



Executive Office, City of Providence, Rhode Island

VINCENT A. CIANCI, JR.

MAYOR

October 14, 1992

The Honorable Members
The City Council of the
City of Providence
City Hall
Providence, RI 02903

Dear Honorable Members:

Pursuant to Sections 302 (b) and 813 (a) of the Providence Home Rule Charter of 1980, I do hereby appoint Mr. Boyce Spinelli of 39 Ring Street, Providence, Rhode Island 02903, as the Director of Finance and respectfully submit same for your approval.

Sincerely,

VINCENT A. CIANCI, JR.
Mayor of Providence

VAC:cmh

IN CITY COUNCIL

NOV 5 1992

READ
WHEREUPON IT IS ORDERED THAT
THE SAME BE RECEIVED.

Michael K. Clendinning CLERK

IN CITY COUNCIL

OCT 15 1992

FIRST READING

REFERRED TO COMMITTEE ON

FINANCE

Michael R. Clement CLERK



Executive Office, City of Providence, Rhode Island

VINCENT A. CIANCI, JR.

MAYOR

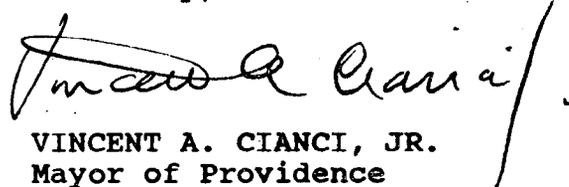
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VINCENT A. CIANCI, JR.
Mayor of Providence

VAC:cmh

State of Rhode Island
and
Providence Plantations

THE CITY OF



PROVIDENCE

I, Boyce Spinelli, do solemnly swear that
I will support the Constitution of the United States and of the State
of Rhode Island and the Providence Home Rule Charter and that
I will faithfully discharge the duties of the office of

Director of Finance

to the best of my ability.

Boyce Spinelli
Boyce Spinelli

I, Vincent A. Cianci, Jr. Mayor of Providence
do hereby certify that on the 8th day of July, A.D. 19 93,
I did administer unto Boyce Spinelli

duly appointed to the office of

Director of Finance

the above subscribed oath.

Vincent A. Cianci, Jr.
VINCENT A. CIANCI, JR.
Mayor of Providence

BOYCE SPINELLI

460 Niederwerfer Road
S. Windsor, CT 06074

24 Hr. Private Voicemail (203) 523-2843
Residence (203) ~~644-5691~~ 738-3772

PROFILE:

DIRECTOR OF FINANCE AND ADMINISTRATION

Innovative, highly ethical, energetic problem solver. Ability to communicate effectively throughout all levels of organization. Excellent results in training and motivating staff. Enjoy setting and achieving short and long term objectives. Have organization-wide perspective, but can be "hands on" when needed. Proven record of dealing effectively with the public, bankers, attorneys, CPA.s, credit rating agencies, insurance companies, and state and federal agencies.

EXPERIENCE:

TOWN OF MANCHESTER, CT
Director of Finance

1986-Present

6/92

Report to Town Manager. Direct and recommend financial policies and procedures for town; annual budget \$80,000,000. Supervise five divisions totaling 30 people; Purchasing & General Services, Accounting and Cash Management, Revenue Collection, Insurance & Risk Management, and Tax Assessment.

Selected Accomplishments:

1. Developed specifications for, and implemented fully automated management information system including accounting, financial reporting, tax and utility billing, mass appraisal, permitting, and personnel.
2. Reduced cost of insurance services, third party administrator, banking services, audit services, health care benefits, and group life insurance.
3. Streamlined and strengthened procedures in centralized purchasing, cash management, risk management, loss control, and accounting and financial reporting.

4. Developed specifications for, and implemented, consolidated banking services which greatly decreased town administrative effort, and increased interest earnings.
5. Developed request for proposals and competitive process used to select insurance agent of record.
6. Developed specifications and selected third party administrator for self-insured general liability, auto liability, and workers' compensation programs.
7. Developed request for proposals and participated in process to procure independent audit services.
8. Developed specification for, awarded contract, and monitored to successful completion the revaluation of real and personal property for ad valorem taxes.

CITY OF STAUNTON, VA
Director of Finance

1975-1986

Reported to City Manager. Directed all financial activities of the city; annual budget \$30,000,000. Supervised accounting, budget, purchasing, data processing, personnel, utility billing, tax assessment, and insurance and risk management.

SELECTED ACCOMPLISHMENTS:

- . Installed and implemented automated accounting and financial reporting system.
- . Received Certificate of Achievement in Financial Reporting from Governmental Finance Officers Association.
- . Was first Finance Director for city. Introduced and implemented centralized purchasing, consolidated banking, pooled cash, and accomplished major conversion of computer equipment.

EDUCATION

B.S., Economics, LeMoyne College, Syracuse, NY 1965
 Graduate Studies, Economics, Washington State University.

References On Request

BOYCE SPINELLI

16 Birch Road
Barkhamsted, CT
Mailing Address:
P.O. Box 616
Winsted, CT 06098-0616

24 Hr. Private Voicemail: (203) 523-2843
Residence: (203) 738-3772

CAREER-RELATED TRAINING:

- Graduated from General Electric Company Financial Management Program (FMP) in 1973. The FMP was a two and one-half year program composed of rotating on-the-job assignments and formal classroom courses in accounting, financial reporting, and financial analysis.
- Successfully completed three week-long courses in mass appraisal conducted by the International Association of Assessing Officers (IAAO). Received grade of over 90 in each course: Assessment Administration, Income Approach to Valuation, and Fundamentals of Real Estate Appraisal.
- Attended many seminars and workshops conducted by the Governmental Finance Officers Association (GFOA), including Beginning Accounting, Intermediate Accounting, Advanced Accounting, Financial Reporting, Requirements for Certificate of Achievement in Financial Reporting, Operating and Capital Budgeting, and Cash Management.
- Attended several seminars and workshops conducted by Public Risk and Insurance Management Association (PRIHA) on the administration of insurance and risk management, including the funding and administration of self-insured programs.
- Attempt to keep abreast of current developments in municipal finance administration by reading GFOA Newsletter, Government Finance, City and State, Nation's Cities Weekly, and other publications.

Lemoyne College → 1965

Boyer Spirelli

1965-67

1967-69

Washington State University - Graduate student

worked for Ford Motor
in Ann Arbor &
Owosso Michigan

worked in Controller's
office as a
financial analyst
doing analysis of
direct & indirect
Labor &
The Material budget

1969-74

General Electric
worked in Syracuse,
Utica & Portsmouth, Va

had a variety of
assignments including
accounting / financial
reporting

- Month end reporting
- plant equipment
taxes & insurance

COUNCIL PRESIDENT
JAMES A. PETROSINELLI



RESIDENCE
187 GREELEY STREET
PROVIDENCE, RI 02904

TELEPHONE
Res. 272-0472
Office 331-9795

City of Providence, Rhode Island

November 4, 1992

City Council Members
c/o City Clerk's Office
City Hall
Providence, Rhode Island 02903

Dear Council Members:

In accordance with Resolution No. 468, approved October 9, 1992, I am appointing Councilman Joseph DeLuca, Councilman Peter Mancini, Councilwoman Patricia Nolan, Commissioner John Partington, Mr. Vincent Brown, Mr. Lewis Finkel and Mr. John Rao to serve on the Committee on Gaming.

Sincerely,

James A. Petrosinelli
Council President

JAP:md

IN CITY COUNCIL
NOV 5 1992

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CLERK