

## CITY COUNCIL STANDING COMMITTEE

**Budget & Finance Committee**

Thursday, June 21, 2012 – 6:00 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 Hardy, Larry Durkin; Jeff Towne; Paul Keene; Judith Hoglander; Dale Brown; Gary Johnstone****The meeting was called to order at 6: p.m. Items were taken out of order.****1. Memorandum from Principal Assessor re: Declaration of an Overlay Surplus for FY10 in the amount of \$150,000 and FY11 in the amount of \$120,000**

**Gary Johnstone**, Assessor informed the Committee the Assessors have declared an overlay surplus for FY10 of \$150,000 and for FY11 in the amount of \$120,000. This comes from the Overlay Reserve, monies set aside each year to cover abatements and exemptions. They always try to put more than what they might have to disperse during the year. **Councilor McGeary** explained the Council had already voted to transfer these funds at the City Council to a holding account at their last meeting to prevent the funds from falling to free cash in order to be used to fund some of the FY13 budget.

**Action was taken by the Committee at the June 7, 2012 B&F meeting and voted by the City Council on June 12, 2012.****This matter is closed.****2. Memorandum from Environmental Engineer re: request for funding for Phase 4 Water System Upgrades, Babson Dam Repairs, Phase 3A Water Pipeline Project additional funds and engineering**

**Larry Durkin**, Environmental Engineer explained this request for funding is to make improvements to the water treatment plants, the majority will be at the West Gloucester plant. This will include the sedimentation basins system, commissioned in 1969. Previous master plans determined the mechanical and electrical systems needed replacement. Babson has had much work done to it already. The West Gloucester plant also has some valves in the sedimentation tanks that have leaked which could cause the loss of the ability to provide water from the West Gloucester plant. **Mr. Durkin** expressed his professional opinion it is critical these upgrades be done. Currently they are making “band-aid repairs”. On inquiry by **Councilor McGeary**, **Mr. Durkin** explained their primary disinfectant used is chlorine. Repairs to the West Gloucester Plant constitute Phase 4A, totaling \$5.5 million. Phase 4B is a new pipeline under the river to replace the Spooner Tunnel which supplies water to the “island where 70% of water users are located. Due to a construction accident during water main work, the City was placed under a Boil Water Order two years ago resulting in the need to move forward with these necessary upgrades. The cost to replace the tunnel is \$2.5 million. For the Phase 3A Pipeline work the DPW is seeking an additional \$1.5 million.

**Paul Keene**, City Engineer showed the Councilors a photographic map and described the replacement lines to be laid further up river adjacent to Newell Stadium to connect to the new tunnel. Spooner Tunnel, a tunnel under the Blynman Bridge built around 1908 which carries water to the island where 70% of the water users reside. In addition there are electrical ducts, gas lines, and telephone lines in the Spooner Tunnel. Mass Electric and National Grid have already brought their electric across at a new crossing. National Grid Gas already is set up to take the gas main off line running in the tunnel. The water connection is the last critical component that has to be updated. The existing water lines would be shut down; by closing valves in the Spooner Tunnel once the replacement line is in place. The Governors Hill project is in process and requires additional engineering.

Babson Dam repairs and improvement are estimated to cost \$2.5 million. The State rates it as a high hazard dam. One of the reasons is that water would not come through the spill way in an extreme water event (a 1,000 year storm), it would come over the dam itself. The other improvements recommended were the cutting down of trees on the dam and raising the height of the concrete walls, as well as adding earth material to soften the slopes of the dam. The Babson facility has a one sludge lagoon left at the plant. The lagoon would be lined with concrete and ongoing

maintenance would be added to the plant operator's contract, which is up for renewal shortly, that it be cleaned out every two years.

With the Phase 4 project they will have upgraded and repaired the water treatment plants, pump stations, and upgraded the holding tanks. An important advantage of the Phase 4A work for the water treatment plants is if they needed to switch plants rapidly, particularly in an emergent situation, they would then be able to do so now. It will assist them being able to fine tune the water chemical balance. This will give them an important flexibility. With the upgrade in place they will instruct Veolia to create a policy and procedure how to do it.

**Councilor McGeary** noted Mike Hale, DPW Director several weeks ago had mentioned as part of the high school work the pipes would connect to a well head so they wouldn't have to rip up Newell Stadium to install the pipe heads. **Mr. Keene** stated the new 20" main came up Centennial Avenue. They would install two stubs which would be the target for the tunnel. **Mr. Durkin** showed the Committee preliminary drawings of the proposed river work showing where the lines would come up in the practice field area which will be installed this summer so they will have no impact on the Newell Stadium project. By funding this project in the near term, the project will go out to bid in the fall with construction next spring and fall. On inquiry by **Councilor McGeary**, **Mr. Durkin** explained that the new tunnel being laid for the river crossing is done through horizontal drilling which he described in detail to the Committee, adding that National Grid has been a good working partner. **Councilor Ciolino** asked if Centennial Avenue would be dug up again. **Mr. Keene** stated they have already started to place the pipes in the road and did not anticipate that happening. **Councilor Ciolino** stated a few years ago work had been done on the West Gloucester Plant. **Mr. Durkin** stated it was the chemical control systems that were updated to a flow-paced control system. The filter there has already been upgraded. The plant has 1960s-era electrical systems. Upgrading it minimizes the risks. He also looked into recycling backwash, as suggested by the Water Ad Hoc Committee, and now has plans that are 95 percent complete to be submitted to the State which takes care of the rest of the remaining issues and, again, minimizes risk. When completed the West Gloucester treatment plant will be modernized and have better reliability. The Water Department will renew the master plan and look at a replacement schedule to be proactive in institutionalizing the maintenance to take care of the infrastructure for the future. They are moving forward to use the Klondike facility as a back up facility, and make that part of Veolia's contract. They will be switching the water supply on or around Sept. 7<sup>th</sup> to West Gloucester.

Funding: The project has been added to a competitive list for the State revolving fund which is a 2% loan.

Gloucester is an environmental justice community which could mean that as much as 15 to 20 percent of part of the principal would be covered by the Mass Water Pollution Abatement Trust. **Mr. Towne** stated that about \$8 million on the overall \$12 million loan would be eligible for principal forgiveness. **Mr. Durkin** also stated dam maintenance also needs addressing, and that will be included in future contracts with water system operators. They will put more and more into the treatment plant contracts. They would do that maintenance was part of the contract. It is more efficient to work in this manner and is easier if it is in the operator's contract. **Councilor Ciolino** asked how this information made it into the newspaper. **Councilor Hardy** noted for the record that no reporter from Gloucester Times was at this meeting. **Mr. Durkin** was asked by the DPW Director to call a reporter at the Times on Tuesday. [Note: The documentation for this agenda item was posted on the City's website with the City Council packet of 6/12/12 on June 8<sup>th</sup>, and in the B&F Committee packet posted on the website on 6/15/12.] He gave the Committee a report on the City's Drinking Water and read the last paragraph of the document to the Committee. **Councilor McGeary** noted that the core infrastructure will have been rebuilt and they can move forward with more fine details. **Mr. Durkin** credited the Council, Mr. Hale, and the Mayor that the plants will be done, and the City will have a reliable supply of water to the island, as well as the Babson plant being reliable and able to handle large capacity storms. **Councilor Cox** thanked Mr. Costa and Mr. Towne for their good money management without which they would not have been able to do this. **Councilor Hardy** stated for the record a lot of the work is being done in Ward 4. She commented that the Babson Reservoir was declared a high hazard risk during the "Mother's Day Storm"; and then asked what is the anticipated start date for the rehabilitation of the Babson Dam and the end date? **Mr. Durkin** responded work would be done next summer and completed in one construction season. The Babson plant is operated until just after Memorial Day. At that point the level of the Babson Reservoir would be lowered, making the work easier to do. **Councilor Hardy** pointed out the trees were cut down from around the base of the dam to eliminate "piping" of the tree roots; but now there are new trees rooting there. **Mr. Durkin** stated as part of the contract the tree stumps will get pulled to prevent "piping" and stop regrowth. When they last cut the trees they had hoped to get the dam work funded but it was not at that time. At one point the tree pulling was part of the Phase 1 contract. **Councilor Hardy** asked about an emergency plan for evacuation in the Poplar Park area in case of extreme flooding which Mr. Durkin was developing. She asked he work with the next appointed Emergency Management Director to make a complete, inclusive evacuation plan. She urged that the residents Poplar Park need to be brought into that process as well. On inquiry by **Councilor Hardy** regarding the Plum Cove water tower, she

noted the police have their radio signal on that tower and expressed concern for the ability of the signal to be maintained during the upgrade and maintenance work being done there. **Mr. Durkin** reported that they have to get a temporary tower in place which is eight weeks out. The firm that works with the Police and Fire has an allowance in the contract for this work. A new tower is being built in the same spot. The water tank probably won't be operational until next spring. **Councilor Hardy** asked if the plan was to raise the height of the tank. **Mr. Durkin** stated it is going up by eight feet which would bring it to the same level as Bond Hill. **Councilor Hardy** asked to be kept up to date on Plum Cove Tank work and Babson dam work. She then asked for the Committee's support for the loan authorization. **Mr. Towne** asked if Phase 4A and 4B \$8 million is eligible for the MWPAT loan program; and asked if the \$1.5 million portion is going to be modified make it eligible for that program as well. **Mr. Durkin** was not sure as not all of the paving money is eligible for reimbursement, nor is the Babson Dam work. The only thing eligible is construction design. **Mr. Towne** then explained that the \$8 million would be eligible for MWPAT at a 2 percent rate and principal loan forgiveness; and \$4.4 million would be put out to the market for principal debt. They would be up around \$800,000 principal and interest per year on the \$4.4 million. This debt would raise the water rate by about \$1.25 per thousand gallons. **Councilor McGeary** asked if this could be financed out of the General Fund and be eligible for debt exclusion. **Mr. Towne** stated it could. To do that would be a simple majority vote of the Council.

**MOTION: On motion by Councilor Cox, seconded by Councilor McGeary, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council the following Loan Authorization;**

**Ordered: That Twelve Million Four Hundred Thousand Dollars (\$12,400,000) is appropriated for the purpose of making improvements to the City's Public Water System including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow up to \$12,400,000 and to issue bonds or notes thereof under Chapter 44 of the General Laws and/or Chapter 29C of the General Laws or any other enabling authority; that such bonds or notes shall be general obligations of the City unless the Treasurer, with the approval of the mayor, determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount of the Massachusetts Water Pollution Abatement Trust ("Trust") established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or the financing thereof; and that the Mayor is authorized to enter into a project regulatory agreement with the Department Environmental Protection, to expend all funds available for the project and to take any other action necessary to carry out the project and to take any other action necessary to carry out the project; AND TO ADVERTISE FOR PUBLIC HEARING.**

**Mr. Towne** explained this funding will be combined for accounting purposes with Phase 3 so it is all in one project which will help with the project and engineering work so all the expenditures show up all in one place. **Mr. Costa** stated it was a good idea to have one fund. This was done on the CSO project and is for accounting purposes. The total from Phase 3 was \$13,532,500 so the combination of Phase 3 and Phase 4 would be \$25,432,500, but the loan authorization is \$12,400,000.

### **3. Request for City Council acceptance of Committee for the Arts grant award in the amount of \$5,000**

**Dale Brown**, Committee for the Arts member stated this is the second grant the city has been awarded to do the WPA mural restoration for City Hall. They received \$15,000 in Community Preservation Act funds and a previous grant from The Boston Foundation for \$8,000. The committee is in process of creating an RFP written to hire a conservator. The committee is asking the City Council to accept these funds which would allow them to hire a conservator to do the cleaning and small repair work for six murals by Charles Allen Winter on the first floor of City Hall. Phase 1 will use the entire funding which is broken up into two pieces. \$30,000 will go to restore murals in the public spaces on the first floor of City Hall. **Councilor Ciolino** asked if there was a match. **Ms. Brown** indicated there was by saying their Committee has identified some other sources of funding. They get a small appropriation from the City and will apply some of that. Some funds remain from amounts the committee has raised over the years. **Judith Hoglander**, Chair of the Committee for the Arts stated there would be some private fundraising as well. **Councilor Cox** asked if they have made any public announcements and would they be taking

before and after photographs of the restoration work. **Ms. Brown** stated they are going to start publicity when the restoration work begins which will help them with fundraising. The RFP require that before and after photos be taken of each work. The committee will make sure the grantor receives their updates as requested in the grant paperwork. **Councilor Cox** asked how the grants are tracked in the City's accounts. **Mr. Costa** explained this grant has its own transaction. They put the funds into a holding account in case, for instance, the City does not wish to accept the grant. The funds will be transferred into a newly created account once the Council votes on this matter and will be tracked appropriately by his office. **Councilor Cox** noted the reporting deadlines of the Boston Foundation and knew they would be met from the previous actions of Ms. Brown working with Mr. Costa. She expressed her thanks to the Committees for the Arts as did **Councilor Ciolino**.

**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 a grant from the Bruce J. Anderson Foundation for \$5,000 for support of restoring Gloucester City Hall's Works Progress Administration (WPA) murals.**

**4. Memorandum from CAO: permission to pay invoice for the Committee for the Arts for goods procured without a P.O. in place**

**Ms. Hoglander** explained the funds expended were to imprint drinks coasters to be sold at various events around the City to raise funds. **Councilor Cox** asked how the order without a P.O. happened. **Ms. Brown** noted this has happened in the past; well intentioned members of their committee let their enthusiasm get ahead of the official paperwork. **Mr. Costa** asked that to prevent this matter from having to go through on the year end clean up warrant he asked that the necessary paperwork be submitted to his office as soon as possible after the Council vote on Tuesday.

**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 #439, dated 5/11/12 from Premier Imprints of Essex, Mass. for 60 coasters illustrating WPA Murals at a cost of \$165.00 without a purchase order.**

**5. Request for City Council acceptance of City of Gloucester Visitor Welcome Center grant award in the amount of \$2,650**

**Mr. Towne** stated this is an acceptance of a grant for an application that was before the Committee at their last meeting. **Councilor Ciolino** reminded the Committee these funds are being used for familiarization tours of the City for the volunteers of the Welcome Center and to fund the printing of a map of Stage Fort Park. **Councilor Cox** asked about the insurance requirement and also who would be submitting the reports to the grantor as required by the terms of the grant. **Mr. Towne** did not have that information but would check into it and forward it to the Councilor.

**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 a grant from the Essex National Heritage Commission through the U.S. Department of the Interior for \$2,650 for the City of Gloucester's Visitor Center at Stage Fort Park.**

**6. Memorandum from City Auditor: Grant application and checklist for Personnel Department re: grant from the Dept. of Health & Human Services/Early Retiree Reinsurance Program**

**Mr. Costa** explained that David Bain the recently retired Personnel Director applied for this grant with the City's insurance broker and received an award of \$81,811.88 from the U.S. Department of Health and Human Services to make health insurance more affordable for City employees and retirees. The money will go into its own fund. A 75% portion of the grant fund will go to the City share, and 25% of the savings will be distributed to the employees and retirees (The City subsidizes 75% and employees and retirees pay 25% of health insurance payments on a monthly basis). The contribution by the employees will show up as less per month. The 75% will offset the City's payments to the insurer. **Mr. Towne** stated it will be about \$7 or \$8 per person reduction. This came in during

FY12. It is in a holding account. Once this is accepted they'll create a new fund and will all be bookkeeping and free up money in the budget. This is not new money to spend in FY13. Any remaining funds would fall to the bottom line.

**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 an Early Retiree Reinsurance program (ERRP) grant in the amount of \$81,811.88 (Eighty one thousand and eight hundred eleven dollars and eighty eight cents) from the U.S. Department of Health & Human Services for reimbursement of a portion of the cost of health benefits for the City and employees/retirees and their spouses, surviving spouses and dependents.**

**7. *Year-end Supplemental Appropriation-Budgetary Requests #2012-SA-9, #2012-SA-10, #2012-SA-11, #2012-SA-13 and #2012-SA-14***

**Councilor McGeary** commented when he did the math it was as much as a 20 percent discrepancy from the budgeted funds in short-term and long-term interest on debt and the actual expenditures. **Mr. Towne** stated it was a little unusual. It was \$150,000 between the two. The interest accounts often function as a cushion for Snow & Ice which is often in deficit. It is difficult to precisely predict the amount of interest expense in any given year as the treasurer often has to act quickly when favorable borrowing rates become available. As well, there is sometimes unpredicted debt that must be undertaken. They do debt that pops up out of nowhere from these accounts also. They have to have an exact schedule to give to the DOR. This year there is very little cushion. **Councilor McGeary** stated it was \$120,000 in the short term debt account and \$206,000 for long term debt account. **Councilor McGeary** and **Mr. Towne** concurred there was not too much free cash in this instance. **Mr. Towne** pointed that in the past Snow & Ice deficits have exceeded \$800,000. This is a comfortable cushion, not an extravagant one in the least. **Mr. Costa** pointed out that leaving this kind of cushion is normal practice in many other Massachusetts communities. This cushion also allows them to "hop on" a hot interest rate also. If he leaves them short on capital projects borrowing, it places the City in a difficult position. **Councilor McGeary** understood that they can't budget to the penny. **Mr. Towne** added they are very conservative pointing out that the City has come a long way since the time he came on board and then when Mr. Costa started with the City. **Mr. Costa** added the books are much cleaner now. **Councilor McGeary** asked if it was better to put these things in a reserve account. **Mr. Costa** stated they would want the funds in these borrowing accounts, which again, is standard practice. **Mr. Towne** stated comingling things in the Special Reserve account is not the best method for holding funds and makes it difficult to track from both his and Mr. Costa's perspective.

**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-9) for \$2,500.00 from City Council, Office Supplies, Unifund Account #101000.10.111.54210.0000.00.000.00.054 to Capital Projects Stabilization Fund, Transfer In, Unifund Account #850000.10.991.49700.0000.00.000.00.040 to fund future capital needs of 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 transfer (#2012-SA-10) for \$7,600.00 from City Council, Office Equip-Furnishings, Unifund Account #101000.10.111.58710.0000.00.000.00.058 to Capital Projects Stabilization Fund, Transfer In, Unifund Account #850000.10.991.49700.0000.00.000.00.040 to fund future capital needs of the City.**

**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-11) for \$59,750.00 from Treasurer/Collector-Capital Equipment, Unifund Account #101000.10.145.58710.0000.00.000.00.058 to Capital Projects Stabilization Fund, Transfer In, Unifund Account #850000.10.991.49700.0000.00.000.00.040 to place capital funds for the purchase of fire proof cabinets and for equipment for beach collections in order to provide additional timing to determine a solution.**

**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 transfer (#2012-SA-13) for \$1,399.24 from Treasurer/Collector-Self Insurance Auto, Unifund Account #101000.10.145.57460.0000.00.000.00.057 to RVL**

**– Police Extra Detail, Transfer In, Unifund Account #293009.10.991.49700.0000.00.000.00.040 to cover 3 old Police Detail invoices from the previous DPW Administration.**

**Mr. Towne** stated this is the first year they are doing it putting these funds aside. In 2014 they'll do another \$35,000. The third year these funds set aside will go right into the Assessor's line item so that all three years will be funded in the Assessors budget. These funds are being held in this account.

**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-14) \$35,000 from Special Reserve, Contractual Services, Unifund Account #101000.10.900.52000.0000.00.000.00.052 to Assessor Triennial Recertification Fund, Transfers In - from Special Revenue Fund, Unifund Account #294019.10.991.49700.0000.00.000.00.040 to fund one year of the tri-annual revaluation.**

**8. *Year-end Special Budgetary Transfer requests starting with #2012-SBT-37 up to and including #2012-SBT-89***

**DPW:**

**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 transfer (#2012-SBT-37) \$10,000.00 from Snow & Ice Overtime, Unifund Account #101000.10.423.51310.0000.00.000.00.051 to Public Services Overtime, Unifund Account #101000.10.470.51300.0000.00.000.00.051 to cover spring overtime needs.**

**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-38) \$5,000 from Snow & Ice Contractors, Unifund Account #101000.10.423.52970.0000.00.000.00.052 to Central Services Parts & Accessories, Unifund Account #101000.10.499.54850.0000.00.000.00.054 to cover cost of vehicle parts and supplies through the end of FY12.**

**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 transfer (#2012-SBT-39) \$2,000 from Snow & Ice Contractors, Unifund Account #101000.10.423.52970.0000.00.000.00.052 to Public Services Paving Materials, Unifund Account #101000.10.470.57750.0000.00.000.00.057 to cover purchasing of paving materials through the end of FY12.**

**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-40) \$10,000 from Snow & Ice Contractors, Unifund Account #101000.10.423.52970.0000.00.000.00.052 to Public Services Supplies, Unifund Account #101000.10.470.54000.0000.00.000.00.054 to cover purchasing of materials through the end of FY12.**

**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 transfer (#2012-SBT-41) \$23,000 from Snow & Ice Contractors, Unifund Account #101000.10.423.52970.0000.00.000.00.052 to Public Services Contract Services, Unifund Account #101000.10.470.52000.0000.00.000.00.052 to cover various spring projects and needs.**

**Treasurer/Collector:**

**Councilor Hardy** asked if these were mandated benefits contained in #2012-SBT-42. **Mr. Towne** confirmed it was.

**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-42) \$22,500 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Veterans'**

**Services-Other Benefits, Unifund Account #101000.10.543.57710.0000.00.000.00.057 to distribute funds to other Veterans' accounts by Veterans' Agent as needed to pay May 2012 and June 2012 benefits.**

**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 transfer (#2012-SBT-43) \$5,000 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Purchasing, Telephone Service, Unifund Account #101000.10.138.53410.0000.00.000.00.052 to restore the telephone services account depleted to fund excess advertising costs.**

**DPW:**

**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-44) \$15,000 from DPW Facilities-Electric Non-Street Power, Unifund Account #101000.10.472.52110.0000.00.000.00.052 to DPW Public Properties Maint.-Contractual Services, Unifund Account #101000.10.470.52000.0000.00.000.00.052 for contracting out various work for June 2012.**

**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 transfer (#2012-SBT-45) \$15,000 from DPW Facilities-Electric Non-Street Power, Unifund Account #101000.10.472.52110.0000.00.000.00.052 to DPW Other-Contractual Services, Unifund Account #101000.10.499.52000.0000.00.000.00.052 for contracting out various work for June 2012.**

**Treasurer/Collector:**

**Councilor Hardy** noted there were quite a few COLA funding increases among the succeeding transfers. There had been an agreement with the B&F Committee and the Administration there was a freeze for COLA increases for reclassified management positions. **Mr. Towne** stated this was not the same thing. These transfers fund the 2 percent increases for FY12 which isn't a part of that agreement, and pays for Mr. Duggan's increase from the January 1 to June 30, the retroactive portion. It has no affect on the freeze for FY13 COLA increases for these management positions the Councilor referred to.

**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-46) \$15,675.12 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Mayor, Salary/Wage Perm Position, Unifund Account #101000.10.121.51100.0000.00.000.00.051 to fund wage and COLA increases.**

**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 transfer (#2012-SBT-47) \$6,763.12 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Auditor, Sal/Wage-Perm Position, Unifund Account #101000.10.135.51100.0000.00.000.00.051 to fund wage and COLA increases.**

**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-48) \$5,114.63 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Purchasing, Sal/Wage-Perm Position, Unifund Account #10100.10.138.51100.0000.00.000.00.051 to fund wage and COLA increases.**

**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 transfer (#2012-SBT-49) \$4,918.05 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Assessors, Sal/Wage-Perm Position, Unifund Account #10100.10.141.51100.0000.00.000.00.051 to fund wage and COLA increases.**

**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-50) \$566.32 from Treas/Collector, Debt-Principal, Unifund Account #101000.10.145.59100.0000.00.000.00.059 to Registration, Sal/Wage Perm Position, Unifund Account #101000.10.163.51100.0000.00.000.00.051 to fund COLA increases.

**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 transfer (#2012-SBT-51) \$12,271.77 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to City Legal, Sal/Wage-Perm Position, Unifund Account #101000.10.151.51100.0000.00.000.00.051 to fund wage and COLA increases.

**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-52) \$10,379.89 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Personnel, Sal/Wage-Perm Position, Unifund Account #10100.10.152.51100.0000.00.000.00.051 to fund wage and COLA increases.

**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 transfer (#2012-SBT-53) \$6,960.59 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to City Clerk, Sal/Wage-Perm Position, Unifund Account #101000.10.161.51100.0000.00.000.00.051 to fund wage and COLA increases.

**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-54) \$1,400.00 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Licensing Board, Sal/Wage-Perm Position, Unifund Account #101000.10.165.51250.0000.00.000.00.051 to fund COLA increases.

**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 transfer (#2012-SBT-55) \$8,000.00 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Community Development, Sal/Wage-Perm Position, Unifund Account #101000.10.181.51100.0000.00.000.00.051 to fund wage and COLA increases.

**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-56) \$10,866.30 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Police Admin, Sal/Wage-Perm Position, Unifund Account #101000.10.210.51100.0000.00.000.00.051 to fund Police Chief's retirement payout of wages.

**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 transfer (#2012-SBT-57) \$694.52 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Police Admin, Sal/Wage-Longevity, Unifund Account #101000.10.210.51400.0000.00.000.00.051 to fund Police Chief's retirement payout of pro-rata longevity.

**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-58) \$411.06 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Police Admin, Sal/Wage-Career Incentive Pay, Unifund Account #101000.10.210.51950.0000.00.000.00.051 to fund Police Chief's retirement payout of pro-rata career incentive pay.

**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 transfer (#2012-SBT-59) \$314.53 from

**Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Police Parking, Sal/Wage-Perm Position, Unifund Account#101000.10.218.51100.0000.00.000.00.051 to fund COLA increases.**

**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-60) \$498.87 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Police Parking, Sal/Wage-PT Positions, Unifund Account #101000.10.218.51250.0000.00.000.00.051 to fund COLA increases.**

**Mr. Towne** noted this transfer is for a two year period, this year and the previous year, from the Fire Department contract settlement.

**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 transfer (#2012-SBT-61) \$144,106.43 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to Fire Department, Sal/Wage-Perm Positions, Unifund Account #101000.10.220.51100.0000.00.000.00.051 to fund wage and COLA increases.**

**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-62) \$10,785.80 from Treas/Collector, Debt, Interest (Long-term), Unifund Account #101000.10.145.59150.0000.00.000.00.059 to DPW Facilities, Sal/Wage-Temp Positions, Unifund Account #101000.10.472.51200.0000.00.000.00.051 to fund deficit and provide additional funding for additional work.**

**Councilor Hardy** understood payroll accounts could not run in a deficit. **Mr. Towne** stated the majority of this is overtime that was increased by the wage contract settlement.

**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 transfer (#2012-SBT-63) \$52,059.25 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Fire Department, Sal/Wage-Overtime, Unifund Account #101000.10.220.51300.0000.00.000.00.051 to eliminate the overtime deficit in the Fire Department.**

**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-64) \$11,399.99 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Fire Dept., Sal/Wage-OT Callbacks and Holdovers, Unifund Account #101000.10.220.51317.0000.00.000.00.051 to eliminate deficit.**

**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 transfer (#2012-SBT-65) \$13,697.16 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Fire Dept., Sal/Wage-Holiday Pay, Unifund Account #101000.10.220.51450.0000.00.000.00.051 to fund COLA adjustment.**

**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-66) \$6,643.11 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Inspectional Services, Sal/Wage-Perm Position, Unifund Account #101000.10.241.51100.0000.00.000.00.051 to fund wage and COLA increases.**

**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 transfer (#2012-SBT-67) \$482.86 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to**

**Inspectional Services, Sal/Wage-PT Position, Unifund Account #101000.10.241.51250.0000.00.000.00.051 to fund wage and COLA increases.**

**Councilor McGearry** confirmed that these COLA's for FY12. **Mr. Towne** stated this person is in GMMA. This had nothing to do with the wage/COLA increase issue. This should have been done in February 2012.

**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-68) \$875.45 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Shellfish Control, Sal/Wage-Perm Position, Unifund Account #101000.10.296.51100.0000.00.000.00.051 to fund COLA increases.**

**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 transfer (#2012-SBT-69) \$372.48 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059, to Shellfish Control, Sal/Wage-PT Position, Unifund Account #101000.10.296.51250.0000.00.000.00.051 to fund COLA increases.**

**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-70) \$931.81 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Solid Waste, Sal/Wage-Perm Position, Unifund Account #101000.10.403.51100.0000.00.000.00.051 to fund COLA increases.**

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted in favor, opposed to recommend to the City Council to transfer (#2012-SBT-71) \$1,207.59 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to DPW Admin, Sal/Wage-Perm Position, Unifund Account #101000.10.421.51100.0000.00.000.00.051 to fund COLA increases.**

**Mr. Towne** stated two positions were hired in June which created lag. There was \$6,700 in the account, and by the end of the year they would need \$7,700. Anything left over would fall to the bottom line. There are several other transfers that apply to the same kind of situation.

**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-72) \$1,000.00 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Facilities Salaries/Wages - Full Time, Unifund Account #101000.10.472.51100.0000.00.000.00.051 to increase available funds.**

**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 transfer (#2012-SBT-73) \$10,085.22 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to DPW Facilities, Sal/Wage-OT, Unifund Account #101000.10.472.51300.0000.00.000.00.051 to fund COLA increases and to increase available funds.**

**Mr. Towne** commented this was due to keeping the custodians on and longevity payments.

**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-74) \$5,592.28 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to DPW Facilities, Longevity, Unifund Account #101000.10.472.51400.0000.00.000.00.051 to eliminate deficit in account, underfunded due to keeping staffing and retirements.**

**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 transfer (#2012-SBT-75) \$7,000.00 from**

**Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to DPW Facilities, Night Differential, Unifund Account #101000.10.472.51430.0000.00.000.00.051 to eliminate deficit in account and to fund an additional \$1,000.00.**

**Councilor Hardy** asked why there were so many deficits in the DPW Facilities accounts. **Mr. Towne** stated because of the quick change over from contract services to keeping custodial personnel, there was health insurance, unemployment comp, etc. as part of the compromise to keep everyone employed. They didn't take into account of night differential. They estimated as best they could. Then there was the \$2/hr. cut in pay. They haven't had transfers in front of the Committee like this before. Like the longevity, it was an oversight.

**MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted in favor, opposed to recommend to the City Council to transfer (#2012-SBT-76) \$3,278.66 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to DPW Facilities, Workers Comp, Unifund Account #101000.10.472.51570.0000.00.000.00.051 to eliminate deficit in account.**

**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 transfer (#2012-SBT-77) \$1,108.15 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Council On Aging, Sal/Wage-Perm Position, Unifund Account #101000.10.541.51100.0000.00.000.00.051 to fund COLA.**

**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-78) \$1,720.91 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Veterans' Services, Sal/Wage-Perm Position, Unifund Account #101000.10.543.51100.0000.00.000.00.051 to fund COLA.**

**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 transfer (#2012-SBT-79) \$2,998.70 from Treas/Collector, Debt, Interest (Short-term), Unifund Account #101000.10.145.59250.0000.00.000.00.059 to Tourism, Sal/Wage-Temp Position, Unifund Account #101000.10.563.51200.0000.00.000.00.051 to fund deficit in account.**

**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-80) \$4,701.52 from Treas/Collector-Self Insurance Auto, Unifund Account #101000.10.145.57430.0000.00.000.00.057 to DPW, Other-Sal/Wages-Perm Position, Unifund Account #101000.10.499.51100.0000.00.000.00.051 to fund COLA.**

**CFO:**

(NOTE: 2012-SBT-81 has been changed to 2012-SA-14; therefore, 2012-SBT-81 is retired.)

**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-82) \$35,240.00 from Special Reserve, Contractual Services, Unifund Account #101000.10.900.52000.0000.00.000.00.052 to Fire Department, Sal/Wage Overtime, Unifund Account #101000.10.220.51300.0000.00.000.00.051 to fund the overtime account in the Fire Department through June 30, 2012.**

**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 transfer (#2012-SBT-83) \$8,000.00 from Assessments, Vocational School Assessment, Unifund Account #101000.10.942.56200.0000.00.000.00.056 to DPW Facilities, Sal/Wages-Temp Position, Unifund Account #101000.10.472.51200.0000.00.000.00.051 to provide additional funding for temporary help in the month June 2012.**

**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-84) \$4,648.00 from Assessments, Vocational School Assessment, Unifund Account #101000.10.942.56200.0000.00.000.00.056 to DPW Facilities, Contract Services, Unifund Account #s101000.10.472.52000.0000.00.000.00.052 to provide additional funding for contract service help in the month of June 2012.

Mr. Towne commented they have two non-contributory personnel (to the pension fund) left whom they pay directly.

**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 transfer (#2012-SBT-85) \$4,352.00 from Pensions, Non-Contrib Pensions, Unifund Account #101000.10.911.51870.0000.00.000.00.051 to DPW Facilities, Contract Services, Unifund Account #101000.10.472.52000.0000.00.000.00.052 to provide additional funding for contract service help in the month of June 2012.

**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-86) \$3,148.00 from Pensions, Non-Contrib Pensions, Unifund Account #101000.10.911.51870.0000.00.000.00.051 to DPW Facilities, General Supplies, Unifund Account #101000.10.472.54000.0000.00.000.00.054 to provide additional funding for supplies.

**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 transfer (#2012-SBT-87) \$4,852.00 from Treas/Collector, Wages-Perm Position, Unifund Account #101000.10.145.51100.0000.00.000.00.051 to DPW Facilities, General Supplies, Unifund Account #101000.10.472.54000.0000.00.000.00.054 to provide additional funding for supplies.

**DPW:**

**MOTION:** On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted in favor, opposed to recommend to the City Council to transfer (#2012-SBT-88) \$10,000.00 from Solid Waste Rubbish Disposal, Unifund Account #101000.10.403.53960.0000.00.000.00.052 to Central Street Lights, Unifund Account #101000.10.499.52130.0000.00.000.00.052 due to budget for street lights slightly lower than invoices for FY12.

**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 transfer (#2012-SBT-89) \$6,000.00 from Solid Waste Rubbish Disposal, Unifund Account #101000.10.403.53960.0000.00.000.00.052 to Central Gasoline, Unifund Account #101000.10.499.54110.0000.00.000.00.054 as budget for gasoline slightly lower than necessary.

Councilor Hardy commented this transfer's explanation looks as if it should be two separate transfers but as long as they transfer the money they, it can then be separated by the department into two separate internal transfers (police).

**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-90) \$1,500.00 from Treasurer/Collector, Wages Perm Positions, Unifund Account #101000.10.145.51100.0000.00.000.00.051 to Police Parking, Salary & Wages Perm Position, Unifund Account #101000.10.218.51100.0000.00.000.00.051 to cover any potential deficit in the salaries and overtime account.

**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 transfer (#2012-SBT-91) \$35.00 from Treasurer/Collector, Wages Perm Positions, Unifund Account #101000.10.145.51100.0000.00.000.00.051 to Shellfish Control, Salary and Wages Perm Position, Unifund Account #101000.10.296.51100.0000.00.000.00.051 to cover any potential deficit in the salaries account.

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

**Mr. Costa** reviewed his documentation with the Committee briefly. **Mr. Towne** also contributed to this conversation with the Committee. Mr. Costa introduced two supplemental appropriation budgetary requests: #2012-SA-13 and #2012-SA-14 which were incorporated in Agenda Item #8 in order to keep the supplemental appropriation transfers in numeric order.

**10. *Additional Special Budgetary Transfers from Mayor (addendum to agenda)***

Two transfers from the Mayor were incorporated in Agenda Item #8 in order to keep the transfers in numeric order. They were: #2012-SBT-90 and #2012-SBT-91.

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to schedule a Special Meeting of the B&F Committee at 6:45 p.m. on Tuesday, June 26, 2012 in Kyrouz Auditorium.**

**MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino the Budget & Finance Committee voted 3 in favor, 0 opposed would replace their regularly scheduled meeting of July 5, 2012 with a rescheduled meeting held on Tuesday, July 10, 2012 in Kyrouz Auditorium at 6:30 p.m.**

**Councilor Hardy** informed the Committee that a motion to amend for the June 26th City Council meeting will need to be brought forward on a matter previously before the Committee regarding the resolution for the reorganization of the Auditor's Department previously adopted at the June 12, 2012 meeting to add the words "effective July 1, 2012".

**A motion was made, seconded and voted unanimously to adjourn the meeting at 8:20 p.m.**

**Respectfully submitted,**

**Dana C. Jorgensson**  
**Clerk of Committees**

**DOCUMENTS/ITEMS RECEIVED AT MEETING:**

- Auditor's Report dated 6/21/12 submitted by Kenny Costa
- 2011 Annual Drinking Water Quality Report for the City of Gloucester submitted by Larry Durkin
- The Boston Foundation 2012 Request for Applications submitted by Judith Hoglander