

CITY COUNCIL STANDING COMMITTEE

Budget & Finance

Thursday, March 7, 2012 – 5:30 p.m.

1st Fl. Council Committee Rm. – City Hall**-Minutes-****Present:** Chair, Councilor Paul McGeary; Vice Chair, Councilor Joseph Ciolino, Councilor Melissa Cox**Absent:** None.**Also Present:** Dale Brown and Roger Armstrong, Committee for the Arts; Noreen Burke, Health Director; Kenny Costa, Auditor**The meeting was called to order at 5:30 p.m.**

1. *Reappointment: Community Preservation Committee Stacy Randell (TTE 02/14/16)*

Ms. Randell said she had served on the committee for three years. She said she enjoyed her work on the committee and wished to continue to serve the city in that capacity. She said she had taken the state on-line ethics course and passed her certificate of completion on to the city clerk.

The councilors thanked Ms. Randell personally and her colleagues generally for the work the Community Preservation Committee does to improve the quality of life in our city.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to reappoint Stacy Randell to the Community Preservation Committee, TTE 02/14/16.

2. *Continued Business:*

Report by the Fire Department EMS Coordinator, Sander Schultz, EMT-P re: status of ambulance service revenues for FY13 to date and to receive update on performance of new ambulance billing company (Cont'd from 02/21/13) **TO BE CONTINUED TO 3/21/13**

This matter is continued to March 21, 2013

3. *Special Budgetary Transfer Request (#2013-SBT-16) from Auditor's Office*

Mr. Costa said that the amount was to be used to fund sick-leave buyback for an employee in his office. Under the union contract, the city is able to buy back accumulated sick leave in excess of 180 days, which, he said, results in a saving to the city.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council the appropriation 2013-SBT-16 in the amount of \$624.00 (Six Hundred Twenty-Four Dollars) from Treasurer/Collector, Salary/Wage-Permanent Position, Account #101000.10.145.51100.0000.00.000.00.051 to Auditor, Sick Leave Buy Back, Account #101000.10.135.51920.0000.00.000.00.051 in order to cover Sick Leave Buy Back for the Account Specialist.

4. *Special Budgetary Transfer Request (#2013-SBT-17) from Department of Public Works.*

The following four motions (agenda items 4 through 7) concerning special budgetary transfers within the Department of Public Works were recommended by the committee after examination of the requests by committee members and without further discussion.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council the appropriation 2013-SBT-17 in the amount of \$726.52 (Seven Hundred Twenty-Six Dollars and Fifty-two Cents) from DPW Central Temporary Positions, Account #101000.10.499.51200.0000.00.000.00.051 to DPW Administration Permanent Positions, Account #101000.10.421.51100.0000.00.000.00.051 for funds needed to correct budgeting shortfall.

5. *Special Budgetary Transfer Request (#2013-SBT-18) from Department of Public Works*

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council the appropriation 2013-SBT-18 in the amount of \$779.95 (Seven Hundred Seventy-Nine Dollars and Ninety-Five Cents) from DPW Central Temporary Positions, Account #101000.10.499.51200.0000.00.000.00.051 to DPW Administration Sick Leave Buyback, Account #101000.10.421.51920.0000.00.000.00.051 for funds needed to correct budgeting shortfall.

6. *Special Budgetary Transfer Request (#2013-SBT-19) from Department of Public Works*

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council the appropriation 2013-SBT-19 in the amount of \$615.00 (Six Hundred Fifteen Dollars) from DPW Central Temporary Positions, Account #101000.10.499.51200.0000.00.000.00.051 to DPW Public Service Sick Leave Buy Back, Account #101000.10.470.51920.0000.00.000.00.051 for funds needed to correct budgeting shortfall.

7. *Special Budgetary Transfer Request (#2013-SBT-20) from Department of Public Works*

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council the appropriation 2013-SBT-20 in the amount of \$500.00 (Five Hundred Dollars) from DPW Central Temporary Positions, Account #101000.10.499.51200.0000.00.000.00.051 to DPW Public Service Permanent Positions, Account #101000.10.470.51100.0000.00.000.00.051 for funds needed to correct budgeting shortfall.

8. *Memorandum from Public Health Director re: Vaccine Revolving Account requesting increase in spending limit*

Noreen Burke, public health director, explained that the city had spent close to its budgeted amount of \$30,000 for flu vaccine distribution and that more vaccine was required. She asked that the limit on spending be raised to \$45,000 in anticipation of the need. The money will be used as well to pay for home visits to persons unable to attend the clinics. The city is reimbursed for the expense but must pay for the vaccine and services up front.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council in accordance with MGL c. 44, §53E-½ to increase the spending limit for the Vaccine Revolving Fund from a spending limit of \$30,000 to a new spending limit of \$45,000 for the purchase of flu vaccines. The authorized officer of the Fund is Noreen Burke, Public Health Director. The fund is credited from fees; the balance is the available balance, and there are no restrictions to the fund.

9. *Memorandum from Committee for the Arts re: City Council acceptance of donation in the amount of \$13,200 for WPA Mural Restoration Project.*

Roger Armstrong, Committee for the Arts explained that a private donor had come forward with a gift of \$13,200 to pay for the completion of "Phase 1" of the restoration of the Charles Allen Winter murals in City Hall. **Dale Brown**, committee for the Arts, noted that the additional funding will allow the restoration of the murals in the city solicitor's office and the mayor's office and the large mural behind the stage in the Kyrourz Auditorium.

The Budget and Finance Committee joined the Committee for the Arts in asking that Mr. Armstrong convey its thanks to the donor, who wishes to remain anonymous.

MOTION: On a motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL Chapter 44, §53A to accept the donation of \$13,200 from the Belinda Fund at the Boston Foundation to be used for the restoration of the WPA murals at City Hall.

10. *Memorandum from the Licensing Board re: recommendation for fees for Seasonal Package Stores.*

There was no one in attendance from the Licensing Board, but the committee members after deliberation decided to recommend the motion go to public hearing, with a request to the Licensing Board chair that she compile a list of comparable fees from nearby communities for presentation at the hearing before the full Council.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to adopt the License and Permit fees as proposed by the Licensing Board in a February 14, 2013, memorandum and by a vote of the Licensing Board on February 5, 2013, by ADDING: “Seasonal Beer & Wine Package Stores: \$1,000 annually and Seasonal All-Alcohol Package Stores: \$1,500 annually;” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

11. *Memo from City Auditor regarding accounts having expenditures that exceed their authorization
And Auditor’s Report*

Mr. Costa said the snow and ice account had more than \$1,000,000 encumbered so far this season, not counting any costs associated with the storm that was ongoing outside the committee room. He said he hoped that the deficit could be made up before the annual recap of city finances; otherwise it would be added to the tax rate for Fiscal Year 2014.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:02 p.m.

Respectfully submitted,

**Paul McGeary, Ward 1 Councilor
Chair, Budget & Finance Committee
Substitute Recorder**

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.