

## CITY COUNCIL STANDING COMMITTEE

**Budget & Finance Committee**

Thursday, June 7, 2012 – 5:00 p.m.

1<sup>st</sup> Fl. Council Committee Rm. – City Hall**-Minutes-****Present: Chair, Councilor McGeary; Vice Chair, Councilor Joseph Ciolino; Councilor Melissa Cox****Absent: None.****Also Present: Councilor Verga; Kenny Costa; Gregg Cademartori; Lt. Joseph Aiello; Jim Caulkett; Tony Gross; Deputy Chief Miles Schlichte; Jim Duggan; Carol McMahon; Lucy Sheehan; Lisa Press****The meeting was called to order at 5:00 p.m. Items were taken out of order. Councilor Verga entered the meeting at 6:17 p.m.**

1. **Continued Business:** Memorandum from Emergency Management Director re: Request City Council accept donation of a fire boat from the City of New Bedford (matter referred back by City Council 5/22/12)

**Councilor McGeary** explained the Harbormaster and the Chair of the Waterways

**Jim Caulkett**, Harbormaster explained that he didn't feel that donated boat was adequate enough for the purpose it was intended. His department doesn't have the resources to maintain staff and dock it. Further, there was no conversation between any of the parties before the boat came to the City. It does not add any capabilities to their on the water efforts. His experience with plastic boats is they do melt in high heat situations such as fighting wharf/boat fires. He gave the example of a Coast Guard vessel which was in such a situation and had a portion of the boat melt. He didn't see the need for this boat at this time, and that it didn't bring value to the waterfront. **Tony Gross**, Chair of the Waterways Board stated it is a nice boat, but the fire pump is an 18 horsepower gasoline engine with the gun stored in the cabin. If there will be any use, at all, of the vessel, there has to be a concrete maintenance plan in place. It doesn't fit into their scheme; nor are they ready or able to take it on. The dockage for response boats is all in flux with National Grid tearing everything up [at Solomon Jacob's Pier] for several years between the coast Guard Station, the Harbormaster's office and the Heritage Center. He agreed it is a nice boat, but they don't have the resources to keep it in proper working order. **Lt. Joseph Aiello** speaking for Police Chief Michael Lane expressed his department "squeezes" the money to keep what they have on the water running. The Chief is concerned if they divide their money in thirds rather than in half they cannot handle the funding. If they put another vessel in the water there is no place for it to go. It is hard to share an asset between departments, which Mr. Caulkett confirmed. This boat would be shared between three departments. **Deputy Fire Chief Schlichte** explained he had spoken to the City of New Bedford and to the CERT Team; and the City of New Bedford would change the paperwork and donate the boat instead to the CERT Team which is in the process of becoming a not-for-profit agency. The CERT team, which has the resources, can pick up the operating and maintenance cost of the vessel. At this point with the licensed Coast Guard captains in CERT, they are willing to take complete ownership of the vessel and have the vessel be available to the City at any time. They will ensure they can operate it and maintain it. They are still working on is some dockage. They have feelers out to private dock owners. It would be easier if the City could find a spot for the vessel. The financial issues can be handled by New Bedford changing the ownership papers to CERT. **Councilor Cox** asked about insurance. Carol McMahon, CERT Program Director, stated funds are available to CERT for that purpose. **Councilor McGeary** asked if CERT ran the vessel during an emergency, who is liable. **Deputy Chief Schlichte** answered it would be no different than when the CERT Team was activated for any land emergency by the City; the City would "own" the liability. The liability insurance will be picked up by CERT as well as the collision insurance. If they're activated they fall under the volunteer statutes. **Councilor McGeary** stated the City would then decline the boat with thanks to the City of New Bedford; and the City of New Bedford would then resubmit the offer of donating the boat to CERT. **Councilor Ciolino** discussed with Mr. Gross and the Harbormaster how they might assist CERT in finding a mooring or finger pier space for the donated boat. **Councilor Cox** expressed her appreciation for the efforts of Deputy Chief Schlichte.

**Councilor McGeary** stated this matter will be brought forward to the Council with the vote previously taken and explained as to the reasons why the Council would not wish to accept the vessel. A letter would be sent to the City of New Bedford thanking them for their offer of the donation from the Police Chief.

**This matter is closed.**

**2. Memorandum from Harbormaster re: request Council approval for withdrawal of funds in the amount of \$27,100 from Waterways Enterprise Free Cash account for two planned projects**

**Jim Caulkett**, Harbormaster explained National Grid is in the permitting stages for the clean up remediation of the Maritime Heritage Center, Solomon Jacobs Park and Coast Guard Station. The pier that is in front of the Harbormaster's office at Harbor Loop is going to be torn out and no pier will be replaced or built. National Grid sees no reason to spend their customers' money to build a pier. The Waterways Board with the assistance of the City Solicitor is in the process of negotiating with National Grid for the rights to the water sheet to combine what they have at Solomon Jacob's pier. They would then be able to build a new float system and improve public access to the community from the water. He made note of the conceptual drawing of the new float system in the agenda packet. This \$25,000 would be start up funds to hire the engineering firm so they can sit with National Grid and submit all these plans together when they submit all their permits to the State and the Army Corps of Engineers. These are Chapter 91 floats. They will be pile supported. **Mr. Gross** added that there will be no scope for so-called 10-A (removable) floats. The abutters are so close, and there can't be mooring lines running underneath the Coast Guard Station or under the Maritime Center. They are removing all the piers out so that the contaminated area can be removed and capped. They asked the engineers to look at any type of anchor capability although it is likely not possible. You don't want the chain yanking up and down and pulling on mooring stones which would disturb the cap. National Grid will pay to replace the nine pilings that belong to the city and are to be removed as part of the remediation project, and they will pay to replace whatever the City has as they exist now. National Grid is happy to push this through the permit process and to help the City out. This is a good partnership. **Councilor McGeary** asked if the schematic were executed (on file) how many vessels this new pier could accommodate. **Mr. Caulkett** stated they would have to look at the float adjacent to the Coast Guard Station. That is what will be used for public access. The fingers that are off towards the Heritage Center, depending how much cap material they put down where the pier is currently standing and the depth of water, will determine the number of boats they can place there. He and Councilor McGeary further discussed the schematics provided in the agenda packet. **Councilor Ciolino** asked about the timeframe of the work. **Mr. Caulkett** stated National Grid wants to submit the permits by August and pull it all out to bid by the fall of 2013. This \$25,000 will be set up in an account so they don't lose the funds. They will come back later for more funding for the permitting issues, etc. **Councilor Ciolino** asked if the intention is to use Seaport Bond money to rebuild the pier. **Mr. Gross** stated that they are already talking to Sarah Garcia (Harbor Planning Director) about that. The work can only be carried out September to February due to the spawning of the flounder. They are in preliminary discussions with the DEP also. In moving forward they have to look at how they'll store their assets (Harbor patrol boats and Police Boat) as well as to encourage public access. The area will remain a park. The remediation work will be done parcel by parcel. **Mr. Gross** noted eventually there will be remediation all the way to the Walgreen's Plaza. It will be a recurring theme over the next several years. The money to be appropriated is from a fund paid into by private property owners, mainly residents, who don't want public access to their floats. It is the same principle as the Chapter 91 mitigation funds. **Councilor Ciolino** thanked the Waterways Board for releasing these funds which, he said, reflects well on their Board.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to approve the appropriation of \$25,000 (Twenty Five Thousand Dollars) from the Waterways Enterprise Retained Earnings Fund (700000.10.492.35900.0000.00.000.00.000) to the Solomon Jacobs Park Waterways Capital Projects Fund (710000.10.996.49700.0000.00.000.00.040) for the purpose of the design, engineering and permitting of a new float system at Solomon Jacobs Park.**

The **Harbormaster** noted this is the ongoing support of the Lane's Cove Fish Shack restoration efforts. This will go into the Lane's Cove Fish Shack revolving fund.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to approve the appropriation of \$2,100 (Two Thousand One Hundred Dollars) from the Waterways Enterprise Retained Earnings Fund (700000.10.492.35900.0000.00.000.00.000) to the Lanes Cove Fish Shack Revolving Fund (293021.10.996.49700.0000.00.000.00.040) for the purpose of the repairs to the Lanes Cove Fish Shack.**

**3. Memorandum from CFO on behalf of Senior Center Coordinator re: permission to pay invoice without a purchase order in place**

**Lucy Sheehan**, Senior Center coordinator explained this was a simple oversight on her part who thought she had requested and had a purchase order in place for this equipment and installation but did not. They received free cash, searched for vendors for all the three items she needed. When she went to enter the third invoice from Boston Kiln, she discovered the P.O. was not in place. This is the first time she had done this in her 20 year tenure with 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, in accordance with MGL c. 30B, to pay Invoice #8769, dated 4/29/12 from Boston Kiln Sales & Service of Medford, Mass. for a downdraft vent system with installation to a kiln for the Council on Aging at the Rose Baker Senior Center, at a cost of \$1,097.00 without a purchase order.**

**4. Memorandum from Acting Community Development Director re: Get Fit Gloucester! Mass in Motion Grants**

**Gregg Cademartori**, Acting Community Development Director explained that this grant from the Mass Dept. of Public Health (MDPH) and its associated funding partners will provide the City an additional twelve month grant totaling \$60,000 for the Mass in Motion Municipal Wellness and Leadership Program that funds Get Fit Gloucester! The grant award for Year 4 covers the period from May 15, 2012 through May 14, 2013. The Community Development Department has also asked that the Mass in Motion partners extend the grant period for Year 3 to May 15, 2013, rolling forward use of unexpended funds into FY2013. The first installment for year four is already received. As in the past three years, a substantial portion of these funds pay for Senior Project Manager Stephen Winslow who has supported all Get Fit Gloucester activities, provided staff support to the Open Space & Recreation Committee and has supported the efforts of the Newell Renewal and the planned Washington Street reconstruction projects. There is no match. **Councilor Cox** expressed her thanks for their pursuit and obtaining the funding. **Councilor Ciolino** asked what portion from this grant is for Mr. Winslow's salary. **Mr. Winslow** confirmed a good portion goes towards his salary and benefits. **Councilor Ciolino** understood Mr. Winslow is also involved in the Washington Street corridor project. **Mr. Cademartori** stated as to the Washington Street Corridor Project, Mr. Winslow has been working with the engineers as to the rebuilding of the sidewalks and rights of way. As the project moves to construction it will have an engineer supplied by MassDOT for oversight. There will be some potential funding from the state and federal earmarking of funds. **Councilor Ciolino** commented that Mr. Winslow worked on the Harbor Walk. That project ties into the Washington Street corridor project as it is acts as a continuum. **Mr. Winslow** stated the state of the sidewalks prevents people from getting out and walking their own City. There is a linkage as the Councilor pointed out. It is about facilities that the public can be active on. Mr. Winslow gave the Councilors a walking map of which 2,500 were printed with their funding. **Councilor McGeary** pointed out this is a new award. **Mr. Winslow** stated it was new, and they didn't have to apply for it. They just received an award letter. They're not certain of the status of the year 5 funding; there is a big prevention fund the legislature is setting up, and a federal grant they could possibly apply for. Grantors in the public health field are looking to fund these types of projects. The State is committing \$20 million to wellness. This is building the foundation from which the City can apply for more grants. **Mr. Cademartori** stated the MDPH is obviously pleased with the efforts being made on the ground in the City. **Councilor McGeary** expressed this is money well spent.

**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 an additional twelve month grant totaling \$60,000 from the Mass Dept. of Public Health and associated funding partners for the Mass in Motion Municipal Wellness and Leadership Program which funds Get Fit Gloucester!**

**5. Memorandum, Grant Application & Checklist from DPW Director re: Mass Interlocal Insurance Assoc. Loss Prevention Grant in the amount of \$20,000**

**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 a grant of \$20,000 from the Massachusetts Interlocal Insurance Association Loss Prevention**

**6. Memorandum from Public Health Director re: Mass Dept. of Public Health, Bureau of Substance Abuse Services (BSAS), Mass Call Extension Grant in the amount of \$30,000**

**This matter has been withdrawn.**

**7. Memorandum, Grant Application & Checklist from Acting Community Development Director re: FY2012 Mass Local Acquisition for Natural Diversity (LAND) Grant for Briar Neck Crossing**

**Mr. Cademartori** explained this application from the Mass. Dept. of Conservation and Recreation, for a FY2013 Massachusetts Local Acquisition for Natural Diversity (LAND) grant of \$300,000 for funding in support of the acquisition of the property known as Briarneck Crossing, located at the intersection of Witham Street and Thatcher Road. This is a combined effort of the Community Development Department, the Conservation Commission and the Friends of Good Harbor (FOGH), a private organization. The property has been the subject of a lengthy legal dispute over the development of a residential project in a sensitive environment which was filed as a comprehensive permit under MGL Chapter 40B. After appeals were exhausted in favor of the developer, the FOGH has approached the landowner and has secured an option to purchase and preserve the property. The Conservation Commission as agreed to be the lead City agency to assist in the acquisition with access to LAND grant funds. This is a reimbursement grant with the balance of matching funding targeting private donations and a Community Preservation Act grant, which is also currently under review. The funding scenario is dependent on several moving pieces. If they were to receive this grant it would be contingent upon the other pieces being assembled for the total funding scenario. This grant request is for \$300,000. **Denton Crews**, member of the Friends of Good Harbor, a private group, and resident of Old Nugent Farm stated the total package is \$750,000. One third of the funding would come from a Community Preservation Act grant; another third would come from the LAND grant; the last portion would come from private donations. If that were awarded then the CPA grant could be less than \$250,000; the other \$250,000 is to come from other sources. The property owners (Brier Neck Realty) are willing to contribute the \$125,000 in exchange for a tax credit which actually reduces the price. But the price still has to be \$720,000 in order for them to take the tax credit. The FOGH is committed to raise funds; one fundraising effort is ongoing in the Good Harbor area. They've raised \$25,000 to date. Their next fundraising campaign will be in the fall, a more public effort to encompass the community. If these numbers add up there is a remaining \$75,000 which the FOGH proposes to apply for private grant funding. The \$720,000 for the property was arrived at by an appraisal done in January 2012, for the purposes of the property that it is intended with the permits currently on it. **Councilor McGeary** stated the model is the public/private partnership as with the Newell Stadium project. The property will be in the care and custody of the Conservation Commission. The title to the property will be with the City of Gloucester. Mr. Crews confirmed they applied for \$250,000 from the CPA funds, but if the State comes through with the \$300,000 LAND grant, the CPA funding could be reduced. They're hoping the CPA will make the first commitment after the FOGH's financial commitment **Councilor Cox** and **Councilor McGeary** discussed the funding for the total amount. **Lisa Press** commented the City will be the entity that cuts the check for the property. The LAND grant application is due July 12 and is generally awarded by the end of October; and the whole transaction should be completed by next July. **Mr. Crews** commented the CPA proposal was submitted in March. The decision for both of the funding sources is October 1. That is the critical point where they'll know if they have the majority of the funding. The \$25,000 they intend to raise initially will go to the deposit on the property and be put towards the purchase price. The developer's piece and any private grants funding should be available in the fall also. They will know by the end of this year whether they have all of the funding is in place so that they can have the closing in January 2013. It is that point that the LAND grant can be drawn down to reimburse the City of Gloucester. **Mr. Cademartori** commented that a similar grant for Newell Stadium came later than anticipated; this, however, is acquisition funding which tends to have a quicker award timeframe. **Ms. Press** commented if CPC funds are also being used they want additional protection so the City doesn't end up using the property for non-conservation uses. There will be a conservation restriction on the deed. The Essex County Greenbelt Association would be willing to hold the conservation restriction. The goal would be that it would be returned to marshland. The Greenbelt restriction would prevent any development. **Councilor Cox** expressed her appreciation of the combined effort. **Councilor Ciolino** stated he was very familiar with the property and recounted the property's history for the Committee, noting, as had Councilor McGeary, that development of this property was fought for years. It was believed that it should be open space in perpetuity. He applauded Mr. Crews' action as well as the Conservation Agent in conjunction with ConCom and Mr. Cademartori. He expressed this should be a high priority by the Administration as they don't want any development on the property. He would do whatever he could to help. **Mr. Crews** noted on the conservation restriction, the property is a contiguous piece, in reality, owned by different

parties. This parcel is only six acres, but the beach is directly opposite of it. Old Nugent Farm owns the abutting property and owns the marsh on the north side of the road. It is all wetland. The vision is that it is a whole and be considered the Good Harbor Conservancy where all the owners keep this area as it is in perpetuity. This property could become a welcoming gateway for the Good Harbor area. **Councilor McGeary** stated the potential is exciting, but the key is the acquisition of the property. He stated for the record he has been working with the FOGH as an interested citizen. The Councilor has no financial interest in this matter, and is not a member of the FOGH. He supports this project and has no problem supporting it with the Council.

**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 Community Development Department in conjunction with the Gloucester Conservation Commission to apply to the Mass. Dept. of Conservation and Recreation, for a FY2013 Massachusetts Local Acquisition for Natural Diversity (LAND) grant of \$300,000 for funding in support of the acquisition of the property known as Briernneck Crossing, located at the intersection of Witham Street and Thatcher Road. Said property is legally described as Assessors Map 184, Lots #5 and #9, also known as 70-74 Thatcher Road.**

**8. *Memorandum, two Grant Applications & Checklists from CAO re: Brownfields Redevelopment Fund-Site Assessment Applications for grants to perform environmental assessments of 91 and 110 Commercial Street***

**Mr. Duggan** explained while the MassDevelopment application (on file) indicates this is a “loan”, but funds are actually received as a grant. This is a new venture for MassDevelopment who have not done this type of granting before and so the language is boilerplate on the application which caused some confusion. A lot of the financing opportunities from MassDevelopment are loans. The Auditor has agreed this is, in fact, a grant and should be treated as such. Therefore, before the Committee is two separate grant requests both for the environmental assessments of two city-owned properties located at 91 and 110 Commercial Street. The purpose of these grant applications is for the assessment to determine whether remediation will be necessary to develop the sites. If remediation is necessary, it is the intent of the Administration to submit a follow-up application to MassDevelopment focused on remediation. Both parcels were acquired by the city through a taking for non-payment of taxes. The disposition plans for the properties supporting economic development are:

- 91 Commercial Street: It is the intent of the Administration for the city to maintain ownership and further explore developing the site to support area businesses (the City would maintain ownership of this property) whether it is used for a turnaround for tractor trailers, parking or some similar purpose; they would engage the businesses in the Fort with Councilor Cox to find a purpose or purposes for the property.
- 110 Commercial Street – This property will be auctioned to support commercial development leading to job creation; and it will be stipulated in the sale that it must be maintained as Marine/Industrial only.

There is a 20 percent required match for each of these grants. Mass Development can fund up to \$500,000 per property for remediation. These are not large parcels.

**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 MassDevelopment Brownfields Redevelopment Fund-Site Assessment Applications for grants to perform environmental assessments of 91 Commercial Street for the amount \$24,700. Said property is legally described as Assessors Map #1, Lot 66.**

**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 MassDevelopment Brownfields Redevelopment Fund-Site Assessment Grant to perform environmental assessments of 110 Commercial Street for the amount \$24,700. Said property is legally described as Assessors Map #1, Lot 6.**

**9. *Special Budgetary Transfer Request (#2012-SBT-36) from the Police Department***

**Councilor McGeary** explained the transfer request from the Police Department was withdrawn at the request of Chief Michael Lane.

**#2012-SBT- 36 is hereby null and void.**

**This matter is closed.**

**10. Memorandum from Police Chief re: Council acceptance of a donation of a 2004 Ford Astro Van from Cape Ann Transportation Authority**

**Lt. Aiello** explained that Cape Ann Transportation Authority (CATA) has a 16 passenger van with a handicapped wheel chair lift which Bob Ryan, the authority's director, has offered to donate to the Police Department. The van is a 2004 Ford Astro Van. This is surplus equipment, and would be, he stated, an asset to the department. Ron Garvey, Master Fleet Mechanic with the Department of Public Works informed the Chief the vehicle is sound and a worthwhile to the Police Department's vehicle fleet. The wheelchair lift would assist the police in transporting handicapped prisoners, which has been a problem in the past. The van would also be useful in evacuations. The vehicle would also be used to transport as many as 16 officers at one time to trainings as well as the Cape Ann Regional Response Team to and from an incident. The list value is under \$600.00. This is at no cost to the City. **Lt. Aiello** said he especially appreciated the fact that the van has a handicap ramp. The federal government has a program that takes surplus military equipment and gives it to City's and towns throughout the region. At midnight on a Saturday night they go up on a website and Cities through the Northern Command try to obtain them. It is a swap. They go quickly. Today they picked up a Humvee which is a shared asset which can go places most of their vehicles cannot. It is at the DPW now but requires no acceptance but wanted to be sure they knew of that. **Mr. Costa** stated that this needs to be accepted by the Council. **Lt. Aiello** noted this vehicle was examined by Mr. Garvey before it was driven out of the lot after they 'won' the auction. The van will be painted blue. It could be used also by the Fire Department to transport firefighters, say, to a forest fire. The van will be kept at the DPW yard. It is a shared asset. **Councilor Ciolino** asked that a thank you letter to CATA. **Lt. Aiello** indicated the Chief would take care of it.

**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, Sec. 53A-1/2 to accept a donation of a 2004 Ford Astro Van VIN# 1FDWE45F43HB77331 from Cape Ann Transportation Authority with an approximate value of \$600.**

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

**Mr. Costa** explained that the following two motions are necessary in order for the budget for FY13 to be fully funded. Included in the revenue estimates are funds from "declared overlay surplus" for \$270,000 and also from "free cash" for \$180,000. There are actions that have to be taken to reserve funds, and this is planning in advance. The first motion is overlay surplus. It is an annual account that is for anticipated (MGL c. 59, Sec. 25) abatements the City may issue for property; generally holding back \$400,000 per year. The Board of Assessors declared \$270,000 in overlay surplus. Last year the funds were put towards the snow and ice deficit. These funds can be used for FY13. This helps to balance the budget and adds to the revenue. If they don't do this now it will be locked up and fall to the bottom line. If the Council appropriates the money now, the funds will be reserved and will not fall to free cash. **Councilor Verga** asked about last year's free cash status. **Mr. Costa** stated to date there is \$936,000. The \$180,000 they will reserve will also come out of free cash and reduce that amount to also assist in balancing next year's budget, leaving the balance of free cash at \$756,000.

**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, in accordance with M.G.L. Chapter 59, Section 25, to approve the appropriation in the amount of \$270,000 (Two Hundred Seventy Thousand Dollars) from Unifund Account # 101000.10.000.32200.0000.00.000.00.000 entitled "Fund Balance Reserved for Overlay Released by the Assessors for Expenditures (Overlay Surplus)" to Unifund Account # 101000.10.000.32800.0000.00.000.00.000 entitled "Fund Balance Reserved for Special Purposes". The purpose of this appropriation from Overlay Surplus is to reduce the Fiscal Year 2013 Tax Levy.**

**Councilor McGeary** stated these specific dollars are not allocated to any particular line item. It is just revenue and is "put in the pot". **Mr. Costa** stated they are setting the funds aside. This covers the revenue gap.

**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 approve the appropriation in the amount of \$180,000 (One Hundred Eighty Thousand Dollars) from Unifund Account #101000.10.000.35900.0000.00.000.00.000 entitled "General Fund Unreserved Fund Balance - Free Cash" to Unifund Account #101000.10.000.32800.0000.00.000.00.000 entitled "Fund Balance Reserved for Special Purposes". The purpose of this appropriation from "General Fund Unreserved Fund Balance - Free Cash" is to reduce the Fiscal Year 2013 Tax Levy.**

Mr. Costa explained that this transfer of \$1,087.33 is to cover an old deficit in the Chapter 90 Fund from Fiscal Year 2006 and 2007. The Auditor's Office has been working with the DPW has been reconciling the Chapter 90 Fund successfully for the last 2 years with no new deficits. The \$1,087.33 is a permanent deficit in the Chapter 90 Fund and will be reduced from free cash every year.

**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-SA-12) \$1,087.33 (One Thousand Eighty Seven Dollars and Thirty Three Cents) from the Treasurer/Collector - Debt Service, Bond Issuance Costs, Unifund Account #101000.10.145.59450.0000.00.000.00.059 to Chapter 90, Transfer In- from General Fund, Unifund Account #230000.10.991.49700.0000.00.000.00.040 for the purpose to resolve an old deficit in the Chapter 90 Fund.**

Mr. Costa then briefly reviewed his reports with the Committee.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:50 p.m.

Respectfully submitted,

Dana C. Jorgensson  
Clerk of Committees

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**