

Budget & Finance Committee
Thursday, October 19, 2017– 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

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

Absent: Councilor Ciolino

Also Present: Kenny Costa; Jim Destino; John Dunn; Debbie Laurie

The meeting convened at 5:30 p.m. Matters were taken out of order.

1. Memorandum, Grant Application & Checklist from DPW Director re: Acceptance of Recycling Dividends Grant in the amount of \$27,000

Jim Destino, CAO, explained that the Mass. Department of Environmental Protection has awarded to the city a grant for \$27,000 to enhance the performance of Gloucester's successful waste reduction programs. **Mr. Dunn** touched on the formula by the state that determines how much the city is granted based on a point system earned by the city through its recycling programs and population served by curb-side pick-up.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, (1) Ciolino absent, to recommend that the City Council accept a state grant under MGL c. 44, § 53A from the Massachusetts Department of Environmental Protection Recycling Dividends Grant under the Sustainable Materials Recovery Program for a total of \$27,000. The purpose of this grant funding is to support the City of Gloucester SMART/PAYT recycling programs.

2. Memorandum from Acting Community Development Director re: Community Preservation Committee Recommendations-Round 8, FY2017 Funds – To set schedule for Applicants

The **Committee** discussed with **Debbie Laurie**, Senior Project Manager with Community Development, the scheduling of applicants as recommended by the Community Preservation Committee (CPC) for funding through the Community Preservation Act. There were 10 applications for funding, she advised, with one application withdrawn and one not recommended by the CPC leaving eight applications to come before the Committee. A schedule was determined that the first four applicants would appear at the November 9 and the second four applicants would appear at the November 16 regularly scheduled B&F Committee meeting.

Councilor Orlando confirmed with **Ms. Laurie** that the Cemetery Advisory Committee applied for a grant which will be for continuing restoration for stone repair of the First Parish and Clark Cemeteries. She said the Cemetery Advisory Committee had been recommended for the full amount of \$9,000 that they applied for. She confirmed also that the Cemetery Advisory Committee was also in receipt of a Mass. Historical Commission grant. Both **Councilor Orlando** and **Mr. Destino** highlighted the work of the Public Works Department recently at the First Parish and Clark Cemeteries. **Mr. Destino** and **Councilor Orlando** spoke briefly about the Stage Fort Park grant application by the Stage Fort Park Advisory Committee highlighting that it was an archeological study to be done by the Gloucester Historical Commission and the cannon restoration at the Fort. There was a brief discussion on site visits which were noted to be done if necessary and are set when the applicants present before the Committee.

Additionally touched on was the application by the Sargent Murray Gilman Hough House Association application funding of \$111,500 in the Historic Preservation category for the museum's failing roof. **Councilor Memhard** noted that the Association was recently a recipient of another \$50,000 funding grant towards the roof replacement project. As a result, the city's CPA grant award in this cycle may be reviewed and adjusted accordingly, which was confirmed by **Mr. Destino**.

3. Special Budgetary Transfer Request (2018-SBT-1) from the CFO

Mr. Dunn explained that when the finance team puts together the city's annual budget they have a preliminary assessment from the Essex North Shore Regional Technical School. The city received a letter about a month ago advising that the preliminary assessment was high, by about \$71,000, because an increase in debt servicing coming

back from the MSBA which reduced all the member communities' assessments. He proposed the Council take that positive variance and apply it to a higher-than-anticipated initial invoice from MIIA for the city's liability insurance. He said it is expected during the year there will be credits coming back to the city from MIIA but that his preference is to cover this deficit now. Should there be a credit balance the funds can be moved elsewhere.

Councilor Orlando declared under MGL Ch. 268A that his law office handles claims on liability policies against the city, and there may be an appearance of a conflict of interest but it will not affect his vote in any way.

COMMITTEE RECOMMENDATION: On motion by Councilor Orlando, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Ciolino) absent, to recommend that the City Council approve Special Budgetary Transfer 2018-SBT-1 in the amount of \$70,973 from Account #0194252-569001, Regional School -Vocational School Assessment to Account #0194552-574001, Liability Insurance - Building Insurance, for the purpose of funding an account deficit.

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

Kenny Costa, City Auditor, 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 5:43 p.m.

Respectfully submitted,
Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.