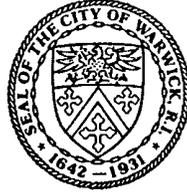


Aaron Guckian  
Chairman

Janine Burke-Wells  
Executive Director



Scott Avedisian  
Mayor

**Warwick Sewer Authority**  
125 Arthur W. Devine Boulevard  
Warwick, RI 02886  
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## **PUBLIC HEARING/BOARD MEETING MINUTES**

**Thursday, May 12, 2016, 5:30 p.m.**  
**Warwick Sewer Authority Conference Room**  
**125 Arthur W. Devine Boulevard**  
**Warwick, RI 02886**

<b>Board Members present:</b>	<b>Board members not present:</b>
Gary Jarvis, Secretary	Aaron Guckian, Chairman
Peter Ginaitt	Steven E. Sylven, P.E.
Gary P. Marino	
<b>Staff present:</b>	<b>Guests:</b>
Janine Burke-Wells, Executive Director	Scott Small, President Local 1651
Scott Goodinson, Superintendent	Roy Dempsey, 4 Killdeer Road
William Miranda, Admin. Technical Assistant	
BettyAnne Rogers, IPP Coordinator	
Lynn F. Owens, Administrative Coordinator	

- 1. Call to Order** At 5:38 p.m., Secretary Jarvis called this meeting to order.
- 2. Pledge of Allegiance** Those in attendance rose to salute the flag and state the Pledge of Allegiance.
- 3. PUBLIC HEARING: WSA FISCAL YEAR 2017 BUDGET PROPOSAL**

Announcement of this public hearing was advertised in the Warwick Beacon on May 5 and May 10, 2016, posted in accordance with the Open Meetings Act, and distributed electronically to those on the WSA agenda email distribution list. The proposed budget document was posted on the City of Warwick and WSA websites prior to the public hearing, and provided electronically to the Board members. Hard copies of the proposed budget document and Director Burke-Wells' PowerPoint presentation were available in the meeting room and in the lobby of the Administration building.

Secretary Jarvis welcomed those in attendance, and announced that public comment will be accepted after Director Burke-Wells' presentation to the Board. Public comment will be accepted until 4:00 p.m. on May 19, 2016. The WSA Board will consider public comment and plans to take action on the proposed budget at the May 19, 2016 Board meeting.

Director Burke-Wells made a PowerPoint presentation on the WSA Fiscal Year 2017 Budget Proposal being considered by the Board. The City of Warwick Enterprise Fund FY2016-2017 proposed budget and Director Burke-Wells' PowerPoint presentation are part of the meeting record. Highlights of the PowerPoint include:

**FY2017 Budget Priorities:**

- Increased investment in preventative maintenance and prioritized renewal and replacement of ageing infrastructure.
- Increased staffing for Operations & Maintenance, including new phosphorus removal process.
- Hold the line on usage rates; implement a new 5-year plan with focus on stable, predictable rates.
- Supplement funds with grants.

**WSA Staffing Trends and Proposed Reorganization:**

- New positions proposed, including Maintenance Work Coordinator, Operation and Maintenance Specialist, Skilled Laborer and O & M Clerk.

**Summary of FY2017 WSA Budget Proposal:**

- Repayment to the General Fund is complete.
- \$6,924,957 for operations and maintenance: up 8.9% (includes pension costs, additional staff, more chemicals, increases in sludge disposal and preventative maintenance services).
- \$14,521,161 for debt service and infrastructure improvements: down 2.3%.
- No anticipated rate increase for fiscal year 2017.

**TOTAL BUDGET: \$21,226,668 (1% increase over FY2016 budget)**

Director Burke-Wells went through the proposed budget line by line. Following the Director's presentation, Secretary Jarvis opened the hearing to public comment.

Public comments were made by Mr. Roy Dempsey, including:

- How does WSA report sick time? Director Burke-Wells stated sick time benefits are incorporated into the salary line item for budgeting purposes; actual charges are reflected in the "Sick Time & Other Leave" budget line item upon usage.
- Which line items reflect WSA's expenses for outside professionals? Director Burke-Wells stated WSA has service contracts (budget line item 80-340) for our SCADA computer system, electrical work, radio communications, emergency vacuum truck services, maintenance of VFDs, etc. Mr. Dempsey suggested that WSA justify the need for new positions by identifying anticipated reduction in professional services expenses.

- Is the new debt considered additional borrowing for the City? Director Burke-Wells stated WSA takes out loans based on revenue pledges for new sewer construction; WSA will repay the loans directly.
- He commented that it seems like a reasonable and good budget, however, the flows will determine how much money you have to put into reserve and capital accounts. Director Burke-Wells stated as part of the last 5-year rate study, WSA added a flat fee that funded repayment of debt and supports the capital and reserve accounts, but acknowledged that fees based on water consumption will vary from year to year based on factors including water conservation.
- He stated the budget numbers show stability, which is very important, and he appreciates that.

Public comments were made by Mr. Scott Small, President, City of Warwick Municipal Employees' Union Local 1651.

- He thanked WSA management for working with the City's Union representatives to draft the job specifications for the proposed new bargaining unit positions.
- He complimented all union employees working for the City, especially the employees of the award-winning sewer plant.
- He highlighted the importance of preventative maintenance.

Director Burke-Wells thanked the Union President for working with WSA in support of its proposed reorganization plan.

Board members were very supportive of the budget proposal and the collaborative effort amongst management and union representatives to prioritize increased preventative maintenance at WSA.

#### 4. Adjournment

Mr. Ginaitt moved to adjourn. Mr. Marino seconded the motion. Secretary Jarvis, Messrs. Ginaitt and Marino voted in favor of the motion. Motion approved.

At 6:25 p.m. this meeting ended.

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Gary C. Jarvis, WSA Secretary

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Date