

FINANCE COMMITTEE
Minutes of the Meeting
December 26, 2018

1. Chairwoman McMenimen called the meeting to order at 8:40pm.
2. Chairwoman McMenimen requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – Committee members LaCava, Mackin and McMenimen were present. Councillors Romard and Vidal were absent.
3. Councillor LaCava moved to accept the minutes of the meeting held on December 17, 2018. The motion was adopted on a voice vote and the minutes of the meeting on December 17, 2018 were accepted.
4. A request was received from the Mayor to transfer funds in the amount of \$36,000 to fund the bid for the work to remove approximately forty (40) hazardous trees in the Mt. Feake and Grove Hill Cemetery.

FROM:

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|--------------------|-------------------------------|----------|
| #216-420-1745-5209 | Cemetery – Mt Feake Expansion | \$36,000 |
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TO:

| | | |
|--------------------|---------------------------------|----------|
| #216-420-1745-5210 | Cemetery – Tree Removal Project | \$36,000 |
|--------------------|---------------------------------|----------|

Councillor LaCava moved to hear from the CPW Director, Michael Chiasson. The motion was adopted on a voice vote. Mr. Chiasson explained the purpose of the project and the intent to replant more trees. Councillor Mackin stated that she approved of the proposed work. Councillor LaCava moved to approve the transfer request of \$36,000. The motion was adopted on a voice vote and the transfer of \$36,000 was approved.

5. A request was received from the Mayor to appropriate the amount of \$175,000 for the purchase of five vehicles for the CPW Department to replace five vehicles that do not comply with the Green Community Standards.

FROM:

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|-------------------------|--------------------|-----------|
| Unreserved Fund Balance | #001-000-3590-3590 | \$175,000 |
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TO:

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|--------------------------------|--------------------|-----------|
| CPW-Ford 250 Pickup Trucks (3) | #001-420-5800-6449 | \$123,000 |
| CPW-Ford Escape (2) | #001-420-5800-6411 | \$ 52,000 |

Councillor LaCava moved to hear from the CPW Director, Michael Chiasson. The motion was adopted on a voice vote. Mr. Chiasson explained the reasons for the new vehicles.

Councillor LaCava moved to approve the appropriation request of \$175,000. The motion was adopted on a voice vote and the appropriation of \$175,000 was approved.

6. A request was received from the Mayor to accept the FFY2019 Traffic Enforcement Grant from the Executive Office of Public Safety for the maximum award amount of \$12,000. The City is eligible for the maximum award amount to conduct four mobilizations. The initial grant amount is \$4,200.

The FFY2019 traffic enforcement schedule is as follows:

- Winter Impaired Driving Focus (October 15, 2018 – March 31, 2019)
- Distracted Driving (April 1, 2019 – April 30, 2019)
- Occupant Protection (CIOT) (May 1, 2019 – June 30, 2019)
- Summer Impaired Driving Focus (July 1, 2019 – September 30, 2019)

The grant is reimbursable and no matching funds are required. There is a minimum enforcement of 8 OT hours for each mobilization.

Councillor Mackin moved to hear from Police Sergeant Gallant. The motion was adopted on a voice vote. Sergeant Gallant explained the intended use of the grant funds and the possibility of receiving the maximum grant amount of \$12,000. Councillor Mackin moved to approve the acceptance of the grant up to the maximum of \$12,000. The motion was adopted on a voice vote and the maximum grant of \$12,000 was accepted.

7. A request was received from the Mayor to appropriate the amount of \$250,000 from Unreserved Fund Balance to account Purchasing–Commissioning (5 Schools) #001–138–5800–6610. The commissioning work will be performed in the Fitzgerald, Kennedy, McDevitt, Northeast and Whittemore Schools at a cost of \$50,000 each. To absorb the upfront cost, the City will receive incentive payments from the utility companies. The first \$250,000 of incentive payments will be returned to the general fund. Incentives in excess of \$250,000 will be deposited in the recently approved Energy Revolving Fund and to be applied to future energy projects. Councillor Mackin moved to hear from the Purchasing Agent, Joseph Pedulla. The motion was adopted on a voice vote. Upon questions from Councillor Mackin and Lacava, Mr. Pedulla explained the scope of the work to be performed. Mr. Pedulla also explained the financial incentives and savings the City would expect to receive as a result of the energy improvements. A motion to hear from off–committee Councillor McLaughlin was adopted on a voice vote. Councillor McLaughlin spoke about his concern of when the work would be performed on the school sites. Mr. Pedulla confirmed the work on the school sites would be done during off hours and/or weekends. Councillor LaCava moved to approve the appropriation request of \$250,000. The motion was adopted on a voice vote and the appropriation of \$250,000 was approved.

8. Chairwoman McMenimen thanked the Finance Committee members for their hard work and efforts over the past year, stating that all docket matters have been addressed and there were no items to be carried forward to CY2019.
9. A motion by Councillor Mackin to adjourn was adopted on a voice vote and Chairwoman McMenimen declared the meeting adjourned at 9:00pm.

Paul G. Centofanti – Clerk to the Finance Committee