

Budget & Finance Committee
Thursday, June 20, 2013 –**6:00PM.**
1st Fl. Council Committee Rm. – City Hall
-Minutes-

Present: Chair, Councilor McGeary; Vice Chair, Councilor Joseph Ciolino; Councilor Melissa Cox
Absent: None.

Also Present: Councilor Hardy; Kenny Costa; Jeff Towne; Jim Duggan; Fire Chief Eric Smith; Noreen Burke; Tom Daniel; Maggie Rosa; Stacie Couture; Stephen Winslow; Claire Brown

The meeting was called to order at 6:00 p.m. Agenda items were taken out of order.

1. Request from City Hall Restoration Commission re: acceptance of a donation in the amount of \$100,000

Maggie Rosa, City Hall Restoration Commission said this \$100,000 acceptance of a donation from the Gloucester Fund to go to the City Hall Restoration Commission is comprised of \$40,000 from a Banana's fashion show, \$40,000 from two organizations and the rest from donations by private individuals.

Councilor McGeary noted this donation will allow the City Hall window restoration project going. **Ms. Rosa** briefly reviewed for the Committee the window restoration project.

Councilor Ciolino extended his thanks to Ms. Rosa and the Commission for all their hard work.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council accept under MGL c. 44, §53A a donation of \$100,000 from the Gloucester Fund on behalf of the City Hall Restoration Commission for the purpose of the restoration of the windows in Kyrouz Auditorium in City Hall.

2. Memorandum, Grant Application & Checklist from Police Chief re: FY14 PSAP 911 Grant of \$61,795

Ms. Couture said the Police Department is asking to apply again for the Public Safety Answering Point (PSAP) Support and Incentive Grant from the state 911 department. This grant total would represent about \$35,000 for salaries and wages for operators and the rest for support contracts for computer systems. She said some of this has to do with the new records management system switch also.

Councilor McGeary discussed with Ms. Couture and Mr. Costa the current status of the state reimbursements for the FY12 and FY13 E911 training grants. **Ms. Couture** said the state has indicated the funds owed to the City for the training grant should be in the City by the end of the fiscal year, with the balance forwarded in August. They also noted that there would be a hit against Free Cash if the grant funds do not arrive by the end of a fiscal year.

Councilor Hardy asked if officers could take training classes earlier in the year so that paperwork could be forwarded to the state for grant reimbursement sooner. **Ms. Couture** said the goal for the coming fiscal year is to have all the training classes completed by January of 2014 so that this late reimbursement issue is not repeated for FY14.

Councilor Hardy expressed her concern about the Delphi contract for support of the computer assisted dispatch system submitted as part of the grant paperwork and which would be paid with part of the grant funds. She discussed several of her concerns with Ms. Couture, the Committee, Mr. Costa and Mr. Towne. It was pointed out this very preliminary contract was submitted to be a part of the grant application and is not a final contract. Councilor Hardy was assured by Mr. Costa and Mr. Towne that the contract will be fully reviewed by appropriate City staff prior to its acceptance. **Mr. Towne** said the final contract would supersede the Delphi proposal, and it will set an expiration date and further assured the Councilor that Chief Campanello will go through the contract very carefully.

Councilor McGeary also pointed out the Committee will have another opportunity to review the Delphi contract when the grant has to come before the Committee for acceptance.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council permit the Police Department to apply for the FY14 Public Safety Answering Points (PSAP) Support and Incentive Grant through the State of Massachusetts 911 Department totaling \$61,795.

3. Memorandum from Police Chief re: permission to pay invoice for services procured without a P.O. in place

Ms. Couture said a thunderstorm in August 2013 took out an electrical component in a surveillance camera in Lanesville, and that the repair was not covered under the contract, and the Police Department needed the repairs done.

Councilor Ciolino, noting this was for a security camera repair suggested a new camera would have likely cost less. **Mr. Towne** said the repair was thought to be under the maintenance agreement. He suggested that all City maintenance contracts have to be reviewed.

Councilor Cox asked whether there would be an issue of compliance if the surveillance camera, which was funded by the federal Department of Homeland Security, were down for several days. **Ms. Couture** was asked to look at the language of the grant for the surveillance cameras and contact Councilor Cox with the results.

On inquiry by **Councilor Hardy**, **Ms. Couture** pointed out this invoice came to the Committee at such a late date because the department was contesting the charge by Pasek, the company that performed the repairs. She added that, to her knowledge, there were no other outstanding invoices for the Police Department from FY13.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve payment of invoice #R 922403 dated 8/31/2013 for services rendered on 8/06/2012 by the Pasek Company in the amount of \$1,780 to repair a Police Department Homeland Security camera that failed, which repairs were not covered under the service agreement, and without a purchase order in place.

4. Memorandum, Grant Application & Checklist from Community Development Director & Public Health Director re: Get Fit Gloucester! Mass in Motion Year 5 Grant

Tom Daniel, Community Development Director, noted that the \$60,000 for the Mass in Motion-Get Fit Gloucester!, which promotes healthy, active living, is a collaborative grant between his department and the Public Health Department. He praised Stephen Winslow, Senior Project Manager, and his work on grant writing and funding for the renovation of Newell Stadium, Burnham's Field, and improvements for sidewalks, all projects that will encourage healthy, active lifestyles. The City, he noted received a Golden Shoe award for its pedestrian friendly work. He also noted the newly enacted bicycle ordinance, spearheaded by Mr. Winslow in conjunction with the Open Space & Recreation Committee.

Noreen Burke, Public Health Director, said this grant addresses the health of the City with targeting obesity. She spoke of diabetes in youth and that this is a worldwide public health issue for both youths and adults. She reviewed for the Committee the many ways this grant makes an impact on the community and that it supports many of her department's community efforts as well.

Councilor McGeary asked if metrics were being kept at the local level on childhood obesity. **Mr. Winslow** said the schools are required to track Body Mass Index (BMI), and the City's children are tracking downward which is a very good sign. Summer intern **Claire Brown** from Tufts University is helping to gather data now. **Ms. Burke** pointed to the student health survey whose results help inform her department and Mr. Winslow's efforts to frame out programs to aid in healthy lifestyle changes within the school environment to promote more physical activity and healthful eating habits. **Mr. Winslow** noted this will be a transition year with the completion of Newell Stadium and the groundbreaking for the Burnham's Field renovations to look at the next big project. He said Magnolia Woods was on his list to be looked to lay the groundwork to learn what the new programs will be, establish costs, work with the City departments as well as looking at funding opportunities. He pointed out the purpose of this grant is to have resources so the City can plan and pursue opportunities.

Councilor McGeary asked if the grant were a way to reverse the trend of diminishing physical education programs in the City's schools. **Mr. Winslow** said there are few grant opportunities for that kind of programming. One strategy being used, he said, is to increase after school fitness programs in the elementary schools, which is called Active After School Programs. **Councilor Cox** noted an after-school program at Veterans Memorial Elementary School and asked why it is situated there and not at the O'Maley School which larger facilities and more outdoor athletic fields. **Mr. Winslow** said Veterans Memorial has the highest amount of low-income students in the City, 51 percent; and because of that, grants help fund fitness and nutrition programs. It is the low-income status of the school population that triggers grant funding for pilot programs. **Ms. Brown** noted that the YMCA has taken over the after-school program at West Parish Elementary School, and in the fall of 2013 the YMCA will be offering after-school activities at all elementary schools, which will be a fee-based program.

Councilor Cox expressed her appreciation for Mr. Winslow's work, especially on Burnham's Field. She noted there is a wait list for the Burnham's Field garden even before ground has been broken for the renovation there.

Councilor McGeary inquired about the mobile farmer's market. He was informed by Ms. Brown there are eight locations based in Gloucester. She said the Open Door Food Pantry partners with other resources to bring health information to the mobile food markets to the low income families who frequent them. **Mr. Daniel** and **Mr. Winslow** spoke of the ancillary benefits of mobile food markets as well.

Mr. Towne said Mr. Winslow has been invaluable to the Newell Stadium project and keeps the Administration in the loop as to upcoming expenses and their funding sources. **Mr. Costa** expressed his agreement with Mr. Towne.

Councilor McGeary pointed out the sidewalk work in East Gloucester is visible proof of Mr. Winslow's effort also which he appreciated as Ward 1 Councilor.

Councilor Hardy asked if it was anticipated that this grant, now in its fifth year, will have a year 6 and 7 funding. Mr. Winslow said the program is expanding which comes from health and wellness trust of \$60 million that has to be spent in a certain limited number of years, so whether Gloucester will continue to receive the grant is hard to predict. Funding for Year 4 has been received, he said.

Councilor Ciolino asked how much of Mr. Winslow's salary comes out of this grant. Mr. Daniel said \$50,000 is for Mr. Winslow's salary, which represents an 80 percent of the cost of his position including benefits. Twenty percent of the cost of his position comes from the General Fund. **Mr. Winslow** noted has also now taken up the responsibility for the Brownfield grants which may lead to his salary and benefits being entirely funded from grants.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council accept under MGL c. 44, §53A the Mass in Motion Municipal Wellness and Leadership Program Grant through Health Resources in Action Grant for Year 5, from May 15, 2013 to May 15, 2014 for a total of \$60,000.

5. Memorandum from Mayor to City Council re: Settlement of Fire Department Contract

Fire Chief Eric Smith outlined the agreement struck with the firefighters' union. He said it is felt that this is a job well done in resolving matters with the union. As of July 1, 2014 (the start of FY15) all four fire stations will be open full time which he said will increase the safety of citizens and firefighters. Under the agreement, the current four work groups in the department will be reduced to three, with each firefighter working a 56-hour shift. Fewer but larger work groups will reduce the requirement for overtime to keep stations open, he pointed out. He said the reorganization is a major change in the structure of the department. **Chief Smith** said the department has embraced this change and noted this is a major change in department structure that is not common in the state or throughout New England. Under the agreement the three groups will consist of 24 firefighters versus four groups of 18 under the current agreement. Firefighters who are out sick, on medical leave or taking a training course during work hours will not cause closure of stations or the need for overtime to keep stations open. He noted that FY14 will be just like FY13 in that he will likely come forward mid-year for overtime funding to keep outlying stations open intermittently. The changes need to be integrated slowly, he said, since this will affect vacation schedules and other aspects of the firefighters' work lives, which is why this new infrastructure change will go into affect in the next fiscal year allowing for a much smoother transition.

Councilor Ciolino said that he wished to see the Bay View station opened more often until that transition takes place. **Chief Smith** said he will work with CAO, Jim Duggan, and the Mayor to work out a plan of what can be done.

Councilor Hardy said as Ward 4 Councilor she would ask the Fire Department to look at staffing Bay View around the clock for holidays like the 4th of July, Thanksgiving and Christmas, and also at the start of the heating season when furnaces are turned on. **Chief Smith** said dates for traditional peak fire calls will be reviewed.

Councilor McGeary asked about the cost of the budget for the manning of three shifts of 24 firefighters. **Chief Smith** said the estimates are based in the increase of work hours, 14 hours per pay period which is a large increase. He said it is a huge investment by the City, about \$1.7 to \$1.9 million, and also the 2 percent Cost of Living increase affects that total also. **Mr. Towne** said the overtime savings is estimated to be about \$250,000 under the new plan. This year it would be about \$450,000. The net increase includes the savings in overtime. **Chief Smith** said the department won't be calling back firefighters to cover stations during a working fire as often as they have done in the past. When all the stations are open the City should be able to manage a second alarm on its own he pointed out. Overtime will stay in the budget, **Chief Smith** noted, but he said it is hoped the overtime costs will decline. Any savings would fall to the bottom line starting in FY15.

Councilor McGeary asked about the capital investment in the Magnolia station. **Chief Smith** said in consultation with DPW Director Michael Hale and Facilities Manager James Hafey, he estimates \$140,000 in capital improvements are required for the station. The roof has been replaced, but significant work remains to be done. Some of the cost will depend on whether the DPW can do the work or if it has to be contracted out. There is one year sort out the details, and on July 1, 2014 that station will be open, he said.

Councilor McGeary asked about long-term impacts of firefighters retiring sooner with this new manning infrastructure. **Chief Smith** said it doesn't change the age of retirement, and it is the same number of years of service. **Mr. Costa** said the big savings is from any newly hired firefighters that come in after April 2012 the age to reach retirement is increased in a tiered manner by a certain number of years according to the state's pension reform. Anyone hired before that time is covered by the pension rules in force at the time of hiring.

6. *CC2013-021 (Verga) Develop and implement a use and fee structure for the Magnolia Woods facility under GCO Sec. 2558 and amend GCO by adding new subsection 2-555(1) (a) entitled, "Use & Fee Structure"*

This matter was continued to September 5, 2013 awaiting input from the DPW Director.

7. **DEP Written Determination (MGL Chapter 91) for Temporary Parking Facility at 65 Rogers Street (DPA)**

The committee took official notice of the communication. No further action was taken. This matter is closed.

8. *FY13 Special Budgetary Transfers and Supplemental Appropriations*

Councilor Hardy noted that as transfers are coming directly to the Committee because the transfers are related to the closing of the books on Fiscal year 2013 and there was time pressure to act before the year's end. The transfers and appropriations did not come through the Mayor's Report as is normal procedure, so a special agenda was created for tracking purposes to be offered at next Monday's City Council meeting. **Councilor McGeary** said a second consent agenda will be created for the Council meeting of the 24th for all other matters coming forward from this B&F meeting.

Mr. Towne, speaking to 2013-SBT-41 said depending on the number of hours the part-time people work, the account will possibly short, and noting there is only one payroll left in FY13. By friendly amendment the Committee changed the language for the purpose of 2013-SBT-41.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-41 for \$801.10 from Police-Administration, Salary/Wage-Permanent Position, Account #101000.10.210.51100.0000.00.000.00.051 to Police-Parking, Salary/Wage-Part-time Position, Account #101000.10.218.51250.0000.00.000.00.051 to increase hours of part-time parking enforcement officers through June 30, 2013.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-42 for \$6,767.50 from Police-Administration, Sick Leave Buy-Back, Account #101000.10.210.51920.0000.00.000.00.051 to Police-Uniform, Salary Wage-Overtime EMT, Account #101000.10.211.51340.0000.00.000.00.051 to correct a deficit in the account.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-43 for \$1,918.12 from Police Investigation, Investigations, Account #101000.10.212.55910.0000.00.000.00.054 to Police-Uniform, Salary/Wage-Part-time Position, Account #101000.10.211.51250.0000.00.000.00.051 to correct a deficit in the account.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-44 for \$1,942.18 from Police-Administration, Miscellaneous Special Officer Supplies, Account

#101000.10.210.54290.0000.00.000.00.054 to Police-Administration, Salary/Wage-Overtime, Account #101000.10.210.51300.0000.00.000.00.051 to cover Police Department overtime during St. Peter's Fiesta, June 26 through June 30, 2013.

Mr. Towne said that the balance in this account will go to \$19,000 with this transfer. The transfer is to make sure there is enough overtime funding through June 30, 2013. The account is not in deficit yet. **Mr. Costa** agreed. There was a friendly amendment by the Committee to have the purpose reflect the reason for the transfer.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-45 for \$7,000.00 from Police-Uniform, EMT Tuition/Training, Account #101000.10.211.53004.0000.00.000.00.052 to Police-Uniform, Overtime E911, Account #101000.10.211.51320.0000.00.000.00.051 to cover overtime through June 30, 2013.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-46 for \$3,820.00 from Police-Parking, Parking Meter Maintenance, Account #101000.10.218.52570.0000.00.000.00.052 to Police-Uniform, Sal/Wage-Overtime, Account #101000.10.211.51300.0000.00.000.00.051 to cover overtime expenses through June 30, 2013.

Mr. Towne said every year \$650,000 is budgeted for Snow & Ice and this year \$250,000 is coming from his department's debt payment accounts to cover the Snow & Ice overages. The overages have ranged annually between \$800,000 and \$1.4 million, although the previous winter was atypical with no Snow & Ice deficit due to lack of snow accumulation. He pointed out that \$250,000 has always been appropriated within his department's accounts with full disclosure to the B&F Committee. The additional money gives him flexibility when he issues bonds for the city, but in most years, it becomes an available reserve to cover deficits at the end of the fiscal year. Very often it is the snow and ice removal account that is in deficit. If he didn't have that money set aside, he said, the City would be scrambling to cover deficits most years. If a significant snow and ice deficit appears likely, he said, he will alert departments to hold the line on spending and not "spend down" accounts at year's end to ensure there will be money available at year's end. For Fiscal 2014, Free Cash is being tapped knowing that some unspent funds will be certified as Free Cash at the end of Fiscal Year 2013. **Mr. Towne** said that by March there was a \$594,000 deficit on Snow and Ice. He said he has to "bank" some money in certain line items in order to handle this deficit and does his best to make sure money from lag money, energy saving projects, etc., is aside for the Snow and Ice deficit. He also pointed out that School Department money doesn't normally contribute any surplus funds to Free Cash and the Snow and Ice deficit. As the motions are read, he said, he wanted it known that he has done his professional best to hold the line on a well crafted budget as voted by the City Council.

Councilor Hardy said this is the second year the City is mandated to fund Snow and Ice removal at \$650,000. Is the City mandated to stay at this rate or can it raise it, she asked. **Mr. Towne** said the Snow and Ice funding must be maintained for a set period of time. He thought it was three years, but would check, he said.

Councilor McGeary discussed the merits of a Snow and Ice Stabilization Fund, which he said he felt could help with the issue of transparency. **Mr. Towne** said he has come to the conclusion the best method would be to put more money in Snow and Ice and let it fall to the bottom line if unspent and be certified later as Free Cash. He has changed his stance. He said at one time he had suggested a Snow and Ice Stabilization Fund but didn't think it was the best way now as once funds are removed from the Stabilization Fund they have to be replenished, and said that a stabilization fund is no good if it is not replenished each year.

Councilor McGeary said should there be an extra \$250,000 from Free Cash; why not create a reserve for appropriation account. **Councilor Hardy** said she agreed Snow and Ice should be funded up front. She and **Mr. Towne** agreed the Snow and Ice annual budget should reflect a five year average snow removal cost.

Mr. Costa said the method of using the debt service to hold funds to cover deficits in the Snow and Ice account is common practice among many communities statewide. **Mr. Towne**, he pointed out, may actually need that money in his debt account for City borrowing as well to take advantage of a particular rate which comes forward quickly which would require quick action on his part.

Mr. Towne reiterated that to say he is squirreling money away was untrue. He said there has to be a decision on the funding of Snow and Ice. He noted there is an average deficit of \$1.2 million for Snow and Ice annually. He said has done everything he can to improve the financial situation of the City, but was very disturbed that he was being cast in the light of possibly doing something inappropriate with his department's funding when it was

absolutely not the case. **Mr. Towne** said he looked forward to working with the Council and the Administration to have a realistic dedicated funding source for Snow and Ice. **Councilor McGeary** agreed that the City needed to be a fiscally conservative with regard to the Snow and Ice accounting and funding.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-47 for \$3,519.40 from DPW – Snow & Ice – Replacement of Equipment, Account #101000.10.423.58700.0000.00.000.00.058 to DPW – Snow & Ice – Other Equipment Maintenance, Account #101000.10.423.52480.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-48 for \$4,101.94 from DPW – Snow & Ice – Replacement of Equipment, Account #101000.10.423.58700.0000.00.000.00.058 to DPW – Snow & Ice – Other Equipment Maintenance, Account #101000.10.423.54850.0000.00.000.00.054 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-49 for \$933.03 from DPW – Snow & Ice – Replacement of Equipment, Account #101000.10.423.58700.0000.00.000.00.058 to DPW – Snow & Ice – Food & Food Service, Account #101000.10.423.54900.0000.00.000.00.054 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-50 for \$10,667.54 from DPW – Snow & Ice – Replacement of Equipment, Account #101000.10.423.58700.0000.00.000.00.058 to DPW – Snow & Ice – Snow Removal Contracts, Account #101000.10.423.53900.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-51 for \$15,778.09 from DPW – Snow & Ice – Replacement of Equipment, Account #101000.10.423.58700.0000.00.000.00.058 to DPW – Snow & Ice – Overtime, Account #101000.10.423.51310.0000.00.000.00.051 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-52 for \$122,467.13 from Treasurer/Collector – Debt Service – Long-Term Principal, Account #101000.10.145.59100.0000.00.000.00.059 to DPW – Snow & Ice – Salt/Sand, Account #101000.10.423.55410.0000.00.000.00.054 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-53 for \$38,040.41 from Treasurer/Collector – Debt Service – Long-Term Interest, Account #101000.10.145.59150.0000.00.000.00.059 to DPW – Snow & Ice – Salt/Sand, Account #101000.10.423.55410.0000.00.000.00.054 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-54 for \$3,524.23 from Treasurer/Collector – Debt Service – Long-Term Interest, Account #101000.10.145.59150.0000.00.000.00.059 to DPW – Snow & Ice – Snow Removal Contract, Account #101000.10.423.53900.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

On inquiry by **Councilor McGeary**, **Mr. Towne** explained that the DPW-Facilities-Electric Power Non-Street references power for City buildings, not street lights. The funds coming from this one account is going to two separate accounts. The savings were gained from the price of natural gas coming down along with electric rates, and shutting down large portions of the Fuller School, **Mr. Towne** said, and added this is either the first or second year

that the contract for energy pricing as negotiated by DPW Director Hale. It is not related to the impact of the wind turbines revenue, **Councilor McGeary** noted.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed that the City Council approve Special Budgetary Transfer 2013-SBT-55 for \$63,288.23 from DPW – Facilities – Electric Power Non-Street, Account #101000.10.472.52110.0000.00.000.00.052 to DPW – Snow & Ice – Snow Removal Contract, Account #101000.10.423.53900.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-56 for \$48,358.27 from DPW – Facilities – Electric Power Non Street, Account #101000.10.472.52110.0000.00.000.00.052 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-57 for \$36,075.00 from DPW – Facilities – Salary/Wage Full-time, Account #101000.10.472.51100.0000.00.000.00.051 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-58 for \$16,000.00 from Public Health – Salary/Wage Perm Position, Account #101000.10.510.51100.0000.00.000.00.051 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-59 for \$9,427.00 from Assessments, Vocational School Assessment, Account #101000.10.942.56200.0000.00.000.00.056 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-60 for \$20,000.00 from Legal – Legal Consultations, Account #101000.10.151.53140.0000.00.000.00.052 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-61 for \$14,000.00 from Treasurer/Collector – Salary /Wage Perm Positions, Account #101000.10.145.51100.0000.00.000.00.051 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-62 for \$6,000.00 from Inspectional Services – Salary /Wage Perm Positions, Account #101000.10.241.51100.0000.00.000.00.051 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-63 for \$300.00 from Licensing Board – Contractual Services, Account #101000.10.165.52000.0000.00.000.00.052 to Licensing Board – Salary/ Wage – Part-time Position, Account

#101000.10.165.51250.0000.00.000.00.051 for the purpose of funding the Part-time position through June 30, 2013.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2013-SBT-64 for \$2,501.54 from the Legal – Salary/Wage Part-time Position, Account #101000.10.151.51250.0000.00.000.00.051 to Library – Sick Leave Buy Back, Account #101000.10.610.51920.0000.00.000.00.051 to correct a deficit in the account.

On inquiry by Councilor McGeary, Mr. Towne and Mr. Costa said there will remain \$738,701 left in Free Cash, once the supplemental appropriation 2013-SA-135 is approved by the Council. Mr. Towne explained that the reason this transfer was recommended was that, although the city anticipates reimbursement for Snow and Ice removal associated with the February blizzard of up to \$225,000 from MEMA (Massachusetts Emergency Management Agency), MEMA has in the past been so slow to reimburse the City. He said he was concerned the reimbursement funds would come to the City beyond the 90 days window in order for the City to accrue the revenue to FY13 which would have an affect on Free Cash. Mr. Towne said he and Mr. Costa agreed that the money should come from Free Cash now, and when the reimbursement money comes in from MEMA it will be deposited immediately into the General Fund and drop to the bottom line. If it should come late, it would be certified as part of the City's Free Cash for FY14 which Mr. Costa added was the worst case.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Supplemental Appropriation 2013-SA-135 in the amount of \$214,000.00 (Two Hundred, Fourteen Thousand Dollars) from the General Fund, Unreserved Fund Balance ("Free Cash"), Account #101000.10.000.35900.0000.00.000.00.000 to DPW – Snow & Ice – Snow / Ice Contracts, Account #101000.10.423.52970.0000.00.000.00.052 for the purpose of covering the Fiscal Year 2013 Snow & Ice deficit.

8. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization And Auditor's Report*

Mr. Costa reviewed his reports with the Committee (submitted at the meeting and placed on file).

A motion was made, seconded and voted unanimously to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

- **Actual Amount Overdrawn Report and Projected Amount Overdrawn Report from Kenny Costa, City Auditor**