

**STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS  
COUNTY OF NEWPORT**

The Town Council of the Town of Tiverton, County and State aforesaid held a Workshop on Thursday, the 5th day of December 2013 at the Tiverton Town Hall, 343 Highland Road at 7:00p.m.

**MEMBERS PRESENT:**

Councilor President Roderick, Councilor Arruda, Councilor Chabot, Councilor Gerlach and Councilor Lambert Interim Town Administrator Mello was also present.

Vice-President deMedeiros and Councilor Pelletier were absent

1. Call To Order

President Roderick called the Council to order with a pledge of allegiance to the flag and roll call.

2. Discussion of FY 2014/2015 Budget and Five Year Capital Plan With Departments

- a. Senior Center
- b. Tax Assessor's Office
- c. DPW Director – Public Works Department
- d. Solicitor – Legal Budgets

**Senior Center – Janice Gomes**

Ms. Gomes reviewed her budget requests. Under personal services requested increase of 2%. Commented the Fire Chief's secretary still makes more money with the 6% longevity. Always received longevity in the past and had salary increased the \$1900 in prior contract to adjust. Councilor Roderick stated this represents an 8% increase. Ms. Gomes stated also includes the 3 day carry over accrued to close out year. Actual salary is 49,050 this year and requesting 53,651. Ms. Mello stated the adjustment of 3 days accrual for end of year varies from year to year and can distort the salary number if added under personal salary line.

One full time staff person salary request is 1.5% per contract. Bus service includes repair and maintenance, included in detail of expenses. Bus needs to be replaced, twelfth on list with RIPTA. Also placed on capital plan to purchase new bus at approximately 75K for a 16 passenger with wheelchair lift. Councilor Roderick questioned if the AED maintenance contract could be piggybacked on the Fire Dept contract. Ms. Gomes explained different service would have to change, has one in the building and one on the bus.

Under Directors vehicle travel expense detailed average gasoline costs. Repairs getting costly since older vehicle but still runs good, 1998 Ford Taurus with 78,000 miles. Agency dues and telephone same as prior year. National Council on Aging, RI Senior Center Director Association and National Institute for Senior Centers and meetings under professional development. Mild winter prior year and changed to gas heat in 2011. Reduced appropriation by 500 but don't want to get caught short if extreme winter. System regulates with outside temperature. Electric reduced by 500 and water remained the same.

Under building maintenance had serious cesspool issues and spent 3,355 pumping. Pumped June 27<sup>th</sup> and intend to pump this month. Reason for overspending budget last year and needed to transfer. Councilor Chabot questioned the exterminating service. Ms. Gomes mentioned old building, bats and bugs. New request is computer system called My Senior Center which is a scanning system that tracks services. Everyone would have a card and it tracks meals served and programs used. After first year there is a maintenance fee of 1500 per year. MPLC License is to be able to show movies in public building. Under classes and activities a fee is charged and comes back to Town averaging 8,000. Grant pays for part timer. Discussion on classes and fees.

Had visit from Dept of Health and they cited 2 violations that have to be fixed. A hand sink and a 3 bay sink. They are requiring be fixed by 1/31/2014. Looking into getting prices and labor to put sink in. Under capital plan 15K for rotting trim boards around building to be replaced, second year 75K for new bus and years 3,4 and 5 need energy efficient windows, commercial kitchen and new vehicle.

Basement windows are original to the building. Martin had replaced some on East side that had rotten out. Need replacement, drafty and rotting trim board. Prices requested are estimates for basement replacements 12 windows at cost of 5,000. Martin had fixed old drain that was issue, wanted to have sheet metal but ended up with concrete in the drain. Firewall in basement also needs to be double sheet rocked; divided in half and one side used for quilting room. Fire Department has cited deficiencies, fixed a few herself.

### **Tax Assessor – David Robert**

Handed out worksheet basically same as provided in packet but has comparison to last 3 years. Salary appropriated 63,500; currently 65,400 which reflects 1300 one time salary increase for longevity. Requesting 68,013. Clerical increases under AFSCME contract and their longevity increased to 6%.

Professional services 2,500 includes map updating with GIS system. Getting streamlined and some under this account may not be as costly in future years. Map revision helped internally and while doing project discovered hundreds of identification issues on maps not in CAMA program, costly and time consuming. Also working with Planning Board for vendor on electronic files. Travel level funded, used own vehicle but now uses Town vehicle. Maintenance same since this is a 2008 Dodge Charger don't expect much.

Councilor Chabot suggests change account to mileage/maintenance. Under education/seminars 3 year average 2,000 mainly training with mapping and GIS system to better utilize enhancement of system. GIS not only benefits Assessor but Kate in planning uses as well. Publications for trade magazines that are helpful, operating expenses request 4,000 averaging same over last 3 years. Printing and postage this year almost at 3,000 but comfortable will be below next year. By state statute farm forest and open space now required to go out by certified mail. Utilize Opel software system and converts to the CAMA system. GIS Web Hosting transferred to office from planning office, flat fee of 3,000. Would like to come back to GIS update since also used by P/B and Building Official and need time to sit with them and see full needs. Working portion of budget reduction of 2.73%.

Assessor has no 5 year capital requests. State still at talking changes with revaluation and want back to 10 year cycle. Just off the 2011 full update effective 12/31/2014. Some statistical state reimbursement. Anticipate Town needs to set aside 53,000 every year. Going out in January for RFP.

### **Solicitor Andy Teitz – Legal Budgets**

Provided memorandum and 5 year history of budgeted verses actual. Requesting flat fee increase of 2% which seems to be in line with rest of budget. No raise L/Y and only 1% per year. Would apply to general solicitor and prosecutions. Second component different and is for a contingency. Tiverton in vulnerable place without a general contingency account. Town of Bristol small amount in legal but when issues come up they have a large contingency budget. Need a fair amount in litigation, varies. Couple of examples 2 cases before RI Supreme Court on appeals to zoning appeal. Need to carry funds forward but with resolution either need to use it or lose it. Sometimes are lucky and the damages paid by Interlocal Trust and not on Town dime but for different policy reasons a lot is not covered.

Sakonnet Bridge tolls used a large chunk of funds with cost of experts and goes back to 2012. Several contracts to expire in FY 2014/15 and can expect labor issues. Small increase in zoning for Peter Ruggiero with more development and the Carpiionato project. Only spend if have to, over course of several years a lot has not been spent and gone back to the general fund.

Councilor Chabot would like the Solicitor to prepare a list of cases pending for the Budget Committee to have as backup. Solicitor will sanitize the litigation report given to Council but some are for executive session only at this point. Councilor Chabot would like each case estimated cost, need to insure taxpayers understand. Councilor Lambert suggests pending cases not predictable, can't control who or when a major issue will come up within 6 months to 1 year. The heavy fees can come 3 or 4 years later when go to trial. B/C should go by the trend of expenses.

Solicitor commented when being sued may be better able to predict estimates but also includes enforcement issues. In the past have not pushed in appeal and lingers on and on, now trying to keep controlled. Councilor Arruda questioned labor matters together with litigation and municipal and district courts., don't want to be duplicating efforts.

Solicitor continued, Yacht club is more Peter Ruggiero. Councilor Arruda requested the litigation be itemized by case, had received a lot of phone calls from B/C about litigation and wants to cut budget due to too many lawsuits. Solicitor agreed to itemize by case, can't predict litigation, some current some have been lingering on and some could have been prevented if zoning was on top of them and could prevent the unnecessary suits. Councilor Roderick added some are unknown and nobody could have predicted. Town needs to put best position in major cases or sets others to proceed with same and will have no authority to do anything. Councilor Lambert some of the complaints are punitive damages that are unpredictable. Councilor Arruda need to make sure some don't happen, questioned cost for the quarries.

Solicitor commented on a few of the cases. Southern Union and Bay Street major issue that Town got dragged into. Solicitor stated never filed against any claim without Council vote. Have a few cases where Town is the third party. Zoning needs more administrative control.

Have done training on open meeting and open records and extended office hours. Councilor Roderick suggests a strong administration drives the Solicitor to handle more; feels this is good discussion on legal process of Town. Councilor Arruda commented residents feel not being proactive and avoiding unnecessary battles. Solicitor explained the Town Administrator's office only has small staff and resources are limited. In many cases playing catch up for decisions already made.

Councilor Chabot questioned if could put in restricted funds and carry forward and not revert to general fund and whether all needs to be in executive session. Councilor Roderick commented can't give all pieces of litigation in open session, need to determine directions. Thought Town going in better direction by handling some of the zoning issues.

#### **DPW Director Steve Berlucchi – Public Works Department**

Mr. Berlucchi began with personal salary which is currently 82,400 requesting increase to 84,048. AFSCME clerk is by contract. Maintenance workers budget up 54K. Has one mechanic who handles over 50 vehicles for fire, police and dpw earning 5 weeks of vacation and a mechanic helper is greatly needed. Does great job, works on fire trucks, etc. Over time remained the same. Have problem with plow routes and getting drivers for heavy development so do as soon as can when done with main routes. No one signed up for 6 wheel plow trucks. Desperately need another plow truck and could possibly use the mechanic helper to drive when needed. Longevity up 1000 due to raises in salary, sick leave up 2000 again due to salary increases.

Operations for sand/salt, gas fuel pretty much level based. Using 3.40 gal for gas and 3.50 gallon for diesel, based on current use. Repairs and tire account will not have enough this year. Equipment getting old increased 10K. New contract coming up for clothing/uniforms and that will have small increase. Main increases in drainage 10K have some major issues for repairs on King Road, paving increase 170K much needed. Cost to pave one mile of road is 250K and we own 80 miles of roads with 20 miles of private roads. Don't anticipate much left in this year's budget to carry forward for paving. Have no funds to cover emergency issues. Problem with FEMA reimbursements in future years and not going back to the DPW. We pay for the costs and then don't get reimbursements back in accounts and that really hurts the budget. Two new accounts for line painting and guard rail done on as needed basis, had been requested to separate by Council.

Landfill Closure costs estimated up about 3% per year have about 5 years left. Recommend need the Town contribution of 168,304 because as reviewed in narrative will be about 558K when comes to time of closing. Councilor Lambert has reviewed this account and cost in detail. Haven't made appropriation in last two years even though Council approves. Doesn't feel B/C should be deciding direction of Council plan for closure.

Stormwater II increase of 18K to aid in locating the illicit discharges in Robert Gray area with purchase of camera for analysis. On-site WWMgt level at 20K toward Lincourt's salary. Rubbish/recycling projected 4% CPI formula increase in contract. Also budgeted for 8 yard waste pickups at 5600 each.

Landfill Operations has raises for the 2 workers by contract, reduced O/T by 200. Longevity and sick time increases same as others. Electric and propane up by 850 to heat shed, were sitting in pickup trucks now has propane heat in the hut. Cover for landfill up 15K, have been lucky to get some free fill in past. Bulldozer repairs up 3K and engineering expenses remained constant.

Building Maintenance minimal increases under salary due to AFSCME contract. Custodial travel is for gas used by Martin and custodian. Rental expense is for his truck. Councilor Roderick commented on the need to purchase a truck and no longer pay for personally owned trucks. Also want insignia of Town on the side of the vehicles. Tool replacement only 500 per year.

Under non-recurring expenses making last payment on 1.5 ton truck. Desperately need a utility truck and another 6 wheel dump truck with plow. Also have need for a Bobcat with attachments for building maintenance. Have been borrowing and renting equipment, would have multiple uses.

Work needed on King Road for over 2 years. There is a lot of drainage issues on Lake Road and costs are increasing. The street sweeper is being patched and worn out but in FY 2015/16 CIP. Riverside culvert and railroad bridge needs steel plates and build small bridge, has to be fixed. About 40 homes using gate at Starwood, will cost about 80K. Will need backhoe loader in 3 or 4 years. Have been patching up trucks with parts from other trucks. Will be costly when need to rent some of the equipment if needed. Also in year 3 and 4 of CIP need another 6 wheel dump truck and year 5 need a 10 wheeler. Getting tracks for dozer this F/Y. Bridge deck application for loan through RIDOT and on capital plan for F/Y 16/17.

Councilors requested information on roads and priority lists. Mr. Berlucchi to provide information.

**ADJOURNMENT:**

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

The meeting adjourned at approximately 10:10 p.m.

**A True Copy.**

**ATTEST:**

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Nancy L. Mello, Town Clerk