

**HAMPDEN ADVISORY COMMITTEE
MEETING MINUTES
February 12, 2018
Hampden Town House**

Approved March 5, 2018

Called to order at 6:00pm

Members Present – Carol Fitzgerald & Doug Boyd, Co-Chairs, Heather Turcotte and Alan Fritts

Members Absent – Matt Fisher

Also Present – Town Accountant Cliff Bombard, Highway Superintendent Mark Langone, COA Director Becky Moriarty, Fire Chief Michael Gorski, Public Maura Ryan, Ted & Nancy Zebert, Selectmen John Flynn, Norman Charest, Pam Courtney admin

FY19 Budget Process:

Revolving Accounts Cliff Bombard stopped in and let the board know that any revolving account that is not demand oriented will 'go' He reviewed departments that have that type of account; building has inspections and fee percentages that go to the inspectors for their work, COA uses theirs for classes, Cemetery uses theirs for upkeep of the cemeteries and Parks has a different type. Assessors and Collectors will 'go' Fire needs a clerical line to cover the cost of their clerk. All permits are now performed by fire staff as part of their duties and those monies should go to town now, this should be revenue neutral, net expense will show in budget. Carol asked is departments that are affected know? Alan asked how much is in revolving accounts.

COA/Senior Center Becky presented her budget with salaries increased by the request 2.50%. She explained that her outreach position is partially grant funded by a title 3B grant which is ending at the end of September. The new grant application is the beginning of March, and she won't know the figure she will be getting by ATM, she should know by May/June and will come to STM if she needs more money to cover the salary of the outreach position. Expense line is increased \$3,000 while utilities and building maintenance request is increased by 2.5%. Doug asked about the savings with the solar and John replied that they are not seeing what they hoped for, (25%) due to a 20% jump in costs, they are only seeing a 5% savings. Alan asked Becky what her revolving account balance was (\$10,000). He suggested covering information in newsletter so that people can become acquainted prior to ATM, as well as an article in the Times and meetings.

Highway Mark Langone reviewed his budget line. Payroll accounts are increased due to negotiated pay raises. Highway Maintenance/Paving increased to \$55,000 to cover the cost of supplies which has increased again. Doug asked about Snow & Ice and Mark has now requested to deficit spend and is currently -\$6,000 and will be filling the salt shed one more time this fiscal year. Doug asked about any projects that Mark has and Mark replied that he would like to finish South road, that Wilbraham road is a larger project and that Raymond drive to Allen street needs drainage replacement. Mark is preparing a five-year plan for a bond or increase for highway maintenance/paving. Doug added that most of what we do we pay for and that the townspeople are willing to pay for it. Carol asked if Mark had any warrant articles and he reviewed those, the 2007 F350 needs a stainless-steel replacement body, the gas boy needs to be upgraded at a cost of \$10,000, needed is a new tower and new software to read the information, new pumps are not necessary. Mark added that the company we use was awarded the state contract and is now able to offer us a lower price. Mark is licensed as a 'C' operator, Tighe & Bond has both 'A' & 'B' licenses performs the monthly inspections as well as Biermann Services who have all 'A' and 'B' operators. We also now have to carry underground tank insurance at \$780/yr. Alan asked how the current snow & ice account at \$90,000 stacks up with what we've had and Mark replied that we have 55 miles of road and \$90,000 is 'right there'. John asked what the lowest we have spent is and how much more do we want to grow it, (snow & ice) Doug added that he wasn't sure how much more we want to grow as it can't be reduced once increased. He feels we should hold snow & ice and grow the paving side. Mark currently staffs with 4 FT employees and is able to hire a PT employee for the summer. Alan asked when the next contract negotiation was and Carol supplied that the current contract expires June 2019.

Fire Department Michael Gorski was asked how the replacement staffing was going and he replied that he had received one application tonight and expects at least three more. He is currently filling the opening per diem with one Hampden resident and one Palmer resident. Each FT staff member is currently scheduled for 42 hours and their clerk/admin, Jane works about five hours per week. They have been taking this out of their revolving. Now that their inspection fees will be going to the general fund, they will need a clerical line. The budget line shows a medical director expense and Carol asked about this. Michael has applied for a license as basic life support – non-transport, (they are currently responding at a first-responder level). They need to have a medical director to be able to administer naloxone and epi-pens. Dr. Beltran will provide training doctors orders for these pharmaceutical items. Doug asked is they will need additional insurance coverage? Mike responded no, that they had explored this before. Carol asked if the medical director is a flat rate and Michael replied that it is a flat fee paid to BSMC. Michael added that the number of hours he spends will depend on the report quality and the departments mortality/morbidity rates. Carol asked about additional training and Michael explained that they are now first responders and the next level will be basic life support, non-transport. Call reimbursement is the same as last year. Carol asked how many volunteers – Michael replied there are approximately between 23 and 25 they've lost some but gained some. Doug asked about the mix of FT & call staff and Michael responded that they are two separate entities working well together. Carol asked how many calls had actually gone out during the day and Michael replied that at least 3x the calls than last year, 55% during the 7am to 6pm time frame, mostly medical calls. Fire calls last year were 100 versus 140 this year. Michael added that they are providing open burning during the week now. Carol questioned the appropriate vehicle to get that information out, Tyler with a story in the Times or Nancy (Zebert) in the Scantic Scribe. Maybe a state of the union at the beginning of ATM. Carol added that we need to think about doing things differently. Nancy spoke with Cliff and is thinking of an April meeting to cover the vocabulary and what happens at town meeting. Alan asked under what circumstances and EMT was sent out since the PD goes on ambulance calls. Michael responded that only Jason Roath is an EMT, all of the rest of the police are only first responders. Doug questioned personal protection and if an annual inspection was included, Michael replied that it was and the cost is \$700. Michael has an initial design for the addition to the Firehouse. He explained people had input and he is asking the engineer to draw those up. Cost is approximately \$180,000 at this time. This extension will come off of the last extension. Michael is also requesting funding for a new fire truck. He explained that the number has gone down from the previous hybrid that he had wanted. He is looking at replacing the 20-year-old tanker with this super tanker that would have a 3,000-gallon capacity and a power take off. He is looking at Somers and Stafford CT recent purchases. Alan asked if when we have big fires do other towns have tankers that they bring. Michael explained that Somers, Stafford and Monson are the first to respond with tankers, then Ludlow and Palmer. East Longmeadow doesn't respond with a tanker since they have a municipal water system. Doug questioned whether we respond to mutual aid calls and Michael told him there is a growing confidence over the past few years. Carol referred to the dam breaking and issues with the dry hydrant. Michael replied that they potentially have now lost two, the one at Chapin will I be okay unless that water level is too low and the second at the Somers road bridge that was pulled out of the ground by the ice/water. Alan asked if there was any way to correct without putting the dam back? John Flynn said that there are options and that the DEP has been extremely cooperative in meeting with the Board of Selectmen.

Police Department Police Chief did not attend the meeting. Norman reference a dispatch issue that is being dealt with absorbing the East Longmeadow dispatch. Jeff met with East Longmeadow last week. Carol offered to reschedule Jeff to March 5th at 6pm.

Transfer Request A request received from the BOS to transfer \$1200 into the animal expense account for deer disposal. *Carol made a motion to approve the request, Heather seconded, all in favor 4-0.*

Minutes *Carol made a motion to approve the minutes as amended, Doug seconded, all in favor 4-0.*

Doug informed the committee that he had received information from the Historical Commission that they will be selling the home on Main Street, in part due to the cost of a historical paint job, (\$150,000) The Historical Society currently has approximately \$200,000 in their account. Any sale would have to be approved at ATM.

Next meeting scheduled for 6pm on February 26, 2018

With no further business, Carol made a motion to adjourn the meeting at 7:22pm, Heather seconded, all in favor 4-0

Respectfully Submitted,
Cindi Connors, Clerk