

**FINANCE COMMITTEE**  
**July 1, 2013 @ 5:20 pm**

**MINUTES**

**Council Members:** Blanchette, Civiello, Sprague, Longo, Nealley, Durgin

**Staff:** Cyr, Dawes, Farrar, Wardwell, Little, Currier, Moore, Morgan, Caruso, Dionne, Beaton

**Others:** Judith Sullivan, Gary Frost, Ellen Angel, Nick McCrea

**1. Consent Agenda**

- a. Used Van – Fleet Maintenance – Quirk - \$20,590
- b. Resolve, Appropriating \$549,906 in Transportation, Housing and Urban Development Grant Funds for Hogan Road Traffic Improvements

Councilor Longo moved, Councilor Durgin seconded, approved.

**2. Request to Write off Interest and Charges – 7 J Street**

Deputy Treasurer David Little explained the owner is now deceased. His sister, Judith Sullivan has asked that the total owed for back taxes of \$1,107 be reduced to a principle only payment of \$641 that she would pay. Staff does not recommend this reduction because it was not due to staff mistake.

Judith Sullivan explained her circumstances regarding her brother's estate. She is not the heir but her niece can't pay the taxes off. Since he did not technically own the home because the City had a tax lien on it, they can't sell it to pay off the taxes. She is hoping the City will write off all but the principle amount due.

Finance Director Cyr and Deputy Little stated that technically the City does own the property but would not stand in the way of the selling of it if it meant the payment of the tax bill.

Councilor Sprague moved staff recommendation not to write off any amount, Councilor Civiello seconded, so voted with 1 opposition (Longo).

**3. Bids/Purchasing**

a. Paving Program – Public Service – Lane Construction - \$1,884,851  
Councilor Sprague moved, Councilor Longo seconded, recommended to full Council.

- b. Main Line Video Inspection Vehicle – Sewer – CN Wood - \$173,500

Finance Director Cyr stated we received 6 bids back for this item. There was a variety of bids returned. Most of the bids were a little different in what they offered. Staff's recommendation

is to go with CN Wood's bid, the most cost effective, efficient system and local service is available.

Councilor Nealley moved staff recommendation, Councilor Sprague seconded, recommended to full Council.

c. RFQ – Office Complex Design/Build – Airport – JM Brown

Finance Director Cyr stated we received 5 responses and out of those, 3 were brought in for interviews. Staff recommendation was to award JM Brown the contract.

Councilor Longo moved, Councilor Nealley seconded, recommended to full Council to enter into a contract not to exceed \$2 million.

**4. Request to Authorize Issuance of Bonds – Airport Terminal Project**

Finance Director explains the project and the cost of \$1.8 million that would fall to the City and to be paid for by the issuance of bonds.

Director Caruso and Robbie Beaton showed slides of the design. The slides showed the improvements that were going to be made with the including passenger flow, lighting and ease.

Councilor Longo moved, Councilor Sprague seconded, recommended to full Council.

There was discussion regarding a parking garage after the vote. Director Caruso stated that a parking garage always comes up when speaking of renovations to BIA but unfortunately at this time it is still not in the best interest because the lot could not be fully utilized for an entire year, just 4-5 months out of the year is parking sometime troublesome.

**5. Request to Accept Deed – 177 Pearl Street**

Deputy Treasurer Little gave a little background of taking over this address due to back taxes owed for the past 16 years.

Councilor Longo moved, Councilor Sprague seconded, to recommend to full Council.

Councilor Blanchette asks City Solicitor Norm Heitmann if the City can set a time limit of 1 year or something in the cases of the City taking over their property that is delinquent in taxes owed. Heitmann said yes we can create a policy to say whatever number of years we would like. He also went over the current policy the City has which includes the Work-Out Agreements and Hardship Abatements.

## **6. Review of 11 and 15 Field Street**

Deputy Treasurer Little stated that staff feels that the City should take possession of the properties due to the fact of numerous Work-Out Agreements that were breached and the number of years owners have owed back taxes.

Citizens of Warwick and Princeton Streets came to speak about the properties being a safety hazard as well as eye sores. There are a number of small children in the neighborhood and they would like to see this property turned into a green space or park for the kids to play at since there is not a park that is easily accessible to this neighborhood.

Councilor Durgin and other Councilors agree this is a problem in the city with numerous properties and needs to be taken care of because the longer they wait, the more costly it is to the City.

Councilor Sprague moved to approve staff recommendation of taking over ownership of the property, Councilor Nealley seconded. Asked staff to bring a more formal policy back to the Finance Committee in two weeks, taking into consideration their recommendations regarding vacant properties with back taxes owed and what's been discussed today in regards to 11 & 15 Field Street.

## **7. Review of Matured Tax Lien Policy**

Finance Director Cyr suggested the Council read over the current policy that was voted on in 1998 and bring questions, concerns, suggestions to the meeting after the next (4 weeks). She stated they will focus on the 49 properties that owe back taxes for a number of years.

Deputy Little and Director Cyr feel that they need 4 weeks before they come back to committee to discuss changes to the policy.

Adjourned at 6:57 p.m.