

Budget & Finance Standing Committee
Thursday, April 8, 2021 – 5:30 p.m.
REMOTE MEETING
-Minutes-

Present: Chair, Councilor Melissa Cox; Councilor John McCarthy

Absent: Vice Chair, Councilor Scott Memhard

Also Present: City Clerk, Joanne Senos; CAO, Nicole Kieser; Police Chief, Ed Conley; Auditor, Kenny Costa; Harbormaster, TJ Ciaramitaro

This meeting was conducted remotely through ZOOM. All votes were by ROLL CALL.

Meeting called to order at 5:30 p.m.

Chairperson Cox announced that this meeting is being recorded by video and audio in accordance with state open meeting law. Consistent with the Governor's orders, suspending certain provisions of the open meeting law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the meeting in real time. Persons who wish to do so are invited to view the meeting and you have the information that was on the posting. If you are calling in on a phone, you can press *9 to request to speak. If you are watching on a computer or a device, there is a raised hand button that you can tap or press to request to speak. Please use either these options to be recognized to speak.

Matters were taken out of order.

- 1. Memorandum from the Community Development Director re: CPC Off Cycle recommendation for City Hall restoration*

Summary of Discussion: None.

This matter was continued to April 22, 2021.

- 2. Memorandum from the Police Chief, and #2021-SA-16 in the amount of \$70,000*

Summary of Discussion: **Police Chief, Ed Conley** stated these funds were to provide needed maintenance and repowering for the WAC SAFE Boat. **Councilor Cox** asked why these repairs were happening now as opposed to over the winter. The **Police Chief** stated it was simply a matter of having the personnel in place to complete the inspection to determine what maintenance and repairs were needed. **Councilor McCarthy** stated the WAC SAFE Boat was an expensive asset and he was glad to see maintenance being done to keep the City's fleet operational.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor McCarthy, the Budget & Finance Committee voted by ROLL CALL 2 in favor, 0 opposed, 1 absent (Memhard) to recommend that the City Council approve Supplemental Appropriation 2021-SA-16 in the amount of \$70,000 (Seventy Thousand Dollars) from the Capital Project Stabilization Fund-Undesignated Fund Balance, Account #7600-359000, to the Capital Projects Stabilization Fund - Police Dept. - Public Safety Equipment, Account #760028-585021 for the purpose of repairing and repowering the Police Dept.'s 2009 WAC SAFE Boat.

3. Memorandum from the DPW Director, and #2021-SBT-3 in the amount of \$6,842.82

Summary of Discussion: Councilor Cox stated the DPW Director and the Treasurer were unable to attend tonight's meeting. CAO, Nicole Kieser explained this was a transfer for salary to cover sick time or vacation time. Councilor McCarthy stated he wished to continue the matter as the Committee should receive a full explanation regarding the transfer of funds.

This matter was continued to April 22, 2021.

4. Memorandum from the Harbormaster re: request increase in launch fees

Summary of Discussion: Harbormaster, TJ Ciaramitaro explained this matter was believed to have been brought before B&F in 2017 with other Waterways increases and restructuring of fees but was overlooked. He explained the City Clerk's office discovered the error of the fee not being increased during an ordinance change. City Clerk, Joanne Senos informed the Committee that the matter was not put forward for B&F as it never appeared in the Mayor's report.

This matter is scheduled for public hearing on April 27, 2021.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor McCarthy the Budget & Finance Committee voted by ROLL CALL 2 in favor, 0 opposed, 1 absent (Memhard) to recommend that the City Council Amend GCO Ch. 10 "Waterways" Section 10-51(e) "Fees" by deleting the \$100 fee in the last sentence in this section and to read as follows: "A season pass for permitted mooring holders within the boundaries of the Gloucester Harbor Launch with a limit of four people will cost ~~\$100.00.~~ \$150.00."

5. Memorandum from the CAO re: increase of spending limit on DPW Snow and Ice budget (Info Only)

Summary of Discussion: None.

6. Memorandum from City Auditor regarding accounts having expenditures which exceed their authorization & Auditor's Report and other related business

Summary of Discussion: Auditor, Kenny Costa stated there were four new accounts on the report. He stated the DPW account reflects a retirement. For Inspectional Services, there was a new hire of an inspector as temporary help. He stated the accounts for Community Development and Police Administration were payroll error corrections. He stated there were two resolved items including Council on Aging and Police parking salary account.

Councilor Cox stated it would be helpful to get a biweekly or monthly report on retirements and new hires within the City.

MOTION: On a motion by Councilor Cox, seconded by Councilor McCarthy, the Budget and Finance Committee voted by ROLL CALL 2 in favor, 0 opposed, 1 absent (Memhard) to adjourn the meeting at 5:48 p.m.

Submitted by: Sherry Karvelas, Clerk of Committees

Documents submitted at the meeting: None.

Meeting Recording: <http://gloucester-ma.gov/1097/Past-Remote-Public-Meetings>