

Budget & Finance Committee
October 23, 2014 – 5:00 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Melissa Cox; Vice Chair, Councilor William Fonvielle; Councilor Paul McGeary

Absent: None.

Also Present: Kenny Costa; John Dunn; Police Chief Leonard Campanello; Stephen Winslow; Jim Caulkett; Nancy Papows, Tim Good; Beth Godhino; Gary Johnstone

The meeting was called to order at 5:00 p.m. Matters were taken out of order. The Committee recessed at 5:21 p.m. and reconvened at 5:23 p.m.

1. Memorandum from Principal Assessor re: Tax Classification

Nancy Papows, Principal Assessor reviewed with the Committee the following information:

Real estate values and new growth for FY15 were certified by the Department of Revenue on October 10. She then reviewed the Tax Classification Information for Fiscal Year 2015 (on file) with the Committee:

Page 4 – A Comparison of Fiscal 2015 Values by Class: The Residential class this year represents 89.02 percent (\$4,742,958,563) of the total value of the City, and Commercial/Industrial/Personal Property (CIP) class represents 10.98 percent (\$5,327,860,200). The total value of the property in the City is up approximately 3 percent from FY14. Based on sales analysis, the residential class as a whole is up 2.8 percent. The Commercial and Industrial classes were relatively stable.

Pages 5 and 5A – Fiscal Year Parcel Counts, Values, and percent of Total Taxable City Value: The table on these pages shows the parcel counts and the assessed values of each class from 1991 to present.

Page 6 and 6A – Previous Classification Factors and Resulting Tax Rate: The table shows the historic shift factors adopted over the years. On the bottom of 6A it shows the most recent shifts adopted; and the 1.06 shift factor has been adopted for the last nine years, shifting a portion of the residential tax burden to the CIP class.

Page 7 – Calculating the Maximum Allowable Levy: The table shows the calculation of the maximum allowable levy for FY2015. It starts with the levy limit from FY14 and added to that is the increase permitted by Proposition 2-1/2 and new growth from Residential and CIP classes which results in the FY15 levy limit. Added to that is the Pole's Hill debt exclusion (which runs through 2019); the CSO debt shift, and the water debt shift which results in the maximum FY15 allowable levy at \$73,272,129. That figure divided by the total value of all parcels in the City results in the FY15 tax rate at a factor of 1.0 is a tax rate of \$13.75 per thousand dollars valuation. The tax rate at a factor of 1.0 would result in all properties paying the same rate for all classes of property. At a factor above 1.0, a portion of the residential tax levy would shift to a different class.

Page 8 – FY15 Tax Rate at a Factor of One = \$13.75, Shift in Tax Rate: This shows approximate tax rates that would result from the various shifts to the CIP class. The maximum shift allowed by the State is 1.5 percent this year.

Page 9 and 9A – Comparison of Levy by Class at Various Shift Factors: Pages 9 and 9A further shows the levy by class and approximate shift of the levy and also shows the approximate excess levy capacity that results which is approximate based on a rounding of the tax rates. The column on the far right shows the approximate difference between the maximum allowable levy and the tax dollars that will be realized depending on the shift if the Council chooses to shift from a factor of 1.0.

Page 10 – Change in Tax Dollars at Various Shifts: This shows the actual change in tax dollars for properties at different levels in terms of valuations. For instance, a property value at \$500,000 is the closest to the average single family home in Gloucester which is \$471,289 this year. At last year's shift factor that would save the residential taxpayer \$50 per year, while the CIP taxpayer would pay an additional \$415. At the maximum shift allowed for the same valued property it would be a savings to the residential taxpayer \$425 per year, while the average CIP taxpayer would pay an additional \$3,440.

Page 11 – Open Space Discount and Residential Exemptions. This page explains the open space discount. There are no parcels defined as open space in the City at this time. This page also discusses the residential exemption and small commercial exemption which is at the option of the Mayor who has chosen not to take not to adopt either the residential or small commercial exemptions this year.

Page 12 and 12A Residential Exemptions (Cont'd) and Page 13 – Small Commercial Exemption.

Councilor McGeary said that the Mayor has made the determination not to adopt either the residential or small commercial exemptions this year and asked if she can still change her mind. **Ms. Papows** confirmed that the Mayor has chosen not to adopt either exemption for this year.

Councilor McGeary then suggested that the city adopt a tax classification factor of 1.1 percent. By shifting the water debt away from commercial enterprises and on to residential, in effect they were asking residential to help subsidize commercial enterprises. It was done to help subsidize commercial enterprises to draw business to the city and keep established businesses in place, but at around 1.1 percent it ends up as a wash - - that the percentage increase in residential and percentage increase in commercial works out to about the same.

John Dunn, CFO, said the 17 largest commercial water users in the city used 67,969,000 gallons annualized in the spring. With the debt shift, on average those 17 businesses are saving \$18,000 rounded because of the change in rate. If looking at the difference at \$1 million in value, referring to page 10 of the Assessors' summary document, an increase at a shift of 1.06 percent is \$830; on a shift of 1.1 percent the increase is \$1,380, with the difference of a \$550 increase. He cited the case of a particular \$10 million property on which real estate taxes would increase by \$5,500 but the water bill would decrease by \$18,000. By doing the debt shift, the Council did exactly what the purposes of it is which is to substantially reduce the cost of water usage and will continue even if the Council moves forward with Councilor McGeary's proposal.

Councilor Cox said she thought this is a good compromise to what the Council did with the debt shift.

Councilor Fonvielle said someone always loses, and in this case it will be commercial establishments that are not water intensive who will take a small hit.

Councilor McGeary asked what defines a small commercial user. **Ms. Papows** explained that the small commercial exemption is a shift within that class. The properties that benefit are lower valued commercial properties that have tenants that are small businesses who employ less than 10 persons. The value on the parcel has to be less than \$1 million. The benefit, she pointed out, goes to the parcel. Those taxes get shifted to the more expensive commercial and industrial properties. It is still shifting within the commercial class. The small business doesn't receive, necessarily, the benefit but depends on the terms of that particular business's lease. **Mr. Dunn** added that small commercial exemptions are rarely used by most of the cities and towns in the state, and would take a tremendous amount of preparatory work to adopt. He explained that in order to institute such a shift in the city, the decision would have to be made that if the Mayor was going to recommend it, the Council would have to vote it a year from now. Once accepted, the option rarely goes the other way, he said. **Councilor Cox** asked how many businesses/properties would benefit. **Ms. Papows** said it is difficult to determine because of the total commercial base and how many businesses fall on that side of \$1 million. The exemption amount is up to 10 percent from the percentage chosen and all tenants within a commercial or industrial building have to qualify -- if a mixed use property, all commercial tenants would have to qualify. She described to the Committee some of the administrative complexities this sort of exemption entails.

Councilor McGeary said it is a reasonable assumption that commercial entities at \$1 million or more will use more water than a residence at a comparable property value. He said the large water users who benefit from the shift of the water debt to the tax rate still come out ahead. There is a modest benefit to the residential property owners, he added. At a tax classification factor of 1 to 1, the residential class taxes would go from \$12.98 per thousand to \$13.75 per thousand for all properties. The difference in the tax rate for commercial/industrial at 1.06 to 1 would be \$13.65 per thousand for residential and \$14.58 per thousand for commercial/industrial properties. At a classification factor 1.1 to 1 the residential rate would be \$13.58 per thousand and the commercial/industrial rate would be \$15.13 per thousand. He called this a comparatively modest increase and said the point is to have a balancing point between benefits to commercial-industrial properties and residential ones.

Councilor Fonvielle said this is a reasonable thing to do noting he took a contrary view to the rest of the Council on last year's water rate debt shift but agreed with Councilor McGeary's proposal.

Ken Riehl, Cape Ann Chamber of Commerce (CACC) Executive Director, said the CACC is not in favor of the tax classification increase saying that their membership was hoping that the classification factor would be rolled back to 1.0 over a period of time, perhaps a few years. He said he understood what the Committee is trying to do and why, but that they are looking to give local businesses the maximum benefit they can to operate in the city that are struggling to attract new businesses to the city.

Councilor McGeary said from a city financial view, he asked for the CFO's thoughts. **Mr. Dunn** said from a strictly financial view, a rate of 1.1 will raise the same amount, but it is a question of who pays the dollars. From a management view, he said he prefers to see the shift be fairly consistent year to year, and going from 1.06 to 1.1 percent is within that range, given the fact of the reduction of the water rates which were substantial. **Ms. Papows** commented that she didn't wish to make a recommendation, as her role is to provide information to the Council to

help them make their decision. However, she offered that she agreed with the CFO that it is preferable there not be drastic changes in the tax classification rate. **Councilor McGeary** reiterated that this is a modest change.

Councilor Cox said she was torn as Ward 2 has a lot of smaller commercial business that didn't really see the benefit of the water rate shift. But she added that there are a large amount of commercial properties in her ward as well, and would not be sure she could support the rate at the Council, although she would vote in favor now to move it forward to the Council. **Councilor McGeary** pointed out there is many restaurants in Councilor Cox's ward who do use a tremendous amount of water.

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 adopt a TAX CLASSIFICATION FACTOR OF 1.1 percent for Fiscal Year 2015.

Mr. Costa asked that the Council take a Reconsideration of Vote after the Tax Classification factor is accepted in consideration of DOR matters.

2. Memorandum from Assistant DPW Director re: request permission to deficit spend in the Snow & Ice account in order to fill the newly-constructed salt shed

Mark Cole, Assistant Department of Public Works Director, referring to his memo to the Mayor dated Sept. 25, 2014 (on file), reviewed that the newly constructed salt shed at the DPW yard on Poplar Street has a capacity of 8,000 tons. He pointed out the average road salt purchases annually is between 7,000 to 8,000 tons of material. There is currently 800 tons of material on site, and there are funds available to buy about 2,700 tons, which will bring the department's salt reserves to slightly below half of the anticipated requirement. He said the department has been warned that salt will be more difficult to obtain this year. The DPW is not looking to fill the shed to capacity but to get a jump on the season to have enough on site for at least several storms.

Councilor Cox pointed out that last year at a cost of \$45.50 per ton, the city purchased 8,890 tons of road salt, and **Mr. Cole** confirmed almost all of it was used. In discussion with Councilor Cox he suggested based on allocation of funds, they can order 2,700 to 2,800 tons of material, as well as the same in an additional amount to get the department to where they can enter the winter season and order then as needed. He pointed out that road salt can be stockpiled for the following year if there is remainder at the end of the 2014-2015 season. He said the goal is not to have a full salt shed at all times. By purchasing road salt now it will put the department in a position to have most of the needed material on hand before the first snowfall. The purchase will put roughly 6,000 tons in the DPW yard now.

Councilor Cox noted that the rise in salt prices to from \$45 per ton to \$53 per ton is significant, and said this advance purchase is a smart thing to do which **Councilor Fonvielle** agreed with.

Councilor McGeary asked why there couldn't just be a budgetary transfer as there were budgeted funds. **Mr. Costa** said this is not actually funding the purchase, but it will have to be funded later. This vote is an authorization to spend the funds in deficit which has been done usually in January and sometimes there is a second vote later in the winter season to raise the deficit spending limit, he pointed out, and reminded the Committee the current Snow & Ice budget is \$650,000. He said he is not making a recommendation, but that the deficit will have to be funded later as it is each year.

Councilor Cox asked if the road salt is left around was there loss due to degradation of the material. **Mr. Cole** said the loss is limited, and road salt can be mixed with sand. **Councilor McGeary** cited that the DPW also uses a liquid for pretreating roads ahead of storms. **Mr. Cole** said it is anticipated that the pretreatment liquid will be used more often this coming winter. He said there is a storage tank that fits the department's needs at the DPW yard and is easier to obtain and not as expensive for those refills than the road salt deliveries during weather events.

Councilor Cox inquired about progress to secure the DPW yard. **Mr. Cole** said they were awaiting bids for the security system which is portable to any city site. It is hoped to have security gates installed before the end of December, he noted. He added that all DPW employees will have key cards but that Police and Fire may have a card assigned to each vehicle, and said there will be an appropriate height card reader for fire apparatus.

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 the provisions of MGL c. 44, §31D Snow and Ice Removal, Emergency Expenditures not to exceed \$1,100,000. The increase of emergency expenditure authority is \$450,000 added to the current FY2015 DPW Snow and Ice Removal appropriation budget of \$650,000.

3. *Memorandum and Supplemental Appropriation-Budgetary Request 2015-SA-5 from DPW*

Mr. Cole very briefly reviewed that this transfer request is for \$70,000 from the Highway Force Account to the Public Service paving account in order to fund small paving projects and road surface repairs city wide in order to finish up before weather turns for the season.

Councilor Fonvielle asked how the Highway Force Account is funded. **Mr. Costa** explained it is money which comes from DPW open trench permits and other like permits. **Councilor McGeary** asked where these projects will be undertaken and **Councilor Fonvielle** asked if that list was available as well. **Mr. Cole** suggested the Councilors have their constituents' call the DPW with any inquiries.

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 2015-SA-5 in the amount of \$70,000 from Account #294015.10.991.59600.0000.00.000.00.059, Highway Force, Transfer out to the General Fund to Account #101000.10.470.58415.0000.00.000.00.058, DPW Public Properties Maintenance, Paving for the purpose of funding various city paving projects.

Mr. Costa pointed out that this motion affects the city's Tax Recap being submitted to the Department of Revenue and asked that when this matter comes before the Council the Chair asks for a Reconsideration of Vote so that it can be included in the 2014 Tax recap which will be submitted the following day.

4. *Memorandum from Police Chief re: acceptance of the FY15 911 Support & Incentive Grant in the amount of \$61,795*

Chief Leonard Campanello briefly reviewed that the Police Department is asking the Council to accept the FY15 911 Support & Incentive Grant in the amount of \$61,795. This is an annual grant from the state which has no match that provides funding for the department's E911 salaries, overtime and equipment with \$26,000 allocated to the same contracted information technology services with about \$35,000 for replacement overtime for dispatchers. **Chief Campanello** clarified for Councilor Cox that this grant is different from the State 911 Emergency Medical Dispatch (EMD) grant that still is awaiting reimbursement from the state. The Support and Incentive Grant has only about \$10,000 remaining to be reimbursed from the state from a previous year.

Councilor Fonvielle briefly discussed with the Chief the regional dispatch and why it is not a good fit for the city at this time.

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 to accept under MGL c. 44, §53A from the Massachusetts State 911 Department a FY15 Support and Incentive Grant in the amount of \$61,795 to provide funding for Police Department E911 salaries, overtime and equipment.

5. *Memorandum from Community Development Director re: Intermunicipal Agreement with the Town of Essex for Staff Assistance for the Essex Open Space & Recreation Plan*

Stephen Winslow, Senior Project Manager, Community Development Department, discussed the particulars of an Intermunicipal agreement for staff assistance for the Essex Open Space & Recreation Plan (on file), a term which commenced Sept. 15 and ends June 30, 2015. This proposal arises out of some of the changes in the Mass In Motion program which will become a regional program which will create a region consisting of Gloucester, Rockport, Essex and Manchester-by-the-Sea. In the process of doing outreach with the surrounding communities, the Town Manager of Essex had mentioned that Essex's Open Space & Recreation Plan was in need of updating and needed assistance and had funds allocated for that purpose. He said this is just some revisions that need to be done, rather than an overhaul of Essex's plan since there was a good one for the town in place done in 2007. He noted there are rigid guidelines that govern these sorts of plans, and his part is to work on the narrative. He said this is a way to make steps towards Mass In Motion Cape Ann. It makes it so that Gloucester can continue to be involved and benefits the city. It is a bigger challenge to work with more communities he pointed out, but **Mr. Winslow** said he welcomed that challenge. This is also a way, he said, to backfill his position's funding.

Councilor McGeary asked when the city's open space plan last updated. **Mr. Winslow** said it won't need to be updated until 2017. He added that if Essex needed more of his time the town would have to come up with more

money. He said he will be doing the work plan for the Mass In Motion Cape Ann grant anticipated to come forward shortly. There is an expectation of a limit on the number of hours that he will work with the Town of Essex, he noted.

Councilor Cox asked if Mr. Winslow would work out of Gloucester, which **Mr. Winslow** confirmed and can remain accessible and keep his schedule flexible. **Councilor Cox** said she was pleased that this agreement came ahead of Mass in Motion, and **Mr. Winslow** mentioned this could set up a template for working with other communities moving forward. She reminded the Committee that Mr. Winslow's salary is now fully funded for the 2015 budgeted salary through a variety of grants. This money is coming from the Town of Essex approved at their town meeting, **Mr. Winslow** explained, on inquiry by **Councilor McGeary** with **Mr. Costa** adding that these funds would go into the General Fund revenue.

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 authorize the Mayor to enter into the inter-municipal agreement entitled, "INTER-MUNICIPAL AGREEMENT BETWEEN CITY OF GLOUCESTER AND THE TOWN OF ESSEX FOR STAFFING ASSISTANCE TO SUPPORT THE UPDATE OF THE TOWN OF ESSEX OPEN SPACE AND RECREATION PLAN" for a consideration on the part of the Town of Essex of \$5,000.

6. Memoranda from Harbormaster and Supplemental Appropriation-Budgetary Requests: 2015-SA-6; 2015-SA-7; and 2015-SA-8

Jim Caulkett, Harbormaster, reviewed that the three Supplemental Appropriations before the Committee are to support the completion of the engineering, permitting and construction of the Solomon Jacobs Public Landing. The funds were from Waterways retained earnings and the accounts were the Capital Projects Waterways Sailing Floats, Launch Boat and Floating Transient Marina Study, all of which are complete and have some excess funds available to be redirected for this purpose. The transfers will close out the three accounts, he explained, and briefly touched upon the reason the accounts were created and why funds remained. He explained that the Waterways Board prefers that the remaining funds in the three accounts be transferred into one specific account to supplement the funding of the Solomon Jacobs Public Landing project with National Grid and would make it easier to transfer funds. He added that, if all the permits are approved, work will begin shortly after Labor Day weekend of 2015.

Councilor Cox spoke briefly with the Harbormaster about the schooners docked at Maritime Gloucester and where they may be moved to when the work barge is moved into place to perform the water sheet remediation in that area of Harbor Loop.

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 2015-SA-6 in the amount of \$1,058 from Account #710001.10.996.59600.0000.00.000.00.059, Capital Projects Waterways, Sailing Floats-Transfer Out to Enterprise Fund to Account #710004.10.492.58760.0000.00.000.00.058, Capital Projects Waterways-Solomon Jacobs Park Public Landing Project for the purpose of funding the completion of engineering, permitting and construction of the Solomon Jacobs Public Landing.

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 2015-SA-7 in the amount of \$9,258.20 from Account #710002.10.996.59600.0000.00.000.00.059, Capital Projects Waterways Launch Boat-Transfer Out-to Enterprise Fund to Account #710004.10.492.58760.0000.00.000.00.058, Capital Projects Waterways-Solomon Jacobs Park Public Landing Project for the purpose of funding the completion of engineering, permitting and construction of the Solomon Jacobs Public Landing.

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 2015-SA-8 in the amount of \$9,166.44 from Account #710003.10.996.59600.0000.00.000.00.059, Capital Projects Waterways, Floating Transient Marina Study-Transfer Out to Enterprise Fund to Account #710004.10.492.58760.0000.00.000.00.058, Capital Projects Waterways-Solomon Jacobs Park Public Landing

Project for the purpose of funding the completion of engineering, permitting and construction of the Solomon Jacobs Public Landing.

7. Memorandum from Fire Chief & Special Budgetary Transfer Request 2015-SBT-16

Councilor Cox said this is a technical budgetary transfer more for accounting purposes which **Mr. Costa** confirmed and that it is moving money from an ordinary account to a capital outlay account in order to charge the appropriate account to spend the funds from.

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 Special Budgetary Transfer 2015-SBT-16 for \$1,200.00 from Account #101000.10.220.55890.0000.00.000.00.054, Fire Department, Firefighting Tools to Account #101000.10.220.58570.0000.00.000.00.058, Fire Department, Additional EMS Equipment for the purpose of purchasing a snow blower for the Magnolia Fire Station.

8. Community Preservation Committee Round 5, FY2014 Recommendations to City Council

Councilor Cox noted that the public hearing for the CPC Round 5, FY2014 Recommendations will be at the November 18 City Council meeting.

Project #1 – Magnolia Library & Community Center Renovation - \$85,000

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 appropriate up to \$85,000.00 (Eighty Five Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Magnolia Library & Community Center for the purpose of the installation of a sprinkler and fire alarm system, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275024.

Project #2 – Gloucester Writers Center Renovation - \$10,000

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 appropriate up to \$10,000.00 (Ten Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Gloucester Writers Center for the purpose of the rehabilitation and restoration of the building, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275025.

Project #3 – Rehabilitation and Restoration of former Christian Science Church, 6 Wonson Street - \$50,000

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 appropriate up to \$50,000.00 (Fifty Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Rocky Neck Art Colony, Inc. for the purpose of the rehabilitation and preservation of the former Christian Science Church, 6 Wonson Street, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275026.

Project #4 – Cape Ann Historical Association (Cape Ann Museum) ADA lift for Auditorium - \$15,000

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 appropriate up to \$15,000.00 (Fifteen Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Cape Ann Historical Association (Cape Ann Museum) for the purpose of the design and installation of a vertical platform ADA lift for the auditorium, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275027.

Project #5 – Historic New England/Beaumont the Sleeper-McCann House Renovation - \$20,000

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 appropriate up to \$20,000.00 (Twenty Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Historic New England/Beaumont the Sleeper McCann House for the purpose of the rehabilitation and restoration of the building including electrical and fire alarm upgrades, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275028.

Project #6 – Holy Family Parish – Elevator System for ADA access - \$50,000

Councilor Cox said there has been some controversy over this project but she has verified that should this building be sold, the city gets the money back, regardless of when the building is sold. If the donated funds do not reach their funding goal, the CPA money will have to be returned. She pointed out that the Holy Family Parish representative when before the Committee agreed that they would allow this building to be opened to the public use and rental. If they fail to do that, the city gets its money back, she said. She also pointed out that CPA funds have been given to other city churches for the purpose of historic preservation and have been forthcoming for opening the space. She said the space is not safe, damp and musty and understood the parish wanting to have the building renovated before opening it up for public functions not church related. She assured that there are many safety nets built in. **Councilor McGeary** added that for him the key issue was to ensure that the building be made available to the public, and that when the applicant was before the Committee they assured the committee that it would be. He pointed out that on the Committee's site visit they saw it was impractical for the space to be used for public functions until it was refurbished. The \$50,000 is premised on the fact that the space will become available for public and neighborhood use.

Debbie Laurie, Community Development Department Senior Project Manager confirmed if the use of the property changes then the funds have to be returned.

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 appropriate up to \$50,000.00 (Fifty Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Holy Family Parish for the purpose of the construction of an elevator system to provide ADA access, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275029.

Project #7 – Oak Grove Cemetery – Survey and mapping of the cemetery - \$24,000

Councilor McGeary noted that funds for historic preservation are coming from the unrestricted reserves account. **Mr. Costa** explained that historic preservation funds are all spent for City Hall restoration debt service and open space/recreation reserves for the Newell Stadium debt service. There are some 2015 funds but that is being reserved for the Conservation Commission and the difference will pay off the rest of the Newell Stadium debt. The open space category reserve is exhausted, and in historic preservation there is no reserve at all which is why the applications for historic preservation are being funded from the unrestricted reserves account. At the end of 2014, **Mr. Costa** noted, there was \$190,000 in community housing but that no applications have come forward qualifying for those funds.

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 appropriate up to \$24,000.00 (Twenty Four Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Oak Grove Cemetery for the purpose of the survey and mapping of the cemetery, in Gloucester, Massachusetts, in order to restore an historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Fund #275030.

Project #8 – Mattos Field Rehabilitation Project - \$12,679

The Committee discussed that when the Mattos Field's rehabilitation is done that any improvements not completed funded through CPA money, those remaining funds will need to be returned to the city.

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 appropriate up to \$12,679 (Twelve Thousand Six Hundred Seventy Nine Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the purpose of the Cape Ann Women's Softball League rehabilitating Mattos Field located in Gloucester, Massachusetts. The appropriation will be allocated to the Open Space/Recreation category and funded from Unrestricted Reserves in Fund #270000. This project will be tracked in the Community Preservation Fund – Open Space/Recreation Capital Projects Fund #340010.

Project #9 – City of Gloucester, Community Development Department – Burnham's Field upgrades - \$50,000

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 appropriate up to \$50,000 (Fifty Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the City of Gloucester, Community Development Department for the purpose of replacing two ball field backstops at Burnham's Field located in Gloucester, Massachusetts. The appropriation will be allocated to the Open Space/Recreation category and funded from Unrestricted Reserves in Fund #270000. This project will be tracked in the Community Preservation Fund – Open Space/Recreation Capital Projects Fund #340011.

Project #10 – Burnham's Field Community Garden, Inc. - \$5,000

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 appropriate up to \$5,000 (Five Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for the Burnham's Field Community Garden, Inc. for the purpose of replacing the existing fence and for the expansion of the community garden at Burnham's Field located in Gloucester, Massachusetts. The appropriation will be allocated to the Open Space/Recreation category and funded from Unrestricted Reserves in Fund #270000. This project will be tracked in the Community Preservation Fund – Open Space/Recreation Capital Projects Fund #340012.

Project #11 – Gloucester Conservation Commission and Essex County Greenbelt - Annisquam Woods Property Acquisition - \$50,000

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 to appropriate up to \$50,000 (Fifty Thousand Dollars) from the Community Preservation Act funds as recommended by the Community Preservation Committee for the purpose of the Essex County Greenbelt Association (ECGA) purchase of the 27.4 acre property known as the Annisquam woods parcel in Gloucester, Massachusetts upon the condition that the ECGA conveys a conservation restriction to the City of Gloucester or its designee. The appropriation will be allocated to the Open Space category and funded by up to \$50,000 from Open Space Reserves in Fund #270100. The project will be tracked in the Community Preservation Fund – Open Space Projects Fund #271006.

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

Mr. Costa discussed his reports with the Committee.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:30 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS RECEIVED AT MEETING: None.