

**FINANCE COMMITTEE**  
Minutes of the Meeting  
February 18, 2020

1. Chairman LaCava called the meeting to order at 8:55pm.
2. Chairman LaCava requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – Committee members LaFauci, McMenimen, Vidal and LaCava were present. Councillor Mackin arrived at 9:05pm.
3. Vice-President McMenimen moved to accept the minutes of the meeting held on February 3, 2020. The Clerk stated the minutes would be available for the next meeting. Vice-President McMenimen moved to table the matter. The motion was adopted on a voice vote and the minutes of the meeting on February 3, 2020 were tabled.
4. A motion was made to hear from all individuals with an item on tonight's agenda – Fire Captain John Bonadio, Superintendent of Buildings William Forte and School Business Manager Leanne Wilcinski. The motion was adopted on a voice vote.
5. A request was received from the Mayor to accept the gift of a WHS letter sweater from Denise Zuppe for the City Hall Museum Room. Vice-President McMenimen moved to accept the gift and to have the City Council send a thank you note to the donor. The motion was adopted on a voice vote and the gift was accepted.
6. A request was received from the Mayor to accept the gift of the mini City Hall structure from Peter and Cathy Magliarditi for the City Hall Museum Room. Vice-President McMenimen moved to accept the gift and to have the City Council send a thank you note to the donor. The motion was adopted on a voice vote and the gift was accepted.
7. A request was received from the Mayor to accept the gift of the Waltham Hospital Nursery memorabilia and other hospital memorabilia from Mary Ellen Keohane Ryan for the City Hall Museum Room. Vice-President McMenimen moved to accept the gift and to have the City Council send a thank you note to the donor. The motion was adopted on a voice vote and the gift was accepted.
8. A request was received from the Mayor to accept the Paratech Model 52-5 Lift Bag Set and the G2 Control Kit valued at \$8,078 from the Max McCormack Memorial Foundation for the Fire Department. Fire Captain John Bonadio gave lengthy explanation of the purpose of the equipment and the background of the donor. Councilor Vidal moved to accept the gift and to have the City Council send a thank you note to the donor. The motion was adopted on a voice vote and the gift was accepted.

9. A request was received from the Mayor to appropriate \$39,045 to perform the following major repair projects:

|   |          |
|---|----------|
| Library – Heating coil replacement              | \$25,670 |
| CPW Radio Tower – Ductless split HVAC system    | \$ 9,675 |
| Willow Street Fire Station – Window replacement | \$ 3,700 |

FROM:

|                         |                    |          |
|-------------------------|--------------------|----------|
| Unreserved Fund Balance | #001-000-3590-3590 | \$39,045 |
|-------------------------|--------------------|----------|

TO:

|                          |                    |          |
|--------------------------|--------------------|----------|
| Building – Major Repairs | #001-192-5800-6290 | \$39,045 |
|--------------------------|--------------------|----------|

Mr. Forte explained the purpose of each funding need and the scope of work to be performed. Councillor Mackin asked several questions about the age of the equipment and the determination of need for the work to be performed at the Library. Councillor Mackin moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$39,045 for the various building major repair projects was approved.

10. A request was received from the Mayor to approve the Every Student Succeeds Act (ESSA) Memorandum of Understanding (MOU) to be signed by the President of the City Council on behalf of the Waltham Public Schools. The MOU will also be signed by the Superintendent of Schools and the School Business Manager. The signed MOU allows the City to receive federal transportation reimbursement under Title IV-E. Ms. Wilcinski gave a brief overview of the program and the expected reimbursement. Councillor Mackin moved to approve signatory request. The motion was adopted on a voice vote and the signatory authorization was approved.
11. The Mid-Year Budget Report was presented to the Committee for discussion as required under City Council Rule 66. The City Auditor gave a detailed explanation of the status of the revenues and expenditures at mid-year. The City Auditor indicated the accounts that were trending in excess of the approved budget and may require supplemental funding before year end. Committee members asked several follow up questions. Vice-President McMenimen moved to file the report. The motion was adopted on a voice vote and the mid-year report was filed.
12. A motion by Councillor Mackin to adjourn was adopted on a voice vote and Chairman LaCava declared the meeting adjourned at 9:45pm.

Paul G. Centofanti – Clerk to the Finance Committee