

**MINUTES**  
**Town Council**  
**Town of East Greenwich**  
**Special Session**  
**April 27, 2016 @ 6:00pm**  
**Swift Community Center, 121 Peirce Street, East Greenwich, RI 02818**

1. FY 2017 Budget Work Session

Town Council Present: M. Isaacs, S. Cienki, M. Schwager, W. Stone, S. Todd

Town Staff Present: T. Coyle, III, L. Botello, K. Benoit, C. Bradley, W. Schmidle, J. Duarte, E. McAndrew, S. Brown, S. Cirella, R. McGillivray, M. Sullivan

At 6:10pm, the meeting was called to order.

Presentations by Department Heads

- Fire Department – Russell McGillivray, Chief

Chief McGillivray explained that increases in employee related expenses are contractual and the pension cola appeals are for two members who received settlements. Discussion followed on line items for continuing education, dispatch services, service agreements, hydrant rentals, turn out gear, membership dues, office supplies, training aids and hose and nozzles. Unexpected revenue has been collected from Warwick for this fiscal year and Rescue Billing is anticipated to increase for next year. Capital reserves, which come from a restricted reserve account, may be depleted after acquiring a new rescue for \$235,000. Discussion continued on other revenue funds such as impact fees, The Rose Trust, plan review and smoke detector fees restricted for fire prevention and future capital investments.

- Police Department – Colonel Stephen Brown, Chief

Chief Brown explained trends in overtime and savings associated with using the firing range for training officers on duty eliminating overtime. Discussion followed on police details, clothing, school expenses/training, professional development, school resource officers, new equipment (video system), prisoner meals, and radio antenna lease. Several sources of revenue were also discussed such as detail cruiser fees, moving violations, parking fines, service charges, sound permits and dog fines. Testing is being done at the firing range to determine how to maintain it and potentially formalize a rental policy. Revenues from forfeiture cases which are restricted were briefly discussed. Capital expenditures are for two cruisers and/or unmarked cars.

- Parks and Recreation – Catherine Bradley, Director

Ms. Bradley explained that increases in the expenditures for staff are contractual or from an increase in minimum wage. Town celebrations are trending higher and copy costs are increasing. Other expenditures discussed were electricity, portable restrooms, fertilizers, clothing allowance, park supplies and new equipment needed at the High School and Cole. There was talk about the balance on the school bond and she requested an additional staff person to keep us with growing demands. There were concerns about improvements needed on the infield at the high school.

Capital requests for court repairs at Eldredge and the High School and a turf and field groomer were discussed. Current and future staffing needs were addressed. Revenues from recreational activities and mooring fees are level funded but a potential for an increase was discussed. Miscellaneous income was explained by Ms. Benoit and the need for additional laborers was reiterated. Ms. Bradley described what her staff is responsible for throughout the Town.

- Information Technology – Wendy Schmidle, Director

Mr. Coyle explained that the increase in the Director's Pay line was to make the position more attractive in the event of having to hire a replacement. Ms. Schmidle explained that Staff Pay was increased to retain her staff person as a full time employee. Explanations were given for variations in system engineering, hardware maintenance, software maintenance, website, hardware, software equipment, equipment lease and telecommunications. Capital requests support fire wall replacement, modules for MUNIS financial applications and portable radios for police and fire. Further discussion followed on the modules, licensing and e-Permitting by ViewPoint at the State level. A chart of completed and proposed projects was distributed. There were brief comments on the Verizon strike, cyber-security.

- Planning Department – Lisa Bourbonnais, Director

Mr. Bourbonnais' presentation was continued to Thursday, April 28.

## 2. General Budget Discussion

The scheduling of future meetings was discussed.

Councilor Todd moved to go into Executive Session for discussion purposes only per RIGL 42-46-5 (a) (2) pertaining to collective bargaining or litigation, seconded by Councilor Schwager. Roll call vote 5-0 all in favor, motion carried.

Following the Executive Session, Councilor Stone moved to return to Open Session, seconded by Councilor Todd. Voted 5-0 all in favor, motion carried.

Councilor Stone moved to seal the Executive Session Minutes, seconded by VP Cienki. Voted 5-0 all in favor, motion carried.

Councilor Todd moved to adjourn at 9:25pm, seconded by Councilor Stone. Voted 5-0 all in favor, motion carried.

Leigh A. Botello, CMC  
Town Clerk

**APPROVED BY TOWN COUNCIL JULY 11, 2016**