

Budget & Finance Standing Committee
Thursday, June 17, 2021 – 5:30 p.m.
REMOTE MEETING
-Minutes-

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

Also Present: Auditor, Kenny Costa; Police Chief, Ed Conley; Director of Elder Services, Elise Sinagra; Assistant to CAO, Chris Sicuranza; Clerk of Committees, Sherry Karvelas

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

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

Chairperson Cox announced that consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning certain gatherings such that an in person meeting of the Budget & Finance Standing Committee is not possible, 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 and participate when necessary.

Matters were taken out of order.

1. Memorandum from Police Chief and #2021-SBT-10 in the amount of \$5,500

Summary of Discussion: **Police Chief, Ed Conley** stated he was requesting a transfer of funds from the Animal Control budget, where funds were set aside for various services that Animal Control provided, but were not provided over the last fiscal year. He stated the funds would be transferred to Police-Admin, Office Furniture to be used to purchase furniture for the roll call room.

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 approve Special Budgetary Transfer #2021-SBT-10 in the amount of \$5,500 from Account #0129252-520000, Animal Control, Purchase of Services, to Account #0121058-585013, Police-Admin, Office Furniture for the purpose of purchasing new furniture in the roll call room.

2. Memorandum from Police Chief and #2021-SBT-11 in the amount of \$32,000

Summary of Discussion: The **Police Chief** stated he was requesting a transfer of funds from excess funds in the Police-Uniform, Salaries to Police-Uniform, Vehicles for the purpose of purchasing a cruiser for the Community Impact Unit (CIU). The **Police Chief** explained a second officer had been added to the CIU and were in need of an additional vehicle. He stated \$32,000 was the full cost of the cruiser, including lights.

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 approve Special Budgetary Transfer #2021-SBT-11 in the amount of \$32,000 from Account #0121151-511000, Police-Uniform, Salaries, to Account #0121158-585001, Police-Uniform, Vehicles for the purpose of purchasing a cruiser for the Community Impact Unit (CIU).

3. Memorandum from Police Chief and #2021-SBT-12 in the amount of \$7,600

Summary of Discussion: The Police Chief stated this was a transfer of excess funds in the Police-Uniform, Salaries account to Police-Uniform, Public Safety Equipment for the purchase of Taser holsters.

He stated by next week the final phase of deploying Tasers for the patrol staff would be completed. He explained that each individual officer did not receive their own Taser, but would receive a Taser holster, and the Tasers would be handed off from one shift to another for now.

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 approve Special Budgetary Transfer #2021-SBT-12 in the amount of \$7,600 from Account #0121151-511000, Police-Uniform, Salaries, to Account #0121158-585021, Police-Uniform, Public Safety Equipment for the purpose of purchasing Taser holsters.

4. Memorandum from Public Health Director requesting acceptance of Public Health Excellence Grant for Shared Services in the amount \$223,651.82

Summary of Discussion: The Public Health Director, Karin Carroll, was unable to attend B&F due to a meeting conflict. Members of the Committee had a discussion about bringing this matter forward to City Council, but would keep the matter off the Consent Agenda for discussion.

COMMITTEE REPORT: On a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to accept under MGL c. 44, §53A, a state grant from the Massachusetts Department of Public Health (MDPH), a Public Health Excellence Grant Program for Shared Services in the amount of \$223,561.82 for the purpose of improving effectiveness and efficiency of local public health by committing to regional shared services agreements to develop sustainable business models. The grant period is through June 30, 2022 and there is no local match requirements.

5. Memorandum from Director of Elder Services re: FY21 Title III-B Older Americans Provider Services Grant Contract Amendment

Summary of Discussion: Elise Sinagra, Director of Elder Services, stated the Title III-B Older Americans Act Grant was an annual grant. She stated this was a two-year contract awarded by SeniorCare to provide outreach social work services in the amount of \$9841 awarded each year.

COMMITTEE REPORT: On a motion Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to accept under MGL c. 44, §53A, a federal grant passed through the Mass. Executive Office of Elder Affairs through SeniorCare, Inc., for a Title III-B Older Americans Act Grant for \$9,841.00 for FY2021. Funds are to be used to supplement the hours and part-time salary for an Outreach Coordinator Worker at the Rose Baker Senior Center. The grant period is from October 1, 2020 through September 30, 2021, and there is a minimum 10% local match for this grant.

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

Summary of Discussion: Auditor, Kenny Costa stated there were 22 accounts on the overdrawn report, with 6 new accounts. The Auditor stated for end-of-year transfers he would provide an Excel

spreadsheet under his section of the agenda, and as of right now he did not see any issues with any of the accounts.

MOTION: On a motion by Councilor Memhard, seconded by Councilor McCarthy, the Budget and Finance Committee voted by ROLL CALL 3 in favor, 0 opposed to adjourn the meeting at 5:51 p.m.

Submitted by: Sherry Karvelas, Clerk of Committees

Documents submitted at the meeting: None.

Meeting Recording: <http://gloucester-ma.gov/1097/Past-Remote-Public-Meetings>