

CITY OF EAST PROVIDENCE

PLANNING BOARD

Minutes of July 23, 2012

Present: Chairman Michael Robinson, Burton Batty, Krista Moravec, Staff: Planning Director Jeanne Boyle, Chief Planner Diane Feather, Planner I Wayne Barnes, City Solicitor Orlando Andreoni.

The meeting opened with the reciting of the Pledge of Allegiance

1. SEATING OF ALTERNATE MEMBER

A quorum of members was present and seating of the Alternate Member was not required.

2. APPROVAL OF PLANNING BOARD MINUTES

A. Minutes of March 12, 2012

On a motion from Mr. Batty, seconded by Mr. Moravec, the Board voted unanimously to accept the minutes of the March 12, 2012 meeting as submitted.

B. Minutes of April 16, 2012

The Board deferred the review and approval of the minutes of the April 16, 2012 meeting to the August Board meeting due to the fact that the Chair was not present at the April meeting and, as a result, a quorum of members present at that meeting were not present tonight to vote on approval.

May and June meetings were cancelled.

3. APPROVAL OF PLANNING BOARD CORRESPONDENCE

There was no new correspondence.

4. NEW BUSINESS

A. Public Informational Meeting- File # 2012-04, Master Plan for Wampanoag Meadows 1279 Wampanoag Trail. Owner- AMJAM LLC. Applicant: Driscoll Development

Ms. Boyle asked Ms. Feather to present this item. Ms. Feather noted that the Wampanoag Meadows Master Plan was scheduled for a Public Informational Meeting before the Board this evening. Chairman Robinson noted that the meeting was open. Ms. Feather noted that Attorney John Pariseault, of Hinkley, Allen & Snyder, was at the meeting this evening representing the applicant to request a continuance of the Public Informational Meeting.

Chairman Robinson recognized Mr. Pariseault. Attorney Pariseault noted that his firm was asked by the applicant to request a continuance specific to the August 14, 2012 meeting of the Board. He noted that they were in negotiations with an owner of land nearby the Leonardo property for the granting of a possible access easement to that owner over the Leonardo property which would join with the connection shown on their Master Plan to the Wampanoag Trail. He noted that they are seeking a continuance to continue negotiations.

Ms. Feather noted that staff is requesting that the applicant pay for sending notice of the continuance to the notification list, those property owners within a 200-foot radius of the property, via certified mail. She noted that there were no members of the public present at the meeting. There were no objections raised. Ms. Feather noted that notice of the Public Informational Meeting had already been published in the newspaper in accordance with State law and the Subdivision and Land Development Review Regulations.

On a motion made by Ms. Moravec, seconded by Mr. Batty, the Board voted 3- 0 to approve the continuation of the Public Informational Meeting to the August 14, 2012 meeting of the Board and notice of the continuance would be sent to property owners within a 200-foot radius of the property.

Roll Call Vote:	Mr. Batty	Aye
	Ms. Moravec	Aye
	Chairman Robinson	Aye

B. Capital Budget FY 2013 and Five-Year FY 2013-2017 Capital Improvement Program

Ms. Boyle asked Mr. Barnes to present this item.

Mr. Barnes read from the City Statue regarding the role of the Planning Board in recommending a Capital Budget to the city manager as part of the City's annual budget and described this year's project solicitation process.

Each year the Planning Department solicits Capital Budget funding requests for the upcoming fiscal year beginning November 1, and compiles an inventory of needed capital improvements across the City for a five-year period beginning at the same time. The result is the attached **Five-Year Capital Improvement Program (CIP) Master List**, compiled from all of the City Department and Division budget submissions, and ranked by department priorities for FY 2013 through FY 2017.

The total estimated Capital Improvement Program expenditure for all City Departments and Divisions for the period from FY 2013 through FY 2017, were every initiative to be executed, is **\$47,513,848**. Of this total, the requested City Net Capital Expenditure would be **\$16,438,777**. The difference in these figures is accounted for by proposed grant-funded, Department-funded, or otherwise alternatively-funded projects, along with proposed use of various Fire Department revenue accounts.

The Capital Budget/CIP project solicitation was sent to Department and Division Heads on June 14th. In several cases, we were instructed to carry over the last year's requests and essentially bump all of the items forward by a year, while in a few other instances last year's list was slightly altered and re-ordered. A few new items were also requested.

The process featured much last-minute activity including the very late addition of the two larger-ticket items below by the City Manager and the Interim Finance Director that are also in the short list below.

The original Capital Budget/CIP Chart a recommended FY 2013 Capital Budget of Zero, based on recent City practice and the City's continuing financial challenges. As a result of the two late additions to the proposed budget from high-ranking City officials, a decision was made to craft an actual budget proposal including those two items and several other items deemed to be either immediate infrastructure needs or long-term cost-saving/revenue generating. Accordingly, the Budget/CIP Chart was modified to propose that these items (a total of eight) be funded for a total amount of \$1,361,000. Mr. Barnes distributed copies of the revised chart reflecting these changes to the Board.

(Mr. Barnes also requested a change to the memo. In the small table listing the projects proposed for funding, the cost listed for "Mobile/Paperless Work Environment" was listed as \$350,000; actual cost was \$300,000).

Mr. Barnes solicited any Board questions regarding the revisions to the memo and the chart and requested a recommendation to the City Council from the Board regarding the 2013 Capital Budget and 2013-2017 CIP.

Chairman Robinson inquired as to whether the City Council would be the deciding body regarding this item or if it would be the Budget Commission. Planning Director Boyle replied that there was some uncertainty regarding the exact process, which was verified by City Solicitor Andreoni. Director Boyle was of the opinion that the Planning Board should proceed as in previous years as described in the City ordinance regarding the Capital Budget/CIP and make a recommendation to the Council, which would be copied to the Budget Commission. After some further discussion, this course of action was agreed upon.

Motions:

Regarding acceptance of the Memo and attachment regarding this item into the record of the meeting:

On a motion from Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to accept the corrected Planning Department memorandum dated July 19, 2012 and the attachment (the Capital Budget/CIP Chart) into the record of the meeting.

Roll Call Vote:	Mr. Batty	Aye
	Ms. Moravec	Aye
	Chairman Robinson	Aye

Regarding the recommendation of the Board to the City Council:

On a motion from Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to recommend the Planning Department's recommendation for an FY 2013 Capital Budget of \$1,361,000, and the 2013-2017 Capital Improvement Plan.

Roll Call Vote:	Mr. Batty	Aye
	Ms. Moravec	Aye
	Chairman Robinson	Aye

5. CONTINUED BUSINESS

There was no continued business.

6. STAFF REPORT

A. Mr. Barnes offered a brief list of recent Planner I/Emergency Management activities:

- EMA has completed the RI Department of Health Mass Vaccination Planning Program for this year.
- The City has completed the FEMA Public Assistance Process from Tropical Storm Irene which resulted in a total reimbursement to the City of \$157,000
- CPR/AED Training will be arranged for City Employees for during Fall of 2012
- The Community Sustainability Element of the City's Comprehensive Plan has been featured in a national Planners Advisory Service publication.

7. COMMUNICATIONS

1. Certificate of Completeness, Appl # 2012-02 LPD/Master Plan. Applications- CME Energy LLC and OCI Solar Power dba Forbes Street Solar LLC.

On a motion from Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to accept the Communication 1.

2. Notice of Decision, Appl # 2012-02 LPD/Master Plan. Applications- CME Energy LLC and OCI Solar Power dba Forbes Street Solar LLC.

On a motion from Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to accept the Communication 2.

3. Memorandum dated 4/20/2012 from the Planning Department to the Zoning Board of Review regarding the case to be heard May 2, 2012.

On a motion from Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to accept the Communication 3.

4. Memorandum dated 7/2/2012 from the Planning Department to the Zoning Board of Review regarding "Appeal to be heard on July 11, 2012".

On a motion from Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to accept the Communication 4.

8. ANNOUNCEMENT

Next Meeting – **Tuesday, August 14, 2012, 7:00 p.m.**, Room 306

9. ADJOURNMENT – On a motion made by Ms. Moravec, seconded by Mr. Batty, the Board voted unanimously to adjourn the meeting at 8:13 pm.

Respectfully submitted,

Michael Robinson, Chairman

MR/JMB/wb