

LYNNFIELD FINANCE COMMITTEE MEETING MINUTES

TUESDAY, FEBRUARY 13, 2024

630 SALEM STREET, LYNNFIELD, MA

Present: Chris Mattia, Tom Kayola, Gene Covino, Sarah Kelley,  
Chris Caprio, Brian Moreira, Alexis Leahy,  
Nick Connors, Joe Gallagher

Not Present: Steve Riley, Julie Mitchell

**Notification of Upcoming Meetings**

Thursday, February 29, 2024, 7:00 p.m., Merritt Center  
Friday, March 1, 2024, 8:30 a.m., via Zoom

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Chairman Mattia called the meeting to order at 7:00 p.m.

**Police Department Budget Presentation**

Police Chief Secatore provided basic statistics, adding LPD is on par with the previous year in almost every category, including staffing.

Chief Secatore provided a general budget overview and informed FinCom the biggest budget increase is for salaries due to contractual increases and his request for one new position, adding no other additional asks for operating budget.

Chief Secatore discussed his capital requests; two police vehicles, remote radio generator (replacing a twenty-year-old system), and some battery backup systems for remote radio sites. The Chief is also requesting funding for enhanced building security for the schools.

Chief Secatore provided current fleet inventory, adding he believes they are in great shape if the requested vehicles are approved.

Chief Secatore and FinCom stated at present no hybrid or EV vehicles are anticipated being purchased, but may be an option in the future as viability and infrastructure improves.

Chief Secatore provided highlights of an outside staffing

analysis; outlining hours, officers per population, and built-in overtime, adding at present there is zero redundancy in the department, which continues to be cyclical.

Chief Secatore discussed the importance of having experienced officers and investigators within the department to provide better services for the residents in lieu of societal changes everywhere. The Chief added he believes in a phased-in approach with regards to staffing, which will alleviate the overtime transfers he has to request annually.

Chief Secatore discussed the Town's policy concerning traffic violations.

### **Fire Department Budget Presentation**

Fire Chief Davis listed his goals and concerns, which include recruiting and retaining staff both fire and EMS, which, in his opinion, the Town has not evolved with the change in workforce dynamics, leading to his request for four new firefighters/EMTs, which will address current need and future growth.

Chief Davis addressed the mandatory staff needed at fire calls (two in/two out), while addressing attrition with mandatory retirements and growing inability for call firefighters to work required hours necessary in Lynnfield.

Chief Davis informed FinCom he will again apply for a SAFER Grant (Staffing for Adequate Fire and Emergency Response) through FEMA, which is specifically for firefighter staffing, adding past three years were not successful.

Chief Davis stated his response call data is true emergency responses unlike other towns that may pad their statistics.

Chief Davis discussed his system of incentivizing call firefighters, which is an industry-wide issue retaining personnel with change in work ethics and generational shift in every industry.

Chief Davis and FinCom discussed variations in call volumes, staffing compared to surrounding communities, but still believes the combination full-time and call firefighters still work.

Chief Davis and FinCom addressed the successful Enterprise Account revenue stream, especially in lieu of private ambulance services failing statewide (response times).

Chief Davis informed FinCom the mandatory criteria he utilizes with the Enterprise Account when it comes to salaries, adding he believes it is very successful at present (earnings/profits). Chief Davis continues to be proactive addressing his concerns while building relationships with surrounding communities via reciprocal mutual aid.

Chief Davis addressed his capital budget, including medication vaults (controlled substances safe), which may be able to come from grant money already allocated, replacement ventilation tools and equipment, command vehicle (non-transporting while allowing treatment without ambulance on-scene).

Chief Davis discussed the Fire Department fleet, as well as requesting a bucket/fire alarm truck (maintains alarm system and fiber optic network town-wide; Chief Davis does not believe current one will pass hydraulic inspection), planned replacement to refurbish ladder truck.

Chairman Mattia thanked both Chiefs for their time and effort and allowing FinCom to meet in their temporary location.

Chairman Mattia informed FinCom the Town is creating something akin to a Capital Facilities Committee post-budget, which is entitled Capital Improvement Plan (for all departments) in the town charter.

Chairman Mattia reviewed upcoming FinCom schedule.

### **Adjournment**

Gene made a motion to adjourn. Nick seconded the motion. All voted in favor, and the meeting was adjourned at 9:30 p.m.

Respectfully submitted by,

Debbi Mallett, FinCom secretary