn't want to get more than the % compensation that his subordinates make.

Bill K – acknowledged that there needs to be a clear and complete representation.

Chris L – Mechanically, there will be a bookkeeper exercise to say that for Fire, \$105K must be re-allocated across 35 employees. Due to a late contract settlement, this will require 'placeholders' ... transparency will take time.

Bill K – It's a conflict of an accounting practice (\$\$) versus a HR practice (budget)

Stephanie M – It's right to say most salaries increased 2% + 2%COLA.

Sean M – How many Steps will be at the new Central Dispatch and Police?

Bill K – 6 and 4

Bernard D – The following departmental budget percentages are concerning: Admin = 3%, Police = 6%, Fire = %4, School = 50%. You can't get 200% of a pie; in 5 years, increases in the slices will be increasingly difficult with less to draw from. We've increased money to new and old employees. From 2016 to 2020 the town has added 23 new employees with an increased average salary, meanwhile, the average household income of residents has not grown at the same rate. Is the endgame insolvency?

Sean M – Household income has increased in town @ 13% over the last 5 years. In that same span, the school budget has increased 35%. That money is all coming from taxes.

Seth F – We've never cut a dollar in the years we have been on this board – I feel very frustrated.

Stephanie M – Well, maybe Rte. 1 growth will improve the outlook. 17 years of NFL success is an oddity, the town needs to prepare for a downturn when Brady/Belichik retire. In 5/10 years, the town may be looking to lay people off.

Sean M – We may have to consider more hires @ 32 hours. What good is 25 hours when the buy-in costs are the same.

9:45PM

9:45PM

Sharon W – made the motion for Adjournment

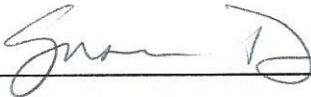
Larry O - 2nd

Vote: 11 – 0 – 0

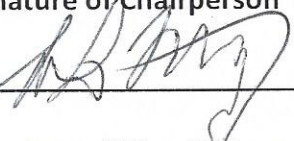
Minutes approved by Vote of the Advisory Committee.

Date of Meeting: 27 February 2019

Vote:



Signature of Chairperson



Signature of Vice Chairperson