

CDMI Questions for 3/24/21 AdCom Meeting

- Labor
 - What staffing level changes are being recommended and why?
 - **WE CURRENTLY HAVE AN ADMINISTRATIVE ASSISTANT WHO IS PAID \$125.00 PER MEETING TO ATTEND MEETINGS AND PREPARE THE MEETING MINUTES. THERE IS A NEED FOR ADDITIONAL DUTIES TO BE ADDED TO THIS POSITION. IF THIS BUDGET IS APPROVED THIS WILL BE A PART-TIME POSITION. THE TRANSITION FROM PER DIEM TO PART-TIME SHOULD BE REVENUE NEUTRAL OR VERY CLOSE TO IT.**
 - What is the plan for the Town Planner position?
 - **DUE TO STAFF TURNOVER AND BUDGET PRESSURES LAST YEAR AS WE COMPLETED THE BUDGET WITH THE COVID-19 CRISIS IN MIND WE DECIDED TO ELIMINATE THE FUNDING FOR THE TOWN PLANNER POSITION IN FY2021, WE A CLEAR NEED FOR THAT POSITION HAS BEEN EXPRESSED BY STAFF, SELECTMEN, PLANNING BOARD, CPC, AND OTHERS RECOGNIZED THE NEED FOR THAT POSITION AND IN FEBRUARY 2021 WE HIRED CHRISTINE STICKNEY AS OUR TEMPORARY PART-TIME PLANNER FOR 20 HOURS A WEEK. CHRISTINE HAS 30 YEARS OF EXPERIENCE AS A TOWN PLANNER AND PLANNING & ZONING DIRECTOR AND TO DATE SHE HAS PROVEN TO BE A VALUABLE ASSET FOR THE TOWN. THE NEED IS FOR A FULL TIME PLANNER BUT WE SEE THIS AS A WORKABLE SOLOUTION; THIS POSITION IS BUDGETED FOR 29 HOURS FOR FISCAL YEAR 22.**
 - Can you explain what is driving salary changes?
 - **SALARY CHANGES ARE ATTRIBUTTED TO THE ADDITION OF THE TOWN PLANNER AND OUR CURRENT STAFF CROSS TRAINS FOR ALL DUTIES AND VARIOUS CERTIFICATIONS WITHIN OUR DEPARTMENT.**
- Expense
 - Can you explain what is covered in the \$7,500 Employee Training line-item?
 - **THE \$7,500 COVERS CERTIFICATIONS AND TRAINING FOR CDMI STAFF IN THE FOLLOWING AREAS;SERVE SAFE, ALERGY AWARENESS, CHOKE SAFE, MAHB TRAINING, MHOA TRAINING, FOOD INSPECTIONS, PERC TESTING, HOUSING INSPECTIONS, POOL INSPECTIONS AND CERTIFICATIONS, CAMP INSPECTIONS, SOIL EVALUATOR CERTIFICATION, SYSTEM INSPECTOR (TITLE V), SYSTEM INSTALLATION INSPECTIONS, MACC CLASSES AND CERTIFICATIONS TRAINING AND KEEPING UP WITH ALL CLASS CERTIFICATIONS.**

- Is the amount for the Other Contracted Services (01-255-5319) line-item \$6,000 or \$8,000?
 - **THIS SHOULD BE \$6,000.**
- Article 28. Amend Zoning Bylaw – 6.700 Flood Plain District
 - Can you explain the purpose and need for this article?
 - **IN DECEMBER OF 2020 WE WERE CONTACTED BY ERIC CARLSON FROM THE STATE DCR FLOOD HAZARD MANAGEMENT PROGRAM, AS WERE OTHER COMMUNITIES ON THE SOUTH SHORE, TO NOTIFY US THAT THEY HAD REVIEWED OUR FLOOD PLAIN DISTRICT BYLAW AND IT NEEDED TO BE UPDATED. THE DCR PROVIDED THE CHANGES TO BE MADE; WE MADE THE CHANGES AND SENT THEM BACK TO THE DCR FOR REVIEW AND THE DCR APPROVED THE CHANGES. THERE IS CURRENTLY A BILL IN THE HOUSE TO ALLOW COMMUNITIES TO UPDATE THIS SPECIFIC BYLAW, WHICH IS A ONE TIME ALLOWANCE, AT A SELECTMEN'S MEETING WITH A 2/3 VOTE. WE HAVE NOT BEEN NOTIFIED IF ACTION HAS BEEN TAKEN ON THIS BILL YET.**
- Article 32. Building Fee Changes
 - Can you explain the purpose and need for this article?
 - **THE REQUEST TO CHANGE THE FEES CAME FROM THE BUILDING COMMISSIONER AFTER A REVIEW OF THE SURROUNDING COMMUNITIES. THE INCREASE IN FEES WILL GENERATE INCOME FOR THE TOWN. THE FEES FOR THE BUILDING DEPARTMENT HAVE NOT INCREASED SINCE 2010; PLUMBING AND GAS FEES WERE REVISED IN 2011.**
 - Can you explain each of these fees?
 - **THE INCREASE OF THESE FEES WILL MAKE HANOVER COMPRABLE WITH SURROUNDING TOWNS.**
- General/Other