

Carver Board of Selectmen Meeting Minutes
Carver Town Hall, 2nd Floor
February 27, 2018 - 7:00pm

In Attendance: Chairman Alan Dunham, Sarah Hewins, Dave Robertson, Town Administrator Milanoski (TA) & Elaine Weston

Absent: Ronald Clarke, Helen Marrone

Chair led the meeting with the Pledge of Allegiance and Robertson read the community prayer.

Finance Committee members Mark Townsend, Bill Duggan, Alan Germain & Kathryn Bandzul opened their meeting at 7:00pm.

Citizen Participation: Bob Belbin – Questioned how members get appointed to Boards and Committees and how as a member of the RDA he can obtain information from the Town staff if he has a question.

Municipal Resources, Inc. presented their results from the survey. There were key recommendations of the report:

Review of existing facility, staffing and organization structure, policy & procedure review.

The existing facility is set up so that the radio control center is in jeopardy of destruction from a simple spill. It is mounted on the wall where the public comes in and are greeted.

The organizational structure is in need of a second in command to oversee the patrol sergeant, school resource officer, court officer, etc. Without a second in command, it in a sense sets the Chief up for failure if a ball is dropped. Most Police Departments function in the recommended capacity. It would give an opportunity for promotion within the organization and to remove this position from Civil Service. MRI recommends that the command structure include a position of lieutenant, captain or deputy chief.

Comparable communities are Plympton, Rochester, Halifax, Acushnet, Lakeville, Holbrook, Hanson, East Bridgewater & Millbury. Carver's budget runs in the middle of these communities.

The number of police officers per community is dependent upon the level of service the community wants. Carver is on the low end for officers employed in the comparison group.

MRI recommends that the chief establish a goal that policies be reviewed and brought in line with industry best practices. A logical, additional step may be to engage the MA accreditation process, commencing with self-assessment of the entire policy and procedure manual.

Ensure competent response to calls for service by hiring two additional to staff as soon as possible. If the goal is to increase investigations, there should be three employees hired, with a senior patrol officer transferred to the detective function.

Recruitment and Selection should be continued with the MA Civil Service Commission.

MRI also recommends an updated discussion with Edaville Railroad and King Richard's Faire to develop action plans, active shooter training, scheduling and coordination of tasks and events. This would benefit the community.

MRI also recommends the Town support funding for a new police station at the next Town Meeting.

TA stated the Police Station Building Committee will begin meeting next week & recommends the Board of Selectmen to take on the goal and objective of finding funding for one more police officers in 2020. Need to look at second in command.

Capital Outlay Presentation: Chairman Jack Angley and TA reviewed the budget items and their funding source for approval on the Town Meeting warrant. These include, a field mower, front end loader, replacement of tiles in MHS, preliminary budgets for Library addition and Police Station, replace parts of the exterior of Town Hall, Utility Vehicle, North Carver Water District debt service Fire & Police equipment for new hires, portable speed signs, cruiser replacements, town-wide technology upgrades such as the phone system and servers, replacement of one school bus, MHS track and field complex replacement & cafeteria equipment.

Mark Townsend questioned the technology upgrade costs. Six servers and routers are being replaced along with approximately \$98,000 in costs for Chromebooks.

Hewins questioned how the Town knows if \$4 million is enough for the Police Station – TA stated we don't know the cost, but the amount per square foot cost is approximately \$400 for 10,000 square feet. There is already \$255,000 that was previously approved along with the Capital Outlay budgeted contingency funds. The numbers listed are an engineering estimate and it is educated speculation until the bids come in. He stated that none of the proposed projects require a debt exclusion or tax override and Carver does this in an efficient and effective way.

Dunham reiterated that MRI thought it was unheard of and outstanding that the Town is able to build this below the tax levy.

Motion to approve by Hewins, second by Robertson. Vote 3-0.

Police Department Budget Presentation: Chief Marc Duphily presented a level service budget. During 2017 the Police logged an average of 40 calls per day which is a slight increase over 2016. The Department assisted with 1450 mutual aid calls and the department responded to less overdose calls than in previous years. He thanked the Board for their support and

commended his staff, public safety officials and dispatchers for their dedication, commitment and hard work. He would like the Police Station building and the addition of Police Officers to be made a priority. He would like to implement the second in command as well as an investigative unit. The call volume and need is there, but the Department does not have the ability to process the work. The MRI plan will help to guide and improve the Department. The needs of the community will guide the size of the building and into the future. Front line cruisers are always purchased new. The used cruisers are for administration, detective, and anyone not routinely responding to calls.

Bill Duggan questioned having civilian details vs. having an officer on a detail. Duphily stated that he doesn't endorse that. Details are paid through Eversource or another funding source which puts another officer on the road and does not affect the work force. There were traffic issues when the state had flagmen on duty during the Route 58 construction which obstructed a Fire truck from getting through.

Kathryn Bandzul questioned using part-time officers. Duphily would like to hire intermittent officers which would let the Department look at the performance to see if there is potential for them to be a full-time officer.

Mark Townsend referenced the jump in calls compared to the MRI study. Duphily stated they didn't have the final numbers at the time of the study and that it regularly fluctuates by about 4%.

Robertson questioned what the Chief's priority list would be. Duphily would like the building project moving forward and changing the organizational structure.

Hewins thanked Chief Duphily and is uneasy not having a solid number for the Police building.

Dunham is glad to have subcommittees made up of current officers and would like to see forethought put into the building so that it will be viable in 50 years.

Town Clerk Budget Presentation: Town Clerk Lynn Doyle presented a level budget and reviewed election costs.

Bill Duggan asked about the need for early voting – Doyle stated it is state mandated.

Alan Germain questioned if there were volunteer election workers. Doyle stated she could be left without needed staff if the volunteer doesn't feel like coming in. Senior work-off and Board of Registrars are used to help fill this need.

Mark Townsend asked if early voting effected the office work and service to the public. Doyle stated that the early voting was done on a different office than the Town Clerk so it wasn't directly affected, however as a result of people being there for voting, many voters came to the Clerk's office with questions which indirectly affected office productivity for those days.

The Selectmen congratulated Town Clerk Doyle on her State Certification. She has attended trainings and a score of 80 or better is required to become certified. Doyle scored a 92.

Finance committee motioned to adjourn at 9:05 by Duggan, second by Germain. Vote 4-0

Capital Building Project Updates

Elementary School: This project is running on time and under budget.

Middle High School: Project almost completed and on budget

Sports Complex at MHS: Funding is through various sources as discussed in the Capital Outlay Budget review including the Community Preservation Committee.

COA Update on Addition: The public hearing is scheduled for March 14th at 7pm which will be held at the Library.

Police Station Building : Committee Members include: Bill Harriman, Dave Siedentopf, Jon Delli-Priscoli, Dave Robertson, Chief Duphily & Officer Bryan Berrialt. Motion to support recommended committee by Robertson, second by Hewins. Vote 3-0.

Carver Marion Wareham Regional Refuse District Update: The next meeting is 2/28 and the three towns have been working together to rectify situations that are ongoing.

Announcement of Retirement of Veteran's Agent Ken Morrison – Ken has spent many years helping the Veterans in Town and will be here to with help in the transition with a new Veteran's Agent. There is currently a clerk working 19 hours and Carver will partner with Plymouth's Veteran's Director to help provide continuous oversight. At Plymouth's recommendation, we interviewed a retiree who is fully certified and would like to work for 15 hours per week.

Robertson thanked Ken for being proactive in having a succession plan.

Hewins thanked Ken for his service and for getting a plan in place.

Dunham thanked Ken for his service to Carver.

Board of Selectmen Update:

Robertson: None

Hewins: None

Dunham: COA public hearing 3/14 at 7pm in the library-it will be taped but not live.

Chapter 61A: Mark S. Johnson Family Trust Map 126 Lot 31-0-R.

Motion to not exercise the option to purchase the lot by Robertson, second by Hewins. Vote 3-0.

FY 19 Town-wide Budget: Motion to approve budget by Robertson, second by Hewins. The School Committee does not have a vote – there is concern due to school choice. This will effect anticipated revenue if it is voted down at their meeting in March and the budget will need to be revised. Dunham asked for amended motion.

Motion to approve the FY19 budget pending ratification of the School Budget by the School Committee.

Vote 3-0.

Adjustment to start time of Annual Town Meeting: Selectmen previously voted to start the meeting at 6:30pm. Normally Town Meeting is not scheduled during school break. Because the School Committee is not voting on their final budget to 3/12, TA is recommending to change the date of Town Meeting to 4/24 (or 4/17 as a back-up). Motion by Hewins to change the date of Annual Town Meeting from April 10 to April 24 (or April 17 as back-up) if all required parties are available.

Minutes/Licenses/Topics not reasonably anticipated by the Chairman 48 hours in advance of meeting

Approval of Harvest Triathlon with Police details: 6/9/18. Motion to approve by Hewins, second by Robertson. Vote 3-0.

Minutes of 2/6/18: Motion to postpone vote by Hewins, second by Robertson. Vote 3-0.

Next Meeting: 3/12, 3/20, 4/3

Motion to adjourn at 9:45 pm by Robertson, second by Hewins. Vote 3-0.