

Budget & Finance Committee
Thursday, May 8, 2014 – 6:00 p.m.
1st Fl. Council Committee Rm. – City Hall
-Minutes-

Present: Chair, Councilor Melissa Cox; Vice Chair, Councilor William Fonvielle; Councilor Paul McGeary
Absent: None.

Also Present: Councilor Verga; Aleesha Nunley; John Dunn; Mark Cole; Jim Caulkett

The meeting was called to order at 6:00 p.m.

1. *Communication from Judith Hoglander, Chair of the Committee for the Arts re: Roger Armstrong's proposed restoration of eight bronze cenotaphs & plaques at City Hall (Cont'd from 04/17/14)*

Roger Armstrong, 4 Wonson Street, member of the Committee for the Arts said that he will be soliciting donations to cover the cost of the restoration of eight bronze cenotaphs and plaques in City Hall. He noted the monetary donations would be made out to the Gloucester Fund, a 501(c)3 organization, and that the Gloucester Fund would pay the restorer for their work directly from those donated funds. At the end of the project the people who do donate funds will be getting a letter acknowledging their 5013(c) 3 donation. He discussed with the Committee, **Aleesha Nunley**, Assistant City Auditor, and **Mark Cole**, Assistant Director of Public Works the method by which the city would allow access to City Hall and the method by which the city would accept the gift of the restoration work as this was not a monetary donation but a gift of services rendered. With the assistance of John Dunn, CFO, to craft a motion, the Committee voted as follows:

MOTION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept under MGL Chapter 44, §53A-1/2 the gift of the restoration of the eight bronze cenotaphs and plaques at City Hall by Roger Armstrong of 4 Wonson Street subject to the approval of the project by the Department of Public Works.

2. *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 3/06/14)*

Councilor Verga explained the following: This order was a result of a complaint on line which caught his attention from someone who shopped on Small Business Saturday on Main Street and got a parking ticket. He put this order forward with the suggestion to look into a parking meter holiday for Black Friday, Small Business Saturdays and state tax holidays. The Downtown Development Commission has suggested adding the seven days before Christmas. He observed that there is an apparent lack of enforcement for the anti-shuffling ordinance which is another part of it. With enforcement he said he thought this could be successful. If this was instituted and the first one was unsuccessful it could be revoked.

Councilor Cox noted that the Committee had just received a letter from the Gloucester Downtown Association (GDA), indicating that the Association was not in favor of the parking meter holidays. **Mark Adrian Farber**, a member of the GDA, read the letter addressed to Chair of the Ordinances & Administration Committee, Robert Whynott dated May 1 to the Committee which expressed that while a parking meter is a well intentioned initiative and that free parking is a boon to any business, without rigorous enforcement of abuse, of which their business community is highly skeptical, the initiative would serve to sabotage the community it seeks to assist. Because of the concerns enumerated in the letter, the GDA asked that the O&A and B&F Committee withdraw the proposal for a parking meter holiday from consideration.

In a discussion with **Councilor Cox**, **Mr. Adrian Farber** said that the GDA is comprised of 40-60 downtown businesses. They also discussed the level of enforcement for overtime parking at the Main Street meters is still lacking and the limitations on parking enforcement's ability to enforce the anti-shuffling ordinance. They also noted that downtown residents and employees will leave their vehicles on Main Street which hinders retail traffic.

Councilor Cox said she is working with the Police Chief to have stickers made to be placed on the Main Street meters which would inform drivers of the anti-shuffling ordinance as well as the rule they must re-park after two hours by 500 feet from where they are now parked. She offered up a compromise for Mr. Adrian Farber to take discuss with the GDA to leave Main Street parking rules as and instead utilize the municipal lots as free parking lots

during the tax holidays. **Mr. Adrian Farber** noted that the municipal lots have eight hour limits, and the only downtown parking lot with a two-hour limit was the Warren Street lot. He said from his 40 year experience he is certain that lot will be filled up with retailers and employees and people who live downtown by 9 a.m. and he asked to whose benefit it would be. While it is well meaning it doesn't address the challenges facing the downtown merchants, he added. He observed there won't be money to enforce the anti-shuffling ordinance which is not a priority for the department and this order would exacerbate an already difficult problem.

Councilor Cox asked if Councilor Verga would withdraw his Council Order given the opposition by the GDA and remaining enforcement concerns with the anti-shuffling ordinance. **Councilor Verga** asked that the order be moved forward to the Council for its consideration. He said there isn't a need for high tech devices to track the hours of parked vehicles at Main Street Meters. They both agreed that the parking enforcement officers are on Main Street now, but there is no appropriate signage. **Mr. Adrian Farber** said that if the time limit was enforced and with the Chief's written assurance that it will be enforced, then the GDA would be in favor of the parking meter holiday ordinance. **Councilor Verga** said if the city can get over the anti-shuffling hurdle then Sundays could become a non-anti-shuffling day by ordinance as well. He noted there is time to get some signage posted on Main Street to inform drivers of the anti-shuffling ordinance and pass the parking meter ordinance in time for the state tax holiday in August.

Councilor Cox asked Mr. Adrian Farber to submit a list of the members of the GDA which is a private group of businesses. **Councilor McGeary** asked if the vote was unanimous from the GDA. **Mr. Adrian Farber** said the vote was one in favor and eight opposed. He pointed out that the Police Chief has said he is willing to enforce the anti-shuffling ordinance. **Mr. Adrian Farber** said if the parking meter holiday ordinance were to advance, it should be conveyed to the Chief that anti-shuffling must be enforced, and it is workable.

Councilor Cox asked for time to talk more to the downtown merchants about this matter as this is a part of her ward and she wanted to ensure whether retailers really do want the parking meter holidays. **Councilor McGeary** said that he agreed if the anti-shuffling ordinance is enforced, if the signage is put in place and the parking meter holiday ordinance is passed, the new ordinance could be looked at after a year to determine whether or not the ordinance needs to be revoked or made permanent. **Mr. Adrian Farber** and **Councilor Cox** noted the Police Chief said the equipment parking enforcement uses doesn't have the necessary functions to document the licenses. She noted that the Chief was going to look into appropriate hand-held scanning equipment for his parking enforcement personnel. **Mr. Adrian Farber** said customarily the meters aren't enforced seven days before Christmas. Retail customers don't know about it but downtown employees and residents do and because of this it becomes almost impossible to find a parking space on Main Street at Christmas. He pointed out that while all the parking spaces are filled, it doesn't indicate people are in their stores.

Councilor Fonvielle said he had yet to see any parking study that giving people free parking is a disincentive or incentive to come downtown to shop. He asked if meter free days would add to income to merchants' downtown, but he also suggested that it would add income to the city. However, he pointed out that rigorous anti-shuffling enforcement would cost the city money. He said he was not inclined to support the order without such a study.

Mr. Armstrong, a downtown business owner, noted Howard Fritch provided stickers on his own to be placed on the Rogers Street meters indicating the 10 hour meters and suggested Mr. Fritch has knowledge and access to assist in terms of procuring signage for meters.

Councilor Verga asked that the Committee obtain the opinion of General Counsel if the current notice on the Main Street meters which indicates a two-hour parking meter limit means that not only that the meter can't be "fed" after that initial two hours, but that it would also tacitly indicate the intent of the anti-shuffling ordinance. The Committee will also forward a request to the Police Chief for an update on parking meter stickers to inform the public of the anti-shuffling ordinance as well as scanning equipment for the parking enforcement personnel to aid in enforcement of that ordinance for Main Street.

This matter is continued to June 19, 2014.

3. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Request (2014- SA-64)

Jim Caulkett, Harbormaster, explained this transfer request is from the Waterways Board so that they can arrange for a preliminary floor plan design for the completion of the National Grid building at Solomon Jacobs Park which currently houses the Harbormasters' Office. National Grid, Waterways Board and city are working towards a lease agreement whereby the Waterways Board and the city would take control of the full building and redesign it to create a visiting boating center which would include showers and bathrooms for boaters, a lounge the boaters could

use, an enhanced conference room that is handicapped accessible for the Board. The plans would be done right away so that National Grid can close out their permitting process in order for the work to get started by next year.

MOTION: On a motion by Councilor Fonvielle, seconded by Councilor McGeary, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-64 in the amount of \$6,000 (Six Thousand Dollars) from the Waterways Enterprise Fund, Retained Earnings (“Free Cash”), Account #700000.10.000.35900.0000.00.000.00.000 to Waterways Enterprise Fund, Engineering/Architectural Professional Services, Account #700000.10.492.53100.0000.00.000.00.052 for the purpose of funding an Engineering Floor Design of the Harbormaster Complex at Solomon Jacobs Park.

4. *Memo from Harbormaster re: Request to accept FY14 Clean Vessel Act Grant Contract Amendment*

Mr. Caulkett explained that in January he received permission to seek out the Clean Vessel Grant Act grant. This grant money will be used to replace the engine on the pump out boat and the Waterways Board has already set aside the funds for the grant match. This amendment to the current Clean Vessel Act grant increases the grant total to \$18,000.

MOTION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council in accordance with MGL Chapter 44, §53A to accept a \$8,500 Clean Vessel Act Pumpout Federal Grant Amendment from the U.S. Department of the Interior passed through the Massachusetts Division of Marine Fisheries for the purpose of purchasing a replacement engine for the Pump Out Boat.

5. *Supplemental Appropriation-Budgetary Request (2014-SA-65) from DPW (Talbot Rink Enterprise Fund)*

Mark Cole, Assistant Director of Public Works, explained the following: That the funds being transfer would be used to install new floor in the Talbot Rink’s upstairs lobby and in the restrooms that are no longer able to be patched. The work will be done during the summer. The other item for transfer seeks to remedy the issue of the poor hot water system in place to melt the ice that is dumped into a “pit” when the Zamboni comes off the ice. The ice is cleaned on the hour every hour Monday through Sunday, a constant process. With two teams in the showers, the restrooms in use, as well as the pit which utilizes water to melt the ice pile, the pit system cannot keep up. The new ice melt system will include a new heater and piping system separate from the other water sources in use at the rink. The entire water system for the Talbot Rink was separated from the O’Maley School when the DPW took over the running and maintenance of it.

MOTION: On a motion by Councilor Fonvielle, seconded by Councilor McGeary, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-65 in the amount of \$80,000 (Eighty Thousand Dollars) from the Talbot Rink Enterprise Fund, Retained Earnings (“Free Cash”), Account #620000.10.000.35900.0000.00.000.00.000 to Talbot Rink Enterprise Fund, Building Improvements, Account #620000.10.475.58410.0000.00.000.00.058 for the purpose of purchasing a hot water ice melting system and a new floor in the upstairs lobby and restroom for the Dorothy Talbot Skating Rink.

6. *Supplemental Appropriation-Budgetary Request (2014-SA-66) from DPW (Sewer Enterprise Fund)*

Mr. Cole said that these capital items were asked for in the FY14 budget but was cut from it. At this time the DPW is at a standstill due to exhausted budget funds, he said. He explained that part of this funding is for a vector dumping pad which is used for contaminated soil and will be located in the DPW yard by the old sewer barn on Poplar Street as there is no room at the Waste Water Treatment Plant due to the additions to the plant. This pad prevents contamination from leaching into the subsoil. The dumping area pad was requested to be put in place by the Department of Environmental Protection. Everything is designed and it just needs funding, he noted.

On inquiry by **Councilor McGeary**, **Mr. Cole** said the pipes to be purchased are large gauge sewer and water pipes.

MOTION: On a motion by Councilor McGeary, 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-66 in the amount of \$450,000 (Four Hundred Fifty Thousand Dollars) from the Sewer Enterprise Fund, Retained Earnings ("Free Cash"), Account #600000.10.000.35900.0000.00.000.00.000 to Sewer Enterprise Fund, Reserved for Capital Outlay, Account #600000.10.440.58000.0000.00.000.00.058 for the purpose of a Department of Environmental Protection required dumping area, pipe replacement and a Pump Station generator.

7. *Supplemental Appropriation-Budgetary Request (2014-SA-67) from DPW (Sewer Enterprise Fund)*

Mr. Cole said that this transfer is for some change orders for Veolia. This is for needed work at the West Gloucester Treatment Plant that was not in the budget previously. This is now built into the contract for FY15, he pointed out.

MOTION: On a motion by Councilor Fonvielle, seconded by Councilor McGeary, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2014-SA-67 in the amount of \$150,000 (One Hundred Fifty Thousand Dollars) from the Sewer Enterprise Fund, Retained Earnings ("Free Cash"), Account #600000.10.000.35900.0000.00.000.00.000 to Sewer Enterprise Fund, Sewer Equipment Maintenance, Account #600000.10.440.52450.0000.00.000.00.052 for the purpose of funding a Veolia Water North America NE LLC contract change order to provide Sewer Equipment maintenance services to the City.

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

Ms. Nunley reviewed the City Auditor reports with the Committee. **Mr. Dunn** briefly discussed the effort to find funding through current city department budgets in order to cover the FY14 Snow and Ice deficit. He noted the effort will be ongoing over the next month. He also discussed the city's anticipated conversion to the Munis financial system.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:15 p.m.

Respectfully submitted,

**Dana C. Jorgenson
Clerk of Committees**

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

- **Letter addressed to Councilor Robert Whynott, Chairman of the Ordinances & Administration Committee from the Gloucester Downtown Association regarding CC2014-001.**