

CITY COUNCIL STANDING COMMITTEE
Budget & Finance Committee
Thursday, May 17, 2012 – 5:00 p.m.
1st Fl. Council Committee Rm. – City Hall
-Minutes-

Present: Chair, Councilor McGeary; Vice Chair, Councilor Joseph Ciolino; Councilor Melissa Cox

Absent: None.

Also Present: Kenny Costa; Jeff Towne; Donna Compton; Deputy Chief Miles Schlichte; Mike Hale; Sarah Garcia; Gregg Cademartori

The meeting was called to order at 5:02 p.m. Items were taken out of order.

1. Continued Business (from 05/03/12):

A) Memorandum and Grant Application and Checklist from CAO re: Essex Heritage Visitor Center Grant

Jeff Towne, CFO explained the Administration is seeking permission to apply for the Essex Heritage Visitor Center grant through the National Park Service to fund a bus tour for all the volunteers to become familiar with all the local sites of interest, and to purchase print material at the visitor's center for historic sites in the Essex National Heritage area. There is a match for a minimum of \$2,500 for which FY12 tourism budget was used and is deemed acceptable as a match. There is no out-of-pocket match to the City. **Councilor McGeary** clarified that the \$2,500 from the Tourism budget is not earmarked for a specific purpose other than general support of the visitor's center. He knew it was a practice noted that it has been past practice of the visitor's center to refer people to Gloucester sites only; but with this grant they would now be required to refer visitors to other sites outside of the city. **Mr. Towne** confirmed it is a requirement of this organization that volunteers have knowledge of all the program material and provide that information to visitors (information provided to them by the other sites in the Essex National Heritage Area that they print and make available for distribution). The purchase of print material would be for Gloucester site information. He noted the tour for the forty volunteers is the least expensive portion of the use of the funds; the tour will encompass all of the Gloucester attractions. **Councilor Ciolino** commented this has been done in the past and expressed his appreciation that the City was applying for the grant.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to permit the Mayor's Office to apply for a Essex Heritage Visitor Center grant through the National Park Service for \$2,500 with a \$2,500 match from the FY12 Gloucester Visitor Center budget for volunteer support and promotional materials.

B) Review and Recommendations for the Disposition of Real Property for the Maplewood School

Donna Compton, Purchasing Agent, stated based on feedback from the P&D Committee the RFP has been amended to read that the building is to be used for elderly and/or veterans housing made up of 12 one-bedroom units. The minimum bid is \$100,000. **Councilor McGeary** noted at the last meeting, Michael Faherty had suggested an alternative financing scheme. **Ms. Compton** stated she did not get in touch with Mr. Faherty because the Gloucester Code of Ordinances, Sec. 2-3(4) states clearly that, "...a minimum bid must be established by the City Council." The Committee briefly discussed the minimum bid and confirmed it at \$100,000. **Councilor McGeary** pointed out that the ordinance requires that all prices shall include a \$200 charge for administrative costs also. In response to an inquiry by **Councilor Ciolino** as to the condition of the building, **Ms. Compton** pointed out the RFP states clearly that the property is "as is". The RFP would be available in early June and open for one month.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council that Request for Proposal #12165, as received by the B&F Committee on 05/07/2012, for Disposition by Sale of the Maplewood Avenue School, 120 Maplewood Avenue, be authorized by the City Council pursuant to the terms and conditions of the RFP and pursuant to the Code of Ordinances Sec. 2-3(a) (2) and MGL c. 30B with a minimum bid of \$100,000.

C) Memorandum from City Auditor re: Auditor's Office Reorganization Request

Kenny Costa, City Auditor explained that the last two years he has focused on improving the financial controls and reporting of the City. He said it took 1,400 hours when Sullivan & Rogers (the city's outside auditors) came in to audit the city; and over the last two years it has been cut by 300 hours to 1,100 hours which he noted shows a lot of progress. It shows on the internal controls report that there were no findings under that section B of the audit report. This was one of his major goals when he first came on board. In the first year they had 15 findings in 2009; the second year for FY10 there was three and now there are none.

The Grants Compliance Manager. In FY11 there was \$6.2 million of federal expenditures; and there were 70 findings on those grants over the last three years. The large number of findings could put grant funding at risk, he said. In addition, funds already received might have to be returned to the grantor because of so many findings which is a great concern. In FY11 there were 27 findings, FY10 there were 31 findings, and FY09 there were 16 findings. This is an area which needs improvement and wishes to bring someone in to help him and the city to resolve these findings in different departments. **Councilor McGeary** noted this would be for all grants. **Mr. Costa** stated this would be for federal and state grants for the City and the Schools. He spoke to the City of Chelsea who has someone doing this function on each side. He expressed he was comfortable that one Grants Compliance Manager could handle both sides. **Mr. Towne** strongly supported this position, and recommended this be in the reorganization of the Auditor's office. While this position is not funded in the FY13 budget, it is on the priority list when funding becomes available, one of the top two. **Councilor McGeary** stated they can assign a pay scale to it. **Mr. Costa** commented if this position doesn't go through, he would have to set time aside to do this function and is yet another reason why he is doing this reorganization. **Mr. Towne** stated there is no issue with creating the position and not funding it in the budget. They did the same thing with the recent Community Development Department reorganization. He has made clear to the Mayor and the CAO that he fully supports this move to reorganize the City Auditor's office. When they apply for grants, part of this salary will be a part of the administrative costs of the grants. Chelsea already does this. He felt the position is warranted and shares Mr. Costa's concerns regarding the findings. He said he had never had this many findings in any place he has worked. It is a concern and has been pointed out for several years in the audit, and is a significant issue. Mr. Costa meant he wished to resolve the findings and put the internal controls and procedures to prevent these findings and see that the grants are administered appropriately. Someday down the road if the grant monies die out, the position would go away. He noted that the indirect cost rate can take care of a good portion of the salary of this position. He stated that, "the Administration supports it." While it was one of the last things cut from the budget for FY13, they are postponing other positions in favor of this one and one other position to be added. **Mr. Costa** emphasized this is a real concern; many communities in the same position and have had to pay grants back. **Mr. Towne** commented the earliest they'd get someone on board would be January 1st but would likely be February or April 2013. It will not have much impact on the results of FY13 audit but would make a difference to the FY14 audit. Councilor Cox asked if a grant was found to fund the position would they go for it. Mr. Towne stated they would go for it but didn't know that one did exist for such a purpose. Councilor Cox asked where this person would be housed. **Mr. Costa** and Mr. Towne suggested the Grants Compliance Manager's office could be where the old payroll office was. However, this position would be a roaming position; that person would go where the grants are –especially Community Development, the Health Department and the School Department. Mr. Towne commented when the wind turbines finally are in place, they'll have known savings which could also help with the funding of the position; but they could also look to free cash; but it would be funded in the next fiscal year in the budget.

The Assistant City Auditor is moving from an M5 to an M7; and the General Ledger Accountant from an M4 to an M6. These two positions are in GMMA as would the new position of Grants Compliance Manager. **Mr. Costa** assured the Committee these positions would have room to grow. These positions are in the FY13 budget. They are tied out to where the salary range is. He noted at O&A it was recommended he show the changes in the positions' responsibilities, and pointed out the memo in the B&F agenda packet dated April 13th showing the additional responsibilities of the new position of the Grants Compliance Manager, the Assistant City Auditor, the General Ledger Accountant and the Account Specialist. None of these responsibilities were in their job descriptions when he came to the City. He expressed he is looking to assure that the City will never not be able to close their books. Right now he is the only person on staff who can do that from beginning to end. He wants to have the Assistant City Auditor to be able to do the same thing. It is very expensive to hire someone from the outside at \$150/hour. There is a lot of work that goes behind closing those books to get it ready for the financial statement audit; the tax recap, free cash, etc. They need a solid close. **Mr. Towne** pointed out that is what stalled the Schools End of Year Report in the past. **Mr. Costa** would provide the training to the Assistant Auditor and would still supervise the closing of the books. This is so they can get it ready to submit the balance sheet to the DOR for free cash. They have to work

with other departments regarding grant deficits also. Grants are a hit against free cash. They are already talking to the departments about deficits. **Councilor McGeary** pointed out he didn't want to see too many levels of bureaucracy. Pay ranges for the Assistant City Auditor currently is \$50,260.77 to \$59,468 at an M5. The pay range for M7 is \$58,628.43 to \$69,352.92. Although the Assistant City Auditor would be taking on all these new responsibilities, he explained he will still have open lines of communications with the staff. **Mr. Towne** commented it would be helpful to be able to have him and Mr. Costa participate in outside training for five days and know many issues while they are gone could be handled by their staff. **Mr. Costa** noted the CAFR Report is a big undertaking and something he is working towards. The information has to be given to the outside auditor and takes a lot of hours on his part. He will have to work with Mr. Towne on this; and it will be a "feather in the city's cap"; as it is the highest financial reporting in the nation. The rating agencies would look very favorably on such an undertaking as well. He also described the types of review they do to help prevent findings. The Assistant City Auditor also reviews the Schools End of Year Report to help prevent more findings. **Councilor McGeary** asked if in this reorganization they would be able to help the School Department more. **Mr. Costa** stated the School Department is paying for a consulting service to help them do that particular reporting.

The General Ledger Accountant would move up two pay grades from an M4 with a pay range of \$47,410.65 to \$56,088.90 to an M6 with a pay range of \$54,280.17 to \$64,219.05. **Mr. Costa** stated that a large part of this job is Chapter 90 reporting. They have a system with the DPW Director, himself and the General Ledger Accountant who take care of the reporting. It is all being reconciled and is working well between them. The MSBA school roof project is a new responsibility also. He and the General Ledger Accountant went to the MSBA in Boston to learn their "ProPay" system. Their office works with the State and Jim Hafey, the Facilities Manager on this. If there is a new school that is partially funded by the MSBA, reimbursements will have to be done and the burden falls on their department. That is the responsibility of the General Ledger Accountant. These are more timely on-going reimbursement payments.

The Account Specialist is proposed to be raised from a current pay grade of 8, \$33,726.42 to \$57,063.52 to a pay grade of 8A, with a pay scale of \$36,521.73 to \$49,219.38 (see April 13th memo summarizing added responsibilities).

[Note: Due to a typographical error in the O&A Committee meeting minutes of 4/30/12, the City Charter section noted in the first motion is listed as Sec. 7-2, when in fact, the correct Section of the City Charter is as it appears below is Sec. 7-1 "Reorganization Plans by City Council" and in the motion for the Grants Compliance Manager the "M" was omitted from the pay grade and should read "M7".]

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend to the City Council to accept the City Auditor's Reorganization Plan based on the chart as submitted to the City Council on April 24, 2012 in accordance with the City Charter Sec. 7-1; AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed, in connection with the City Auditor's Reorganization Plan to recommend to the City Council to Amend the Personnel Appendix A and B of Section 4 of the Personnel Ordinance designated as Appendix C of the Gloucester Code of Ordinances as follows:

1. That Appendix A, Classification Plan be amended by adding a new position of "Grants Compliance Manager";
2. That Appendix B, Compensation Plan be amended by setting the compensation for said position of "Grants Compliance Manager" at the Pay Grade of M7; AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to amend the Gloucester Code of Ordinances, The Personnel Ordinances, Appendix C., Compensation, Appendix B to change the pay grade for the position of Assistant City Auditor from M5 to M7; AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to amend the Gloucester Code of Ordinances, The Personnel Ordinances, Appendix C., Compensation, Appendix B to change the pay grade for the position

of General Ledger Accountant from M4 to M6; AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to amend the Gloucester Code of Ordinances, The Personnel Ordinances, Appendix C., Compensation, Appendix B to change the pay grade for the position of Account Specialist from Pay Grade 8 to Pay Grade 8A; AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

2. Memorandum from DPW Director re: Requesting permission to pay invoices for items procured without a Purchase order in place

Mike Hale, DPW Director explained that this is for purchasing without a purchase order in place, a \$561 invoice for ready-mix concrete, which he termed “an honest mistake”. Gloucester Transit Mix on Emerson Avenue went under that name for years. The Benevento Corp. bought Gloucester Transit Mix which then became Gloucester Ready Mix; for which there was another contract with Benevento for other materials, asphalt, and concrete. Gloucester Ready Mix was resold and become Gloucester Transit Mix again. When they called the same telephone number used for years, the phone bounced to Benevento Concrete Corp. in Wilmington and concrete. They took delivery the next day for the 12 yards of concrete that was ordered. Assistant DPW Director, Mark Cole realized when given the invoice from the Facilities Manager, Jim Hafey that he found the concrete had been ordered from the wrong contract holder. To remediate the situation, they now have the correct contact number in place; and there is now an open purchase order with Gloucester Transit Mix. This was for the Good Harbor Beach men’s room floor. Procedures are in place to prevent this from happening again.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council, in accordance with MGL c. 30B, to pay Invoice #204039, dated 3/31/12 from Benevento Concrete Corp. for concrete procured on March 30, 2012, at a cost of \$561.00 without a purchase order.

3. Memorandum from Harbor Planning Director re: Grant from Mass. Seaport Advisory Council in the Amount of \$4.536 million for the repair & reconstruction of Stacy Boulevard Sea Wall and the northeast Side of the Blynman Bridge

Sara Garcia, Harbor Development Director, explained that these are projects that have been on the DPW needs list for quite some time. They’re trying to get the Seaport Advisory Council (SAC) to consider the seawall repair project. Previously SAC has not been willing to fund seawall repairs in general unless they can make a case that the need for the repair is related to movement of people and goods, as there are many communities looking to repair seawalls. They look at it as infrastructure work. This time they are combining the request with the Blynman Canal bulkhead with the Stacy Boulevard seawall; making the case from the city’s visitor center (17,000 visitors during summer months annually) who are walking from there to the new Harbor Walk (funded with Seaport Advisory Council monies) and that the connection from the Visitor Center to the Harborwalk is important to the city and to its tourism industry. These are ballpark estimates but the engineering is fairly complete. If the funding is obtained they will move forward to close out these projects that have needed to be completed for a long time.

Mr. Hale stated there are two pieces to this project. The initial piece was the westerly section of the canal all the way into Stage Fort Park. It is replacing what is there today with a concrete core wall with the granite stones in front of it. The only place it alters is in front of the Fishermen’s Wives Memorial because it is so close to the existing seawall, after looking at all the options, the best solution done through the Army Corps of Engineers and the DEP to allow for a seaward movement of the wall. So for about 120 feet (60 feet on center of either side of the memorial) there will have a small bump out which at its furthest point is eight feet allowing for more protection to the memorial than in its current position. This would be soft one for a better viewing area and be more protected than in its current place. There have been a number of “blow outs” of the seawall, especially towards the Stage Fort Park sections, one just happened the previous week. There is nothing behind it except for gravel. The ebb and flow of the tide pulls the gravel through the wall creating voids and causes collapses on the landward side.

The other piece of this project is the northeasterly side of the canal by the bridge tender’s house. He showed them a photographic rendering of that section of the canal wall which hasn’t been reconstructed since it was originally constructed (not submitted to the record). From what they can tell, this wall hasn’t been reconstructed since it was

originally constructed. They did have some modifications done to it years ago. The westerly side failed in 2004 at a point that had no footing to it (by the dolphin fender pilings). The other side of the wall had the footing put in right after WWII. The side they are referring to have no footing; and there are huge void spaces. MassDOT pumped about 12 yards of cement under the bridge tender's house. During that time the City, with Mass DOT sent divers down to examine this wall and detected some very large void spaces, as much as 13 feet deep due to water erosion. Since that time the viewing area there has been cordoned off because the settlement is so great. It is no longer a matter of fixing the sidewalk surface – there is nothing underneath it. A new handrail was constructed to keep people out of that immediate area. The concrete panels are six inches off in places. He expressed that this is a critical piece of this project because it will affect navigation to the canal. Until the water main to the high school and across the canal, it is a dangerous point. This is where the two finished water mains cross now (the Spooner Tunnel) - at the harbor side of the bridge tender's house. In the event of a seawall failure it could come down onto this tunnel. The tunnel is buried about 8 feet below the mud. These are large stones; and they don't know the impact of the stones collapsing on the tunnel which comes up 90 degrees from the channel. All the water that is produced in East Gloucester travels through this tunnel to West Gloucester and visa versa. Bond Hill storage tank which holds 7 million gallons of finished water is on the mainland side and the consumption is on the island side. That's why the city is planning on moving the water mains. There is a good plan in place to rebuild the wall. It will be taken down, footings poured with the stones put back into place. They would have to keep the canal open. He showed line drawing plans to the Committee (not placed on file) and described it to them concerning the construction process and how they would protect the soil from erosion as well as plans for the safe passage of boats. The challenge is the first 30 feet of the wall because they can't undermine the bridge tender's house.

Councilor McGeary asked for the purposes of the grant were these were two separate projects. **Ms. Garcia** stated it is put in the grant application as one project which carries a local share which is just under \$1.2 million (20%). The Blynman Canal is about half of it. If she gets feedback from SAC that it is a problem, they will pull the Stacy Boulevard out and proceed with the Blynman Canal repair because it is more urgent. **Councilor Ciolino** stated his belief they had done this in the past and thought funds had been authorized money for that area. **Mr. Towne** noted they bonded seawall money once before; but to his knowledge it hadn't been used. **Mr. Hale** stated that was a Special Council Permit for a lowlands permit under Sec. 5.5.4; they permitted most of this activity which is why it was before the Council several years ago. They went ahead with the permitting and engineering pieces. The funding source dried up for it then. There has been a lot of seawall activity over 15 years; Robinson's landing seawall, Cripple Cove landing seawall, Fort Square seawall and at the same time they got the money to do the westerly side of the canal because of a failure. This piece came at a time when there was not a lot of funding. **Ms. Garcia** stated several years ago they submitted a request to SAC just for the Stacy Boulevard seawall. They were told they weren't funding seawalls anymore. This project review form is a combined request; it is almost like a new application; and it is hoped it will be more successful as a combined project. **Councilor McGeary** asked if SAC would expect them to raise and appropriate a loan authorization as part of the application. **Ms. Garcia** stated the Seaport Advisory Council does not insist on that. If they are recipients of the grant, they would have to then move forward on it. A grant that did require the bonding was the PARC grant for Newell Stadium. Councilor Ciolino confirmed with **Mr. Towne** that since he has been with the City not had any Council action on loan authorizations associated with seawall reconstruction. He noted that there has been seawall bonded in the past. Those were in the late 1990's. There is no authorized unissued debt associated with seawall construction. **Mr. Hale** and **Councilor Ciolino** discussed whether there would be a curl to the seawall (a wave curl) which Mr. Hale stated they likely would not. **Ms. Garcia** noted as part of connecting the visitor's center to the downtown, there is the provision of a restroom for the Boulevard. They would like to consider that as a part of the project if they get funded. **Mr. Hale** noted that Council President Hardy asked them to investigate where a restroom could go. **Ms. Garcia** stated they would likely have to do a study to look into how they could make it work. **Councilor Cox** asked about the piece that moves out in a semi-circle and about the railings across the seawall. **Mr. Hale** stated that it remains the same and showed the Councilor the plans (not in Committee files). The railings are in need of complete replacement, but they're waiting to see what will be done first. They'd need a galvanized railing, powder coated which is expensive. He discussed the kind of railing with the Councilors. **Mr. Towne** reminded the Committee for this project they still have to talk about the debt; how long; how much it will cost. Before they finalize the receipt of the grant, and approving the acceptance of the grant they will need to have a discussion because they haven't done the calculations on it yet.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to permit the Community Development

Department to apply for a Seaport Advisory Council grant of \$4,536,000 for the repair and reconstruction of the Stacy Boulevard Sea Wall and the northeast side of the Blynman Bridge with a grant match of 20 percent.

4. *Memorandum from Planning Director re: Childhood Obesity Grant in the amount of \$10,000 from Harvard Pilgrim Health Care Foundation*

Gregg Cademartori, Acting Community Development Director stated he is requesting a withdrawal of this grant application. There were seven communities were eligible to apply for this bridge/gap funding because the program year for the Dept. of Public Health (DPH) is May 15 to May 15 which creates a problem for the city working on a fiscal year that begins on July 1. Since the time, they received the funding from the DPH for another full year of funding for the project manager, Stephen Winslow. They have decided rather than applying for this grant for the project manager's salary, one of the project partners, the YMCA or Open Door would apply directly for that \$10,000.

By unanimous consent of the Committee, this grant application was withdrawn.

5. *Memorandum from Emergency Management Director re: Acceptance of a \$6,000 Emergency Management Performance Grant from FEMA*

Emergency Management Director, Deputy Fire Chief Miles Schlichte explained that they have been approved for the grant and would appreciate the Council's acceptance. The match is part of the Emergency Management Director's stipend. They have all their documentation in place with the notice that they are receiving the grant (on file). This is for equipment for the Emergency Operations Center.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to accept under MGL c. 44, §53A from the Federal Emergency Management Agency (FEMA) passed through the Mass. Emergency Management Agency (MEMA) a Emergency Management Performance Grant of \$6,000 of FFY2010 funds.

6. *Communication from Gloucester CERT Program Manager re: Acceptance of a \$2,500 grant from FEMA through MEMA's Citizen's Corps Program*

Carol McMahon, CERT Program Manager, stated this is grant has no match through MEMA for use for CERT team supplies. She would be purchasing certificates; materials to credential their members on a machine that they were able to obtain through the State surplus materials program. Some of the funds will be used to buy software and supplies for this simple ID machine; as well as back packs and CERT materials. She confirmed to **Councilor McGeary** that the contract is considered the award form; and that funds need to be expended by June 30, 2012. They will hold training before June 30th when the contract for the funds runs out. She got authorization on the day of the meeting to switch several items and could reallocate the funds from training into materials. That change would be submitted to the City Auditor. She and the Deputy Chief will do the training at no cost to the program rather than hiring an outside trainer because of the timing issue. She is a certified CERT trainer. The training will be done in four sessions and be completed by June 13th.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to accept under MGL c. 44, §53A from the Federal Emergency Management Agency (FEMA) passed through the Mass. Emergency Management Agency (MEMA) a Citizens Corps Program grant of \$2,500 for the Gloucester Community Emergency Response Team program with a contract end date of June 30, 2012.

7. *Memorandum from Emergency Management Director re: Request City Council accept donation of a fire Boat from the City of New Bedford*

Deputy Chief Schlichte explained that as in his memo (on file) this vessel became available because the City of Boston got a new fire boat. The City of Boston then made their surplus boat available to the City of New Bedford at no cost. New Bedford received it and then surplused it last year as they got two new boats and do not need a third. This has always been their secondary boat; and only in the water for three months. The boat has extremely low

hours. It was a custom-built boat for the City of New Bedford. He included the mechanics report from his and their mechanic. As Emergency Management Director, he viewed his primary chore in the City is to acquire resources and looked at this boat as a resource for a coastal community. The boat would be available to any City department that needs it; whether it is used for the DPW as a platform for water work on seawalls (it has a dive platform) or by the Fire Department as a fire boat which has roughly the equivalent of the Harbormasters' fire pump on it. It is also fully rigged for police patrolling. The console and electronics exist for a forward-looking thermal imaging camera which can be mounted on the roof of the boat. This camera is typically used for locating people in the water during a search (like the thermal imaging camera used by the Fire Department assisting them to locate missing people). He suggested they could seek a grant to obtain such a camera. The camera previously in place remained in New Bedford as it was purchased with Homeland Security funding. **Councilor McGeary** asked if there is a plan to staff the boat in the summer. **Deputy Chief Schlichte** suggested they not staff the boat; that there are enough people patrolling the shoreline between the Harbormaster, the Coast Guard, the Environmental Police and the Police Department. He viewed this boat as a spare available resource. The police boat officers think there is dock space for it to tie up at St. Peter's Park so they can leave it in the water for when it is needed rather than leaving it on a trailer at the Fuller School. The boat is 25 feet long. It would be operated to keep the systems going. He reiterated he wished to see the boat utilized by all departments. He would speak with the Harbormaster and Lt. Aiello to see what their requirements are for operator standards. **Mr. Costa** asked if the City of New Bedford paid for it through grant funding. The **Deputy Chief** stated New Bedford bought the boat by appropriation in the 1980's, and has the original bill of sale (on file). **Mr. Towne** asked about the annual cost of maintenance. The **Deputy Chief** stated there is no maintenance this year as it is coming directly from the boat yard. He noted the biggest expense is the fuel. There are two Yamaha outboards on it which are in excellent condition. Whatever department oversees it, he suggested \$2,500 for an annual cost of maintenance. **Councilor Ciolino** asked what the boat's designation on its side would be. The **Deputy Chief** suggested it could state "City of Gloucester". He had the funding already covered for the lettering of the boat. The boat is currently on a trailer at the Fuller School. On inquiry by **Councilor Ciolino**, the **Deputy Chief** stated police officers have manned the fire boat. Fire Chief Aiello and he have discussed that a fire fighter with a radio should be on the fire boat to help direct the operation putting water where it can be the most effective. **Councilor McGeary** observed he didn't see a water cannon on the boat. **Deputy Chief Schlichte** noted it is not permanently mounted. Off season the boat would be stored at the DPW. **Mr. Costa** stated they need to know the actual estimated value which needs to go on the City's fixed assets books, make and model also. **Deputy Chief Schlichte** noted the range of the market value is from \$25,000 to \$100,000 based on one and two engines. His mechanic stated each engine is worth about \$15,000. He chose an estimated value of \$50,000 which is the average of what is on the market. This is a custom rescue boat. He believed the estimate of \$50,000 to be reasonable. **Mr. Towne** confirmed the boat was easily worth \$50,000. **Councilor Ciolino** noted having lived through wharf fires he knew this boat would be worthwhile and a good resource for the city.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to accept under MGL c. 44, Sec. 53A-1/2 to accept a donation of a 25-foot 1994 Parker Marine Custom Fire/Rescue Boat from the City of New Bedford with an approximate value of \$50,000, serial number PKMKH2201394.

8. *Special Budgetary Transfer Request (#2012-SBT-35) from Treasurer's Office*

Mr. Towne explained this was to fund a portion of the cost associated with the two people who had retired for the early retirement program offered last year. That program was withdrawn; and they grieved the decision. The city then settled those grievances. They have to make the final payments for contracted services and so need to restore the money they spent out of personnel contract services. These are for regular budgeted personnel contract related items that the money will fund.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council to transfer (#2012-SBT-35) of \$18,000.00 from Treas/Collector, Debt Service Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.058 to Personnel, Contract Services, Unifund Account #101000.10.152.52000.0000.00.000.00.052 to return funds transferred out of this account earlier in year to settle personnel matters.

9. *2011 Year End Report & Financial Summary from the Affordable Housing Trust*

The Committee accepted the report of the Year End Report for 2011 and Financial Summary of the Affordable Housing Trust and placed the information on file.

This matter is closed.

**10. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization
And Auditor's Report***

Mr. Costa reviewed his reports (on file) with the Committee.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:00 p.m.

Respectfully submitted,

**Dana C. Jorgenson
Clerk of Committees**

ITEMS/DOCUMENTS SUBMITTED AT MEETING: None.