

# **STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS**

**APPROVED 1/14/13**

## **COUNTY OF NEWPORT**

**The Town Council of the Town of Tiverton, County and State aforesaid held a Special Council Meeting on Thursday, the 7th day of January 2013 at 7:00 p.m. at the Tiverton Town Hall, 343 Highland Ave.**

### **MEMBERS PRESENT:**

**Council President Roderick, Council Vice-President deMedeiros, Councilor Arruda, Councilor Chabot, Councilor Gerlach, Councilor Lambert and Councilor Pelletier**

**Town Clerk Nancy Mello, Town Administrator Goncalo and Town Solicitor Teitz, were also present.**

### **SPECIAL MEETING AGENDA**

#### **1. Call To Order**

**Council President Roderick called the meeting to order at approximately 7:00 p.m. with a Pledge of Allegiance to the flag.**

**2. Ratification of AFSCME Contract July 1, 2011 Through June 30, 2013**

**3. Ratification of AFSCME Contract July 1, 2013 Through June 30, 2016**

**Town Administrator (T/A) Goncalo requested ratification of the AFSCME contract for Fiscal Year (FY) 2011 to June 30, 2013. The contracts are a combined 5 year agreement. There are no raises in the first three years and just 1.5% for the final three years. The T/A was successful in getting the Health Saving Account (HSA) program implemented, affects the Town with savings. New hires will be making three dollars less per hour for first year, two dollars less for second year and one dollar less for third years, helps in keeping costs down. No consideration in the cost impact summary for this. For those who do not take the HSA, reimbursements are \$1,000 for single participants and \$2,000 for family. Currently every active employee with exception of Teamsters working for the Town is in the HSA program. Library employees are also participants. Councilor Lambert thanked the T/A and the municipal employees. By State law the contract is only allowed to run for three years.**

**Councilor deMedeiros made a motion, seconded by Councilor Pelletier to accept the Agreement between the Town of Tiverton and Council 94, AFSCME dated July 1, 2011 through June 30, 2012. Motion passed unanimously.**

**Councilor deMedeiros made a motion, seconded by Councilor Pelletier to approve the Agreement between the Town of Tiverton and Council 94, AFSCME dated July 1, 2013 through June 30, 2016. Motion passed unanimously.**

#### **4. Discussion and Possible Votes on Council Goals**

**President Roderick suggested continuing to next meetings as the Council goals have not been reviewed.**

**Councilor deMedeiros made a motion, seconded by Councilor Pelletier to defer until January 14th the Council Goals. Councilor Lambert requested the meeting at the end of the month, will not be in attendance at the next Council meeting. Councilor deMedeiros amended the motion to continue to January 28 the Discussion and Possible Votes on Council Goals. Motion passed unanimously.**

#### **5. Discussion and Possible Votes on FY 2013/2014 Proposed Budget**

**T/A Goncalo explained this was the first cut of the Budget, requested all Department Heads be in attendance. There are a lot of unknowns with this budget including health insurance, dental, liability and workman's comp. Normally forward as a provisional budget to the Budget Committee (BC), due to receive by January 15th, asking for some recommended changes and then forward to the BC. Handed out two documents, an Estimated Tax Rate Analysis and Revenue projections. The estimated impact on the FY 13-14 budget from the School is \$29,155,710 and \$18,516,927 for Municipal for a total of \$47,67,637. Projected revenue for the School and Municipal is \$9,602,692. The estimated tax levy is \$36,654,945. The value of the Town, \$1,868,530,000 for a projected tax rate of \$19.62 versus \$18.99 per thousand for an increase of 63 cents or 3.3%. The important number is the increase in the levy. Councilors Pelletier and deMedeiros**

questioned what was the benchmark and the increase in the levy. Tax Assessor Dave Robert explained the rate will be less than the levy because of the growth of the Town over the calendar year. Growth means new construction and additional value tangible business assets. Revenue projections for the School include Operations Aid, Misc. Rev.-School Dept. and School Housing Aid for a total of \$6,707,352. President Roderick questioned the last page of the revenue projections, the column titled Actual 11/30/2012 and right next to that was a column title Projections Dec. 5, 2012. Only a week apart the projection more than doubles. Town Treasurer Denise Saurette explained the third column was in reference to a letter from the T/A, sent on December 5th, was made a few months ago, number will change. It was suggested to take budget request items line by line, page by page.

T/A Goncalo commented on the highlights, put \$60,000 in non-recurring to continue to fund for the Industrial Park. A decision was made last year to put money into a restricted account for Revaluation, will add \$53,000 next year. Removed Nonquit School from the budget, decreased the Board of Canvassers budget, no elections this budget cycle. Added a part time clerk to the Code Enforcement budget, increase to the Financial Town Referendum (FTR) budget by 7%. Increased the Police Pension budget by \$25,000 to get over 60% funding, have significant increases in gas and diesel. Another new item, a pump out boat is on the next Council agenda. Draining and paving was increased slightly as well as Recreation,

adding a summer program at Bulgarmarsh Park. The Police Department budget, recommend removing the Deputy Chief, will use that to hire school resource officer. Put in 3% increases for all Department Heads. Debt service is fairly constant, using the updated budget which has date of January 2, 2013. Councilor Gerlach questioned if there was an opportunity to refinance the debt to be more favorable. T/A Goncalo explained that can only be done after 10 years, these are 20 year bonds. Treasurer Saurette has a meeting next week to discuss this issue. T/A Goncalo also explained, has a five year plan for non-recurring capital, will present to the Council later this month, do need to do something about capital equipment. In the Non-Recurring Major Expenditures tried to take care of emergency and safety items for the Fire Department. Fire Chief Robert Lloyd, in requesting a \$500,000 upgrade to Station 3 was looking to upgrade the communication system by getting a point to point microwave system. Looking as cost efficiency. Councilor deMedeiros requested more data on this item, though it was not in the recommendation of the T/A.

Police Chief Thomas Blakey needed more manpower, takes 9 months to get an officer on board, need to upgrade computers, can only have FBI certified techs work on them. Have been using drug forfeiture money as much as possible. Councilor Pelletier questioned whether the \$60,000 requested for Industrial Park services is really a capital expense. Councilor Arruda agreed was not really an asset. Council also questioned the need for the Harbormaster to have a night vision

camera. T/A Goncalo did not recommend \$75,000 for a new Senior Center bus, waiting for a newer used bus from RIPTA. Recurring timed payments dropped from \$238k to 176k. Town. T/A Goncalo proceeded to go through each departments budget, explained the Council contingency fund was a discretionary fund. Recently used some funds for the emergency water line at the Crandall Road Fire Station. Must have Council approval to use. Councilor Chabot pointed out starting this year cannot carry forward anything, reverts back to the General Fund. The Administrator's budget had two new items, the website and employee manual maintenance. Did increase the grants/matching funds account, anticipating needing extra funds for the pump out boat. T/A explained the website will be on the RI.gov, have to pay to transfer the information. The employee manual is a general procedures document for employees, being done through the payroll company. Treasurer Saurette explained, moving to new modules for payroll, includes time and labor and human resources, trying to get away from doing manually.

Town Clerk Mello noted the stipends to the Board of Canvassers need to be addressed. Also may need extra money for polls, Board of Elections has a problem with Amicable, may need to find another place. Only have a part time clerk, can't run with a part timer, Town Administrator was unsuccessful in getting the contract changed to allow seasonal workers at election times. Town Clerk Mello also explained the need for computer services funds, the State is not replacing voter registration computers, the Town will have to

**purchase if one is needed. T/A Goncalo was considering a computer contract with a provider. Councilor Gerlach suggested may be worthwhile to have a more comprehensive technology plan, need a cost benefit analysis. Councilor Chabot questioned the \$40,000 under Labor. T/A Goncalo explained the Teamsters contract was coming up for renewal. Councilor Chabot thought too high for just one contract. Councilor deMedeiros agreed, President Roderick suggested \$20-25k. Discussion followed on the Solicitor's rate and the contract. T/A Goncalo will bring back to the Council. Councilor Chabot noted the Council should receive quarterly reports from the Solicitor and know the Town's exposure. T/A Goncalo was looking to add a part time clerk to the Code Enforcement Office. Building/Zoning Official Gareth Eames explained the additional workload was from the new parcel ID system used by the Assessor, has to do a new filing system, had a person to back up in the past, was laid off several years ago.**

**As for the Planning Department, T/A Goncalo kept the Planner position budgeted, has a need. Added \$10,000 for Zoning Ordinances and Professional/Technical Services, in the past was able to carry forward, now have to fund each year. Kate Michaud, Planning Board Clerk and Administrative Officer explained the Planning Board typically holds money for a Zoning rewrite. Advertising can be very expensive as certified notices also have to be mailed. Town Clerk raised issue not enough in advertising to handle. The Comp Plan also is due for an update, can be done in house or contracted out. Applicants are billed for professional/technical services, but funds**

are still needed in that account. Councilor Gerlach questioned the \$1,300 budgeted for Telephone in the Assessor's budget. T/A Goncalo explained certain people get a cellphone, others allocated \$30 per month for usage.

A five minute break was taken at this time, 9:10 p.m.

The Council continued the review and discussion of the budget. T/A Goncalo explained the Treasurer and Town Clerk, elected officials, do their own budget. Generally not subject to review. Councilor Pelletier questioned longevity, T/A Goncalo explained for new hires there will be no longevity in Teamsters only. In the Insurance budget, many unknowns just put in small increases. The Police Pension budget was increased by \$25,000, other calculations based on salaries and rates from the State. Budgeted a slight increase in the Fire Department Overtime account. T/Goncalo explained the previous Council allowed the hiring of a new employee before someone retired, helped tremendously. Decreased the heating account, one station has a new gas boiler another has a new oil boiler. Councilor Pelletier questioned why hose replacement was not under operating expenses if that is something that needs to be replaced every year? Chief Lloyd agreed, should be ongoing, T/A Goncalo will take \$5,000 out of the non-recurring and put it in the operating budget. In the Police Dept. budget T/A Goncalo added a part time clerk for the records room. T/A Goncalo noted the addition of Assistants to the Harbor Master budget, recommend he gets an assistant, does have some

**volunteers. The boat operations increased because of a larger boat, a pump out boat operator and pump out boat operations. T/A Goncalo explained the Library Services budget is a grant, they do not provide a breakdown. The Health and Human Services budget is the standard amount the Town donates, never funded to the amount requested; they get funds from other sources as well.**

**T/ A Goncalo explained in the Public Works budget paving is the only account that can be carried forward, requesting additional funds as well. The Landfill Closure account is budgeted for \$168,304, last year the BC did not include the \$168,304. President Roderick agreed that amount needs to be put back in the budget. Councilor Lambert, liaison to the Recycling/Landfill Committee further discussed, several years ago faced the issue of the landfill closing needing \$9.7 million, hired engineers, proceeded on the assumption of the sale of the bags, interest and budget approval of the \$168k, now have \$5million in the fund. DPW Director Berlucchi predicts closing the landfill in 5to 5.5 years, will take 2 years for direct haul. If proceeding on the assumption of the 5 years and the other factors, would need on average \$162,000 annually. T/A Goncalo will add the \$168,304 back in to the Administrator's recommended along with all the other suggested changes. Janice Gomes, Senior Center Director, explained the request for \$3,700 for a computer, is a sponsorship program, a tracking system to see what is being used, annually serve 1,500 people per year. Will be a timesaver as everything is currently tracked manually. T/A Goncalo was also requesting a slight increase in the**

Recreation budget for a summer program at Bulgarmarsh Park. President Roderick questioned why the DPW doesn't mow the Recreation areas. DPW Director Berlucchi explained the mower used by the DPW is for rough cutting. The Town has a lot of fields, not sure DPW could handle. President Roderick was interested in finding out rough estimates if the Town mowed. President Roderick reminded this was a preliminary budget, not finalized, would like to see saving in some areas. Councilor Gerlach suggested increasing nonresident beach fees, sees a lot of out of state plates at the beaches, should double fee for non-residents to \$10.00. Town Clerk Mello reminded the Fee Schedule was part of the Public Hearings for the January 28th meeting.

Councilor Pelletier made a motion, seconded by Councilor deMedeiros to send the Preliminary Budget with the suggested changes to the Budget Committee. Motion passed unanimously.

.  
**ADJOURNMENT:**

Councilor deMedeiros motioned, seconded by Councilor Gerlach to adjourn. The motion passed unanimously.

The meeting adjourned at 10:45 p.m.

A True Copy.

ATTEST: \_\_\_\_\_

Nancy L. Mello, Town Clerk