

Budget & Finance Committee
Thursday, April 6, 2017– 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Scott Memhard; Councilor Joseph Ciolino; Councilor Joseph Orlando, Jr.

Absent: None.

Also Present: Councilor O'Hara (left the meeting at 5:55 p.m.); Jim Destino; Kenny Costa; John Dunn; Assistant Fire Chief Tom Aiello;

The meeting convened at 5:34 p.m.

1. Memorandum from City Auditor re: City's FY16 Basic Financial Statements

This information was placed on file. The City's outside auditor will give a report on the FY16 Basic Financial Statements at the Budget & Finance Committee meeting scheduled for April 20, 2017.

2. Memorandum, Grant Application & Checklist from City Auditor re: acceptance of grant from FEMA/MEMA in the amount of \$355,530.04

Kenny Costa, City Auditor, said that the Council is being asked to accept the reimbursement from FEMA/MEMA. **Jim Destino**, CAO, commented that the reimbursement process takes an excessive amount of time -- this was a 2 ½ year process to obtain the funds. Carol McMahon, Assistant Emergency Preparedness Management Director, a contractor with the Fire Department, was lauded for the hours she put in on pursuing documentation and her diligence of her efforts were highlighted by the **B&F Committee, Mr. Costa, Assistant Chief Aiello** and **Mr. Costa**. **Mr. Costa** said that there should also be some administrative indirect costs for city staff time set aside due to the investment of staff time invested in document research and review, for which many hours were put in and should be budgeted. He said going forward it is something the city should look at for budgeting.

Councilor Ciolino asked for an explanation of the grant payment breakdown. **Mr. Costa** explained the following: The grant reimbursement was broken down into four pieces which he highlighted for the Councilor in his memo (on file): Grant reimbursement total: \$355,530.04 which includes \$2,426.22 for the repair of the Good Harbor Beach boardwalk; \$38,723.27 for repairs to curbs, signs and sidewalks; and \$23,510.06 for the snow removal of (school) roofs; and \$290,870.49 for city-wide snow removal (this portion was received the day of the meeting). He advised that the money for the storm clean-up was spent out of the General Fund and so the reimbursement grant will go back into the General Fund, he advised. That winter's Snow & Ice account was amortized over a three-year period with the state, for a \$2.6 million total deficit. The city allocated \$300,000 to reduce that deficit and so the last payment will be \$430,912.34 in FY18 because the city received additional grant funds, more than expected.

Councilor Memhard pointed out that there are still damaged roadway curbs from the epic 2015 blizzard. **Mr. Destino** said that Ms. McMahon worked it out to get as much into that 48 hour window such as damage to street curbs, and other city services and properties -- the city tried to get as much into the details for damage done during that 48 hour storm window as they were able in order to be reimbursed. MEMA always asked for more and more details, he advised. Ms. McMahon was gracious and worked to provide all the information requested by MEMA and FEMA, **Mr. Costa** mentioned.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council under MGL c. 44, §53A accept a federal grant from the Federal Emergency Management Agency (FEMA) passed through the Massachusetts Emergency Management Agency (MEMA) for the FEMA 4241 January 26-28th, 2015 Blizzard Grant reimbursement for a total amount of \$355,530.04.

3. Grant Application & Checklist from Assistant Fire Chief re: MEMA Emergency Operations Center improvements grant

Assistant Fire Chief Tom Aiello, explained that this is a grant applied for each year and that the Council is being asked to accept a MEMA Emergency Operations Center Improvements Grant for \$6,460 to be used for the city's Emergency Operations Center (EOC) improvements and for associated training. The grant total is determined by a formula based on population. He noted that the EOC is located at the O'Maley Innovation Middle School at the rear of the Talbot Rink where the transportation office used to be. He highlighted that previous grant funds purchased improved radios for the EOC and send staff to the National Hurricane Conference. There is a 100% in-kind match from the city, and Ms. McMahon's salary is considered as part of the match as is the Civil Defense Department budget. **Councilor Orlando** expressed further concern about the "dollar for dollar" statement in the grant. **Mr. Costa** assured that the Civil Defense budget voted by in June 2016 at \$25,000 more than covers the grant match. On a further inquiry by **Councilor Orlando**, **Assistant Chief Aiello** said that they will buy some cots for sheltering and replacing some sheltering expendables.

Councilor Ciolino asked about the utilization Community Emergency Response team (CERT) volunteers. **Assistant Chief Aiello** said that CERT members along with the Red Cross are mobilized for any sheltering that is needed in emergency situations in the city.

Councilor Orlando expressed concern about the match that it says dollar for dollar. Mr. Costa said that there is a Civil Defense budget, and that budget voted in June is the match for this grant, at \$25,000 and covers it.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council under MGL c. 44, §53A to accept a federal grant from the Federal Emergency Management Agency (FEMA) passed through the Massachusetts Emergency Management Agency (MEMA), a Emergency Management Performance Grant (EMPG) from Federal Fiscal Year 2016 for an Emergency Operations Center Improvement Grant for a total of \$6,460 for the purpose of the City of Gloucester's emergency sheltering operations and training of its Emergency Management team through the Fire Department's division of Emergency Management.

4. Memorandum, Grant Application & Checklist from Interim Police Chief re: request Administration accept FY17 PAARI Transportation Grant funds up to \$5,000 to assist with Angel Program

Mr. Destino said this grant hasn't come through yet. This matter is continued to April 20, 2017.

5. Memorandum from Co-Chair of the Gloucester Historical Commission Chair re: request to accept a grant funds in the amount of \$15,000 from the Massachusetts Historical Commission to define Dogtown as a part of the National Registry of Historical Places

Mary Ellen Lepionka, Co-Chair of the Historical Commission reported that this is a matching grant with match in hand. There is an April 14 deadline to let Mass. Historical Commission (MHC) to let them know the grant is accepted by the Council and the Mayor. The Committee noted that a reconsideration of the vote to accept the grant in order to make a Certificate of Vote available to be submitted to the MHC.

Ms. Lepionka, responding to **Councilor Orlando's** inquiry about what it means to be designated on the National Register explained the following: The National Register is a book of properties that are regarded as important heritage sites or national landmarks or historically significant properties that are to be recognized by the state and federal government. It makes those properties eligible for grant funding that might not otherwise be available. She gave the example that if a district and wanted to build an educational center there would be a federal grant for that. The only drawback the Gloucester Historical Commission (GHC) was able to discern is that when a property or district is on the National Register, if work is to be undertaken on that property, the property owner or district must submit a project notification form to the MHC who looks at what is going to be done and decide if the project is going to harm the National Registry historical status or is not a detriment to its status. Both she and **Robert Whitmarsh**, GHC member, emphasized that the MHC determination *does not* prevent the work. The homeowner can still do what they want, **Mr. Whitmarsh** confirmed and there is no downside to the homeowner.

This project is about Dogtown, **Ms. Lepionka** explained, a large area of land which extends into Rockport and also has some lots with unknown ownership or not been able to be determined. The GHC wants to have professionals to assist in finding the line of the area that will be called the National Historic Registered District with land that is legal and encompasses as many cultural and archeological resources as possible. She highlighted examples of including the boulder trail, cellar holes, and the old mill, and that the whole area including roads and trails, pastures, stone walls, etc.

Councilor Memhard asked about the watershed in the district and if this would create issues for the city by Dogtown being designated as a National Register district. **Mr. Whitmarsh**, speaking of the study, said that there will be survey of the Dogtown topography, boundaries, the watershed area, the vernal ponds, etc., and map the entire area. This is a preliminary foray, he pointed out, and will not automatically put Dogtown into the National Registry. There will be no restriction on the reservoir, **Councilor Orlando** confirmed with both **Ms. Lepoinka** and **Mr. Whitmarsh**, and reiterated it is not the intent of the National Register to place restrictions, **Mr. Whitmarsh** confirmed. He noted that they have stayed in touch with the Town of Rockport, and have letters of support from the Board of Selection and the town's Historical Commission who support this action knowing how important it is. This is a first step, **Ms. Lepoinka** pointed out. **Mr. Whitmarsh** added that much of Gloucester's history is entwined with Dogtown and many of the city's residents don't even know this.

Councilor Memhard asked if a properly permitted controlled burn of a portion of Dogtown under a National Register designation would be prohibited. **Ms. Lepoinka** said it would not, that it would be historically proper and be encouraged.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council under MGL c. 44, §53A to accept a federal grant of \$15,000.00 from the Department of the Interior, National Park Service as passed through the Massachusetts Historical Commission for an archeological survey for the purpose of defining Dogtown in the City of Gloucester as a part of the National Registry of Historical Places. This grant has a 100% match to be met with private funding sources.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council under MGL c. 44, §53A to accept a private grant of \$15,000.00 from the Dusky Foundation for an archeological survey for the purpose of defining Dogtown in the City of Gloucester as a part of the National Registry of Historical Places.

6. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization & Auditor's Report and other related business*

City Auditor, Kenny Costa, briefly reviewed his report with the Committee (on file).

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:05 p.m.

Respectfully submitted,
Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.