

**WESTBROOK CITY COUNCIL
FINANCE COMMITTEE MEETING MINUTES
SATURDAY MARCH 30, 2019
WESTBROOK HIGH SCHOOL, ROOM 114**

CALL TO ORDER

Meeting called to order at 8:30 AM by Finance Committee Chair Michael T. Foley.

City Councilors Present: Lynda Adams (Ward 5); Victor Chau (Ward 2); Michael T. Foley (At-Large); Ann E. Peoples (At-Large); Brendan Rielly (Ward 1); Gary Rairdon (Ward 4, President)

City Councilors Absent: Anna A. Turcotte (Ward 3, Vice President)

Other City Officials Present: Rebecca Albert (Walker Memorial Library Director); Jerre Bryant (City Administrator); Harrison Deah (General Assistance Coordinator); Eric Dudley (Director of Engineering & Public Services); Stephen Fields (Assistant City Administrator/Director of Human Resources); Jennie Franceschi (Director of Planning & Code Enforcement); Greg Hamilton (Director of Public Safety Communications); Danielle Higgins (Community Center Office Coordinator); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Greg Post (Interim Director of Community Services); Kara Reiman (Youth Services Librarian); Janine Roberts (Police Chief); Michael Sanphy (Mayor); Daniel Stevenson (Director of Economic Development); Andrew Turcotte (Fire Chief)

POINT OF ORDER

Committee Chair Foley handed the floor over to Councilor Rielly, who stated the following. Fifteen years ago, Mayor Chuluda selected Jensen, Baird, Gardiner & Henry (JBGH) to provide legal services to the City of Westbrook. JBGH has multiple departments, and Councilor Rielly is not a member of the department providing municipal legal counsel. In the past, the City has been provided with the legal opinion that Councilor Rielly may participate in the budget deliberation process, except for the line item for legal services, but that he may not vote on the overall budget since legal services is included in the vote for the entire budget. The Mayor and Council President obtained a new legal opinion which states that the entire budget process is essentially a single vote and Councilor Rielly must recuse himself from the entire process. Councilor Rielly stated he disagrees with this opinion but has committed to following the legal advice the City receives. Because of this new legal opinion, Councilor Rielly asked City Council for permission to recuse himself from the entire budget process.

Motion to allow Councilor Rielly to recuse himself from the entire budget process.
Moved by President Rairdon, seconded by Councilor Adams.

The following individuals commented on the motion: Mr. Bryant, President Rairdon, Councilor Chau, Councilor Adams, Committee Chair Foley, Councilor Peoples.

Revisiting the motion to allow Councilor Rielly to recuse himself from the entire budget process.

Motion to allow Councilor Rielly recuse himself failed. (Vote 1-4-1-1)

Ayes: Rairdon

Opposed: Adams, Chau, Foley, Peoples

Abstain: Rielly

Absent: Turcotte

PROCESS OVERVIEW

Committee Chair Foley provided a brief overview of the budget deliberation process. Department heads will be invited to provide a brief overview of their proposed budget and to address any questions from Councilors and the public. Councilors may make motions to change any items presented to them during the process and may request to place any item on the revisit list that requires additional information or more time for consideration.

ECONOMIC DEVELOPMENT & WESTBROOK ENVIRONMENTAL IMPROVEMENT CORPORATION

At 9:00 AM, Committee Chair Foley gave the floor to Mr. Stevenson who presented the proposed budgets for Economic Development and WEIC.

The following individuals provided comments and/or questions: Committee Chair Foley, President Rairdon, Councilor Rielly, Mr. Bryant

POLICE DEPARTMENT

At 9:30 AM, Committee Chair Foley gave the floor to Chief Roberts who presented the proposed budget for the Police Department.

The following individuals provided comments and/or questions: Councilor Rielly, President Rairdon, Councilor Chau, Committee Chair Foley, Ms. Knight

COMMUNITY SERVICES & USER FEE FUNDED PROGRAMS

At 10:15 AM, Committee Chair Foley gave the floor to Mr. Post who presented the proposed budgets for Community Services, User Fee Funded Programs (including Recreation Fund, Before & After School Care, Summer Camp, Youth Activities, Aquatics) and General Assistance.

The following individuals provided comments and/or questions on the budget proposals: Committee Chair Foley, Mr. Bryant, President Rairdon, Councilor Chau, Ms. Knight, Ms. Higgins, Councilor Peoples

During this presentation, Mr. Bryant provided a "Fund Balance Breakdown for Recreation Programs" handout to Councilors, noting that the Finance Committee needed to discuss how to cover the subsidy needed to cover deficits in certain programs.

The following individuals provided comments and/or questions on the recreation program budget deficits: Councilor Rielly, Committee Chair Foley, Ms. Knight

Motion to refer to City Council the adoption of a Recreation Program Fund deficit policy, which would allow any deficit in a single program to be covered by the collective surplus of all other program funds. Moved by Councilor Peoples, seconded by Councilor Adams.

Committee Chair Foley opened the floor for comments on the motion. The following individuals spoke: Mr. Bryant, Committee Chair Foley.

Motion carried by a show of hands. None opposed.

Motion to eliminate \$75,000 from budget line 10005100-59220 (Transfer to Special Revenue). Moved by President Rairdon, seconded by Councilor Peoples.

Committee Chair Foley opened the floor for comments on the motion. The following individuals spoke: Mr. Bryant

Motion carried by a show of hands. None opposed.

GENERAL ASSISTANCE

At 11:45 AM, Committee Chair Foley gave the floor to Mr. Deah who presented the proposed budget for General Assistance.

The following individuals provided comments and/or questions: Mr. Bryant, Committee Chair Foley, Councilor Chau

RECESS

Committee Chair Foley announced a brief recess at 12:09 PM.

RECONVENE

Committee Chair Foley called the meeting back to order at 12:30 PM.

City Councilors Present: Lynda Adams (Ward 5); Victor Chau (Ward 2); Michael T. Foley (At-Large); Ann E. Peoples (At-Large); Brendan Rielly (Ward 1); Gary Rairdon (Ward 4, President)

City Councilors Absent: Anna A. Turcotte (Ward 3, Vice President)

Other City Officials Present: Rebecca Albert (Walker Memorial Library Director); Jerre Bryant (City Administrator); Eric Dudley (Director of Engineering & Public Services); Stephen Fields (Assistant City Administrator/Director of Human Resources); Jennie Franceschi (Director of Planning & Code Enforcement); Greg Hamilton (Director of Public Safety Communications); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Kara Reiman (Youth Services Librarian); Michael Sanphy (Mayor); Andrew Turcotte (Fire Chief)

WALKER MEMORIAL LIBRARY

At 12:30 PM, Committee Chair Foley gave the floor to Ms. Albert, who presented the proposed budget for General Assistance.

The following individuals provided comments and/or questions: Councilor Rielly, Ms. Reiman, Councilor Chau, Councilor Adams

PUBLIC SERVICES

At 12:53 PM, Committee Chair Foley gave the floor to Mr. Dudley, who presented the proposed budgets for Public Service's Administration, Highways & Streets, Refuse & Collection, Fleet Maintenance, Cemeteries, Athletic Facilities & Grounds, Buildings and Parking Garage.

The following individuals provided comments and/or questions: Councilor Peoples, Councilor Adams, Councilor Chau, Mr. Bryant, Councilor Rielly, Committee Chair Foley

DISPATCH & INFORMATION TECHNOLOGY

At 1:45 PM, Committee Chair Foley gave the floor to Mr. Hamilton, who presented the proposed budgets for Dispatch and Information Technology.

The following individuals provided comments and/or questions: Councilor Chau, Councilor Adams, Committee Chair Foley

PLANNING & CODE ENFORCEMENT

At 2:12 PM, Committee Chair Foley gave the floor to Ms. Franceschi, who presented the proposed budget for Planning & Code Enforcement.

The following individuals provided comments and/or questions: President Rairdon, Councilor Adams, Committee Chair Foley

Committee Chair Foley asked the Administration to conduct a review of all board, commission and committee salaries and added this item to the revisit list.

FIRE & RESCUE

At 2:32 PM, Committee Chair Foley gave the floor to Chief Turcotte, who presented the budget for Fire & Rescue.

The following individuals provided comments and/or questions: President Rairdon, Councilor Rielly, Councilor Adams

REVIEW OF UPCOMING CITY COUNCIL MEETINGS

Committee Chair Foley gave an overview of upcoming Finance Committee meetings. Mr. Bryant noted that the Administration has been attempting to schedule committee meetings half an hour prior to Council meetings, and immediately following Council meetings, to limit the number of days that Councilors are required to attend. No objections were received.

SEVERANCE PACKAGES

Councilor Rielly asked to refer to a committee the policy and practice to pay severance packages out of salary lines without going to City Council for approval. Committee Chair Foley seconded this request.

ADJOURN

Motion to adjourn at 3:01 PM.

Moved by President Rairdon, seconded by Councilor Peoples.

Motion carried by a show of hands. None opposed.