

TOWN OF PEMBROKE
APPROVED
ADVISORY COMMITTEE MINUTES
11 MARCH 2019

Stephen Curley, Chairperson opened the meeting of the Advisory Committee in Pembroke Town Hall at 7:00PM on 11 March 2019. Also present were Linda Peterson, Stephen Walsh and Kelly Seifert

Absent: Maria Karas, Elizabeth Monks, Matthew Norton

Guests: Fire Chief Michael Hill; Police Chief Rick Wall; Police Lieutenant Wendy LaPierre

Stephen Curley welcomed Fire Chief Mike Hill to review his FY2020 proposed budget.

- Chief Mike Hill distributed a handout with Wages/Benefits and Expenses. Stephen Curley noted that Ed Thorne, Town Administrator cut his budget in some areas. Chief Hill said yes he did; EMT pay now comes out of the Ambulance Fund and he will meet with Ed again to try to get the Vacation/Sick Buyback put back. New employees are not taking this benefit; employees utilizing this benefit usually have ten or more years of service. The Clothing line item has been added to salaries. The department just purchased \$75,000 of new hose, that line item was adjusted. There is a slight increase to the supply and subscription line items.
- Chief Hill also submitted two articles for the Annual Town Meeting Warrant. One is for a new Dispatch System and the other is for an enclosed Trailer for \$10,000. The Trailer would be used to store "dive equipment". They have been called out in Plymouth County 4 or 5 times; it's a time saver to have this equipment stored in one place.
- Chief Hill also submitted an article to the Special Town Meeting Warrant in the amount of \$12,500 for replacement of two interior and exterior fire doors. They're rusted out and one was taken by the wind. Apparatus doors need to be secured. Linda Peterson asked about the status of a new building. Chief Hill said its a few years off.
- Stephen Walsh asked about his old equipment. Chief Hill said they're getting rid of some old equipment. Engine 3 is out of service and sitting in back of fire station. Engine 8 was replaced. He still has the 1941 Maximum. Stephen Walsh suggested putting these on auction and sell them. Linda asked if we are paying insurance on these vehicles. Fire Chief Hill was not sure. He has reviewed his equipment list with Kathleen McCarthy, Town Treasurer. Stephen Walsh spoke about the proposed 5 cent tax on nips; bottles that don't go back, state gets the money. We're waiting for state to deliver \$1Billion budget.
- Linda asked Chief Hill what would be his next ticket item. He said he was in good shape.

Advisory thanked Chief Hill for this update.

Stephen Curley welcomed Police Chief Rick Wall and Lieutenant Wendy LaPierre to review his FY2020 proposed budget.

- Chief Wall began with Patrol Salaries. He currently has two in the academy; both on step 1. On July 1st two others will go to step 2.
- Ted Kane is retiring at the end of the month after 32 years; he'll be 65 in June. He included a replacement in his FY20 budget but it was taken out. His next hire is academy trained. He has one patrolman on temp duty military. He put him on in January even though won't use whole year; granted 40 days. He suggested a line item be added for LTD or Military to pay for \$2,500 deductible and cover long term. If he lost an employee for a year; it would be a loss. Injured off the job like him. Stephen Walsh asked Chief Wall what he was thinking for a figure/amount. Chief Wall said \$56,000: April – July.
- There is an increase in OT and bonus budget. Chief Wall said if everyone stays, he'll be able to stay within budget. He's filling 21 shifts a week and filling mandatory training and shifts.

- The two police cruisers and motorcycle have become part of Capital Budget. State police auctions, first right of refusal; unmarked cars are Capital. Cruisers we keep three years on warranty; at 100,000 miles there's not much left to them.
- OT – Average to run every week, 310 days @\$500/day = \$155,000.
- He submitted an Article for the Annual Town Warrant for the repair of the Septic system. The pipes under the basement of the police station are cast pipe and rotted. It will cost \$35,000 to fix. The front door of the police station needs to be replaced. He spent \$4,000 to fix one cell. The other cells are following suit but he doesn't want to put a lot of money into the inside of this building. He's handling through the Board of Selectmen's office. He has another meeting with Ed Thorne, interim Town Manager scheduled.
- Chief Wall was asked about the status of the new Police Station building. He said he has visited many local police stations. Linda asked about combining the Police and Fire buildings. He said the police should have visibility to residents and believes they should be in the center of town. They do a lot of parent/child drop off at the station. He understands the Fire department wants to keep within a 5 minute response time and center traffic is a concern. Combining buildings would save on parking, they would share the lobby. They have their own dispatcher. It could be a substantial savings to combine buildings. Seekonk combined two buildings with two dispatchers. Chief Wall said that several engineers have told him it's not going to save money putting them together.
- Chief Wall said that 2020 is the 100 Anniversary of the Pembroke Police Department.
- Kelly Seifert asked who comes up with the number of staff for the police department. Chief Wall said there are standards. Pembroke has 24 square miles of coverage and has 4 patrolmen on the road at all times. Safety wise below standards; 1.8 is standard on low end. He mentioned that the juvenile cell is out of order and is two feet away from where they book adults. We are currently housing them in the female cell. He invited Kelly to visit the police station for a tour.
- Linda asked for an update about the drug situation in town. Wendy LaPierre said there have been 6 overdoses in town this year but no fatalities. She also asked about the impact of the legalization of marijuana. Wendy said it's problematic. Chief Wall said the state has drug recognition officers. This is course is 96 hours of classroom and includes observation in a hospital. The course is called "Advanced Recognition for Impairment". The state wants all police officers to attend. Kelly asked if they have heard of an increase of Crystal Meth. Wendy said they had one case this year. Chief Wall said they're making it in water bottles; it's very dangerous.
- He said we need to think about replacing their guns; they've had them for 15 years. They will make due for the next two years.
- His vehicle is 10 years old; will probably put in request for replacement next year.
- The town received a state grant to do a Capital Plan. It was suggested that 3 1/2 % be added yearly for spending/expenses. Capital is anything over \$50,000; the town should buy anything under \$50,000. This report should be coming back soon.

Advisory thanked Chief Wall and Lieutenant Wendy LaPierre for this update.

Advisory reviewed and discussed the following correspondence:

- FY19 Operating Budget as of 2/28/19 – expenses down to date. Snow & Ice at \$172,000 but does not include the March snowstorm.
- Response received from the Planning Board to schedule meeting with Advisory to review Zoning Board articles; a meeting date will be scheduled.
- Town Vehicle list converted to excel and sorted. Stephen Curley thanked Kelly for converting this document. Nice job Kelly.
- Stephen Walsh asked about article 36 (Citizen's Petition to fund SSCAC for \$5,000) in the Annual Town Meeting Warrant. Is this a new request? Stephen Curley said this is a good question for Ed Thorne.

The Advisory Meeting minutes of February 25, 2019 was reviewed and discussed.

Upon motion moved by Linda Peterson and 2nd by Kelly Seifert the meeting minutes of February 25, 2019 was

VOTED: To accept the meeting minutes of February 25, 2019, Stephen Curley and Stephen Walsh supported the motion.

The next Advisory meeting is scheduled for Monday, March 18, 2019 at 7:00PM.

Advisory adjourned at 8:33PM.

Respectfully submitted,

Linda Peterson, Clerk