

TOWN COUNCIL BUDGET WORK SESSION
March 26, 2018

I. ROLL CALL

Town Council Members present:

Kristine S. Trocki, President
Mary E. Meagher, Vice President
Blake A. Dickinson
Michael G. White
Eugene Mihaly

Also in attendance:

Andrew E. Nota, Town Administrator
Christina D. Collins, Finance Director
Lisa Bryer, Town Planer
Christine Brochu, Tax Assessor
Chris Costa, Zoning Official
Andrew Wade, Recreation Director
Cheryl A. Fernstrom, Town Clerk

II. CALL TO ORDER

President Trocki called the Town Council Operating Budget Work Session No. 1 to order at 6:16 p.m. on Monday, March 26, 2018 in the Rosamond A. Tefft Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue, Jamestown.

III. TOWN COUNCIL WORK SESSION

- A) Town Operating Budget Work Session and Hearing No. 1 for FY 2019 (July 1, 2018 to June 30, 2019); review and discussion

Town Administrator Nota proceeded with a PowerPoint presentation on the Town Operating Budget No. 1 and noted the Town Operating Budget No. 2 is scheduled for Wednesday, March 28th at 6:00 p.m. The proposed budget is available on the Town website.

Town Administrator Nota reviewed the breakdown of the proposed Town and School Budgets with a combined Town and School Budget of \$24,428,764, an increase of \$711,511 or 3%; the Town Budget is \$10,760,066, an increase of \$104,907 or .98%. The estimated 2018-2019 property tax rate is \$8.95 per thousand dollars of assessed valuation, with a rate increase of 29 cents from the current fiscal year rate of \$8.66. The rate for the Municipal Operations reflects an increase from \$3.69 in FY 2018 to \$3.74 in FY 2019 or 1.49%; the School Department reflects an increase from \$4.97 in FY 2018 to \$5.21 in FY 2019, an increase of 24 cents or 4.79%. A breakdown of the FY 2019 Tax Levy proceeded with the Municipal Program at \$8,351,591, 41.84 % of the budget; the School Program at

\$11,608,423, 58.16% of the budget; with a Total Tax Levy \$19,960,014. The balance of revenues to support the budget is derived from local property and motor vehicle taxes. The proposed FY 2019 budget is under the 4% cap requirement with an increase of \$734,406, \$34,618 below the 4% tax cap. History of the tax rate proceeded for the period FY 2012 through FY 2019. Based on this budget as presented the estimated tax increase on a home valued at \$500,000 would be \$145.

Town Administrator Nota reviewed the proposed Capital Program for the Town at \$996,200, a decrease of \$127,800; for the School proposed at \$166,825 for a \$59,150 increase; a total Capital Program of \$1,163,025, a reduction of \$68,650 from FY 2018. The Unreserved Fund Balance review proceeded with \$5,010,584 for the Town which is 21.63% of the total general fund expenditures in FY 2017. Discussion ensued of the School Unreserved Fund, Educational Programs funding, and OPEB funding at June 30, 2017.

Revenue Program. The Golf Course Revenue is proposed at \$125,000 from the annual lease to support capital improvements, with \$50,000 to be transferred to the General Fund (total lease amount of \$175,000). Discussion ensued of needed improvements to the course. The Motor Vehicle Phase-Out revenue is reflected as a reduction of \$26,988. Proposed School Revenue Reductions and Increases were reviewed with a net increase of \$8,278. Review of Proposed State Revenues proceeded which reflects an increase of \$52,615 for Town and School and review of the State Aid Reimbursement Program.

Expenditure Program. General Fund Function Distribution was reviewed, which will be reflected more clearly in the future with the new financial accounting program. The summary of changes to the expenditures proceeded by Department.

Town Council. The salary line item at \$13,800 is level funded; the total budget reflects \$15,800, which is a decrease of \$250 for advertising expenses or 1.56% from the FY 2018 budget.

Town Administrator. The total proposed is \$202,896, an increase of \$3,011 or 3.8%, reflecting the Town Administrator's longevity.

Probate Court. The total proposed is \$7,098, an increase of \$134 or 1.92%.

Elections and Town Meetings. The total proposed is \$16,100, a decrease of \$115 or .71%.

Legal Services. The total proposed budget is \$115,000, an increase of \$20,000 or 21.05%. The Town receives great services for their budget allocation.

Clerk and Records. The total proposed budget is \$202,394, an increase of \$3,647 or 1.83%.

Planning. The total proposed budget is \$137,785, and increase of 2.38%.

Zoning. The total proposed budget is \$9,500, an increase of 9.20% to reflect an increase for supplies due to the cost for transcripts.

Personnel. The total proposed budget is \$1,656,579, an increase of .89% due to an increase in workers compensation insurance adjustment, health benefits, social security tax and retirement system costs.

Total General Government. The total proposed General Government is \$2,363,152, a 2.14% increase.

Finance.

Finance Office. The total proposed budget is \$256,766, an increase of 2.44% due to an increase in the computer consultant line item and salaries.

Tax Assessor. The total proposed budget is \$84,312, an increase of 15.73%, reflecting the Tax Assessor's office shifting back to a full-time Assessor. A bid award for a statistical revaluation is slated for the April 2nd meeting.

Audit of Accounts. The total proposed budget is \$22,000, level funded.

Total Finance Department. The total proposed budget is \$363,078, an increase of 5.08%.

Public Safety.

Police Protection. The total proposed budget is \$1,789,860, an increase of 4.25% for police retirement, uniforms and personnel costs due to a full staff of officers. Discussion ensued of overtime costs and anticipated reductions. The operating budget review over 10 years reflects an increase of 14.9% or \$232,080.

Emergency Management Agency. The total proposed budget reflects an increase of 50% from \$5,000 to \$7,500 as proposed due to generator maintenance costs.

Animal Control. The total proposed budget is \$22,500, an increase of 12.5%, for an additional \$2,500 for animal control services to provide public education and action in the management of wildlife in the community, mainly deer and coyote populations.

Protective Services/Building Department. The total proposed budget is \$287,187, an increase of 1.13%, mainly for salary and longevity for the Building Official. Discussion of level funded items ensued.

Parks and Recreation. The total proposed budget is \$531,243, an increase of .91%. The staff remains the same; two full time Parks and two full time Recreation employees. The salary line item reflects a shifting and redistribution of hours for the Teen Center Coordinator. The Parks and Recreation budget program for the ten-year period was

reviewed, with a total increase of \$57,503 over ten years. Summer Programs reflects a decrease, due to donations for the Summer Concert Series.

Senior Center Operations. The total proposed budget is \$102,620, an increase of \$29,267 or 39.9%. This is based on increased demand for services, need for diversity in programming, and transportation. The Salaries line item reflects \$69,620, an increase of 45.94%, for increased hours for the Senior Coordinator (19 hours to 30 hours), meal site coordinator and part time bus drivers. The Repairs and Maintenance line item reflects an increase of \$5,100 or 85% for contracted cleaning services for the facility. Discussion ensued of resources provided. Discussion ensued of senior programs provided and/or subsidized, Town funding since 1982, and other support provided by Town departments. Discussion ensued of the daily meals provided.

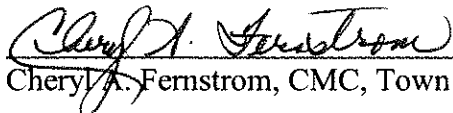
Town Administrator Nota stated this concludes this evening's Operating Budget review #1. On Wednesday, March 28th at 6:00 p.m. Operating Budget review #2 will cover Health Services and Outside Agencies, Fire/EMS Services, Public Works Department, Library Services, and Miscellaneous and Debt Service.

Discussion ensued of funding for the Zoning Ordinance rewrite.

IV. ADJOURNMENT

There being no further business to discuss, Operating Budget Work Session #1 was adjourned at 7:33 p.m.

Attest:


Cheryl A. Fernstrom, CMC, Town Clerk

Copies to: Town Council
 Town Administrator
 Town Solicitor
 Finance Director