

City of East Providence Budget Commission
City Hall
145 Taunton Avenue
East Providence, RI 02914
(401) 435-7500

Meeting Minutes May 17, 2012
Working Session from 3:00pm to 4:00pm
Public Meeting Agenda from 4:00pm to 5:00pm
Room 306, City Hall

Members: Michael O’Keefe – present
Stephen Bannon – present
Diane Brennan – present
City Manager, Peter Graczykowski – present
Mayor Bruce Rogers – present

Other Attendees: Christy Healey, Budget Commission Fiscal Advisor
David Eaton, Budget Commission Fiscal Advisor
Heather Martino, Interim Human Resource Director
Edward Daft, School District Superintendent
Karen Grande, Esq., City Bond Council
Members of the Public

The meeting commenced at 3:05 pm. Michael O’Keefe started the meeting by introducing Karen Grande, Esq., Bond Counsel to the City from Edwards, Wildman and Palmer, LLP.

Agenda Item #1 Discussion of revaluation rate cap: Ms. Grande discussed the application of Section 5-14, “Cap on maximum tax rate increase” in the City’s Home Rule Charter. In revaluation years, the home values change. In order to obtain the same levy as the prior year, if the values increase, then the tax rates decrease. Conversely if the values decrease then the tax rates must increase. She noted that the charter language stated “deemed to be 103.5% or less”, which meant that that the rates would reset to 0 in any tax revaluation year. The rate is essentially treated as if it were 103.5% of the prior year’s tax rate even though the actual rate change may be greater than 103.5%. In conclusion, the resetting of the City’s tax rate in an revaluation year will not cause the City to exceed the 3.5% tax rate cap, provided however, that the City must comply with the tax levy cap set forth in Section 44-5-2 of the Rhode Island General Laws.

Agenda Item #2 Resolution to approve \$2.0 million in Tax Anticipation Notes: This item was unanimously approved.

Agenda Item #3 Resolution to approve \$8.0 million in Bond Anticipation Notes for the wastewater improvements: This item was unanimously approved.

Part two of Item #3 Cash Flow: Christy Healey presented this item and discussed the May impact from the \$2.0 million in TANS. The City was projecting a deficit of approximately \$180,000 in May that would be overcome by holding off on several payments.

Agenda Item #4 Approval of procurement and/or payments in excess of \$25,000 and under \$25,000: Christy Healey presented the list and informed the Commission to disregard payments on page 26 and page 27 in the supporting documents as they were already approved payments and inadvertently included. The Commission unanimously approved this item. See addendum #1 for the list of City approvals over \$25,000.

Agenda Item #5 EPSD request to fill positions: Edward Daft presented the lists of staffing requests for placement of displaced teachers, recall of layoff teachers and posting of open positions. The Budget Commission approved delegating its' hiring and transfer authority to Mr. Daft for transfers and recalls for teachers. The Commission also approved hiring a Special Education Multidisciplinary position, which would result in savings by bringing out-of-district students back into the district; a Special Education Coordinator which was a downgrade of the vacant Special Education Director position; and the Director of Education position which would assist the Interim Superintendent, as the Superintendent used to have 5 administrative positions and now only has 1 position; a Custodian due to 3 vacancies, however only 1 will be needed as the custodian from Burnside will be reassigned; and 2 school secretaries. The Commission requested additional information on the Evaluation Team Leader position and the RTT Coordinator position. See Addendum #2 for the lists of positions and displacements, indicating the fiscal impact associated with each request.

Agenda Item #6 Request for performance increases for EPSD administrative staff per individual contracts: Mr. Daft presented the list of personnel that would be entitled to performance raises. Mr. O'Keefe asked if all employees whose contracts included performance bonuses were getting them. Mr. Daft stated that was correct. Val Lawson, NEA President requested to comment, and noted that she objected to the raises, particularly because the teachers were the lowest paid in the state. Mr. O'Keefe asked for the performance evaluation criteria and asked for the item to be moved to the next meeting for further discussion.

Agenda Item #7 EPSD request for renewal of food service contract: Mr. Daft presented this one year renewal of the current 5 year contract to the Budget Commission, and the item was unanimously approved.

Agenda Item #8 Request for change order for wastewater improvement project: Peter Graczykowski presented the request to add additional instrumentation to the wastewater project that was not within the initial scope of work. The instrumentation is being required by the RIDEM and the funding will be provided within the current contract costs due to unused unit quantities within the Bike Path portion of the project. The Budget Commission unanimously approved this item.

Agenda Item #9 Initial request to approve Reverse E-911 Emergency Notification System Contract: Wayne Barnes presented the item to the Commission and will act on final approval in the next meeting.

Agenda Item #10 Initial review of a five year renewal of the ACS contract in the City Clerk's Office: Mr. O'Keefe requested the Information Technology Director analyze the contract and to have the City Clerk present at the next Commission meeting.

Agenda Item #11 Update on proposed charter changes: Peter Graczykowski presented his proposed Charter Amendments to the Commission for informational purposes only, as the Commission has no jurisdiction over charter changes.

Agenda Item #12 Review and approval of minutes from May 10, 2012. These minutes were approved unanimously.

Agenda Item #13 Request for amendment to the Rainy Day Fund ordinance: Michael O'Keefe presented the first reading for the amendment. The Budget Commission approved the first reading unanimously.

Agenda Item #14 Final reading of an ordinance Ordering the Assessment and Collection of Property Tax on the Ratable Real Estate, Tangible, Personal Property, and an Excise Tax on Registered Motor Vehicles and Trailers. There was no public comment on this item. The Commission approved the final reading unanimously.

Agenda Item #15 Final reading of an Ordinance making revised appropriations in support of FY 2012. The Commission approved the final reading unanimously.

Agenda Item #16 Additional Items: There were no additional items for the Budget Commission to address.

Agenda Item #17 Schedule and agenda for next meeting: Items that are to be discussed; Harbormaster Ordinance, 2011 Audit Management Letter, cell phone policy, Energy Management System, wastewater rates study, ACS contract, and the EPSD performance criteria.

The Public Meeting and Working Session adjourned at 4:25 pm.

EPBC/de,ceh

Minutes approved by the East Providence Budget Commission on May 31, 2012.

VOUCHERS OVER \$25,000 FOR APPROVAL BY THE EAST PROVIDENCE BUDGET COMMISSION

#	ENTITY	VOUCHER	AMOUNT	FUND SOURCE	DESCRIPTION	COMMISSION ACTION		
						APPROVED	DENIED	MORE INFO
1	City	RI Resource Recovery	\$33,070.47	GF	Residential Refuse Disposal - April	x		
2	City	National Grid	\$41,288.91	GF	General Street Lighting 3/23 - 4/24/12	x		
3	City	Gordon Archibald, Inc.	\$54,114.00	Grant	I-195 Interchange Project	x		
4	City	Fire Dept. Employees	\$32,275.00	GF	Contractual Clothing Allowance Pymt.	x		
5	City	RI Water Resources Board	\$42,573.21		Water Protection Surcharge Payment	x		
6	City	Providence Water	\$26,963.03	Enterprise	Water Quality Protection Surcharge Payment	x		
7	City	Providence Water	\$198,229.04	Enterprise	Water Purchased April 2012	x		
8	City	RIDOT	\$115,129.67	Grant	Work Done on Waterfront Drive Project	x		
9	City	William Stark Architects	\$60,000.00	Grant	Professional Services for Fire Stations #1 and #4	x		
10	City	City DPW and Lynch Corp.	\$60,000.00	EMS Billing	Fire Training Facility	x		
11	City							
12	City							
13	City							
14	City							

Total

\$603,643.33

May 17, 2012 meeting

5/17/2012

Approval Date

Open Positions

Vacancy		Reason	Impact
DIST	Director of Education***	Open	Grade 10 (\$101,749-\$118,409) Budgeted Funds
DIST	Child Outreach Coordinator	Open	0
DIST	Evaluation Team Leader***	Open	-\$35,877-\$93,200** RIDE Requirement
DIST	MME	Open	0
DIST	Rtl Coordinator***	Open	-\$35,877-\$93,200 ** B&E Recommendation
DIST	Spec Ed Coordinator	Open	+ \$32,370.00
DIST	School Nurse/Teacher	Open	0
DIST	School Nurse/Teacher	Open	0
ELEM	Library	Open	0
ELEM	Principal *	Open	0
EPHS	Math DH 1yr	Open	0
EPHS	Science DH 1yr	Open	0
MEAD	Spec Ed Multi Hdcp ***	Open	+ \$184,896.00 Position funded by students returning from out of district
MMS	Math (open)	Open	0
MMS	Math new 6-8	Open	0 Results of changes in schedule
MMS	Robotics	Open	0
MMS	Sped DH	Open	0
ORLO	ELL	Open	0
RMS	Math	Open	0
TBD	Custodian	Open	+ \$6199.00
TBD	Secretary	Open	+\$10,120.00
TBD	Secretary	Open	+\$11,391.00

* Already approved

** Basic Bachelors Step I-Master's Step 10 with Benefits

*** New positions

Recalls

ELEM	PE	Recall	0
ELEM	PE	Recall	0
EPHS	English	Recall	0
EPHS	Science	Recall	0
EPHS	Science	Recall	0
EPHS	Science	Recall	0
EPHS	Soc Studies	Recall	+\$18,417.00
EPHS	Soc Studies	Recall	0
EPHS	Spec Ed	Recall	0
EPHS	Spec Ed	Recall	0
FRANCIS	Grade 3	Recall	+\$20,000.00
MEAD	Spec Ed Pre-K	Recall	+\$ 4554.00
OLD	Grade 2	Recall	0
ORLO	Grade K	Recall	0
RMS	Reading	Recall	+\$12,943.00
WHITE	Grade 3	Recall	0

Transfers

ELEM	Library	Transfer	0
ELEM	PE	Transfer	0
EPHS	Soc Studies	Transfer	0
EPHS	Spec Ed	Transfer	0
FRANCIS	Grade 4	Transfer	0
FRANCIS	Grade 4	Transfer	0
FRANCIS	Spec Ed	Transfer	0
KH	Grade 2	Transfer	0
MMS	Math	Transfer	0
MMS	Reading	Transfer	0
MMS	Spec Ed/BD	Transfer	0
MMS	Spec Ed/VS	Transfer	0
OLD	Grade 1	Transfer	0
OLD/WADD	Spec Ed	Transfer	0
SS	Spec Ed/Res	Transfer	0
WADD	Grade 3	Transfer	0
RMS	Math (new) 6-8	Transfer from DH	0