

Budget & Finance Standing Committee
Thursday, September 17, 2020 – 5:30 p.m.
REMOTE MEETING
-Minutes-

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

Also Present: Mayor Sefatia Romeo Theken; Vanessa Krawczyk; Joanne M. Senos; John Dunn; Kenna Costa; Jennifer Donnelly

This meeting was conducted remotely through ZOOM
All votes by ROLL CALL

Meeting called to order at 5:30 p.m.

Councilor Cox announced that this meeting is recorded by video and audio in accordance with state open meeting law. Consistent with the Governor's orders, suspending certain provisions of the open meeting law and banning gatherings of more than 25 people, this meeting will be conducted by remote participation. The public may not physically attend this meeting, but every effort will be made to allow the public to view and listen to the meeting in real time. Persons who wish to do so are invited to view the meeting and you have the information that was on the posting. If you are calling in on a phone, you can press *9 to request to speak. If you are watching on a computer or a device, there is a raised hand button that you can tap or press to request to speak. Please use either these options to be recognized to speak.

1. Memorandum from Veterans Services Director re: request acceptance of a donation in the amount of \$75.00

Summary of Discussion: Vanessa Krawczyk, Interim CAO, spoke on behalf of Veterans Services Director Adam Curcuru, and advised the Committee that the donation was to support active duty and veteran military families in the community.

Questions from the Committee: None.

COMMITTEE RECOMMENDATION: On motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council accept under MGL c. 44, §53A, a cash donation in the amount of \$75.00 from Linda and Edward Comeau to be used to support the on-going efforts to serve our Cape Ann Veterans and Active Duty military communities.

2. Memorandum, Grant Application & Checklist from the Public Health Director re: request acceptance of a Bike Plan Mini-Grant in the amount of \$1,000

Summary of Discussion: Jennifer Donnelly advised the Committee that the mini grant, applied for through Cape Ann Mass in Motion, is for the purpose of community engagement work around the idea of a bike friendly Cape Ann.

Questions from the Committee: None.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council accept under MGL c. 44, §53A, a private grant from the Massachusetts

Bicycle Coalition in the amount of \$1,000 for the purpose of initiating a community engagement plan with residents and leaders of four communities (Rockport, Gloucester, Essex & Manchester-by-the-Sea) around improvements for safe and equitable biking and creating a Cape Ann Regional Bike Master Plan, building upon the existing work of the Cape Ann Mass in Motion Coalition. The grant period is through December 31, 2020 and there's no matching local funds.

3. Memorandum from General Counsel re: request to pay FY20 invoice with FY21 funds

Summary of Discussion: John Dunn, CFO, advised the Committee that General Counsel encumbered money in FY20 for the invoice, but the invoice amount exceeded the encumbrance so the balance needs to be paid with FY21 funds.

Questions from the Committee: None.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council in accordance with MGL c. 44, §64 approve payment of a prior year invoice from LexisNexis Invoice #1881400X dated June 10, 2020, to be paid with FY2021 General Fund Legal Department budgeted funds for a total of \$254.10.

4. Memorandum from CFO re: loan authorization request for ancillary costs not included in the Schematic Design Submission to the MSBA for the East Gloucester/Veterans Memorial Consolidated School Project in the amount of \$4,200,000

Summary of Discussion: John Dunn, CFO, advised the Committee that there would be aspects of the East Gloucester/Veterans Memorial School project that would not be reimbursable through the MSBA. Non-reimbursable aspects are: relocation of the ballfield; swing space for students and faculty during construction; demolition of the East Gloucester Elementary School and renovation of the site into passive recreation land. All of the projects will have to be bid or put out as an RFP. Currently, there is not a definitive scope, and only gross cost estimates are available:

- Ballfields, relocation/renovation, access roads, parking, turf fields/sod estimated cost: \$1.5 - \$2,000,000
- Swing space (including minor renovations to swing space) estimated cost: \$1,000,000
- Demolition and renovation of East Gloucester site estimated cost: \$1,200,000

If the override fails to pass on November 3, 2020, the loan authorization would be rescinded.

Councilor Questions:

Q.1 (Cox): Where did the estimate for the ballfield come from?

A (Dunn): The DPW Director had a conversation with the contractors who worked on the High School. The cost range is due to the cost differences between turf (higher cost) and sod (lower cost) installation.

Q.2 (Cox): Is the City looking at using Saint Ann's for swing space?

A. (Dunn): That is currently unknown. The City will have to put out a RFP.

Q.3 (Cox): Did the estimate for demolition come from the DPW Director?

A. (Dunn): That estimate came from the design team and architects.

Councilor Cox allowed an attendee at the meeting to ask a question.

Q. 4 (Mary Ann Albert Boucher, 93 Mt. Pleasant Avenue): Is the \$4,200,000 loan order one of potentially more loan orders?

A. (Cox): This is just an estimate. The project could come in lower or higher than this amount.

A. (Dunn): There is the potential for additional costs, but they have not been seen in two years of discussion.

Q.5 (McCarthy): Will the debt service on the \$4,200,000 be part of the debt exclusion vote by the public?

A. (Dunn): No.

Both **Councilor Cox** and **Mr. Dunn** advised the public that if there is evidence of additional costs outside of the scope of what has been discussed that anyone is aware of that has not surfaced, they should let the Administration/City Council know.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Standing Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend the City Council approve the following loan authorization as follows:

Ordered: That the City of Gloucester appropriates Four Million Two Hundred Thousand Dollars (\$4,200,000) to pay costs associated with the East Gloucester/Veterans Memorial Consolidated Elementary School Project including, but not limited to, demolition and additional sitework at the current East Gloucester Elementary School site, ballfield relocation, and swing space 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. Chapter 44, Section 7, 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 Chapter 44, Section 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 Finance Oversight Board to qualify under Chapter 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 is advertised for public hearing on Tuesday, September 22, 2020.

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

Summary of Discussion: Kenny Costa, Auditor, advised the Committee that there are no items.

MOTION: on a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed to adjourn the meeting at 5:57 p.m.

Minutes submitted by Grace E. Poirier, Assistant City Clerk