

**FINANCE COMMITTEE**  
Minutes of the Meeting  
January 16, 2024

1. The Clerk called the meeting to order at 8:15pm in the City Council Chamber.
2. The Clerk called the roll – Committee members Hanley, LaCava, LaFauci, McMenimen, and Vidal were all present in-person.
3. The Clerk called for nominations to serve as the Chairman. Councillor Vidal nominated Councillor LaFauci and spoke of his reasons for the nomination. Hearing no other nominations, Councillor LaFauci was unanimously elected as the Chairman on a roll call vote.
4. Vice-President LaCava moved to accept the minutes of the meeting held on December 26, 2023. The motion was adopted on a voice vote and the minutes of the meeting on December 26, 2023 were accepted.
5. Vice-President LaCava moved to hear from all individuals with an agenda item – Fire Chief Andrew Mullin, City Engineer Robert Winn, Library Director Kelly Linehan and IT Director Donnie Aucoin. The motion was adopted on a voice vote.
6. A request was received from the Mayor to approve the acceptance of a donation of \$300 from the New Light Korean Church for the Fire Department. Chief Mullin gave a brief explanation of the gift and its intended use. Vice-President LaCava moved to accept the gift and that the City Council sends a thank you note to the donor. The motion was adopted on a voice vote.
7. Councillor Vidal moved to take an agenda item out of order. The motion was adopted on a voice vote.
8. A request was received from the Mayor to approve the following financing plan for the purchase of turnout gear for the Fire Department.
  - Approval of a first reading for a loan authorization in the amount of \$695,000 for turnout gear for the Waltham Fire Department.
  - Appropriation from Unreserved Fund Balance in the amount of \$695,000 for turnout gear for the Waltham Fire Department (to be rescinded upon final approval of the loan authorization).

Upon questions from Councillor Vidal, Chief Mullin gave a detailed explanation of the need for the purchase of the turnout gear. The Auditor explained the reason for the need to approve the appropriation request and the loan authorization simultaneously was to preserve the pricing proposal from the vendor. Councillor Vidal moved to give the loan authorization of \$695,000 a first reading. The motion was adopted on a voice vote.

Councillor Vidal moved to approve the appropriation of \$695,000 for the turnout gear with the condition it would be rescinded upon approval of the loan authorization. The motion was adopted on a voice vote.

9. A request was received from the Mayor to accept the gift of two bowling pins from the Tortola Family to be displayed in the City Hall Museum Room. Councillor Hanley moved to accept the gift and that the City Council sends a thank you note to the donor. The motion was adopted on a voice vote.
10. A request was received from the Mayor to accept the gift of a "What's Cooking in Waltham" book from Donna Laswell to be displayed in the City Hall Museum Room. Councillor Hanley moved to accept the gift and that the City Council sends a thank you note to the donor. The motion was adopted on a voice vote.
11. A request was received from the Mayor to authorize the City Engineer to file a grant application under the SRF program for water services inventory and replacement plan for the Engineering Department. Engineer Winn explained the scope of the project and its purpose. Councillor Hanley asked several follow up questions about maintain and updating the inventory going forward. Engineer Winn also explained the work was needed regardless of the City receiving the grant funds. A motion by Vice-President LaCava to approve the filing of the grant application was adopted on a voice vote.
12. A request was received from the Mayor to accept the donation of \$200 from Connors & Connors, LLP for the maintenance of the holiday lights on the Waltham Common. Councillor Hanley moved to accept the donation and that the City Council sends a thank you note to the donor. The motion was adopted on a voice vote.
13. A request was received from the Mayor to approve the transfer of \$275,000 from the Library State Aid account to purchase a bookmobile. Upon questions from Vice-President LaCava and Councillor Hanley, Library Director Linehan spoke of its intended uses and whom it would serve. Library Director Linehan explained it would have a different schedule in the summer months. Library Director Linehan also explained the various features and capabilities of the bookmobile. Councillor Vidal expressed concern and wanted assurance the bookmobile would have broad access for all residents. Councillor Hanley moved to approve the transfer of \$275,000 for the bookmobile. The motion was adopted on a voice vote.
14. A request was received from the Mayor to approve the appropriation of \$124,900 from Unreserved Fund Balance for server replacement/upgrades for the IT Department. It was noted IT Director Aucoin was not in attendance. Councillor Vidal moved to table the matter and to request the IT Director appear at the next FinCom meeting. The motion was adopted on a voice vote.

15. A motion by Councillor Vidal to adjourn was adopted on a voice vote and Chairman LaFauci declared the meeting adjourned at 8:40PM.

Paul G. Centofanti – Clerk to the Finance Committee