

March 12, 1965

City Hall

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The Committee on Finance meets this day in the Conference Room, City Hall at 4:00 o'clock p.m.

Present: Councilman Charles H. O'Connor, Chairman, and Councilmen McOsker, Lynch, and Lazarus.

Also present are Budget Officer Moran, City Controller, Wilkes, and Finance Director Keegan. (Dorothy K. McGinn, Assistant Clerk)

REQUEST FOR LEAVE OF ABSENCE

Name	Department	Date Effective
Mary A. Bertoldi	Recorder of Deeds	March 22, 1965 to May 21, 1965

On motion of Mr. Lynch, seconded by Mr. McOsker, the foregoing request for leave of absence, without pay, is granted.

Budget Officer Moran outlines the following Ordinances.

AN ORDINANCE AMENDING SECTIONS 9 and 11 OF CHAPTER 1645 "ESTABLISHING THE CLASSES OF POSITIONS, THE MAXIMUM NUMBER OF EMPLOYEES AND THE NUMBER OF EMPLOYEES IN CERTAIN CLASSES IN THE CITY OF PROVIDENCE", AS APPROVED SEPTEMBER 23, 1964.

Budget Officer Moran states that this Ordinance would add one Clerk Typist II to the Controller's Division and also add two Data Processing Machine Operator and Three Key Punch Operator to the Data Processing Division. He states that these people, with the exception of one Key Punch Operator, will be used to perform the complete school accounting records and also inventory records of materials and supplies plus the school census updated weekly. Mr. Moran goes on to say that the other Key Punch Operator will be used for the Purchasing Department for keeping and controlling the City's personal property inventory records and a new system of office supplies stores. In addition she will do the key punching for monthly billing of charges for office supplies and central mailing services.

AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE, CHAPTER 1644, BY APPROPRIATING THE SUM OF TWELVE THOUSAND SEVEN HUNDRED FORTY EIGHT AND 85/100 (\$12,748.85) DOLLARS TO DATA PROCESSING DIVISION, ITEMS 0 AND 1.

Budget Officer Moran states that this Ordinance would appropriate to the Data Processing Division \$12,208.85 for personal services and \$540 for rental of I. B. M. Key Punch

Verifier.

He states that these appropriations would be offset by a receipt of \$11,119.58 from the School Department for the services to be rendered plus a charge of \$1,629.27 to Reserve for Extraordinary Expenditures for cost of services to be performed/for the Purchasing Department.

AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE, CHAPTER 1644, BY APPROPRIATING THE SUM OF ONE THOUSAND SEVEN HUNDRED NINETY ONE AND 65/100 (\$1,791.65) DOLLARS TO CONTROLLER'S DIVISION, ITEMS 0 AND 2.

Mr. Moran states that this Ordinance would appropriate to the Controller's Division \$1,291.65 for personal services and \$500 for office forms and that the estimated receipts for the Controller's Division would be increased \$1,791.65 the amount to be paid by the school department.

In a discussion which follows Mr. Keegan states that the School Committee had a contract with a public Administration Service in Chicago that started in either January or February; that they are still working on this and that they have had two men some of the time. He states that they made an exhaustive study and decided that their/methods and procedures are completely outdated, and they speak of duplication of effort, sometimes five times over.

Mr. McOsker questions if they are going to consolidate anything in the School Department so that the City, in turn, can reduce their Budget?

Mr. Keegan states that we (the City) is not giving them any money; they are going to save money.

Mr. McOsker questions if they will make a substantial saving.

Mr. Moran states that he imagines any savings they make will go into an account for books, equipment, etc.

Mr. McOsker questions how much they will save and Mr. Keegan states that he doesn't know.

Mr. Keegan goes on to say that if this cost the city more money than they are saying, the City will bill them for it and also bill them for fringe benefits, such as Social Security and that a conservative figure has been put in the Budget and that

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it is an educated guess. He further tells the Committee that the two men from Chicago - this was their thinking - what they thought it would cost for this job and it is only for the balance of the fiscal year.

Mr. Keegan also states that there is going to be a school census population and by attacking from this angle, will probably be more than just schools - will try to include the City Plan and the Redevelopment. Mr. Keegan goes on to say that they may have to run into overtime and if they do, they will have to pay for it. He states also that it is brand new to us, that they are going to handle all school accounting records and they (the School Dept.) will put those people in other jobs as they occur.

Mr. Wilkes states that they (the School Dept.) has stopped filling jobs and going to save them for these people. He further states that they are going to put each individual school on a Budget and they will have to live within that budget and will get much faster information, and information they never received before.

Mr. Lazarus questions if this will reduce the school budget over and above that required amount and Mr. Keegan stated that he doubts it.

In a further discussion which follows, Mr. McOsker states that through the IBM will relieve the School Department of a great workload.

Mr. Moran when questioned states that he doubts that there will be any reduction in the appropriation. He states that they will reduce the number of employees, but will find ways to use that money for repairs, equipment, etc.

Mr. McOsker states that the School Department will then have substantial savings for very needed improvements and books, equipment, etc., and it is fortunate that this is happening so they (the School Dept.) will have money for the much needed improvements.

Mr. Keegan states that there will be also included in this, inventory control of supplies; going to establish an

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inventory control; will know the position of every single book and he states for an example, if School A needs book 375, we will tell them how many and where they are, and he states that they think it is a pretty good idea. He further states that when they get some of the equipment, they may be able to improve this procedure over and above what they can do now and he states that it is like anything else that is new.

Mr. Keegan goes on further to say that they are going to pay the teachers twice a month instead of once a month. Mr. Wilkes states that there is some thought of putting the teachers on a twelve-month basis.

Mr. Lazarus asks what guarantee there is that the savings from this will be used for necessary things and Mr. Moran states there is none.

Mr. Keegan states that they had \$245,000 in their Budget that they submitted and that they must first order and pay for \$345,000 and then and only then would we pay over the 100,000.00 dollars and that it is written out in the Ordinance they have to spend \$345,000 before we will give them the \$100,000.00. He states that with the records that we will have they will find the information they need, and can't find now.

On motion of Mr. McOsker, seconded by Mr. Lynch, it is voted to transmit the above Ordinances to the City Council with recommendation of passage.

RESOLUTION TRANSFERRING \$4,313 from the "FIRE INSURANCE FUND TO BE KNOWN AS "ROGER WILLIAMS PARK GREENHOUSE FIRE FUND".

Mr. Moran explains that this sum would be used for repairs. labor and replacing plants, equipment and materials as is explained in list submitted.

GREENHOUSE FIRE - JANUARY 17, 1965

OVERTIME PAY WEEK ENDING 1/17/65	184.58	
LABOR - TRANSFERRING PLANTS, ETC. WEEK ENDING 1/24/65	772.26	956.84
CRAWFORD ELECTRIC, INC. PO 229792		185.00

MATERIALS - SPRAYS

150 Gallons Liquid Niatox @1.35	202.50
5 " Sunoco Spray	5.40
50 Lbs D.D.T. .50	25.00

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400 Lbs. Arsenate of Lead		125.00	
50 Gallons Crystal Soap	1.00	50.00	
10 Gallons Black Leaf 40		<u>186.40</u>	594.30

PLANTS & BULBS

1500 Pachysandra Terminalis		300.00	
@20.00 per 100			
2500 Evergreen and Azalea Cuttings			
@9.00 per 100		225.00	
1900 Dahlia Bulbs @ 26.00 per C		485.00	
1900 Gladiolus Bulbs @ 5.00 per C		95.00	
2000 Cannas @ 12.00 per C		<u>240.00</u>	1345.00

TOOLS, ETC.

8 Wheelbarrows @13.00		104.00	
8 Shovels @41.00 doz.		27.30	
12 " (Square Long Handle) 3.31		39.72	
6 Spading Forks 3.90		23.40	
36 Lawn Rakes 2.15		77.40	
12 Steel Rakes 31.00 doz.		31.00	
6 Hoes 2.05		12.30	
2500' 3/4 Garden Hose w/fittings			
@ 9.85 per 50 ft.		492.50	
6 Buckner Rotary Sprinklers			
@17.00		102.00	
1 Hudson Hand Pump & Sprayer		14.00	
1 Dobbins Power Sprayer &			
Tank Ass'y (30 gal)		<u>161.40</u>	(Estimate)
			1085.02

OTHER

6 Tons Coal @24.50		<u>147.00</u>	
			<u>4313.16</u>

GREENHOUSE 25' x 18'
BOILER ROOM 17' x 21'
TOOL SHED 20' x 21'
GARAGE 50' x 21'
HEATING SYSTEM FOR GREENHOUSE

In a brief discussion which follows, Mr. Keegan explains that the Crawford Electric Construction Co. had to be called in , in order to protect the barn that had not been damaged, and that they were afraid if they didn't fix the electrical connections, might cause a new fire in the garage building that had not been damaged. This money is for overtime pay and labor transferring plants etc.

On motion of Mr. McOsker, seconded by Mr. Lazarus, it is voted to transmit the above Resolution to the City Council with recommendation of passage.

RESOLUTION THAT THE CITY SOLICITOR CAUSE THE INTRODUCTION OF AN ACT INTO THE GENERAL ASSEMBLY RECOMMENDING A PENSION FOR FORMER COUNCILMAN JOSEPH SCHLOSSBERG. (In Finance Committee Feb. 12, 1965 - continued.)

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In a brief discussion on the above, Mr. McOsker states that the only way they could do it, would be by amending the Act, which would have to have General Assembly approval; amend the Act so that the City would not limit cases such as Joe Schlossberg's, by giving them credit for previous service in the Common Council.

Mr. Lazarus questions if it could not be a minimum of ten years in the old Council and the present council, ten years combined.

Mr. Keegan states that we will only pay them for the years from 1941 on, but this would make them eligible for the pension.

Mr. McOsker states, in other words, they would have to have ten years between both, but only get credit on the years from 1941 on.

In a further discussion it is the consensus that this Resolution should be continued and the Clerk is directed to find out the number of individuals who would be involved by combining service as either Alderman or Councilman on the old Board of Alderman or Common Council with service on the new City Council; they would have to have at least two years in the new Council in order to be considered, and set up so the total would equal ten years but must have some time in the new Council; a minimum of two years service in the new Council.

Accordingly, on motion of Mr. McOsker, seconded by Mr. Lazarus, this above Resolution is continued.

RESOLUTION (2) RE GRANTING A TAX EXEMPTION OF \$1,000.00 TO ALL OWNER - OCCUPANTS OF REAL PROPERTY IN THE CITY WHO ARE OVER 65 YEARS OF AGE. (In Finance Committee February 12, 1965 - continued.)

Mr. O'Connor states that he would like to have this Resolution continued as they have asked Mr. Cote for a list of how many people would be involved, and he is not present at today's meeting.

Accordingly, on motion of Mr. McOsker, seconded by Mr. Lynch, this Resolution is continued.

AN ORDINANCE AMENDING THE APPROPRIATION ORDINANCE CHAPTER 1644 BY APPROPRIATING THE SUM OF \$12,000 TO AN ACCOUNT KNOWN AS "REST ROOMS - ROGER WILLIAMS PARK". (In Finance Committee Nov. 27, 1964 - continued.)

In a brief discussion on the above, Mr. Keegan states that the

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Mayor would like this continued until the new Budget is prepared.

Accordingly, on motion of Mr. McOsker, seconded by Mr. Lynch,
the above is continued.

ADJOURNMENT is taken at 5:15 o'clock P.M.

Dorothy K. McGinn
Dorothy K. McGinn
Assistant Clerk

Copied *C.A.M.*

Compared *JM*