

**TOWN OF NORWELL
Advisory Board
Meeting Minutes
January 22, 2019**

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2019 FEB 26 PM 3:38
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The Advisory Board was called to order by Susan Powell at 7:00 pm. Present were Peter W. Smellie, Brian Greenberg, Julie Sim, Kate Steele, Susan Powell, Mark Maiellano and Mark Cleveland. Harry Solis and Karen Reynolds were absent. Town Administrator, Peter Morin, was also present.

ADMINISTRATIVE MATTERS

AB reminded to complete the Conflict Of Interest State Law training required by all Town employees, board and committee members by January 30.

Acceptance of Minutes: All members reviewed the Minutes. Motion to accept the Minutes from January 15, 2019. ***Seconded and passed 7-0***

Bill(s): None

Transfer Request(s): None

Correspondence/Notices: None

Department FY20 Budget Presentations:

Police

Police Chief, Ted Ross, summarized the budget requests for the Norwell Police Department. The requested operational budget increases are for cruiser repair and maintenance due to fleet upkeep and the purchase of two police vehicles. There is also an increase in the Small Equipment budget line to reflect the need for patrol rifles which can be more effective for police officers in certain situations.

Chief Ross is proposing to add a full-time police officer to the department to bring total number of police officers in Norwell to 25. This officer would function solely as a full-time traffic officer. The need for additional traffic enforcement reflects the growing complaints from the residents of Norwell. Chief Ross stated that having an officer assigned only to traffic enforcement would serve the town well.

Fire/Ambulance/SSREC

Fire Chief, Andy Reardon, presented the Fire, Ambulance and SSREC budgets. He began by giving a brief overview of how the Fire Department in Norwell operates. Norwell has three fire stations located on Washington Street, Main Street and Pine Street. Chief Reardon reported that the Pine Street station is operational if need be.

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The Fire Department responds to 2,300 - 2,400 incidents per year, and approximately 1,200 of those are EMS related. Chief Reardon projects the demand for services to increase steadily, particularly for EMS. Norwell currently employs 20 firefighters and has not grown its staff in 20 years.

For the FY20 budget, the Chief is requesting a new Deputy Fire Chief position at \$112,000. The Deputy Fire Chief will help the Chief with development of grants, assist with ongoing projects and attend meetings on behalf of the Chief when he is unable.

The increasing demand for overtime in the Fire Department continues to be challenging both in terms of cost and staffing. Chief Reardon is requesting \$493,728 for overtime, an increase of \$93,728 between FY19 and FY20.

There are currently 4 fire crews each consisting of 5 officers. To ensure the Town's public safety services are met, and to meet contractual obligations, each fire shift must be staffed by a minimum 5 officers. The demand for overtime arises from any number of unforeseen circumstances, including staff deploying for military duty, sick leave, and major public safety emergencies.

A general discussion to address the overtime dilemma followed. One suggestion is to perhaps increase permanent staffing levels to 6 staff per crew, whilst retaining the 5 crew contractual minimum. A possible federal SAFER grant may be available to ease the cost of any increase in staffing levels. TA and Fire Chief will continue to monitor overtime demands and consider other possible solutions.

TA is to make his final recommendation on all operating budget requests following the imminent state aid announcement, expected Friday, January 23.

Chief Reardon has three capital budget requests: Class A Pumper to replace the one that has a broken frame; replacement of three cardiac monitors; command vehicle that will be used for home inspections.

Animal Control

Norwell shares the Animal Control Officer services with Hull and Cohasset. More hours were added to this budget, and the TA noted that Norwell pays proportionally.

Harbormaster

The TA presented this level funded budget to the AB. There are no changes.

Future Meetings

January 24th

January 29th

January 31st

February 5th

February 7th

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Adjourn - Motion made to adjourn. ***Seconded and passed 7-0***


Susan Powell, Chair