



APPROPRIATIONS COMMITTEE

MEETING MINUTES

Thursday, March 3, 2016
Selectmen's Meeting Room
7:00 p.m.

Present: Chairman, Elaine Kelly
Rick Nieber
Janice Hight
Tony Poteete

Absent: Bob D'Amico

Also present: Lt. William Lyver, Police
Chief David Parenti, Fire
Town Administrator John Coderre

The meeting was called to order at 7:05 p.m.

APPROVAL OF MEETING MINUTES

Ms. Hight moved approval of the Meeting Minutes of February 27, 2016; Mr. Nieber seconded; motion approved unanimously.

PRESENTATION: POLICE DEPARTMENT – BILL LYVER, POLICE LIEUTENANT

Lt. Lyver presented the FY2017 budget. Overall, the FY2017 Police Department Budget reflects an increase of \$6,608, or 0.26%. The departmental budget as presented does not include wage increases for Union or Non-Union personnel, which have been budgeted centrally pending successful contract negotiations, but does include \$27,500 for new fingerprinting equipment, a radar trailer and four new radar units. During FY2016, the Board of Selectmen's Ad Hoc Staffing Committee with its Consultant completed a comprehensive operational review and staffing analysis of the department. The study recommends increasing from five to six sergeants in order to improve shift coverage and supervision. The FY2017 budget includes the hiring of one new officer midyear to backfill the promotion of a new Sergeant as recommended. The cost of the new position is partially offset by recent retirements and separations of officers at higher pay steps. Looking forward, the addition of the new police officer is also expected to reduce future overtime expenses. However, given the recent turnover and the need to send newly hired officers through the police academy before they are available to work, the reduction in overtime is not likely to be realized until FY2018.

PRESENTATION: FIRE DEPARTMENT – DAVID PARENTI, FIRE CHIEF

Chief Parenti presented the FY2017 budget. The FY2017 Fire Department Budget reflects an increase of \$9,508 or 0.54% in the General Fund appropriation and maintains the current level of services. The departmental budget as presented does not include wage increases for Union or Non-Union personnel, which have been budgeted centrally, pending successful contract negotiations. During FY2016 a new Chief was hired and the Board of Selectmen's Ad Hoc Staffing Committee with its Consultant completed a comprehensive operational review and staffing analysis of the department. One key

recommendation of the study is to move from a four to a five person shift configuration which would necessitate the hiring of three additional Firefighter/Paramedics. One position was authorized for hire during FY2016 and the FY2017 budget includes the hiring of another Firefighter/Paramedic midyear in FY2017, leaving just one more position to be added in subsequent years to reach the five person shift configuration that would improve firefighter safety and provide adequate coverage. The study also recommended hiring a future Deputy Fire Chief, resources permitting.

CAPITAL IMPROVEMENT PROGRAM UPDATE

The Town Administrator presented the draft FY2017 Capital Budget and FY2017-2022 CIP. The Financial Planning Committee will be voting its recommendation on March 10, 2016.

NEXT MEETING

The next meeting is scheduled for Wednesday, March 16th at 7:00 p.m. to review. The meeting will take place in the Selectmen's Meeting Room.

ADJOURNMENT

Ms. Hight moved to adjourn; Mr. Nieber seconded; motion was unanimous.
8:20 p.m. – adjourned.

Respectfully submitted,

John W. Coderre

John W. Coderre, Town Administrator

Documents used during meeting:

1. March 16, 2016 Meeting Agenda
2. March 3, 2016 Meeting Minutes
3. Police FY2017 Budget Request Proposal Summary
4. Fire FY2017 Budget Request Proposal Summary
5. Appropriations Meeting Schedule