

**Provincetown Finance Committee Minutes**  
**February 7, 2013, 1 p.m.**  
**Judge Welsh Room, Provincetown Town Hall**

**Members Present:** Tom Donegan, Mike Canizales, Doug Cliggott, Catherine Russo, Gordon Siegel, Duane Steele, Clarence Walker

**Excused Absent:** Tim Grobleski

**Others Present:** Town Manager Sharon Lynn, Finance Director Dan Hoort

Meeting called to order at 1 p.m.

Purpose of meeting is to review FY 2014 Public Safety departmental budgets as recommended to the Finance Committee by the Board of Selectmen.

**Department 220 – Fire Department**

Presented by Fire Chief Mike Trovato and Jimmy Roderick

The Chief explained the restructuring of the Board of Fire Engineers and the proposed changes in stipends and compensation. The Board of Fire Engineers also proposes a small training stipend for fire fighters who attend required training. The purpose is to keep our volunteers motivated. The Chief also mentioned the line item for rescue supplies which is new in FY 2013. Prior to that the Rescue Association raised funds for all their supplies, but it has become harder and harder to fundraise.

The Committee expressed their appreciation for the volunteer fire department and acknowledged the savings realized by the town every year because of our dedicated volunteers. A concern was expressed that the lack of affordable housing in town makes it more difficult for people to live in Provincetown and in turn the pool of those who can volunteer to be a fire fighter gets smaller.

The Chief and the Committee also discussed the future of our volunteer Fire Department and what it might look like in five years.

**The Finance Committee recommends FY 2014 Department 220, Fire Department in the amount of \$614,834 by unanimous consent (7-0-0).**

The Committee briefly discussed the Fire Department CIP requests.

- The all terrain vehicle might be used six to twelve times a year.
- The Chief's command vehicle is ten years old and in need of repairs
- The plan is to refurbish the Hummer vehicle

The Committee discussed a 'what if?' scenario where town meeting voters did not approve all CIP requests. If the town voters did not approve a new command vehicle for the Chief the vehicle maintenance budget may need to be increased by \$3,000. The Committee decided it would review maintenance budgets again (if needed) after the CIP process was complete.

**Department 231 – Ambulance**

Presented by Steve Roderick and John Thomas of Lower Cape Ambulance

Medicare and Medicaid reimbursements are trending down every year. When there is a shortfall in reimbursements the two towns (Provincetown & Truro) have to cover the shortfall. The group is working on fundraising and attempting to increase donations. They had a successful golf tournament last fall which raised approximately \$11,000

The allocation of costs to Truro and Provincetown are based on the average number of runs from each town.

**The Finance Committee recommends FY 2014 Department 231, Ambulance in the amount of \$769,364 by unanimous consent (7-0-0).**

### **Department 210 – Police Department**

Presented by Chief Jeff Jaran and Lt. James Golden

The Chief talked about staffing and that they are finally fully staffed. The town's decision to remove the civil service requirement has proven to be a good decision and is partially responsible for getting to a point of being fully staffed. Lt. Golden discussed a typical staffing schedule.

The Committee reviewed the 'calls for service' as listed in the Annual Report as a means to better understand staffing needs. The Chief and Lt. Golden provided descriptions of the various categories.

The Committee reviewed the 'A' budget for personnel costs. There are no new positions and one promotion. The main reason for the increase in line A-2 is due to the position that was for one quarter of the year in FY 2013 and will be in place for the full year in FY 2014.

In the 'B' budget the training budget is increased due to funding cutbacks by the State of Massachusetts for mandated training. Overall the 'B' budget is slightly less than the prior year. The Chief briefly discussed regional dispatch. There are some positive aspects to regional dispatch, but most likely any implementation is years into the future.

**The Finance Committee recommends FY 2014 Department 210, Police Department in the amount of \$2,345,021 by unanimous consent (7-0-0).**

### **Department 211 – Police Station**

Presented by Chief Jeff Jaran and Lt. James Golden

The Committee mentioned that \$40,000 had been added to the Building Maintenance Plan for Police Station repairs. The Chief discussed the liability issues that exist at the current station and Lt. Golden described the repairs that have been completed to date.

The Committee wants to know what can be done to mitigate the liability issues related to the current police station. The Chief stated that the only way to completely mitigate the liability is to move out of the building. The Committee discussed the costs of renting trailers and moving to a temporary location in town versus the cost to mitigate the liability in the current station. The Committee discussed its role in deciding how to deal with problems in the building.

The Committee did not vote on department 211, Police Station, but requested the town administration come back with additional information and ideas for repairs that would help to mitigate the liabilities that exist in the current police station.

### **Department 550 – Animal Welfare Committee**

Presented by Carol MacDonald and Sherry Brec

Ms. MacDonald and Ms. Brec briefly described the purpose of the request from the Animal Welfare Committee. The Committee is looking to purchase sixteen dog waste stations to replace the home-made stations that are currently in place.

**The Finance Committee recommends FY 2014 Department 550, Animal Welfare Committee in the amount of \$1,540 by unanimous consent (7-0-0).**

### **Department 299 – Parking Department**

Presented by Chief Jeff Jaran and Parking Administrator Domenic Rosati

The budget presented is basically flat from the previous year with the exception of the increase in credit card fees due to the increase usage of credit cards to pay for parking.

The Committee again suggested the department should look into a system of automating the reading of permits as a means for strengthening internal controls. The department will research this concept. The Committee expressed their appreciation for the outstanding work of the Parking Administrator and the entire staff of the Parking Department.

**The Finance Committee recommends FY 2014 Department 299, Parking Department in the amount of \$428,575 by unanimous consent (7-0-0).**

The Committee discussed the services provided to the Cape Cod National Seashore (CCNS) and the fact that CCNS should pay for some of these services and not expect them to be donated by the Town of Provincetown. The Chair and Finance Director will look into this.

Meeting was adjourned at 5:10 p.m.

#### Meeting Documents:

- Water withdrawal reports from Public Works department
- Cape Cod Times article on trash disposal
- Information from the Annual Report including the calls for service