

**Advisory Committee
Meeting Minutes
1/5/2016**

In attendance: Committee Members Anderson, Baltera, Belyea, Coughlin, Hancock, Haskell, Kelley, Kutsch, MacKay, Pyles, Sharkansky, Smallwood, and Taylor and Town Accountant Nickerson.

Chairman Pyles called the meeting to order at 7:30 PM.

Questions from the Public on Items Not on the Agenda: None

Approval of Minutes

The minutes of the regular meeting on December 15, 2015 were approved as amended by a vote of 11-0. Mr. MacKay abstained, as he was not in attendance at the 12/15 meeting.

The minutes of the regular meeting on December 21, 2015 were approved as amended by a vote of 12-0.

Secretary Hancock explained that the minutes from the executive session on December 15, 2015 will be reviewed and approved at a future executive session. These minutes will not be released until all Aquarion-related litigation is resolved.

Budget Hearings

Library

Lucy Hancock presented this budget that includes one additional request for \$7,000. Linda Harper, Acting Director of the Library, David Mehegan, Chairman of the Trustees, and Ed Siegfried, CFO and Treasurer, responded to questions about the roof, R&M - Buildings, R&M - HVAC, Books & Periodicals, and the Old Colony Library Network. The additional request of \$7,000 covers the salaries to fund five additional Sundays through June 25, 2017. This will allow the Library to provide full weekend service concurrent with the school year. Mr. Mehegan explained that a minimum of 15% of the Library operating budget (Town funds) must be spent on library materials in order to maintain compliance with State Aid guidelines and therefore receive State Aid. Ms. Harper noted the benefits of the Old Colony Library Network and explained that the OCLN Assessment is based on circulation and town size and does not subsidize other Towns. Following the discussion, Ms. Hancock recommended an appropriation of \$1,661,400. This number includes the additional request.

Health Department

Tom Belyea presented this budget that includes six additional requests for \$3,450. Bruce Capman, Executive Health Officer, and Kirk Shilts, Chairman of the Board of Health, responded to questions. The additional requests pertain to vehicle repairs, office equipment maintenance, office supplies, education (specifically soil certification related to septic system upgrades), immunizations, and water testing services. These requests are necessary in order to provide level services. Mr. Capman noted that the amount of State provided influenza vaccine has decreased significantly. The increase in the Immunization Clinic line item will provide funding to immunize Town employees, homebound individuals, and uninsured individuals, as well as allow the Town to run one flu clinic. Mr. Capman explained that the Region 4b Health Alliance funds are sourced from the Federal Government (Centers for Disease Control) via State agency grants. Some of these funds are used for emergency preparedness, e.g., tabletop emergency exercises. This money is not part of the regular budget. Mr. Capman will provide expected income and expense data for FY 2017. Following the discussion, Mr. Belyea recommended an appropriation of \$327,006. This number includes the six additional requests.

Health Imperatives

Donna Smallwood presented this budget that is a level-funding request. She noted that AdCom increased this budget by \$200 last year, although the agency did not request an increase. Ms. Smallwood recommended an appropriation of \$2,700.

South Shore Women's Center

Donna Smallwood presented this budget that is a level-funding request. She noted that AdCom increased this budget by \$200 last year, although the agency did not request an increase. Ms. Smallwood recommended an appropriation of \$3,700.

Recreation

Eryn Kelley and Jim Sharkansky presented this budget, assisted by Mark Thorell, Recreation Director, and Adrienne Ramsey, member of the Recreation Commission. The only Town-funded budget item requested is the salary of the Director. All other expenses are funded at no cost to the taxpayer through Department programs. Mr. Sharkansky described the operating revenue and expenses, and Mr. Thorell explained that revenues in the Revolving Fund and Road Race Fund are not co-mingled except that some race money goes to the Revolving Fund for summer scholarships. Mr. Thorell talked about the Rec Barn and related programs, the rebranding of the youth tennis program, and the reintroduction of Olympic-sanctioned competitive martial arts. He mentioned the increased competition in the fitness market but noted that Hingham Rec Fitness has a unique place with stable memberships and a faithful following. Mark announced that the State has awarded a PARC grant for the Kress Field Playground. If this project receives CPA funding, then the State will reimburse \$50,000 of the cost. Following the discussion, Mr. Sharkansky recommended an appropriation of \$91,725.

Fire Department

Jim Taylor and Jim Sharkansky presented this budget that includes four additional requests. Fire Chief Robert Olsson and Deputy Chief Steve Murphy responded to questions. The two additional salary requests (\$62,059) are intended to fund one additional firefighter/paramedic. The Department currently uses four operational groups to man the apparatus on a 24/7 basis. Three groups contain 13 persons, and the fourth group contains 12 persons. The additional firefighter/paramedic would allow the Department to have four balanced groups. The two additional expense requests (\$4,450) will fund the converting of the station fire alarms from a radio box and two Gamewell boxes to Central Station systems. Chief Olsson noted that the Department has generated revenue of \$551,851 from fees so far in FY 2016, including \$470,880 in ambulance income. This fee revenue goes to the General Fund. The Chief and the Deputy Chief also talked about the call-back program, mutual aid, and the SSREC coordination among towns. Following the discussion, Mr. Sharkansky recommended an appropriation of \$5,421,127. This number includes the expense requests but not the salary requests.

Liaison Updates

Tom Belyea noted that there will be a special primary election and general election for the State Senate seat vacated by Robert Hedlund. It is unknown at this time if both events will occur in the same or separate fiscal years. Once the Commonwealth has determined the dates, a Reserve Fund Transfer may be necessary. Final cost is TBD. A rough estimate by the Town Clerk is \$11,000 per event. Depending on the final determination, an adjustment to the FY 2017 Elections budget may be necessary.

Matters Not Anticipated within 48 Hours: None

Miscellaneous

Chairman Pyles requested that liaisons review the numbers on the Budget Scorecard and check for errors. He noted that he will assign people to Warrant articles soon. After January 12th, budget hearings will be complete, with the exception of the School Department.

Adjournment

The meeting was adjourned at 9:38 PM by a vote of 12-0.

Respectfully Submitted,

Lucy N. Hancock
Secretary

List of Documents Distributed at this Meeting:

Agenda for AdCom Meeting of 1/5/2016
Draft Minutes from 12/15/2015 AdCom Meeting
Draft Minutes from 12/21/2015 AdCom Meeting
Budget Scorecard dated 1/5/2016
AdCom Calendar dated 1/5/2016