

**WESTBROOK CITY COUNCIL
FINANCE COMMITTEE MINUTES
THURSDAY APRIL 12, 2018 AT 6:30PM
WESTBROOK HIGH SCHOOL ROOM 114**

Call to Order. Called to order at 6:30pm by Finance Committee Chair Anna Turcotte.

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

Councilors Absent: None

Other City Officials Present: Jerre Bryant (City Administrator); Suzanne Knight (Finance Director); Peter Lancia (Superintendent of Westbrook Schools); Tina Radel (Marketing and Communications Manager); Ashley Rand (Deputy City Clerk); Michael Sanphy (Mayor); Daniel Stevenson (Economic Development Director)

ITEMS REVIEWED

Transportation Budget

Greg Jordan gave an overview of the Transportation proposal. Some of the major changes to note were the new routes such as the Husky Line which provides service to Gorham, Westbrook, and Portland, The Blue Line/ Route 3 that would provide extended service to Portland, Westbrook, and South Portland. During the next fiscal year the department is looking to offer larger transit buses, improve bus stops, and have a transit pass program for USM.

The following individuals either asked questions of Mr. Jordan or provided comments:

1. Councilor Rairdon
2. Committee Chair Turcotte
3. Councilor O'Hara
4. Councilor Chau
5. Councilor Adams

Economic Development & Marketing

Mr. Stevenson and Ms. Radel gave an overview of the Economic Development and Marketing proposal. Some of the major changes to note were the budget is up 23% because of new positions and the loss of funding from WEIC (Westbrook Environmental Improvement Incorporation). WEIC has decided to invest their dollars into projects around the City vs. funding personnel. Projects for the next fiscal year include downtown facade program, revamping the revolving loan fund, and a parking management system in the downtown.

The following individuals either asked questions of Mr. Stevenson and Ms. Radel or provided comments:

1. Councilor Peoples
2. Ms. Radel
3. Councilor Chau
4. Councilor Adams
5. Mr. Bryant
6. Christine Latini, 170 Pierce Street
7. Phil Spiller, 76 Sawyer Road

Westbrook School Departments

Dr. Lancia gave an overview of the Westbrook School proposal. Some of the major changes to note were the increase seen due to the debt services taking effect (Canal Roof, Saccarappa and Middle School expansion). There is an increase in health and dental benefits.

The following individuals either asked questions of Dr. Lancia or provided comments:

1. Committee Chair Turcotte
2. Councilor Chau
3. Dean Flanagan (Westbrook School Department)
4. Councilor Rielly
5. Councilor O'Hara

Motion to put the entire school budget on the revisit list.

Moved by Councilor O'Hara, seconded by Councilor Chau.

Motion carried by show of hands.

Human Resources & Employee Benefits

Mr. Bryant gave an overview of the Human Resources proposal. Some of the major changes to note were the decrease in salaries due to the Payroll Specialist position moving into the Finance Department. The School Department would be seeking their own Human Resources Director for the School system, this created a loss in funding for the HR Director Position. The proposal shows the cut of the HR Director position, leaving a Benefits/Compliance Specialist and a Human Resources Assistant/Recruiter that would report directly to the City Administrator.

The following individuals either asked questions of Mr. Bryant or provided comments:

1. Councilor Adams
2. Committee Chair Turcotte
3. Ms. Knight
4. Councilor Peoples
5. Councilor Rielly
6. Councilor Chau
7. Councilor O'Hara

Motion to put the entire Human Resources Budget on the revisit list.

Moved by Councilor Rielly, seconded by Councilor Adams.

Motion carried by show of hands.

Finance, Debt, Tax & Transfers

Mr. Bryant gave an overview of the Finance Proposal. There were no comments or questions.

The following individuals either asked questions of Mr. Bryant or provided comments:

Mr. Bryant noted that he will compile the full list of items that have been referred to the revisit list and email it out to all members of the Finance Committee. The Finance Committee meeting to discuss the revisit list items will be immediately following the Special City Council Meeting on Monday, April 23rd.

Adjournment

Motion to adjourn at 10:07pm.

Moved by Councilor Peoples, seconded by Councilor Adams.

Motion carried by a show of hands, none opposed.