

FINANCE COMMITTEE
Minutes of the Meeting
February 22, 2022

1. Chairman LaCava called the meeting to order at 8:30pm in the City Council Chamber.
2. Chairman LaCava requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – Committee members Durkee, LaFauci, McMenimen, Vidal and LaCava were all present in-person.
3. Councillor Vidal moved to accept the minutes of the meeting held on February 7, 2022. The motion was adopted on a voice vote and the minutes of the meeting on February 7, 2022 were accepted.
4. President McMenimen moved to hear from all individuals with an item on the agenda – Inspector of Wires Tim Kelly, City Engineer Bob Winn, Traffic Engineer J. Michael Garvin, Recreation Director Nick Abruzzi, City Clerk Joe Vizard and City Auditor Paul Centofanti. The motion was adopted on a voice vote.
5. A request was received from the Mayor to approve the acceptance of the gift of various personal items from Kathleen McMenimen for display in the City Hall Museum Room. Councillor LaFauci moved to accept the gift and that a thank you note is sent from the City Council to the donor. The motion was adopted on a voice vote.
6. A request was received from the Mayor to approve the acceptance of the grant/rebate in the amount of \$54,986 from Eversource. The grant/rebate funds will be used to continue the replacement program of converting an additional 341 street lights to the LED type lights. Mr. Kelly gave a brief explanation of the LED program and its positive impact on the cost of street lighting. Councillors Vidal and LaFauci asked several follow up questions concerning the process to receive the grant, if it's one-time and what percentage of street lights have been converted to LED. Councillor LaFauci moved to accept the grant/rebate of \$54,986. The motion was adopted on a voice vote.
7. A request was received from the Mayor to approve the transfer of \$33,700 to fund the design of a flood storage wall, easement and related permitting work for the Trapelo Road Culvert project on the Waltham-Belmont line. A proposal for the scope of work has been provided by BSC Group.

FROM:

Sewer-Lexington Street Improvements	#603-440-2016-7342	\$17,057
Sewer-ACO Area 5A Improvements	#603-440-2008-7335	\$16,643
<u>Total</u>		<u>\$33,700</u>

TO:

Sewer-Trapelo Road Culvert Project	#603-440-2016-7220	\$17,057
Sewer-Trapelo Road Culvert Project	#603-440-2008-7220	\$16,643
<u>Total</u>		<u>\$33,700</u>

Mr. Winn gave an overview of the project, including the scope and impact to alleviating flooding in the immediate and contiguous area. President McMenimen gave a summary of the flood origins and impact over the years. President McMenimen asked several follow up questions about the scope, coordination with Belmont and the duration of the study and eventual construction. It was moved and approved to allow the off-committee, Ward 4 Councillor Vice-President McLaughlin to speak on the matter. Vice-President McLaughlin asked several questions of Mr. Winn to clarify the scope of work, its likelihood of long-term success, and its impact with the pending intersection work at Trapelo/Waverly Oak. Councillor LaFauci asked questions about the benefits of the project. Councillor Durkee asked questions about the impact on other flood control projects. Councillor LaFauci moved to approve the transfer of \$33,700. The motion was adopted on a voice vote.

8. A request was received from the Mayor to approve the conversion of the Assistant to the Traffic Engineer (Grade 13) to a Junior Civil Engineer (Grade 14) in the FY2022 Traffic Department salary budget. The Junior Civil Engineer will assume the duties of the Assistant to the Traffic Engineer. Since a degree in Civil Engineering is a requirement, the Junior Civil Engineer will have greater involvement in the technical aspects of traffic engineering. Mr. Garvin answered questions from Councillor Durkee to explain and clarify the scope of duties of a Junior Civil Engineer. Councillor LaFauci moved to approve the conversion to the budget to add the position of the Junior Civil Engineer. The motion was adopted on a voice vote.
9. A request was received from the Mayor to approve the acceptance of recreation equipment valued at \$73,690.31 from Chris Quincy, Real Estate Manager on behalf of several Prospect Hill area properties. Mr. Abruzzi gave a brief explanation of the intended use of the equipment. Councillor LaFauci moved to accept the gift and that a thank you note is sent from the City Council to the donor. The motion was adopted on a voice vote.
10. A request was received from the Mayor to approve the transfer of funds in the amount of \$60,452.86 for the purpose of purchasing additional amusement amenities for Prospect Hill Park.

FROM:

Recreation-Cornelia Warren Park #310-630-2020-6310 \$60,452.86

TO:

Recreation-Prospect Hill Park #310-630-2020-6320 \$60,452.86

Upon questions from Councillor LaFauci, Mr. Abruzzi explained the enhancements to the amusement area at Prospect Hill Park. Councillor Durkee asked questions to confirm the

Cornelia Warren project was complete. Councillor LaFauci moved to approve the transfer of \$60,452.86. The motion was adopted on a voice vote.

11. A request was received from the Mayor to approve the transfer the transfer of funds in the amount of \$6,300 to install an alarm system at the Rosario Malone Archives and Records Building.

FROM:

Clerk – Software Code/Minutes	#001-161-5800-6571	\$6,300
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TO:

Clerk – Alarm System	#001-161-5800-6423	\$6,300
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Mr. Vizard gave a brief explanation of the purpose of the funds. President McMenimen spoke about the responsibilities of the City Clerk in maintaining and storing various City records. President McMenimen moved to approve the transfer request of \$6,300. The motion was adopted on a voice vote.

12. A request was received from the Mayor to approve an appropriation in the amount of \$3,000 to perform an appraisal of a confidential real estate matter that was recently discussed in executive session.

FROM:

Unreserved Fund Balance	#001-000-3590-3590	\$3,000
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TO:

Mayor– Appraisal	#001-121-5400-5303-07	\$3,000
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As the Committee was aware of the confidential real estate matter, Councillor LaFauci moved to approve the appropriation of \$3,000. The motion was adopted on a voice vote.

13. Under Council Rule 66, the Mid-Year Budget Report was presented. Mr. Centofanti gave an explanation of the status of the revenues and expenditures to December 31, 2021. Mr. Centofanti pointed out the positive trend in local receipts, particularly building permits, hotel tax and meals tax revenues. Mr. Centofanti also pointed out several accounts that may require additional funding – Snow Removal, Workers' Compensation and Fire Overtime. Mr. Centofanti stated the School Department's mid-year is January 31, 2022 and their report would be available to review and discuss in the next few weeks. Councillor Durkee asked several questions about the City's OPEB fund and if it is consistent with other cities/towns. Councillor Durkee asked about the ARPA funds, including how much has been received and where it has been spent. Councillor Durkee stated his question in the form of a motion to have the City Auditor provide the response. The motion was adopted on a voice vote. Chairman LaCava stated no further action was needed on the Mid-Year Budget Report.

14. A motion by Councillor LaFauci to adjourn was adopted on a voice vote and Chairman LaCava declared the meeting adjourned at 9:40pm.

