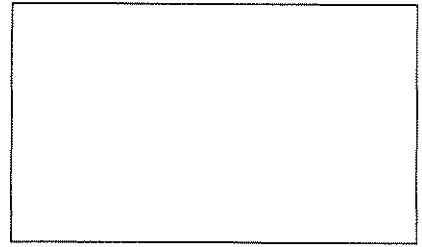




GLOUCESTER CITY COUNCIL CALENDAR OF BUSINESS  
SPECIAL CITY COUNCIL MEETING  
TUESDAY, SEPTEMBER 21, 2010  
6:15 P.M.  
1<sup>st</sup> Floor Council Conference Room  
CITY HALL



FLAG SALUTE & MOMENT OF SILENCE

**AGENDA**

- |   | <u><i>ACTION</i></u> |
|---|----------------------|
| 1. Budget and Finance Minutes of September 9, 2010 re: Establishment of Talbot Rink Enterprise Fund     | (FCV)                |
| 2. Budget and Finance Minutes of September 21, 2010 re: MSBA Green Grant Program (under separate cover) | (FCV)                |

Linda T. Lowe, City Clerk

NEXT REGULAR CITY COUNCIL MEETING, September 28, 2010

**Mr. Duggan** responded Superintendent Connolly has experience in these statements of interest and he is convening a meeting with himself, Mr. Hale and Superintendent Connolly on or before the 9/22 deadline. Depending on the statement of interest, he may be requesting that a special City Council meeting be held for language to be adopted in order to submit to the MSBA prior to the 22<sup>nd</sup>.

**Councilor Curcuru** asked if they would try and attack those three previously named items with this match. Did the work need to be completed first before reimbursement?

**Mr. Duggan** stated they want to take advantage of it in order to address the outstanding concerns they have in those three areas. You can submit the progress payments; progress payments will only be reimbursed at a certain percentage.

**Councilor Curcuru** stated some of this work won't be done until next summer and asked if they would still be eligible. Most of this work won't be done until next spring or summer.

**Mr. Duggan** stated he would "go out on a limb and assume they're not the only district who can't do the work when the pupils are in school." It would have to be postponed and done during the summer months or during some school vacation times, perhaps. The MSBA is likely taking that into consideration. It's more like \$7 million for the City's needs in these areas.

**Councilor Hardy** asked this didn't preclude them from applying for other grants the City would be eligible for, for other purposes to repair schools, in the spring.

**Mr. Duggan** stated it wouldn't. They would have to get accepted; the MSBA would have to review it; do a site assessment; and do a more in depth process. He and the Superintendent spoke yesterday. He had a School B&F meeting last evening and wanted to know that the Administration was on board and offered all the help he could. Mike Hale will not be the full-time point of contact; it will be the new facilities manager. Part of the statement of interest, which was faxed in the other day by the Superintendent, has the log-in information. The point of contact information was submitted with it. For the time being it is Mike Hale. This meeting is for the three of them to get on the same page.

**Councilor Curcuru** noted it was nice to have the Superintendent with his experience in this.

**Councilor Hardy** asked about the job description reflects this for the facilities manager.

**Mr. Duggan** asked just that question to Mr. Bain Personnel Director who understands the trades and facilities.

**Councilor Hardy** stated they will have to work hand and hand with Mr. Costa to be sure the criteria is met properly and that it's done right and timely. If not, they may not be reimbursed. She felt it was a very big job for a new facilities manger.

**Mr. Duggan** appreciated the Councilor's concern but didn't have the same level of concern. They're looking for a high quality individual. He felt they will get an experienced professional, whoever they will be. This is a priority. If they need to bring other individuals in to assist or support the facilities manager, if he needs to make the decision to take it away from the facilities manager, he will.

**Councilor Hardy** noted that the City Council is "up to their eyeballs" with special meetings. She realized they would need a resolution on the 21<sup>st</sup>.

**Mr. Duggan** noted that to be correct. He will have a better understanding from Superintendent Connolly shortly. He can call and find out.

**Councilor Curcuru** noted they still have to make a motion out of B&F to send it to the Council.

**Councilor Hardy** stated they need the proper language. They're going to have to make a motion at a special B&F before the Special City Council. It will be hand carried on the 22<sup>nd</sup> to the MSBA.

**Mr. Duggan** noted the point of contact at the MSBA reiterated the statement of interest was not simple but was not difficult.

**This matter is continued to a Special Budget & Finance Meeting for 5:45 p.m. on Tuesday, September 21, 2010 to be followed by a Special City Council Meeting 6:15 p.m. the same evening.**

5. *Memorandum from Jeffrey Towne, CFO, City of Gloucester for Establishment of Talbot Rink Enterprise Fund, MGL c. 44, §53F1/2*

**Mr. Costa** explained that the rink is now one consolidated fund with the Athletics Revolving Fund. They're looking to give the rink its own identity by establishing its own enterprise fund under MGL c. 44, Sec. 53F1/2 to establish the Talbot Rink as an enterprise fund. The first step is to adopt the fund, and then to create an annual budget for the rink fund, which Mike Hale, DPW Director, would do. If the existing fund is in a surplus or deficit, they have to vote to move that surplus or deficit to the new enterprise fund. They've charged rink salaries to the account from July 1<sup>st</sup> to now. He talked to DOR who said they can't do it retroactively to July 1<sup>st</sup>. The Council is going to have to move all those salaries from July 1<sup>st</sup> until now; it will be a deficit until they collect revenues.

**Councilor Curcuru** stated they are in a deficit but how are they paying them.

**Councilor Hardy** asked how many people are on the rink account.

**Councilor Curcuru** understood there to be three full-time employees.

**Councilor Hardy** asked if any are on grants and was told no.

**Mr. Costa** stated they will have to move those salaries from July 1<sup>st</sup> to date; those expenditures will have to be moved to the new enterprise fund. They'll have to have a vote on that as well.

**Councilor Curcuru** stated it would be self-supporting account but with no budget; and asked how Mr. Hale was making out to isolate that rink to keep it separate from the school with things like the utilities.

**Mr. Dugan** stated not at this point. They are trying to address that but didn't have the information on that.

**Councilor Hardy** noted they've been trying to do that ever since the switch.

**Councilor Curcuru** asked Mr. Duggan to look into that.

**Councilor Hardy** asked for that information in writing because the Council will want information on the enterprise account.

**Councilor Curcuru** stated that it needs to be done right away.

**Councilor Hardy** also asked for more information.

**Mr. Costa** noted more information will come forward when Mr. Hale presents the budget.

**Councilor Curcuru** asked that when this goes to the Council, could Mr. Hale have a preliminary budget at that time.

**Councilor Hardy** asked if they have to advertise this to create an enterprise account.

**Mr. Towne who was no longer at the meeting having left during the recess was put on speaker phone and asked if they needed an advertisement to create an enterprise fund, to which he responded that he did not see anything in the law that says they have to advertise to create an enterprise fund.**

**Councilor Curcuru** asked Mr. Hale to be present for that special B&F meeting.

**Mr. Costa** noted they shouldn't be deficit spending out of the fund, so at the beginning of the year when they start collecting revenues, they can then spend money for budgeted items.

**Councilor Curcuru** noted there were also associated revenues with the rink.

**Councilor Hardy** requested so that they know more about the revenues are projected to be and now in September, and imagined that some ice time was booked in advance, she asked for the advance schedule for rink time. Also, what was the business plan for this rink? These were the questions she believed that other City Councilors will want to know.

**Mr. Duggan** stated they are just starting to come out of the merger to get it on track.

**Councilor Hardy** withdrew her request.

**Councilor Curcuru** asked for how much revenue was brought in from last year and where it came from.

**MOTION: On motion by Councilor Hardy, seconded by Councilor Curcuru, the Budget & Finance Committee voted 2 in favor, 0 opposed to recommend to the City Council the establishment of the Talbot Rink Enterprise Fund in accordance with MGL c. 44, §53F1/2.**

**6. Memorandum from Community Development Director re: HUD Sustainable Communities Challenge Grant**