

**Budget & Finance Committee**  
Thursday, July 20, 2017– 5:30 p.m.  
1<sup>st</sup> Fl. Council Committee Room – City Hall  
**-Minutes-**

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

**Absent:** None.

**Also Present:** Kenny Costa; Jim Destino; John Dunn; Max Schenk; Matt Coogan

**The meeting convened at 5:32 p.m.**

**1. Letter from the Gloucester Rotary Club re: City Council acceptance of children’s wooden truck, climbing post, and Pagoda Bells at Stage Fort Park**

**Councilor Orlando** declared under MGL268A that his law office is handling a matter pertaining to the Stage Fort Park Playground and stepped away from the table. **Councilor Ciolino** advised he was a member of the Gloucester Rotary Club but that it would not affect his vote.

**Councilor Memhard** said this donation dovetails nicely with the city’s 400<sup>th</sup> anniversary, and thanked the Rotary Club saying that it is a wonderful partnership.

**Julie Geary**, President of the Gloucester Rotary Club noted a letter (on file) from Steve Kaity, past president of the Rotary Club and playground committee chair which outlines the donation of the club for the Stage Fort Park children’s playground as a wooden truck, a climbing post and Pagoda Bells valued at \$10,504, and highlights the club’s commitment of investment to improving Stage Fort Park to date of over \$275,000 as well as its stewardship role which she read. She advised that the Rotary is already planning for its 100<sup>th</sup> anniversary which coincides with the city’s 400<sup>th</sup> anniversary; and that it intends to spend “a significant amount of money” but a project hasn’t been determined to benefit the city as of yet.

**Councilor Ciolino** said the workmanship of the installation, which was professionally installed, is great and that the improvements donated by the Rotary Club enhance the playground further.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Ciolino, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 favor, 0 opposed, 1 (Orlando) recused, to recommend that the City Council under MGL c. 44, §53A-1/2 accept a donation of children’s playground equipment: wooden truck, climbing post and Pagoda Bells, valued at \$10,504 from the Gloucester Rotary Club for the purpose of the improvement of the Stage Fort Park playground area.**

**Councilor Orlando** returned to the table.

**2. Memorandum, Grant Application & Checklist from Board of Health Director re: renewal of three-year MA in Motion Grant for FY18-FY20 in the amount of \$120,000**

**Max Schenk**, Assistant Public Health Director, asked the Committee to accept the Mass. Department of Public Health (MDPH), Bureau of Community Health and Prevention, Mass. in Motion Cape Ann Grant in the amount of \$120,000 and gave the Committee some background information as follows: This grant funding represents a three year renewal for \$120,000, a \$10,000 increase over the previous grant. This grant supports key priorities for Mass in Motion which will see a community assessment to identify root causes of obesity on Cape Ann and developing an action plan to address causes with specific priority populations, low income and senior residents; assist with the planning and improvements to Stage Fort Park design to support the presence of the Farmer’s Market; support of implementation of the Complete Streets program, as well as development of plans for Healthy Heart Trails around Cape Ann. There is no match.

**Councilor Memhard** pointed out half of the grant funding comes from the federal government and half from the state

**Councilor Ciolino** noted this program had prompted installation of bicycle racks around the city, painting lines for bicycle lanes on city streets, and asked about the schedule for Complete Streets moving forward. **Mr. Schenk** said he didn’t have information on hand as to the plans to expand the Complete Streets program. He pointed out that a lot of the grant funding goes to support Mr. Winslow’s position in getting these items done. The assessment, he suggested, would take quite a bit of the funding and plans for Healthy Heart Trails mapping will take some time.

**Councilor Ciolino** said the trails at Stage Fort Park need improvement and the steps as well. He asked that Mr. Winslow give his brief summary of the grant at the City Council meeting July 25 when this matter comes forward for a vote as to how the funds will be spent aside from his salary support.

**Matt Coogan**, Senior Planner, added that Mr. Winslow has been very successful in maintaining this grant program for several years. In order for the city to accept this grant, he said Mr. Winslow had to have a plan in place to obtain this funding based on what the state asked for. He noted several years ago this grant was more fitness related which was why there was a concentration on the bicycle racks and lanes on city streets. This time the state is looking for community assessment to yield statistics -- what are the vulnerable populations of the city, what should be the focus moving forward, and it will be more about data collection, not bike racks. **Jim Destino**, CAO, pointed out that it was likely that this grant wasn't going to be renewed this year -- not only was it renewed, but it was for more money than expected (an additional \$10,000). He said he knew there was a plan in place as to how the grant funding would be spent. He recounted that the trails around Stage Fort Park and other park improvements had been part of a federal grant funding that the city had to turn down for a variety of reasons. Now, he said, there will be funding by the city for improvements to the park in stages with the first being the beautification of the area around Gentile Bandstand and a platform for the Farmer's Market, followed by the park's trails and other park amenities. He said that the funds mostly go to Mr. Winslow's salary. He added that Mr. Winslow does a great deal more than manage this grant alone.

**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 accept under MGL c. 44, Sec. 53A a pass-through grant from the Centers for Disease Control and Prevention Office to the Massachusetts Department of Public Health Bureau of Community Health and Prevention, Mass in Motion Municipal Wellness and Leadership Initiative Grant for \$120,000 (FY18: \$40,000; FY19: \$40,000; FY20: \$40,000) to support an environment on Cape Ann that supports physical activity and provides access to healthy foods. The Federal portion of the grant is \$60,000 and the State portion is \$60,000.**

**3. Memorandum from Harbormaster re: Acceptance of Clean Vessel Act Grant in the amount of \$11,000**

**Mr. Destino** explained that the grant acceptance before the Committee is an annual federal grant passed through the Mass. Division of Marine Fisheries for the Clean Vessel Act which supports the maintenance of the City's pump out boat and now helps to support the new shoreside pump out facilities. He noted this accounts for the slight raise in the grant amount this year.

**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 accept under MGL c. 44, §53A a Federal Clean Vessel Act Pumpout Boat Grant for \$11,000 from the U.S. Department of the Interior passed through Massachusetts Division of Marine Fisheries for the purpose of servicing resident and transient boaters of the City for the disposal of sewage from vessel holding tanks and portable toilets.**

**4. Memorandum, Grant Application & Checklist from Senior Planner re: Acceptance of FY18 Green Communities Competitive Grant in the amount of \$207,443**

**Matt Coogan**, Senior Planner, conveyed the following information to the Committee: Gloucester has been a Green Community since 2010, and has earned a great deal of grant monies because of it to reduce the city's carbon footprint and save the city money -- lighting projects and oil to gas conversions installing high efficiency boilers in the schools, and the last Green Community grant was for the LED street light conversion citywide. This is the fourth grant received through the state Green Communities program, and was a competitive grant round. The city applied for \$207,443 and received the full amount. This grant funding will cover the total cost for retro-commissioning the High School, the O'Maley Innovation Middle School and Beeman Elementary School (which additionally will receive an Energy Management Control System installation). He noted that the O'Maley and High Schools already have the control system in place.

He explained that the company the city has worked previously on other energy saving projects is Siemens. The service the company is offering now is to do a diagnostic on the mechanicals as a whole in the three schools to ensure all systems are working efficiently, make suggestions as to how to improve mechanical efficiency and create budgets to make those changes. He pointed out that the city has a budget each of its facilities, and a budget for

diagnostics and repairs. By making these repairs, he said, it results in efficiencies and subsequent savings because of those efficiencies. He reiterated that the Beeman project will be adding control technology that doesn't exist there now but is already in place at the Middle and High School. He explained that in addition to working with Siemens on this project, the city will work with National Grid in order to receive rebates for the work, which will bring about \$40,000 back to the city, so the savings are immediate. The city pledged to reduce energy consumption by 20%, he said, and at present the city is at 17% as of FY16, and FY17 data is anticipated to show that the LED streetlight conversion will help to meet that 20% threshold, he said.

**Councilor Memhard** asked if solar arrays could be installed on school rooftops. Hitting the 20% really helps with the grant studies, **Mr. Coogan** noted. He mentioned a study done several years ago on solar arrays for the city. He pointed out that the two wind turbines dedicated to the city power the needs of all the municipal buildings. The private sector already has a number of solar arrays, he added. There was a discussion of the Committee with Mr. Destino about wind turbines.

**Mr. Destino** reminded the Committee about the city's electric vehicle fleet which was also funded through grants along with two charging stations, and said that the city's fleet is anticipated to expand with another possible charging station installation. He lauded Mr. Coogan's management of the city's Green Community program.

**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, Sec. 53A accept a Mass. Department of Energy Resources-Green Communities Competitive Grant for \$207,443 for the purpose of retro-commissioning projects at Gloucester High School (\$91,671.43), the O'Maley Innovation Middle School (\$85,860.26) and the Beeman Elementary School (\$29,911.31) which will also receive an Energy Management System installation. This grant has no City match funding requirements and the grant contract end date is through May 31, 2018.**

**5. *Petition for road repairs in accordance with GCO Article IV "Repair of Private Ways" Sec. 21-80 et. seq.*  
*Re: Brooks Road***

**Mr. Destino** said this is likely a last repair of a private way petition under the current ordinance. The new ordinance is sitting with the O&A Committee for review and will be taken up at their July 31 meeting. Because this petition is under the current ordinance the acceptance into the program comes first and the funding piece would come after the acceptance. He highlighting that the new ordinance will be much more streamlined with acceptance and funding coming forward at the same time. He said Councilor Nolan did a great job shepherding this project with the abutters and through Council under the current ordinance. This is a betterment paving project for Brooks Road that was agreed to by the vast majority of abutters with the abutters bettered at 100%, he said.

**COMMITTEE RECOMMENDATION: On motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, recommends that the City Council under Sec. 21-83 of the Gloucester Code of Ordinances that the City is to repair/repave the private way of Brooks Road. The abutters of Brooks Road agree to provide all easements, rights of way, designs, permits and legal certifications necessary for said improvements. The cost resulting from said improvements to be carried out is based on Sec. 21-83, "Funding for approved Construction and Repair." The full cost of this project is not to exceed \$130,000; one hundred percent of the costs shall be borne by abutters and assessed as betterments.**

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

**Mr. Costa** briefly reviewed the City Auditor's report with the Committee (on file).

**A motion was made, seconded and voted unanimously to adjourn the meeting at 6:04 p.m.**

Respectfully submitted,  
*Dana C. Jorgenson*  
Clerk of Committees

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**