

FINANCE COMMITTEE
Minutes of the Meeting
February 5, 2018

1. Chairwoman McMenimen called the meeting to order at 9:40pm.
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, Romard, Vidal and McMenimen were present.
3. Councillor LaCava moved to accept the minutes of the meeting held on January 16, 2018. The motion was adopted on a voice vote and the minutes of the meeting on January 16, 2018 were accepted.
4. A request was received from the Mayor to accept the FFY2018 HMEP grant in the amount of \$4,150 from MEMA for the Emergency Management Department for the training, updating and publishing the Emergency Plan. Councillor Vidal moved to hear from the Emergency Management Director, Bernie Mullin. The motion was adopted on voice vote. Mr. Mullin explained the purpose and the use of the grant funds. Councillor Vidal moved to accept the grant. The motion was adopted on a voice vote and the FFY2018 HMEP grant in the amount of \$4,150 was accepted.
5. A request was received from the Mayor to accept the FFY2017 EMPG grant in the amount of \$22,460 from MEMA for the Emergency Management Department to purchase SCBA air supply bottles for the Air Supply Unit. Councillor Romard moved to hear from the Emergency Management Director, Bernie Mullin. The motion was adopted on voice vote. Mr. Mullin explained the purpose and the use of the grant funds. Councillor Romard asked several questions about the number of units to be purchased and their life cycle. Councillor Romard moved to accept the grant. The motion was adopted on a voice vote and the FFY2017 EMPG grant in the amount of \$22,460 was accepted.
6. A request was received from the Mayor to accept a grant from the Executive Office of Public Safety in the amount of \$6,707 for the Student Awareness of Fire Education (SAFE) Program. The funds will be used to provide materials and training sessions for children. Councillor LaCava moved to hear from Deputy Fire Chief, Tom MacInnis. The motion was adopted on a voice vote. Deputy MacInnis gave a brief history of the program and explained how the funds have been historically used. Councillor Romard asked about the number of schools that can be visited. Deputy Chief MacInnis stated all public schools in Grades K-3 and also parochial schools. Councillor Romard moved to accept the grant. The motion was adopted on a voice vote and the grant in the amount of \$6,707 for the Student Awareness of Fire Education (SAFE) Program was accepted.

7. A request was received from the Mayor to accept a grant from the Executive Office of Public Safety in the amount of \$3,009 for the Senior SAFE Program. The funds will be used to provide materials and training sessions for seniors. Councillor LaCava moved to hear from Deputy Fire Chief, Tom MacInnis. The motion was adopted on a voice vote. Deputy MacInnis gave a brief history of the program and explained how the funds have been historically used. Councillor Romard asked about the outreach process to senior citizens. Councillor LaCava moved to accept the grant. The motion was adopted on a voice vote and the grant in the amount of \$3,009 for the Senior SAFE Program was accepted.
8. A request was received from the Mayor to accept a gift in the amount of \$350 from the New Light Korean Church and the Payson Park Church for the Fire Department. Councillor LaCava moved to accept the gift. The motion was adopted on a voice vote and the gift of \$350 was accepted with a note of thanks to be sent to the donors.
9. Councillor Mackin moved to take the matter of the Law Department transfer request to purchase computers (12/11/2017) from the table. The motion was adopted on a voice vote. Councillor Mackin moved to hear from the IT Director, Donnie Aucoin. The motion was adopted on a voice vote. Councillor Mackin asked several questions of Mr. Aucoin concerning the IT Department's input in reviewing the specifications and selecting the computers for the Law Department. Councillor Mackin also asked if the computers addressed the needs of the Law Department and if there were any concerns about compatibility with other City systems. Councillor Romard asked questions of Mr. Aucoin about his review and recommendation for the computers. Councillor LaCava stated that surplus funds of the Law Department were being used to purchase the computers. Councillor Vidal asked questions of Mr. Aucoin about the Capital Improvement Program for the IT Department including the items that were recommended and the status of the funding. Councillor Romard moved to approve the transfer request of \$15,327.34 to fund the computers for the Law Department. On a roll call vote of 3 in favor (LaCava, Mackin & Romard), 1 opposed (Vidal) and McMenimen presiding, the transfer request of \$15,327.34 was approved.
10. A motion to adjourn by Councillor Mackin was approved by a voice vote and Chairwoman McMenimen declared the Committee adjourned - 11:10pm.

Paul G. Centofanti - Clerk to the Finance Committee