

FINANCE COMMITTEE
Minutes of the Meeting
Tuesday – February 20, 2024

1. Chairman LaFauci called the meeting to order at 9:55pm in the City Council Chamber.
2. Chairman LaFauci requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – Committee members Hanley, McMenimen, LaCava, Vidal and LaFauci were all present in-person.
3. Vice-President LaCava moved to accept the minutes of the meeting held on February 5, 2024. The motion was adopted on a voice vote and the minutes of the meeting on February 5, 2024 were accepted.
4. Vice-President LaCava moved to take several matters out of the agenda order. The motion was adopted on a voice vote. Vice-President LaCava moved to hear from all individuals with an item on the agenda – Police Chief Kevin O’Connell, Fire Chief Andrew Mullin, Assessor Chairman Francis Craig, City Clerk Joesph Vizard, Recreation Director Kimberly Hebert, CPW Director Michael Chiasson, Attorney Michael Connors, and City Auditor/Clerk of FinCom Paul Centofanti. The motion was adopted on a voice vote.
5. A request was received from the Mayor to accept the donation of \$50,000 in memory of Officer Paul Tracey from Brandeis University for the Waltham Police and Fire Departments. Off-committee Councillor Katz explained and spoke in favor of the donation. Vice-President LaCava moved to accept the donation of \$50,000 and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.
6. A request was received from the Mayor to accept the FY2024 Firefighter Safety Equipment Grant in the amount of \$35,000 for the Fire Department. Upon questions from Councillors, Chief Mullin explained the purpose and the intended use of the grant funds. Vice-President LaCava moved to accept the grant of \$35,000. The motion was adopted on a voice vote.
7. A request was received from the Mayor to accept the donation of 24 teddy bears from the Bentley University Marketing Department to the Waltham Fire Department to distribute as a comfort to victims. Upon questions from Councillor Hanley, Chief Mullin explained how the gift occurred and would be distributed. Councillor Hanley moved to accept the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.
8. A request was received from the Mayor to accept the donation of two Yolanda inaugural gowns from Mayor Jeannette McCarthy for display in the City Hall Museum Room. Vice-President LaCava moved to accept the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.

9. A request was received from the Mayor for approval of the following financing plan:
 - o Approval of a first reading for a loan authorization in the amount of \$695,113 for the installation of a perimeter fence at certain sections at the 190 Trapelo Road property.
 - o Appropriation from Unreserved Fund Balance in the amount of \$695,113 for the installation of a perimeter fence at certain sections at the 190 Trapelo Road property (to be rescinded upon final approval of the loan authorization).

Councillor McMenimen recused herself from the discussion and vote due to the proximity of her residence to the property.

Recreation Director Hebert explained the purpose and reason for installing the fence. Vice-President LaCava, Councillors Vidal, Hanley, and off-committee President McLaughlin asked follow up questions about the scope of work to install the fence, the duration of the project, and the impact on security for the property and abutting residents. Councillor Vidal moved to give the loan authorization of \$695,113 a first reading. The motion was adopted on a voice vote. Councillor Vidal moved to approve the appropriation of \$695,113. The motion was adopted on a voice vote.

10. A request was received from the Mayor to transfer \$12,000 for valuation services for the Assessing Department. Assessor Attorney Craig explained the reason for the transfer need and how the funds became available to transfer within the Assessing Department budget accounts. Vice-President LaCava moved to approve the transfer of \$12,000. The motion was adopted on a voice vote.
11. A request was received from the Mayor to accept the donation of a memorial coin donated by former Boston Police Commissioner William Gross for display in the City Hall Museum Room. Councillor Hanley moved to accept the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.
12. A request was received from the Mayor to approve the appropriation of \$25,693 from Unreserved Fund Balance to replace the air conditioning unit in the records vault at the Malone Archive Center. City Clerk Vizard explained the current A/C unit is beyond repair and the recommendation of the Building Maintenance Director Millian was to replace the unit. Councillor Vidal moved to approve the appropriation of \$25,693. The motion was adopted on a voice vote.
13. A request was received from the Mayor to accept the donation from Hobbs Brook RE LLC to install a rectangular rapid flashing beacon (RRFB) at the crosswalk on Wyman Street. Upon questions from Councillor McMenimen, Attorney Michael Connors explained the purpose for installing the RRFB and its estimated cost of \$40,000. Councillor McMenimen moved to accept the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.

14. A request was received from the Mayor to approve the appropriation of \$10,200.75 from Unreserved Fund Balance to pay the membership dues to the 128 Business Council Community. Upon questions from Councillor McMenimen, Attorney Michael Connors explained the benefits of the membership. Councillor Hanley asked questions about the intercity bus and who is able to use it. Councillor McMenimen moved to approve the appropriation of \$10,200.75. The motion was adopted on a voice vote.
15. A request was received from the Mayor to accept the donations of HVAC equipment for the Waltham High School building project from API & Delta Distributor Corp (\$5,701.02) and Bosch Thermotechnology Corp (\$7,379.33). It was explained that Councillor LeBlanc was involved in the project and obtaining the donations. Vice-President LaCava moved to accept the donations and that the City Council send a thank you note to the donors. The motion was adopted on a voice vote.
16. A request was received from the Mayor to approve the appropriation of \$9,500 from Unreserved Fund Balance to purchase a replacement copy machine for the CPW Department. Upon questions from Councillor McMenimen, CPW Director Chiasson explained the current copier has outlived its useful life. Councillor Vidal asked questions about the usage of the copy machine. Councillor Vidal moved to approve the appropriation of \$9,500. The motion was adopted on a voice vote.
17. The final item on the agenda was Council Rule 66 – Mid-Year Budget Report. City Auditor Centofanti gave a brief overview, then explained the status of the various revenue items to date and their estimated outcome. On the expenditure side of the budget, Mr. Centofanti explained most accounts were tracking favorably and pointed out several that may need additional funding. Committee members made several observations and asked a few follow up questions. Councillor McMenimen asked about the status of the mid-year report from the School Department. Mr. Centofanti explained the school mid-year is January 31 and he would follow up with the School Superintendent. As the council rule had been satisfied and no further action was needed, Vice-President LaCava moved to file the report. The motion was adopted on a voice vote.
18. A motion by Councillor Vidal to adjourn was adopted on a voice vote and Chairman LaFauci declared the meeting adjourned at 10:50pm.

Paul G. Centofanti – Clerk to the Finance Committee