

**MUNICIPAL ADVISORY COUNCIL ON STATEWIDE PERMITTING
(MACSP)**

PAWTUCKET CITY HALL

137 ROOSEVELT AVE., PAWTUCKET, RI

FEBRUARY 4, 2016

A meeting of the Municipal Advisory Council on Statewide Permitting (MACSP) is held Thursday, February 4, 2016, at 9:40 a.m., in the City Council Office, Room 303, Pawtucket City Hall, 137 Roosevelt Avenue, Pawtucket, RI

**Members Present – Donald Grebien, Mayor, Pawtucket, Chairperson
Paulette Hamilton, Town Administrator, North Smithfield
William Riccio, Jr., Director of Public Services, Newport
Thomas E. Coyle, III, Town Manager, East Greenwich
Christiaan van Dijk, MIS department, for Mayor Avedisian, Warwick**

Also present – Shawn Selleck, Project Manager, Office of Digital Excellence

**Jack Chartier, EFO, CFI, State Fire Marshal
Dan Beardsley, Director, RI League of Cities and Towns
Richard Goldstein, MMC, City Clerk, Pawtucket**

Mayor Grebien presides.

The reading of the December 09, 2015 MACSP minutes is dispensed with and the records are APPROVED as prepared by the Clerk.

Permitting Project Updates and Timelines

Mr. Selleck states that the software now has e-checking capabilities. It can be used on checks from most large banks. They are still working to get Citizens Bank on-board. The fee is only 0.08% for e-checks with a \$5.00 maximum, compared to a 2.90% fee for credit cards.

They are working to validate a list of licensed building and other contractors. They are getting lists of contractors from the Contractor's Registration Board, the Department of Labor and Training, the Department of Business Regulation, etc. to put in the system. All valid contractors will be on dropdown menus. People will not write in the contractors' names.

Mr. Selleck is meeting with the Building Code and Fire Marshal's offices to ensure that he has all of their forms.

Mr. Beardsley asks about the liability of the municipalities if they do not check the licenses of contractors.

Mr. Selleck responds that the system will have the expiration dates of the contractors' licenses.

Mr. Selleck states that there will be a meeting next Thursday afternoon, February 11, 2016, at 1:00 p.m., with all municipal building officials, on the 4th floor of the Department of Administration building. It will also be viewable on-line.

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Mr. Selleck will be preparing a draft of the 4th quarter report to send to the governor and legislative leaders.

Mr. Goldstein asks about the \$500,000 for MACSP in Governor Raimondo's proposed budget.

Mr. Selleck responds that they plan to use the money to bring on additional communities and to update the three communities that are currently using an older version of Viewpoint. They hope to bring on an additional community each month beginning in July.

Mayor Grebien asks about the cost of future updates.

Mr. Selleck responds that the cost of future updates is included in the \$3.00 per transaction fee to be paid by municipalities after the first year.

Mr. Selleck states that all of the final additions to the system have pushed back the start date for state officials to the beginning of March.

Mr. Beardsley suggests looking for a corporate sponsor to donate tablets to cities and towns.

Mayor Grebien will send a letter to Governor Raimondo, Speaker Mattiello and President Paiva Weed in support of the \$500,000 appropriation in the governor's budget proposal.

Next Steps

The next meeting of the committee will be on Thursday, March 31, at 10:00 a.m.

The meeting is adjourned at 10:19 a.m.

Richard J. Goldstein, MMC, Pawtucket City Clerk