

PORTSMOUTH TOWN COUNCIL MEETING
APRIL 13, 2016 (Wednesday)

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

MEMBERS PRESENT: Keith E. Hamilton, James A. Seveney, Kevin M. Aguiar,
Michael A. Buddemeyer, David M. Gleason, Elizabeth A. Pedro
and Joseph W. Robicheau

PLEDGE OF ALLEGIANCE

A moment of silence for our men and women around the world in harm's way.

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

NB 1 - Budget: Discussion/Action – School Department

The Portsmouth Public Schools Fiscal Year 2017 Budget is available on the Town's
Website at www.portsmouthri.com

School Superintendent Ana Riley presented an overview of the School Department's budget.

Also requested was \$100,000 in Impact Fees for an equipment storage unit at the football field.

A motion by Mr. Seveney, seconded by Mr. Buddemeyer, to tentatively approve local
appropriation for the School Department at \$31,599,566. All voted in favor of the
motion.

A motion by Mr. Seveney, seconded by Mr. Gleason, to tentatively approve the transfer of
\$100,000 in Impact fees for the new storage unit at the high school football field.

All voted in favor of the motion.

President Hamilton requested that the civic support budget be heard at this time in deference to the
travel requirements of the Prudence Island Chiefs.

NB 2 - Budget: Discussion/Action – Civic Support

- a. Portsmouth Action for Youth
- b. Portsmouth Library
- c. Prudence Island School
- d. Portsmouth Historical Society
- e. Portsmouth Senior Center
- f. Senior Citizens Bus
- g. Substance Abuse Task Force aka the Prevention Coalition
- h. Prudence Island Volunteer Fire Department

Michael Mello, President of the Portsmouth Library Board of Trustees asked for an increase in the support. They haven't received an increase in the past five years.

Ms. Pedro requested Mr. Lathrop review the dormant accounts for additional funds to support the Portsmouth Library.

A motion by Mr. Seveney, seconded by Ms. Pedro, to have the Council approve a \$7,500 increase for the Library. All voted in favor of the motion.

A motion by Mr. Seveney, seconded by Mr. Robicheau, to strip \$2,500 from the Town Council Contingency budget and drop it down to \$7,500 which would get you one third of the way there. All voted in favor of the motion.

In response to a request for a 10% increase for the Prevention Coalition by Mr. Fitzmorris, Mr. Lathrop stated that they came in level funded because they are not contributing \$5,000 to the SRO this year.

A motion by Ms. Pedro, seconded by Mr. Seveney, to tentatively approve the Civic Support budget at \$739,800. All voted in favor of the motion.

4. Budget: Discussion/Action – Capital Budget

Chris DiIuro School Department Finance Director reviewed the School Department's five year Capital Plan projects. He also reported that they will not be asking for technology capital as they will lease equipment as they did last year.

A motion by Mr. Seveney, seconded by Mr. Buddemeyer, to tentatively approve the School Department's Capital budget at \$646,139. All voted in favor of the motion.

James Lathrop, Finance Director/Deputy Town Administrator gave an overview of the Town's Capital Improvement Project request. Most items will be leased but the Leonard Brown House, Elmhurst Park and Salt shed will be going into a debt service.

Mr. Crosby stated that the DEM grant sunsets this June, but will be able to apply for an extension until December 2016. He hopes the work will be done by this fall.

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the Town's Capital Request in the amount of \$970,000. All voted in favor of the motion.

3. Budget: Discussion/Action – Remaining Budgets

a. Town Council

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the Town Council budget at \$18,066. (\$2,500 was dropped and given to the Library.) All voted in favor of the motion.

b. Town Administrator

Mr. Rainer noted that a two per cent raise was included for the Town Administrator by Mr. Lathrop. He acknowledged that his contract states that raises are subject to the Town Council's approval, in whatever amount, and subject to his Annual Review.

Mr. Rainer also noted that he is asking for a Deputy Town Administrator stipend in the amount of \$5,000 to be carried with the position.

Mr. Lathrop noted that health care "cost-share" line item was entered as 20% however non-union employees should still be 15% and will be corrected.

A motion by Mr. Robicheau, seconded by Mr. Seveney, to tentatively approve the Town Administrator's budget at \$256,624. All voted in favor of the motion.

Mr. Lathrop noted that there is a pretty substantial pay raise in Town Hall departments because of the five extra hours each person will be working each week.

c. Town Clerk

Responding to President Hamilton questioning the increase of 25% in office supplies when it was actually level funded at \$2,000, Mr. Lathrop stated the 25% was a clerical error.

A motion by Mr. Robicheau, seconded by Ms. Pedro, to tentatively approve the Town Clerk's budget at \$412,965. All voted in favor of the motion.

d. Canvassing

Mr. Lathrop noted that a line item for Special Elections was included so any money not used will be set aside for a year when it is needed.

A motion by Ms. Pedro, seconded by Mr. Gleason, to tentatively approve the Canvassing budget at \$219,539. All voted in favor of the motion.

e. Finance

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the Finance budget at \$2,553,991. All voted in favor of the motion.

Tax Collection & Assessment

Mr. Rainer noted he is putting the Tax Assessor for a raise above and beyond the two per cent. His performance has been outstanding. In addition, Matt has been filling the positions of Tax Assessor and Tax Collector.

Mr. Lathrop noted we are having the second payment toward the revaluation in this year's budget and continuing efforts towards the GIS system.

A motion by Ms. Pedro, seconded by Mr. Robicheau, to tentatively approve the Collection and Assessment budget at \$624,115. All voted in favor of the motion.

Technology

A motion by Mr. Robicheau, seconded by Mr. Seveney, to tentatively approve the Technology budget at \$85,000. All voted in favor of the motion.

In response to Ms. Pedro asking about the replacement of the sound system for the Council chambers, Mr. Lathrop said that it might come out of the equipment line item.

Mr. Hamilton noted that the new air handling units make it significantly quieter for those in the back of the room and the video recordings quality improved.

f. Legal

Mr. Lathrop noted that a reserve account has been set up for outstanding claims' settlements.

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the proposed Legal budget at \$400,000. All voted in favor of the motion.

g. Planning

Mr. Rainer introduced Tom Ardito, Chair of the Aquidneck Island Planning Commission who has asked to make his case for funding. Mr. Rainer asked the Council to give direction as to whether to continue funding this outside organization.

1. AIPC Presentation

Tom Ardito, Executive Director of the AIPC requested level funding of \$18,000, the same amount of money asked from Newport and Middletown.

A motion by Mr. Gleason, seconded by Mr. Seveney, to tentatively approve \$18,000 for the AIPC in this current budget. The motion carried 6-1 with Ms. Pedro opposed.

Deputy Finance Director Fung Chan noted that the Planning Department will be re-organized. The Planner position will not be under the union, he will become a department head for the areas of with Building Inspection, Zoning, Wastewater Management, and Business Development.

Mr. Rainer stated that Gary Crosby will no longer be eligible for longevity and overtime so we are essentially keeping his salary at what he previously received.

Mr. Gleason asked about the decrease in funding from \$10,000 to only \$2,500 for the Rights of Way survey project and the confirmation of existing Right of Ways to avoid encroachment issues.

Mr. Crosby discussed the importance that policy and regulatory work is needed before a review is started.

President Hamilton suggested the Town use the \$2,500 that is in this year's existing budget on the prep work on the review of right of ways.

A motion by Mr. Gleason, seconded by Mr. Seveney, to tentatively approve the Planning budget at \$310,451. The motion carried 6-1 with Ms. Pedro opposed.

Building Inspection

Mr. Lathrop stated that while we are dropping the Zoning Enforcement Officer with this budget, he has agreed to stay on until an Assistant Building Inspector has been hired.

A motion by Mr. Robicheau, seconded by Ms. Pedro, to tentatively approve the Zoning/ Inspection budget at \$286,260. All voted in favor of the motion.

Wastewater

A motion by Mr. Robicheau, seconded by Mr. Seveney, to tentatively approve the Planning Board budget at \$30,205. All voted in favor of the motion.

Business Development

A motion by Ms. Pedro, seconded by Mr. Robicheau, to tentatively approve the Economic Development Operations budget at \$28,500. All voted in favor of the motion.

h. Parks and Recreation

Mr. Lathrop noted that staffing costs may change depending upon the number of applications for the summer camps.

A motion by Ms. Pedro, seconded by Mr. Seveney, to tentatively approve the Parks and Recreation budget at \$105,546. All voted in favor of the motion.

Glen Park

A motion by Mr. Seveney, seconded by Mr. Gleason, to tentatively approve the Glen Park budget at \$6,500. All voted in favor of the motion.

Melville Park

President Hamilton noted that they are actively working on removing the silt from pond # 8.

A motion by Mr. Seveney, seconded by Mr. Aguiar, to tentatively approve the Melville Park budget at \$11,500. All voted in favor of the motion.

i. Debt Service

Mr. Lathrop noted that the 2017 Debt Service is a decrease of \$3,027,193 from year 2016.

A motion by Mr. Robicheau, seconded by Mr. Gleason, to tentatively approve the Debt Service budget at \$2,160,732. All voted in favor of the motion.

Mr. Lathrop noted of other miscellaneous items added to the General Operating Fund such as:

- \$250,000 being added to the OPEB Trust from the general operating budget
- \$250,000 for the Wind Turbine Fund payment in November
- \$400,000 for a Contingency Fund for road paving and other DPW capital requests that if not spent will rollover to the next year
- \$293,722 added to the Fund Balance

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the overall Expenditures at \$60,668,949. All voted in favor of the motion.

j. Enterprise Funds

1. Transfer Station

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the Transfer Station Enterprise Fund at \$707,146. All voted in favor of the motion.

2. Septic Loan Program

Mr. Lathrop noted that the Septic Loan Program amount is \$60,226.

3. Glen Manor House

A motion by Mr. Seveney, seconded by Ms. Pedro, to tentatively approve the Glen Manor House revenue at \$550,000. All voted in favor of the motion.

A motion by Ms. Pedro, seconded by Mr. Gleason, to tentatively approve the Glen Manor House Expenditures at \$300,295. All voted in favor of the motion.

4. Wind Turbine

A motion by Mr. Seveney, seconded by Mr. Robicheau, to tentatively approve the Wind Turbine Enterprise Fund budget at \$250,000. All voted in favor of the motion.

FUTURE MEETINGS

April 14 7:00 PM – Town Council Meeting (Thursday) CANCELLED

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

May 9 7:00 PM - Town Council Meeting - Provisional Approval of Budget

A motion by Mr. Seveney, seconded by Ms. Pedro, to adjourn. All voted in favor of the motion.

ADJOURN

Time: 9:50 PM

Joanne M. Mower, Town Clerk