PORTSMOUTH TOWN COUNCIL MEETING
APRIL 14, 2016 (Thursday)
AGENDA (IF NEEDED)

CANCELLED NOT NEEDED

7:00 PM - TOWN COUNCIL CHAMBERS, TOWN HALL, 2200 EAST MAIN ROAD

PLEDGE OF ALLEGIANCE

SITTING AS THE PORTSMOUTH TOWN COUNCIL

NEW BUSINESS

The Town Administrator's Proposed Budget Fiscal Year July 1, 2016 - June 30, 2017 is available on the Town's website at Www.portsmouthri.com

Documents: FY17 Budget.pdf

1. Discussion/Action - Annual Budgets

FUTURE MEETINGS

April 27 7:00 PM - Town Council Meeting (Wednesday)
May 9 7:00 PM - Town Council Meeting
May 23 7:00 PM - Town Council Meeting

ADJOURN

The public is welcome to any meeting of the Town's boards or its committees. If communication assistance (readers/interpreters/captions) is needed or any other accommodation to ensure equal participation, please contact the Town Clerk's Office at 683-2101 at least (3) days prior to the meeting.
POSTED 4/11/16

PORTSMOUTH, RHODE ISLAND

Fiscal Year July 1, 2016 – June 30, 2017

Town Administrator's Proposed Budget

www.portsmouthri.com

Balancing the Needs of the Community

Town of Portsmouth RI
AAA HIGHEST RATING!
STANDARD & POOR'S RATINGS SERVICES
McGRAW HILL FINANCIAL

Richard Rainer, Town Administrator
April 2016

The annual operating budget is the most important short-term planning tool at our disposal. It is a plan wherein we establish service priorities for the community and a method to continue providing those services into the future without jeopardizing the financial stability of the organization.

Local governments are required to adopt balanced budgets to avoid delaying today's expenses until tomorrow, and shifting the responsibility for solving today's problems onto someone else in the future. Growing deficits year after year escalate temporary challenges into long-term crises.

Many organizations consider budgets to be balanced when revenues equal appropriations. While this is most certainly a definition of an *equalized budget*, it is not necessarily indicative of a *balanced budget*. An equalized budget gets the budget adopted for another year, but it doesn't necessarily promote short-term execution of a long-term plan.

A balanced budget exhibits certain core characteristics:

1. Spending Limited to Available Resources
2. Conservative Revenue Estimates
3. Realistic Spending
4. Prioritized Services

One of the most destructive ways to balance the budget is to make across-the-board cuts. Reducing funding for every program compromises all services and, because fixed costs must still be covered, places a disproportionate share of the burden on other operations. Indiscriminate cost cutting also harms the organization by punishing the most efficient managers, thus diminishing the value of financial responsibility.

	FY 2014	FY 2015	FY 2016	FY 2017
Revenues				
Taxes	$ 48,031,939	$ 49,539,105	$ 49,444,097	$ 51,214,555
State Aid	$ 5,634,072	$ 5,490,255	$ 5,442,351	$ 6,329,572
Department Revenues	$ 2,559,432	$ 2,362,338	$ 2,456,000	$ 2,430,850
Other	$ 817,967	$ 827,135	$ 888,140	$ 693,972
Expenditures				
Administration	$ 4,346,300	$ 4,086,269	$ 4,651,778	$ 5,210,216
Public Safety	$ 9,393,783	$ 10,950,085	$ 10,718,822	$ 11,547,194
Public Works	$ 3,194,239	$ 3,454,072	$ 3,487,514	$ 3,443,323
Recreation	$ 84,982	$ 79,480	$ 118,264	$ 123,546
Schools	$ 34,755,237	$ 35,086,474	$ 35,127,847	$ 36,333,271
Debt Service	$ 3,203,453	$ 2,899,450	$ 2,858,368	$ 2,160,732
Other	$ 1,904,649	$ 1,760,655	$ 1,163,807	$ 1,850,667

Budget Calendar

April 11, 2016 Budget Presented at Town Council Meeting: Overview and Discussion on Revenues

April 12, 2016 Review of Departments: Police, Fire, Public Works

April 13, 2016 Review of Departments: All other departments, debt service, school and capital

April 14, 2016 Held open for any areas not covered or unresolved issues.

May 9, 2015 Adoption of Provisional Budget

Within 30 days of adoption of Provisional Budget there will be a public hearing

June 20, 2015 Adoption of Final Budget

Within two (2) weeks of the adoption of the Final Town Budget, any qualified elector of the town may circulate a petition requesting that a referendum be held on the Final Budget as approved by the Town Council

Table of Contents

	Starts on Page
Town Administrator Budget Message	11
Note on Facility Management	15
Community Profile and History	16
Basis of Accounting	28
Executive Summary	29
Revenues	30
Expenditures	
Town Council	44
Town Administrator	46
Town Clerk	48
Canvassing	50
Finance	52
Legal	58
Planning	59
Police	64
Fire	76
Public Works	80
Parks and Recreation	84
Civic Support	88
Schools	89
Debt Service	90
Capital	92
Other	95
Enterprise Funds	104
Special Revenue and Other Funds	110

Portsmouth Town Council

Keith E. Hamilton, President

James A. Seveney, Vice President

Kevin M. Aguiar

Michael A. Buddemeyer

David M. Gleason

Elizabeth A. Pedro

Joseph W. Robicheau

Elected Town Officials

School Committee

Terri-Denise Cortvriend, Chair

Emily A. Copeland, Vice Chair

Frederick Faerber, III

Andrew V. Kelly

Allen J. Shers

Thomas R. Vadney

John Wojichowski

Town Clerk

Joanne M. Mower

Municipal Administration

Richard Rainer, Town Administrator

(401) 683-3255

Deputy TA/Director of Finance and Personnel: James Lathrop, CPA 643-0308

Solicitor: Kevin Gavin 683-2044

Fire: Chief Michael Cranson 683-1200

Public Works: David Kehew 683-0362

Building Official: Larry Desormier 683-3611

Municipal Court Judge: Richard D'Addario

Tax Collector/Assessor: Matthew Helfand 683-1214

Business Development: Rich Talipsky 643-0382

Recycling Coordinator: Sanne Kure-Jensen 643-0359

Planning Board Admin. Officer: Leon Lesinski 683-3717

Police: Chief Thomas Lee 683-0300

Emergency Management: John King 683-1200

Planner: Gary Crosby 643-0332

Probate Judge: Joseph C. Lopes

Register of Voters: Jacqueline Schulz 683-3157

Recreation Director: Tim Dunbar 643-0304

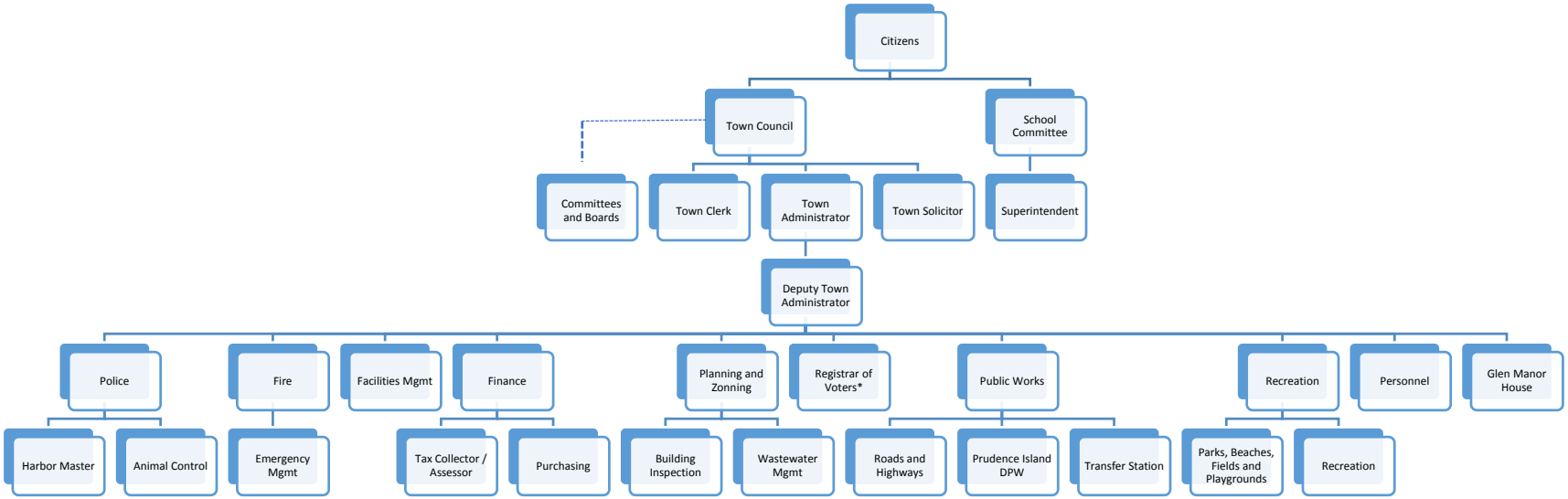
Town Clerk: Joanne Mower 683-2101

Wastewater Manager: Galen McGovern 643-0380

Town Committees and Boards

Agriculture Committee
Bristol Ferry Town Common Committee
Board of Canvassers
Civil Defense
CRMC Representative
Conservation Commission
Design Review Committee
Dog Park Planning Committee
Economic Development Committee
Fence Viewer
Glen Manor House Authority
Glen Park Working Committee
Harbor Commission
Hospitality Representative
Housing Authority
Juvenile Hearing Board
Lower Glen Farm Preservation Committee
Melville Park Committee
Mooring Assignment Appeal Committee
Planning Board
Portsmouth Prevention Coalition
Prudence Island Planning Commission
Prudence Island Water District
School Committee
Sealer of Weights and Measures
Service Area Citizens' Advisory Committee
Solid Waste/Recycling Committee
Tank Farm Development Advisory Committee
Tax Assessment Board of Review
Tree Commission
Waste Water Appeals Board
Zoning Board of Review

Organizational Chart



* Registrar of Voters is appointed by the Canvassing Board

Office of the Town Administrator
Portsmouth, Rhode Island

Budget Message

April 6, 2016

To the Honorable Portsmouth Town Council,

With great pleasure I present for your review and consideration my first Town Administrator's Proposed Municipal Budget for the 2016-2017 fiscal year in accordance with Article III, Section 304, of our Town Charter. Although the document is primarily intended to assist the Town Council in its crafting of policy, it should also serve to provide residents of Portsmouth an understanding of the Town's fiscal programs and operations. Thank you for taking the time to review the enclosed materials.

Based on revenue projections and recommended revisions to expenses I propose expenditures of $60,668,949 from the General Fund which will entail a tax rate of $16.00 compared to the current rate of $15.80. A modest $0.20 increase represents a change of 1.27% and is possible due to fiscally responsible budget policies and practices, the tax office's successful efforts to improve our collection rate, and an increase in the grand list (the compilation, by value, of all taxable and tax exempt property within Portsmouth).

The construction of this budget is based on conservative financial values for both revenues and expenditures. A balanced budget considers available resources, determines their priority and then develops a spending plan which addresses priorities within the constraints of resources available. This proposed budget is balanced and supports a municipal government focused on providing core services aligned with the values and priorities of our Town. The commitment of the staff remains focused on maintaining the high level of services expected by our community.

Government exists to provide services to residents they cannot provide for themselves. This is particularly true in the area of public safety and public health. Providing sufficient funds for these services is a responsibility of local government. A balanced budget must also include adequate funding to maintain buildings, equipment and infrastructure. Delaying maintenance or necessary repairs jeopardizes operating efficiency and reduces the useful lives of assets that are expensive to replace. A balanced budget and healthy reserves are the most important tools for the future of a community.

This budget addresses these issues in a number of ways. It supports a proposed new police station subject to a referendum in the November election. It includes the acquisition of a new ambulance and continues the police cruiser replacement plan. It includes funding for a public works salt shed and continuation of the road paving program. This is in addition to the $2.5 million Prudence Island paving project which was approved in FY 2016 and will start this fiscal year.

This budget also includes funding to address space issues and facility maintenance. The renovation of the Leonard Brown House at Glen Park will provide space for various recreation programs and the Town's nascent recreation department. A study of use of space at the Town Hall is part of this budget as well as funding towards the Elmhurst Park project. Additionally, the Town is working with the School Department in the development of a plan to implement sharing of the services in the areas of facility management and information technology.

Looking at the organizational chart on page 10, you will note a consolidation of departments. Zoning, Wastewater Management and Building Inspection will become part of the Planning Department. Tax and Assessment will become part of the Finance Department. As part of recent union negotiations, we will also transition Personnel/Human resources to the Town Administrator department. As part of an ongoing effort started by my predecessor, we will continue to refine the way we work as an organization and develop a plan which provides proper training for staff, establishes modern standard operating procedures, and creates a method for succession

as senior staff retire. Included is funding to review and update human resource policies, staff job descriptions, and creation of an employee handbook.

At first glance it appears there are significant wage increases for Town Hall employees (PMEA Union). As part of an effort to provide better service and make Town Hall more accessible, it was negotiated these employees will work an additional 5 hours per week, but receive no per hour raise. There is a decrease in the use of overtime and temporary employees to offset a portion of this increase. This budget does call for two (2) new positions, a full time assistant building official and a part time clerk for the Department of Public Works.

Contracts with the Public Works and Police unions will expire at the end of fiscal year 2017. I expect negotiations of these two contracts to start in the winter of 2016. The Town has several other significant contracts expiring in 2017. They include auditing services, pension & investment advisors, Glen Farm, and Glen Manor House. I will work closely with the staff and Council in crafting new or renewed contracts that provide maximum benefit to the Town without a decrease in services derived.

Portsmouth is rated AAA by Standard and Poor's. This is a high honor and Portsmouth is only one of two Rhode Island communities to obtain this rating. This rating is an outstanding reflection of our financial condition, but we must stay committed to increased operational efficiency, superior customer service and staff professionalism in order to maintain our 'Triple A' rating.

Town Hall will be open for extended hours on Thursday evenings to improve access and customer service starting this year. Additionally, we are working to create hot spots for internet service at various public locations in the community and looking at a long term solution to improve internet service to Prudence Island. The Police department is working towards professional accreditation and I support this for all departments. The Finance office has upgraded the annual audit to CAFR (Comprehensive Annual Financial Report) status, becoming the 19th Rhode Island community to do so, now participates in the Governmental Finance Officers Association review, and will implement new accounting software this fiscal year which will facilitate a more transparent and open window

into the Towns financial affairs. I myself have joined the ICMA (International City/County Managers Association) and will begin the process of becoming a credentialed Town Administrator. Starting this fiscal year, staff management will begin an intensive leadership curriculum sponsored by the Salve Regina University Pell Center and the Public Sector Consortium focused on professional development and innovation.

My predecessor and the community have done an extremely impressive job in implementing changes which position us for sustained fiscal solvency and prosperity. In order to stay the course, we must continue to promote and maintain initiatives and policies which encourage progress while preserving our Town's character. This budget provides my and my staff's contribution for this to happen.

I wish to thank the Town Council for their guidance, and the Finance Department for their work in preparation of this budget. I additionally wish to acknowledge the department heads and their staffs, as well as various committee members and community stakeholders for their valuable input to this process. Their thoughtfulness and part in preparing of this budget were critical to the final product.

Richard Rainer
Town Administrator

Special Note Regarding Facility Management

Facility Management

The Town is always looking at ways to work smarter and improve efficiency and levels of services. Looking to partner with other organizations and communities is one option. The Portsmouth School Department's facility manager will leave in June 2016. The Town's Department of Public Works responsibilities include various Town facilities, however, most work is done by outside contractors.

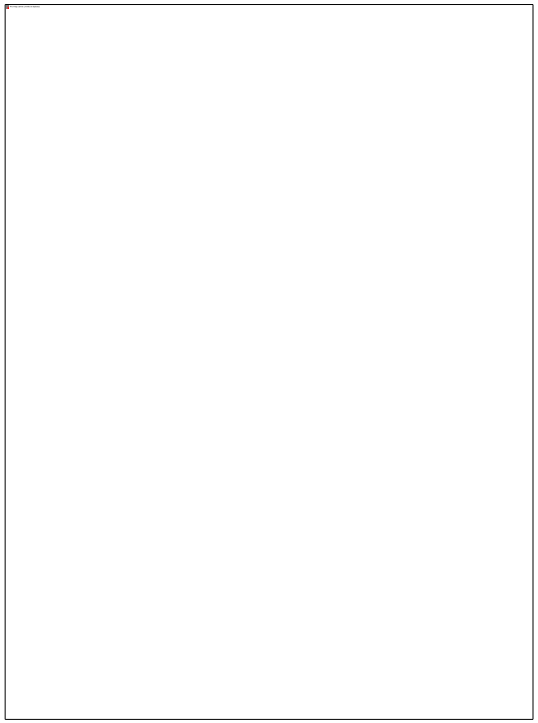
Facility management traditionally been associated with janitorial services. However as facilities have become larger and more complicated, organizations must rely on computerized and electronic support systems that require a different level of expertise to operate and maintain. Regulations have forced facility mangers to consider all kinds of factors related to access, hazardous materials, and legal liability for the safety of the people that enter or use the premises. Regulations have been created that require employee safety, recycling and energy conservation, as well as a profusion of environmental laws related to factors such as indoor air quality, grounds maintenance and hazardous emissions.

Today's facility managers must wear several hats and are expected to contribute to the overall strategy of an organization by providing cost savings. They use integrated computer systems that track building functions, space management, work projects, staffing, inventory and finances. These systems enable facility managers to bring a wealth of knowledge about the property in order to improve efficiency and keep operating costs down while maintaining or improving the quality of facility resources and services.

Shortly before presenting this budget the Town and School Department issued a Request for Qualifications/Proposals for a professional facility manager. It is the expectation that the respondents will be national firms experienced in providing this service to schools, communities and governmental organizations. The expectation is an individual will be on site full time, but have the support function of a team that has the technical resources and experience required in the execution of a modern facility management program.

Should the Town and School choose to pursue this proposal, there will be a cost sharing of this service as well as a reallocation of budget items from the presented Public Works budget to the new Facility Management Department. It is our objective that this change in operations will produce cost savings for both the School and Town, provide increased level of service and demonstrate cooperation and collaboration between the Town and School.

Community Profile



State	Rhode Island
County	Newport
Area	
• **Total**	59.3 sq mi (153.6 km^2)
• **Land**	23.2 sq mi (60.1 km^2)
• **Water**	36.1 sq mi (93.5 km^2)
Elevation	203 ft (62 m)
Population	2010 census
• **Total**	17,389
• **Density**	749.5/sq mi (289.3/km^2)

Community Profile (continued)

Population

The following table shows the Town's population and the change in population relative to the State.

Year	Town	% Change Increase (Decrease)	State	% Change Increase (Decrease)
2010	17,389	-0.4%	1,052,567	0.4%
2000	17,460	3.5	1,048,319	4.5
1990	16,857	18.2	1,003,464	5.9
1980	14,257	13.9	947,154	-0.3
1970	12,521	51.8	949,723	10.5
1960	8,251	25.4	859,488	8.5
1950	6,578	---	791,896	-

Source: U.S. Bureau of the Census.

Per Capita Income

The following table sets forth the personal income per capita for Town and the State:

Year	Town	Rhode Island
2013	$44,821	$30,469
2012	41,554	30,005
2010	42,099	28,707
2000	28,161	21,688
1990	17,899	14,981

Sources: U.S. Bureau of Census, 1990; U.S. Bureau of Census, 2000; American FactFinder (2010/based on 2006-2010 American Community Survey; 2012/based on 2008-2012 American Community Survey 5-Year estimates); and 2013/based on 2009-2013 American Community Survey 5-Year estimates)

Community Profile (continued)

Median Family Income

The table below sets forth the Town's median family income relative to the State and United States.

	1989	1999	2010	2012	2013
Portsmouth	$46,669	$68,577	$77,712	$73,308	$94,596
Rhode Island	39,172	52,781	54,902	56,102	56,361
United States	35,225	50,046	51,914	53,046	85,588

Sources: U.S. Bureau of Census, 1990; U.S. Bureau of Census, 2000; American FactFinder 2010 (based on 2006-2010 American Community Survey); 2012 (based on 2008-2012 American Community Survey 5-Year estimates); and 2013 (based on 2009-2013 American Community Survey 5-Year estimates)

Housing

According to the U.S. Census Bureau, 2008-2012 American Community Survey, it is estimated for 2012 there were 8,108 dwelling units in the Town compared to 7,386 dwelling units in 2000. The additional 722 dwelling units represent an increase of 0.78%. In 2010, of the 6,906 occupied housing units, 5,068 or 68.6% were owner-occupied. The following table sets forth building permits issued in the Town from fiscal years 2009 to 2015:

Fiscal Year	No. Permits	Value
2009	17	$3,290,500
2010	6	3,243,495
2011	26	3,691,080
2012	16	4,252,692
2013	25	5,629,600
2014	15	9,177,600
2015	36	8,749,660

Source: Town Building Inspector.

Community Profile (continued)

Unemployment Rate

	Annual Average Unemployment Rate						
	2009	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**
Portsmouth	8.80%	9.80%	9.80%	8.60%	8.20%	6.80%	4.50%
Rhode Island	10.9	11.7	11.2	10.3	9.5	7.7	5.4
United States	9.3	9.6	9.6	8.1	7.4	6.2	5.3

Not Seasonally Adjusted
Source: R.I. Department of Labor and Training/US Bureau of Labor Statistics.

.

Community Profile (continued)

Rhode Island Department of Labor Training
Quarterly Census of Employment & Wages
Town Summary - 2014 Annual

In 2014, the Town had 520 private businesses and governments subject to employment security taxes with quarterly payrolls which totaled $307,542,165 and the average number of persons employed was 5,770 according to the most recent statistics. The following is a listing of the various types of industry in the Town covered by the Department of Labor and Training.

	Number of Units	Average Employment	Total Wages
Total Private & Government	520	5,770	$307,542,165
Total Private Only	504	5,147	273,041,747
Agriculture, Forestry, Fishing & Hunting	15	43	1,179,301
Utilities	1	*	*
Construction	61	307	14,140,070
Manufacturing	21	1,553	139,153,030
Wholesale Trade	20	105	8,066,000
Retail Trade	57	496	16,053,538
Transportation & Warehousing	8	88	2,478,355
Information	12	56	3,870,727
Finance & Insurance	18	59	3,051,920
Real Estate & Rental & Leasing	15	135	4,774,536
Professional & Technical Services	74	173	10,647,529
Management of Companies & Enterprises	3	24	1,537,226
Administrative Support & Waste Mgmt.	35	219	7,279,953
Educational Services	18	269	11,618,294
Health Care & Social Assistance	44	854	30,307,808
Arts, Entertainment, & Recreation	9	94	3,065,662
Accommodation & Food Services	42	480	9,300,870
Other services, (except Public Administration)	24	187	6,414,813
Government	17	623	34,500,418

Source: Rhode Island Department of Labor and Training.

Community Profile (continued)

Major Private Employers

Employer	Nature of Business	Employees
Raytheon Company	Defense, homeland security	1,175
Visiting Nurse Services of Newport and Bristol Counties	Medical & social services	250
The Hinckley Company	Marine repair, storage, sales, Brokering & marina	155
New England Boatworks	Marine construction, design, repair, storage & marina	127
Vanguard Sailboats	Manufacturer of recreational sailing craft	82
East Coast Construction	Commercial construction	49
International Manufacturing Svcs.	Chip & resistor manufacturer	47

Source: Town Officials.

History & Overview

General

The Town of Portsmouth, with a 2010 population of 17,389, is located approximately 20 miles southeast of Providence. The Town occupies the northern portion of Aquidneck Island and is bordered by the Town of Bristol on the north; the Town of Middletown on the south; the Town of Tiverton on the east; and Narragansett Bay on the west. The Town limits extend over an area of 59.3 square miles, including a land area of 23.2 square miles and an inland water area of 36.1 square miles. Routes 138 and 114 are major highways connecting the Town to I-195, I-95, Route 24 and the entire northeast corridor. Air transportation is available at the Newport State Air Park located in Middletown, which provides charter air service to all major airports in New England and New York. The state's major airport facility is located in the City of Warwick, approximately 30 miles from the Town. Nationwide intercity rail passenger service is offered through AMTRAK's Providence station. Freight transportation is provided by railroads and by local and long distance trucking firms and bus lines, and the nearby Port of Providence provides the Town with excellent shipping facilities.

Government

Portsmouth was established in 1638. It was originally known by its Indian name, Pocasset, but was changed to Portsmouth, named after Portsmouth, Hampshire, England. A group of religious dissenters from the Boston Colony that included Dr. John Clarke, William Codington and Anne Hutchinson, planned on settling in New Jersey, but were convinced by Roger Williams, that they should instead settle in the colony of Rhode Island and the Providence Plantations. It was founded by the signers of the Portsmouth Compact. The Portsmouth Compact was the first document in history that severed both political and religious ties with England. The Portsmouth Compact set up a new, independent colony that was Christian in character but non-sectarian in governance. It has been called the first instrument for governing as a true democracy.

The Town is governed by a seven member Town Council, elected biennially in even years, and an appointed Town Administrator. The Town operates under a Home Rule Charter, under which all powers of the Town (including those powers formerly vested in and exercised by the Financial Town Meeting, which was discontinued) are vested in the elected Town Council. The Council may enact local legislation subject only to the limitations imposed by Charter, the State Constitution and the General Laws. Under the Charter, the Council determines policy, enacts law and appoints the Town Administrator.

The Town Administrator is responsible to the Council for the administration of Town government. Richard A Rainer, Jr. is the current Town Administrator, having been appointed in June 2015. Mr. Rainer has served 30 years in the U.S. Navy as a Commodore, a Commanding Officer, and as Director of the U.S. Naval Staff College. Prior to his appointment, Mr. Rainer served as Branch Head for Policy and as Commanding Officer for the U.S. Naval Element at NATO Joint Forces Command, Brunssum, Netherlands.

History & Overview (continued)

Education

The general administration of the Town's school system is directed by the seven-member, elected School Committee. The School Committee determines and controls all policies affecting the administration, construction, maintenance, and operation of the public schools. The School Committee also appoints a superintendent of schools as its chief administrative agent and such other administrative officers as are considered necessary.

The Town maintains and operates one high school (grades 9-12), one middle school (grades 5-8) and two elementary schools (grades K-4).

According to the 2009-2013 American Community Survey, over 95 percent of Town residents over the age of 25 completed high school and nearly 50 percent hold a bachelor's or higher degree. The average public school enrollment for the 2014-15 school year is approximately 2,532 students and there are 210 teachers.

Municipal Employees (Full-Time)

Fiscal Year Ending 6/30	**2010**	**2011**	**2012**	**2013**	**2014**	**2015**
Municipal Government	103	103	102	102	105	109
School Department	328	328	325	318	323	301
Total Employees	431	431	427	420	428	410

Economic Characteristics

Earliest sources of income for the Town's residents were farming and boat building. Boat building continues as one of the Town's major industries. The State has designated the marine industry as one of five key sectors for economic growth. There are 39 companies of varying sizes located in Portsmouth engaged in marine related services and manufacturing. Manufacturing provides the largest number of jobs in the Town as of 2014, accounting for approximately 30% of private employment.

History & Overview (continued)

The 56-acre Portsmouth Business Park, is home to a mix of light industrial manufacturing firms. The convenient location with immediate access to state Route 24 places the Park in a strategic location for light industrial markets and labor supply. Occupancy in the Portsmouth Business Park is holding steady at around 90% with only two lots unsold. The Park has 23 companies employing 246 persons.

Another significant cluster of businesses is in the 97-acre Melville Marine District where 26 companies in the marine industry employ 626 persons. The District is ideally located on the shores of Narragansett Bay and includes two marinas with deep water access for yachts of all sizes.

Portsmouth's largest employer is the Integrated Defense Systems division of Raytheon Company. Current employment on the 150 acres campus is 1,175. This division is primarily involved in the research, development and manufacture of sonar and other shipboard and airborne electronic tracking systems.

In addition to contributing as the Town's largest employer, Raytheon actively supports the community with hosting mentoring and career interests programs and internships for local high school students. Raytheon developed a collaborative relationship with the Newport County Mentorship Program. Each school year, students from area high schools spend a day at Raytheon gaining in-depth exposure to careers in science, technology, engineering and mathematics ("STEM") and advanced manufacturing. A subset of these students is then selected by their schools to participate in a "summer experience" program. The selected students shadow Raytheon employees in various jobs and functions over the course of the summer.

Raytheon proactively supports promoting and attracting other valued industry to the area. It has hosted seminars by Rhode Island Manufacturing Extension Services ("RIMES") for groups of smaller sub-contractors. The presentations were aimed at developing better supplier partnerships by making the subs more efficient. Raytheon and RIMES provided instruction and leadership in increasing business efficiencies utilizing "lean agile" and "six sigma" techniques.

The United States Navy is the largest employer in Newport County and the third largest in Rhode Island. The 2005 Base Realignment and Closure Commission's "BRACC" recommendation firmly established the Newport Naval Base as the nation's leading naval educational center. The BRACC activity resulted in a net gain of commands stationed at the base. The Naval Education and Training Center "NETC" currently hosts twelve formal schools, including the Naval War College and the Naval Justice School. Each year the NETC allocates major contracts to the civilian community for construction projects and research and development activities. The base benefited greatly with several million dollars of new building construction.

Prospects for new economic development in Portsmouth continue to improve. Indications of growth are tied to new construction and increased hiring in some sectors. Growth of existing local businesses may stimulate additional new development. Ground breaking has been limited but an increase in inquiries to the Town's building, planning and business development offices indicates that there is growing interest and consideration for development projects. Although the State continues to have lagging unemployment gains, Aquidneck Island is showing better employment trends.

History & Overview (continued)

Being surrounded by water has been the major factor in creating the Town's impressive history as a leader in the marine trades industry. With three world class yacht companies in Portsmouth, a large community of smaller marine support businesses continues to flourish that provide a wide range of specialized services for the boating industry and individual boat owners. The Melville companies are known within the industry for their high quality of work.

The marine industry and associated marine trades have long been a significant contributor to the Rhode Island economy. The marine industry continues to be identified as a key growth sector for the State. The America's Cup trial races held in Newport in June 2012 were very successful and served to further stimulate the maritime economy. The success of the Cup races has led to attracting other major marine races, regattas and associated events scheduled in the area as well as a possible return of the America's Cup events. The 2015 Volvo "Around the World Race" made its only U.S. stop in Newport. The races are a catalyst to attract other major events and bring attention to the Town's local marine industry. The race activities provide a big boost for the marine industry as well as area tourism and hospitality businesses. The local marine businesses benefit by providing services for race participants as well as the hundreds of spectators boats the races attract. The races attract participants, observers and media from around the world.

The 39 marine companies located in Portsmouth report that employment continues to improve. Total employment by the marine trades in Portsmouth has rebounded by 20% above the lows they experienced in 2010. Comments on the future by principals of the marine companies indicate the coming years should be positive. Overall, it appears the local marine trades did not suffer as much as some other areas of New England. The Rhode Island Marine Trades Association ("RIMTA") continues an active recruiting and job placement initiative to aid companies in identifying employment opportunities and filling full time positions. A recent RIMTA study showed that the marine industry is one of the few sectors of Rhode Island's economy that has shown growth. The study also showed that starting salaries in the marine sector are above average and most include attractive benefit packages. Principals at the companies indicate that many eliminated positions during the recession will be reactivated.

Of note in this regard, world renowned Hinckley Yachts announced they are going to move some of their new yacht construction from their Maine location to Portsmouth. This is expected to add 40 new jobs initially with more positions expected to be added as production ramps up.

In 2002, with assistance of our federal legislators prime excess Navy land in the Melville Marine District was approved for release to bolster local marine trades. The newly restructured Commerce RI, the State's primary economic development agency, in cooperation with the Town, has been working with a partnership of marine companies to transfer ownership of the former Navy fueling facility. The prime waterfront land will be key in stimulating expansion of existing and new marine trades. When the transfer is completed, Portsmouth Marine Partners (comprised of four existing Portsmouth marine companies) is poised for expansion. The land will accommodate much needed space for the boat builders and create new facilities for smaller marine support contractors. The transfer of the 30 acres will serve as a model for the future transfer of other larger parcels the Navy has designated for disposal. There is high demand for space located near the existing cluster of marine companies.

History & Overview (continued)

New space for marine trades and defense work will complement the existing concentration of similar businesses in the Town. The marine trades in the Melville area are in need of expansion space. The Town has received inquiries from marine ventures outside the area interested in locating here. A similar attraction is possible with smaller defense contractors desiring to be located near Raytheon and the Naval Undersea Warfare Center. Marine trades and defense and homeland security are two key economic growth clusters identified by the State. These industries receive very active support from Commerce RI and other State agencies, including workforce development, to assist in attracting new and support for existing businesses.

Portsmouth continues to focus on potential reuse of 146 acres of former Navy petroleum tank farms along the Eastern shore of Narragansett Bay. The release of the Navy land has been a key planning topic for several years. In the spring of 2008, the Navy officially announced that the former tank farms will be made available for development. The land is ideally situated along the West coast of Aquidneck Island, adjacent to Rt. 114, the Melville Marine District businesses and the Raytheon Company campus. Much planning and analysis must be accomplished to take advantage of the valuable land. The Town Council created a Tank Farm Advisory Committee to explore and make recommendations to the Council for the best future use of the land. Although government procedures for transfer of the land are extensive and very rigorous, the Town is focused on development that will contribute to the tax base.

Economic growth is planned along the shores of Narragansett Bay just south of the cluster of marine businesses in the Melville area is the site for the new Weaver Cove marina. Necessary State Department of Environment Management and State Coastal Regional Management Commission permits have been approved for a large marina and related commercial marine facilities. Commencement of on shore construction has been slowed as portions of the land are contaminated from prior government uses. It is expected that the new marine adjacent to the Melville Marine District will attract additional boating activity and contribute as a potential business growth generator. Plans include commercial facilities for on-shore support services and related marine businesses. By including significant public access to the shoreline, the planned project is gaining wide support. Completion of all phases of the privately funded project are expected to cost over $140 million. The project approvals also to include 385 residential units in a village setting overlooking the Narragansett Bay.

The Town received endorsement to set aside four acres of the excess Navy land in the Melville District for a multi-modal transportation activity. The site will serve as visitor parking for a future rail shuttle between Portsmouth and Newport. The existing Newport Dinner train has purchased self-propelled passenger rail cars that can make the shuttle service a reality. The very successful Newport Dinner Train received grant funding from RIDOT for an upgrade of the existing rail line located along the West Side shoreline. The train is busy with tourist activity, a dinner train and special seasonal activities. Tourist visits and special corporate event traffic continues to grow.

Planned development along the West Side is being encouraged by the Town Planning Department. The Town adopted changes to the Zoning Ordinance for the creation of Planned Marina Village Developments and Planned Resort Developments. The new zoning ordinances fully incorporate “smart growth” principles. The zoning ordinances include enforceable performance and preservation standards to promote site development of benefit to the Town. The Planning Department is reviewing the existing zoning process to identify additional changes that may expedite permitting procedures.

History & Overview (continued)

Raytheon Company recently consolidated all Portsmouth activity in one building. It is actively marketing the sale and or lease of 350,000 square feet in three light industry buildings as well as some surrounding acreage. This prime real estate is on busy West Main Road/Rt. 114 and convenient to off Island access and near the Naval Base and Naval Undersea Warfare Center. The potential synergy of being located near existing defense and marine companies should makes the space attractive for other light industry. Initiatives to bring new industry to the site are being spearheaded by Commerce RI and brokers specializing in contact with national site seekers.

Newport Hospital built a new medical diagnostic services building within the Town Center area adjacent to an existing medical office building. Extensive scanning and imaging services eliminates the need to travel to Newport and Fall River for medical attention. The presence of The Imaging Center brings convenient key medical services to the area. The new 12,000 sq. ft. office building opened in 2007 and is 100% occupied.

One of the most prominent and attractive properties in the area is the exclusive "Carnegie Abbey Club." The Carnegie developments include high-end vacation homes and condos which impact town services much less than conventional residential development. The new marina at Carnegie has quickly become an attractive amenity, attracting buyers from around the world.

The developer of the Carnegie projects, O'Neill Properties, also acquired 73 acres of waterfront property just north of the Carnegie facilities for their new project, "The Newport Club." This project includes an indoor equestrian riding and training center and tennis club. The resort development will include 152 vacation homes, a small marina and other club amenities.

Residential building permits for new and rehabilitation projects were up 22% in fiscal 2015. Building permits for new, enlargement and rehabilitation of commercial properties is also well above fiscal year 2014.

Basis of Accounting and Fund Structure

The accounting structure of the Town of Portsmouth is organized on the basis of funds. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Town, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. All of the funds of the Town can be divided into three categories, governmental funds, fiduciary funds and proprietary funds.

Governmental funds Governmental funds account for most governmental functions. Governmental funds focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Governmental funds include the General Fund, Special Revenue Funds, Capital Projects Funds, Debt Service Funds, Permanent Funds and Expendable Trust. The Town of Portsmouth maintains one hundred and two individual governmental funds.

Proprietary funds Proprietary funds are used to account for business-like activities provided to the general public (enterprise funds) or within the government (internal service funds). These activities are financed primarily by user charges and the measurement of financial activity focuses on net income measurement similar to the private sector. The proprietary funds of the Town are considered major funds. The Town has no internal service funds.

Fiduciary funds Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Examples are the Pension Trust Fund that is held for beneficiaries of pension plans and Agency Funds that account for funds held in a custodial capacity.

Executive Summary

- Projected Tax Rate of $16.00 compared to $15.80 for FY 2016 (1.27% increase)
- Tax Levy of $50,966,989
- Total Revenue Increasing 4.19%
- Funding for Capital that includes Brown House, Police Station, Paving Program, and $646,139 of School Request
- Continuation of Long Term Planning: Funding OPEB, Creation of Reserves for Revaluation and Various Equipment, Funding for Legal Claims
- Development of Facilities Management Plan
- Updates to Organization Chart and Creation of Glen Manor House Enterprise Fund
- Establishment of New Town Hall Hours
- Continuing the Practice of adding to the Fund Balance
- Establishment of a Contingency Account for Potential Capital Needs
- Establishment of Realistic Overtime Projections

Revenues

Taxes

Taxes are the largest source of revenue for the Town of Portsmouth. Taxes have traditionally accounted for 85% of Portsmouth's revenues. For this budget they account for 81.9%. This is significantly higher than most Rhode Island communities. It is the Town's goal to have taxes account for less than 80% of total revenue.

Tax Rates

The town has two tax rates, one for Real and Personal (business equipment) Property and one for Motor Vehicles. Rates for Fiscal Year 2016 were $15.80 for Real and Personal Property and $22.50 for Motor Vehicles. For Fiscal Year 2017 this proposed budget projects rates of $16.00 for Real and Personal Property and $22.50 for Motor Vehicles.

Rates are calculated on net assessed values; this is the value after exemptions. Portsmouth has multiple exemptions that are applied to property valuation. A list of available exemption is available at the Tax Assessor's Office.

Real Estate is assessed at 100% of value based on periodic revaluations performed by the Town Assessor's Office. The most recent revaluation was a statistical valuation for December 31, 2013. There are two types of revaluations: statistical, which are performed every 3 years, and a full evaluation that is performed every 9 years. A full revaluation will be completed December 31, 2016.

Motor Vehicles are assessed at 70% of full retail value. Portsmouth is one of three Rhode Island communities that assess vehicles at less than 100%. The other two communities assess at 80% and 95%.

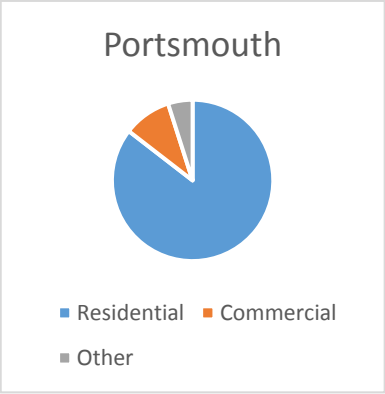
Revenues

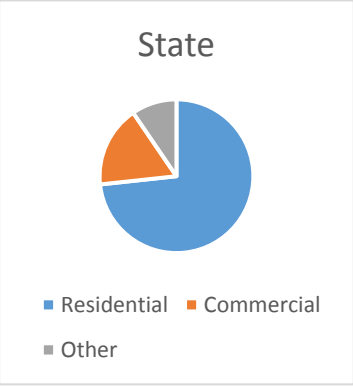
Historic Tax Rates and Net Assessed Values

	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16
Real Estate	11.301	13.908	14.238	14.526	15.8	15.8
Motor Vehicle	22.5	22.5	22.5	22.5	22.5	22.5
Personal Property	11.301	13.908	14.238	14.526	15.8	15.8
	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16
Net Assessed Value	$3,829,725,643	$3,241,923,704	$3,242,178,300	$3,257,969,890	$3,076,101,632	$3,113,434,005

Percentage Net Assessed Values by Class

	FY 11	FY 12	FY 13	FY 14	FY 15	FY 16
Residential	88.05%	86.64%	86.67%	86.50%	85.65%	85.47%
RI Avg	75.29%	74.13%	73.99%	74.13%	73.53%	73.29%
Commercial	8.09%	8.96%	8.89%	9.03%	9.57%	9.61%
RI Avg	17.43%	17.45%	17.08%	16.77%	17.02%	17.18%
Tangible	1.77%	1.82%	1.72%	1.79%	1.93%	1.93%
RI Avg	3.29%	3.38%	3.50%	3.56%	3.99%	3.97%
Motor Vehicle	2.09%	2.58%	2.73%	2.68%	2.84%	2.99%
RI Avg	3.99%	5.04%	5.43%	5.53%	5.52%	5.55%

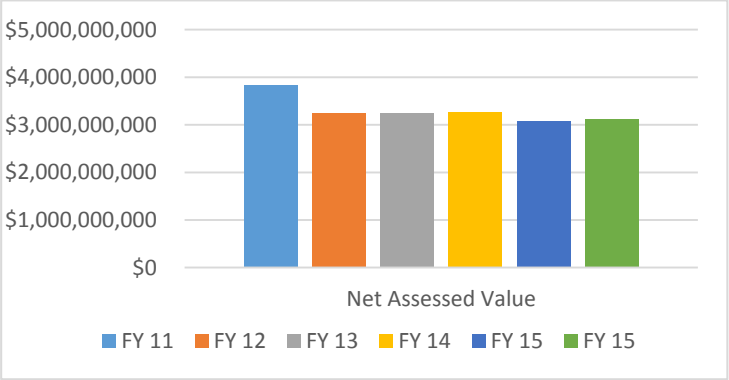


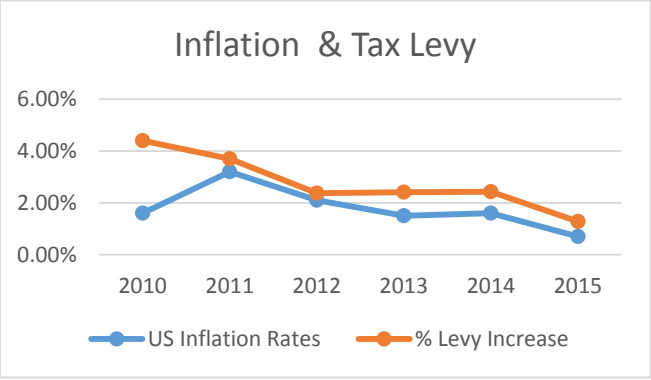


Revenues

Historical Rates of Inflation and Tax Levy Increases

	2010	2011	2012	2013	2014	2015
US Inflation Rates	1.60%	3.20%	2.10%	1.50%	1.60%	0.70%
Tax Levy	44,174,990	45,807,376	$46,892,274	$48,021,888	$49,187,930	$49,815,131
% Levy Increase	4.40%	3.70%	2.37%	2.41%	2.43%	1.28%





Portsmouth Tax Levy Per Capita

	FY 11	FY 12	FY 13	FY 14	FY 15
Levy Per Capita	$ 2,634	$ 2,708	$ 2,772	$ 2,837	$ 2,871
% increase	3.70%	2.81%	2.36%	2.34%	1.20%

Revenues: Tax Levy

Collection Rates:

Collection rates have a significant impact on a community's tax levy and yet is rarely discussed and often misunderstood. The impact of collection rates is best demonstrated in the following illustration.

Community's required level of tax revenue = $50,000,000

Community's required levy to meet revenue at various levels of collection rates:

Collection Rate	Levy	Revenue
93.50%	$53,475,936	$50,000,000
95.00%	$52,631,579	$50,000,000
97.50%	$51,282,051	$50,000,000
98.00%	$51,020,408	$50,000,000
98.50%	$50,761,421	$50,000,000

Collection Rate*	*Actual* FY 2011	*Actual* FY 2012	*Actual* FY 2013	*Actual* FY 2014	*Actual* FY 2015	*Budget* FY 2016	*Proposed* FY 2017
Real Estate Taxes							
Residential	93.11%	95.94%	97.09%	97.19%	97.50%	97.50%	97.75%
Other				97.19%	97.60%	96.50%	97.75%
Personal Property Taxes				95.00%	96.00%	95.00%	92.50%
Motor Vehicle Taxes	93.91%	94.22%	92.40%	90.00%	93.11%	95.00%	95.00%
	93.15%	95.87%	96.90%	96.13%	97.20%	96.70%	97.46%

** In FY 11, FY 12 and FY 13 did not record Real and Personal Property Tax collections separately. Tax Revenue and Collection Rate shown is for combined categories*

Amount of Uncollected Taxes

6/30/2011	6/30/2012	6/30/2013	6/30/2014	6/30/2015
$ 2,870,213	$ 1,771,906	$ 1,455,009	$ 1,875,854	$ 1,354,217

PORTSMOUTH HAS SET A GOAL OF 98.25% FOR OVERALL COLLECTION RATE BY 2020

Revenues: Taxes

	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017
Real Estate Taxes							
Residential	$ 39,455,568	$ 42,140,858	$ 43,596,889	$ 39,785,562	$ 40,711,217	$ 40,993,595	$ 42,022,821
Other				$ 4,151,406	$ 4,251,040	$ 4,609,459	$ 4,603,981
Tangible Taxes				$ 806,586	$ 825,944	$ 903,958	$ 962,274
Motor Vehicle Taxes	$ 1,686,295	$ 1,773,141	$ 1,837,630	$ 1,768,768	$ 1,811,218	$ 1,986,671	$ 2,084,965
	$ 41,141,863	$ 43,913,999	$ 45,434,519	$ 46,512,322	$ 47,618,920	$ 48,175,360	$ 49,674,041
Prorated Collections	$ 30,548	$ 31,409	$ 23,208	$ -	$ 98,966	$ 20,000	$ 50,000
Housing Authority	$ 22,156	$ 12,422	$ 11,052	$ 9,950	$ 10,000	$ 7,500	$ 7,500
Prior Year Collections	$ 1,674,103	$ 2,757,098	$ 1,713,124	$ 1,509,667	$ 1,829,899	$ 1,250,000	$ 1,200,000
	$ 42,868,670	$ 46,714,928	$ 47,181,903	$ 48,031,939	$ 49,558,605	$ 49,452,860	$ 50,931,541

Tax Levy

	FY 2016	FY 2017	%change
RE: Res	$ 42,044,713	$ 42,990,098	2.25%
RE: Other	$ 4,727,650	$ 4,709,955	-0.37%
MV	$ 2,091,232	$ 2,254,016	7.78%
PP	$ 951,535	$ 1,012,920	6.45%
	$ 49,815,131	$ 50,966,989	2.31%

Collection Rates

	Actual FY 2015	Budget FY 2016	Proposed FY 2017
Real Estate Taxes			
Residential	98.04%	97.50%	97.75%
Other	96.35%	97.50%	97.75%
Tangible Taxes	92.81%	95.00%	92.50%
Motor Vehicle Taxes	95.12%	95.00%	95.00%
	97.35%	96.71%	97.46%

Schools 60% Public Safety 19% Public Works 6% Debt 4% Other 11%

Your Tax Dollar

Revenues: State Aid

The Town of Portsmouth receives aid from the State of Rhode Island in various forms. Some are funds that remain with the Town and others are passed through to other agencies. There are items that are fixed by legislation and others are a percentage of amounts collected by the State.

School Aid: Based on the State Funding Formula established by legislation on June 6, 2010. The formula is being phased in. For communities receiving additional aid, the phase in period is seven (7) years. For communities receiving less aid the phase in period is ten (10) years. Portsmouth is a community that is receiving less aid.

School Housing Aid: Capital repairs, renovations and new construction are eligible for state housing aid reimbursement. Capital costs are paid for by the municipality and as such School Housing Aid is reported as revenue in the municipal budget. The current minimal reimbursement rate on approved projects is 35%. In this budget there is a significant increase in housing aid. The School Department spent a significant portion of its fund balance for the replacement of furnaces. This increase is projected to be a one-time event and housing aid should return to historic levels in future budget years.

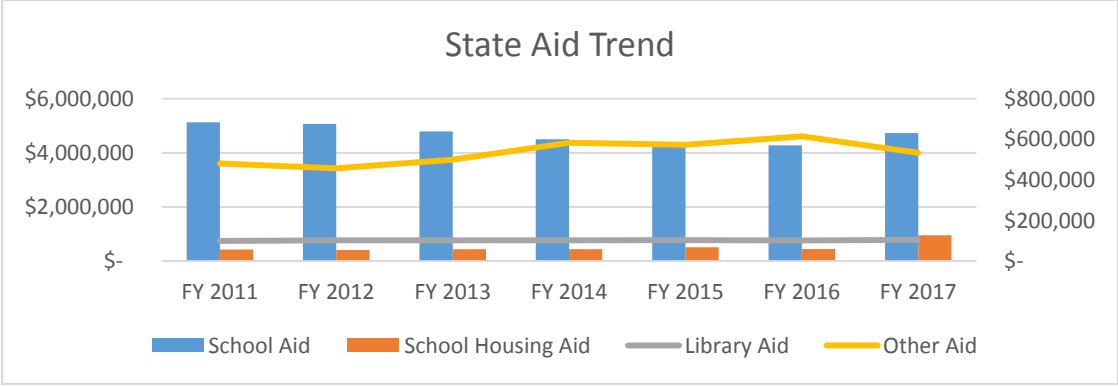
Hotel & Meal Tax: The State of Rhode Island assesses taxes on hotel occupancy, food and beverage sales. A portion of these taxes are passed back to the community where the tax was generated. Currently 1% of all food and beverage sales and 2.25% of hotel occupancy sales generated from within the Town of Portsmouth are returned to the Town.

Revenues: State Aid (continued)

Public Service Corp Tax: The tangible personal property of telegraph, cable, and telecommunications corporations and express corporations (a transportation company that uses boats or trains) is exempt from local taxation, and instead is subject to taxation by the State. These funds are redistributed to local municipalities based on a formula using statewide addressed valuations.

Motor Vehicle Excise Tax: The State allows a $500 exemption for all motor vehicles. Included in the legislation authorizing this exemption is a requirement that municipalities receive reimbursements from the State general revenues equal to the amount of tax revenue lost through the application of the exemption. This applies only to the State exemption and not any local exemptions.

	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017
School Aid	$ 5,131,300	$ 5,072,149	$ 4,794,137	$ 4,507,144	$ 4,303,672	$ 4,279,754	$ 4,733,705
School Housing Aid	$ 427,868	$ 410,369	$ 441,038	$ 441,038	$ 509,711	$ 445,823	$ 957,132
Hotel and Meal	$ 179,964	$ 142,282	$ 185,117	$ 191,501	$ 195,457	$ 219,487	$ 234,806
Public Svc Corp	$ 195,719	$ 209,277	$ 209,277	$ 209,277	$ 216,929	$ 234,854	$ 214,568
MV Excise	$ 105,545	$ 105,623	$ 105,623	$ 182,745	$ 78,523	$ 78,522	$ 84,669
State Library	$ 99,162	$ 102,565	$ 102,367	$ 102,367	$ 103,554	$ 101,476	$ 104,692
Muni Incentive	$ -	$ -	$ -	$ -	$ 82,517	$ 82,434	$ -
	$ 6,139,558	$ 6,042,265	$ 5,837,559	$ 5,634,072	$ 5,490,363	$ 5,442,350	$ 6,329,572



Revenues: Department Fees and Licenses

The Town of Portsmouth charges for various services, fees and licenses. This has been an area of great debate as there have been changes in some fees in recent years and various services provided that do not currently have a fee associated with them.

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Proposed FY 2017	Change
Town Clerk									
Beverage Licenses	$ 31,010	$ 32,895	$ 34,762	$ 32,815	$ 33,876	$ 36,807	$ 32,000	$ 36,000	12.50%
Dog Licenses and Enforcement	$ 13,510	$ 13,556	$ 13,668	$ 2,103	$ 14,245	$ 1,623	$ 13,500	$ 14,000	3.70%
Real Estate Transfer	$ 238,873	$ 210,667	$ 247,382	$ 124,401	$ 279,816	$ 156,953	$ 225,000	$ 245,000	8.89%
Recording Fees	$ 193,548	$ 223,643	$ 172,353	$ 78,939	$ 178,146	$ 90,502	$ 210,000	$ 200,000	-4.76%
Tent Licenses	$ -	$ 2,380	$ -	$ -	$ -	$ -	$ 2,500	$ -	-100.00%
Misc	$ 31,036	$ 27,936	$ 33,477	$ 18,996	$ 33,733	$ 20,541	$ 25,000	$ 30,000	20.00%
	$ 507,977	$ 511,077	$ 501,642	$ 501,642	$ 539,816	$ 501,642	$ 508,000	$ 525,000	3.35%
Building Inspection									
Building Inspections	$ 109,043	$ 177,019	$ 146,495	$ 77,756	$ 143,207	$ 82,435	$ 190,000	$ 155,000	-18.42%
Electrical Inspections	$ 33,164	$ 59,161	$ 31,965	$ 13,081	$ 32,394	$ 14,720	$ 60,000	$ 30,000	-50.00%
Mechanical Inspections	$ 32,849	$ 28,021	$ 38,151	$ 18,600	$ 38,405	$ 21,335	$ 33,000	$ 30,000	-9.09%
Plumbing Inspections	$ 9,337	$ 11,338	$ 19,445	$ 6,935	$ 16,099	$ 7,835	$ 12,500	$ 15,000	20.00%
	$ 184,393	$ 275,539	$ 236,055	$ 236,055	$ 236,055	$ 236,055	$ 295,500	$ 230,000	-22.17%

Revenues: Department Fees and Licenses (continued)

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Proposed FY 2017	Change
Planning									
Board of Review Filings	$ 6,746	$ 9,076	$ 9,450	$ -	$ -	$ -	$ 8,500	$ -	-100.00%
Road Inspections	$ -	$ -	$ 10,000	$ 7,776	$ 11,096	$ 10,336	$ 5,000	$ 10,000	100.00%
Planning Board Filings	$ 9,050	$ 6,361	$ 17,553	$ 4,386	$ 15,329	$ 21,820	$ 10,000	$ 20,000	100.00%
	$ 15,796	$ 15,437	$ 37,003	$ 12,162	$ 26,425	$ 32,156	$ 23,500	$ 30,000	27.66%
Harbor Master									
Mooring Fees & Fines	$ 60,730	$ 52,009	$ 75,738	$ 6,318	$ 101,804	$ 3,035	$ 97,250	$ 100,000	2.83%
	$ 4,279	$ 12,649	$ 770	$ -	$ -	$ -	$ 7,750	$ 10,000	29.03%
	$ 65,009	$ 64,658	$ 76,508	$ 6,318	$ 101,804	$ 3,035	$ 105,000	$ 110,000	4.76%
Tax Collector									
Municipal Lien Fees	$ 24,125	$ 23,650	$ 14,525	$ 7,550	$ 19,250	$ 9,225	$ 25,000	$ 20,000	-20.00%
Field Cards & Maps	$ 2,040	$ 1,762	$ 1,557	$ 517	$ 1,058	$ 612	$ 1,500	$ 1,200	-20.00%
Penalties/Interest	$ 639,635	$ 374,444	$ 313,025	$ 115,969	$ 406,877	$ 105,977	$ 320,000	$ 325,000	1.56%
	$ 665,800	$ 399,856	$ 329,107	$ 124,036	$ 375,000	$ 115,814	$ 346,500	$ 346,200	-0.09%
Police									
Alarm Permits	$ 7,645	$ 8,395	$ 8,880	$ 2,290	$ 11,780	$ 820	$ 8,000	$ 8,000	0.00%
VIN Fees	$ 6,810	$ 6,690	$ 8,430	$ 3,435	$ 7,920	$ 5,430	$ 7,000	$ 8,500	21.43%
Police Details	$ 20,285	$ 70,618	$ 84,144	$ 99,887	$ 165,593	$ 75,818	$ 75,000	$ 100,000	33.33%
Animal Control Fines	$ 735	$ 755	$ 560	$ 675	$ 1,555	$ 1,170	$ 750	$ 1,750	133.33%
Parking Fines	$ 600	$ 525	$ 585	$ 690	$ 945	$ 75	$ 650	$ 650	0.00%
EMA/Civil Defense	$ -	$ -	$ -		$ -	$ -	$ 8,000	$ 8,000	0.00%
Fingerprints	$ 6,690	$ 6,320	$ 6,020	$ 3,200	$ 5,910	$ 4,480	$ 6,000	$ 6,250	4.17%
Police Reports	$ 3,375	$ 4,332	$ 2,719	$ 1,677	$ 3,185	$ 1,482	$ 3,600	$ 3,500	-2.78%
Traffic Fines	$ 63,666	$ 70,824	$ 72,183	$ 24,424	$ 51,818	$ 40,426	$ 75,000	$ 75,000	0.00%
	$ 109,806	$ 168,459	$ 183,521	$ 136,278	$ 248,706	$ 129,701	$ 184,000	$ 211,650	15.03%

Revenues: Department Fees and Licenses (continued)

	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Proposed FY 2017	Change
Solicitor									
Court Fees	$ 746	$ 42	$ 83	$ -	$ -	$ -	$ 500	$ -	-100.00%
Finance									
Investment Income	$ 10,616	$ 5,270	$ 8,027	$ 474	$ 773	$ 1,227	$ 10,000	$ 3,500	-65.00%
School Shared Cost & PI	$ 75,587	$ 92,920	$ 292,086	$ -	$ -	$ -	$ 35,000	$ -	-100.00%
	$ 86,203	$ 98,190	$ 300,113	$ 474	$ 773	$ 1,227	$ 45,000	$ 3,500	-92.22%
Fire									
Fire Marshall	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 40,000	n/a
Ambulance	$ 496,833	$ 449,315	$ 789,956	$ 330,783	$ 623,581	$ 407,044	$ 865,000	$ 800,000	-7.51%
MV Mitigation	$ -	$ -	$ -	$ -	$ -	$ 7,295	$ -	$ 25,000	0.00%
	$ 496,833	$ 449,315	$ 789,956	$ 330,783	$ 623,581	$ 414,339	$ 865,000	$ 865,000	0.00%
Probate	$ 33,712	$ 28,690	$ 42,343	$ 22,473	$ 38,959	$ 21,299	$ 30,000	$ 35,000	16.67%
Municipal Court	$ -	$ -	$ -	$ -	$ -	$ 457	$ -	$ 1,500	n/a
Recreation									
Sandy Point Beach	$ 8,118	$ 9,239	$ 8,473	$ 7,882	$ 11,605	$ 12,549	$ 23,000	$ 23,000	0.00%
Recreation Fees	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000	0.00%
	$ 8,118	$ 9,239	$ 8,473	$ 7,882	$ 11,605	$ 12,549	$ 23,000	$ 33,000	43.48%
Misc License and Fees	$ 78,397	$ 28,173	$ 54,628	$ 9,426	$ 159,514	$ 83,002	$ 30,000	$ 50,000	66.67%
	$ 2,252,790	**$ 2,048,675**	**$ 2,559,432**	**$ 1,387,529**	**$ 2,362,238**	**$ 1,551,276**	**$ 2,456,000**	**$ 2,430,850**	**-1.02%**

Revenues: Rentals and Other

The Town of Portsmouth has many assets unique to a municipality. Over the last few years the method of operating these assets has been changing. The Melville Ponds Campground was operated by the Town but is now operated by an outside vendor that pays the Town a fixed annual fee and a percentage of revenues.

The Glen Manor House has been reclassified as an enterprise fund. The Town is currently developing an RFP/RFQ for the Glen Farm Equestrian Center. This budget also includes transfers from some of the Town's many special revenue funds. Some is a result of a change in operations, such as the establishment of a Fire Marshal, and other is to close out inactive accounts and reallocate the resources. This is part of the Town's approach of continuously looking for ways to improve on how it does business.

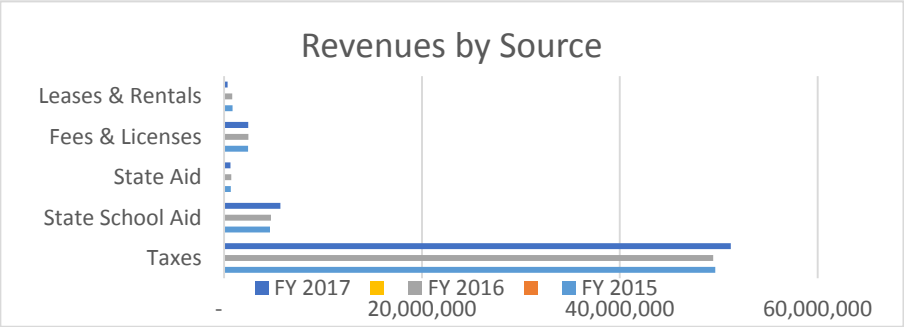
Revenues: Rentals and Other (continued)

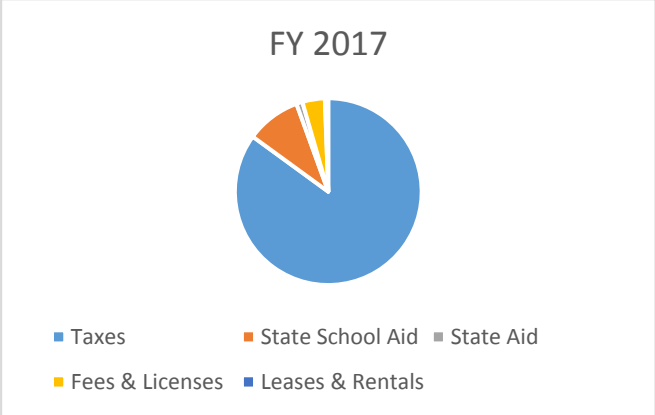
	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017
Manor House	$ 444,916	$ 438,155	$ 427,023	$ 456,588	$ 505,750	$ 505,000	$ 250,000
Melville Ponds Campground	$ 224,767	$ 216,954	$ 219,110	$ 219,947	$ 144,494	$ 50,000	$ 65,000
Glen Farm							
Equestrian Center	$ 30,000	$ 30,000	$ 30,000	$ 25,000	$ 32,500	$ 30,000	$ 32,500
Polo	$ 10,000	$ 11,250	$ 11,250	$ 15,000	$ 15,450	$ 15,450	$ 16,000
Other	$ 9,330	$ 9,734	$ 4,250	$ 11,525	$ 11,800	$ 7,500	$ 10,000
AICA	$ -	$ -	$ -	$ 11,182	$ 18,363	$ 27,000	$ 27,000
Cellular Towers							
Cingular	$ 33,268	$ 34,932	$ 39,796	$ 35,394	$ 48,000	$ 41,785	$ 43,874
Crown Castle	$ 44,857	$ 45,130	$ 48,394	$ 42,831	$ 49,450	$ 48,000	$ 48,000
School SRO	$ -	$ -	$ -	$ -	$ -	$ 35,000	$ 40,000
Farmland	$ -	$ 780	$ 765	$ 500	$ 1,328	$ 750	$ 500
Other Income*	$ -	$ 22,366	$ -	$ -	$ -	$ 127,655	$ 161,098
	$ 797,138	$ 809,301	$ 780,588	$ 817,967	$ 827,135	$ 888,140	$ 693,972

Other Income	
Fire Special Revenue	$ 35,000
Technology Fund	$ 25,000
Sherman Trust	$ 16,410
Cemetery Fund	$ 25,000
Volunteer Fire Dept	$ 20,000
Inactive Accts	$ 6,245
	$ 127,655

Revenues: Summary

	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017	Change
Taxes	$ 41,141,863	$ 43,913,999	$ 45,434,519	$ 46,512,322	$ 47,599,420	$ 48,175,360	$ 49,957,055	3.70%
Prorated Collections	$ 30,548	$ 31,409	$ 23,208	$ -	$ 98,966	$ 20,000	$ 50,000	150.00%
PILOT- Housing Authority	$ 22,156	$ 12,422	$ 11,052	$ 9,950	$ 10,000	$ 7,500	$ 7,500	0.00%
Prior Year Collections	$ 1,674,103	$ 2,757,098	$ 1,713,124	$ 1,509,667	$ 1,830,719	$ 1,241,237	$ 1,200,000	-3.32%
School Aid	$ 5,131,300	$ 5,072,149	$ 4,794,137	$ 4,507,144	$ 4,303,672	$ 4,279,754	$ 4,733,705	10.61%
School Housing Aid	$ 427,868	$ 410,369	$ 441,038	$ 441,038	$ 509,711	$ 445,823	$ 957,132	114.69%
Hotel and Meal	$ 179,964	$ 142,282	$ 185,117	$ 191,501	$ 195,457	$ 219,487	$ 234,806	6.98%
Public Svc Corp	$ 195,719	$ 209,277	$ 209,277	$ 209,277	$ 216,929	$ 234,854	$ 214,568	-8.64%
MV Excise	$ 105,545	$ 105,623	$ 105,623	$ 182,745	$ 78,523	$ 78,523	$ 84,669	7.83%
State Library	$ 99,162	$ 102,565	$ 102,367	$ 102,367	$ 103,446	$ 101,476	$ 104,692	3.17%
Muni Incentive	$ -	$ -	$ -	$ -	$ 82,517	$ 82,434	$ -	-100.00%
Fees and Licenses	$ 1,907,280	$ 2,252,790	$ 2,048,675	$ 2,559,432	$ 2,362,238	$ 2,456,000	$ 2,430,850	-1.02%
Leases and Rentals	$ 797,138	$ 809,301	$ 780,588	$ 817,967	$ 827,135	$ 888,140	$ 693,972	-21.86%
	$ 51,712,646	$ 55,819,284	$ 55,848,725	$ 57,043,410	$ 58,218,733	$ 58,230,588	$ 60,668,949	4.19%





Expenditures

The Town of Portsmouth uses the modified accrual basis of accounting, and under this method expenditures are recorded at the time liabilities are incurred.

Budget amounts are encumbered when contracts are signed for goods or services. At year-end, amounts which are encumbered but not yet expended are carried over to be paid when the goods or services are received. These amounts are included in budget-basis expenditures for the fiscal year in which they are encumbered, rather than the year in which goods or services are received. Appropriations that are not spent or encumbered lapse at the end of the fiscal year.

Expenditures are budgeted at the department level or activity level, as appropriate.

The Town's annual budget is adopted by the Town Council, but must also be sent to the Rhode Island Department of Municipal Finance. Municipal Finance confirms that the budget conforms to RI Statute 44-5-2 for tax increase limits.

Various reports are provided to Municipal Finance throughout the year so that they may monitor financial activity of the community. This includes quarterly financial reports and an annual five (5) year forecast.

Monthly reporting including non-payroll check register is posted monthly on the Town's web site. The FY 2016 budget including funding to upgrade the Town's accounting software. The Finance department and IT staff have been working with the software vendor on the conversion. It is planned that the new software will go live July 2016. This new software will allow all departments to have real time access to financial results of their departments. New fuel management software has also been installed and Public Works will now be able to produce detailed information on usage. This is all part of the Town's efforts to continuously improvements as well as its commitment to transparency.

Rhode Island Department of Revenue: Division of Municipal Affairs is a resource for financial information of Portsmouth and other Rhode Island Communities. http://www.municipalfinance.ri.gov

State of Rhode Island
Division of Municipal Finance
Department of Revenue

Expenditures: Town Council

Mission Statement

Our mission is to preserve the character and quality of life in the Town of Portsmouth by improving the quality of services and supporting well-balanced growth in the most cost-effective and responsible manner possible. We will treat all members of our community, town government, volunteers and employees with respect and dignity.

Vision

We envision providing innovative efficient municipal government operations deserving of public confidence, while demonstrating a strong commitment to preserving our culture and resources. We are committed to the health, safety, and welfare of the public we serve. We will ensure that town government is responsive and accessible. We see a future committed to continuing to build valuable partnerships, and collaborating with other communities, state agencies, and private organizations in order to meet challenges. We endeavor to plan for and take advantage of opportunities that will improve our community now and in the future.

Expenditures: Town Council

	Actual FY 2013	Actual FY 2014	Actual Jan-Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Council	$ 8,700	$ 8,699	$ 4,165	$ 8,699	$ 4,350	$ 8,700	$ 8,700	$ 8,700	0.00%
Admin	$ 18,726	$ -		$ -	$ -	$ -	$ -	$ -	0.00%
	$ 27,426	**$ 8,699**	**$ 4,165**	**$ 8,700**	**$ 4,350**	**$ 8,700**	**$ 8,700**	**$ 8,700**	**0.00%**
Benefits									
Payroll Taxes	$ 2,050	$ 666	$ 319	$ 665	$ 333	$ 666	$ 666	$ 666	0.00%
	$ 2,050	**$ 666**	**$ 319**	**$ 666**	**$ 333**	**$ 666**	**$ 666**	**$ 666**	**0.00%**
Operations									
Travel	$ 700	$ 700	$ 350	$ 350	$ -	$ -	$ -	$ -	0.00%
Postage/Misc	$ 1,974	$ 1,135	$ 132	$ 1,108	$ 835	$ 1,000	$ 1,200	$ 1,200	20.00%
Contingency	$ 4,897	$ 2,900	$ 2,024	$ 9,957	$ 1,856	$ 7,500	$ 10,000	$ 10,000	33.33%
	$ 7,571	**$ 4,735**	**$ 2,507**	**$ 11,415**	**$ 2,691**	**$ 8,500**	**$ 11,200**	**$ 11,200**	**31.76%**
Total	**$ 37,047**	**$ 14,100**	**$ 6,990**	**$ 20,781**	**$ 7,373**	**$ 17,866**	**$ 20,566**	**$ 20,566**	**15.11%**

Portsmouth This Week is a public access program produced by local volunteers that keep the community up to date on events and issues of the community.

Animal Control Officer discussing Town's spay and neuter program

Project Purple week is one of the many local projects supported by the Portsmouth Town Council

Expenditures: Town Administrator

Mission Statement

The Town Administrator is the chief executive officer and head of the administrative branch of government. He is responsible to the Town Council for the proper administration of all town affairs. The mission statement mirrors the Town Council's mission statement. The Town Administrator shall create an atmosphere that fosters excellence in delivery of public services, while nurturing and developing employees to reach their full potential.

Duties and Services Provided

• To submit to the Town Council a proposed budget 90 days before next fiscal year
• To see that laws and ordinances are enforced.
• To appoint heads of all administrative departments of town government.
• To assign additional duties to officers, agencies or departments established by the Charter.
• To prepare and submit to the council a complete annual report on finances and administrative activities of the town.
• To coordinate the activities and programs of all departments of the town; to review periodic reports from departments and request information from departments as necessary for proper administration of town business.

FY 17 Goals and Objectives

- Develop plan for Glen Farm
- Update personnel policies and job descriptions
- Continued efforts in support Recreation Department (Brown House, Elmhurst Park, and Weaver Cove)
- Review of organization including various committees
- Address space issues at Town Hall
- Continue efforts of consolidation of services within the town and with other communities.
- Develop staff training program

Expenditures: Town Administrator

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Administrator	$ 184,096	$ 187,904	$ 95,183	$ 129,600	$ 91,514	$ 129,600	$ 125,600	$ 125,600	-3.09%
Deputy Stipend	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 5,000	0.00%
Staff	$ -	$ -	$ 1,310	$ 62,053	$ 874	$ 59,534	$ 60,725	$ 60,725	2.00%
Web and Overtime	$ 786	$ 3,694	$ 697	$ 1,539	$ 1,533	$ 1,450	$ 1,700	$ 1,700	17.24%
Longevity	$ 4,905	$ 4,904	$ 5,253	$ 5,253	$ 5,358	$ 5,358	$ 5,465	$ 5,465	2.00%
	$ 189,787	**$ 196,502**	**$ 102,444**	**$ 198,446**	**$ 99,279**	**$ 195,942**	**$ 198,490**	**$ 198,490**	**1.30%**
Benefits									
Payroll Taxes	$ 14,087	$ 13,606	$ 6,849	$ 14,012	$ 7,376	$ 14,990	$ 15,184	$ 15,184	1.30%
Health and Dental	$ 17,838	$ 16,194	$ 8,965	$ 16,595	$ 9,156	$ 20,419	$ 21,069	$ 21,069	3.18%
Cost Share	$ -	$ (1,635)		$ -	$ (893)	$ (1,787)	$ (3,977)	$ (3,977)	122.55%
Pension: 401	$ -	$ -	$ 13,375	$ -	$ 7,107	$ 15,163	$ 15,958	$ 15,958	5.24%
	$ 31,925	**$ 28,165**	**$ 29,189**	**$ 30,607**	**$ 22,746**	**$ 48,785**	**$ 48,234**	**$ 48,234**	-1.13%
Operations									
Travel	$ -	$ -	$ -	$ -	$ -	$ 100	$ 200	$ 200	100.00%
Dues and Reference	$ -	$ -	$ -	$ -	$ 1,286	$ 1,500	$ 1,500	$ 1,500	0.00%
Office Supplies	$ 2,710	$ 699	$ 48	$ 189	$ 870	$ 2,000	$ 1,500	$ 1,500	-25.00%
Copier	$ 7,504	$ 6,792	$ 3,057	$ 5,515	$ 3,276	$ 7,000	$ 6,000	$ 6,000	-14.29%
Public Relations	$ 17	$ 395	$ 69	$ 69	$ -	$ 200	$ 200	$ 200	0.00%
Postage/Misc	$ 135	$ 57	$ 215	$ 223	$ 5,567	$ 500	$ 500	$ 500	0.00%
	$ 10,366	**$ 7,943**	**$ 3,389**	**$ 5,996**	**$ 10,999**	**$ 11,300**	**$ 9,900**	**$ 9,900**	**-12.39%**
Total	**$ 232,078**	**$ 232,610**	**$ 135,022**	**$ 235,049**	**$ 133,024**	**$ 256,027**	**$ 256,624**	**$ 256,624**	**0.23%**

Expenditures: Town Clerk

Mission

• Store, maintain and access the Town's official documents.
• Efficiently perform those responsibilities assigned by state and federal statutes, the Portsmouth Town Charter and Town Code.
• Cooperate and interact with the Town administration, appointed and elected officials as well as fellow employees in creating an efficient accountable governing entity.
• Offer knowledgeable assistance to professionals who utilize the services of this office, as well as the general public for whom the Town Clerk's Office is often its only interaction with municipal

Office Activity

Issued	2014	2015
Marriage Licenses	114	112
Business Licenses	194	186
Dog Licenses	2,170	1,660
Vital Records	946	471
Land Evidence Instruments	3,887	3,721
Probate Court Cases	11	96
Municipal Court Cases	0	24

The Portsmouth Town Clerk's office is committed to education and training to keep up on current best practices.
Staff participates and attends programs of both the RI and New England Associations of Town Clerks.

Portsmouth Top Dog Contest

New contest created by Town Clerk office as part of license renewal. Winning dog will receive license #1 and be recognized at Town Council meeting

Citizens will vote on changing the Town Clerk position from an elected position to an appointed position as part of November 2016 election.

Portsmouth is one of eight of RI's 39 communities that still has an elected Town Clerk.

Expenditures: Town Clerk

	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Town Clerk*	$ 160,952	$ 198,713	$ 86,530	$ 152,793	$ 78,169	$ 78,954	$ 80,535	$ 80,535	2.00%
Deputy Clerk	$ -		$ -	$ -	$ -	$ -	$ 63,429	$ 63,429	0.00%
Clerks (2)	$ -	$ -	$ -	$ -	$ -	$ 147,519	$ 109,138	$ 109,138	-26.02%
Longevity	$ 14,609	$ 5,621	$ 10,611	$ 10,611	$ 5,848	$ -	$ -	$ -	0.00%
Overtime/Temp	$ 23,882	$ 9,933	$ 12,346	$ 46,534	$ 29,347	$ 3,000	$ 3,000	$ 3,000	0.00%
	$ 199,443	**$ 214,267**	**$ 109,486**	**$ 209,938**	**$ 113,364**	**$ 229,473**	**$ 256,102**	**$ 256,102**	**11.60%**
Benefits									
Payroll Taxes	$ 14,361	$ 15,957	$ 7,298	$ 13,747	$ 8,291	$ 16,224	$ 19,592	$ 19,592	20.76%
Health & Dental	$ 56,860	$ 42,327	$ 12,126	$ 29,856	$ 18,903	$ 67,359	$ 72,345	$ 72,345	7.40%
Cost Share	$ -	$ (4,486)	$ -	$ -	$ (6,323)	$ (12,645)	$ (13,920)	$ (13,920)	10.08%
Pension (401)	$ -	$ 76,990	$ -		$ 6,635	$ 18,536	$ 24,846	$ 24,846	34.04%
	$ 71,221	**$ 130,787**	**$ 19,423**	**$ 43,603**	**$ 27,506**	**$ 89,474**	**$ 102,863**	**$ 102,863**	**14.96%**
Operations									
Travel	$ 300	$ 148	$ 239	$ 404	$ 122	$ 300	$ 350	$ 350	16.67%
Dues & Reference	$ -	$ 605	$ 415	$ 725	$ 310	$ 950	$ 1,200	$ 1,200	26.32%
Office Supplies	$ 1,540	$ 1,675	$ 1,076	$ 1,511	$ 1,356	$ 2,000	$ 2,500	$ 2,000	25.00%
Codification	$ -	$ -	$ -	$ -	$ 2,069	$ 5,000	$ 10,000	$ 7,500	100.00%
Probate Judge	$ 2,000	$ 2,000	$ 1,000	$ 2,000	$ -	$ 2,000	$ 2,000	$ 2,000	0.00%
Probate Supplies	$ 2,777	$ 1,545	$ 717	$ 1,995	$ 1,320	$ 3,000	$ 3,000	$ 2,500	0.00%
Municipal Court	$ -	$ 1,211	$ 2,077	$ 4,077	$ 2,009	$ 5,000	$ 5,000	$ 4,500	0.00%
Postage/Misc	$ 505	$ 772	$ 355	$ 998	$ 231	$ 700	$ 750	$ 750	7.14%
Land Evidence	$ 27,524	$ 24,040	$ 13,051	$ 27,581	$ 9,229	$ 30,000	$ 32,000	$ 30,000	6.67%
Trans-Dog Fund	$ 2,634	$ 2,821	$ 35	$ 3,528	$ -	$ 3,000	$ 3,200	$ 3,200	6.67%
	$ 37,280	**$ 34,816**	**$ 18,965**	**$ 42,818**	**$ 16,646**	**$ 51,950**	**$ 60,000**	**$ 54,000**	**3.95%**
Total	**$ 307,944**	**$ 379,871**	**$ 147,874**	**$ 296,359**	**$ 157,516**	**$ 370,897**	**$ 418,965**	**$ 412,965**	**11.34%**

Note: *All Non Union Employee's compensation includes wages, longevity and stipends

Expenditures: Canvassing

Mission

To protect the integrity of the electoral process and to effectively and efficiently administer the provision of the election laws of the United States and State of Rhode Island, including the governance and conduct of elections, voter registration, campaign finance, public funding of campaigns and other duties prescribed by law.

Current Board of Canvassers*	Term Start	Term End
Richard E. Carpender	04/14/11	03/17/20
Glenn D. Allen	04/08/13	04/08/19
Regina Shers	03/14/16	03/14/22

*Appointed by Town Council for six (6) year term

Number of Registered Voters: 13,649
Number of Voters at November 2015 Election: 6,991 (51.2%)
Statewide Participation (Nov 2015) 40.1%

Jacqueline Schulz: Registrar

Polling Locations are:

Hope Brown Center (Prudence Island)
Common Fence Point Community Hall
Portsmouth Multi-Purpose Senior Center
Portsmouth Town Council Chambers
Portsmouth High School
Portsmouth Middle School
Melville School
St Barnabas Church Parish Hall

In 2015 the Canvassing Office was part of the operational audit of several Town Hall functions.

The recommendation to combine the Canvassing function in the Town Clerk's office will receive further review to determine the impact and benefits prior to making a decision on this recommendation.

Expenditures: Canvassing

	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Registrar	$ 52,155	$ 72,976	$ 37,850	$ 74,192	$ 38,737	$ 54,266	$ 63,677	$ 63,677	17.34%
Clerks (1)	$ -	$ -		$ -		$ 22,288	$ 54,695	$ 54,695	145.40%
Longevity	$ 3,602	$ 4,179		$ -		$ -	$ -	$ -	0.00%
Overtime/Temp	$ 1,951	$ 1,980	$ 5,872	$ 5,872	$ 2,618	$ 2,500	$ 2,500	$ 2,500	0.00%
	$ 57,708	**$ 77,876**	**$ 43,722**	**$ 80,064**	**$ 41,354**	**$ 79,054**	**$ 120,872**	**$ 120,872**	**52.90%**
Benefits									
Payroll Taxes	$ 4,320	$ 5,840	$ 3,224	$ 5,883	$ 3,224	$ 6,048	$ 9,247	$ 9,247	52.90%
Health & Dental	$ 16,894	$ 20,152	$ 7,114	$ 14,599	$ 7,306	$ 18,620	$ 27,253	$ 27,253	46.36%
Cost Share	$ -	$ (2,138)		$ -		$ (3,719)	$ (3,977)	$ (3,977)	6.94%
Pension 401	$ -	$ -	$ 2,343	$ -	$ 2,575	$ 5,291	$ 10,744	$ 10,744	103.06%
	$ 21,214	**$ 26,303**	**$ 12,681**	**$ 20,482**	**$ 13,105**	**$ 26,240**	**$ 43,267**	**$ 43,267**	**64.89%**
Operations									
Board Members	$ 1,250	$ 1,250	$ 625	$ 1,250	$ 625	$ 1,250	$ 1,250	$ 1,250	0.00%
Election Exp	$ 19,350	$ -	$ 19,100	$ 18,275	$ 8,421	$ 15,000	$ 31,000	$ 20,000	33.33%
Temp Assistance	$ 62,931	$ 10,532	$ 17,813	$ 30,079	$ 15,137	$ 25,000	$ 32,000	$ 10,000	-60.00%
Custodian	$ -	$ -	$ -	$ -	$ 120	$ 400	$ 800	$ 500	25.00%
Police Detail	$ 1,043	$ -	$ 1,881	$ 1,881	$ 2,902	$ 2,500	$ 5,000	$ 4,000	60.00%
Rent/Polling Sites	$ 250	$ -	$ 500	$ 500	$ 1,025	$ 800	$ 1,600	$ 1,600	100.00%
Travel	$ -	$ 96	$ 659	$ 931		$ 750	$ 800	$ 800	6.67%
Office Supplies	$ 526	$ 822	$ 851	$ 3,337	$ 1,327	$ 1,500	$ 3,000	$ 3,000	100.00%
Copier and IT	$ 1,270	$ 396	$ 464	$ 637	$ 691	$ 1,200	$ 1,200	$ 1,000	-16.67%
Special Election	$ -	$ -	$ -	$ -	$ -	$ -	$ 24,800	$ 5,000	0.00%
Printing	$ 911	$ 222	$ 914	$ 2,435	$ 1,800	$ 1,500	$ 1,750	$ 1,750	16.67%
Postage/Misc	$ 3,503	$ 930	$ 1,347	$ 2,601	$ 588	$ 3,000	$ 3,000	$ 2,500	-16.67%
Advertising	$ 3,562	$ -	$ 3,214	$ 3,214	$ 2,427	$ 3,500	$ 5,000	$ 4,000	14.29%
	$ 94,596	**$ 37,350**	**$ 47,368**	**$ 65,140**	**$ 35,062**	**$ 56,400**	**$ 111,200**	**$ 55,400**	**-1.77%**
Total	**$ 173,518**	**$ 141,529**	**$ 103,771**	**$ 165,687**	**$ 89,522**	**$ 161,694**	**$ 275,339**	**$ 219,539**	**35.77%**

Expenditures: Finance (includes Personnel, Technology, Tax Collection and Assessment Divisions)

Mission Statement:

J Lathrop, CPA Finance Director

The Finance department provides a quality, comprehensive, proactive financial management program. The focus of the department is on excellence in customer service delivery with professional, courteous, and knowledgeable staff. The Finance department provides leadership, expertise and guidance in the overall management of the Town's fiscal matters to ensure a financially strong and effective municipal government. The department promotes responsible resource allocation through the Town's annual budget plan and ensures that the appropriate policies and internal controls are in place to safeguard town assets. The department serves as a reliable source of accurate and timely information and works collaboratively to find practical and effective solutions to achieve the desired goals of the department, the Administration, the Town Council, and the community.

The Human Resources function is dedicated to providing the highest quality internal and external customer service by focusing on the Town's most valuable resource, its people. While supporting the values, goals and challenges of the Town, we promote a stable work environment characterized by the fair treatment of all staff, open communications, personal accountability, trust and mutual respect.

The Information Technology function provides the highest quality technological services to the Town through thoughtful planning, fiscal responsibility, and accessible and team oriented problem solving, resulting in an organization which continuously improves its technology tools to better serve the departments who can in turn, better serve the Town of Portsmouth.

The Purchasing function is to facilitate best practices and achieve economies of scale in the procurement of goods and services necessary for the effective and efficient operation of Portsmouth and to ensure that such goods and services represents best value, quality service, and timely delivery and that all funding sources for such goods and services are expended within the regulations and guidelines mandated by the State of Rhode Island and Town of Portsmouth.

The Collection and Assessment function is responsible for the determination of accurate values of all taxable property in a fair, efficient, and cost effective manner in accordance with the local and state laws so that the distribution of the tax burden is fair and equitable, and to effectively and accurately administer the billing, collection and accounting of all taxes in a professional fair and courteous manner.

Matthew Helfend, Tax Assessor/Collector

Expenditures: Finance (includes Personnel, Technology, Tax Collection and Assessment Divisions)

Bryant University & Portsmouth

Looking to develop the next generation of government leaders and gaining the resources of a major university, Portsmouth has teamed up with the Bryant University Graduate Program and a group of students are reviewing operations at various departments and developing a program of performance measures that will assist Portsmouth in its continued efforts in improving operational efficiency.

Portsmouth also maintains a separate Tax Assessment Board of Review
This was created under the Article V Chapter 503 of the Town Charter and is required by State Law

Current Members

John Endrusick, Chair	term expires 12/13/16
Hugh Atkins, Vice-Chair	term expires 08/24/18
Ali Khorsand	term expires 09/28/18
Bradley Finnegan	term expires 01/12/18

Included in FY 17 Operations is Cost for Space Study of Town Hall

REORGANIZATION EFFORTS

In 2015 the Town performed a review of the Finance and Personnel Operations. This study suggested the consolidation of the Finance and Tax Collection and Assessment Offices.

It also recommended the separation of the Personnel function to make it part of the Town Administrator's Office.

For FY 17 Tax Collection and Assessment will be a division of the Finance Office. Due to logistical issues, the separation of the Personnel function is not currently an option. This will be considered as part of FY 2018 budget.

Technology has been overseen by Finance, but performed by an outside vendor. In FY 2016 there have been efforts to consolidate this function with the School Department. There is a solution for F Y 2017 where the school will provide IT services to nonpublic safety areas of the Town. The outside vendor will continue to service public safety and manage large scale technology projects.

Expenditures: Finance

	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Director	$ 292,215	$ 266,229	$ 159,643	$ 307,870	$ 168,019	$ 112,200	$ 114,400	$ 114,400	1.96%
Deputy	$ -	$ -	$ -	$ -	$ -	$ -	$ 73,340	$ 73,340	0.00%
Personnel Coordinator	$ -	$ -	$ -		$ -	$ -	$ 75,081	$ 75,081	0.00%
Clerks (2)	$ -	$ -	$ -	$ -	$ -	$ 223,251	$ 109,390	$ 109,390	-51.00%
Longevity	$ 9,892	$ 14,072	$ -	$ 10,950	$ -	$ 11,169	$ 12,978	$ 12,978	16.20%
Overtime/Temp	$ 5,967	$ 10,579	$ 6,969	$ 11,545	$ 8,042	$ 5,000	$ 5,000	$ 5,000	0.00%
	$ 308,074	**$ 290,880**	**$ 166,611**	**$ 330,365**	**$ 176,061**	**$ 351,620**	**$ 390,189**	**$ 390,189**	**10.97%**
Benefits									
Payroll Taxes	$ 24,786	$ 23,136	$ 12,544	$ 25,880	$ 13,125	$ 26,899	$ 29,849	$ 29,849	10.97%
Health and Dental	$ 49,466	$ 52,837	$ 22,701	$ 53,707	$ 26,230	$ 57,885	$ 79,887	$ 79,887	38.01%
Cost Share	$ -	$ (3,141)		$ -	$ -	$ (3,315)	$ (4,785)	$ (4,785)	44.34%
Pension 401			$ 141,193	$ 113,955	$ 11,493	$ 25,001	$ 27,812	$ 27,812	11.24%
	$ 74,252	**$ 72,832**	**$ 176,438**	**$ 193,543**	**$ 50,849**	**$ 106,470**	**$ 132,763**	**$ 132,763**	**24.70%**

Expenditures: Finance (Finance and Personnel)

Operations	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Payroll Processing	$ 7,933	$ 7,769	$ 2,703	$ 7,492	$ 6,228	$ 8,000	$ 10,000	$ 10,000	25.00%
Travel	$ 79	$ 48	$ 187	$ 409	$ 912	$ 250	$ 500	$ 500	100.00%
Training (all non public safety)	$ 13,176	$ 8,415	$ 5,104	$ 8,859	$ 22,130	$ 18,000	$ 25,000	$ 25,000	38.89%
Dues & Reference	$ 18,591	$ 16,638	$ 16,615	$ 22,965	$ 18,695	$ 17,500	$ 18,500	$ 18,500	5.71%
Office Supplies	$ 1,761	$ 15,701	$ 1,905	$ 3,736	$ 746	$ 3,500	$ 3,000	$ 3,000	-14.29%
Postage/Misc	$ 2,417	$ 2,645	$ 1,171	$ 2,238	$ 1,092	$ 2,500	$ 2,500	$ 2,500	0.00%
Telephone (all)	$ 68,907	$ 60,519	$ 22,576	$ 69,357	$ 29,115	$ 65,000	$ 65,000	$ 65,000	0.00%
Community Notification	$ 8,381	$ 8,997	$ 5,817	$ 3,872	$ 8,997	$ 7,500	$ 7,500	$ 7,500	0.00%
Auditing	$ 22,250	$ 157,478	$ -	$ 16,000	$ 24,555	$ 30,000	$ 35,000	$ 35,000	16.67%
Professional Services	$ 2,136	$ 21,965	$ -	$ 13,000	$ 14,633	$ 35,000	$ 35,000	$ 35,000	0.00%
Advertising	$ 46,526	$ 42,112	$ 6,028	$ 16,721	$ 10,507	$ 30,000	$ 25,000	$ 25,000	-16.67%
Testing	$ -	$ -	$ 3,300	$ 4,233	$ 12,365	$ 3,000	$ 7,500	$ 7,500	150.00%
Liability and Prop Ins	$ 249,519	$ 239,160	$ 257,083	$ 257,951	$ 252,556	$ 222,990	$ 235,000	$ 235,000	5.39%
Claims Expense*	$ 124,330	$ 4,440	$ (4,729)	$ (4,822)	$ 3,432	$ 10,000	$ 10,000	$ 10,000	0.00%
Insurance Deductibles	$ -	$ -	$ -	$ 7,810	$ 2,500	$ -	$ -	$ -	0.00%
OPEB	$ 838,881	$ 653,791	$ -	$ 640,072	$ -	$ 719,513	$ 812,470	$ 812,470	12.92%
Non Fire/Police/PW Pension	$ 486,401	$ 481,420	$ 128,381	$ 513,522	$ 180,105	$ 458,449	$ 492,069	$ 492,069	7.33%
Workers Comp Ins	$ 151,327	$ 91,178	$ 106,358	$ 108,858	$ 114,222	$ 100,000	$ 115,000	$ 115,000	15.00%
Ins Fund*(Public Safety)	$ 159	$ -	$ -	$ -	$ -	$ 40,000	$ 40,000	$ 40,000	0.00%
Life Insurance	$ 35,579	$ 36,601	$ 18,481	$ 37,472	$ 23,445	$ 37,500	$ 35,000	$ 35,000	-6.67%
Employee Asst Program	$ 1,431	$ 1,908	$ 1,908	$ 1,908	$ 1,908	$ 2,000	$ 2,000	$ 2,000	0.00%
Vaccine Program	$ 1,101	$ 335	$ 445	$ 445	$ -	$ 500	$ 500	$ 500	0.00%
Vision Care*	$ 2,128	$ 2,745	$ 767	$ 1,942	$ 1,605	$ 2,750	$ 2,500	$ 2,500	-9.09%
Retirement Contingency*	$ 312,246	$ 92,551	$ 23,518	$ 41,632	$ 8,349	$ 40,000	$ 40,000	$ 40,000	0.00%
Unemployment	$ 1,477	$ 12,028	$ -	$ 3,564	$ -	$ 7,500	$ 5,000	$ 5,000	-33.33%
Emergency Asst	$ 23,400	$ -	$ -	$ -	$ 111	$ 2,500	$ 2,000	$ 2,000	-20.00%
Transfer to Transfer Station	$ -	$ -	$ -	$ -	$ -	$ 5,500	$ -	$ -	-100.00%
Misc	$ 32,169	$ 2,161	$ 121	$ 3,640	$ 891	$ 5,000	$ 5,000	$ 5,000	0.00%
	$ 2,452,305	**$ 1,960,606**	**$ 597,739**	**$ 1,782,877**	**$ 739,098**	**$ 1,874,452**	**$ 2,031,039**	**$ 2,031,039**	**8.35%**
Total	**$ 2,834,631**	**$ 2,324,318**	**$ 940,788**	**$ 2,306,784**	**$ 966,008**	**$ 2,332,542**	**$ 2,553,991**	**$ 2,553,991**	**9.49%**

Expenditures: Finance (Collection and Assessment)

	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Proposed FY 2017	Change %
Salaries								
Collector/Assessor	$ 186,180	$ 218,669	$ 124,065	$ 250,550	$ 129,529	$ 67,626	$ 79,560	17.65%
Staff	$ -	$ -	$ -	$ -	$ -	$ 191,432	$ 219,860	14.85%
Longevity	$ 12,819	$ 8,585	$ 8,783	$ 13,475	$ 9,093	$ 13,879	$ 16,409	18.23%
Overtime/Temp	$ 11,809	$ 1,082	$ 113	$ 190	$ 39	$ 500	$ -	-100.00%
	$ 210,808	**$ 222,038**	**$ 132,961**	**$ 264,215**	**$ 138,661**	**$ 273,437**	**$ 315,829**	**15.50%**
Benefits								
Payroll Taxes	$ 16,283	$ 18,523	$ 10,015	$ 20,937	$ 10,367	$ 20,918	$ 24,161	15.50%
Health and Dental	$ 40,520	$ 45,387	$ 20,039	$ 50,791	$ -	$ 65,908	$ 70,783	7.40%
Cost Share	$ -	$ (4,336)		$ -	$ 20,032	$ (9,700)	$ (7,246)	-25.30%
Pension 401	$ -	$ -	$ 17,366	$ -	$ 7,185	$ 15,347	$ 18,313	19.33%
	$ 56,803	**$ 64,098**	**$ 47,419**	**$ 71,728**	**$ 37,584**	**$ 92,473**	**$ 106,011**	**14.64%**
Operations								
Software Licenses	$ 15,750	$ 16,125	$ 16,525	$ 16,525	$ 7,525	$ 15,525	$ 15,525	0.00%
Travel	$ 165	$ -	$ 8	$ 224	$ 279	$ 100	$ 200	100.00%
Mapping Services	$ 264	$ -	$ -	$ 334	$ -	$ 1,870	$ 1,750	-6.42%
Office Supplies	$ 4,129	$ 4,659	$ 4,003	$ 5,082	$ 3,884	$ 5,850	$ 5,750	-1.71%
Postage/Misc	$ 11,022	$ 12,848	$ 11,848	$ 12,842	$ 11,081	$ 12,500	$ 12,500	0.00%
Collection Fees	$ 655	$ -	$ -	$ 6,048	$ 1,724	$ 3,000	$ 3,000	0.00%
Revaluation*	$ -	$ 30,531	$ 9,869	$ 9,869	$ 50,914	$ 157,500	$ 157,500	0.00%
Tax Assmt Brd of Review	$ 666	$ 486	$ 10	$ 688	$ -	$ 1,050	$ 1,050	0.00%
GIS	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 5,000	0.00%
	$ 32,651	**$ 118,225**	**$ 42,263**	**$ 51,613**	**$ 75,407**	**$ 202,395**	**$ 202,275**	**-0.06%**
Total	**$ 300,262**	**$ 404,361**	**$ 222,643**	**$ 387,555**	**$ 251,652**	**$ 568,305**	**$ 624,115**	**9.82%**

Expenditures: Finance (Technology)

	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Software & Licenses	$ 8,755	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ 10,000	0.00%
IT Services	$ 64,244	$ -				$ 65,000	$ 60,000	$ 60,000	-7.69%
IT Equipment	$ -	$ -	$ 43,923	$ 9,650	$ 40,827	$ 20,000	$ 15,000	$ 15,000	-25.00%
	$ 72,999	**$ -**	**$ 43,923**	**$ 9,650**	**$ 40,827**	**$ 85,000**	**$ 85,000**	**$ 85,000**	**0.00%**

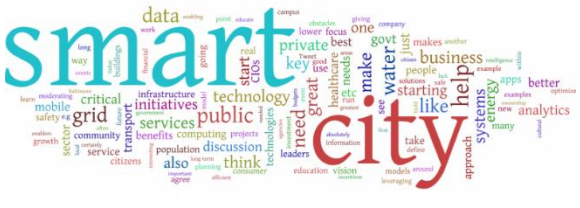
IT Services includes shared cost with School Department and cost of outside vendor

FY 2016 Technology Accomplishment

- Hardware Upgrade
- Upgrade of 50 Computers
- Camera System
- Software Upgrades
- Office 365
- Phoenix Accounting Software
- Sophos antivirus

New Technology

- Portsmouth Room: Smart Board
- OSHEAN: Fiber Optic connection



FY 2017 Technology Goals & Projects

- Wi-Fi Hotspots
- OSHEAN: Off Island Disaster Recover/Backup
- Virtualize and consolidate servers
- Review Phone System Options (VOIP)
- Improve IT security and polices
- On line Permitting, Licensing and Bill Pay
- Develop Prudence Island Internet Option

Expenditures: Legal

Mission

To provide exceptional legal services to the Town, its elected and appointed officials, boards, agencies and departments and further the Town's policy and public objectives through effective legal representation.

The Town Solicitor is appointed by the Town Council and provides legal counsel to the Town Council, Town Administrator, Town staff and Town boards and commissions, exclusive of the School Department and police prosecutions.

The Town Solicitor accepts service of process on behalf of the Town and defends the Town in all lawsuits not handled by the town insurance carrier. The Solicitor files actions on behalf of the Town where necessary for civil remedies, including enforcement actions against public nuisances and violations of all Town Ordinances.

The Town Solicitor attends all meetings of the Town Council, Planning Board and Zoning Board of Review, as well as other board meetings from time to time on an as needed basis.

Kevin Gavin is the Town's Solicitor. Police Prosecutions are handled by the Town's Prosecuting Attorney, Cort Chappell. The School Department retains legal representation independent of the town.

	Actual FY 2013	Actual FY 2014	Actual Jul - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Town Solicitor	$ 252,679	$ 124,593	$ 53,681	$ 119,424	$ 49,555	$ 125,000	$ 120,000	$ 120,000	-4.00%
Asst Solicitor Prosecution	$ -	$ 15,975	$ 7,700	$ 14,856	$ 8,513	$ 20,000	$ 20,000	$ 20,000	0.00%
Labor Issues	$ -	$ 122,307	$ 8,457	$ 11,016	$ 14,286	$ 5,000	$ 10,000	$ 10,000	100.00%
Other	$ -	$ 173,959	$ 30,915	$ 78,981	$ 5,085	$ 100,000	$ 50,000	$ 50,000	-50.00%
Reserve For Claims	$ -	$ -	$ -	$ -	$ -	$ -	$ 200,000	$ 200,000	0.00%
	$ 252,679	**$ 436,834**	**$ 100,753**	**$ 224,276**	**$ 77,438**	**$ 250,000**	**$ 400,000**	**$ 400,000**	**60.00%**

The Town has several ongoing lawsuits were there is a possibility of judgment against the Town that is not covered by insurance. This budget includes funds reserved towards cost of these potential judgments.

Expenditures: Planning (includes Inspection, Zoning and Business Development)

Mission Statement

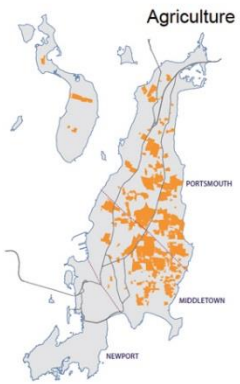
The mission of the Planning Department is to serve the residents, property and business owners of the Town and to facilitate orderly development, which is in keeping with the goals outlined in the Comprehensive Community Plan. The Planning Department serves as an informational office for residents, developers and business owners; it provides access to Town regulations, offers guidance, and coordinates with the Planning Board and Zoning Officer to insure proper development patterns throughout the Town. The Planning Department works directly with the Planning Board and Town Council to address short-term issues, including development review and permitting, long-range planning issues, including implementation of the Town's Comprehensive Community Plan, economic development, and grant writing and project management.

The Building and Inspection function is to provide a high level of service to the taxpayer, while insuring the Health, Safety and Well-being of the citizens of the Town. The Building and Inspection Division is responsible for the implementation of the Rhode Island Building Codes, Minimum Housing Code, and the implementation and enforcement of the Town Zoning Ordinance. Building and Inspections directs applicants for any building project through the requirements of zoning, the permitting process, plan review, and the necessary inspections for any given project. The Building and Inspections area also takes enforcement actions against violations of the Minimum Housing code and the Town Zoning Ordinance.

The Economic Development function is dedicated to create opportunities for economic development through desirable business growth, expansion, retention and attraction in working as partners to develop a climate conducive of maintaining the quality of life of the community. It serves as a conduit between the commercial economic interest in Portsmouth and the municipal government. It assists the developing of properties within the town in an effort to improve the aesthetics of the community while growing the tax base. This function reviews ordinances, policies and practices to determine their impact on existing and proposed commercial development.

Expenditures: Planning (includes Inspection, Zoning and Business Development)

	FY 2011	FY 2012	FY 2013	FY 2014	FY 2015
Permits	604	616	682	612	535
New Construction					
Commercial	1	0	4	1	0
Residential	19	21	40	46	44
Other					
Inspections Made	1554	1795	1852	2304	2210
Zoning Enforcement	72	115	89	376	252
Complaints Received					120
Notice of Violations					29



The Town has been a part of the Aquidneck Island Planning Commission. Town Council direction is required with respect to funding this partnership.

Reorganization Efforts

The Town continues to look at how it operates. As part of the recent PMEA contract negotiations, the Town Planner Position was removed from the Union and made a Department Head.

The Planning Department oversees several divisions as part of the Towns efforts to consolidate similar functions and improve communications within the operation.

The Planning Department now oversees the:
*Building and Inspection Function
*Wastewater Management
*Economic Development and Grant Coordination
*Zoning

Expenditures: Planning (includes Inspection, Zoning and Business Development)

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Planner *	$ 73,254	$ 81,149	$ 45,433	$ 96,148	$ 69,167	$ 79,308	$ 95,000	$ 95,000	19.79%
Assistant Planner	$ -	$ -	$ -	$ -	$ -	$ -	$ 45,372	$ 45,372	0.00%
Wastewater Mgt District Mgr	$ -	$ -	$ -	$ -	$ -	$ 92,314	$ 53,933	$ 53,933	-41.58%
Longevity	$ 5,128	$ 5,205	$ 6,128	$ 6,128	$ 6,345	$ 6,345	$ 6,472	$ 6,472	2.00%
Overtime/Temp	$ 7,742	$ 7,144	$ 5,619	$ 7,861	$ 2,933	$ 1,000	$ 500	$ 500	-50.00%
	$ 86,124	**$ 93,498**	**$ 57,180**	**$ 110,137**	**$ 78,444**	**$ 178,967**	**$ 201,277**	**$ 201,277**	**12.47%**
Benefits									
Payroll Taxes	$ 6,432	$ 6,981	$ 4,286	$ 8,230	$ 5,775	$ 13,691	$ 15,398	$ 15,398	12.47%
Health and Dental	$ 16,240	$ 16,069	$ 8,398	$ 15,624	$ 15,181	$ 39,259	$ 63,207	$ 63,207	61.00%
Cost Share	$ -	$ (3,770)	$ -	$ -	$ -	$ (5,700)	$ (10,381)	$ (10,381)	82.12%
Pension 401	$ -	$ -	$ 2,553	$ -	$ 2,934	$ 7,775	$ 15,544	$ 15,544	99.92%
	$ 22,672	**$ 19,280**	**$ 15,238**	**$ 23,854**	**$ 23,890**	**$ 55,025**	**$ 68,224**	**$ 68,224**	**23.99%**
Operations									
Travel	$ 14	$ -	$ 31	$ 63	$ 37	$ 200	$ 200	$ 200	0.00%
Mapping and Office	$ 358	$ 593	$ 151	$ 523	$ 196	$ 1,000	$ 1,000	$ 750	-25.00%
Committees	$ 192	$ 80	$ -	$ 90	$ -	$ 500	$ 750	$ 500	0.00%
Storm Water Management	$ 116	$ 1,478	$ -	$ 79	$ -	$ 2,500	$ 4,000	$ 4,000	60.00%
Aquidneck Island Planning	$ 18,000	$ 18,000	$ -	$ 18,000	$ -	$ 18,000	$ 18,000	$ -	-100.00%
Planning and Development	$ -	$ 3,980	$ 543	$ 993	$ -	$ 10,000	$ 10,000	$ 5,000	-50.00%
PI Ferry Planning	$ -	$ 14,612	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Community Survey	$ 15,782	$ -	$ -	$ -	$ 8	$ 15,000	$ -	$ -	-100.00%
Comprehensive Plan	$ 2,961	$ -	$ -	$ -	$ -	$ 10,000	$ 5,000	$ 5,000	-50.00%
Wastewater and CLSSP	$ -	$ 1,428	$ -	$ 615	$ 1,758	$ 2,500	$ 5,000	$ 5,000	100.00%
Rights of Way	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ 10,000	$ 2,500	-75.00%
	$ 37,423	**$ 40,171**	**$ 725**	**$ 20,363**	**$ 2,000**	**$ 69,700**	**$ 53,950**	**$ 22,950**	**-67.07%**
Total	**$ 146,219**	**$ 152,949**	**$ 73,143**	**$ 154,354**	**$ 104,334**	**$ 303,692**	**$ 323,451**	**$ 292,451**	**-3.70%**

*As part of the PMEA CBA negotiations, the Town Planner position is no longer part of the Union. This change also means that the positon will not be eligible for overtime or longevity. Salary for this positon to account for this change.

Expenditures: Planning (includes Inspection, Zoning and Business Development)

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Building Official	$ 111,962	$ 119,105	$ 68,329	$ 138,897	$ 71,305	$ 75,399	$ 66,351	$ 66,351	-12.00%
Asst Bldg Official	$ -	$ -	$ -	$ -	$ -	$ -	$ 43,925	$ 43,925	0.00%
Zoning Enforcer	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ cpa001 -	0.00%
Clerk	$ -	$ -	$ -	$ -	$ -	$ 67,503	$ 54,695	$ 54,695	-18.97%
Longevity	$ 10,788	$ 10,788	$ 11,725	$ 11,725	$ 12,139	$ 12,139	$ 11,502	$ 11,502	-5.25%
Overtime/Temp	$ 3,139	$ 4,523	$ 2,849	$ 4,395	$ 2,800	$ 4,000	$ 2,000	$ 2,000	-50.00%
	$ 125,889	**$ 134,416**	**$ 82,903**	**$ 155,017**	**$ 86,245**	**$ 159,041**	**$ 178,473**	**$ 178,473**	**12.22%**
Benefits									
Payroll Taxes	$ 9,354	$ 10,012	$ 6,204	$ 11,524	$ 6,398	$ 12,167	$ 13,653	$ 13,653	12.22%
Health and Dental	$ 36,872	$ 32,138	$ 16,797	$ 31,248	$ 16,573	$ 39,259	$ 63,207	$ 63,207	61.00%
Cost Share	$ -	$ (3,364)				$ (3,642)	$ (7,880)	$ (7,880)	116.36%
Pension 401	$ -	$ -	$ 5,389		$ 2,565	$ 5,181	$ 10,607	$ 10,607	104.73%
	$ 46,226	**$ 38,786**	**$ 28,389**	**$ 42,771**	**$ 25,536**	**$ 52,965**	**$ 79,587**	**$ 79,587**	**50.26%**
Operations									
Vehicle: Fuel	$ 1,668	$ 1,680	$ 926	$ 1,135	$ 266	$ 1,900	$ 1,500	$ 1,500	-21.05%
Vehicle: Maintenance	$ 442	$ 230	$ -	$ 1,580	$ -	$ 500	$ 750	$ 750	50.00%
Office Supplies	$ 886	$ 1,560	$ 1,216	$ 1,428	$ 208	$ 1,350	$ 1,350	$ 1,350	0.00%
Contract Services	$ 9,028	$ 11,441	$ 6,455	$ 13,930	$ 5,161	$ 15,000	$ 10,000	$ 10,000	-33.33%
Building Code Review Bd	$ 23	$ 100			$ 9	$ 100	$ 100	$ 100	0.00%
Zoning Review Bd	$ 11,293	$ 12,872	$ 6,422	$ 11,146	$ 5,411	$ 13,000	$ 12,500	$ 12,500	-3.85%
Zoning Bd: Rec Sec	$ 1,600	$ 160	$ -	$ -	$ -	$ 2,500	$ 500	$ 500	-80.00%
Safety Shoes	$ 200	$ 200	$ -	$ 104	$ 60	$ 200	$ 300	$ 300	50.00%
PI Inspections	$ 25	$ 43	$ 14	$ 64	$ 101	$ 100	$ 200	$ 200	100.00%
Postage and Misc	$ 145	$ 171	$ 179	$ 295	$ 104	$ 1,000	$ 1,000	$ 1,000	0.00%
	$ 25,310	**$ 28,457**	**$ 15,213**	**$ 29,683**	**$ 11,320**	**$ 35,650**	**$ 28,200**	**$ 28,200**	**-20.90%**
Total	**$ 197,425**	**$ 201,659**	**$ 126,505**	**$ 227,471**	**$ 123,101**	**$ 247,656**	**$ 286,260**	**$ 286,260**	**15.59%**

Expenditures: Planning (includes Inspection, Zoning and Business Development)

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Admin Officer	$ 20,874	$ 22,593	$ 11,433	$ 23,163	$ 11,076	$ 23,594	$ 24,064	$ 24,064	1.99%
Longevity	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Overtime/Temp	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
	$ 20,874	**$ 22,593**	**$ 11,433**	**$ 23,163**	**$ 11,076**	**$ 23,594**	**$ 24,064**	**$ 24,064**	**1.99%**
Benefits									
Payroll Taxes	$ 1,597	$ 1,728	$ 875	$ 1,819	$ 847	$ 1,805	$ 1,841	$ 1,841	1.99%
Health and Dental	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Cost Share	$ -	$ -	$ -	$ -	$ -	$ -			0.00%
	$ 1,597	**$ 1,728**	**$ 875**	**$ 1,819**	**$ 847**	**$ 1,805**	**$ 1,841**	**$ 1,841**	**1.99%**
Operations									
Recording Secty	$ 2,463	$ 4,331	$ 1,341	$ 4,324	$ 1,573	$ 2,750	$ 3,000	$ 3,000	9.09%
Maps	$ -	$ -				$ 100	$ 100	$ 100	0.00%
Office Supplies	$ 1,077	$ 1,090	$ 248	$ 639	$ 179	$ 1,000	$ 1,000	$ 1,000	0.00%
Contract Services	$ -	$ -	$ -	$ -	$ -	$ 250	$ 100	$ 100	-60.00%
Postage & Misc	$ -	$ -	$ 53	$ -	$ -	$ 100	$ 100	$ 100	0.00%
	$ 3,540	**$ 5,422**	**$ 1,643**	**$ 4,963**	**$ 1,752**	**$ 4,200**	**$ 4,300**	**$ 4,300**	**2.38%**
Total	**$ 26,011**	**$ 29,743**	**$ 13,950**	**$ 29,945**	**$ 13,676**	**$ 29,599**	**$ 30,205**	**$ 30,205**	**2.05%**

Economic Development	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	July-Dec FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Operations	$ 28,529	$ 28,326	$ 13,986	$ 28,360	$ 13,986	$ 13,827	$ 28,500	$ 28,500	$ 28,500	0.00%

Expenditures: Police

Tom Lee, Police Chief

Mission Statement

The Portsmouth Police Department is committed to establishing a partnership with all members of our community, to pro-actively solve problems and reduce crime. The primary mission of the police force is crime prevention and the protection of life and property. The laws and police procedures related to them are promulgated to police agencies for the purpose of maintaining order and continuity. The basis, however, of all police action is the law, and the law enforcement profession will be measured by its contribution to the welfare of its citizens, its concern for excellence, and the guidance it provides its members in obtaining a high level of ethical practice. Service will be rendered with courtesy, civility, and in adherence to the provisions of the State and the U.S. Constitution. We are committed to responding to the needs of the community with respect, fairness, compassion, and integrity. Department functions include Animal Control, Harbor Master, School Resource Officer, and Prudence Island Services.

On the November 2016 Ballot citizens will decide on a new Police Station

Second Annual Police Awards Ceremony, May 2015

Expenditures: Police

Community Service

Newport Police Color Guard in Annual Aquidneck Island Police Parade

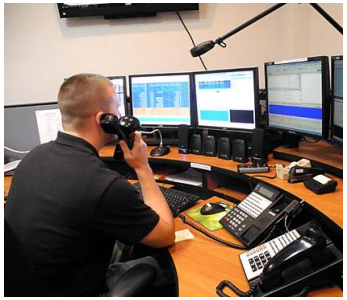
Police Chief Tom Lee and Office Scott Sullivan receive donation from Portsmouth Business Association to fund School Resource Officer

Portsmouth Citizens learning about Police work as part of the Portsmouth Citizen Police Academy

Office Sullivan receiving Justice Award for Community Service from State Attorney General Peter Kilmartin

Expenditures: Police: Activity, Accomplishments and Goals

Crime Report Data	2014	2015
Homicide	-	-
Kidnapping/Abduction	1	-
Forcible Rape	3	6
Forcible Sodomy	1	-
Fondling	1	3
Robbery	-	1
Aggravated Assault	3	3
Simple Assault	93	136
Intimidation	6	11
Burglary/Breaking and Entering	47	39
Shoplifting	5	5
Motor Vehicle Theft	4	10
Counterfeiting/Forgery	6	3
Fraud, False Pretenses	2	24
Fraud, Credit Card/ATM	11	9
Stolen Property Offenses	6	3
Vandalism	106	144
Drug Narcotic Violation	119	103
Statutory Rape, Non Force	1	-
Pornography, Obscene Material	1	1
Weapons Law Violations	15	10
Bad Checks	32	12
Disorderly Conduct	75	76
Driving Under the Influence	138	82
Family Offenses, Non Violent	55	35
Liquor Law Violations	25	9
Runaways	32	14
Trespass	24	11
All other Offenses	360	306
Traffic, Town By-Law Offenses	1,423	1,065
TOTAL OFFENSES:	**2,748**	**2,039**



Calls for Service

2015 22,305

2014 28,267

Traffic Data	2014	2015
Citations Issued	2.557	1,990
Warnings Issued	4,263	3,278
Notice & Demand	263	260
MV Accident Reports	594	505
Total Traffic Stops	6,694	5,902

Expenditures: Police: Activity, Accomplishments and Goals

Accreditation

The Portsmouth Police Department is in the process of seeking statewide accreditation through the Rhode Island Police Accreditation Commission. Sergeant Maryanne Perry has been appointed as the Accreditation Manager. As part of this effort we have developed and trained officers on 102 new policies. The process of accreditation ensures police professionalism. Standard polices are created in accordance with state guidelines and best practices from police agencies across the country. All officers are trained and tested on each standard and have to show compliance before a police agency receives accreditation.

Traffic safety continues to be a top priority for the police department and over the last fiscal year we recorded a 15 percent reduction in motor vehicle accidents. The department was able to train, hire and recruit 6 officers and will be fully staffed for the first time in over 5 years when 3 new recruits graduate from the Rhode Island Municipal Police Academy in May. New personnel management software was purchased allowing supervisors to better track performance and training of subordinates. The department purchased 3 new police vehicles as part of our 5 year fleet improvement plan

Community Policing

We had several successful community policing initiatives during the year, with another class graduating from the Citizen's Police Academy. We conducted our second annual National Out in August with officers delivering ice cream to Portsmouth youth all over town and also conducted our first open house in October with over 300 visitors to the police station.

A new position of School Resource Officer was established with the assistance of the Town Council and the School Committee. The goal of the position is to enhance safety in our schools, improve communication between the schools and the police department and serve as an outreach worker to our youth.

Expenditures: Police

	Actual FY 2013	Actual FY 2014	Actual Jan-Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY2017	Proposed FY 2017	Change %
Salaries									
Chief	$ 1,911,865	$ 89,188	$ 931,596	$ 1,920,776	$ 1,022,084	$ 102,119	$ 104,161	$ 104,161	2.00%
Deputy	$ -	$ 75,065	$ -	$ -	$ -	$ 93,168	$ 95,032	$ 95,032	2.00%
Lieutenants (5)	$ -	$ 312,010	$ -	$ -	$ -	$ 355,280	$ 362,385	$ 362,385	2.00%
Sergeants (4)	$ -	$ 227,379	$ -	$ -	$ -	$ 258,912	$ 264,092	$ 264,092	2.00%
Detective Insp (3)	$ -	$ 164,652	$ -	$ -	$ -	$ 187,485	$ 191,235	$ 191,235	2.00%
Accredidation (1)	$ -	$ -	$ -	$ -	$ -	$ -	$ 66,023	$ 66,023	0.00%
Patrol (20)	$ -	$ 1,013,319	$ -	$ -	$ -	$ 1,112,842	$ 1,106,203	$ 1,044,735	-6.12%
SRO	$ -	$ -	$ -	$ -	$ -	$ 74,315	$ 61,468	$ 61,468	-17.29%
Records Clerk	$ -	$ 45,243	$ -	$ -	$ -	$ 52,559	$ 54,695	$ 54,695	4.06%
Differential Stipend	$ 3,120	$ 3,100	$ 1,560	$ 3,240	$ 1,560	$ 3,359	$ 3,120	$ 3,120	-7.12%
Holiday Pay	$ 90,423	$ 87,860	$ 51,096	$ 91,532	$ 56,494	$ 97,034	$ 94,586	$ 88,702	-8.59%
Adj for Staff Reduction	$ -	$ -		$ -		$ -	$ -	$ -	0.00%
Longevity	$ 141,752	$ 127,223	$ 52,602	$ 126,110	$ 58,202	$ 122,445	$ 127,938	$ 127,573	4.19%
Overtime/Temp	$ 338,914	$ 305,421	$ 214,906	$ 461,080	$ 224,520	$ 250,000	$ 250,000	$ 250,000	0.00%
	$ 2,486,074	**$ 2,590,845**	**$ 1,251,760**	**$ 2,602,738**	**$ 1,362,861**	**$ 2,709,518**	**$ 2,780,938**	**$ 2,713,221**	**0.14%**
Benefits									
Payroll Taxes	$ 185,409	$ 184,167	$ 94,075	$ 197,038	$ 100,723	$ 207,278	$ 212,742	$ 207,561	0.14%
Health & Dental	$ 551,159	$ 483,875	$ 223,448	$ 428,870	$ 231,677	$ 597,019	$ 678,342	$ 646,751	8.33%
Cost Share	$ -	$ (55,230)	$ -	$ -	$ (35,821)	$ (71,642)	$ (72,606)	$ (67,506)	-5.77%
Pension 401	$ -	$ -	$ 376,354	$ 37,027	$ 26,580	$ 54,894	$ 69,382	$ 59,547	8.48%
Pension DB	$ 840,495	$ 857,892	$ 358,826	$ 1,435,304	$ 661,657	$ 1,242,190	$ 1,290,567	$ 1,407,520	13.31%
	$ 1,577,063	**$ 1,515,069**	**$ 1,052,703**	**$ 2,098,239**	**$ 984,816**	**$ 2,029,739**	**$ 2,178,427**	**$ 2,253,873**	**11.04%**
Salaries & Benefits	**$ 4,063,137**	**$ 4,105,914**	**$ 2,304,463**	**$ 4,700,977**	**$ 2,347,677**	**$ 4,739,257**	**$ 4,959,365**	**$ 4,967,094**	**4.81%**

Chief and Deputy Chief salaries include holiday and longevity pay.

Expenditures: Police

	Actual FY 2013	Actual FY 2014	Actual Jan-Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Reqested Fy 2017	Proposed FY 2017	Change %
Operations									
Uniform Allowance	$ 46,200	$ 46,200	$ 44,800	$ 44,800	$ 49,000	$ 47,600	$ 49,000	$ 49,000	2.94%
Vehicle: Fuel	$ 88,377	$ 81,362	$ 36,408	$ 47,680	$ 24,427	$ 80,000	$ 80,000	$ 60,000	-25.00%
Vehicle: Maintenance	$ 61,309	$ 61,059	$ 25,627	$ 60,233	$ 19,628	$ 60,000	$ 60,000	$ 50,000	-16.67%
Maint: Emergency Radio	$ 13,652	$ 14,061	$ -	$ 942	$ -	$ 14,061	$ 14,061	$ 14,061	0.00%
Maint: Radio Other	$ 2,459	$ 2,481	$ -	$ 1,947	$ -	$ 2,500	$ 2,500	$ 2,500	0.00%
Maint: Equipment	$ 4,461	$ 6,957	$ 2,583	$ 4,741	$ 3,011	$ 5,000	$ 5,000	$ 4,500	-10.00%
Maint: Computer	$ 5,156	$ 916		$ 1,363	$ 1,013	$ 5,000	$ 5,000	$ 5,000	0.00%
Maint: Building	$ 18,437	$ 6,570	$ 1,733	$ 12,699	$ 3,633	$ 12,000	$ 12,000	$ 10,000	-16.67%
Janitorial Service	$ 13,000	$ 13,067	$ 5,925	$ 13,260	$ 12,133	$ 13,500	$ 29,124	$ 29,124	115.73%
Electricity	$ 18,514	$ 15,904	$ 7,017	$ 19,889	$ 8,396	$ 20,000	$ 20,000	$ 20,000	0.00%
Heat	$ 2,201	$ 3,576	$ 750	$ 1,695	$ 314	$ 3,000	$ 3,000	$ 2,500	-16.67%
Office Supplies	$ 7,064	$ 6,205	$ 3,973	$ 6,827	$ 2,686	$ 6,500	$ 6,500	$ 6,500	0.00%
Postage/Misc	$ 1,161	$ 1,529	$ 769	$ 1,141	$ 440	$ 1,200	$ 1,200	$ 1,200	0.00%
Continuing Education	$ 21,336	$ 3,445	$ 821	$ 19,586	$ 11,413	$ 24,000	$ 24,000	$ 24,000	0.00%
Training	$ 2,345	$ 3,575	$ 3,926	$ 4,426	$ 575	$ 10,000	$ 12,000	$ 12,000	20.00%
Firearms Training	$ 7,495	$ 7,500	$ -	$ 12,825	$ 4,409	$ 8,000	$ 8,000	$ 8,000	0.00%
Accreditation Program	$ -	$ 4,000	$ -	$ 1,707	$ 2,000	$ 4,000	$ 4,000	$ 4,000	0.00%
Investigations	$ 355	$ 400	$ 164	$ 424		$ 700	$ 700	$ 700	0.00%
Fingerprinting Service	$ 6,360	$ 6,480	$ 7,660	$ 12,040	$ 4,320	$ 7,000	$ 7,000	$ 7,000	0.00%
Program Support	$ 29,656	$ 28,827	$ 27,673	$ 25,505	$ 17,422	$ 30,000	$ 30,000	$ 28,000	-6.67%
Police Academy	$ 3,100	$ 3,654	$ 40	$ 6,502	$ 6,392	$ 8,000	$ 8,000	$ 7,500	-6.25%
Equipment	$ 11,514	$ 8,176	$ 1,493	$ 5,960	$ 65	$ 1,000	$ 10,000	$ 10,000	900.00%
Vehicles	$ 26,658	$ 95,474	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Vehicles (3) 16 Lease	$ 26,658	$ 95,474	$ -	$ -	$ -	$ -	$ 35,015	$ 35,015	0.00%
Vehicles (2) 17 Lease	$ -	$ -	$ -	$ -	$ -	$ -	$ 23,343	$ 23,343	0.00%
Misc	$ 2,678	$ 4,817	$ 2,855	$ 3,247	$ 1,037	$ 2,800	$ 2,800	$ 2,800	0.00%
	$ 393,488	**$ 426,235**	**$ 174,218**	**$ 309,439**	**$ 172,314**	**$ 365,861**	**$ 426,100**	**$ 416,743**	**13.91%**
Total	**$ 4,456,625**	**$ 4,532,149**	**$ 2,478,680**	**$ 5,010,416**	**$ 2,519,991**	**$ 5,105,118**	**$ 5,385,465**	**$ 5,383,837**	**5.46%**

Expenditures: Police: Animal Control

Mission Statement

The Portsmouth Animal Control is a division of the Town's Police Department. The Mission of Animal Control is to protect the health and safety of our residents and to protect animals and promote their humane treatment.

The Town does not maintain an animal shelter, but contracts with the Potter League for this service. The contract with the Potter League expires in June 2017.

Town New Animal Control Vehicle

Spay/Neuter Program

State Law requires a portion of animal licenses to be put in separate funds for spay/neuter program. Animal Control Officer, Ariel Fisher ran the Town's first annual program free/reduced cost program in 2015.

	2014	2015
Complaints	487	540
Citations	39	50
Total Fines	$ 920	$ 2,275

To address concerns of the growing coyote population on Aquidneck Island Portsmouth is working with the URI Coyote program to track and manage this issue.

Expenditures: Police: Animal Control

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Wages	$ 30,543	$ 35,283	$ 19,219	$ 37,614	$ 20,080	$ 38,404	$ 45,897	$ 45,897	19.51%
Overtime/Temp	$ 1,826	$ 2,643	$ 814	$ 1,573	$ 1,506	$ 1,500	$ 2,000	$ 2,000	33.33%
	$ 32,369	**$ 37,926**	**$ 20,033**	**$ 39,187**	**$ 21,586**	**$ 39,904**	**$ 47,897**	**$ 47,897**	**20.03%**
Benefits									
Payroll Taxes	$ 2,486	$ 2,834	$ 1,497	$ 2,928	$ 1,612	$ 3,053	$ 3,664	$ 3,664	20.03%
Health	$ 5,932	$ 5,612	$ 3,242	$ 6,030	$ 3,497	$ 7,548	$ 8,134	$ 8,134	7.76%
Cost Share	$ -	$ -		$ -	$ (483)	$ (965)	$ (1,155)	$ (1,155)	19.69%
Pension 401	$ -	$ -	$ 1,874	$ -	$ 1,958	$ 3,072	$ 4,590	$ 4,590	49.41%
	$ 8,418	**$ 8,446**	**$ 6,613**	**$ 8,957**	**$ 6,585**	**$ 9,636**	**$ 15,233**	**$ 15,233**	**19.87%**
Operations									
Uniforms	$ 1,400	$ 1,400	$ 243	$ 322	$ 848	$ 1,400	$ 1,400	$ 1,400	0.00%
Office Supplies	$ 778	$ 1,119	$ 295	$ 3,527	$ -	$ 750	$ 1,000	$ 750	0.00%
Shelter Operations	$ 55,642	$ 55,990	$ 26,243	$ 55,235	$ 26,086	$ 56,100	$ 56,100	$ 56,100	0.00%
Vehicle 16 Lease	$ -	$ -	$ -	$ -	$ -	$ -	$ 6,484	$ 6,484	0.00%
Vehicle: Fuel	$ 1,789	$ 1,559	$ 788	$ 1,097	$ 579	$ 2,000	$ 2,000	$ 1,500	-25.00%
Vehicle: Maintenance	$ 651	$ 407	$ 216	$ 216	$ -	$ 1,000	$ 1,000	$ 500	-50.00%
Postage/Misc	$ -	$ -	$ -	$ -	$ -	$ 200	$ 200	$ 200	0.00%
	$ 60,260	**$ 60,475**	**$ 27,785**	**$ 60,397**	**$ 27,514**	**$ 61,450**	**$ 68,184**	**$ 66,934**	**8.92%**
Total	**$ 101,047**	**$ 106,847**	**$ 54,431**	**$ 108,541**	**$ 55,685**	**$ 110,990**	**$ 131,314**	**$ 130,064**	**14.03%**

Expenditures: Police: Harbor Master

Portsmouth has one of the largest coastlines of any Rhode Island community. It has more moorings that any community in the state (900+). Protecting this natural resource while providing safe boating opportunities is the mission of the Portsmouth Harbor Master. The Harbor Master is supervised by the Police Department that works closely with the Town's Harbor Commission.

In FY 2015 the Town increased the mooring fees. As part of this increase, any funds in excess of expenditures will be placed in a restricted account to address replacement of the Harbor Master boat.

The Harbor Master accounts are still considered part of the general fund, but based on the nature of the account may be converted to an enterprise fund in FY 2018.

2015 Harbor Master Activity

Calls for service	71
Citations Issued	26
Incident Reports	9
Arrest	5
New Mooring issued	23
Mooring Wait List	215

Expenditures: Police: Harbor Master

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Harbormaster	$ 18,310	$ 23,506	$ 14,357	$ 24,120	$ 14,937	$ 24,000	$ 20,000	$ 20,000	-16.67%
Assistant to HM							$ 15,000	$ 15,000	0.00%
Overtime/Temp	$ 12,450	$ 18,713	$ 9,677	$ 16,603	$ 7,847	$ 10,000	$ 2,500	$ 2,500	-75.00%
	$ 30,760	**$ 42,219**	**$ 24,034**	**$ 40,723**	**$ 22,784**	**$ 34,000**	**$ 37,500**	**$ 37,500**	**10.29%**
Benefits									
Payroll Taxes	$ 1,540	$ 3,110	$ 1,566	$ 2,533	$ 1,635	$ 2,601	$ 2,869	$ 2,869	10.29%
	$ 1,540	**$ 3,019**	**$ 1,566**	**$ 2,533**	**$ 1,635**	**$ 2,601**	**$ 2,869**	**$ 2,869**	**10.29%**
Operations									
Buoy Maintenance	$ 3,200	$ 3,659		$ 3,049	$ 1,400	$ 4,000	$ 4,000	$ 3,500	-12.50%
Boat: Fuel	$ 1,872	$ 713	$ 606	$ 1,123	$ 1,811	$ 2,000	$ 2,500	$ 1,750	-12.50%
Boat: Maintenance	$ 3,391	$ 2,902	$ 838	$ 2,769	$ 4,459	$ 3,500	$ 5,000	$ 5,000	42.86%
Equipment	$ 5,035	$ 927	$ 512	$ 856	$ 2,542	$ 3,500	$ 3,500	$ 3,500	0.00%
Office Supplies	$ 95	$ 67		$ 3		$ 100	$ 100	$ 100	0.00%
Reserve for Boat	$ -	$ -		$ -		$ 55,199	$ 55,199	$ 55,681	0.87%
Postage/Misc	$ 52	$ 63		$ 1	$ 4	$ 100	$ 100	$ 100	0.00%
	$ 13,645	**$ 8,331**	**$ 1,956**	**$ 7,801**	**$ 10,216**	**$ 68,399**	**$ 70,399**	**$ 69,631**	**1.80%**
Total	**$ 45,945**	**$ 56,133**	**$ 27,556**	**$ 51,057**	**$ 34,635**	**$ 105,000**	**$ 110,768**	**$ 110,000**	**4.76%**

FY 2017 includes an assistant for the Harbor Master. This will be a part time seasonal positon.

Reserve for Boat amount actual amount will be determined at the end of the fiscal year is the net amount of revenues over expenditures.

Expenditures: Prudence Island

Several islands are part of the Town of Portsmouth: Prudence Island, Patience Island, Hog Island, Hope, and Despair Island. Prudence Island receives year round services. The other islands receive minimal services on a seasonal basis.

There are no bridges to the islands. Prudence Island does have ferry service. A new ferry operator was put into place in 2014. There is limited ferry service to Hog Island.

Increasing year round and seasonal residents on Prudence Island have put additional stress on services, particularly public safety in recent years.

Services currently provided by the Town of Portsmouth to Prudence Island include two full time public work employees, one full time public safety officer, and annual support for the Prudence Island Volunteer Fire Department. This support is funding and equipment. The ability for the PI Volunteer Fire Department to address EMT needs is a significant issue for the island

Expenditures: Prudence Island

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Wages	$ 56,366	$ 57,004	$ 28,961	$ 58,234	$ 30,131	$ 60,260	$ 63,745	$ 63,745	5.78%
Holiday Pay	$ 864	$ 878	$ 668	$ 896	$ 695	$ 927	$ 981	$ 981	5.83%
Longevity	$ 3,916	$ 3,975	$ 4,634	$ 4,634	$ 4,821	$ 4,821	$ 5,100	$ 5,100	5.79%
Overtime/Temp	$ 3,657	$ 3,954	$ 3,164	$ 5,230	$ 1,294	$ 3,000	$ 3,000	$ 1,500	-50.00%
	$ 64,803	**$ 65,812**	**$ 37,427**	**$ 68,993**	**$ 36,941**	**$ 69,008**	**$ 72,826**	**$ 71,326**	**3.36%**
Benefits									
Payroll Taxes	$ 4,791	$ 4,825	$ 2,737	$ 5,084	$ 2,758	$ 5,279	$ 5,571	$ 5,456	3.36%
Health	$ 16,746	$ 15,137	$ 8,398	$ 14,404	$ 9,198	$ 17,638	$ 21,069	$ 21,069	19.45%
Cost Share					$ (904)	$ (1,808)	$ 1,913	$ (1,913)	5.81%
Pension 401	$ -	$ -	$ 2,296	$ -	$ 829	$ 1,706	$ 1,964	$ 1,964	15.12%
	$ 21,537	**$ 19,962**	**$ 13,432**	**$ 19,488**	**$ 11,880**	**$ 22,815**	**$ 30,517**	**$ 26,576**	**16.49%**
Operations									
Uniforms	$ 1,400	$ 1,400	$ 914	$ 1,400	$ 1,400	$ 1,400	$ 1,400	$ 1,400	0.00%
Transportation	$ 64	$ 8	$ 70	$ 131		$ 150	$ 150	$ 1,500	900.00%
Vehicle: Fuel	$ 1,749	$ 1,298	$ 743	$ 902	$ 332	$ 1,500	$ 1,500	$ 1,200	-20.00%
Vehicle: Maintenance	$ 452	$ 39	$ 184	$ 985	$ 325	$ 500	$ 500	$ 500	0.00%
Postage.Misc	$ -	$ -		$ -		$ -	$ -	$ -	0.00%
	$ 3,665	**$ 2,745**	**$ 1,911**	**$ 3,418**	**$ 2,057**	**$ 3,550**	**$ 3,550**	**$ 4,600**	**29.58%**
PI Special Svc Total	**$ 90,005**	**$ 88,518**	**$ 52,770**	**$ 91,899**	**$ 50,878**	**$ 95,373**	**$ 106,893**	**$ 102,502**	**7.48%**

As part of PMEA CBA negotiations, the Prudence Island Special Officer will become an EMT to support the Prudence Island Volunteer Fire Department and public safety on the island.

Expenditures: Fire

Mission Statement

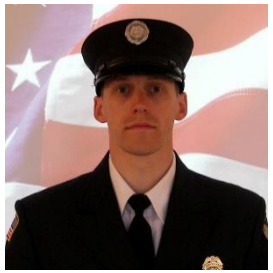
The Portsmouth Fire Department endeavors to provide the highest level of public safety services to our residents and visitors. We will strive to protect of the lives, property and the environment of our community through professional fire suppression, emergency medical treatment and transportation, disaster management, fire prevention, and public education.

Services Provided:

- Emergency response to fires, hazardous conditions and technical rescues
- Emergency response to medical emergencies
- Emergency response for search and rescue situations
- Fire safety education
- Fire investigation services
- Planning for large scale emergencies and disasters
- Explore grant opportunities to reduce cost of services
- Support PIVFD operations on Prudence Island

Fire Chief Mike Cranson and Deputy Chief Mike O'Brien

Expenditures: Fire



In November 2015 a full time Fire Marshal was hired. His priorities have been the enforcement of the RI Fire Code through inspections and pre-construction plan review. The emphasis thus far, has been on manufacturing facilities, residential board and care facilities, apartment buildings and education facilities.

Fire Marshall Andrew White

	2014	2015
Total Calls	2,725	2,879
Emergency Medical Calls	1,869	1,946
Motor Vehicle Accidents	159	167
Water Emergencies	71	67
Ambulance Revenue	$789,956	$623,581
Resident Write Offs	$203,632	$129,023

Resident Write off Jul 2015 – Dec 2015: $104,917

Expenditures: Fire

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Chief	$ 1,734,207	$ 86,904	$ 976,671	$ 89,203	$ 1,023,097	$ 109,287	$ 111,373	$ 111,373	1.91%
Deputy	$ -	$ 74,984	$ -	$ 76,968	$ -	$ 94,198	$ 96,784	$ 96,784	2.75%
Captains (4)	$ -	$ 230,642	$ -	$ 236,736	$ -	$ 248,767	$ 257,808	$ 257,808	3.63%
Lieutenants (8)	$ -	$ 424,567	$ -	$ 440,161	$ -	$ 462,528	$ 481,113	$ 481,113	4.02%
Fire Fighters (20)	$ -	$ 938,135	$ -	$ 1,010,760	$ -	$ 1,078,533	$ 1,059,283	$ 1,059,283	-1.78%
Fire Marshall	$ -	$ -	$ -	$ -	$ -	$ 55,000	$ 67,280	$ 67,280	22.33%
EMT Cert	$ 117,200	$ 142,000	$ 168,000	$ 168,000	$ 169,000	$ 163,000	$ 163,000	$ 163,000	0.00%
Dispatch	$ -	$ 130,212	$ -	$ 128,650	$ -	$ 143,942	$ 179,978	$ 179,978	25.04%
Holiday Pay	$ 74,348	$ 80,313	$ 49,399	$ 85,682	$ 52,331	$ 79,987	$ 99,887	$ 99,887	24.88%
Longevity	$ 112,972	$ 109,331	$ 84,711	$ 116,055	$ 83,194	$ 104,050	$ 117,440	$ 117,440	12.87%
Overtime/Temp	$ 515,363	$ 368,673	$ 225,703	$ 426,020	$ 200,824	$ 300,000	$ 300,000	$ 400,000	33.33%
	$ 2,554,090	**$ 2,585,761**	**$ 1,504,484**	**$ 2,778,235**	**$ 1,528,447**	**$ 2,839,292**	**$ 2,933,946**	**$ 3,033,946**	**6.86%**
Benefits									
Payroll Taxes	$ 190,519	$ 193,041	$ 111,913	$ 208,286	$ 113,545	$ 217,206	$ 224,447	$ 232,097	6.86%
Health and Dental	$ 403,117	$ 392,853	$ 271,278	$ 455,145	$ 300,296	$ 480,006	$ 579,654	$ 579,654	20.76%
Health Saving Acct	$ -	$ -	$ -	$ -	$ -	$ 53,000	$ 41,250	$ 41,250	-22.17%
Cost Share	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Pension 401	$ -	$ -	$ 319,655	$ 35,935	$ 19,254	$ 39,481	$ 44,568	$ 44,568	12.88%
Pension DB	$ 746,335	$ 916,692	$ 302,329	$ 1,209,317	$ 580,078	$ 1,145,156	$ 1,301,809	$ 1,301,809	13.68%
	$ 1,339,971	**$ 1,502,586**	**$ 1,005,175**	**$ 1,908,683**	**$ 1,013,172**	**$ 1,934,849**	**$ 2,191,728**	**$ 2,199,378**	**13.67%**
Salaries & Benefits	**$ 3,894,061**	**$ 4,088,347**	**$ 2,509,659**	**$ 4,686,918**	**$ 2,541,619**	**$ 4,774,141**	**$ 5,125,674**	**$ 5,233,324**	**9.62%**

Chief and Deputy Chief Wages include longevity, holiday pay and stipends.

Expenditures: Fire

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Operations									
Uniform Allowance	$ 46,721	$ 60,761	$ 62,359	$ 63,309	$ 67,716	$ 68,000	$ 68,000	$ 68,000	0.00%
Vehicle: Fuel: Diesel	$ 33,494	$ 34,289	$ 14,367	$ 20,400	$ 11,470	$ 32,000	$ 30,000	$ 20,000	-37.50%
Vehicle: Fuel: Gas	$ 10,254	$ 10,226	$ 5,171	$ 6,935	$ 3,822	$ 11,000	$ 11,000	$ 7,500	-31.82%
Vehicle: Maintenance	$ 24,215	$ 26,779	$ 21,848	$ 67,511	$ 20,983	$ 40,000	$ 40,000	$ 35,000	-12.50%
Vehicle 16 Lease	$ -	$ -	$ -	$ -	$ -	$ -	$ 14,267	$ 14,267	0.00%
17 Lease	$ -	$ -	$ -	$ -	$ -	$ -	$ 12,500	$ 12,500	0.00%
17 Ambulance Lease	$ -	$ -	$ -	$ -	$ -	$ -	$ 52,500	$ 52,500	0.00%
Maint: Radio	$ 3,170	$ 4,000	$ 3,912	$ 3,912	$ 2,417	$ 4,200	$ 4,200	$ 4,200	0.00%
Maint: Computer	$ 5,250	$ 7,218	$ 6,730	$ 6,771	$ 6,840	$ 9,000	$ 9,000	$ 9,000	0.00%
Maint: Building	$ 11,681	$ 13,364	$ 3,555	$ 12,489	$ 3,372	$ 12,500	$ 12,500	$ 10,000	-20.00%
Electricity	$ 13,229	$ 11,557	$ 4,640	$ 12,934	$ 5,487	$ 13,500	$ 13,500	$ 13,500	0.00%
Heat	$ 7,050	$ 10,844	$ 750	$ 4,236	$ 3,339	$ -	$ -	$ 4,000	0.00%
Office Supplies	$ 2,350	$ 3,927	$ 1,532	$ 3,845	$ 3,036	$ 3,000	$ 3,000	$ 3,000	0.00%
Postage/Misc	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
Continuing Education	$ 12,375	$ 11,392	$ 4,411	$ 13,627	$ 10,338	$ 12,500	$ 15,000	$ 12,500	0.00%
Training	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
NFPA& SARA Compliance	$ 8,308	$ 6,140	$ 6,590	$ 6,590		$ 6,500	$ 6,500	$ 6,500	0.00%
Emergency Mgmt	$ 3,457	$ 5,041	$ 2,002	$ 4,617	$ 4,396	$ 5,000	$ 5,000	$ 5,000	0.00%
Medical Supplies	$ 28,268	$ 39,137	$ 22,165	$ 37,481	$ 10,928	$ 40,000	$ 40,000	$ 40,000	0.00%
Amb Billing Svc	$ -	$ 43,495	$ 18,372	$ 41,027	$ 20,571	$ 35,000	$ -	$ 40,000	14.29%
Hydrant	$ 197,908	$ 206,927	$ 3,541	$ 205,372	$ 3,541	$ 205,000	$ -	$ 205,000	0.00%
Clothing	$ 14,425	$ 11,167	$ 8,519	$ 11,759	$ 9,867	$ 10,000	$ 10,000	$ 10,000	0.00%
Equipment	$ 14,929	$ 15,524	$ 11,525	$ 20,202	$ 11,071	$ 20,000	$ 20,000	$ 15,000	-25.00%
Grant Matches	$ -	$ -	$ -	$ -	$ -	$ -	$ 4,500	$ -	0.00%
Misc	$ 4,762	$ -	$ -	$ -	$ -	$ 1,000	$ -	$ -	-100.00%
	$ 441,846	**$ 521,789**	**$ 201,990**	**$ 543,018**	**$ 199,194**	**$ 528,200**	**$ 371,467**	**$ 587,467**	**11.22%**
Total	**$ 4,335,907**	**$ 4,610,136**	**$ 2,711,649**	**$ 5,229,935**	**$ 2,740,813**	**$ 5,302,341**	**$ 5,497,141**	**$ 5,820,791**	**9.78%**

Expenditures: Public Works

Mission Statement

The Portsmouth Department of Public Works mission is to provide a responsive and high quality public service to all Portsmouth residents in the maintenance and improvement of Town-owned property and infrastructure through positive interaction, interdepartmental relationships, and cost effective management.

Department Functions:

* Fleet Management
* Snow Removal
* Tree and Grounds Services
* Pavement Management
* Transfer Station Refuse Operations
* Storm Water/Basin Management
* Parks and Grounds Maintenance

Dave Kehew, Director Public Works

Department Accomplishments

*Oversaw replacement of Transfer Station Building
*Upgraded Senior Center Kitchen
*Installed/Replaced 145 Street Signs
*Cleaned 2750+ Catch Basins
* Oversaw new roof at Phelps House
*Installed new Fuel/Fleet Management Equipment
*Fire Department and Town Hall H.V.A.C.
*Pavement Preservation
*Picked up 1,400+/- Christmas trees

FY 2017 Projects, Goals & Priorities

- Prudence Island Paving
- Aquidneck Paving Program (Beta's Report and Paving Plan available on Town Website)
- Development of Town Wide Signage Program
- Development of separate facility management department in cooperation with Portsmouth Schools
- Improvement of Transfer Station Operations
- Continue Development of Department Training Program
- Review of Snow Removal Operations, including Schools

Expenditures: Public Works

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Salaries									
Director	$ 798,451	$ 87,454	$ 426,842	$ 93,239	$ 480,132	$ 103,777	$ 105,845	$ 105,845	1.99%
Deputy	$ -	$ 75,459		$ 80,452	$ -	$ 89,598	$ 91,383	$ 91,383	1.99%
Foreman (x)	$ -	$ -	$ -	$ -	$ -	$ 109,828	$ 111,752	$ 111,752	1.75%
Mechanics (x)	$ -	$ -	$ -	$ -	$ -	$ 115,558	$ 117,329	$ 117,329	1.53%
Operators (x)	$ -	$ 675,919	$ -	$ 703,824	$ -	$ 586,980	$ 597,792	$ 597,792	1.84%
Part Time Clerical (15 hrs)	$ -	$ -	$ -	$ -	$ -	$ -	$ 41,600	$ 15,600	0.00%
Seasonal	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ 20,000	0.00%
Holiday Pay	$ -	$ -	$ 4,474	$ 7,030	$ 4,563	$ -	$ -	$ -	0.00%
Longevity	$ 64,854	$ 63,050	$ 20,050	$ 56,501	$ 21,489	$ 43,634	$ 44,615	$ 44,615	2.25%
Overtime	$ 19,397	$ 20,400	$ 10,253	$ 24,127	$ 13,688	$ 20,000	$ 25,000	$ 25,000	25.00%
	$ 882,702	**$ 922,282**	**$ 461,618**	**$ 965,173**	**$ 519,872**	**$ 1,069,375**	**$ 1,135,316**	**$ 1,129,316**	**5.61%**
Benefits									
Payroll Taxes	$ 67,230	$ 70,691	$ 34,231	$ 80,853	$ 38,244	$ 76,964	$ 86,852	$ 86,393	12.25%
Health & Dental	$ 264,812	$ 252,048	$ 131,169	$ 258,569	$ 129,558	$ 334,045	$ 366,029	$ 366,029	9.57%
Cost Share	$ -	$ (21,757)	$ -	$ -	$ -	$ (36,756)	$ (42,169)	$ (42,169)	14.73%
Pension 401	$ -	$ -	$ 158,017	$ 112,934	$ 58,201	$ 114,001	$ 114,326	$ 114,326	0.29%
Pension DB	$ 247,942	$ 258,919	$ 89,286	$ 357,145	$ 108,130	$ 150,767	$ 164,418	$ 164,418	9.05%
	$ 579,984	**$ 559,901**	**$ 412,703**	**$ 809,501**	**$ 334,133**	**$ 639,021**	**$ 689,456**	**$ 688,997**	**7.82%**

Proposed is the use of Seasonal Summer help to supplement staffing and address various needs, particularly at parks and recreation facilities. This will also promote development of the next generation of DPW leaders as current staff will manage this resource.

This proposal is subject to discussions with the union and depends on the outcome of the facility management RFP and review.

Wages for Director and Deputy include longevity, holiday pay and stipends.

Working with the Town's Public Work's and Union a fence was constructed at Glen Park to protect the Linden trees.

Expenditures: Public Works

(Line Items may be reallocated if the Town decides to consolidate facilities management with School Department)

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Operations									
Shoe Allowance	$ 5,600	$ 5,600	$ 9,800	$ 9,800	$ 12,700	$ 10,600	$ 13,600	$ 14,300	34.91%
CDL Stipend	$ -	$ -	$ 1,004	$ 2,629	$ 915	$ 10,500	$ 13,500	$ 12,000	14.29%
Vehicles; Town Hall	$ 223	$ 50	$ 17	$ 17	$ 22	$ 1,000	$ 3,000	$ 1,000	0.00%
Vehicle: Fuel: Diesel	$ 48,139	$ 29,751	$ 9,373	$ 24,894	$ 8,353	$ 30,000	$ 30,000	$ 25,000	-16.67%
Vehicle: Fuel: Gas	$ 36,538	$ 33,609	$ 13,695	$ 26,215	$ 8,923	$ 35,000	$ 35,000	$ 25,000	-28.57%
Maint: Radio	$ 5,888	$ 2,128	$ -	$ 2,375	$ 2,329	$ 3,000	$ 6,000	$ 5,000	66.67%
Maint: Equipment	$ 66,344	$ 83,354	$ 33,910	$ 83,492	$ 38,701	$ 80,000	$ 85,000	$ 85,000	6.25%
Maint: Building	$ 5,949	$ 3,572	$ 2,913	$ 9,096	$ 4,379	$ 8,000	$ 10,000	$ 9,000	12.50%
Maint: Trees	$ 9,465	$ 9,608	$ -	$ -	$ -	$ 15,000	$ 20,000	$ 15,000	0.00%
Maint: Grounds	$ 113,996	$ 82,104	$ 37,981	$ 88,451	$ 93,003	$ 100,000	$ 115,000	$ 115,000	15.00%
Facilities Mgmt	$ -	$ -	$ -	$ -	$ -	$ -	$ 10,000	$ -	0.00%
Custodial	$ 15,873	$ 15,150			$ 8,667	$ 16,000	$ 16,000	$ 16,000	0.00%
Street Signs	$ 5,127	$ 4,298	$ 3,581	$ 6,913	$ 1,663	$ 6,000	$ 6,000	$ 7,500	25.00%
Grass Cutting	$ 52,350	$ 54,370	$ 37,335	$ 56,003	$ 38,453	$ 57,680	$ 60,000	$ 60,000	4.02%
Mosquito Control	$ 9,034	$ 6,941	$ 4,657	$ 8,820	$ 2,688	$ 7,000	$ 9,000	$ 7,500	7.14%
Electricity	$ 5,152	$ 5,219	$ 1,948	$ 5,650	$ 2,539	$ 6,000	$ 6,000	$ 6,000	0.00%
Electricity Town Hall	$ 25,695	$ 26,451	$ 11,177	$ 36,906	$ 15,046	$ 30,000	$ 30,000	$ 30,000	0.00%
Street Lights	$ 111,883	$ 122,918	$ 49,112	$ 121,110	$ 55,200	$ 135,000	$ 135,000	$ 135,000	0.00%
Heat(fuel oil)	$ 9,965	$ 14,021	$ 2,088	$ 13,381	$ 921	$ 10,000	$ 10,000	$ 10,000	0.00%
Heat(natural gas)	$ 7,477	$ 8,834	$ 1,290	$ 9,359	$ 1,616	$ 7,500	$ 7,500	$ 7,500	0.00%
Office Supplies	$ 3,715	$ 3,097	$ 1,652	$ 2,951	$ 2,111	$ 3,500	$ 3,700	$ 3,000	-14.29%
Postage/Misc	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
PI Transportation	$ 7,717	$ 6,824	$ 1,397	$ 4,136	$ 4,405	$ 9,000	$ 18,000	$ 15,000	66.67%
Tree Commission	$ -	$ -	$ 7,065	$ 16,383	$ 6,530	$ 100	$ 500	$ 500	400.00%
Tools & Equipment	$ 12,331	$ 15,540	$ 10,209	$ 16,993	$ 18,903	$ 20,000	$ 20,000	$ 20,000	0.00%
Misc	$ -	$ 1,721	$ -	$ -	$ -	$ 1,500	$ -	$ -	-100.00%
	$ 558,461	**$ 535,160**	**$ 240,204**	**$ 545,572**	**$ 328,066**	**$ 602,380**	**$ 662,800**	**$ 624,300**	**3.64%**
Total	**$ 2,021,147**	**$ 2,017,343**	**$ 1,114,525**	**$ 2,320,247**	**$ 1,182,071**	**$ 2,310,776**	**$ 2,487,572**	**$ 2,442,613**	**5.71%**

Expenditures: Public Works: Snow Removal and Road Improvements

Mission Statement

Our mission is to make the roads safe for our motorists at all times using a comprehensive approach for treatment and removal of snow for 111 miles of road utilizing 20 plow trucks, one front loader and one backhoe, in a cooperative effort of Public Works, vendors and part time employees.

To report a road or snow plow issues you should visit our Fix It Form on the Town's web site http://www.portsmouthri.com/FormCenter

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Labor Cost									
Overtime Snow	$ 77,194	$ 46,000	$ 1,330	$ 126,248	$ -	$ 75,000	$ 75,000	$ 70,000	-6.67%
Payroll Taxes	$ 5,905	$ 3,519		$ 9,658	$ -	$ 5,738	$ -	$ 5,355	-6.67%
	$ 83,099	$ 49,519	$ 1,330	$ 135,906	$ -	$ 80,738	$ 75,000	$ 75,355	-6.67%
Snow: Contract	$ 21,643	$ 2,226	$ -	$ 28,245	$ -	$ 5,000	$ 10,000	$ 5,000	0.00%
Total Labor	**$ 104,742**	**$ 51,745**	**$ 1,330**	**$ 164,151**	**$ -**	**$ 85,738**	**$ 160,000**	**$ 80,355**	**6.28%**
Materials: Snow	$ 83,886	$ 125,151	$ 30,290	$ 130,680	$ 45,022	$ 91,000	$ 91,000	$ 95,000	4.40%
Road Improvement	$ 500,000	$ 1,000,000	$ -	$ 1,000,000	$ -	$ 1,000,000	$ 1,000,000	$ 750,000	-25.00%
	$ 583,886	**$ 1,125,151**	**$ 30,290**	**$ 1,130,680**	**$ 45,022**	**$ 1,091,000**	**$ 1,091,000**	**$ 845,000**	**-22.55%**
Total	**$ 688,628**	**$ 1,176,896**	**$ 31,620**	**$ 1,294,831**	**$ 45,022**	**$ 1,176,738**	**$ 1,251,000**	**$ 925,355**	**-21.36%**

Rhode Island Annual Snowfall

	Winter 2012	Winter 2013	Winter 2014	Winter 2015	Winter 2016
inches	15.3	41.4	42.1	59.9	19.4

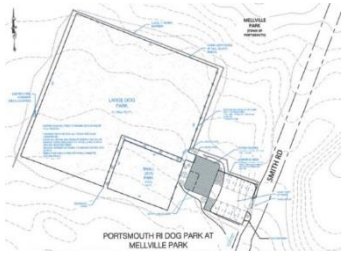
Miles of Road Paved

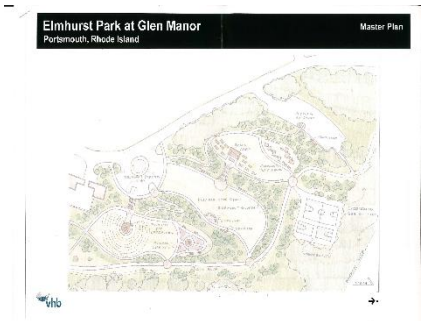
	2011	2012	2013	2014	2015
miles	1.3	0.0	10.6	10.6	9.6

Expenditures: Parks and Recreation

Mission Statement

The Parks and Recreation Department mission is to provide opportunities for life enhancements through programs, services, special events and facilities that are beneficial to all of Portsmouth's residents.





Portsmouth's Parks, Recreation Fields, Beaches & Open Space

Parks	BeachesFields & Other	
Patriots Park	Sandy Point	Gardner Seveney Sports Complex
Legion Park	McCorrie Beach	Glen Park
Heritage Park		Brown House
Oakland Forest		Polo Field
Founder's Brook		Equestrian Center
Melville Park		Melville Campgrounds
Dog Park		School Playgrounds
JFK Park		Weaver Cove
Elmhurst Park		
Mt. Hope Park		

Recreation Projects

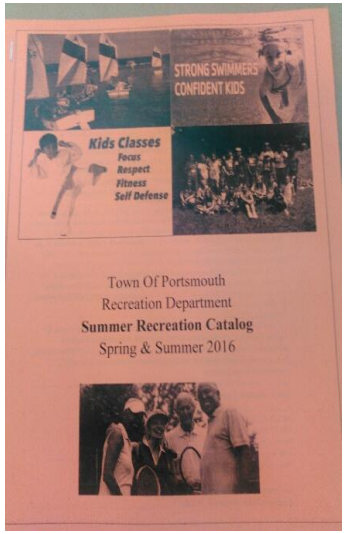
- Brown House
  - Renovate Property and establish as center for recreation facility
- SSS Fields
  - Develop as additional sports fields
- Elmhurst Park
  - Develop former Elmhurst School property as public park

The Town of Portsmouth has been very fortunate that it has many hardworking, dedicated citizens that are willing to volunteer their time to support the various parks and facilities. As the Town only created a Recreation Director position, these citizen committees are the main reason for the continued upkeep and maintenance of these facilities.

Expenditures: Parks and Recreation

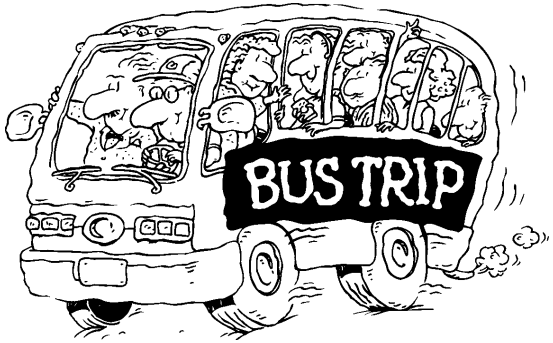
Accomplishments of Rec & Parks

1. Holiday Vacation Camp For Kids
2. Holiday Gift Wrapping and Gingerbread House Building
3. Thursday Night Free Tutoring for Portsmouth Residents
4. Early Morning Senior Walking At PHS Gym
5. Development of Town of Portsmouth Rec Catalog
   a. Sailing Program, Swimming Lessons, Summer Camp, Tennis, Adult Cards, Karate Lessons, Summer Academic Enrichment
6. Easter Egg Hunt at The Brown House
7. Baby Sitter Safety Classes At Portsmouth Library
8. Summer Outdoor Movie Nights



Goals and Up Coming Events

1. Fall and Winter Recreation Catalog
2. Summer Family Movie Night
3. Halloween - Indoor Family Trick or Treat Night
4. Summer 2016 Sandy Point Beach Fair
5. Bus Day Trip Program



Expenditures: Parks and Recreation

Tim Dunbar, Recreation Director

	Actual	Actual	Actual	Actual	Actual	Budget	Requested	Proposed	Change %
Salaries	**FY 2013**	**FY 2014**	**Jan - Dec 2014**	**FY 2015**	**Jan - Dec 2015**	**FY 2016**	**FY 2017**	**FY 2017**	
Rec Dir	$ -	$ -	$ -	$ 23,789	$ 56,007	$ 20,800	$ 20,800	$ 20,800	0.00%
Staff (non beach)	$ -	$ -	$ -	$ -	$ -	$ -	$ 15,000	$ 15,000	0.00%
Beach	$ 62,142	$ 65,200	$ 64,487	$ 65,040	$ -	$ 65,000	$ 55,000	$ 55,000	-15.38%
	$ 62,142	**$ 65,200**	**$ 64,487**	**$ 88,829**	**$ 56,007**	**$ 85,800**	**$ 90,800**	**$ 90,800**	**5.83%**
Benefits									
Payroll Taxes	$ 1,540	$ 3,019	$ -	$ 1,442	$ 4,285	$ 6,564	$ 6,946	$ 6,946	5.83%
	$ 1,540	**$ 3,019**	**$ -**	**$ 1,442**	**$ 4,285**	**$ 6,564**	**$ 6,946**	**$ 6,946**	**5.83%**
Operations									
Beach Supplies	$ 1,959	$ 850	$ 887	$ 5,106	$ 2,784	$ 2,500	$ 2,500	$ 2,500	0.00%
Office Supplies	$ -	$ -	$ -	$ 102	$ 539	$ 200	$ 200	$ 200	0.00%
Contract Svc	$ -	$ -	$ -	$ 455	$ 1,176	$ 5,000	$ 5,000	$ 5,000	0.00%
Postage/Misc	$ -	$ -	$ -	$ -	$ -	$ 200	$ 200	$ 100	-50.00%
	$ 1,959	**$ 850**	**$ 887**	**$ 5,663**	**$ 4,499**	**$ 7,900**	**$ 7,900**	**$ 7,800**	**-1.27%**
Total	**$ 65,641**	**$ 69,069**	**$ 65,374**	**$ 95,934**	**$ 64,791**	**$ 100,264**	**$ 105,646**	**$ 105,546**	**5.27%**

Expenditures: Parks and Recreation

Glen Park	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
BLDG/GROUNDS MAINTENANCE	$ 1,654	$ 3,061	$ 789	$ 2,424	$ 4,747	$ 4,000	$ 4,000	$ 4,000	0.00%
BUILDING/GROUNDS PAYROLL	$ 582	$ -	$ 525	$ 593	$ 441	$ 800	$ 800	$ 800	0.00%
ELECTRICITY-GLEN PARK	$ 1,171	$ 1,040	$ 473	$ 1,002	$ 397	$ 500	$ 500	$ 500	0.00%
WATER	$ 179	$ 175	$ 158	$ 761	$ 202	$ 200	$ 200	$ 200	0.00%
REFUSE DISPOSAL	$ 457	$ 242	$ 153	$ 667	$ 431	$ 400	$ 400	$ 400	0.00%
PAPER GOODS	$ 122	$ 304	$ 148	$ 148	$ 299	$ 200	$ 200	$ 200	0.00%
COMMITTEE	$ 41	$ -	$ -	$ 16	$ -	$ 400	$ 400	$ 400	0.00%
	$ 4,206	**$ 4,822**	**$ 2,247**	**$ 5,611**	**$ 6,516**	**$ 6,500**	**$ 6,500**	**$ 6,500**	0.00%

Melville Park	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Actual FY 2015	Actual Jul - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
ADVERTISING	$ 47	$ 338	$ -	$ -	$ -	$ 500	$ 500	$ 500	0.00%
PRINTING	$ 251	$ 108	$ -	$ 257	$ -	$ 200	$ 200	$ 200	0.00%
POND 1 ALGAE TREATMENT	$ 550	$ 3,875	$ -	$ -	$ 7,600	$ 3,000	$ 3,000	$ 3,000	0.00%
COASTAL SYSTEMS WATER WATCH	$ 550	$ 600	$ 600	$ 600	$ 650	$ 600	$ 600	$ 600	0.00%
POSTAGE	$ 7	$ -	$ -	$ -	$ -	$ -	$ -	$ -	0.00%
ROAD REPAIR, BUSH TRIMMING	$ 400	$ 2,125	$ -	$ -	$ -	$ 1,500	$ 1,500	$ 1,500	0.00%
POND 9 DAM TREE REMOVAL	$ -	$ 3,000	$ -	$ -	$ -	$ 2,500	$ 2,500	$ 2,500	0.00%
TRAIL MAINTENANCE	$ 1,443	$ 1,396	$ -	$ 211	$ -	$ 1,500	$ 1,500	$ 1,500	0.00%
MISC	$ -	$ 19	$ -	$ -	$ -	$ 200	$ 200	$ 200	0.00%
POND 8 REMEDIATION	$ 67	$ 3,500	$ 659	$ 1,509	$ -	$ 1,500	$ 1,500	$ 1,500	0.00%
	$ 3,315	**$ 14,960**	**$ 1,259**	**$ 2,577**	**$ 8,250**	**$ 11,500**	**$ 11,500**	**$ 11,500**	0.00%

Expenditures: Civic Support

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Budget FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Portsmouth Action for Youth	$ 54,865	$ 54,865	$ 31,625	$ 31,625	$ -	$ -	$ -	$ -	0.00%
Portsmouth Library	$ 445,477	$ 463,296	$ 238,148	$ 476,296	$ 240,000	$ 480,000	$ 494,400	$ 487,500	1.56%
Prudence Island School	$ 61,583	$ -	$ 19,713	$ 39,427	$ -	$ -	$ -	$ -	0.00%
Portsmouth Historical Society	$ 1,934	$ 1,934	$ -	$ 1,934	$ -	$ 2,000	$ 6,000	$ 4,000	100.00%
Portsmouth Senior Center	$ 46,128	$ 50,000	$ 25,000	$ 50,000	$ 35,000	$ 70,000	$ 70,000	$ 70,000	0.00%
Sr Citizens Bus	$ 1,200	$ 1,547	$ -	$ 1,575	$ 2,000	$ 2,000	$ 2,000	$ 2,000	0.00%
Substance Abuse Task Force	$ 12,967	$ 10,000	$ 15,000	$ 27,500	$ 20,000	$ 20,000	$ 20,000	$ 20,000	0.00%
	$ 624,154	**$ 581,642**	**$ 329,486**	**$ 628,357**	**$ 297,000**	**$ 574,000**	**$ 592,400**	**$ 583,500**	**1.66%**
Prudence Island Vol Fire	$ 34,039	$ 63,892	$ 36,737	$ 83,587	$ 71,553	$ 143,105	$ 148,800	$ 148,800	3.98%
Total	**$ 658,193**	**$ 645,534**	**$ 366,223**	**$ 711,944**	**$ 368,553**	**$ 717,105**	**$ 741,200**	**$ 732,300**	**2.12%**

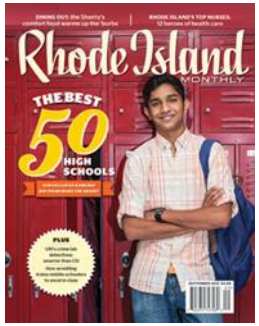
Expenditures: Schools

	Actual FY 2013	Actual FY 2014	Actual Jan - Dec 2014	Budget FY 2015	Actual Jan - Dec 2015	Budget FY 2016	Requested FY 2017	Proposed FY 2017	Change %
Local Appropriations	$ 30,248,093	$ 30,248,093	$ 15,424,047	$ 30,848,093	$ 15,424,047	$ 30,848,093	$ 31,599,566	$ 31,599,566	2.44%
State Aid	$ 4,794,137	$ 4,507,144	$ 2,119,191	$ 4,238,381	$ 2,139,877	$ 4,279,754	$ 4,733,705	$ 4,733,705	10.61%
	$ 35,042,230	**$ 34,755,237**	**$ 17,543,237**	**$ 35,086,474**	**$ 17,563,924**	**$ 35,127,847**	**$ 36,333,271**	**$ 36,333,271**	**3.43%**

State Aid is a pass thru item. The amount received from the State is passed on in its entirety to the School Dept. The Town adopts its budget prior to State.
FY 2016 actual amounts for State Aid were $4,815,937, which reflects group home aid. FY 17 proposals are based on State projections.

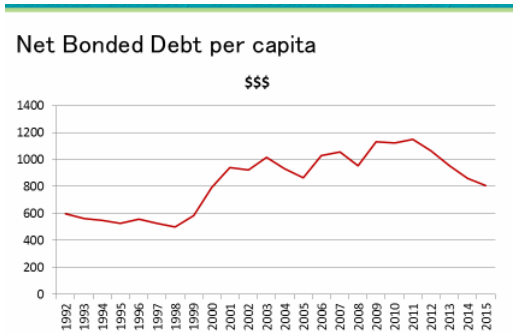
Enrollment Projections			
Year	PK-12	Dif.	%
2014-15	2,563	0	0.0%
2015-16	2.481	-82	-3.2%
2016-17	2,429	-52	-2.1%
2017-18	2,371	-58	-2.4%
2018-19	2,357	-14	-0.6%
2019-20	2,309	-48	-2.0%
2020-21	2,262	-47	-2.0%
2021-22	2,233	-29	-1.3%
2022-23	2,262	+29	+1.3%
2023-24	2,233	--29	-1.3%
2024-25	2,218	-15	-0.1%
per nesdec.org		-287	-11.%

School Rank	Teacher-student ratio (2012/13)	Per-pupil spending (2012/13)	AP Exams (2013/14)		NECAP (2013/14)				SAT Exams (2013/14)			Graduation rate, by percent (2013/14)
			Number of scores at college-level mastery	Percentage of scores at college-level mastery	Percent at/above proficiency, Grade 11 math	Percent at/above proficiency, Grade 11 reading	Percent at/above proficiency, Grade 11 science	Percent at/above proficiency, Grade 11 writing	Average score, math	Average score, reading	Average score, writing	
1. Barrington HS	1:12	$14,217	492	90%	79%	98%	68%	82%	588	578	566	94%
2. Classical HS	1:21	$16,909	530	46%	55%	100%	39%	85%	531	541	519	96.6%
3. Portsmouth HS	1:13	$14,981	364	76%	63%	94%	58%	81%	542	537	505	96.9%
4. East Greenwich HS	1:15	$14,987	254	82%	71%	95%	57%	85%	598	576	582	96.1%
5. North Kingstown Sr HS	1:14	$15,070	280	80%	59%	93%	55%	76%	544	547	531	89%



Portsmouth School Department
CHARTING THE COURSE TO EXCELLENCE

Expenditures: Debt Service

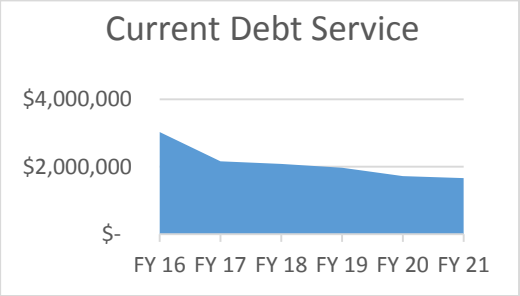


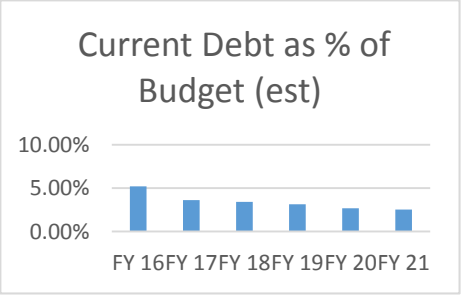
Section 45-12-2 of Rhode Island General Law limits the amount a municipality may borrow to 3% of the full assessed value of the taxable property with the municipality. In addition municipalities may issue debt by special acts of the General Assembly and by ministerial approval by the State's Auditor General. The Rhode Island State Legislature enacted legislation in 2007 allowing for approval by the State's Auditor General of debt outside the 3% debt limit for communities with an "A" rating or better.

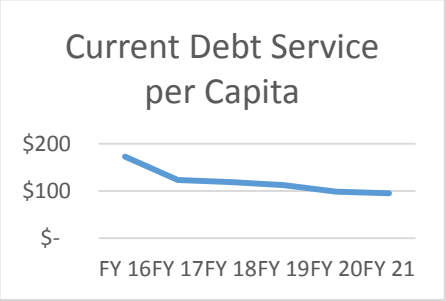
The Town of Portsmouth has a stricter debt policy. This policy states general obligation debt cannot exceed 2% of the Town's taxable property. In addition, the ratio of annual debt service payments shall not exceed 15 percent of the operating budget's expenditures.

Current Debt Service

		2006A	2007A	2008B	2009	2010	2010	2012	2013A	2013B	RIHEB 13	2014A	2015A	RIHEB 15
FY 16	$ 3,027,193	$ 178,500	$ 131,188	$ 107,588	$ 589,788	$ 172,325	$ 566,500	$ 250,471	$ 70,591	$ 164,619	$ 153,458	$ 189,260	$ 414,335	$ 38,570
FY 17	$ 2,160,732	$ -	$ 130,950	$ 104,400	$ 568,613	$ 168,575	$ -	$ 247,235	$ 69,332	$ 158,269	$ 149,633	$ 180,600	$ 357,025	$ 26,100
FY 18	$ 2,083,368	$ -	$ -	$ 100,275	$ 542,056	$ 164,200	$ -	$ -	$ 68,053	$ 153,551	$ 145,808	$ 177,000	$ 350,275	$ 382,150
FY 19	$ 1,969,845	$ -	$ -	$ 95,775	$ 515,863	$ 159,200	$ -	$ -	$ 67,784	$ 147,465	$ 106,983	$ 169,800	$ 343,525	$ 363,450
FY 20	$ 1,722,184	$ -	$ -	$ 87,588	$ 494,325	$ 154,200	$ -	$ -	$ 65,492	$ -	$ 69,229	$ 166,200	$ 337,900	$ 347,250
FY 21	$ 1,662,957	$ -	$ -	$ 84,438	$ 468,050	$ 149,200	$ -	$ -	$ 64,223	$ -	$ 67,546	$ 162,600	$ 333,400	$ 333,500
FY 21+	$ 8,051,109	$ -	$ -	$ 230,650	$ -	$ 526,800	$ -	$ -	$ 956,958	$ -	$ 397,933	$ 466,200	$ 4,219,318	$ 1,253,250
	$ 20,677,388	$ 178,500	$ 262,138	$ 810,714	$ 3,178,695	$ 1,494,500	$ 566,500	$ 497,706	$ 1,362,433	$ 623,904	$ 1,090,590	$ 1,511,660	$ 6,355,778	$ 2,744,270



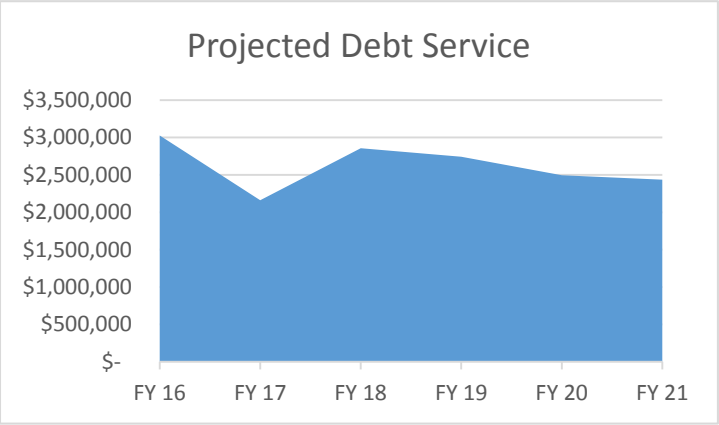


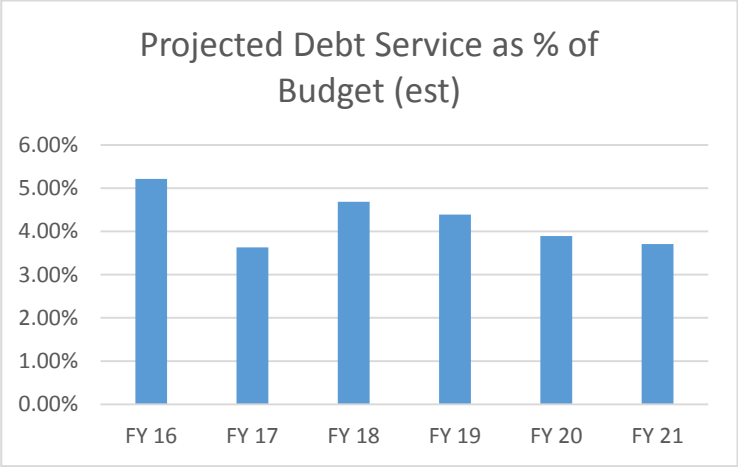


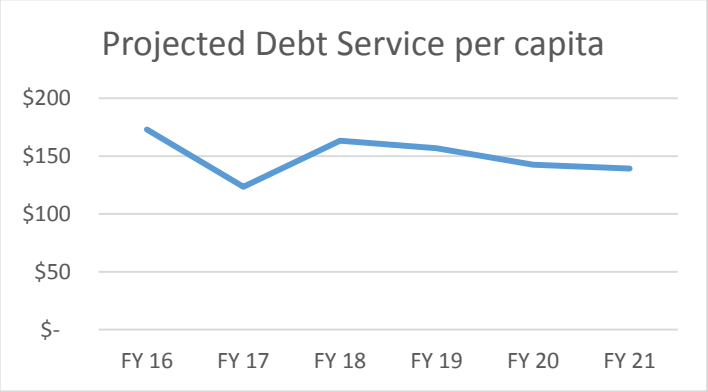
Expenditures: Debt Service

The FY 2017 capital request will result in $1.5 million of new debt to be issued. The proposed Police Station to be on the November ballot will require $10 million of additional debt. Both the FY 17 capital debt as well as the police station debt (if approved) will be issued in spring of 2017. No debt service payment will be required in FY 2017. Debt service will start in 2018 and below are projected impacts for FY 2018 and beyond.

	Current	2017	Police	New Total
FY 16	$ 3,027,193	$ -	$ -	$ 3,027,193
FY 17	$ 2,160,732	$ -	$ -	$ 2,160,732
FY 18	$ 2,083,368	$ 115,000	$ 658,000	$ 2,856,368
FY 19	$ 1,969,845	$ 115,000	$ 658,000	$ 2,742,845
FY 20	$ 1,722,184	$ 115,000	$ 658,000	$ 2,495,184
FY 21	$ 1,662,957	$ 115,000	$ 658,000	$ 2,435,957
FY 21+	$ 8,051,109	$ 1,840,000	$ 10,523,438	$ 20,414,547
	$ 20,677,388	$ 2,300,000	$ 13,155,438	$ 36,132,826







Expenditures: Capital

The importance of capital investment or spending cannot be understated. It plays an important role in the quality of life for local residents and enhances a municipality's capacity for creating a more competitive business environment. Likewise, financing this investment cannot be treated lightly.

Portsmouth has shown its commitment towards a philosophy of minimizing long term debt. This foresight is paying dividends as the Town looks at the possibility for new Police Station. This major project can be accomplished without an increase in annual debt service.

The Town has committed funds to various Capital Projects over the years. Some of these funds have unspent balances that are being recommended to be closed out and used on other projects, such as recently approved improvements to softball fields.

Other projects such as Triple SSS fields, Town Hall Roof and Repointing of Senior Center, need to be addressed. It is recommended a procedure for project management be implemented to track projects and provide information in a transparent manner to the Town management and Portsmouth citizens.

Current Projects Funded/Partially Funded: Not Completed.

FY 13 Senior Center Repointing $78,000 (Grant)	Need to Issue RFP
FY 14 Prudence Island Generator (Grant)	Finalizing Contract
FY 15 Elmhurst School (grant)	In Design Phase (Town's match in FY 17 request)
FY 15 Town Hall Roof $30,000	No activity
FY 15 Fuel Management System $53,000	Installed, need to complete programing report function
FY 16 Town Hall Painting	No Activity
FY 16 Glen Stables $50,000	No Activity,
FY 16 SSS Property &100,000	No Activity
FY 16 Town Hall HVAC $570,000	In Progress
FY 16 Brown House $50,000	Design Phase 90% complete
FY 16 Prudence Island Roads $2,500,000	In Design Phase
FY 15 & 16 Police Station $150,000	Concept Study Completed. Survey and Geographic Work Completed. RFP for architectural services complete

Expenditures: Capital

Town:

Elmhurst Park $170,000
To meet the match requirement of DEM grant for design and phase I work

Leonard Brown House $350,000
Renovate facility for use by Recreation Department and citizens. It will also be a resource for various recreation groups in the community by provide common office space, meeting rooms and record storage.

Salt Shed $100,000
To address environment issues of stalling road salt outside uncovered. Preserve product that may be washed away by weather.

Two (2) Police Cruisers $100,000
Continuation of fleet replacement program. Vehicles to be leased and are included in Police Department operating budget

Fire Department Ambulance $250,000
Replace existing ambulance and become front line vehicle. Existing vehicles will become back up. Vehicle to be leased. Funding for first year payment to come from funds of previous volunteer fire department that served the community.

Deputy Chief Vehicle $55,000
Replace existing vehicle. 2006 Ford Expedition $122,680 miles

Public Work Vehicles & Equipment $250,000
Public Works has requested funds for replacement of vehicles and equipment. As the Town is looking at alternatives for facilities management that will impact other areas such as landscaping and snow plowing approval of specific items is not appropriate. As these process get flushed out over the next few months a reexamination of needs will be required.

Expenditures: Capital

School:

Current Projects Funded/Partially Funded: Not Completed

FY 16 Hathaway: Generator	$80,000	To be completed during April school break
FY 16 Hathaway: Roof	$200,000	Engineering completed: RFP to be issued 4/16
FY 16 Hathaway: Boiler & Lights	$684,278	Boiler portion complete: Lighting waiting for RIDE approval
FY 16 Middle School: Moisture Abatement	$ 16,000	Engineering completed: RFP to be issued subject to RIDE
FY 16 Middle School: Boiler & Lights	$654,370	Engineering completed: RFP to be issued subject to RIDE
FY 16 High School: Asbestos Abatement	$22,500	Waiting for RIDE approval
FY 16 High School: Repointing	$17,000	Waiting for RIDE approval
FY 16 High School: Stair Treads	$75,000	Waiting for RIDE approval
FY 16 High School: Boiler & Lights	$886,334	Engineering completed: RFP to be issued

Current Request:

Hathaway Elementary

Roof: Address drainage issues: water pooling on flat portion of roof	$203,000
Exterior Masonry: Repoint, lintel work and join sealant replacement	$ 63,654
Floors: Remove and replace asbestos tiles	$ 60,000
Electrical: Replace switchgear	$ 62,500

Melville Elementary

Roof: Replace roof on gymnasium and K sections	$185,658

Portsmouth High School

Sanitary Systems: Replace three (3) injector pumps	$ 31,827
Exterior: Repoint, lintel work and join sealant replacement	$ 27,500
Sports Complex: Additional lighting at entrance and under bleachers	$ 12,500

Portsmouth Middle School

HVAC: Replace Air conditioner in server room	$ 12,000
Total	$646,139

Expenditures: Other

Fiscal Year 2017 will provide many challenges to Portsmouth, and at this time there are many unknown variables that must be considered. There must be a plan to address these issues. Included in this budget are several measures to address some of these known and unknown issues.

OPEB (Other Post-Employment Benefits)

The Town had an unfunded liability of $13,009,817 as of June 30, 2014. The School had an unfunded liability of $3,922,350. Both are addressing this issue through contract negotiations and healthcare plan redesign, but this is only a start. This budget includes a $250,000 payment to the Trust fund established to address this issue.

Turbine Fund

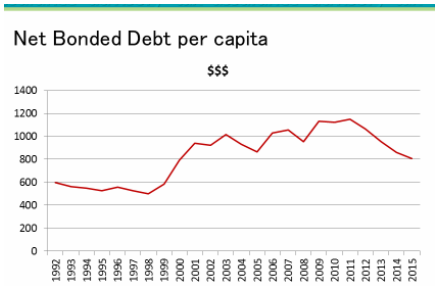
The resolution of the Town's Wind Turbine was the result of hard work by many individuals. The agreement with Wind Energy allows the Town to move forward. However, funds received by Wind Energy will not completely payoff all Town debt related to this project. Funds are being transferred to the Turbine Fund to address this shortfall.

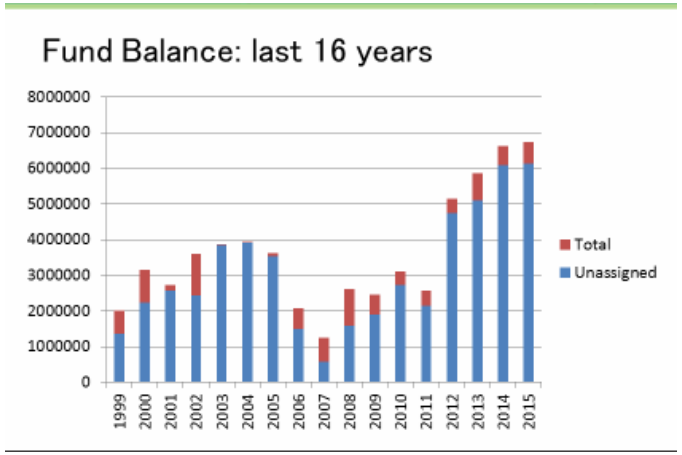
Contingency

The Town has many projects where cost and funding are uncertain at this time. They include work on the seawall of Mt. Hope Bridge Park, the Town's possible cooperation in repairs to ferry landing in Bristol, Navy tank farm property, and Elmhurst Park to name a few. Funds are being designated for these issues. Any use of these funds will need Town Council approval.

Fund Balance

As has been past practice, funds are being allocated to the fund balance to build this reserve to the desired level of 16%. This prudent and fiscally responsible action is contributes to the Town's Triple A rating.





Expenditures: Summary

	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017	Change %
By Dept.						
Town Council	$ 37,047	$ 14,100	$ 20,779	$ 17,866	$ 20,566	15.11%
Town Admin	$ 232,078	$ 232,610	$ 235,049	$ 256,027	$ 256,624	0.23%
Town Clerk	$ 307,944	$ 379,871	$ 296,359	$ 370,897	$ 412,965	11.34%
Canvassing	$ 173,518	$ 141,529	$ 165,687	$ 161,694	$ 219,539	35.77%
Finance	$ 2,834,631	$ 2,324,318	$ 2,306,784	$ 2,332,542	$ 2,553,991	9.49%
Tax	$ 300,262	$ 404,361	$ 387,555	$ 568,305	$ 624,115	9.82%
Technology	$ 72,999	$ -	$ 9,650	$ 85,000	$ 85,000	0.00%
Legal	$ 252,679	$ 436,834	$ 224,276	$ 250,000	$ 400,000	60.00%
Police	$ 4,456,625	$ 4,532,149	$ 5,468,203	$ 5,105,118	$ 5,383,837	5.46%
PI Special Svc	$ 90,005	$ 88,518	$ 91,899	$ 95,373	$ 102,502	7.47%
Animal Control	$ 101,047	$ 106,847	$ 108,541	$ 110,990	$ 130,064	17.19%
Harbormaster	$ 45,945	$ 56,133	$ 51,507	$ 105,000	$ 110,000	4.76%
Fire	$ 4,335,907	$ 4,610,136	$ 5,229,935	$ 5,302,341	$ 5,820,791	9.78%
Public Works	$ 2,021,147	$ 2,017,343	$ 2,320,247	$ 2,310,776	$ 2,442,613	5.71%
PW: Snow/Road	$ 688,628	$ 1,176,896	$ 1,133,825	$ 1,176,738	$ 925,355	-21.36%
Building Insp	$ 197,425	$ 201,659	$ 227,471	$ 247,656	$ 286,260	15.59%
Planning	$ 146,219	$ 152,949	$ 154,354	$ 303,692	$ 292,451	-3.70%
Planning Board	$ 26,011	$ 29,743	$ 29,945	$ 29,599	$ 30,205	2.05%
Economic Dev	$ 28,529	$ 28,326	$ 28,360	$ 28,500	$ 28,500	0.00%
Rec/Beach	$ 62,142	$ 65,200	$ 71,292	$ 100,264	$ 105,546	5.27%
Glen Park	$ 4,206	$ 4,822	$ 5,611	$ 6,500	$ 6,500	0.00%
Melville Park	$ 3,315	$ 14,960	$ 2,577	$ 11,500	$ 11,500	0.00%
Sub Total	**$ 16,418,309**	**$ 17,019,304**	**$ 18,569,906**	**$ 18,976,378**	**$ 20,248,924**	**6.71%**

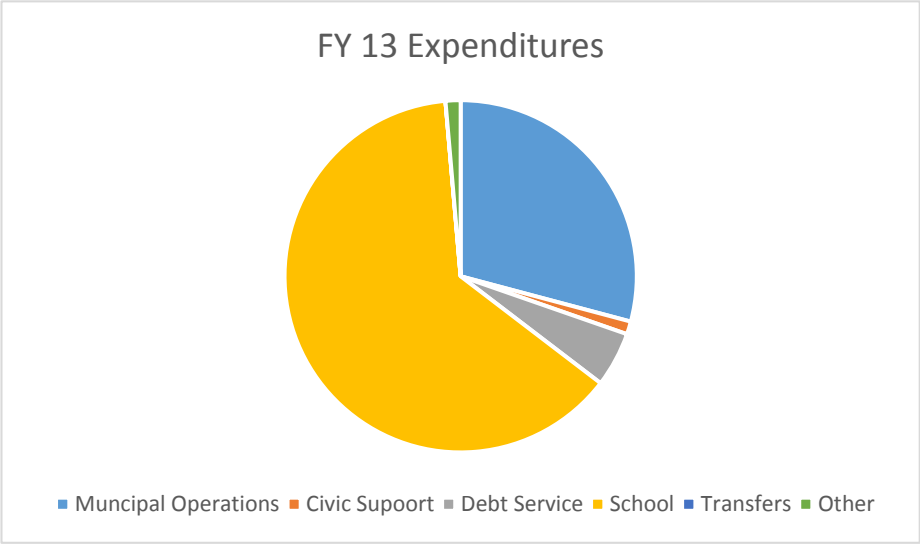
Expenditures: Summary

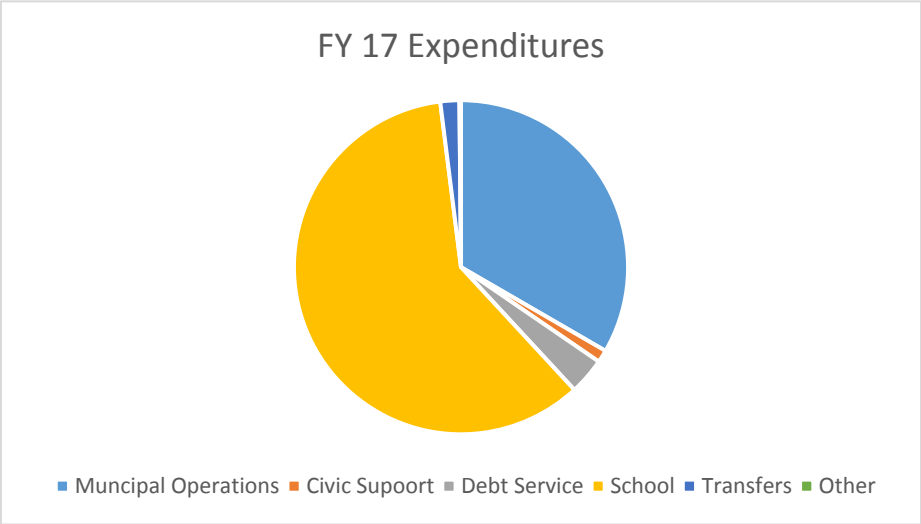
	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017	Change %
Civic Support	$ 624,154	$ 581,642	$ 628,357	$ 574,000	$ 583,500	1.66%
PIVFD	$ 34,039	$ 63,892	$ 83,587	$ 143,105	$ 148,800	3.98%
Civic Support	**$ 658,193**	**$ 645,534**	**$ 711,944**	**$ 717,105**	**$ 732,300**	**2.12%**
Melville	$ 196,234	$ 231,746	$ 205,179	$ -	$ -	0.00%
Manor House	$ 256,930	$ 256,842	$ 269,692	$ 290,769	$ -	-100.00%
Non Core Function	**$ 453,164**	**$ 488,588**	**$ 474,871**	**$ 290,769**	**$ -**	**-100.00%**
Debt Service	$ 2,797,686	$ 3,203,453	$ 2,899,450	$ 2,858,368	$ 2,160,732	-24.41%
Transfer to WTG	$ -	$ 275,000	$ 275,000	$ -	$ 250,000	0.00%
PI Foundation	$ 40,000	$ 40,000	$ 40,000	$ -	$ -	0.00%
Contingency	$ 1,500	$ 455,527	$ 258,840	$ -	$ 400,000	0.00%
	$ 2,839,186	**$ 3,973,980**	**$ 3,473,290**	**$ 2,858,368**	**$ 2,810,732**	**-1.67%**
	-	-	-	-	-	-
Total Municipal	**$ 20,368,852**	**$ 22,127,406**	**$ 23,230,011**	**$ 22,842,620**	**$ 23,791,956**	**4.16%**
OPEB	$ -	$ -	$ -	$ -	$ 250,000	0.00%
Fund Balance	$ -	$ -	$ -	$ 155,933	$ 293,722	88.36%
	$ 20,368,852	**$ 22,127,406**	**$ 23,230,011**	**$ 22,998,553**	**$ 24,335,678**	**5.81%**
School: Local	$ 30,248,093	$ 30,248,093	$ 30,848,093	$ 30,848,093	$ 31,599,566	2.44%
School: State Aid	$ 4,794,137	$ 4,507,144	$ 4,238,381	$ 4,279,754	$ 4,733,705	10.61%
Total School	**$ 35,042,230**	**$ 34,755,237**	**$ 35,086,474**	**$ 35,127,847**	**$ 36,333,271**	**3.43%**
	-	-	-	-	-	-
Total Budget	***$ 55,411,082***	***$ 56,882,643***	***$ 58,316,485***	***$ 58,126,400***	***$ 60,668,949***	**4.37%**

Expenditures: Analysis

Expenditures as a Percentage (%) of Overall Budget

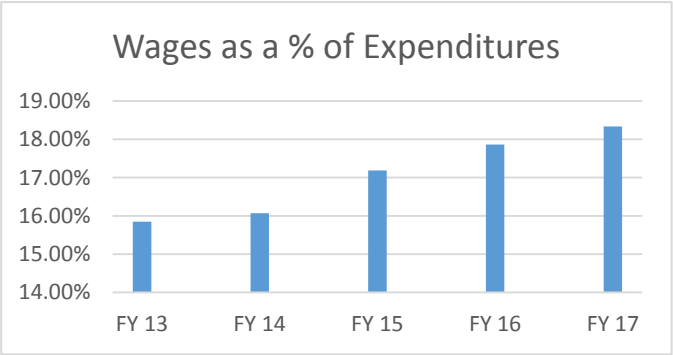
	FY 13	FY 14	FY 15	FY 16	FY 17
Municipal Operations	29.14%	29.92%	31.84%	32.65%	33.35%
Civic Support	1.19%	1.13%	1.22%	1.23%	1.21%
Debt Service	5.05%	5.63%	4.97%	4.92%	3.56%
School	63.24%	61.10%	60.17%	60.43%	59.89%
Transfers	0.00%	0.55%	0.54%	0.27%	1.84%
Other	1.38%	1.66%	1.26%	0.50%	0.15%





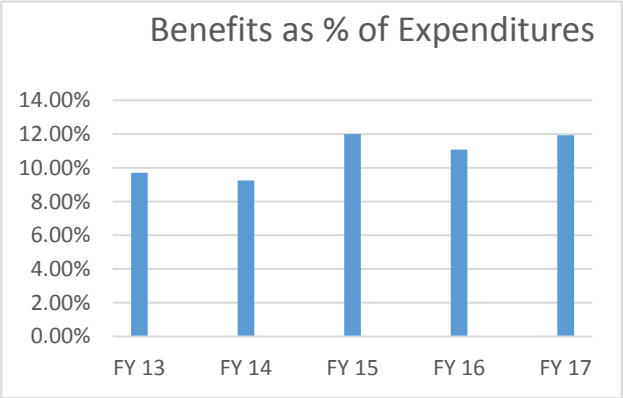
Expenditures: Analysis

	FY 13	FY 14	FY 15	FY 16	FY 17
Wages					
Town Council	$ 27,425	$ 8,699	$ 8,700	$ 8,700	$ 8,700
Town Admin	$ 189,787	$ 196,502	$ 198,446	$ 195,942	$ 198,490
Town Clerk	$ 199,443	$ 214,267	$ 209,938	$ 229,473	$ 256,102
Canvassing	$ 57,708	$ 77,876	$ 80,064	$ 79,054	$ 120,872
Finance	$ 308,074	$ 290,880	$ 330,365	$ 351,620	$ 390,189
Tax	$ 210,808	$ 222,038	$ 264,215	$ 273,437	$ 315,829
Police	$ 2,486,074	$ 2,590,845	$ 2,602,738	$ 2,709,518	$ 2,713,221
PI Special Svc	$ 90,005	$ 88,518	$ 91,899	$ 95,373	$ 106,893
Animal Control	$ 32,369	$ 37,926	$ 39,187	$ 39,904	$ 47,897
Harbormaster	$ 30,760	$ 42,219	$ 40,723	$ 34,000	$ 37,500
Fire	$ 3,894,061	$ 4,088,347	$ 4,686,918	$ 4,774,141	$ 5,233,324
Public Works	$ 882,702	$ 922,282	$ 965,173	$ 1,069,375	$ 1,129,316
PW: Snow/Road	$ 77,194	$ 46,000	$ 126,248	$ 75,000	$ 70,000
Building Insp	$ 125,889	$ 134,416	$ 155,017	$ 159,041	$ 178,473
Planning	$ 86,124	$ 93,498	$ 110,137	$ 178,967	$ 201,277
Planning Board	$ 20,874	$ 22,593	$ 22,163	$ 23,594	$ 24,064
Rec/Beach	$ 62,142	$ 65,200	$ 88,829	$ 85,800	$ 90,800
	$ 8,781,439	$ 9,142,106	$10,020,760	$10,382,939	$11,122,947
% of Expenditures	15.85%	16.07%	17.18%	17.86%	18.33%



Expenditures: Analysis

Benefits					
Town Council	$ 2,050	$ 666	$ 666	$ 666	$ 666
Town Admin	$ 31,925	$ 28,165	$ 30,607	$ 48,785	$ 48,234
Town Clerk	$ 71,221	$ 130,787	$ 43,603	$ 89,474	$ 102,863
Canvassing	$ 21,214	$ 26,303	$ 20,482	$ 26,240	$ 43,267
Finance	$ 74,252	$ 72,832	$ 193,543	$ 106,470	$ 132,763
Fin:OPEB	$ 838,881	$ 653,791	$ 640,072	$ 719,513	$ 812,470
Fin: Pension	$ 486,401	$ 481,420	$ 513,522	$ 458,449	$ 492,069
Fin: Worker Comp	$ 151,327	$ 91,178	$ 108,858	$ 100,000	$ 115,000
Fin: Life	$ 35,579	$ 36,601	$ 37,472	$ 37,500	$ 35,000
Tax	$ 56,803	$ 64,098	$ 71,728	$ 92,473	$ 106,011
Police	$ 1,577,063	$ 1,515,069	$ 2,098,239	$ 2,029,739	$ 2,253,873
PI Special Svc	$ 21,537	$ 19,962	$ 19,488	$ 22,815	$ 30,517
Animal Control	$ 8,418	$ 8,446	$ 8,957	$ 9,636	$ 15,233
Harbormaster	$ 1,540	$ 3,019	$ 2,533	$ 2,601	$ 2,869
Fire	$ 1,339,971	$ 1,502,586	$ 1,908,683	$ 1,934,849	$ 2,199,378
Public Works	$ 579,984	$ 559,901	$ 809,501	$ 639,021	$ 688,997
PW: Snow/Road	$ 5,905	$ 3,519	$ 9,658	$ 5,738	$ 5,355
Building Insp	$ 46,226	$ 38,786	$ 452,771	$ 52,965	$ 79,587
Planning	$ 22,672	$ 19,280	$ 23,854	$ 55,025	$ 68,224
Planning Board	$ 1,597	$ 1,728	$ 1,819	$ 1,805	$ 1,841
Rec/Beach	$ 1,540	$ 3,019	$ 1,442	$ 6,564	$ 6,946
	$ 5,376,106	$ 5,261,156	$ 6,997,498	$ 6,440,328	$ 7,241,163
% of Expenditures	9.70%	9.25%	12.00%	11.08%	11.94%



	FY 13	FY 14	FY 15	FY 16	FY 17
Wages & Benefits	$14,157,545	$14,403,262	$17,018,258	$16,823,267	$18,364,110
% of Expenditures	25.55%	25.32%	29.18%	28.94%	30.27%

Expenditures: Health Benefits

The Town of Portsmouth participates in the RI Interlocal Trust Health Insurance Pool with other RI Municipalities. This is a self-insured pool, but unlike a traditional self-insurance program, the communities have banded together to address the issue of years with abnormal numbers of claims in order to avoid the spikes and dips of a traditional self-insured program.

Health Pool Participants as of September 2015

Bristol – Town
Bristol Warren Regional Schools
Burrillville - Schools
Burrillville - Town
Central Falls - City
Central Falls - Schools
Charlestown - Town
Coventry - Town
Coventry - Central Coventry Fire District
East Greenwich - Town
East Greenwich - Housing Authority
East Greenwich - Free Library Association
East Providence - City
East Providence - Schools
East Bay Educational Collaborative
Glocester - Town
Hopkinton - Town
Jamestown - Schools
Jamestown - Town
Little Compton - Schools
Little Compton - Town
Middletown - Schools
Middletown - Town
Narragansett - Town
New Shoreham - Schools
New Shoreham - Town
Newport - Schools
Newport - City
North Kingstown - Schools
North Kingstown - Town
North Smithfield - Schools
North Smithfield - Town
Northern RI Collaborative
Portsmouth - Schools
Portsmouth - Town
Portsmouth - Water & Fire District
Richmond - Town
Smithfield - Schools
Smithfield - Town
Tiverton - Schools
Tiverton - Town
Warren - Town
Warwick - City
West Bay Collaborative

Expenditures: Health Benefits

		Deductible In Network	Deductible Out Network	Deductible Family	CoPay PCP	CoPay Specialist	CoPay ER	CoPay Urgent	CoPay RX-1	CoPay RX-2	CoPay RX-3	CoPay RX-4
Police	BC Healthmate	$ 250	$ 250	$ 500	$ 15	$ 15	$ 200	$ 50	$ 7	$ 25	$ 40	$ 40
Fire	Blue HAS	$ 2,000	$ 2,000	$ 4,000	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
Public Works	BC Healthmate	$ 250	$ 250	$ 500	$ 15	$ 15	$ 200	$ 50	$ 7	$ 25	$ 40	$ 40
Town Hall	BC Healthmate	$ 250	$ 250	$ 500	$ 15	$ 15	$ 200	$ 50	$ 7	$ 25	$ 40	$ 40

FY 2017 Health Insurance rates will increase 13% from FY 2016 levels

	Projected FY 17 Rates		Cost Share
	Family	Single	
Police	$ 21,084	$ 8,899	15%/20%
Fire	$ 16,598	$ 6,917	*see note*
Public Works	$ 19,885	$ 6,914	15%/20%
Town Hall	$ 19,885	$ 7,669	15%/20%

Note: Fire has a high deductible plan. The first $2,000 single or $4,000 family of expenses are not covered. After reaching this point of expenses all cost are covered 100%. An HSA plan has been established as part of this program. The Town will contribute $1,500 for those individuals with a family plan and $750 for those individual plans. As part of recent CBA, these amounts will change FY 18 $1,000/$500 and in FY 19 $500/$250.

Expenditures: Health Benefits

Rhode Island Interlocal Risk Management Trust

HEALTH POOL SUMMARY-by Member

July 2014 to June 2015

Member	YTD Funding	YTD Costs	Loss Ratio
Individual Member names omitted. Purpose of this summary to show overall YTD results, and allow Members to see their ranking within Pool results.	$1,416,547	$2,087,951	147.4%
	$1,224,814	$1,739,275	142.0%
	$5,918,107	$7,458,632	126.0%
	$8,055,274	$10,044,488	124.7%
	$6,335,085	$6,999,240	110.5%
	$5,088,132	$5,592,146	109.9%
	$7,006,895	$7,549,455	107.7%
	$629,165	$660,300	104.9%
	$2,302,079	$2,309,413	100.3%
	$9,538,757	$9,529,695	99.9%
	$6,955,602	$6,917,719	99.5%
	$821,086	$815,300	99.3%
	$2,244,846	$2,174,090	96.8%
	$5,384,914	$5,153,741	95.7%
	$18,728,332	$17,351,271	92.6%
	$2,288,899	$2,114,274	92.4%
	$6,816,959	$6,224,898	91.3%
	$1,365,882	$1,236,712	90.5%
	$13,081,011	$11,457,480	87.6%
	$2,177,306	$1,890,276	86.8%
	$5,491,516	$4,502,551	82.0%
	$1,921,263	$1,419,095	73.9%
	$3,952,748	$2,876,353	72.8%
	$715,486	$502,852	70.3%
ALL COMBINED	$119,460,707	$118,607,210	99.3%

Below 90%
Above 105%

RHODE ISLAND INTERLOCAL The Trust RISK MANAGEMENT TRUST

Enterprise Funds

Enterprise Funds

Generally Accepted Accounting Principles (GAAP) require state and local governments to use enterprise fund types to account for "business-type activities" - activities similar to those found in the private sector. Business type activities include services primarily funded through user charges.

It is important to note that the total cost of the activity does not have to be paid for by user fees. The government (or other governmental entity) may subsidize a significant portion of the costs of the enterprise fund.

The Town of Portsmouth currently has four (4) Enterprise Funds: Transfer Station, Septic Loan Program, Wind Turbine and Glen Manor House. The Wind Turbine Fund will be closed in FY 2017 as the operation has ceased operations and final payoff of obligations will occur in November 2016.

The Glen Manor House is a new enterprise fund for FY 2017. Review of the operations led to the determination that it meets the requirements to be treated as an enterprise fund.

The Town will review Harbor Master operations in FY 2017 and this operation may be reclassified as an enterprise fund in FY 2018.

Enterprise Funds: Transfer Station

	Actual FY 2011	Actual FY 2012	Actual FY 2013	Actual FY 2014	Actual FY 2015	July-Dec FY 2015	Budget FY 2016	Proposed FY 2017	Change %
Revenue									
Transfer Station Fees	$ 548,764	$ 514,588	$ 526,311	$ 518,639	$ 539,186	$ 19,621	$ 556,500	$ 649,186	17%
Recycling Credit	$ -	$ -	$ -	$ 30,597	$ 10,803	$ 38,303	$ 39,500	$ 22,200	-44%
Transfer from GF	$ -	$ -	$ -	$ -	$ -		$ 5,500	$ 5,500	0%
Other	$ 69,450	$ 67,886	$ 28,189	$ 26,498	$ 32,902	$ -	$ 30,000	$ 30,260	1%
Total	**$ 618,214**	**$ 582,474**	**$ 554,500**	**$ 575,734**	**$ 582,891**	**$ 57,924**	**$ 631,500**	**$ 707,146**	12%
Expenditure									
Solid Waste Disposal	$ 535,739	$ 424,127	$ 446,756	$ 499,682	$ 465,366	$ 205,220	$ 425,000	$ 398,897	-6%
Recycling	$ 32,115	$ 31,530	$ 13,735	$ 11,631	$ 265	$ -	$ 25,000	$ 28,000	12%
Recycling Programs	$ -	$ -	$ -	$ 2,160	$ -	$ -	$ 5,000	$ 11,431	129%
Utilities	$ 8,645	$ 6,801	$ 6,619	$ 6,892	$ 7,406	$ 1,937	$ 7,000	$ 7,000	0%
Debt Service	$ -	$ 39,612	$ 36,516	$ 35,989	$ 34,849	$ 682	$ 49,693	$ 58,318	17%
Capital (Park Recycle)	$ -	$ -	$ -	$ -	$ -	$ -	$ 5,000	$ 8,500	70%
Repairs & Maintenance	$ 16,335	$ 10,580	$ 115	$ 480	$ -	$ -	$ 2,500	$ 6,000	140%
Security	$ 43,704	$ 38,041	$ 32,294	$ 5,990	$ -	$ -	$ 33,000	$ 52,000	58%
Isand Fees	$ -	$ -	$ -	$ -	$ -	$ -	$ 75,000	$ 132,000	76%
Miscellaneous	$ 2,916	$ 6,872	$ 2,138	$ 10,720	$ 10,517	$ -	$ 4,307	$ 5,000	16%
Total	**$ 639,454**	**$ 557,563**	**$ 538,173**	**$ 573,544**	**$ 518,403**	**$ 207,839**	**$ 631,500**	**$ 707,146**	12%
NET Surplus/(Deficit)	**$ (21,241)**	**$ 24,911**	**$ 16,327**	**$ 2,190**	**$ 64,488**	**$ (149,915)**	**$ -**	**$ -**	n/a

Sanne Kure-Jensen
Recycling Coordinator

Portsmouth's Transfer Station

Enterprise Funds: Septic Loan Program

Many homes are not in compliance with the State of Rhode Island and CRMC regulations for septic systems due to their proximity to the coastal waterline. Older systems such as cesspools are being phased out and many other systems need to be upgraded to nitrogen septic systems. This places a hardship on many citizens and property owners.

The Town created a loan program that is administered for the Town by the Rhode Island Housing Authority. The Town borrows funds at low cost and relends these funds to citizens in the form of low interest loans for the purpose of addressing this issue.

Recently, the Town has been approved to participate in the State's Community Septic System Loan Program (CSSLP). This program's loans interest rates are lower than the Town's.

The Town will continue to maintain this program for current borrowers as well as property owners that may not meet all the requirements of the CSSLP program.

The Town will have a debt service of $60,226 in FY 2017 on outstanding amounts. Payments from program participants will be used to pay down this debt.

Cross section of a typical cesspool

Enterprise Funds: Glen Manor House

The Glen Manor House

Completed in 1923, the Manor House was designed by architect John Russell Pope, who also designed the Jefferson Memorial in Washington, D.C., and is based on the French Petit Trianon at Versailles.

The property was conceived by H.A.C. Taylor, who passed away prior to completion. Construction continued under the guidance of his son, Moses. Moses passed away in 1928, but the home continued to be a family residence until 1959, when it was sold to the Sisters of Sacred Heart and became the home of their school Elmhurst. The school was closed in 1972 and the property was purchased by the Town of Portsmouth.

Managed by a volunteer group, the Glen Manor House Authority, and its resident manager, the property is available for special functions, including weddings, receptions, corporate meetings, events and private gatherings.

For more information go to:
http://glenmanorhouse.com/

Enterprise Funds: Glen Manor House

	Actual FY 2013	Actual FY 2014	Actual FY 2015	Budget FY 2016	Proposed FY 2017	Change %
Revenues	$ 427,023	$ 456,558	$ 505,750	$ 505,000	$ 550,000	8.91%
Expenditures						
CUSTODIAL SERVICES	$ 15,756	$ 11,968	$ 16,556	$ 16,000	$ 16,000	0.00%
CONTRACT PERSONNEL	$ 51,797	$ 47,698	$ 48,500	$ 49,470	$ 50,220	1.52%
ADVERTISING	$ 16,213	$ 19,349	$ 12,910	$ 15,000	$ 15,500	3.33%
PRINTING	$ 1,080	$ 3,825	$ 160	$ 2,000	$ 1,500	-25.00%
ELECTRICITY	$ 4,591	$ 4,969	$ 6,773	$ 6,500	$ 6,750	3.85%
HEATING FUEL - OIL	$ 16,303	$ 34,021	$ 27,744	$ 28,602	$ 27,500	-3.85%
PROPANE GAS-MANOR HOUSE	$ 817	$ 481	$ 692	$ 1,022	$ 1,000	-2.15%
TELEPHONE	$ 2,356	$ 2,345	$ 2,437	$ 2,500	$ 2,500	0.00%
WATER	$ 2,035	$ 1,492	$ 3,442	$ 3,000	$ 3,500	16.67%
REFUSE DISPOSAL	$ 1,571	$ 1,274	$ 1,950	$ 2,000	$ 2,000	0.00%
PROF SERVICES	$ 895	$ 1,319	$ 2,238	$ 2,000	$ 2,000	0.00%
POSTAGE	$ 597	$ 728	$ 253	$ 500	$ 650	30.00%
MEMBERSHIP DUES	$ 375	$ 390	$ 390	$ 750	$ 750	0.00%
SUPPLIES	$ 5,673	$ 5,960	$ 6,182	$ 6,500	$ 6,500	0.00%
COMMISSIONS	$ 51,797	$ 55,197	$ 65,220	$ 60,000	$ 67,500	12.50%
BUILDING MAINTENANCE	$ 13,239	$ 7,523	$ 10,791	$ 12,000	$ 12,500	4.17%
GROUNDS MAINTENANCE	$ 19,236	$ 10,287	$ 14,506	$ 12,000	$ 13,000	8.33%
	$ 204,331	**$ 208,824**	**$ 220,745**	**$ 219,844**	**$ 229,370**	**4.33%**
CIP FUND	$ 56,698	$ 50,195	$ 58,393	$ 70,925	$ 70,925	0.00%
Total	**$ 261,029**	**$ 259,019**	**$ 279,138**	**$ 290,769**	**$ 300,295**	**3.28%**
Surplus/Deficit	$ 165,994	$ 197,539	$ 226,612	$ 214,231	$ 249,705	**16.56%**

Enterprise Funds: Wind Turbine

The Portsmouth Wind Turbine has been removed and the Town will receive a payment from Wind Energy in May 2016. This payment and $250,000 from the General Fund will payoff existing debt related to the endeavor. The payoff is due November 2016.

Special Revenue and Other Funds

The Town manages multiple special revenue funds, as well as capital funds, proprietary funds and fiduciary funds. It has been an ongoing project to review these accounts and merge and close funds that are dormant or whose purpose no longer exists. Details of these funds are in the Town's Comprehensive Annual Financial Review.

Existing accounts Include:

Emma Sherman Trust Funds, Cemetery Funds, EDC, Bench Program, Town Common, West Side Project, Explore Program, EMA Meds, Historical Records, Haskins Fund, Recreation Trail Day, Friends of Glen Park, Buela Request, Drug Seizure, NARC Forfeiture, Tank Farm, Tech Upgrade, Glen Farm Stable Donations, Spay/Neuter, Commons Maintenance, Conservation Grant, and various fire revenues.

This Budget includes a transfer of $16,410 from the Sherman Trust to the general fund to be used for ambulance supplies. These funds are the remains of a Trust of the Portsmouth Nursing Association that was to be used for the sick and invalid of Portsmouth.

For several years the Town has not had a Fire Marshall. Funds collected from work associated with a Fire Marshall have been placed in special revenue accounts. Now that there is a Fire Marshall and is funded from the general fund, these funds should be transferred to the general fund. $25,000 will be transferred in FY 2017 with the balance transferred in subsequent years. There is currently in excess of $100,000 in these funds.

The Town does not own a cemetery, yet has a cemetery fund. In this budget, $25,000 will be transferred to the general fund for park maintenance and it is recommended that $25,000 be transferred to those groups that own and maintain the multiple historical cemeteries in town. $90,000 will remain in the cemetery fund.