

**HAMPDEN ADVISORY COMMITTEE
MEETING & PUBLIC HEARING MINUTES
April 23, 2018
Hampden Town House**

Approved May 7, 2018

Called to order at 6:31pm

Members Present – Carol Fitzgerald & Doug Boyd, Co-Chairs, Heather Turcotte, Matt Fisher and Alan Fritts
Members Absent – none
Also Present – public

Doug made a motion to accept the 04/09/18 meeting minutes Carol seconded, all in favor, 5-0

Discussion, review and preparation for public hearing.
Recess to Public Hearing at 7pm

PUBLIC HEARING: FY19 Draft Warrant and Budget Recommendations review:

Doug reviewed the projected revenue and projected expenses for FY19. He informed the public that these numbers did not include the warrant articles.

Article 1: Town Report

Article 2: Budget. Doug reviewed budgets as group subtotals.

Discussion of IT and the unevenness in regards to technology in the town. This would allow a more comprehensive approach. Doug hopes that the efficiency will generate savings. Brief discussion on where this should be placed in the budget.

The gasoline account expenditures have been substantially lower than the allocation and Vinnie explained that the remainder will roll back to free cash.

Snow & Ice - Per Cliff Bombard over expended by approximately \$80,000. Raise to \$100,000

Fire Department medical director – explained that the FD needs his to provide life support as the FF are also EMT's and need to be under the care and direction of an ER physician.

Police Department – Still in salary negotiations. This may not be settled by ATM, the intent is to level fund and amend at STM if necessary
Retroactive assessment of \$69,000- Duane Mosier asked if this was a one-time adjustment and Doug explained that the schools had been basing their assessment on the 10/01 enrollment numbers instead of the fixed 25/75 at the issuance of the bond, this retroactive payment was the net effect.

Article 3: Regional Dispatch Final numbers have to be put together Vinnie stated that the goal was to bring in another town in three to four years. Carol asked if the budget figures would be available for Advisory to review prior to ATM Richard Patullo stated the number in article three will be between 300,000 and 400,000 Hampden will be paying all of the bills and East Longmeadow will be reimbursing 50% of the cost. We will probably not save money but the potential downstream with equipment integration, this will raise our standard of care, Vinnie Villamaino added that we need radios – and they will be 50% in

Duane Mosier pondered – Hampden hires, pays benefits to and has the long-term responsibility for retirement. In response East Longmeadow will reimburse 50% of the total cost forever, there will be an audit process to determine actual costs. Heather asked the length of the contract and Atty Rose Crowley informed her that it will be 22 years. With 30 and 18-month termination clauses. Connie Witt asked what dispatch costs currently, (\$250,000). Rita Vail asked what the \$300,000-\$400,000 number given at the beginning was and Vinnie responded that was for the total package. The console lease will run approximately \$3000 and the fiber optic line about \$36,000. Cliff Bombard explained that with the new software he will be able to program that software to delineate the actual cost of Hampden/East Longmeadow with the reconciliation process built in. The budget will seem larger but will be offset by the estimated receipt/revenue side. Dave Turcotte asked about any tax impact and Richard Patullo said there would be none and it might save us money. Connie Witt replied that they have to have more calls, more emergencies and the even non-emergency calls are calls and East Longmeadow doesn't have the same "trackable" calls. Doug explained that there is a cultural difference between the two towns. Heather stated that in 2015 there were 723 Hampden calls to 911 and 3,445 East Longmeadow calls to 911. Carol informed the attendees that each department can decide their own work processes. Heather Zanetti spoke from the audience stating 911 calls were lengthier. John Flynn responded that the chief was going to hold a public information session. Duane Mosier commented that the 911 numbers broken down were two to Hampden per day and 8 to 9 to East Longmeadow each day.

Article 4: Previous Bills

Article 5: General Bylaw Amendment to Establish Revolving Funds Cliff Bombard explained that this was part of the Municipal Modernization Act. Revolving funds need to have bylaws. These are funds that circulate on an as needed basis with an unpredictable amount of service. Doug interjected letting the audience know that this was now mandated by the state. Dick Patullo added that we have had revolving funds all along but that these funds have less accountability and transparency. This procedure will tighten up the process. Doug added that this will make expenses look higher but that the revenue will look equally higher.

Article 6: FY19 Spending Limits for Revolving Funds

Article 7: Enterprise Fund Transfer Station \$10,000 for transfer station, bags, etc.

Article 8: Community Preservation Committee There are currently three projects before the CPC for approval. #1 The parks department has requested \$10,000 for field improvements, #2 MRHS is asking for \$64,800 for field renovations. This is 20% of the project cost, Wilbraham CPC has a 75% request. Cliff Bombard asked if this approval can be made subject to MRHS raising the remain funds for the project. Doug answered that Mike Roy is confident that the fundraising can be expected promptly. Duane Mosier asked if we would have to go to ATM to encumber and Cliff Bombard told him yes. The third request is for \$350 to cover the CPC dues.

Article 9: Conservation Fund \$1,000

Article 10: Highway State Aid

Article 11: Highway Truck Replacement \$65,500 or under with trade in

Article 12: Highway Gasboy Replacement \$10,607

Article 13: Library Additional State Aid

Article 14: Assessors Raise and appropriate \$24,000 into their stabilization account

Article 15: Assessors

Article 16: Town Meeting Posting Locations This is a change to the bylaw that would remove the two schools from being posting locations. Continuing locations would be Village Food Mart, Police Station, Hampden.Org, and the Town House.

Article 17: Zoning Bylaw Amendment This would rezone Hampden Nursery property as all business per request of the owner.

Article 18: Purchase and Sale Agreement for 500 Main St This is the Cumberland Farms property. We have not yet come to terms. They are insisting on restricting the usage. The cost to mitigate would be minimal at best. Is there a right of way to the river? Rita asked if we would own the contamination of the land to which Doug replied that it appears to be stable, almost below the action level.

Article 19/20/21: Proposed Amendments to the Hampden Wilbraham Regional School District Agreement HWRSC may change or withdraw these. They are meeting later this week, 04/26/2018. Jim Smith asked how they could be amended with the warrant closed. John replied that there could be no articles added.

Article 22: Tax Agreement Rita Vail asked the benefit of the PILOT – personal property tax may not be as high, with the PILOT there will be level payments.

Article 23: School Resource Officer

Article 24: Reserve Fund Typically transfer \$25,000 into this

Article 25: General Stabilization Fund: Typically vote to take no action at ATM

Article 26: Reducing Tax Rate: Typically vote to take no action at ATM

Doug took the opportunity to share an opinion of the Advisory Committee. They feel that the time has come for a Town Administrator, that it is long past time for one. There are HR issues going unaddressed. In the 2006 DLS review it was pointed out that IT and a Town Administrator were lacking. They committee would like the BOS to consider this for inclusion into this warrant. John said they would have to vote to open the warrant, add the article, and then vote to close the warrant. Doug also asked for a CPC article for townhouse renovations. Jim expressed his concern, procedurally there is a hearing on the warrant, now potentially adding two articles, Doug shares his concern. Advisory has been preparing for those articles and will add a line item in their draft budget recommendations for a town administrator.

PUBLIC HEARING ADJOURNED

General discussion:

After a discussion in regards to a Town Administrator position, Advisory opted to add \$90,000 to the recommended budget for a line item for a Town Administrator.

Next meeting scheduled for 6:00pm on May 7, 2018 and 6:30pm on May 14th

With no further business, Heather made a motion to adjourn the meeting at 9:45pm, Doug seconded, all in favor 5-0

Respectfully Submitted,
Cindi Connors, Admin Asst