

**HAMPDEN ADVISORY COMMITTEE  
MEETING MINUTES  
February 13, 2017  
Hampden Town House**

Approved February 27, 2017

Called to order at 6:00pm

**Members Present** – Carol Fitzgerald & Doug Boyd, Co-Chairs, Matt Fisher and Heather Turcotte

**Members Absent** – Jeff Smith

**Also Present** – Selectmen John Flynn, Norm Charest and Vinnie Villamaino, Tyler Witkop, Times reporter, Senior Center Director Becky Moriarty, Highway Superintendent Mark Langone Chief of Police Jeff Farnsworth, his administrative assistant Kathy Zanetti, and Town Accountant Cliff Bombard.

*Carol made a motion to approve the minutes from the January 30th meeting as amended, Doug seconded, 3-0 in favor, (Heather not in attendance for start of meeting).*

**FY18 Budget Process:**

Carol reviewed Eva's meeting with the personnel committee.

**Senior Center** Becky presented her level service budget with pay increases and an extra \$1000 per year request in her expense line for a photocopy lease, (approximately \$2500/yr)

The senior center is currently in year three of three of the title 111B grant and will apply again in the spring. On the staffing section Becky has added one hour to the outreach worker since the grant can't increase to cover the salary adjustment. The new grant should start in October of 2018.

John Flynn added that the energy credits should start by July 1, 2017 and should show approximately \$2000 savings on the National Grid bill. Becky spoke of a pilot program that would remove the PVTAs from Hampden and leave the Two Town Trolley as the only transportation in town. Doug asked Becky if she had any sense of funding from PVTAs and she replied that it looked like \$10,000 to start and rides would be charged at \$10.00 Doug asked who our PVTAs rep is (Becky)

Becky moved on to her wish list budget which included an additional five hours per week for the current receptionist to use to train the three senior work off position applicants. Doug asked what would happen if Advisory recommended a level service budget and Becky stated that the outreach coordinator would have to enter her own data and the program coordinator would have to complete her own seating charts and alphabetized lists. Doug then asked if all five couldn't be funded would a couple of hours be useful and Becky responded that two hours would be. She also explained that the receptionist salary increase was bigger due to the increase in minimum wage.

Carol asked about participation rate data and Becky stated that some categories were over previous years.

**Highway Department** Mark Langone reviewed his budget submission starting with the salary increases to employees moving on the keeping the snow and ice number where it is since once it is increased it cannot be decreased. John Flynn is not happy with the Spectrum bill. Mark moved on to his FY18 capital expense of replacing the 1997 loader at an approximate cost of \$180,000 with a plow. He'd also like a power broom to use on nonresidential areas of town to sweep those streets. He would keep the current loader to load the trucks in yard since all employees have their hoisting licenses – this would allow them to load their own trucks and save time. Doug asked about storing two loaders and Mark assured him that they could be parked in the storage shed side by side. Mark would also like to purchase a set of forks for the machine. They are currently using a make shift set of forks and new one would be quick connect and be easier to see around and maneuver. He would also like a snow plow for the new loader. If he had to choose he would order the bucket and snow plow.

There are currently three pickups and a one ton dump truck for smaller vehicles. The 2008 Chevrolet 2500 replacement is estimated at \$39,645 with a trade value of \$5,000-\$6,000. Warrant article would read not to exceed \$40,000, (John Flynn)

**Police Department** Chief Farnsworth started the review of his budget with the 2.5% non-contractual employee raises and a reduction in utility costs. The new clerk position is now showing in budget even though it is paid for by grant funding. There is a 3.9% overall increase in the budget. Jeff is asking for an additional officer on the night shift as there were two qualified candidates. The BOS is not endorsing an additional officer. Carol suggested that more conversation needed on this and John Flynn added that this may not be the year to add. It is a net increase on the budget and that may think about using FY19 Quinn bill savings the year after next to offset the increased cost.

Carol asked Jeff the number of reserve officers he is now using, (~14) he would like that number to be ~6-7 with the current number working anywhere from 16 hours a month up to 24-32 hours per week. Jeff stated that they use an equitable rotation. Training takes six months and candidates pay for their own training. Vinnie asked how much us being saved by hiring a full-time officer and not using auxiliary officers? Jeff answered that it costs \$51,000 without the offset of all contractual obligations and \$37,000 to hire and the year after the cost would be approximately \$23,000 using Quinn bill money.

The cruisers will need a new video system at a cost of \$31,000. The current system and software are corrupt Doug stated this will need to be a warrant item and John asked if it should be a STM inside of ATM. This would allow Jeff to have the system installed in May instead of having to wait until July. Cliff added that there are no available funds currently although money from stabilization could be used or the BOS and Assessors could transfer overlay money. Either way monies would be available the day after the vote at STM. Norm expressed that there wasn't a lot of liability against the overlay number.

**Town Accountant** Cliff noted about \$300 would be for his staff and that \$4000 would be needed for an unfunded liability audit which will help with our bond rating. If this can be done in June, he would just transfer the funds. An audit is typically \$14,000 and an unfunded liability. Discussion about CPA fund and the number held in reserve for affordable housing which is nowhere near 10% while we are over the 10% spending in the other categories. There has been almost \$3,000,000 between what has been collected and what has come in as state match. Cliff has encumbered 10% of what has been verified for affordable housing. Carol asked if there were restrictions on affordable housing and if funds could be used on more than senior housing. Matt suggested that the monies be used for water and sewer costs at senior housing. Cliff is going to contact the housing authority

Next meeting scheduled for 6pm on February 27, 2017

*With no further business, Carol made a motion to adjourn the meeting at 8:00pm, Doug seconded, all in favor 4-0*

Respectfully Submitted,  
Cindi Connors, Clerk