

**WESTBROOK CITY COUNCIL  
FINANCE COMMITTEE MEETING MINUTES  
SATURDAY APRIL 7, 2018  
WESTBROOK HIGH SCHOOL, ROOM 114**

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**Call to Order.** Called to order at 9:07am by Finance Committee Chair Councilor Anna Turcotte.

**Councilors Present:** Lynda Adams (Ward 5); Victor Chau (Ward 2/Committee Vice Chair); Ann Peoples (At-Large); Gary Rairdon (Ward 4); Anna Turcotte (Ward 3/Committee Chair); John O'Hara (At-Large/Vice President); Brendan Rielly (Ward 1/President)

**Councilors Absent:** None

**Other City Officials Present:** Jerre Bryant (City Administrator); Harrison Deah (General Assistance Coordinator); Eric Dudley (Director of Engineering & Public Services); Dr. Bruce Dyer (Chair of Social Services Committee); Greg Hamilton (Director of Emergency Communications & IT); Danielle Higgins (Finance Office Coordinator); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Greg Post (Acting Director of Community Services); Janine Roberts (Police Chief); Michael Sanphy (Mayor); Steve Sloan (Deputy Fire Chief); Jim Thomas (City Assessor); Andrew Turcotte (Fire Chief)

**ITEMS REVIEWED**

**Overview of Budget Process**

Chair Turcotte invited Mayor Sanphy and Mr. Bryant to speak to the Mayor's proposed FY 2018 – 2019 budget. Mr. Bryant addressed the budget review process, noting that department heads will present their budgets as approved by the Mayor to the Finance Committee. The Finance Committee will review and make modifications as it sees fit and will refer the adjusted budget back to City Council for formal adoption. A paragraph summary of each department budget will be shared with City Council prior to each department presentation.

**Assessing Budget**

1. Mr. Bryant and Mr. Thomas presented an overview of the Assessing Department's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Chau
  - b. President Rielly
  - c. Christine Latini (170 Pierce Street)

**Social Services Budget**

1. Mr. Bryant noted that the Mayor appointed individuals to a Social Services Committee, chaired by Dr. Dyer, to review all social service agency funding requests for the upcoming fiscal year. Dr. Dyer presented an overview of the Committee's recommendations.
2. The following individuals presented comments and/or questions:
  - a. Councilor Turcotte
  - b. Vice President O'Hara
  - c. Councilor Adams

- d. Mr. Bryant
  - e. Mr. Post
  - f. Councilor Rairdon
  - g. Councilor Chau
  - h. President Rielly
3. Motion to adopt the recommendations of the Social Services Committee, with the inclusion of flat-level funding for My Place Teen Center and the Intercultural Community Center at current levels (\$40,000 and \$15,000, respectively), which would replace the figures initially presented to City Council on page 122 of the budget proposal binders; and in the Social Services budget to remove the \$139,000 payment for Social Service agencies and corresponding fund transfer.  
Moved by President Rielly, seconded by Vice President O’Hara.
4. The following individuals presented comments and/or questions on the motion:
- a. Councilor Adams
  - b. Councilor Peoples
  - c. Deb Shangraw (752 Main Street)
  - d. Reverend Mutima Peter (Director of Intercultural Community Center)
  - e. Councilor Rairdon
  - f. President Rielly
  - g. Vice Chair Chau
  - h. Mr. Bryant
  - i. Vice President O’Hara
5. Councilor Adams asked to table this department budget and to revisit it at a later date. President Rielly agreed to withdraw his motion in order to move the department budget to the revisit list; Vice President O’Hara did not agree to withdraw his second.  
**Request to withdraw motion failed. Motion still pending.**
6. Motion to table the motion made by President Rielly and Vice President O’Hara.  
Moved by Councilor Adams, seconded by Councilor Peoples.  
**Motion failed. (Vote 3-4)**  
Ayes: Councilor Adams, Councilor Peoples, Councilor Turcotte  
Nays: Councilor Chau, Councilor Rairdon, Vice President O’Hara, President Rielly
7. Revisiting the motion made by President Rielly and seconded by Vice President O’Hara to adopt the recommendations of the Social Services Committee, with the inclusion of flat-level funding for My Place Teen Center and the Intercultural Community Center at current levels (\$40,000 and \$15,000, respectively), which would replace the figures initially presented to City Council on page 122 of the budget proposal binders; and in the Social Services budget to remove the \$139,000 payment for Social Service agencies and corresponding fund transfer.  
**Motion carried. (Vote 4-3)**  
Ayes: Councilor Chau, Councilor Rairdon, Vice President O’Hara, President Rielly  
Nays: Councilor Adams, Councilor Peoples, Councilor Turcotte

**Community Services Budget**

1. Mr. Bryant and Mr. Post presented an overview of the Community Services Department's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Turcotte
  - b. President Rielly
  - c. Ms. Higgins
  - d. Councilor Rairdon
3. Motion to amend the Community Services department budget to ensure that training funds are used to train staff on child interactions.  
Moved by Councilor Turcotte, no second received.  
**Motion failed for want of second.**
4. Councilor Turcotte requested that the entire Community Services department budget be added to the revisit list, and that the Finance Committee be presented with a complete training plan.
5. The following individuals presented additional comments and/or questions on the Community Services department budget:
  - a. Councilor Turcotte
  - b. Ms. Holmes
  - c. Mr. Bryant
  - d. Ms. Higgins
  - e. Councilor Chau
  - f. Christine Latini (170 Pierce Street)

### **Recess**

President Rielly left at 12:07pm. Councilor Adams left at 12:21pm. Councilor Turcotte announced that the Finance Committee would recess at 12:45pm for lunch.

### **Reconvene**

The Finance Committee reconvened at 1:14pm.

**Councilors Present:** Victor Chau (Ward 2/Committee Vice Chair); Ann Peoples (At-Large); Gary Rairdon (Ward 4); Anna Turcotte (Ward 3/Committee Chair); John O'Hara (At-Large/Vice President)

**Councilors Absent:** Lynda Adams (Ward 5); Brendan Rielly (Ward 1/President)

**Other City Officials Present:** Jerre Bryant (City Administrator); Harrison Deah (General Assistance Coordinator); Eric Dudley (Director of Engineering & Public Services); Greg Hamilton (Director of Emergency Communications & IT); Danielle Higgins (Finance Office Coordinator); Angela Holmes (City Clerk); Suzanne Knight (Finance Director); Greg Post (Acting Director of Community Services); Janine Roberts (Police Chief); Michael Sanphy (Mayor); Steve Sloan (Deputy Fire Chief); Andrew Turcotte (Fire Chief)

### **Fire/Rescue Budget**

1. Mr. Bryant and Chief Turcotte presented an overview of the Fire/Rescue Department's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Turcotte
  - b. Councilor Rairdon
  - c. Councilor Peoples
  - d. Councilor Chau
  - e. Deputy Chief Sloan
  - f. Mr. Bryant
  - g. Christine Latini (170 Pierce Street)

### **General Assistance Budget**

1. Mr. Bryant and Mr. Deah presented an overview of the General Assistance Office's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Turcotte
  - b. Councilor Rairdon
  - c. Mr. Bryant
  - d. Ms. Knight
  - e. Councilor Chau
  - f. Christine Latini (170 Pierce Street)

### **Police Budget**

1. Mr. Bryant and Chief Roberts presented an overview of the Police Department's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Rairdon
  - b. Mr. Bryant
  - c. Councilor Chau
  - d. Councilor Turcotte

### **Public Safety Communications Budget**

1. Mr. Bryant and Mr. Hamilton presented an overview of the Public Safety Communications Department's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Peoples

### **IT Budget**

1. Mr. Bryant and Mr. Hamilton presented an overview of the IT Department's proposed FY 2018 – 2019 budget.
2. The following individuals presented comments and/or questions:
  - a. Councilor Rairdon
  - b. Councilor Chau
  - c. Christine Latini (170 Pierce Street)
  - d. Mr. Bryant
  - e. Vice President O'Hara

**Adjournment**

Motion to adjourn at 3:11 pm.

Moved by Councilor Rairdon, seconded by Councilor Chau.

**Motion carried by a show of hands. None opposed.**