

Budget & Finance Committee
 Thursday, June 6, 2019 – 5:30 p.m.
1st Fl. Council Conference Room – City Hall
-Minutes-

Present: Vice Chair, Councilor Scott Memhard; Councilor Jamie O'Hara (Alternate)

Absent: Councilors Cox and Hecht

Also Present: Kenny Costa; Jim Destino; John Dunn; Mike Hale; Jenna Newbegin; Vanessa Krawczyk

The meeting was called to order at 5:33 p.m. Matters were taken out of order.

1. Memorandum from Director of Veterans Services re: request acceptance of donations totaling \$210

Kenny Costa, City Auditor, pointed out that Mr. Curcuru, Director of Veterans' Services has done a great job and brought \$10,000 for the city's veterans over the last six months job to which **John Dunn**, CFO, offered his agreement. **Councilor Memhard** added his agreement saying Mr. Curcuru is offering a great service to the city's veterans.

Councilor O'Hara offered that today was the 75th anniversary of D-Day and thanked all veterans who fought in that action, mentioning his aunt and his father, both of whom served with the U.S. Navy during WWII. He also extended his thanks to all parents whose children are currently serving in the United States military protecting our country's freedom.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, to recommend that the City Council accept under MGL c. 44, §53A, donations from members and business partners to the Cape Ann Office of Veterans' Services for the purpose of supporting on-going efforts to serve Veterans and Active Duty military for a total of \$210.00 as follows:

<u>Name/Entity</u>	<u>Dollar Amount</u>	<u>Date Received</u>
P. Michael Earl	\$ 20.00	02/27/2019
Virginia R. McKinnon	\$115.00	03/18/2019
Virginia R. McKinnon	\$ 75.00	01/28/2019
TOTAL:	\$210.00	

2. Memorandum from Director of Public Health re: request acceptance of a MDS Foundation Grant in the amount of \$1,980

Jenna Newbegin, Public Health Dept. Grants Manager, explained that the Health Department's Children's Dental Center is in receipt of a \$1,980 Mass. Dental Society's MDS Foundation. This grant will fund about 66 transport by school bus from area schools to the Dental Center to provide services to kids during the school year. **Councilor Memhard** asked if this was something new that the city didn't have access to previously. **Ms. Newbegin** advised that this grant was successfully applied for and awarded in 2017.

Councilor O'Hara asked about the dental clinic services and its location. **Ms. Newbegin** explained that the Children's Dental Clinic is located in the Curtis Clark Building at 99 Prospect Street. They primarily work with children on MassHealth from underserved families and the uninsured, to provide dental services from education to fillings, extractions, cleaning; anything aside from emergency dental care for which they are referred, with orthodontic services coming forward. **Councilor O'Hara** noted fortunately in Massachusetts, all children are covered across the board and pointed out that there's is no reason for a child to go without dental care, receiving confirmation from **Ms. Newbegin**. He suggested the restriction is getting the word out to parents and guardians that these services are available locally. **Ms. Newbegin** advised that there are some dental clinics/centers that don't accept MassHealth. **Councilor Memhard** highlighted that this grant is specific to transportation services supporting access. This eliminates one barrier to dental care for some children and their families, **Ms. Newbegin** advised.

COMMITTEE RECOMMENDATION: On motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, to recommend that the City Council accept under MGL c. 44, §53A, a private grant for \$1,980 for FY19 Massachusetts Dental Society MDS Foundation for the purpose of a transportation program for school-aged children in Gloucester, to be transported to and

from area schools in the City of Gloucester to the Children's Dental Center. Grant funds must be expended by April 30, 2020. There is no local match for this grant.

3. *Memorandum from CFO re: requesting creation of a new General Capital Project fund from remaining cash balances for school building interior/exterior door replacements*

Mr. Dunn explained that the Public Works Department has come up with a list of work for the O'Maley School and the High School door replacements. In order to fund this work he explained he looked for completed General Fund capital projects and sweeping those funds, including Water and Sewer Enterprise Funds, dormant funds already borrowed and putting them in another fund to enable the door replacement project. Referring to the submitted list of items to the Committee (on file), he advised that the balance that can't be covered by this Loan Order, they'll utilize the School Use Fund to pay for the rest of the doors. The DPW plans to do this work during the summer for the least disruption to the educational process. This process allows for internal funding, **Mr. Dunn** added.

Councilor Memhard asked what work the project encompasses; was it for security; accessibility or a combination of the two. **Mike Hale**, Public Works Director, advised it is a combination of a number of issues at the O'Maley Innovation Middle School and GHS. He described the situation at the two schools as follows: There are four exterior doors at O'Maley to be replaced – by the auditorium facing the courtyard and the exterior cafeteria doors that receive deliveries. At GHS it will be for the old and new entrances which have multiple large doors with side and transom lights. All these doors, he noted, receive tremendous use and abuse. They've gone to card readers in most of their doors, and this will enhance it. The balance of doors at O'Maley are interior fire doors which helps separate parts of the school when not in use. There are some individual room doors, and referred to a list (on file); mentioning fire rated doors necessitated by Fire Code that are worn out (40+ years old). This is another wave of door replacements, mentioning a wave of door replacements about five years ago, pointing out that there are hundreds of doors in these buildings.

Councilor O'Hara noted that although this seems like a lot of money, he explained that commercial doors have expensive hardware although the door may not be that pricey. He highlighted that top quality hardware is expensive but an important necessity for the protection of city schools. They need doors that are safe and secure. He also pointed out that security of municipal buildings is important given the country's current environment.

Councilor Memhard expressed agreed these doors get a lot of use and kids typically don't pay attention to gentle wear and tear. He conveyed this is a sound step towards good custodianship of these buildings.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, to recommend that the City Council authorize the following loan order:

Ordered: That in accordance with c. 44, §20 of the General Laws, the \$31,207.89 unexpended balance of Fund #5026 initially borrowed to pay the costs of Gloucester High School Renovations, the \$10,857.26 unexpended balance of Fund #5035 initially borrowed to pay the costs of FY2014 School Building Improvements and the \$24,609.08 unexpended balance of Fund #5045 initially borrowed to pay the costs of FY2017 Building Improvements, which projects are complete and such amounts are no longer needed for the projects are hereby appropriated by this Council to a new General Government Capital Project Fund for a total amount of \$66,674.23 to pay the costs of improvements in the O'Maley Innovation Middle School and Gloucester High School, including the payment of any and all costs incidental and related thereto.

This matter will be advertised for public hearing.

4. *Memorandum from CFO re: loan authorization request in the amount of \$1,800,000 for funding to replace 6,000 feet of water main along Englewood Road and abutting streets in Magnolia*

Mr. Hale explained that Englewood Road and Lake Road have voted to enter the private way paving betterment process. As they go through the feasibility study looking at these roads for consideration they also look at infrastructure. He recounted that from 2004-2006 there were water main improvements along Magnolia Avenue and Magnolia Village to the water side of Norman Avenue. This remains original water main in this neighborhood -- pipes from the 1930's which are unlined cast iron. He pointed out that just past Chateau Heights there is 200 feet of

'unmaintained' infrastructure, part of Englewood Road, which will be included. This project will see the installation of mostly 8" water mains, the requisite number of fire hydrants (11 total); nearly 6,000 feet of pipe; combination of 27 6" and 8" valves. For a small neighborhood this is a lot of work, he noted. If this Loan Order goes through, he advised this project this would be undertaken to get the water main done this fall and get the binder down.

Councilor Memhard asked how this project is coordinated with the residents stepping up the roadway betterment because this is going hand and hand with that particular project. **Mr. Hale** noted that the feasibility study required he look at the infrastructure, and this is aged infrastructure that needs replacement. These mains are power mains. There is no charge back to for the water work, other than the rate which everyone pays for water. There are a few neighborhoods city-wide that have old distributions systems and this is one of them, he pointed out, and makes sense to do now. **Mr. Dunn** noted that this will be charged to the debt service when the project is completed and will be calculated into the water rate in the future. **Councilor Memhard** recounted that the neighborhood residents are stepping up to a roadway betterment paving project which make them ultimately responsible for the final road paving subsequent to this project's completion.

Brian Cassidy, 3 Lake Road, expressed appreciation for Mr. Hale's work with the neighborhood to educate them and for his plan to replace these waterlines. He mentioned the last time Lake Road was paved was 1985. He conveyed this is important to fund the project before the paving is done. He noted that it means a betterment of about \$6,100 per household on Lake Road and about \$4,200 per household on Englewood Road. He mentioned that these roads are in extreme state of repair. He expressed support for prompt action on the water line funding.

Councilor Memhard expressed thanks to the abutters and to Councilors Nolan and O'Hara.

Cheryl Silva, 26 Englewood Road, asked about the sequencing of the project and what it may entail. **Mr. Hale** advised the water main will be installed; they'll come back to grade, compact and bind (the first course of paving) the roads. They come back a season later and put on the top paving coat. **Ms. Silva** noted that if the city is going to replace the water mains and then repave the road, why are they assessed an improvement to repave the road. **Mr. Hale** responded that the city isn't repaving the road. They're doing the water main because the residents are paying the city through a betterment to pave their roads. He reiterated the sequencing of the project for Ms. Silva saying that the first step is the loan, then to out to bid in August for September construction.

Councilor Memhard advised that the city is barred legally from expending funds for road reconstruction on private roads but the city is responsible for the infrastructure. He cited that this is a true partnership between the municipal infrastructure work and the roads' residents stepping forward to pay for the road betterment.

Alison Hodgkins, 12-14 Englewood Road, asked how long the project will take. **Mr. Hale** explained that the water main construction is close to three months, including the grading and laying down the binder course.

Councilor Memhard pointed out this is the first step to authorizing an expenditure for the city's obligation, and as Mr. Hale conveyed, they'll then proceed with the bidding process and getting the infrastructure work done.

Councilor O'Hara added this is a lengthy process, not unlike the work recently on Souther Road which is in the queue for a betterment paving. He advised that this project will be an inconvenience to the neighborhood but Mr. Hale wants to get a course of paving down before winter with everything completed and in the spring or summer to lay the final course of pavement. He expressed his appreciation for Mr. Hale taking the time to convey information to the neighbors. Fire protection is important, and this project will help, he highlighted. He asked if the old water lines will be taken out. **Mr. Hale** noted they pipes may likely go along the same corridor, but may be left in place to avoid bypass. The plan is to do the work this fall. If there is an opportunity that slips from him, he can't start this work in October. **Jim Destino**, CAO, conveyed that the economy is very good, and because of that, when they go out to bid, the bids are coming in higher. These days they might only get one or two bids. When Mr. Hale advises things happen to delay projects, this is one of those situations that they can't control.

Jane Cunningham, 4 Lake Road, expressed concern about access to residences during the project. **Councilor O'Hara** noted there may be an inconvenience but assured there would be police details to control traffic and that residents will have access to and from their homes. **Councilor Memhard** assured that Mr. Hale with his experience will see to a quality work project. It is an end product that will have at least a 20-25 year life as to the roadway. **Ms. Cunningham** mentioned a drainage issue on her property describing a situation of abutting properties water draining onto her property creating a constant pool of water, and asked for assistance in this matter. **Councilor Memhard** advised they'll try to address this as best they can, but this may be an issue between private property owners. It should be well documented and her Ward Councilor and Mr. Hale would be the people to document in advance of the project. **Mr. Hale** advised he would ask the city engineer to review the situation.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, to recommend that the City Council authorize the following loan order:

Ordered: That the City of Gloucester appropriates One Million Eight Hundred Thousand Dollars (\$1,800,000) to pay costs of installation of replacement water mains, hydrants and valves along Englewood Road and abutting streets, including costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Ch. 44, Sec. 8(5), or pursuant to any other enabling authority. The Mayor and any other appropriate official of the city are authorized to apply for, accept and expend any grants or gifts that may be available to the City to pay costs of the projects. Any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Ch. 44, Sec. 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

Further Ordered: That the Treasurer is authorized to file an application with the Municipal Oversight Board to qualify under Ch. 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

This matter will be advertised for public hearing.

5. Addendum to the Mayor's Report: Request approval for the Recreational Trails Program Grant in the amount of \$49,000 for the Gloucester Watershed & Open Space Public Access Upgrades in Magnolia

Mr. Hale explained as follows: The city was in receipt of state Department of Conservation and Recreation grant award of \$49,500. The city's Environmental Engineer was working with the Open Space & Recreation Committee regarding access to certain public wooded areas in the city. Parking has been eliminated along Essex Avenue by MassDOT in the past two years limiting access to Fernwood and Haskell because of no parking on Route 133 anywhere. This grant requires a \$73,373 match which will be comprised of in-kind services through DPW equipment, labor and management. **Mr. Hale** advised some of this funding will be used for the creation of a parking area at the gate of Fernwood at Route 133, by moving the gate in a bit to allow people a place to park. He mentioned the city worked with the Essex County Green Belt Association for creation of a parking area for access to the Thompson Reservation off of Concord Street a few years ago. He noted that parking area has worked out very well for access to trail walking. This grant will facilitate trail marking, and they'll work with the Cape Ann Trail Stewards for wayfinding flagging at Haskell. He reported that people are still interested in trail walking at Fernwood but there's no place to park which limits public access. He also mentioned the Haskell Loop Road around the reservoir is not well marked, and this will help with trail markings for flagging and wayfinding markers along that trail system. He conveyed there was some discussion about parking at Lawrence Mountain Road where a piece of land was given to the city, which the city purchased with a grant, to be used for park purposes. He touched on a situation that has prohibited any city trail project there saying he was working with Councilor Nolan to get the issue resolved. That piece of land is adjacent to Red Rocks that also has no parking on Route 133. He pointed out when he speaks about parking he is speaking about space for three to five cars.

Councilor Memhard conveyed this is a positive step forward to gain access to city recreational area.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, to recommend that the City Council accept under MGL Ch. 44, §53A a federal grant from the U.S. Department of Transportation, Federal Highway Administration Recreational Trails Program through the Mass. State Department of Conservation and Recreation Recreational Trails Program, a Gloucester Watershed & Open Space Public Access Upgrades Project Grant for a total of \$49,500. An in-kind match or matching funds is a minimum of 20% of the total project cost. The proposed match for this project is \$73,373. The grant is effective through December 31, 2020.

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

Mr. Costa reviewed the previously submitted documentation with the Committee with commentary by **Mr. Dunn**.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:20 p.m.

Respectfully submitted,

Dana C. Jorgenson

Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.