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10 DEC -9 AM 9:52

# City of Gloucester

## City Council

CITY HALL • GLOUCESTER • MASSACHUSETTS • 01930  
Telephone 508-281-9722 Fax 508-281-8472

CITY COUNCIL STANDING COMMITTEE  
**Budget & Finance Committee**  
Thursday, December 16, 2010 – 6:00 p.m.  
1<sup>st</sup> Fl. Council Conference Rm. – City Hall

### AGENDA

1. *Continued Business:*

- A) FY 2011 School Lunch Budget
- B) Memorandum of Understanding between the City and the School Department Regarding Transfer of Funds
- C) End of Year Financial Report Prepared by the School Department

2. *Talbot Rink Sustainability from Revenues*

3. *Memorandum from Harbormaster re: \$26,000.00 appropriation from Waterways Enterprise Retained Earnings for purchase of new Harbormaster Vehicle*

4. *Memorandum from harbormaster re: \$20,000.00 appropriation from Waterways Enterprise Retained Earnings for repairs to the magnolia Pier Public Landing*

5. *Grant Applications Process: Discussion*

6. *CPA Applications: Discussion on Motions for City Council*

7. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization*

### COMMITTEE

Councilor Steven Curcuru, Chair  
Councilor Paul McGeary, Vice Chair  
Councilor Jacqueline Hardy

Committee members – Please bring relevant documentation

Back-up and Supporting Documentation all on file at the City Clerk's Office, City Hall

CC: Mayor Carolyn Kirk  
Jim Duggan  
Kenny Costa  
Jeffrey Towne  
Superintendent Joseph Connelly  
Tom Markham  
Harbormaster Jim Caulkett



Nineteen Harbor Loop  
Gloucester, MA 01930

TEL 978-282-3012  
FAX 978-978-281-4188  
jcaulkett@gloucester-ma.gov

CITY OF GLOUCESTER  
HARBORMASTER'S OFFICE

Memorandum

RECEIVED

NOV 22 2010

Mayor's Office

From: Jim Caulkett, Harbormaster  
To: Mayor Carolyn Kirk  
Date: November 22, 2010  
Subject: Mayor's Report to Council

Mayor Kirk,

In your next Report to Council, Budget and Finance Committee will you please include this request;

The Harbormaster's Office requests an appropriation in the amount of \$26,000.00 from the Waterways Enterprise Retained Earnings (700000.10.000.35900.0000.00.000.00.000.) to the Waterways Capital Outlay Enterprise Vehicles (700000.492.58750.0000.00.000.00.058) for the purpose of purchasing a new Harbormaster vehicle.

If you have any questions please feel free to contact me.

Sincerely,

Jim Caulkett

Cc: Kenny Costa, Gloucester City Auditor  
Jeff Towne, Chief Financial Officer

**Committee Reports:**

Operations & Finance: Anthony stated Jim Marshall gave a good report on the mooring survey. It was noted that out of 1,100 moorings only 300 were not found. A Tuff Book has been purchased to be used for future surveys. Cost to repair the cross braces on the Magnolia pier is \$19,140.00. The float ramp is also in need of repairs. An estimated cost to replace the Harbormaster's truck is \$25,200.00 and an estimated cost of \$10,000.00 for an access ramp off Trefry Park in Rocky Neck.. A motion by Arthur Sawyer was presented to the full Board for funding for repairs to the Magnolia pier in the amount of \$20,000.00 and a new truck in the amount of \$26,000.00 was unanimously passed. It was noted that approval from the City Council for funding from the reserve account for these items may be needed. Jim told the Board the use of "free cash" for FY2011 cannot be used until the State certifies it; therefore, the Board cannot go before the City Council at this time. Purchasing will not put these 2 items out to bid until certification is complete. Magnolia pier repairs and the truck were sent back to committee.

Public Facilities: Cate informed the Board that the neighbors of Stanwood Point Landing will mark the derelict boats left on the landing for removal and the Shellfish Warden and Conservation Commission will work on a permit to repair the stone wall. Cate and David inspected several Public Landings and found the need to check all Public Landings. The Regulations Review Committee will work on Public Landings Regulations. Cate stated her concern with the loss of revenue when issuing moorings permits. Discussion followed.

Waterways Safety: No report

Regulations Review: Board members went over the proposed Mooring Regulations changes. Cate suggested the Board approve the proposed changes to date. The City Council approves any changes to the Ordinances. >**Motion:** On a motion of Chairman Bent, second by Arthur Sawyer the Board voted unanimously to accept the proposed mooring changes to date.

Board members discussed proposed changes to the Wait List. It was suggested changing the timely return from 45 day to 30 days. Board members agreed to keep the number of days as 45. Discussion continued.

>**Motion:** On a motion of Chairman Bent second by David Murray the Board voted unanimously to approve all changes subject to City Council approval.

Jim noted that the State Director must certify our regulations.

**Continuing and Other Business:** Chairman Bent requested comments from Board members on the review of the Harbor Economic Plan. These comments need be given to Chairman Bent before the review meeting and he will present them at the meeting.

There being no other business the meeting adjourned at 9:30 p.m.

**Board goes into executive session.**

Respectfully submitted,

Shirley M. Edmonds



Nineteen Harbor Loop  
Gloucester, MA 01930

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FAX 978-978-281-4188  
jcaulkett@gloucester-ma.gov

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HARBORMASTER'S OFFICE

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This request is made based on a unanimous vote of the Waterways Board during their October 6, 2010 meeting, minutes attached.

If you have any questions please feel free to contact me.

Sincerely,

Jim Caulkett

Cc: Kenny Costa, Gloucester City Auditor  
Jeff Towne, Chief Financial Officer

**Committee Reports:**

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Respectfully submitted,

Shirley M. Edmonds