

Select Board Meeting Minutes

January 16, 2024, Budget Task Force (BTF) Meeting

Via Zoom Platform

Select Board Members Present: Susan Areson-Vice Chair, John Dundas-Clerk, Robert Weinstein-Member, Stephanie Rein-Member

Select Board Members Absent: Kristen Reed-Chair

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Jamie Calise-Police Chief, Trudi Brazil-Town Accountant, Emily Beebe-Health and Conservation Agent, Robert Panessiti-Finance Committee Chair, Michael Fee-Finance Committee Member, and Michael Forgione (Truro Voter).

Vice Chair Areson called the meeting to order at 8:30 am and announced that Chair Reed was ill but may join the meeting virtually.

Vice Chair Areson recognized Finance Committee Chair Panessiti who announced that he and Member Fee were the only members of the Finance Committee.

Vice Chair Areson introduced the Members and Town staff present.

Vice Chair Areson recognized Finance Director Lessin who announced the schedule had changed and the fire department budget will be briefed at another time.

Police Department

Chief Calise reviewed the police department's FY2025 budget narrative and provided a summary of the budget as well as a status update. Chief Calise highlighted the following topics: training costs, operational day-to-day costs, body camera program (funded by a grant from the Commonwealth of Massachusetts), department staffing (fully staffed as the final vacancy for an officer was recently conditionally accepted), capital planning (completed dispatch center), and the use of a police vehicle for details.

Chief Calise, the Members, and Finance Committee Chair Panessiti discussed the following topics: union-negotiated salaries and wages (7.1% increase from FY2024 to FY2025), projected contractual raises, overtime costs (current and project), female officer recruitment, mutual aid with neighboring towns, the legal duties of police agencies, police officer recertification, and incentive pay based upon the level of education for a police officer.

Town Manager Tangeman asked Chief Calise to talk about the significant increase in public records requests, over the last year, unrelated to any election issue. Chief Calise noted that a significant increase in public records requests started in 2022 and these requests included media organizations. Town Manager Tangeman commented that processing public records requests absorbs dedicated time from the Town staff and costs approximately \$75,000 annually that is non-reimbursable to the Town.

Vice Chair Areson recognized Mr. Forgione who commented on the significant impact of public records requests and suggested that public records requests be added as a line item moving forward.

Mr. Forgione asked for additional information in regard to reimbursement for grants which increased from \$16,000 to \$60,000. Chief Calise responded that there are 9-1-1 state grant reimbursements for dispatchers and this was a yearly amount that was built into the budget.

Member Weinstein asked Chief Calise to comment on the additional total cost of \$5,000 for police resources around the scheduled and the postponement of Town Meeting and Chief Calise noted that it was a total of \$5,200.

Finance Committee Chair Panessiti noted the impact of significant public records requests impacted on employee productivity and removed that employee from his/her primary duties. Finance Committee Chair Panessiti concluded that if individuals were more open to attending Town meetings many of these public records requests would be reduced.

Town Accountant Brazil commented on the funding in the event that a grant is awarded.

Vice Chair Areson thanked Chief Calise and then welcomed Health and Conservation Agent Beebe.

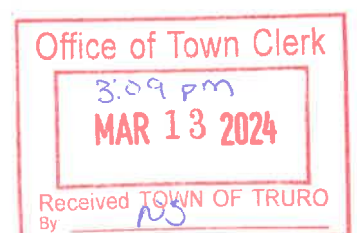
Health and Conservation

Health and Conservation Agent Beebe reviewed the FY2025 budget narrative highlights to include: water resources and the water resources consultant to the Town, new funding through the CIP that will advance the water resources management planning process with the Town of Provincetown in accordance with the Inter-Municipal Water Agreement, the operating budget includes the water resources consultant and water testing, the near completion of developing the Comprehensive Waste Water Management Plan, a hydrogeologic study for the Pond Village neighborhood, salaries and wages, a significant budget increase for the Community Navigator Program, the "Winter Wednesdays" program, youth and teenager programming during the winter months, alignment and compliance with the Select Board's Goals and Objectives, staffing changes to include the recommended addition of a Climate Action Committee coordinator (details such as a job description and a funding source need to be determined), the Coastal Zone Management (CZM) and Coastal Resiliency Grants, further collaboration with the Center for Coastal Studies, a vaccination clinic in Truro that will be accessible to residents of Provincetown and Wellfleet, digitization and technology, and the revenue generation from permitting programs and alignment of fees with neighboring towns.

Vice Chair Areson noted the excellent work that Health and Conservation Agent Beebe and her team has done in the area of shared services which benefits the entire Outer Cape.

There were no questions from the Members or the members of the Finance Committee prior to the review of the budget line items.

Finance Director Lessin noted that the line items which were amended during the budgeting process, on this budget and others, were highlighted on the budget line items document for each department.



Health and Conservation Agent Beebe thanked the Finance Department for their help and assistance during this budgeting process.

Town Manager Tangeman commented that all personnel requests will be discussed in more detail at a future meeting. Town Manager Tangeman noted that the Finance Department had done a great job in the preparation of each department budget narrative.

Vice Chair Areson recognized Member Weinstein who commented on the culvert replacement that services East Harbor and Pilgrim Lake and he asked about the monitoring of water quality in East Harbor. Health and Conservation Agent Beebe noted that it was an impaired body of water and that the National Seashore kept the Town and the Cape Cod Commission updated on water quality. Health and Conservation Agent Beebe also said that there had been no progress from the state on its responsibilities in regard to this matter as the state had only completed cosmetic work. Member Weinstein expressed his dismay as to the state's incomplete work.

Finance Director Lessin announced that next week's scheduled budget reviews on Tuesday, January 23, 2024, at 8:30 am included the Building Inspection Department and the Community Services Department. If there are others, those will be posted with the agenda in the next day or two.

Member Rein made a motion to adjourn the meeting at 9:52 am.

Member Weinstein seconded the motion.

ROLL CALL VOTE

Member Weinstein – Aye

Member Rein – Aye

Member Dundas – No vote

Vice Chair Areson – Aye

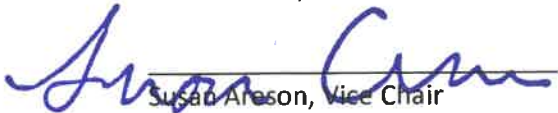
So voted, 3-0-0, motion carries.



Alexander O. Powers
Board/Committee/Commission Support Staff



Kristen Reed, Chair



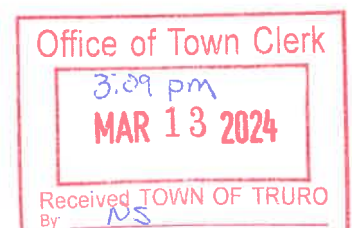
Susan Areson, Vice Chair



John Dundas, Clerk



Stephanie Rein, Member





Robert Weinstein, Member

Public Records Material Attachment

Legal Notice

2024-03-13

