

Advisory Committee Meeting Minutes

Date: January 22,2019

Place: Town Hall

In attendance: Committee Members Donna Smallwood, Victor Baltera, Bob Curley, Tom Belyea, Dave Anderson, Eric Haskell, Eryn Kelley, Julie Strehle, George Danis, Evan Sheehan, Andy McElaney, Davalene Cooper, Ed Gaydos, Nancy MacDonald and Town Accountant Sue Nickerson

Absent: Libby Claypoole

Chairman Smallwood called the meeting to order at 7:30 pm.

Community Preservation Committee Recommendations

The members of the Advisory Committee joined the Board of Selectmen to hear the recommendations of the Community Preservation Committee (CPC) for awards of Community Preservation Act(CPA) funds to be voted on at Town Meeting. CPC Chair Carol Pyles and Vice Chair Larry Lindner presented the recommendations. The CPC made the following recommendations for funding:

- Administrative Fund - \$50,000. This fund pays for the salaries of the CPC Administrator, the Town Engineer for his services to CPC projects, certain legal expenses and costs.
- Hingham Affordable Housing Trust (HAHT) - \$300,000. These funds enable the HAHT to take advantage of opportunities to acquire properties for affordable housing.
- Heritage Museum Debt Service - \$171,590. After this payment is made the debt on the Heritage Museum will be reduced to \$376,117.
- Liberty Plain Cemetery - \$19,528. These funds are part of Phase IV of a project to restore and preserve historic veterans' gravestones and markers.
- Memorial Bell Tower - \$121,651. These funds will permit the completion of the repair of the bells' mechanisms and replacement of ropes.
- Old Ordinary Stabilization Plan - \$29,921. These funds will permit stabilization of the foundation at the Old Ordinary House and Annex.

- Lehner Property Debt Service - \$396,000. After this payment is made the debt for the acquisition of the Lehner Property will be \$3,744,000.
- Athletic Fields Study - \$60,000. These funds will permit a comprehensive study of all Town fields, tennis courts and basketball courts to acquire data and plan for the better utilization and maintenance of the facilities.
- Bathhouse/Concession Stand - \$120,000. Costs for this project came in higher than originally expected. These funds will provide funds for contingencies to permit the completion of this project. Any unused contingency funds will be returned to the CPA Fund.
- Plymouth River School Project - \$24,445. These funds represent a portion of an \$88,000 project to bring the playground at the Plymouth River School into compliance with a State mandate to provide ADA compliance involving impact absorbent material underneath and near playground equipment for safety purposes. They will also fund playground equipment for children with special needs. The CPC reached this recommendation as a compromise related to divergent views as to whether a Town department which had its own source of funding should be the recipient of a CPA award which might otherwise go to a project with no available source of funding. Selectmen Johnson and Power also expressed concern about this question.
- Following the joint meeting and a brief recess, the Committee reconvened to continue with its agenda.

Budget Hearings

- Bare Cove Park – Hearing on this budget was deferred to permit attendance of representatives of the Bare Cove Park Committee.

- Fire Department – This and all of the Public Safety budgets were generally introduced by Eric Haskell. Eryn Kelley introduced the Fire Department budget. Fire Chief Steve Murphy and Deputy Chief Louis Lachance provided an overview of this budget which supports all Fire Department operations. The budget request for salaries was \$5,533, 871 and \$443,175 for expenses for a total of \$5,977,046. Ms. Kelley recommended these amounts. There is an additional request for \$32,000. These funds would permit the removal of the old, non-functional pole mounted fire alarm boxes. When completed this work will result in some salary and expense savings as well as the expedited handling of accidents involving poles with alarm boxes on them. The Town Administrator supports this request.
- Building Department – Nancy MacDonald introduced this budget. This is a new stand-alone budget for FY 2020. In the past several years, the building department budget has been part of the Community Development Department budget. Building Commissioner Michael Clancy provided an overview of this budget which supports the enforcement of the multiple codes relating to building safety, the issuance of permits, inspections and emergency response. Half of the salaries of Mr. Clancy and his administrative staff are paid from revolving funds generated through permits and inspections. Mr. Clancy requested \$227,694 for salaries and \$14,378 for expenses for a total budget of \$242,072. Ms. MacDonald recommended those amounts.
- Animal control – Davalene Cooper introduced this budget. Animal Control Officer Leslie Badger provide an overview of this budget which supports her diverse activities with respect to loose pets and domestic animals, sick and injured wildlife, monitoring of coyote, fox and fisher cat activity, the Bare Cove Park off-leash program and animal hoarding cases as well as educational programs. She requested \$66,872 for salaries and \$5,800 for expenses for a total budget of \$72,672. Ms. Cooper recommended these amounts.
- Harbormaster – Davalene Cooper introduced this budget. Harbormaster Ken Corson provided an overview of this budget which supports protection of waterways and natural resources, mooring management, harbor

management, implementation of the shellfish plan, supervision of town water sports, the issuance of permits and violation notices, vessel repair and maintenance and management of dredging. This budget requested \$190,760 for salaries and \$57,132 for expenses for a total budget of \$247,892. Ms. Cooper recommended these amounts. The Town Administrator is also supporting the department's additional request of \$11,726 to cover its office space lease and increased funding for equipment maintenance.

- Dispatch – Eric Haskell introduced and provided an overview of this budget which provides for payment of Hingham's share of the cost of the South Shore Regional Emergency Communications Center located in Town Hall. The budget request was for \$901,390 which Mr. Haskell recommended. Mr. Haskell will provide a later report on what percentage of the total dispatch budget is represented by Hingham's share.
- Public Safety Utilities – Mr. Haskell introduced and provided an overview of this budget which requests \$410,900 for emergency water and \$105,000 for street lighting for a total budget of \$515,900. Mr. Haskell recommended these amounts.
- Police Department – Mr. Haskell introduced this budget. Deputy Chief David Jones presented an overview of this budget which supports all police operations. This budget requested \$5,711,045 in salaries and \$368,750 in expenses. Mr. Haskell recommended these amounts. There were four additional requests: 1) a request for \$16,577 to support additional funding for school crossing guards; 2) a request for \$9,000 to provide for Town payment for recruits to attend the Police Academy with clawback provisions in the event of early departure from the police force; 3) \$8,000 for Assessment Center Testing for promotions; and \$40,000 for overtime. The Town Administrator is recommending approval of these requests with the reduction of the overtime request to \$30,000.

Approval of Minutes - Approval of the minutes from the Advisory Committee meeting held on January 15, 2019 was deferred. Approval of the Advisory Committee meeting held on January 16, 2019 by a vote of 4-0.

Liaison Updates

- Schools – Dave Anderson reported that Dr. Paul Austin has been selected as the new Superintendent as of 7/1/19. George Danis reported that the School Committee approved the submission of three Warrant Articles which will address extraordinary maintenance needs of the Foster School, the feasibility study for Foster School and replacement of the clerestory windows at the High School.
- Harbor Development – Donna Smallwood reported that there will be a Warrant Article on dredging.
- Water Company Acquisition – Victor Baltera reported that there had been presentations and public hearings by the Water Company Acquisition Study Committee with respect to financing and governance and that a third presentation and hearing on engineering was scheduled which would be followed by a vote on the recommendation of the Committee

Advisory Committee Housekeeping Items

The next meeting will be January 29, 2019

Matters not anticipated within 48 hours: None.

11. Adjourn – 10:30

Respectfully submitted,

Bob Curley, Secretary

List of Documents Distributed at this Meeting:

Agenda

CPC Power Point Presentation and Recommendation Summary

Budget Scorecard updated through 1/22/19

Hingham Police Department metrics and statistics

Draft Minutes from meeting held on 1/16/19

Advisory Committee meetings and milestones

AdCom approved on 1/29/2019