

**Budget & Finance Committee**  
Thursday, June 19, 2014 – 5:00 p.m.  
1<sup>st</sup> Fl. Council Committee Rm. – City Hall  
- Minutes-

**Present:** Chair, Councilor Melissa Cox; Vice Chair, Councilor William Fonvielle; Councilor Paul Lundberg (Alternate)

**Absent:** Councilor McGeary

**Also Present:** Acting Mayor Paul McGeary; Councilor Verga (entered the meeting at 5:15 p.m.); Kenny Costa; John Dunn; Police Chief Leonard Campanello; Mike Hale; Mark Cole; Tom Daniel; Emily Freeman

**The meeting was called to order at 5:00 p.m.**

1. *CC2014-001 (Verga/McGeary) Request that B&F Committee in consultation with Police Dept. & local merchants consider adopting certain days as “parking meter holidays” to begin in FY14 (Cont’d from 5/08/14)*

**Councilor Cox** said there being no further issue to review on the matter of parking meter holidays she would ask the Committee to forward this matter for public hearing given that city staff and the Downtown Development Commission has weighed in on the issues involved. She expressed her disappointment that the Councilors who put this matter forward didn’t hold a Ward meeting with the Ward Councilor. No further communication has been send to the council regarding the matter and since there was no motion to put the order forward they will have one crafted prior to the public hearing. **Councilor Cox** requested that the Councilors who brought the Council Order forward work with the City Clerk to craft a motion for Council passage. **Councilor Cox** also noted that since the state has already set the dates for the tax free holiday that this Order needs to be moved forward in order for the Council to have any hope in getting everything done in time to allow for the parking meter holiday to become reality if that is the will of the Council. At the time this was taken up in the meeting the Councilors who brought the Council Order forward were not present to speak to it, however **Acting Mayor McGeary** said the Administration supports the idea.

**MOTION: On a motion by Councilor Lundberg, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to forward the Request that B&F Committee in consultation with Police Dept. & local merchants consider adopting certain days as “parking meter holidays” to begin in 2014 be put forward for a City Council public hearing.**

2. *Memorandum & supporting materials from Planning Director re: City Council acceptance of a Coastal Resilience Grant in the amount of \$50,000*

**Tom Daniel**, Community Development Director said that the Mass. Executive Office of Energy & Environmental Affairs, Office of Coastal Zone Management has awarded a \$50,000 grant for the purpose of conducting a Gloucester Climate Change Vulnerability Assessment Study. There is a 25 percent in-kind match which will be through the use of staff time. A consultant will be hired with the expertise and software to analyze the City’s existing data sets and create a modeling system as an essential part of a vulnerability assessment that could be used to develop strategies for the city. The first public meeting would be in the fall, he noted. He said staff time is available to be allocated for this project.

**MOTION: On a motion by Councilor Fonvielle, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council under MGL c. 44, §53A accept a \$50,000 grant from the Mass. Executive Office of Energy & Environmental Affairs, Office of Coastal Zone Management for the purpose of conducting a Gloucester Climate Change Vulnerability Assessment Study.**

3. *Memorandum from Community Development Director re: grant opportunity through the U.S. Dept. of Housing & Urban Development (HUD) for lead-based paint removal*

**Tom Daniel**, Community Development Director, introduced Emily Freedman, his department’s new Senior Project Manager for the Community Development Block Grant program (CDBG) who joined the city staff from a South Portland, Maine CDBG program. **Mr. Daniel** noted that this was a complicated and daunting grant

application which was put together by Ms. Freedman. He said that the city had learned of this grant opportunity through the U.S. Department of Housing & Urban Development (HUD) for lead-based paint removal only very recently.

**Ms. Freeman** said that should the grant be awarded, the city would be anticipated to receive \$1.32 million which would be applied to hazard control or abatements for 50 housing units, education initiatives and coordination of community partners and with the Mass. Department of Public Health for their Childhood Lead Poisoning Prevention Program. This grant would establish the city's lead hazard control program which would target neighborhoods with high concentrations of older homes and low-income residents. There is a required match of approximately \$286,000 which will be made up by Community Development Department staff time and leveraging \$218,000 of 2014 CDBG housing rehabilitation program funds .

She made the following observations:

- Over 84 percent of the city's housing stock was built before 1979. Lead paint, considered a health hazard was used in construction and remodeling prior to 1979.
- Lead poisoning has been proven to cause brain, kidney, nervous system disorders and learning disabilities. In 2010 six children in the city were diagnosed with elevated lead blood levels. Most of the lead poisoning cases come from the state's older housing stock.

**Councilor Cox** and **Ms. Freeman** discussed the parameters that would be in place for identifying qualified applicants for the city's grant program if funds were awarded. **Ms. Freeman** noted that there is a great similarity to the city's existing housing rehab program. The main difference with this particular grant is the element of temporary relocation during the lead paint abatement of a housing unit, she noted. It was pointed out that lead paint was used both for interior and exterior paint on buildings.

**Councilor Fonvielle** asked what the chances of receiving this grant was and when the city would receive word on its award. **Ms. Freeman** said the approval comes in late July, and while the chances of the city's being awarded the grant are low, once awarded it is sustainable. Working in the city's favor is that the city is a participant in the Sustainable Communities Initiative through HUD established in 2010. **Mr. Daniel** added if the city fails to be awarded the grant this year they will look towards a Cape Ann regional strategy to strengthen another application.

On inquiry by **Councilor Lundberg**, **Ms. Freeman** confirmed that funds are used for lead paint remediation and temporary relocation costs of individuals or families for up to 10 days.

**Councilor Verga** discussed with **Ms. Freeman** how the grant would be disbursed and some of the income eligibility requirements. **Councilor Cox** suggested that **Councilor Verga** could meet with Ms. Freeman to learn more about the program should it be awarded and assist in communicating that information within the community.

The Committee thanked Ms. Freeman for her efforts on the city's behalf.

**MOTION: On a motion by Councilor Lundberg, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the Community Development Director to pursue a grant opportunity through the U.S. Department of Housing & Urban Development (HUD) Lead Hazard Control Grant Program for a grant award of approximately \$1,320,000 for the purpose of lead-based paint removal in the city's housing stock for low and moderate income families.**

**4. Memorandum from CFO re: proposed Capital Expenditure Loan Orders: (1) \$890,000 for School Building Improvements; (2) \$485,000 for DPW Building/Yard Improvements; (3) \$170,000 for Fire Station Improvements**

**1. \$890,000 for School Building Improvements:**

**John Dunn**, CFO, conveyed the following information: This loan funding would include the Beeman Elementary School natural gas heat conversion (\$275,000) and for the O'Maley Innovation Middle School HVAC work (\$465,000) and window replacement (\$150,000). These are primarily boiler conversions and best done in the summer months to be ready for the heating season. There are building envelope repairs for door and window replacements as well. A number of windows are Plexiglas at the O'Maley School which needs replacement with real glass. He said in talks with the Mayor it was agreed it was best to do all the doors and windows at once.

**Councilor Cox** expressed support of the updates on the schools but said they are in the process of replacing one school. She questioned if the \$890,000 in repairs are band aids to schools that would be replaced in 10 to 15 years. **Mike Hale**, Public Works Director, said that Beeman Elementary School and the O'Maley Innovation Middle School will stay. Beeman would be replaced before O'Maley, but that would be very far down the line. He said the cost of the loss of the boiler at Beeman and a rental of an external boiler until funds for a new boiler could be put in

place would be astronomical. This boiler was installed in the 1940's, he noted. He said both Beeman and O'Maley would be converted to natural gas heating that would bring cost savings associated with the conversion from fuel oil heat. There would be a 10 to 12 week turnaround to make sure there is heat in these schools in October.

**Councilor Fonvielle** asked what the payback would be on the installation. **Mr. Dunn** said that he hadn't run that financial scenario, and related that in his experience these kinds of things need to be done regardless of the financial payback and that if the boilers don't power up in November it is a serious problem.

**Councilor Lundberg** said he believed the Council voted a grant acceptance for O'Maley's conversion to natural gas heating. **Mr. Hale** clarified there is a request pending for a grant from the state's Green Communities program, as this funding won't accomplish all that is needed at O'Maley. He said if the Green Communities grant is awarded to the city it would go to other components which need replacement related to the school's HVAC systems.

**Councilor Verga** pointed out to the Committee that in 1999 new windows were put into West Parish School although it was known at that time the school had to be replaced but the windows were needed in order to maintain the integrity of the building's envelope. He said any expansion or replacement of the Beeman and O'Maley School would be at least a decade away, and it is worthwhile to do this maintenance now for the same reason.

**MOTION: On a motion by Councilor Fonvielle, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to approve a School Building Improvements Loan Authorization as follows:**

**Ordered: That the City of Gloucester appropriate Eight Hundred Ninety Thousand Dollars (\$890,000) to pay costs of boiler conversions and/or improvements and building envelope repairs at the O'Maley Innovation School and the Beeman Elementary School, including payment of all costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The Mayor and any other appropriate official of the City are authorized to apply for and accept any and all grants or gifts that may be available to the City to pay costs of the projects.**

**Further Ordered: That the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.**

2. \$485,000 for DPW Building/Yard Improvements:

**Councilor Cox** reviewed that the \$485,000 is now reduced to \$450,000, and the language of the motion has been adjusted to reflect that, as the small difference had been for repairs to another building that was now completed. **Mr. Hale** said that the DPW building was built in 1942 and may have had one roof replacement since then. The building contains approximately 1,000 square feet of unusable space because it is wet. There is grass growing on the roof which must be replaced. They need fencing for the DPW yard because kids cut through the property from O'Maley School with heavy equipment backing in and out of the bays which is a dangerous situation. He pointed out the DPW deals with illegal dumping and theft at the yard, and so along with the fencing there will be a new security gate installed at the Poplar Street entrance/exit. Police and Fire vehicles will have transponders to open and close the gate. If off-hours access is needed, there will be swipe card access. There are thousands of dollars spent to dispose of illegally dumped items by the DPW each year, he said.

**Councilor Cox** said these improvements are long overdue for the DPW and that safety and anti-theft deterrents are badly needed.

**MOTION: On a motion by Councilor Lundberg, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to approve a DPW Improvements Loan Authorization as follows:**

**Ordered: That the City of Gloucester appropriate Four Hundred Fifty Thousand Dollars (\$450,000) to pay costs of DPW roof replacement, mechanical systems and site improvements, including the payment of all costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The Mayor and any other appropriate official of the City are authorized to apply for and accept any and all grants or gifts that may be available to the City to pay costs of the projects.**

**Further Ordered: That the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.**

3. \$170,000 for Fire Station Improvements:

**Mr. Hale** said that this loan will pay for improvements to Bay View and West Gloucester Fire Stations which includes roof, siding and heating improvements, insulation, doors. He said it is time to dedicate funds to attack these issues for the two outlying stations now that the Magnolia Station has been rehabilitated.

**Councilor Cox** noted an email in support (on file) of the loan order from Fire Chief Eric Smith.

**Councilor Verga** pointed out that there is an active search for an alternative for Central Station and asked about any further intention for improvements to the aging building. **Mr. Hale** said while people are working and living there that there would be some improvements made. He said in 2008 Central Station had heating improvements and has a newer roof. He pointed out building maintenance shouldn't cease, but a major renovation wouldn't be undertaken. He noted the Magnolia Station renovation is very impressive. Bay View and West Gloucester need a similar approach but not as dramatic a renovation, he said.

**MOTION: On a motion by Councilor Fonvielle, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to approve a Fire Stations Improvement Loan Authorization as follows:**

**Ordered: That the City of Gloucester appropriate One Hundred Seventy Thousand Dollars (\$170,000) to pay costs of building remodeling and heating plant repairs at multiple fire stations, the payment of all costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The Mayor and any other appropriate official of the City are authorized to apply for and accept any and all grants or gifts that may be available to the City to pay costs of the projects.**

**Further Ordered: That the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.**

5. *Memorandum from Police Chief requesting that the Personnel Ordinance be amended to add the position of Assistant Police Chief/Executive Officer*

**Police Chief Leonard Campanello** thanked Councilor Cox for the work she did on the Special Olympics Humvee. He conveyed that Danny Williamson, one of the Police Department's sponsored Special Olympians, and by association a city-sponsored Special Olympian, won the gold medal today in the Shotput in New Jersey at the Special Olympics. He said the Police Department appreciated the Councilor's support.

**Chief Campanello** said that that the O&A Committee had voted Monday evening to recommend an amendment to the Code of Ordinances to add the position of Assistant Police Chief/Executive Officer. This action will not add another officer to the force, he said. He pointed out that this will take the position of Assistant Police Chief out of the Gloucester Superior Officer's Union so that there would be no conflict serving the Police Chief. He reviewed that the responsibilities of this position include disciplinary matters which necessitate the position being removed from the union as it would be unfair to have the position adhere to the union's guidelines and to impose discipline upon that officer's union members.

**Chief Campanello** highlighted that the position's remuneration is not in addition to the FY15 Police Department budget. He said that within the FY15 budget funds were set aside for this position by moving line items around and placed into the Acting Chief's line item so that if this position was approved by the Council, the combination of Lieutenant's pay and Acting Chief's pay would equal the salary proposed for this position (Pay Grade of M11).

**Councilor Cox** asked what process would be gone through to find a successful candidate for the position. **Chief Campanello** explained that the agreement with the union is that the position would always be offered first to a

Lieutenant with two or more years experience in that position. He said that if it were not offered to a Lieutenant (or no one stepped forward wanting the job), then the job would be opened to the larger portion of that union. If the position is still not filled, then he has the discretion to search outside of the department for a candidate, which he said in his opinion, was both fair to the union and to the Administration in terms of the Chief being able to pick the best candidate for the job.

**Councilor Cox** expressed concern for some of the language in the job description for the education and on-the-job training which she pointed out wasn't discussed at O&A. She said the language indicates that, "...a preferred degree or equivalent credit level from an accredited college or university with major course work in Police Science, Criminal Justice, Behavioral Science, Business, Public Administration or related fields." This indicates that a college degree is preferred, she said. **Chief Campanello** said it is important to formalize the position first and have the pool of people who are most qualified, and have a wide pool to choose from, and then start specifying the requirements. He said if there were seven candidates, and five are degreed, the five would be the preferred candidates. He also noted that ten years of field experience without a degree will be considered, he pointed out, depending on the pool of candidates. This is in line with Civil Service requirements and is a good starting point, he said. **Councilor Cox** confirmed with **Chief Campanello** the appointment to this position is an internal decision.

**Councilor Cox** noted the line item being used to fund this position was established to bump the pay of a Lieutenant for when the Chief was out of town while they are Acting Police Chief. **Chief Campanello** said that there is a contractual benefit for whoever is the Assistant Chief to receive a bump up in pay and is where the funds are being used to make the salary whole. The line item will be removed from future Police Department budgets. He indicated it is anticipation there may be a slight decrease in the overall budget to reduce overtime as this person will no longer be a part of a union, and is now salaried.

**MOTION: On a motion by Councilor Fonvielle, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to Amend the Gloucester Code of Ordinances, Appendix C of the Personnel Ordinance and Appendix A and B of the Personnel Ordinance as follows:**

**Amend Appendix A, "Classification Plan" by ADDING the title of the position of "Assistant Police Chief/Executive Officer"**

**Amend Appendix B, "Compensation Plan" by ADDING the compensation for the position of "Assistant Police Chief/Executive Officer" at the level of M11.**

**Amend Chapter 17 "Police" by DELETING Sec. 17-20 "Appointment of Officers" in its entirety and ADDING the following:**

**Sec. 17-20. Appointment of Officers. The Mayor shall have the power to appoint all police officers and patrolmen who shall hold their office at the discretion of the Mayor subject to the law pertaining to civil service and to the collective bargaining agreement. The Chief of Police and Assistant Chief of Police are exempt from civil service laws and the terms of the collective bargaining agreement. All police officers are required to be citizens of the United States and within nine months of his/her appointment, to reside within 15 miles of the limits of the City of Gloucester as required by M.G.L. Chapter 41 Section 99. Appointment of officers shall be subject to the age restrictions of General Law Chapter 31 Section 58A.**

**Amend Chapter 17 "Police" by DELETING Sec. 17-21 in its entirety and ADDING the following:**

**Sec. 17-21. Composition. The police department shall consist of the police chief, assistant police chief and as many lieutenants, sergeants and patrolmen as may be deemed necessary. The department shall also include supporting administrative staff.**

**6. Review and votes to make recommendations by Committee to the City Council re: transfers for FY14 Budget deficits and to complete funding of the FY15 budget**

**Mr. Dunn** gave the Committee an overview of the year end Special Budgetary Transfers and Supplemental Appropriations as follows:

- There was not enough money budgeted in the Personnel Department line item for the health insurance for the additional [retired] teacher's health insurance costs. He said there was also an issue with the employer

FICA match, and there is still one payroll with \$130,000 deficit. Both these issue are contained in the Personnel Department.

- There is a \$90,000 deficit for Fire Department overtime which is being funded from Police Department line items which have funds remaining.
- There is a remaining \$800,000 deficit to be made whole for Snow and Ice which will be handled through Supplemental Appropriations. Some of this deficit will be made up with Overlay Surplus funds (also used for the Personnel Dept. deficits). The balance of the Snow and Ice deficit will come from the Stabilization Fund.

**Mr. Dunn** said that because there is one remaining payroll before FY14 is closed, there are still unknowns regarding overtime costs that will have to be factored. He assured the Committee there would be no deficits carried forward into FY15 because of the following transfers. Due to the last payroll coming after the City Council meeting of June 24, the Budget & Finance Committee determined it would hold a Special Meeting on Monday, June 30 to vote last minute FY14 transfers associated with any payroll deficits or Personal deficits only.

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-45 for \$6,500 (Six Thousand Five Hundred Dollars) from Account #101000.10.121.51100.0000.00.000.00.051, Mayor's Office, Salary/Wage-Permanent Position to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-46 for \$3,500 (Three Thousand Five Hundred Dollars) from Account #101000.10.135.51100.0000.00.000.00.051, Auditor's Office, Salary/Wage-Perm Position to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-47 for \$1,900 (One-Thousand Nine Hundred Dollars) from Account #101000.10.141.51100.0000.00.000.00.051, Assessors, Salary/Wage-Perm Position to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-48 for \$1,000 (One Thousand Dollars) from Account #101000.10.141.51920.0000.00.000.00.051, Assessors, Sick Leave Buy-Back to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-49 for \$10,000 (Ten Thousand Dollars) from Account #101000.10.145.51100.0000.00.000.00.051, Treasurer/Collector, Salary/Wage-Permanent Position to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-50 for \$2,000 (Two Thousand Dollars) from Account #101000.10.145.51200.0000.00.000.00.051, Treasurer/Collector Salary Wages Temporary to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.**

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-51 for \$10,000 (Ten Thousand Dollars) from Account #101000.10.145.52000.0000.00.000.00.052, Treasurer/Collector, Contractual Services to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-52 for \$7,000 (Seven Thousand Dollars) from Account #101000.10.145.57460.0000.00.000.00.057, Treasurer/Collector, Self-Insurance Auto to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-53 for \$3,200 from Account #101000.10.145.59100.0000.00.000.00.059, Treasurer/Collector, Debt Service, Principal/Debt to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-54 for \$1,400 (One Thousand Four Hundred Dollars) from Account #101000.10.145.59250.0000.00.000.00.059, Treasurer/Collector, Debt Service, Interest/Temporary-Notes to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-55 for \$7,000 (Seven Thousand Dollars) from Account #101000.10.145.59450.0000.00.000.00.059, Treasurer/Collector - Debt Service, Bond Issuance Cost to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-56 for \$32,000 (Thirty Two Thousand Dollars) from Account #101000.10.151.53800.0000.00.000.00.052, City Legal Department, Witness Fee/Litigation Support to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-57 for \$2,000 (Two Thousand Dollars) from Account #101000.10.151.57300.0000.00.000.00.057, City Legal Department, Dues & Subscriptions to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-58 for \$10,500 (Ten Thousand Five Hundred Dollars) from Account #101000.10.155.51100.0000.00.000.00.051, Management Information Systems, Salary/Wage-Perm Position to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-59 for \$1,500 (One Thousand Five Hundred Dollars) from Account #101000.10.161.51200.0000.00.000.00.051, City Clerk, Salary/Wage-Temporary Position to Account #101000.10.152.51750.0000.00.000.00.051, Personnel Department, Employee-Health Insurance for the purpose of funding the health insurance deficit in the Personnel Department.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-60 for \$30,000 (Thirty Thousand Dollars) from Account #101000.10.210.51300.0000.00.000.00.051, Police-Administration, Salary/Wage-Overtime to Account #101000.10.220.51300.0000.00.000.00.051, Fire Department, Salary/Wage-Overtime for the purpose of funding a Fire Department Overtime deficit.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-61 for \$30,000 (Thirty Thousand Dollars) from Account #101000.10.211.51100.0000.00.000.00.051, Police-Uniform, Salary/Wage-Perm Position to Account #101000.10.220.51300.0000.00.000.00.051, Fire Department, Salary/Wage-Overtime for the purpose of funding a Fire Department Overtime deficit.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-62 for \$10,000 (Ten Thousand Dollars) from Account #101000.10.211.51360.0000.00.000.00.051, Police-Uniform, Salary/Wage-Overtime Beach to Account #101000.10.220.51300.0000.00.000.00.051, Fire Department, Salary/Wage-Overtime for the purpose of funding a Fire Department Overtime deficit.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-63 for \$10,000 (Ten Thousand Dollars) from Account #101000.10.211.51950.0000.00.000.00.051, Police-Uniform, Career Incentive Pay to Account #101000.10.220.51300.0000.00.000.00.051, Fire Department, Salary/Wage-Overtime for the purpose of funding a Fire Department Overtime deficit.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-64 for \$10,000 (Ten Thousand Dollars) from Account #101000.10.212.51100.0000.00.000.00.051, Police-Investigation, Sal/Wage-Perm Position to Account #101000.10.220.51300.0000.00.000.00.051, Fire Department, Salary/Wage-Overtime for the purpose of funding a Fire Department Overtime deficit.

**MOTION:** On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-65 for \$2,500 (Two Thousand Five Hundred Dollars) from Account #101000.10.138.53450.0000.00.000.00.052, Purchasing, Postage to Account #101000.10.138.51100.0000.00.000.00.051, Purchasing, Salary/Wage-Permanent Position for the purpose of funding vacation pay for an employee departing the Purchasing Department.

**Supplemental Appropriations:**

Councilor Cox highlighted 2014-SA-68, 2014-SA-69 and 2014-SA-71 all go towards making the Snow & Ice deficit whole.

**MOTION: On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-68 in the amount of \$34,795 (Thirty Four Thousand Seven Hundred Ninety Five Dollars) from Account #8400000.10.991.59600.0000.00.000.00.059, Stabilization Fund, Transfers Out - to General Fund to Account #101000.10.423.51310.0000.00.000.00.051, DPW-Snow/Ice Removal, Overtime Snow & Ice for the purpose of removing the Snow and Ice deficit.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-69 in the amount of \$108,386.13 (One Hundred Eight Thousand Three Hundred Eighty Six Dollars and Thirteen Cents) from Account #101000.10.000.32200.0000.00.000.00.000, General Fund – Fund Balance-Reserved Extra\Unforeseen (Overlay Surplus) to Account # 101000.10.423.52970.0000.00.000.00.052, DPW-Snow/Ice Removal, Snow/Ice-Contract for the purpose of removing the Snow and Ice deficit.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-70 in the amount of \$101,000 (One Hundred One Thousand Dollars) from Account #101000.10.000.32200.0000.00.000.00.000, General Fund – Fund Balance-Reserved Extra\Unforeseen (Overlay Surplus) to Account #101000.10.152.51840.0000.00.000.00.051, Personal Services - Medicare/FICA for the purpose of removing a deficit for Employer Medicare match.**

**MOTION: On a motion by Councilor Cox, seconded by Councilor Lundberg, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-71 in the amount of \$689,845 (Six Hundred Eighty Nine Thousand Eight Hundred Forty Five Dollars) from Account #8400000.10.991.59600.0000.00.000.00.059, Stabilization Fund, Transfers Out - to General Fund to Account # 101000.10.423.52970.0000.00.000.00.052, DPW-Snow/Ice Removal, Snow/Ice-Contract for the purpose of removing the Snow and Ice deficit.**

Mr. Hale said that there is money in budgetary capital which needs to be transferred into an appropriate account as time is running out in the fiscal year. He reminded the Committee of a previous conversation on the matter that the state's Department of Environmental Protection is requiring a that a vactor pad be built so that the vactor trucks the department uses to pump out drains daily when emptied, the and the soil, rocks and other debris can be screened out and both the liquid and debris can be contained and disposed of appropriately.

**MOTION: On a motion by Councilor Cox, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-72 in the amount of \$150,000 (One Hundred Fifty Thousand Dollars) from Account #6000000.10.440.58000.0000.00.000.00.058, Sewer Enterprise, Reserve for Capital Outlay to Account # 310026.10.440.58730.0000.00.000.00.058, CIP – Vactor Pad Capital Equipment Expense for the purpose of purchasing a vactor pad.**

Mr. Hale then explained that this is a similar situation financially and that the 29 sewer pump stations need improvements for maintenance purposes. Councilor Verga discussed with Mr. Hale briefly about the Essex Avenue sewer pumping station, known as the Banjo station and odor control efforts there.

**MOTION: On a motion by Councilor Cox, seconded by Councilor , the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-73 in the amount of \$258,624 (Two Hundred Fifty Eight Thousand Six Hundred Twenty Four Dollars) from Account #6000000.10.440.58000.0000.00.000.00.058, Sewer Enterprise, Reserve for Capital Outlay to Account # 310027.10.440.58400.0000.00.000.00.058, CIP – Sewer Pump Station Improvements for the purpose of Sewer Pump Station Improvements.**

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

The Committee and **Mr. Costa** reviewed and discussed his reports. **Councilor Verga** and **Mr. Dunn** participated in the discussions.

Of note was the discussion on the report submitted by Mr. Costa entitled, "Gloucester Police Department's A/R Aging Summary as of June 11, 2014," for Police Details (placed on file) and how moving forward there would need to have a way found to prevent the deficits continuing by making changes to city policy. **Mr. Dunn** noted that there is a state law the Council could possibly adopt related to late payments and issuing of permits, and said he would forward a reference to the Committee. **Mr. Costa** pointed out that there are some communities that issue a certificate in good standing first before permits can be pulled. **Councilor Cox** said she would work with Mr. Costa, Mr. Dunn and the O&A Committee to move forward with a solution to this problem over the summer.

**Councilor Lundberg left the meeting at 6:12 p.m.**

**A motion was made, seconded and voted unanimously to adjourn the meeting at 6:13 p.m.**

**Respectfully submitted,**

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

**DOCUMENTS/ITEMS SUBMITTED AT MEETING:**

- **Gloucester Police Department A/R Aging Summary as of June 11, 2014**
- **Actual Amount Overdrawn Report FY2014 (19-June-14) and Projected Amount Overdrawn Report FY2014 (19-June-14)**