

## COUNCILORS



### AT LARGE

William H. Dwight - President  
Jesse M. Adams – Vice-President

### WARD

1 Maureen T. Carney  
2 Paul D. Spector  
3 Ryan R. O'Donnell  
4 Gina Louise Sciarra  
5 David A. Murphy  
6 Marianne L. LaBarge  
7 Alisa F. Klein  
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## CITY COUNCIL CITY OF NORTHAMPTON MASSACHUSETTS

**NORTHAMPTON CITY COUNCIL  
FY2015 BUDGET HEARINGS  
June 4, 2014  
4:45p.m.  
City Hall Hearing Room  
210 Main Street, Northampton**

### Attendance:

- Present: Councilor Carney (arrived at 4:50 pm), Councilor O'Donnell, Councilor Murphy, Councilor LaBarge, Councilor Dwight, Councilor Sciarra, Councilor Adams.
- Absent: Councilor Spector, Councilor Klein
- Excused: Councilor Adams excused at 6:15pm, Councilor Carney excused at 6:30pm.

### POLICE DEPARTMENT

#### Presented by Chief Russell Sienkiewicz

- The Police Dept. is on track for meeting the FY2014 budget.
- Special Requests:
  - Financial Order to transfer insurance proceeds of \$29,xxx to replace a police vehicle is on the Agenda for June 5. Chief Sienkiewicz is requesting two readings so that the limited-time quoted price can be acted upon.
  - \$15,170 is another transfer request. This is an officer initiated idea to re-establish Color Guard. Ample money in PS for this just requires a transfer of moneys. This item is also on June 5<sup>th</sup> agenda with a request for two readings.
- Chief Sienkiewicz thanks the Citizens for their voting for the Prop 2-1/2 Override. He also thanks the Mayor and his staff for putting together a thoughtful budget that will allow the department to act upon many initiatives that the department is considering.

- The FY2015 Budget reflects just under a 2% increase. Increases in the budget include:
  - Additional training as a result of a relatively young department and supervisors that need specialized training;
  - More complicated forensic testing requirements;
  - Expected jump in fuel costs;
  - Two extra days of payroll 367 paydays; A normal year has 26 pay periods, however, there are times when there are a few additional days worked until the end of the Fiscal Year. New DOR regulations require that the days worked be booked into the fiscal year in which they actually happened.
  
- Staffing:
  - All promotions are in place
  - Two former NPO's who retired have been hired back.
  - 7 graduates of 8 enrolled in Academy class.; 4 or 5 in will enroll in Academy in August.
  - Chief expects that around November, the department will be fully staffed as budgeted.
  
- Specialized training available as a result of a Grant:
  - The department is trained in mental health clinical diagnostic methods as part of a jail diversion program. This course is now part of Academy training.
  - A smaller number of the Police staff are trained as part of a Crisis Intervention Team. These individuals are taught to deal with autistic children, substance abuse issues, individuals with traumatic brain injury; people trying to harm themselves, post traumatic stress syndromes, etc. This team requires more intense training.
  
- The Chief commented that building issues continue: Water leaks still exist in the new parking garage; there is a question about whether the waterproofing was appropriate. There is a meeting scheduled for June 5, 2014 with the City Solicitor, the Architect, Chief Sienkiewicz and Building Contractors to discuss a path forward.
  
- Firing Range inside Police Building is not yet complete. Chief estimates that cost to complete is \$325,000. Needs bullet recovery system, targets and, lighting. Firing practice done now at Northampton Revolver Club on the weekends. The state is mandating a certain amount of training.
  
- Councilor LaBarge brought up the issue of the budget line item for Crossing Guards. Is there an opportunity to have this position w/in the School Budget? Chief Sienkiewicz expressed a concern that although the money is there to hire crossing guards, it is difficult to find people to fill the positions. He feels that the position might best be handled by the school department.
  
- Thanks from Councilor LaBarge for the work done on the streets. Feels better communications w/ the community.

**SMITH VOCATIONAL AND AGRICULTURAL HIGH SCHOOL**

**Presented by Superintendent Jeffrey Petterson and Board Chair Michael Cahillane**

- Mr. Peterson expressed his thanks to the Council for the help and increased communications w/ the Mayor. Here are the initiatives that are currently underway at SVAHS:
  - New Courses Offered in the Fall of 2014: Criminal Justice Program; Interior Design and Cabinet & Furniture Making
  - Night school courses to start soon: There is a need for young adults to work in labor trade industry; UMASS and GCC students will be able to attend the SVAHS campus to complete course work.
  - College Credits available to SVAHS students: SVAHS has partnered with Greenfield Community College and UMASS to offer college level courses at the SVAHS campus. Students who enroll as sophomores will be able to graduate with almost a full year of college credits. SVAHS will be offering a seventh period. These are courses that UMASS and GCC have identified as high enrollment but don't have the classroom space. These courses will be open to SVAHS students as a 7<sup>th</sup> period (after school) and enrollees will be given not only high school credits, but college credits as well. Spanish, Botany, and Engineering will be the first courses offered as part of this new program.
- Grants are a big funding source for SVAHS. The school was recently awarded a \$40,000 grant that will be used to upgrade equipment. The administration recognizes that students will have the greatest advantage in the workforce if they are trained using state-of-the art equipment while in training.
- A record number of Northampton students are looking to enroll in SVAHS in the fall (60 applicants to date). 89 Student rights now are from Northampton; 322 from surrounding community.
- Mr. Cahalline commented that there is a significant value offered to students who attend SVAHS. While the tuition may seem high, Students will leave SVAHS ready to enter the workforce or continue on to higher education.

### CENTRAL SERVICES

#### Presented by David Pomerantz

- Mr. Pomerantz plans that department personnel will remain steady at 55 positions for Administration, Management, Maintenance, HVAC, Energy Office and Parking Office for FY2015. Other noted items:
  - A 19.5 hour position for JFK pool staff was shifted from the NPS budget and put into Central Services.
  - Multi-department funded positions that are in the Central Services budget includes: Mail Courier, Electrician, Facilities Project Coordinator, HVAC Technician. These positions are all funded between the City's General Fund, SVAHS, NPS, and the DPW.
  - 5 Hours of Chris Mason's 35-hour work week is funded by the Northampton Housing Authority.

- Mr. Pomerantz noted that Maintenance has completed its first year in new uniform policy; the program provides an added level of professionalism and security. T-shirts and jeans are provided (boot allowance separate).
- Regarding utilities, Central Services is looking to go out to bid for electricity and natural gas. 24-month contracts will be sought. Small increases in costs expected. Oil is no longer a fuel source in the City of Northampton; almost all areas have been converted to Natural Gas.
- More in-house work is being performed due to licensed and certified trade positions on staff, including: electrician, HVAC, and Maintenance staff. This allows for more control of projects:
- Renovations of offices this year includes: HR, Veteran's Office, Retirement, Parking/Collector's Office,
- Assessors Office, Old Treasurer's Office. Maintenance of Auditor's Office will be underway soon.
- Money saving programs are on-going and include:
  - Program for recycling & composting at 3 of 6 schools.
  - Central photocopy program to minimize desktop printer needs.
  - Office and custodial supplies continue to be purchased in bulk and distributed as needed.
  - Contracted Inspections Services Program, such as elevators and sprinkler systems, are centrally coordinated and contracted for multi-building inspections.
- Regarding the Parking Maintenance Staff, there will be no changes in 4-person staff. While a slight increase in energy costs is expected for the Garage and Parking Lots, these increases should be offset by savings in the LED Lighting used in these locations.
- OM for Parking Maintenance-there is an increase in the budget line-for two reasons: 1. Stormwater Charges and 2. The purchase of a new citywide telephone emergency notification system. The money comes from Central Services, however implementation of that program will be through Dispatch.
- Councilor Murpy asked about the BID expense line item. Mayor Narkewicz explained that the amount paid by the City is as a result of a Memorandum of Understanding (MOU). The MOU is currently under review and change the expense amount in the future.
- Councilor LaBarge expressed concerns that cameras are needed at schools. Mr. Pomerantz indicated that capital funds may be required and the activities related to this are on-going. Scoping out of locations has been done at Ryan Road School.

**NORTHAMPTON PUBLIC SCHOOL**

**Presented by Superintendent Regina Nash**

- No layoffs this year
- Chap. 222, The Discipline Law indicates that schools are longer able send children home due to discipline issues. This position must be filled by a certified teacher; students must be offered

classes and learning opportunities. This is an unfunded mandate that must be in place by July, 2014. This results in two additional tiered support specialists at the elementary schools, and one at the middle school. The schools will offer students a Re-engagement Center with learning opportunities and academic instruction in a supportive setting.

- Superintendent reviewed the FY2015 budget, including the increases to the budget totaling \$856,378. Highlights include:
  - Ryan Road will add ½ position SPED teacher.
  - Speech and language position at Leeds Elementary added at the 1/5 level.
  - Tech & video instruction at the High School added at 1/3 position ; looking to offer instruction in Microsoft Office, Google Apps, Ethics, Photography, Introduction to Computer Science,
  - Ryan Road Reading Intervention Teacher added at ½ Position level.
- Late start decision: Interim Superintendent stated that it is economic consideration; \$68,000 additional funds would be required to implement late start times at all schools. Social Technologies of today influence children and late start will likely not change their behaviors, such as use of a computer before bed or cell phone communications late in the evening.

#### **FIRE DEPARTMENT**

##### **Presented by Chief Duggan, Assistant Chief Nichols & Deputy Chief Norris**

- Chief Duggan explained that the City's EMS system is growing it & becoming a more fire and rescue.
- Deputy Chief Norris indicated that the NFD has 5 ambulances all licensed at the Paramedic Level (highest level in the State of Massachusetts) and 2 Engine Companies as first response units. 6,000 The perform transports per year to CDH & other hospitals. The FD also does mutual aid to other communities as well as Ambulance Intercepts where there is an ambulance on scene but existing staff does not have the training to perform necessary paramedic services.
- Assistant Chief Nichols manages the scheduling of personnel for the department. This year he expects two retirements, one of which is disability related. Staff training is on-going; and cross-training is encouraged.
- \$5.5 mil budget allows for 24 hr/day staffing along with 2 engine companies, 2-3 ambulances and a shift commander. The Fire Department also offers 60 services, including CPR Education, installation of infant car seats and inspection of home smoke detectors.
- Chief Duggan indicated that 4 positions have been taken out of the Department's budget as a result of the completion of a 4-year Federal Fire Grant. The salaries line item, however, has increased as a result of recent labor settlements. He indicated that there has been a trend nationwide of a less fires; as a result of this shift locally, the Department has been working to refocus resources to other services within the community. Staffing options always being evaluated and the Chief recognized the importance of working with the mayor to make the most efficient use of resources.

*The City Council adjourned at 7:15 p.m.*

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NORTHAMPTON CITY COUNCIL  
FY2015 BUDGET HEARINGS  
June 5, 2014  
4:45p.m.  
City Hall Hearing Room  
210 Main Street, Northampton

### Attendance:

Present: Councilor O'Donnell, Councilor Murphy, Councilor LaBarge, Councilor Dwight, Councilor Sciarra, Councilor Adams, Councilor Klein Councilor Spector ( 5:26p.m. arrival), Councilor Carney (4:55 p.m. arrival)

### MAYOR/LEGAL

#### Presented by Mayor Narkewicz

- Mayor Narkewicz answered questions regarding the staffing levels in the Mayor's Office. In FY2015, the License Commission position will be added at a ½ position level. There is also the promotion of Lyn Simmons to Chief of Staff. Councilor Adams commented that the overall budget of the Mayor's Office seems to have increased by \$130,000 in the past three years. The Mayor explained that the position of the Economic Development Director was once funded by a CBD grant. Since that is no longer the case, the position is now a general fund position and the additional salary expenses are now paid for by the Mayor's Office. Finance Director Susan Wright also pointed out that former Finance Director Chris Pile retired in 2012. When Director Wright took over, her salary was still paid out of the NPS budget, giving the appearance of a slightly deflated budget in the Mayor's Office.
- Regarding the funding for the City's Legal matters, Mayor Narkewicz explained that prior practice has been to fund legal expenses using Free Cash. His administration would like to budget legal expenses more realistically, and not rely on Free Cash. Some Legal expenses are cyclical, including labor negotiations, Cable Contract negotiations, etc. Others are less predictable,

such as the lawsuits, claims, land and title issues, etc. While Attorney Seewald's Legal Firm handles most municipal issues of a legal matter, the City will hire specialists to handle specific, non-routine legal concerns.

### **TAX COLLECTOR/PARKING**

**Presented by Susan Wright, Debbie Dunphy and Nanci Forestall**

- As a step toward improving efficiency in the Tax Collector's Office, the City will be implementing a new payment processing method on July 1, 2014. At the recommendation of the DOR, the City has contracted a Lock Box company to receive, scan, record and deposit tax bill payments. This new process will enable the TC's Office to process mail in a more timely fashion, especially since the newest tax initiative is about to be implemented, that being the Stormwater Utility Fee.
- The Parking Office has a process where payments can be made on-line, over the phone, and at the office. The Department is hoping to replace two high mileage vehicles with two electric autos. A grant has been awarded to help fund the cost of those vehicles.
- Parking revenue is derived from multiple sources:
  - Parking Meter receipts
  - Parking ticket revenue
  - Meter Bag Rental
  - Long Term parking permits
- The new garage located just outside the Police Station has not generated much revenue. People may not realize that the lot is available to the community, and will seek parking in alternate locations. Councilor Klein thought that a possibility might be that the signage about who can park in the lot, and when, may be confusing.

### **PUBLIC WORKS**

Presented by Ned Huntley, Jim Laurila, and Rich Parasiliti

Stormwater utility : Councilor Carney knows personally the problems the community is having with floods. Many people do not have insurance to cover their loss as a result of recent floods. Most of the stormwater utility fees are already earmarked for certain capital projects for floodwater control throughout the City. There is not a lot of Money that is available for smaller projects to address all needs.



The DPW has been looking at Private Ways in the City, in particular to convert those PWs into City Streets. This came about because the State's The Inspector General ruled that Public Funds could not be used to maintain private ways, including performing snow plowing services. The DPW has evaluated which streets should be added to the City's inventory; currently there are about 40 private ways in the City. The plan is to convert about 30 of those streets this year by executing legal street acceptance documents to the Council.

High increase in budget due to Florence Fields. Construction management funds will be used for street resurfacing.

### **BUILDING COMMISSION**

- Mr. Hasbrouck provided a brief summary regarding the increase in workload, complaints, and revenue.
- The department has seen an increase in the smaller project building permit applications. These are characterized by a project value of less than \$10,000. While the number of inspections per project is less than for a larger project, these types of inspections tend to be more labor intensive and more time consuming. Approx. 80% of the department's workload falls into this category.
- The department staff is available 24 hours per day. After hours calls come in about once per week; the On-Call responsibility is shared between the Building Commissioner and the Assistant Building Commissioner. The department utilizes "comp time" in order to minimize the amount of overtime generated by this department.
- Regarding complaints, Mr. Hasbrouck has a sense that complaints are on the rise because the public feels the department is responsive to their needs and people feel comfortable bringing their concerns forward.

The City Council adjourned at 6:45 p.m.

