**March 4, 2017**

**Finance Committee Budget Hearings Meeting**

**Meeting begun at 8:36 AM**

All members of the Finance Committee present.

Meeting opened with an introductory presentation by Mr. Kern on the FY18 budget.

James Kern begins his presentation on the Fiscal Year 18 budget at 8:37. The entire presentation was given by James Kern unless otherwise noted.

**Revenue Estimates**

Mr. Kern summarized 3 basic sources of income for Dedham. Property Taxes, State aid, and Local Receipts.

Our community’s tax levy is consistently kept below its limit. The maximum it could increase in a year is 2.5%, plus the taxation of new growth. New Growth taxation can make the levy increase appear more than it actually was.

State Aid is set to increase by 2% in FY18, but still requires confirmation by the Governor.

Local Receipts are primarily comprised of Vehicle Excise and Sewer Receipts. Local Option Taxes have been removed.

Robin Reyes money is no longer been run through Local Receipts, so Local Receipts values in previous years has been somewhat distorted. This will no longer be an issue.

Mr. Kern highlighted a few department-specific issues. The Board of Health has added a new part-time inspector, due to increased demands on the department. There are 6 new restaurants currently opening soon in Dedham. The Department now has a Part-time administrator(instead of full-time) to accommodate for the increased need for inspectors. Mr. Kern hopes that this department and other departments will require less Administrator positions in the future.

The library is adding 2 full time professional positions (Masters of Library Science). This is vastly faster growth than is typically done in any department. Our Library has failed to meet statewide library standards for 3 years consecutively. This means that our library accreditation will be revoked if it is not fixed quickly enough. We have exhausted our Waiver options and to meet state accreditation, as well as the standards set by neighboring libraries, new staff is needed. This rapid growth is to address the problem immediately and resoundingly. More information on the changes to libraries is forthcoming in the library budget defense presentation.

In Fiscal Year 10, we had 20 full-time employees. In FY16, that number is down to 17.

Proposed Budget Increases for Large Budget Segments

Education and General government up by 3.9%

Health insurance up by 12.6%(not adjusted for free cash expense proposed to normalize HI cost)

Debt Service up by 10.6%

OPEB/Pension up by 8.6%

Average MA municipal budget increase is 4.6%.

Despite being higher than last year, Debt Obligations have seen widespread support and have gone towards necessary road repairs.

The Town Manager is likely to suggest additional early pension payment this year in order to close out the liability. Our program has been accelerated to close out the unfunded liability.

Year over Year growth:

Operating Expenditures +5.6%

After adjusting for Debt Service and Robin Reyes, 5.0%

Dedham Schools: 3.9% increase

Accelerates and closes out the phasing in of full-day kindergarten, bringing dedham in line with other towns in the commonwealth. More will be discussed at the March 7, 2017 Committee meeting.

Also goes towards increasing in-house special education and staff restructuring

Mr. Kern commended the school board for taking initiative in improving before moving onto the subject of employee benefits.

We are currently in active Coalition Bargaining with respect to health insurance

We are part of the west suburban health group. We must decide whether to stay, go, or join GIC.

Going alone is unwise. Analysis suggests we are 25% better off in WSH than alone.

Options for Health Plans: High deductible health plans and long term savings. Our objective is to offer HSA to employees in 4 months. This should save us money next year. Being in WSH slows down our ability to make changes/bargains due to group negotiations but is overall beneficial.

Mr. Kern moved to the topic of Debt Service

FY18 Debt service is going to cost 10.23 million. Non-robin reyes debt service is 8.53 Million, an increase of 1,051,151 from FY17. We have had an Active Capital program for 5 years, but since debt service is growing, capital plan has been made smaller. Free cash capital is currently at 2,852,418. Over 2 million of the proposed borrowing is for roads.

Mr Kern then returned to the subject of Levy Increases

Our levy increase has been extremely low over the last few years, particularly when compared to FY14-11. Levy increase this year is 5.26% Economic downturn caused around FY14 to be very tough for levy increases. FY15-17 were very low increases in our levy, each of them around 1%.

Our pension is almost funded, we’ve built 2 schools and started a 3rd, and a road repairs.

Goal for our 10 year average is a 3% increase.

FY18 preliminary tax rate: 14.87%

Property values have increased from 448,000 to 470,000. It has raised around 5% for the past two years.

Tax rate will be calculated and set in the fall based on a number of factors.

Mr. Kern reviewed what creates out surpluses.

Surplus of about 12 Million dollars in the budget. While this is a lot of money, in a town this size, Mr. Kern urged caution.

We need to keep a cushion of 2-3 million to account for unpredicted changes.

Proposed use of 3,352,000$ in this budget for one-time health insurance expenditure

Proposed 1,500,000$ to reduce property tax

Snow and ice budget is TBD.

Mr. Kern then enumerated the 3 options the selectmen have asked us to evaluate for use of the Free Cash.

Option 1: Pay off the remaining liability on the pension(5.6 million)

Investment returns on the retirement plan has not kept pace with expectations. However, the number 5.6 is lower than expected, thanks to an updated study by an actuary.

Erasing the unfunded liability would save us 3 million in Debt Service over time. The savings from paying this off decrease over time as we would have paid it off piecemeal.

If our returns continue to lag on our retirement/pension investment,

This 5.6 million must be paid sooner or later, so paying it now and saving on that debt service would be purely helpful. We are ahead of other towns on paying this off, and are given the option of talking to the governing body to change our payment schedule. As a result, we could modify the payment schedule to save money less than 3 million but still significant values, around 1 million.

Option 2:

Pay excluded debt obligations for the middle school. Cost: 6.1 million. This is paying off our middle school debts early to save us on interests, basically. We would save 960,000 in the first years and a diminishing amount each year until we would naturally pay this debt off.

Option 3:

Pay off some of both, and modify pension debt payment to save more on that. This would allow us to take a smoother approach towards future payments but may not save us the most overall.

Mr. Kern strongly advocated paying off the pension right away, though noting that we can choose between a steadier change in levies or a jumpier, more varied change in levies depending on how we pay off our debts.

Mr. Kern extended his gratitude to Ms. Terkelsen and the other people working hard on these budgets. At this point, Mr. Kern solicited questions from the Committee.

Mr. Heffernan asked if we could discuss the cash surplus and levy increase in the future. Mr. Kern agreed and added that he would like to conclude health insurance negotiations so the committee could discuss it in more concrete terms.

Mr. Heffernan clarified that the town expects the pension to be paid out. That is, the general public is under the impression that we will be paying it off this year, and if a different approach is chosen then there had better be good explanation for it.

Mr. Lindemann asked if the numbers in the presentation accounted for our accelerated attempts to close out our pension liability. Mr. Kern responded that they did.

Mr. Preston inquired as to the implications of switching to GIC for health insurance.

Mr. Kern said we have not estimated the specific benefits of the switch, but would like to at a future date.

Mr. Preston suggested there could be savings to be had by making the switch to GIC.

Mr. Kern said that GIC has recently closed their most popular plans to new members, and have the capability to change mid-year, which affects their consistency.

James Kern concluded the presentation at 9:18

**9:19 AM Budget hearings begin.**

**CONSERVATION**

**Began at 9:19**

**Conservation Agent Alyssa Brown presenting unless otherwise noted.**

**Ms. Brown introduced herself and informed the committee that she would be presenting for both the Conservation and Environment budgets. She then enumerated the increases to the Conservation budget. There was a** step increase for her salary, and she was also increasing hours worked. Budgeting for Travel and Uniforms came to roughly 1000 dollars. 3600 dollars were budgeted towards dues for the commissioners to attend conferences as well as membership in various organizations. 4 Commissioners are attending educational conferences, up from 1 last year. The goal is to increase education for Commissioners.

At 9:23 Ms. Carney inquired into the increase in budget 20% over 2 years. Mr. Heffernan offered to inquire more in-depth to understand differences between projections and actual changes to the money spent.

Mr. Roberts inquired as to why the tech support budget has changed

Ms. Terkelsen replied that the new technical changes in municipal softeware have resulted in a restructuring of what technical support means as a budget item. Specifically, not just IT but also licensing and other technological requirements.

Mr. Lindemann asked Ms. Brown how many conferences she goes to in a year

Ms. Brown listed several conferences and seminars. However, none require overnight trips.

Presentation Concluded at 9:27 AM

**ENVIRONMENTAL**

Began at 9:28 AM

Alyssa Brown presenting unless otherwise noted.

Environmental salaries budget has been reduced due to some employees moving from full time to 24 hours a week.

3500 was budgeted to bring in a Fellow creating a greenhouse gas action plan. This cost has been subsidized down from 6000 by outside sources.

12,000 was budgeted under “grounds.” This money goes to treatment in Mill Pond to control invasive species and throughout town land.

14,000 for recycling, up because recycling costs have increased

1000 has been budgeted for Rail trail education and outreach, soliciting opinions and feedback on the topic. Travel and Dues relatively unchanged from last year.

9:31 AM

Ms. Brown solicited questions from the Committee.

Ms. Carney confirmed with Ms. Brown that the budget decrease was due to the change in the salary section.

Mr. Heffernan inquired as to the costs for invasive species handling in Mill Pond Park, whether it would be a one-time cost or recurring.. Ms. Brown replied that it would be the beginning of a 3 year contract

Mr. Lindemann inquired as the motivations for combating invasive species in mill pond

Ms. Brown informed that it is not state-mandated, but rather an independent effort.

Mr. Kern informed the committee that the citizens of the area are very interested in combating the invasive species in the park. Mr. Lindemann suggested that this effort would benefit from positive press coverage.

9:34 presentation concluded

**YOUTH COMMISSION**

Began at 9:35 AM

Director Robert Blaney Presenting unless otherwise noted.

Ms. Carney inquired as to why the new book layouts do not have page numbers

Ms. Terkelsen informed us that the new software makes it difficult to ensure appropriate pagination.

Mr. Blaney informed the committee of the goal of the Youth Commission: to present educational, social, and healthy workshops and programs for kids.

Dedham has twice been nominated for “Top American City.” Mr. Blaney pointed to this as a sign of our nationwide recognition for greatness.

Mr. Blaney went on to describe several programs instigated by the Youth Commission, often in partnership with non-profit organizations.

 First is the “Familiy Gratitude” 5k Turkey Trot. It drew 1800 runners in the past year. Over 45,000$ raised to go to the Collegebound program, food pantry, and a new local playground on veteran’s road.

“TLT” is one of the newest programs, it is now 3 years old. Teens present plays and workshops to grade 5 kids to engage highschool kids in community service and help the transition to 6th grade.

“Collegebound” is older, now 6 years running. 40 kids spend 3 weeks on a college campus. Every student who has participated in the program has been accepted to a college. We provide what is normally a 2000 dollar service for free through this program.

“Paw Patrol” is upcoming in April. It is a one-day event for local kids. Over 300 rsvps and over 5000 dollars in donations. This also creates lots of volunteer opportunities.

“Gift-giving program” 400+ people have received gifts and clothes. We partner with a number of different organizations to identify families in need. These families are given an average of 150 dollars in donated goods.

“Teen Homelessness and Displacement committee.” Dedham does have teens with nowhere to go. The committee brings together different charitable organizations and donors in order to find housing for the displaced kids. Some of these kids need rides to school, some need places to stay, and often they do not meet the criteria for State aid.

Mr. Blaney solicited questions from the Committee.

Mr. Heffernan inquired as to the total number of programs and events the commission runs

Mr. Blaney informed us that there are 25 recurring programs and countless one-day events

Mr. Preston asked how much of the commission’s budget comes from the town

Mr. Blaney clarified that the commission gets about 2500 dollars besides his salary, and that the vast majority of their income comes from donations and outside help.

Mr. Lindemann asked how all that money is accounted for and how it is audited

Mr. Blaney made it clear that the money is typically managed by outside non-profits but sometimes through grants to him.

Mr. Lindemann inquired as to why this money is not clear on the paperwork available to the Committee

Ms. Terkelsen informed him that Gift money is approved by the board of selectmen and made available for specific purposes by his budget through a special fund.

Mr. Lindemann inquired about a 13% increase this year, and Ms. Terkelsen responded that the line below it has decreased by 19%. The new system has caused things to be categorized differently, making some numbers misleading.

Mr. Lindemann inquired as to who is being paid by the 127,000 dollar salary line item.

Mr. Blaney replied that this goes to the full-time therapist and one other full-time employee. Mr. Blaney described the Therapist as having many active clients and providing a valuable service to the community.

Ms. Carney inquired as the 6750 car allowance. Mr. Blaney replied that each of the 3 employees receives 175 dollars a month for the car allowance

Ms. Fay asked how many kids are served by the youth commission. Mr. Blaney estimated 500-1000 kids a year take advantage of their program.

Presentation concluded 9:58 am

**Libraries**

Began 10:00 am

Monica Wilkenson assisting.

Presented by Library Director Bonnie Roalsen unless otherwise noted.

Monica Wilkenson introduced Ms. Roalsen who is new to our Library Program this year.

Ms. Roalsen made it clear that this year’s library budget has been designed to meet the state minimum to prevent decertification and help the library provide services to the whole town. We do not currently minimum hours open to maintain certification, but have been given a pass for the past 3 years. Dedham will not be given a pass for another year.

Moreover, increased hours would make the library more available to working people and families. Our current 9-5 library schedule is inhospitable to the average worker.

Additions made to the budget this year are a one-time increase to bring the library up to speed with its potential.

Ms. Roalsen plans to hire 2 additional full-time librarians with MLS degrees. She also plans to increase material expenditure to meet minimum requirements and modernize our collection.

When compared to Natick, Needham, and Norwood, we are behind on many important metrics for both accessibility and collection quality. The Dedham library is currently undergoing renovations to improve the space. The library also suffered from an outdated book selection and problems with damage to the collection.

Ms. Roalsen presented several examples of renovations: The Children’s room has been renovated to be a welcoming space for children’s programs and technological integration

Previously the library had no wireless printing, several outdated Microfiche readers, poor access to computers for the public, and underutilized space. That space has been renovated to create a publicly accessible technological area including virtual reality, tablets, computers, and surfacepros, some of which can be circulated. The library has taken storage space and turned it into flexible community space.

Ms. Roalsen clarified her goal to modernize library collections beyond just books through access to digital content and other non-print sources.

Mr. Heffernan thanked her for the presentation and resolved to focus on the increased staff. He asked about the meaning of the one-time budget increase.Ms. Roalsen responded that this will be a one-time hiring of 2 people. Payroll for libraries has to come from the committee. She clarified that she believes she can fund many other library needs through grants and donations.

Mr. Preston inquired as to what, if any, issues are caused by dedham having 2 libraries, and whether having only one location could be an improvement. Of the towns we have been comparing ourselves to, one has 2 libraries.

Mr. Lindemann inquired as to progress up to this point in working against the decertification problem. Ms. Roalsen agreed that there has not been as much progress as would have been optimal in the past.

Mr. Heffernan suggested a library trustee speak as to the history of the library. The Trustee said that hiring Bonnie came with the goal of overhauling our library model to make our libraries truly rewarding for the public.

Mr. Lindemann asked about the consequences of losing state certification. Ms. Roalsen made it clear that decertification would remove Dedham’s abilities to request materials from other library due to removal from the BPL system. Mr. Lindemann inquired as to the distinction between school and the public library. Ms. Roalsen replies that the two work closely together but are distinct organizations, who can work together to cross-promote programs and help support struggling children and families.

Ms. Carney informed the committee that the increase in the budget is significant, but that she believes we have been underfunding our library services. She believes that library has not received the support it has needed in the past, and that she believes the increase is necessary to create libraries we can take pride in.

Mr. Hughes commended Ms. Roalsen for her progress in the past 6 months. He expressed the hope that irrelevant material will be removed from the collection. He was assured this has occurred

Ms. Fay inquired about the presence of WI-FI in the libraries, and was assured that both are fully wireless by Ms. Roalsen.

Mr. Kern suggested that decertification would have severe consequences. Mr. Heffernan suggested that the conversation be brought to a close for now, and informed the committee they could direct questions to Cecilia Butler, the Library Liaison on the Committee.

Mr. Lindemann asked why the budget had already been decreased somewhat by Mr. Kern.

Mr Kern explained that the cut was to help keep the budget in line with other increases this year. He feels strongly that the library needs to be able to become a center for the community.

Presentation concluded at 10:31

**Town Clerk**

Began at 10:32

Paul Munchbach presenting unless otherwise noted

Mr. Munchbach informed us that the cost of last year was due to a very busy year. He also informed that the town recouped 17,000 dollars through unfunded mandates and anticipates another 4,000 in the upcoming year. Mr. Munchbach is decreasing some aspects of his budget because it is a lighter election year(repeatedly emphasized) and one of his staff members has been replaced by a temp.

Our responsibility for our own handicapped-accessible machines is somewhat costly during elections.

New voting machines have been purchased for all 7 precincts after previous machines were no longer covered by their manufacturer. New machines are expected to last 15-20 years.

The ‘Dues’ line item covers 3 conferences, but only one is an overnight stay.

Questions:

Ms. Butler asked about the 4 Full Time Employess. She inquired as to the posting that was recently on the Job Board and whether the Temp will be replaced full-time or part time. She also inquired whether 2 full-time administrative assistants were necessary. Mr. Munchbach assured her that they have been evaluating the need for full-time employees and found them necessary.

Mr. Hughes inquired as to the decrease in the records department. Mr. Munchbach explained that infra-department restructuring has changed how that money is allocated on the budget, rather than an actual decrease. Mr. Munchbach explained that the records fund goes to maintaining births, deaths, detentions, and marriages, as well as other records books.

Ms. Carney inquired as to what licenses are available for online applications. Mr. Munchbach replied that due to notarization requirements, dog licenses and business license cannot be done online. Vital records can be completed online, but no payments can be done online. However, movements in that direction are underway.

Ms.Carney informed the committee that the budget has been relatively even over 2 years

Concluded at 10:44

**ASESSORS**

Began at 10:44

Greg Henderson presenting unless otherwise noted

Mr. Henderson informed the board that their part-time clerical help was let go, resulting in a decreased budget. Mr. Henderson feels that the assistant director was incorrectly graded at hiring for his salary, and has duly increased his salary.

Ms. Carney voiced that the salary has increased significantly, and that the travel budget has increased from 280 dollars to 1000.

Ms. Terkelsen noted that some of that is due to restructuring of fund classification.

Mr. Henderson noted that he visits one conference a year.

Mr. Hughes asked if there were no longer any clerical assistants. Mr. Hendseron clarified that there were not.

Ms. Butler inquired as to the large Car budgets ($9000)

Mr. Henderson explained that his assistant is on the road for 90% of his job as a date collector, and the vast majority of the car budget goes to him.

Concluded at 10:49

**Dispatch**

Began at 10:49

Kenneth Ellis presenting

Mr. Ellis explained that 2 Per Diem dispatchers last year have been covered under a state grant and have been working out extremely well. Per Diem dispatchers have been extremely useful for covering employees who are working doubles and unable to continue working.

Ms. Carney explained that some towns have moved to regional dispatch centers(Foxborough, Easton, and Mansfield.) Mr. Ellis explained that he feels the collaborative dispatch measures have not been cost-saving, but that we have looked into it. Ms. Carney explained that she thinks it needs to be considered.

Mr. Kern clarified that overtime has been sharply decreased, helping balance the budget out. He also expressed that Maryland is mostly regionalized, and they seem to have success with that.

Mr. Lindemann inquired as to some employees who are not accepting requests for overtime, and asked whether headway has been made into increasing the percentage of employees who respond well to overtime requests. Mr. Ellis said basically, no.

Mr. Heffernan asked about how we compare to other towns in terms of the success of our dispatch center.

Mr. Lindemann asked whether dispatch combines fire, ems, and police calls. Mr. Ellis explained that there are always 2 employees answering whatever incoming calls occur for all 3 of those.

Ms. Fay asked how many 911 calls are made a year. Mr. Ellis said about $7000 in a year.

Mr. Kern asked about the way that cell phone calls are redirected to Framingham before reaching Dedham. Mr. Ellis explained that while we don’t currently have the technology, we are moving towards cell phone calls going straight to Dedham if they are made in Dedham.

Ms. O’Donnell inquired about the uniform budget, and how it is split. Mr. Ellis explained that each employee gets a 450$ uniform budget.

Concluded at 10:59

**Health Department**

Cathy Cartinelli, Health Director, Presenting

Began at 10:59

Ms. Cartinelli explained that we have had the same number of Full Time Employees for almost 20 years, so an increase is due. With the increase in camps, pools, and businesses, the need for health inspectors has increased. Wells, septic systems, and tanning booths also need inspections.

Ms. Butler inquired as to the total number of Full Time Employees. Ms. Cartinelli said that there are 4.4(four full time, and one non-benefited part time employee)

Ms. Butler asked how many inspections are performed a year. Ms. Cartinelli answered over 1000 total. 700 restaurant inspections.

Ms. Butler asked for clarification on what gets inspected. Ms. Cartinelli answered “every facility that has food in it”

Mr. Preston asked how the department generates revenue (fees and licenses) and asked for data on the income. Ms. Terkelsen explained that Ms. Cartinelli brings in money through grants to reduce her budget load, which many other departments cannot do.

Ms. Carney expressed concern over the severe increase in the budget.

Mr. Heffernan said that the health department would benefit from comparison(benchmarking) to comparable communities. But also, comparisons to how many total inspections we are doing.

Mr. Kern offered updated data, and explained that the increase for the new part time employee would be a one-time increase.

Ms. Butler asked about the car allowance. Ms. Cartinelli explained that 3 employees benefit from the car allowance.

Ms. Carney complimented Ms. Cartinelli on her adaptability to the digital age. Her department has improved their accessibility through an electronic presence.

Concluded: 11:09

**Fire Department**

Began 11:11

Presenting: Bill Spillane, Fire Chief

Updated budgets were handed out to replace the budgets in the binders.

Mr. Spillane enumerated the goals of the fy18 budget: to maintain emergency services, increase training, and keep track of equipment needs.

There has been a 4% increase regionally on incident totals. Approximately 4900 incidents occur yearly. Our fire department responds to an average of 1.5 fires a months. This figure only includes fires that cause serious damage. Mutual aid makes us responsible for around 5 responses a year.

Dedham contains 3 response districts. All 3 different engine companies perform even duties.

Four new positions were added to the department last year. Overtime has been a problem in the past, and staffing levels are correlated to overtime. Fiscal year 17 has exceeded its overtime budget, largely due to long-term injuries. Fiscal year 18 is looking a lot better, with a full staffing compliment and high levels of health. Overtime is tough to predict

Dealership costs and training costs have both increased. However, the fire department has reduced cost for some classes for firefighters. Medical services are now tied in to benefits.

While fire department supplies were previously funded through operating capital, equipment and supplies have their own category now

Mr. Spillane explained that there are more fire science classes at community colleges.

The fire department undertook studies and evaluations both external and internal that will be used to increase efficiency in the years to come.

In terms of staffing, there are 4 new supervisors and a new operations chief. The operations chief will work directly under the chief. The supervisors will be assigned to each work group. Full-alarm responses require a chief officer to be present, and the new supervisors will fill that role

A typical company is one officer and 3 firefighters. Studies have advised the inclusion of an Assistant fire chief, but that change has been put off until the future.

Mr. Heffernan asked if benchmarking could be performed for fire department, and what metrics they use to evaluate their level of emergency service.

Chief Spillane explained that his goal is to avoid reducing the quality of the current fire service and response times. 92% of response times are under 8 minutes.

Mr. Heffernan inquired about the MRI mentioning a 4 minute response time

Chief Spillane explained that in that context, 4 minutes means that the response has been mobilized, but not necessarily reached the site yet.

Mr. Kern brought up the NFPA 1710 standards, which we are moving towards but have not reached.

Mr. Lindemann asked what needs to be done to reach NFPA 1710 standards.

Chief Spillane explained that our average response time is being badly hurt by misinformed or long-distance calls. That is, calls that give incorrect addresses or require highway travel.

Mr. Preston inquired whether the staffing layout the Chief presented is currently fully in place.

Chief Spillane explained that there are currently there are 4 position that are not filled (1 for each company), and eventually an Assistant Chief will be sought.

Ms. Carney inquired as to the difference between Superior Officers and firefighters. Chief Spillane clarified that there are 17 SOs and 48 firefighters.

Ms. Carney asked which of the 3 districts are the busiest for EMS/firefighting responses. Chief Spillane confirmed that the 3 firehouse are fairly proportional to each other.

Chief Spillane explained that the search for space to store firetrucks has been costly.

Mr. Preston asked about the removal of the medical costs from the firefighting budget, and what effect that may have on the budget differences. Mr. Kern resolved to make the budget documents more clear on that data.

Mr. Preston warned about the dangers of having a budget that does not actually represent full-year costs. Ms. Terkelsen resolved to make better notation of that type of budget item.

Ms. Carney requested that in the future, budget histories go back more than just 2 years.

Mr. Lindemann asked what is dispatched to a general, “I’ve fallen and I can’t get up” emergency call.

Chief Spillane informed the committee that EMS and 1 engine company are always dispatched.(currently an engine company is 3 people but it is planned to bring it to 4)

Mr. Lindemann asked about the monetary impact of meeting the NFPA 1710 standards. Mr. Kern explained that the quality of a fire department can reduce home insurance costs. Mr. Lindemann warned about the high cost of maintaining the full staffing recommendation as it relates to tangible financial benefits. Chief Spillane and Mr. Kern warned that there are high risks associated with not maintaining high standards for fire departments. Chief Spillane cautioned that there are also many new apartment complexes in the area.

Ms. Fay asked if our firefighters are EMT trained. Chief Spillane said that all firefighters are, bare minimum, first-responder trained (one level below EMT) Chief Spillane has required recently that all new hires become EMTs. Some graduate from academy as EMTs, any who don’t are given 1 year to get additional training.

Mr. Preston asked if the budget accounted for upcoming collective bargaining. Mr. Kern assured Mr. Preston that there is room in the budget for collective bargaining and pay raises

Mr. Heffernan requested additional data/benchmarking from the fire department for Chief Spillane’s next presentation. Mr. Preston also emphasized the importance of collecting this data.

Mr. Lindemann asked what data the fire department collects. Chief Spillane informed him that they track call received, truck dispatch time, arrival time, and full response time

Concluded: 11:48

**Economic Development**

Began 11:49

Presented by John Sisson unless otherwise noted

Mr. Sisson informed the committee that the biggest change is his plan to request more interns, as currently he is the only employee in his department.

One of his goals for the website is to develop content that passes information about positive changes and help keep the public informed

Mr. Hughes asked about the economic development intern that was requested. Mr. Sisson said the intern would take care of a lot of small projects on tracking data about the town. He has a lot of responsibility that keeps him from getting to some important data collection and numbers crunching.

Mr. Roberts asked about the Chamber of Commerce line item. Mr. Sisson explained that is a contribution to the regional chamber of commerce, and is uncertain if we get a return on that investment. The CoC has gotten us added to the MA infrastructure improvement program to get dedham 2 million dollars for bike paths and sidewalks. Mr. Kern clarified that having an ally in the CoC helped a great deal with that grant but they are keeping an eye on their contribution.

Ms O’Donnell asked about the content development for the website: namely, do we have a communications/content person anywhere else in our organization? Mr. Kern explained that the transition to the new website is very recent, and we are currently working to ensure each department can put up calendar information before helping them with more dynamic material posting. He also explained that the priority to put the website online superseded ensuring that it would be completely finished.

Mr. Lindemann asked about the “Master Plan”, specifically reaching out to different groups in the town. Are we still moving towards a website that can assist in communication with the different non-government groups in town? Mr. Kern explained that one goal is to help the community coordinate among themselves, rather than use tax dollars to coordinate the community. An advantage of the intern is that they could contribute to the website when not working on a major project.

Ms. Carney confirmed that $7380 was to fund the interns. She went on to ask about the increase to Mr. Sisson’s salary from 2017 to 2018. She asked about the comparison of salaries to other towns and the importance of looking at the responsibilities that correlate to that salary. Ms. Carney also brought up the large increase in the budget over 2 years.

Mr. Hughes asked about the “Tech-Other” line item. Mr. Sisson clarified that the money is used as a sort of quick-fund to respond quickly to unpredictable situations. Mr. Hughes requested more data about where that money goes, which Mr. Sisson offered to provide in the future.

Ms. Fay asked if that fund had been present for previous budgets, because they were not in the documentation. Mr. Sisson said that he was unsure, but that he does believe it did exist in the past.

Mr. Lindemann asked for advanced information on the gains of the Economic Development department. Mr. Sisson explained the need for alacrity in looking into development for new lands that are going up for bid. He went on to explain that the town is currently evaluating options for a new parcel of 5.5 acres that is unfeasible for apartments.

Concluded 12:11

**Planning**

Beginning 12:12

Presenting: Richard McCarthy

Ms. Terkelsen informed the Committee of a minor error on the printout they have received.

Mr. McCarthy has requested additional administrative support due to the heavy burden of minute taking on their department. Additionally, their department has an open-door policy and deals with walk-ins on a regular basis and that eats up the time of their current Administrative Assistant.

Mr. McCarthy clarified that there are unpredictable constraints on their time, particularly due to the public’s need for help getting their permits.

Mr. McCarthy explained that changes in their department’s policies often come with the responsibility to share that information with the public, sometimes through printings and sometimes through taking out newspaper advertisements. He explained that travel costs are kept to a minimum, but that as a one-man office he cannot spend time on professional development.

Ms. Terkelsen explained some technical printout issues with the budget.

Mr. Hughes asked Mr. Kern what the reason was for cutting the budget for minutes preparation. Mr. Kern expressed frustration with the difficulty preparing the minutes and the desire to move to outside employees for preparing minutes. Mr. Kern summarized that he is interested in addressing the increasing problems with the need for minutes.

Mr. Heffernan confirmed that the money for the administrative help would remain cut from the budget.

Mr. Heffernan declared the Committee in recess for lunch at 12:25 with intent to reconvene at 12:55.

Recording Restarted at 12:56. Meeting reconvened at 12:58.

**Building**

Kenneth Cimeno Presenting

Began 12:59

Ken explained the day-to-day purpose of his department. The only significant change to his department is that they are paying substitutes hourly now.

Ms. Carney asked about the car allowance line item. Mr. Cimeno explained that the budget pays for $375 month for 5 individuals.

Mr. Hughes inquired as to whether the department was operating with a full complement of inspectors, and Mr. Cimeno explained that they do.

Mr. Lindemann asked the average wait time for an inspection, after the request was made. Mr. Cimeno answered that they are typically getting back to them with 24 hours, and are required to make contact within 48 hours.

Mr. Lindemann asked how the department measures their rate of success. Mr. Heffernan asked Mr. Cimeno to prepare tangible metrics to help benchmark themselves against other towns

Mr. Cimeno offered advice on how to quantify their success, and thanked the committee for their time.

Concluded at 1:08

Ms. Terkelsen explained that the committee had received an updated budget sheet correcting aclerical error.

**Town Facilities**

Began at 1:10p

Denise Moroney, Director of Facilities, presenting.

Ms. Moroney went over the numerical increase in their budget request this year. It is a 10% increase over last year. The salary increase is due to the new need for a full-time custodian and HVAC technician. The size of the building is being increased and will require an additional custodian. The senior center will also require custodians a great deal of the time.

Mr. Preston offered his compliments on the detail level of the budget request.

Ms. Moroney explained that the overtime budget exists to cover town overtime. Previously, this has come out of school overtime. Ms. Moroney explained that the purchase of services change is due to the need for pest control for multiple concession stands.

Ms. Carney questioned why the budget from Fiscal Year 16 to Fiscal Year 18 is slated to increase almost 50%. Ms. Terkelsen explained that due to carryover of budget for services ordered but not received, the budgets may not be reflective of the actual changes in spending. She gave an in-depth explanation of the impact of carryover in the budget.

Ms. Moroney explained the high increase in utilities being related to the increase in building size. However, the supply rate has decreased. Mr. Heffernen requested data on the cost as it relates to the increased square footage. Ms. Moroney offered to find that advanced data and present it at a later date.

Mr. Hughes asked when they would be moving over to a new building, as well as the costs associated with the move. Mr. Kern commented on the difficulty associated with moving to a new building.

Ms. Fay confirmed that the budget is for 12 months in the new building, not for any months in the current building. Mr. Kern informed the committee that the Town Facility budget is among the most difficult to prepare.

Concluded at 1:28PM

**Veterans**

William Aitkens presenting

Began at 1:29

The budget was increased in 2 areas; Travel and Town Celebrations. From the beginning of the current fiscal year, Mr. Aitken has driven over 4000 miles for work alone. His request for the travel increase reflects this. His request for a Town Celebration increase will pay for a Memorial Day celebration for Dedham veterans. Flag, Flower, and Catering costs have increased.

Mr. Aitkens explained that he goes to 3 conferences a year. At the conferences, they review the regulations for VA healthcare. These regulations change fairly often and keeping up to date on them is necessary and difficult.

Mr. Aitkens manages over 800 federal veteran’s claims, and 24 state veteran’s claims. Mr. Aitkens has seen an increase from managing $310,000 of money going to Dedham veterans to over 2 million dollars in his time in the veterans department.

Ms. Carney raised concerns over the quantity of time and funds Mr. Aitken spends travelling to conferences, and commended Mr. Aitken on keeping his budget low otherwise.

Mr. Aitken explained that some of his expenses for Memorial Day are reimbursed by the state, so it goes back into the free cash fund.

Mr. Preston asked Mr. Kern if there was a town wide policy on conferences for employees. Mr. Kern confirmed there was none. Ms. Moroney took the opportunity to clarify that the needs for continuing professional development varies wildly between departments. She also feels that there are appropriate levels of conference travel by employees.

Ms. Carney asked Mr. Aiken how often he needs to be recertified by the state. Mr. Aiken clarified that he needs to be recertified every 2 years, and that the rules change a great deal in those 2 years.

Ms. Carney explained that she does not feel that employees should be reimbursed for time spent learning about new regulations.

Concluded at 1:41

**Human Resources**

Human Resources Director Miriam Johnson presenting

Began at 1:42

Miriam informed the committee that they had received updated budget paperwork.

Miriam explained that this has been a busy year for HR. The budget has to account for deferred compensation instead of longevity pay. There have been minor changes to the Purchased Services line item. The money goes to a group that helps administer 1-11F payments to police and firemen who are injured on duty.

Miriam explained that her department has inherited responsibilities and expense as a result of restructuring.

Mr. Preston asked about the Clerical and Temp budget item. Ms. Johnson clarified that their temp workers have been replaced by a full time employee.

Ms. Carney asked how many full time employees were in the HR department in Fiscal Year 16. Ms. Johnson answered that there were 2. In fiscal year 18, HR will be moving to be 3. Ms. Carney asked about the change in the tech support line item. Ms. Johnson explained that this increase is due to the Benefit Consultants and 1-11F Payments. These were previously in the budget, but in a different section.

Mr. Hughes asked what Ms. Johnson meant when she said “Deferred Compensation.” Ms. Johnson explained that non-union workers used to receive longevity payments dependent on how long they worked for the town. These benefits have since been replaced with Deferred Compensation, a lump-sum payment once per year. Mr. Roberts explained the advantages of a Deferred Compensation program over a Longevity Program. Mr. Kern agreed that Longevity Programs are not a good way to go.

Concluded 1:54

**Employee Benefits**
Began 1:54

HR Director Miriam Johnson Presenting

Ms. Johnson explained that our health insurance budgeting is going up by a great deal.

Mr. Hughes asked about the size of the unemployment budget. Ms. Johnson clarified that some people who leave the town of Dedham willingly still get Unemployment benefits, as well standard recipients of Unemployment.

Mr. Heffernan asked about the difference between eligible resignation and ineligible resignation.

Ms. Carney raised concerns about the upcoming costs of Health Insurance. Specifically she asked if we would consider increasing the employee contribution to Health Insurance.

Mr. Preston asked what the health insurance cost split was for Dedham Employees. Mr. Kern informed us that it was 80%-20%.

 Mr. Lindemann asked if this split was typical of a MA town. It is. Mr. Roberts expressed interest in a breakdown of insurance costs splits with employees across towns.

Mr. Preston suggested a change to only extending retirement health insurance to current employees, removing it from new employee offers.

Concluded at 2:04

**Endicott Estate**

Erin Perron, Director of the Endicott Estate, Presenting.

Began at 2:05

Ms. Perron explained that their largest increase is to Purchase services by a large amount (23%), due to increased rates by advertisers and hosting platforms. The Police Services line item is high, but that money is refunded after being spent.

Ms. Perron explained an increase in costs due to memberships and dues. However, the appropriation request is down by 100,000.

Ms. Terkelsen clarified that the Endicott Enterprise is trying to address its direct costs through revenue it brings in.

Mr. Kern raised an interest in doing away with the classification of the Endicott estate as an Enterprise, which Mr. Heffernan agreed with. Mr. Heffernan expressed interest in more data on the Endicott enterprise.

Ms. Carney expressed dissatisfaction with the data that has been presented on the budget form. Ms. Moroney explained that the new software will allow for more information going forwardand clarified that budgeting for enterprises is convoluted due to having to “express expenses” only that can only be paid for by their revenue.

Mr. Hughes pointed out that Utilities costs cannot be compared to previous years.

Mr. Preston asked if Erin believes that the estate has reached the maximum its revenue will reach. Erin agreed that Endicott Estate usage has leveled out and reached a fairly stable point. Mr. Kern asserted that the expectation for community access to the Endicott Estate has restricted its potential profitability.

Mr. Heffernan asked what percentage of Estate usage was community-centric. Erin did not have an exact percentage but offered approximate hourly figures.

Mr. Lindemann asked if any restrictions were placed on non-community use. Mr. Kern expressed concern about the difficulties of managing such a property as if it were a business. Erin said there was a possibility of increasing profitability, but at the cost of reducing community use of the estate.

Ms. Terkelsen explained that fiscal year 18 will be the last year of debt service for the Endicott Estate. After that, recurring costs are primarily maintenance.

Mr. Lindemann asked if the Endicott estate received budgeting for kitchen upgrades, which Erin confirmed was true.

Ms. Fay inquired as to the source of the Debt Service on the Endicott estate. Ms. Presson confirmed that this was the result of a parking lot and porch upgrades.

Ms. Erin closed by noting that public donors donated 10,000 dollars to help assist the Endicott Estate.

Concluded at 2:26

**Council on Aging**

Began at 2:27

Presented by Interim Director Tammy Allen

Ms. Allen pointed out that the budget contains only normal step salary increases. The salary for the new Director may go up or down. Most items have remained similar. The previous director recommended a new position for 25 hours a week for the council on aging. That new position has been declined by Mr. Kern for this year.

Mr. Kern clarified his decision by saying that he feels any new hires should go through the new director.

**Engineering**

Jason Mammone, Director of Engineering, Presenting.

Began 2:32

Mr. Mammone explained the increase in the Tech: Other category is due to the renewal of the AutoDesk/AutoCad licenses. Mr Lindemann inquired as to the cost of a 3 year license for Autodesk. Mr. Mammone answered 7300$ for 3 years.

Mr. Hughes asked about the moved Tech Support item. Ms. Terkelsen explained it was simply the result of restructuring. She explained that much of the restructuring (uniforms, for example) helps to reduce tax issues. Mr. Preston and Ms. Carney asked for clarification on what employee benefits are and aren’t taxable. Ms. Terkelson explained that there are fairly granular distinctions between how different uniform items and allowances need to be categorized.

Ms. Carney raised concerns about increase in salary over previous years. Mr. Kern expressed that it may not be a useful approach to consider previous years’ budgets. Mr. Preston explained that salary increases can be exaggerated by the difference between projected and real conditions on these budgets.

Ms. Carney requested clarification on the raises being provided for the engineering department, which Mr. Mammone provided. Mr. Kern explained that between step increases and cost of living increases, the raises are within reasonable range. Ms. Carney expressed dissatisfaction with the rates of pay increase for employees.

Mr. Kern asserted that in order to ensure that we have optimal quality of employees their pay must be increased. Ms. Carney expressed that between the pay-rate increase and the benefits afforded employees, she feels our employees are overcompensated. Mr. Heffernen called for a return to the Engineering budget as the primary topic.

Concluded 2:46

**Police**

Chief of Police Mike D’Entremont and Kevin Coleman: Public Safety Technology Specialist presenting.

Began 2:48

Mr. D’Entremont reported that there are no significant changes to the format of the police department. There are 57 full time sworn officers. At least one supervising officer is always on duty, and at high-activity times a patrol supervisor is also on the street. There are 43 Patrol officers. 32 of them are uniformed officers patrolling the town.

Mr. D’Entremont shared data from 2011-2016

Dedham’s arrests are typically around 400 a year and have dropped recently to less than 300. Approximately 5000 citations are issued a year. There has been an increase in incidents in recent years. Some of these incidents are simply extra checks of trouble spots. An increase in incidents means an increase in officers getting out of their car. We have also begun documenting transferring people to court, which inflates the number of incidents. Even after adjusting for newly introduced incident types, there is still a 30% increase to reports files. Car accident rates have been keeping fairly stable.

The International City Managers Assocation has provided an analysis of staffing police departments. Our department continues to keep up to date on studies and surveys. The National Law Enforcement Office is stressing multi-officer responses to reduce risk to officers and citizens.

MRI Study on officer time concerns. Police are required to go to 40 hours of training a year, and have unpredictable court-time demands. The MRI performed statistical analysis of officers time demands as they relate to availability. In 2010 there was a 34% buffer. In 2016, there was a 2-3% buffer. The goal is to have a buffer, but keep it small.

Mr. Coleman works in a support role for both police and fire. Mr. D’Entremont explained that Mr. Coleman has proven invaluable in a world with increasing digital crime across a variety of platforms. However, the previous estimate for his salary was too low to attract an experienced technology expert. Technology updates and some new equipment are necessary. Mr. Coleman asserts that eventually the Hubtech budget line can eventually be eliminated with internal infrastructure upgrades. Police have also introduced a program to help with mental help issues

The budget also contains expenses for Traffic Barriers for when the DPW is unavailable.

The Policed Department’s current Booking camera is unreliable and requires manual adjustment, which does not lend itself well to a photo array. Mr. Coleman explained the upgrade would render the new camera system extremely consistent and require no adjustment.

They have also requested firearms safety equipment, training aids, and a new fingerprint system to check the database digitally. The department needs new printers to replace very old printers, and new supplies to help with new Taser system.

Mr. Lindemann asked about a previous decision to have fewer Tasers available, which was overturned by the CeC to provide one Taser per officer. Mr. D’Entremont replied that they have not yet been rolled out or deployed.

Mr. Lindemann asked if there were officers in charge of schools. The juvenile detective is specialized to work with juveniles. One officer goes from elementary school to elementary school, the other goes to the middle school. Mr. Lindemann asked if there was funding for school outreach programs from the police department. Chief D’Entremont informed us that the outreach program is funded through a golf tournament fundraiser. Mr. Lindemann asked how much the fundraiser tends to raise. The chief replied that it provides $25-30,000 a year.

Mr. Hughes asked why the training budget was decreased. Mr. D’Entremont explained that because the Taser training is partially finished, it does not contribute to the training costs. The training budget is mostly used to fund overtime for the purposes of training. Mr. Hughes asked why patrol shift and supervisor patrol are very high in overtime costs. The chief explained that understaffing as well as high demand during unpopular work times lead to that necessity.

Ms. Carney asked about certain costs on the police budget. The chief explained that it is payment to members of a now-defunct program that still pays out to those who were once members. Many officers receive stipends for various purposes, and many officers are still receiving the old program.

Mr. Lindemann asked, given there is very little “buffer” with our current lineup of employees, why aren’t they asking for more officers? The chief explained that they currently are not asking for more officers because they do not anticipate increased demands. Mr. Lindemann asked if officers are currently feeling “maxed-out,” or frustrated with their work levels. He asked if the chief could provide survey data on current police officer satisfaction. The chief explained that they had not done any official survey and Mr. Lindemann expressed interest in that data.

Ms. Fay asked the last time a Dedham Police officer discharged their weapon on active duty. The chief informed the committee that this was 2008.

Concluded at 3:26.

**Parks and Recreation**

Bob Stanley, Parks and Recreation Director Presenting

Began at 3:27

Mr. Stanley explained the changes to the budget. There is a 1.2% increase in total salaries. The increase to the minimum wage led to restructuring of part-time salary grade. The biggest change is a requested $20,000 increase to the supplies account. Supplies costs can be very difficult to predict. In the past, volatile supplies costs have led to late-season cuts to parks maintenance, which they now seek to avoid. They also need to re-mulch many public parks this year.

Mr. Stanely also explained that some costs will save money in the future. The upcoming change to Gonzalez field will convert it to artificial turf, which will save a lot of money on water utilities in the future. The park’s department will be working with the town to purchase a van, eliminating the need for the van rental fund. However, the van is needed too soon this year to avoid rentals.

Ms. Carney asked about the assistant director’s salary. Mr. Stanley said it is on a 5 year plan to be reduced. However, given general rates of public program participation, it is becoming difficult to maintain the estimated rate of pay. The parks department is seeking new revenue sources. They have begun attempting field rentals to supplement the budget.

Ms. Carney inquired as to how many non-Dedham citizens are participating in Dedham public programs. Mr. Stanley reminded the committee that non-Dedham residents pay more to participate in the programs. Ms. Carney asked for advanced data on the ratio of Dedham residents to non-Dedham residents, which Mr. Stanley offered at a later date.

Ms. Carney asked if the slow-starting nature of new programs had something to do with the increased budget costs. Mr. Stanely asserted that most of the budget increase was due to difficulties keeping the supplies fund full.

Mr. Lindemann inquired as to the state of a baseball field that has serious need for increased maintenance. Mr. Stanley agreed that field specifically needs maintenance and that a more consistent schedule for major maintenance on these fields needs to be established. He expressed that this type of maintenance is a major priority.

Mr. Preston asked if there are public programs available to adult seniors. Mr. Stanley explained that there are some, but evaluating the need for more is on their agenda. He reminded the committee that Tuesday March 7th will be a major community meeting to get feedback on the parks & recreation department.

Ms. O’Connell asked what balance is struck between renting the fields out and public accessibility. Mr. Stanley explained that priority is always given to school teams before rental. Ms. O’Connell went on to ask whether the rental times were being filled up in their entirety. Mr. Stanley explained that the lighted fields tend to fill up most of their scheduling.

Mr. Hughes pointed out that Davis field maintenance is a major point of concern for him.

Ms. Butler asked whose salaries are being paid out of the revolving fund vs the budget. Mr. Stanley informed the committee that his Dance, Wrestling, Karate, Gymnastics, and other program leaders get paid out of the revolving fund.

Ms. Carney asked about an increase in salary to the Recreation Director. Ms. Terkelsen explained that the salary has been growing at a standard rate, but less of it was paid out of the revolving fund than used to be, so more is required to take out of the budget.

Ms. Terkelsen clarified that her budgets also used to be paid out of the revolving fund, but that plan has been changed.

Mr. Lindemann asked when Gonzalez Field would be finished with its re-turfing. Mr. Stanley clarified that more parking is required in the area which has slowed the project but will be more efficient in the long run.

Concluded at 3:55

**Public Works**

Joe Flannigan Presenting

Began at 3:56

Mr. Flannigan explained the basic responsibilities of his department: day-to-day road maintenance, cemetery maintenance, trash and recycling, street signs, sidewalks, schools, parking lots, public buildings, snow control, sewer system, and storm drain maintenance.

Mr. Preston inquired as to the status of the road repaving program. Mr. Kern informed them that the program is still moving ahead as scheduled.

Mr. Hughes asked why there was an increase in overtime costs. Mr. Flannigan responded that the overtime budget has not increased in some time, and more work on Saturdays has led to more need for overtime.

Ms. O’Connell asked if we have the ability to redefine what overtime means in order to have fewer Saturday problems.

Mr. Heffernan asked about the changes in sewer line budgeting. Ms. Terkelsen explained that public works used to be responsible for the pumping station costs. That item has been moved in FY18 from public works to the sewer enterprise budget.

Mr. Lindemann asked about the ‘Grounds’ and ‘Tree’ line items, which have increased significantly. Mr. Flannigan estimated that extended landscaping and maintenance resulted in the increase. Mr. Lindemann asked for more specific information as to how the money would be spent. Ms. Terkelsen explained that this increase is typical of this budget category.

Mr. Lindemann asked about the traffic signal budget item. Mr. Flannigan explained that certain street lights have reached the age where they need to be changed out. He also explained the issues with overhead-detection streetlights throughout Dedham.

Mr. Hughes asked about what NPDES stood for, which Mr. Flannigan explained was National Pollution Detection Eliminated System. This is a federal mandate to clean catchbasins and sweep streets that comes with no funding. Ms. Terkelsen explained that the money for this program has been placed into the Public Works budget so that he can access it more easily, whereas it would normally be requested through the CeC. If it is not completely used, it moves into free cash. This is an ongoing mandate that will need to be funded in the future.

Ms. Carney asked why Mr. Flannigan does not have a Travel line item. Mr. Flannigan explained that travel/conference items are contained within Dues and Expenses.

Ms. Fay asked about the vehicle expenditures, between Fuel, Purchasing, and Maintenance. These total almost 300,000$. Ms. Terkelsen These were previously budgeted into snow and ice, but now are wholly moved into the Public Works budget.

Ms. Terkelsen clarified the importance of properly tracking the snow & ice budget because the snow & ice budget can be deficit spent, and therefore needs to be accurately tracked.

Mr. Flannigan clarified that they have a huge fleet that requires a great deal of effort to maintain. His department does their best to maintain it efficiently, however.

Concluded at 4:22

**Snow & Ice**

Presenting: Joe Flannigan

Began 4:23

Mr. Lindemann asked if the mild winter had resulted in some money saved this year, but Mr. Flannigan informed him the severity of the back-to-back storms cut into that significantly.

Concluded 4:24

**Street Lighting**

Presenting: Joe Flannigan

Began 4:25

LED change-out for street lights has reached its 8th and final phase. Mr. Hughes asked if this change-out should be reducing our electric bill for street lights. Mr. Flannigan informed him it should be, but we don’t have the data quite yet.

Concluded 4:26

**Rubbish and Recycling**

Presenting: Joe Flannigan

Began 4:26

Mr. Heffernan asked about the deterioration of trash carts.

Mr. Flannigan explained that State rules for solid waste disposal have changed. If improper trash has been placed in the trash or recycling, the town gets back-charged. Soon, that will change to a recycling, tipping, and trash fee.

Mr. Roberts asked if there would be a public education piece on the changes to trash policies. Mr. Flannigan clarified that they do that every year.

Mr. Lindemann clarified an earlier point: Some cardboard boxes cannot be recycled. For example, large, heavy corrugated cardboard is not recyclable.

Ms. Fay asked if there is an easy way to distinguish what cardboard is or is not recyclable, but there does not seem to be.

Mr. Flannigan emphasized the importance of increased caution with solid waste

Concluded: 4:32

Mr. Heffernan explained that he will defer the Finance and Town Manager budget hearings to March 14th, as the March 7 budget meeting will be a school budget meeting that is expected to run long.

Mr. Preston motioned to adjourn the meeting. Ms. Carney seconded. It was voted 9-0.

Meeting is concluded at 4:33