

Budget & Finance Committee
 Tuesday, July 11, 2017– 6:00 p.m.
 Kyrouz Auditorium – City Hall
 -Minutes-

Present: Chair, Councilor Scott Memhard; Vice Chair, Councilor Orlando; Councilor Ciolino

Absent: None.

Also Present: Kenny Costa; John Dunn

The meeting convened at 6:05 p.m.

1. FY17 Year-End Transfers

John Dunn, City CFO, explained that the following transfers in three groups. The first is a variety of transfers to cover the Snow & Ice deficit, close to \$700,000 and transfers are coming from a variety of places, consolidated positive variances in departmental accounts as shown below (2017-SBT-37). The total of transfers is \$383,800.

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 approve the following Special Budgetary Transfer (2017-SBT-37) for the purpose of funding and making whole account deficits for Fiscal Year 2017 for a total of \$383,800 in the following accounts:

2017-SBT-37

From Account: 0115552 524033	MIS, Software Maintenance	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	39,900.00
From Account: 0116352 542001	Registration, Printing & Stationary	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	8,000.00
From Account: 0118152 520000	Comm. Dev., Purchase of Services	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	25,000.00
From Account: 0122058 585010	Fire, Office Equipment	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	5,000.00
From Account: 0129152 558010	Emerg. Management, Inspect. Sup.	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	6,000.00
From Account: 0141152 520000	Engineering, Purchase of Services	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	8,500.00
From Account: 0147052 520000	DPW Public Svc, Purchase of Svc.	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	8,400.00
From Account: 0147252 540000	DPW Facilities, Supplies	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	45,000.00
From Account: 0149952 548001	DPW Central, Motor Gas & Oil	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	75,000.00
From Account: 0182052 565004	State Assessment, School Choice	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	141,000.00
From Account: 0194252 569001	Vocational School, Assessment	To Account: 0142352 529014	DPW-S&I Snow Plowing & Salt \$	22,000.00

TOTAL: \$ 383,800.00

Mr. Dunn conveyed to the Committee as follows: These are transfers in salary accounts because of language in new contracts settled with GMAA, exempt manager and the two AFSCME units. This is an accrual that has to be made because of the effective end date of when employees get paid which has changed to real time not in advance of one week. This moves dollars from various salary lines with a number of departments to other salary lines in other departments as shown in 2017-SBT-38. The total transfer is for \$98,000.00.

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 approve the following Special Budgetary Transfer (2017-SBT-38) for the purpose of funding and making whole account deficits for Fiscal Year 2017 for a total of \$98,000.00 in the following accounts:

2017-SBT-38

From Account: 0113551 511000	Auditor's Office, Salaries	To Account: 0112151 511000	Mayor's Office, Salaries	\$ 5,500.00
From Account: 0113551 511000	Auditor's Office, Salaries	To Account: 0113851 511000	Purchasing, Salaries	\$ 2,600.00
From Account: 0151051 511000	Board of Health Salaries	To Account: 0114151 511000	Assessor's, Salaries	\$ 7,000.00
From Account: 0151051 511000	Board of Health, Salaries	To Account: 0115151 511000	Legal, Salaries	\$ 4,000.00
From Account: 0116151 511000	City Clerk, Salaries	To Account: 0115551 511000	MIS, Salaries	\$ 4,000.00
From Account: 0118151 511000	Community Development, Salaries	To Account: 0117151 511000	Con. Comm., Salaries	\$ 2,400.00
From Account: 0121151 511000	Police Uniform, Salaries	To Account: 0121051 511000	Police Admin. Salaries	\$ 28,000.00
From Account: 0121151 511000	Police Uniform, Salaries	To Account: 0121251 511000	Police CID, Salaries	\$ 6,000.00
From Account: 0121151 511000	Police Uniform, Salaries	To Account: 0121651 513000	Police Harbor, Overtime	\$ 4,000.00
From Account: 0129252 520000	Animal Control, Purchase of Svc.	To Account: 0129251 511000	Animal Control, Salaries	\$ 2,000.00
From Account: 0151051 511000	Board of Health, Salaries	To Account: 0129651 511000	Shellfish, Salaries	\$ 1,500.00
From Account: 0147051 513002	DPW Public Service, OT-Labor	To Account: 0142151 511000	DPW Admin., Salaries	\$ 1,500.00
From Account: 0147051 511000	DPW Public Service, Salaries	To Account: 0142351 513002	DPW S&I, OT-Labor	\$ 6,100.00

From Account: 0147051 512000	DPW Public Service, S&W Temp.	To Account: 0147251 511000	DPW Facilities, Salaries	\$	19,000.00
From Account: 0161051 511000	Library Admin., Salaries	To Account: 0154351 511000	Veterans, Salaries	\$	2,400.00
From Account: 0156342 534007	Tourism, Telephone - Usage	To Account: 0156351 511000	Tourism, Salaries	\$	2,000.00
				TOTAL:	\$ 98,000.00

Mr. Dunn recounted that this single transfer to fund the 2017 retroactive pay for the Police Superiors' contract and funds had been set aside, and this puts the funding in a reserve account as it is in Fiscal Year 2017 for salary adjustments. The total is \$27,725.

COMMITTEE RECOMMENDATION: On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2017-SBT-39 in the amount of \$27,725.00 from Account #0190151-517003, Health Insurance-Expenses, to Account #0001-328000, General Fund Balance-Reserved for Special Purposes, for the purpose of reserving Fiscal Year 2017 retroactive pay for Police Superiors' contract settlement as of June 30, 2017.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:10 p.m.

Respectfully submitted,
Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.