

TOWN COUNCIL WORK SESSION

March 19, 2019

I. CALL TO ORDER

The work session of the Jamestown Town Council for review of the Capital Budget was called to order by President Michael White at 6:03 p.m. in the Rosamond A. Tefft Council Chambers of the Jamestown Town Hall at 93 Narragansett Avenue, Jamestown.

II. ROLL CALL

The following members were present:

Michael White, President

Mary Meagher, Vice-President

Randall White

Nancy Beye

William Piva

Also present:

Andrew E. Nota, Town Administrator

Christine Collins, Finance Director

Cheryl Fernstrom, Town Clerk

Michael Gray, Public Works Director

Lisa Bryer, Town Planner

James Bryer, Fire Chief

Christine Brochu, Tax Assessor

Edward Mello, Police Chief

Andrew Wade, Parks & Recreation Director

Michael Glier, IT

III. TOWN COUNCIL WORK SESSION

Town Administrator Nota explained the primary focus of a Capital Program is to provide a broad based community needs assessment for budget year 2019-20. The Capital Program identifies projects and equipment purchases and includes all facilities and infrastructure for the whole Town. Some of the Capital projects will be funded differently this year and that will be address at the end of the presentation. All of this information is available on line. The proposed budget is \$1,095,075, a decrease of \$42,950 (-3.77%) over last year.

Debt Service Requirements were reviewed. Town debt service has added some new numbers to the regular principle and interest numbers. The first one is the Renewable Energy Project, which are the roof top solar which was authorized last year but have not begun so they are included

again this year. The next is Capital Lease which is new debt of \$925,000 seven year note which will acquire equipment in a timely fashion then buy one piece a year for the next seven years. The last one is the Golf Course interest payment Total debt service proposed is \$1,131,450.00, an increase of 18.93%. Our debt limit is \$60,194,144, our bonded debt is \$8,350,200, so we are well below our legal debt limit.

General Government: Carpeting was replaced this past year so door repairs and interior painting will freshen up the common areas of the Town Hall, \$25,000 is proposed. It is important to stay with repairs to avoid major repairs down the road.

Town Clerk: The clerk's office is expanding the vault storage and that was allocated for Vault Shelving. The only request this year is Records Management and Codification of \$7,500.

Tax Assessor: Revaluation set aside is \$12,000, with statistical revaluations for 2024 and a full revaluation for 2021. Average cost for statistical is \$48,750 of which the state will reimburse \$29,250 and \$140,000 for full Revaluation with no reimbursement.

Planning: \$15,000 is proposed for Planning and Development Documents which includes a Zoning Ordinance update and an additional \$25,000 for Affordable Housing. Zoning needs to be consistent with the Comprehensive Plan of the Town of Jamestown. A new line item is for Water Resources Protection Study for \$25,000. Total budget \$65,000.

Technology: \$53,500 is proposed for the IT budget to include \$10,500 for Fiber Network-Phase IV (Water Towers); \$19,600 for Workstation hardware and Software update; \$23,900 for Annual Information Technology;

Police: \$42,500.00 proposed for vehicle replacement. Sedan vehicles are being replaced by SUV models because of all the new required equipment that must be at arms-reach at all times.

Fire Department and EMS: \$81,420 is proposed for the Fire Department to include \$5,220 for Radio/Pager Replacements; \$25,000 for Phase I Conversion to Radio call boxes; \$35,000 for Call Box Replacement Program. Nothing is proposed for EMS Services.

Public Works: In November 2017 the data from the November 2011 inventory of the condition of the Town roads was updated. Of the 50 miles of Town roads, 69% are in good or excellent condition, 13% are in poor or failed condition and 18 % are in fair condition. The focus this year will be finishing North Main Road and streets in the area including part of Beacon Ave., Rosemary Ln., Pemberton Ave. and Grinnell St. and Carr Ln. Included is the path project along the entire project from America Way to Reservoir property for the bike path. All the work has been done by our highway department saving the tax payers much money. All of the work on improvement is "pay as you go" incurring no debt to the Town. Sidewalks are being done in increments with a budget of \$20,000 for this year. We save the Town's people a lot of tax money by fixing the sidewalks in increments and by using our own highway laborers. Included is another \$20,000 for the construction of a small carpenter workshop to work on winter projects. The town has done preliminary analysis for Solar Feasibility on municipal buildings. The assessment is grouped into three groups with cost, grants, net cost; payback and savings. This

study can now be used to develop a Request for Proposal to complete final designs. Total proposed is just over \$500,000 which reflects \$365,000 for project costs and \$140,000 each year for the Equipment Replacement Program for the next 7 years. All vehicles are old and parts are hard to acquire. The backhoe was out of commission last year and the town spent about \$32,000 the past four years for repairs. When the equipment is out of service no work/plowing can be done by the crew. This constant vehicle failure is not cost effective.

Library: No monies are allocated for the Library this year. The bond for repairs was approved.

Parks and Recreation: The proposed budget is \$90,000. The improvements include \$50,000 for Fort Getty projects previously allocated under Public Works and \$40,000 for Vehicle Replacement Program.

Senior Services Department: This is a new line item previously appearing under the Parks and Recreation Dept. The proposed allocation is \$20,000 for duct replacement/removal and sound proofing.

Golf Course Clubhouse: Bond was approved and the project is moving forward.

IV. ADJOURNMENT

There being no further business to discuss Town Council President Michael White adjourned the work session at 7:35 p.m.

Attest:

Karen Montoya, Deputy Town Clerk

Copies to: Town Council
 Town Administrator
 Town Solicitor
 Finance Director