

Budget & Finance Committee
Thursday, September 19, 2019 – 5:30 p.m.
1st Fl. Council Conference Room – City Hall
-Minutes-

Present: Chair, Councilor Melissa Cox; Vice Chair, Councilor Scott Memhard

Absent: Councilor Hecht

Also Present: Kenny Costa; Assistant Fire Chief Joseph Aiello; Karin Carroll; Gregg Cademartori; Jaimie Corliss; Vanessa Krawczyk

The meeting was called to order at 5:32 p.m. Agenda Item #4 was taken up first.

1. Memorandum, Grant Application & Checklist from the Fire Chief re: request acceptance of a State Legislative Exempt Grant in the amount of \$50,000

Assistant Fire Chief Joseph Aiello, advised the Fire Department is in receipt of a State Legislative Exempt Grant for a total of \$50,000 to be used to purchase firefighter turnout gear gained through the assistance of State Senator Bruce Tarr. This is a portion of what the department needs to provide their firefighters with a critical second set of turnout gear. This is a reimbursement grant with no local match which will help bring the department to industry standard, and be able to rotate out old turnout gear. He described how turnout gear is the basic protective gear for firefighters briefly, noting this will purchase 40 units of turnout gear with the rest purchased from department budgeted funds.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Cox, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Hecht) absent, to recommend that the City Council accept under MGL c. 44, §53A, a state grant from the Massachusetts Department of Fire Services, a FY20 State Legislative Earmark Grant in the amount of \$50,000 for the purpose of purchasing 40 units of Turnout Gear for full-time and on-call firefighters to respond to emergencies. The grant period is through June 30, 2020.

2. Memorandum, Grant Application & Checklist from Public Health Director re: request acceptance of a 5-year Substance Abuse and Mental Health Services Administration (SAMHSA) Grant in the amount of \$1,261,615 re: request acceptance of FY20 State 911 Support & Incentive Grant in the amount of \$86,795 from the Executive Office of Public Safety & Security

Karin Carroll, Public Health Director, announced her department had received a coveted 5-year Substance Abuse and Mental Health Services Administration (SAMHSA) grant for a total of \$1,261,615. This grant is for Gloucester only.

She described the grant funds will be used to: support youth, mental health, and substance abuse prevention trauma-informed with expansion for a girl's curriculum in grant year 3 or 4; providing the Gloucester Police Department with critical incident training. The grant will also allow continuation and expansion of the YRBS program which is the department's main source for gathering youth risk behavior data. This will also fund a school program for smoking cessation for teens; to build up diversion programs through the YMCA; in-house school programs, and supports to reduce MIA sentencing and suspensions. There will be work with the Veterans Memorial Elementary School which is a "trauma informed school" already. Also planned is work on policies and procedures in the schools. Partners for this grant execution are the Gloucester Police Department, the Gloucester Public Schools, Children's and Family Services and the Lahey Hospital System. There is no cash or in-kind match required.

Councilor Memhard asked how much of what Ms. Carroll reviewed is new programming or is it a new funding stream to fund existing programs. Ms. Carroll advised it is a bit of both; with those programs that now exist they will be able to expand them and touched on some of those programs briefly such as YRBS and Kops & Kids all of which was written into this grant programming. Councilor Memhard expressed he was pleased this will be an opportunity to put a structure in place so that they can anticipate problems coming the city's way, mentioning

the legalization of marijuana and various products as with vaping, which may allow the city to get out in front of these issues. **Ms. Carroll** added it also allows the team to stay in place for the next few years.

Councilor Cox asked how much of this grant goes towards paying for staff versus program materials. **Ms. Carroll** advised it is probably about half and half. It will pay for about 1.5 FTE in the department and possibly some clerical time as well, confirming they will add another person to the department.

Both **Councilors Cox** and **Memhard** offered their congratulations to Ms. Carroll.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Cox, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Hecht) absent, to recommend that the City Council accept under MGL c. 44, §53A, a federal grant from the Substance Abuse and Mental Health Services Administration (SAMHSA) for the purpose of mitigating risk factors for underage substance misuse in the City of Gloucester by bolstering youth resiliency and applying a trauma-informed approach. The grant period is for a five-year grant total in the amount of \$1,261,615 which breaks down as follows:

Year 1 (09/30/2019-09/29/2020)	\$248,612
Year 2 (09/30/2020-09/29/2021)	\$250,428
Year 3 (09/30/2021-09/29/2022)	\$252,284
Year 4 (09/30/2022-09/29/2023)	\$254,178
Year 5 (09/30/2023-09/29/2024)	\$256,113

The grant period is from September 30, 2019 through September 29, 2024.

3. Memorandum from Veterans Services Director re: request acceptance of donations to support Cape Ann Veteran's Services

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Cox, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Hecht) absent, to recommend that the City Council accept under MGL c. 44, §53A, cash donations from various donors 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 \$1,248.00.

4. Memorandum from Planning Director re: request acceptance of an award from the Department of Energy Resources (DOER) Green Communities Division for the Gloucester High School Energy Projects in the amount of \$112,852

Gregg Cademartori, Planning Director, explained as follows: From application to grant award has been a six month timeframe, with the city only recently being notified of its Green Communities grant totaling \$112,852. They will use utility rebates and incentive funds received from past energy efficiency projects as the local match, although it isn't required by the grant. The project breaks down as \$77,165 for the GHS LED lighting improvements and \$35,687 for the EMS connection and programming. They're short for the project as the grant application request was for \$143,000. The approach taken was that as they do these energy efficiency projects, they receive utilities rebates (Mass Electric/National Grid and Boston Gas). Over the last several years they've collected a variety incentives and have two funding accounts -- one account with about \$109,898 and a second with a balance of \$32,179 and can make up the funding gap from these accounts. He indicated the city will contribute about \$81,500 and receive \$112, 852 from the grant for the two projects. These projects aren't labor intensive and if they do it in a timely manner they'll be able to apply for next year's grant round. Mentioning the energy efficient, computer controlled HVAC system installed in the new West Parish School, he indicated such computer controls will be installed that will connect the various independent HVAC components at the High School. Computer control of the system will create advantages of being able to regulate the environment with settings such as occupied and unoccupied and having alerts on components when they are not functioning properly or go down. The lighting project encompasses the gym which has outdated lighting fixtures and will see them replaced with more efficient lighting fixtures. The use of the grant funding is strictly limited to these two stated uses.

Councilor Cox expressed concern about investing in older school facilities in light of discussions on school replacement. While she pointed out she didn't foresee the High School being replaced too soon, although indicating that it seems that the High School is close to the end of its useful life. **Mr. Cademartori** noted the High school is one of the largest energy consumers of all the city facilities. Payback on installation of energy efficiencies isn't that long a timeframe. The High School was specifically targeted because it will take a much longer planning process to determine what happens to it in 10-20 years. **Councilor Cox** asked if this grant could be used for City Hall. **Mr. Cademartori** noted it could, citing the oil boiler conversion to gas at Beeman and City Hall. There are other facilities that may have more pressing needs and aren't eligible for these funds, he pointed out. This is focused on the biggest returns and for those facilities that will be on line for a certain length of time. **Councilor Cox** expressed further concern that city staff is expending time for grants that benefit the school side where the city side is having to carry the budget for the school facilities upgrades and maintenance, touching on that matter briefly. She advised she will be in favor of accepting this funding because the end result is a savings to the expending of funds on the city side. She indicated that the energy cost savings should stay with the DPW because they're doing the work. **Mr. Cademartori** offered that Public Works is responsible for all the city facilities maintenance and are driving most of the decisions as to what needs to get done also keeping in mind budgetary limitations. He noted the advocacy to keep earmarked funds from incentive programs to be set aside for these types of purposes which is now being done.

Councilor Memhard noted it was indicated that there is about \$140,000 of accrued rebates and incentive monies and about \$81,500 of it will be applied to a match although not specified for this grant but to qualify for this award. **Mr. Cademartori** mentioned the decision was made to get the full award of the \$112,852 and make up the difference of about \$31,000 with the incentive funds. They'll also receive rebates as part of this project. As to the timeline as to when that investment returns to the city is unknown at this point, but he noted that once the new lighting is installed, the city will see a difference in its costs from "Day 1."

Councilor Cox asked for a breakdown summary of where the monies come for the GHS projects prior to the September 24th City Council Meeting.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Cox, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Hecht) absent, to recommend that the City Council accept under MGL c. 44, §53A, a grant from the Mass. Executive Office of Energy and Environmental Affairs, Department of Energy Resources (DOER), a Green Communities Competitive Grant Program in the amount of \$112,852 to be used specifically for: \$77,165 for the GHS LED lighting improvements and \$35,687 for the GHS -EMS connection and programming. The grant period is through September 30, 2020.

5. *Memorandum from Community Development Director re: request approval of an off-cycle recommendation for the Stage Fort Park Advisory Committee-Landscape Design*

Jaimie Corliss, Grants Administrator, with **David Dow**, Chair of the Stage Fort Park Advisory Committee (SFPAC) explained that the Community Preservation Committee (CPC) is recommending an off-cycle funding to support the SFPAC landscape design project. This application was originally combined with the SFPAC's 2018 application for the cannon repair design. The CPC determined it was best to separate the two projects and have the landscape design portion be submitted independently and off-cycle.

Mr. Dow spoke further to the application for CPA funding by describing the professional design plan as critical to the restoration of the park's "Fort" area. The grant proposal will fund the first stage of a multi-year project to restore that area of Stage Fort Park and its connecting pathways. The design will be the basis for the rehabilitation of the cannons and battlements of the Fort. The design work will be done by a group that has worked for the city before, it was noted. This will then connect the Fort area of the park to the Visitor's Center through a newly designed pathway.

Councilor Cox spoke to **Mr. Dow** about the historical survey done by UMass, noting it was for an area outside of the "Fort" itself. He touched on some of the results briefly noting Gloucester Historical Commission is looking for funding for a further study. **Mr. Dow** advised he'd be most interested in finding the location of the barracks saying that it would take a further archeological study.

Councilor Cox touched on the application which indicated a budget of \$2,000 to be earmarked for the maintenance of the Fort with Mr. Dow. **Ms. Corliss** reminded the Committee that while they are discussing various parts of the restoration of the Fort and what it would take to do so, this off-cycle application is strictly limited to the landscape design.

Councilor Cox asked why this application was chosen to be managed off-cycle. **Ms. Corliss** explained that this was at the request of the CPC to separate the SFPAC application which combined the restoration of the Fort cannons from the landscaping design project.

COMMITTEE RECOMMENDATION: On motion by Councilor Memhard, seconded by Councilor Cox, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Hecht) absent, to recommend that the City Council appropriate up to \$20,000 (Twenty Thousand Dollars) from the Community Preservation Act funds as recommended by the Community Preservation Committee to provide off-cycle funding for the purpose of The Stage Fort Park Advisory Committee and the Gloucester Public Works Department to conduct an architectural design plan of the landscape project for pathways connecting the Fort area and the Visitor Center at Stage Fort Park. The appropriation will be allocated to the Open Space and Recreation category and be funded by up to \$20,000 from the Open Space and Recreation Reserves in Fund #4510. The project will be tracked in the Community Preservation Fund – Open Space and Recreation Capital Projects Fund #5719.

This matter will be advertised for public hearing.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:16 p.m.

Respectfully submitted,
Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.