

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

**Meeting Minutes August 22, 2013
Room 306, City Hall**

Members: Diane Brennan – present
Christy Healey - present
Stephen Bannon – absent
Peter Graczykowski, City Manager - present
James Briden, Mayor – present

Other Attendees: Kat Waterbury, Human Resource Director
Malcolm Moore, Finance Director
Kim Mercer, Superintendent
Joel Monteiro, School Committee Chair
Members of the Public

The Meeting was called to order at 3:01 PM.

Items #1 - Request for approval of full collective bargaining agreements for the East Providence Education Association and the East Providence Teachers Assistants Association – Peter Graczykowski state that the contracts were clean copies that had previously been discussed with the unions. The Budget Commission has already approved the Tentative Agreements. Diane Brennan asked if there were any changes from the previously approved tentative agreements. Mr. Graczykoski stated there were no significant differences. Teachers did have a slight change from 184 days to 183, 185 to 184 for Department Heads, due to 1 less professional development day. East Providence Education Association – all Commission members voted in favor. East Providence Teacher Assistant Association – all Commission members voted in favor.

Item #2a - Request to post and fill part time student clerk in the Canvassing Department – Kat Waterbury stated this was a backfill due to promotion. Mr. Graczykowski stated that he would be meeting with Canvassing and the City Clerk’s Office to assess the need for this [position. This is a budgeted position but it under review as part of the FY 2014 budget process. He would like permission to fill if it is deemed necessary after review. This item was unanimously approved.

Item #2b - Request to post and fill Digital Literacy Instructor at the Library - This position would be funded with CDBG funds. The Library was allocated \$10,000 under the previously approved CDBG plan. The funding will be used for this part time position, a trainer and the remaining for equipment and materials. The position would start in the end of September. The FIS has al funds ion FY 14 in error, as there will be expenses in October. This item was unanimously approved.

Item #2c - Request to post and fill part time Sunday Librarian – Eileen Socha, Library Director, stated that the library currently has Sunday hours. The hours are first offered to the full time staff on overtime. The full time staff is not interested in filling all of the available overtime. Diane Brennan

asked if there was funding to support this position. Ms. Socha stated that there was state grant-in-aid available to fund the Sunday hours. Mr. Graczykowski stated that the library funds are part of the general fund and it depends how the grant is allocated. He asked if we are within budget for all library funds. Ms. Socha stated that the funds are available. He stated that he was also concerned about the additional costs of Sunday hours such as maintenance, janitorial services, etc. This item was held for further review.

Item #2d - Request to post and fill seasonal Recreation positions – Mr. Graczykowski stated this was a budgeted item and funds are available in the temporary salaries line item. This item was unanimously approved.

Item #2e - Request to appoint candidate for Budget Analyst position and certify the eligibility list – Malcolm Moore stated that the City received many applications for the position. Five were interviewed, of which one dropped out. The top candidate was Christine Spagnoli, who has relevant experience and has worked for RI Department of Education. This item was unanimously approved.

Item #3 - Review of cash flow - Malcolm Moore stated that the new financial system was up and running for the City and the water and sewer would be live on November 1. The cash position is strong. The City is looking to possible refund school bonds and also to do a synchronization bond in FY 2014 for July 1. This would need legislative approval. .

Item #4 - Approval of minutes from the August 1, 2013 meeting – Minutes unanimously approved.

Item #5 - Additional Commission items – Kim Mercer requested delegated authority to hire budgeted vacancies for the start of school. The number of vacancies went from 5 to 27. All are budgeted positions. The EPSD was unanimously granted conditional approval through September 12, 2013.

Item #6 - Schedule and agenda for next working group session(s) – Next meeting September 12, 2013 at 3:00 PM.

The meeting is adjourned at 3:25 PM.

EPBC/ch

Approved by the EPBC on 9.12.13.