

April 25, 2011 - Special Town Council Meeting

At a Special Meeting of the Town Council of the Town of Middletown, RI held at the Middletown Town Hall on Monday, April 25, 2011 at 6:00 P.M.

Council President Arthur S. Weber, Jr., Presiding

Vice President Bruce J. Long

Councillor Richard Cambra, Arrives at 7:40 pm

Councillor Christopher T. Semonelli

Councillor Edward J. Silveira, Jr.

Councillor Antone C. Viveiros

Councillor Barbara A. VonVillas, Members Present

POSTED – April 22, 2011

Wendy J.W. Marshall, Town Clerk

Town of Middletown

Town Hall – 350 East Main Road

Middletown, Rhode Island 02842

Dear Mrs. Marshall:

Pursuant to the provisions of Article II, Section 203 of the Town Charter and in accordance with Sections 42-46-2., 42-46-4., 42-46-5., and 42-46-6., RIGL, I hereby call a Special Meeting of the Town Council to formally consider, discuss and act upon the following items of business:

PLEDGE OF ALLEGIANCE TO THE FLAG

- 1. Executive Session - Pursuant to provisions of RIGL, Sections 42-46-2., 42-46-4., and 42-46-5. (a) (2) Collective Bargaining (Police, Public Works and Town Hall Unions) and (5) lease (JFK School).**

- 2. Review of FY 2011-2012 Proposed Department Budgets – Tax Assessor, IT, Substance Abuse, Boards & Services, Town Clerk, Planning, Building, Finance, Support Services and Debt Service, including related grants and CIP submissions.**

Said meeting will be held on Monday, April 25, 2011, at 6:00 P.M. at the Middletown Town Hall, 350 East Main Road, Middletown, Rhode Island 02842.

Arthur S. Weber, Jr., President

Middletown Town Council

cc:

Town Council

Public Library

Finance Director

Town Administrator

Town Solicitor

Tax Assessor

Human Resource Manager

IT Director

Town Planner

**Substance Abuse Coordinator
Building Official**

This meeting location is accessible to the handicapped. Individuals requiring interpreter services for the hearing-impaired should notify the Town Clerk's Office at 847-0009 not less than 48 hours before the meeting.

PLEDGE OF ALLEGIANCE TO THE FLAG

On motion of Councillor Silveira, duly seconded, it was voted

unanimously to receive said communication.

Also present were Town Administrator Shawn Brown, Town Solicitor Michael W. Miller, Finance Director Lynne Dible, Deputy Finance Director Marc Tanguay and Accounting Manager Deborah Barrett.

1. Executive Session - Pursuant to provisions of RIGL, Sections 42-46-2., 42-46-4., and 42-46-5. (a) (2) Collective Bargaining (Police, Public Works and Town Hall Unions) and (5) lease (JFK School).

On motion of Councillor Silveira, duly seconded, it was voted unanimously to recess open session at 6:01 P.M. and reconvene in executive session.

On motion of Vice President Long, duly seconded, it was voted unanimously to reconvene in open session at 6:58 P.M.

On motion of Vice President Long, duly seconded, it was voted unanimously to seal the minutes of the executive session pursuant to Section 42-46-7. RIGL.

Town Solicitor Michael W. Miller left the meeting at 7:00 pm.

2. Review of FY 2011-2012 Proposed Department Budgets – Tax Assessor, IT, Substance Abuse, Boards & Services, Town Clerk, Planning, Building, Finance, Support Services and Debt Service, including related grants and CIP submissions.

On motion of Vice President Long, duly seconded, it was voted unanimously to receive said department reviews and continued the review of the proposed Substance Abuse budget to the Special Meeting of the Council on May 9, 2011.

Tax Assessor

Town Administrator Shawn Brown noted that the proposed budget is level funded explaining the appropriation for the property statistical reevaluation.

Tax Assessor Tammy Boss reviewed the property statistical reevaluation, the new software system Opal, the reduction in the line for the cost of consultants, and reduction in tax appeals.

IT Department

Town Administrator Shawn Brown explained that there is an increase within this department due to upgrading the Town Website and IT infrastructure.

IT Director Matthew Wainwright noted that upgrading with Town's Website allows for more efficiency, include connecting to social media as well as allow Town Department heads to update their area on the website.

Discussion centered around efficiency, e-licensing, marketing the Town, online permitting and the New World application being utilized by the Town and Schools.

Planning Department

Town Administrator Shawn Brown noted that the proposed Planning budget was reduced by decreasing the services of lobbyist and consultants.

Town Planner Ronald Wolanski explained the functions of the Planning Department.

Discussion centered around grant writing, the Comprehensive Community Plan update, West Main Road/Coddington Highway project, economic development, GIS, Bailey Brook Watershed study and a new position for a Community Development Specialist within the department .

Zoning Department

Town Administrator Shawn Brown explained that the Zoning department proposed budget is level funded and the increase in department responsibilities.

Building Official Jack Kane noted that the roll of the Zoning Officer has increased and the benefit the department would have if the position is increased to full time.

Town Clerk & Canvassing

Town Administrator Shawn Brown noted the on line land evidence records and the increase of technology within the office.

Town Clerk Wendy J.W. Marshall explained that the proposed budget has decreased even with the upcoming election. Mrs. Marshall reviewed the functions within the Town Clerk's Office.

Discussion centered around an electronic docket for the Council and the improvement of cemetery records.

Boards and Committees

Finance Director Lynne Dible reviewed the following:

Personnel Board - enter page 42

Canvassing Board – enter page 43

Planning Board – enter page 44

Economic Advisory Board – enter page 45

Finance Department

Finance Director Lynne Dible explained that the department is implementing new software including Tax Administration software and managing Opal software. Ms. Dible noted that there is an

increase in the training line item. There will be a purchase of new file cabinets to create space, improve filing and maintain records.

On motion of Councillor Silveira, duly seconded, it was voted unanimously to adjourn this meeting at 9:25 P.M.

Wendy J.W. Marshall, CMC

Council Clerk

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