

FINANCE COMMITTEE
Minutes of the Meeting
Tuesday, April 18, 2023

1. Chairman LaCava called the meeting to order at 8:35pm 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 LaFauci moved to approve the minutes of the meeting held on April 3, 2023. The motion was adopted on a voice vote and the minutes of the meeting on April 3, 2023 were approved.
4. A request was received from the Mayor to approve the transfer of \$402,494 for the projected deficit in the snow overtime and snow general expenses accounts. A motion by Councillor LaFauci to hear from CPW Director Michael Chiasson was adopted on a voice vote. Upon questions from Councillor LaFauci, Mr. Chiasson explained the experience of the past winter citing the number of plowable inches and the number of hours spent on salt/sand operations. Councillor LaFauci moved to approve the transfer of \$402,494 for snow expenses. The motion was adopted on a voice vote.
5. A request was received from the Mayor to approve the transfer of \$76,500 from the Library State Aid account to the Library Educational Supplies account. A motion by Councillor Durkee to hear from Assistant Library Director Deb Fasulo was adopted on a voice vote. Upon questions from Councillor Durkee, Ms. Fasulo explained the intended use of the funds and spoke of the volume of patron use. Councillor Durkee moved to approve the transfer of \$76,500 for educational supplies. The motion was adopted on a voice vote.
6. A request was received from the Mayor to accept the donation of various books written by Waltham women from Colleen Bradley-MacArthur. A motion by Councillor Durkee to hear from Councillor Bradley-MacArthur was adopted on a voice vote. Upon questions from Councillor Durkee, Councillor Bradley-MacArthur explained the significance of the books. Councillor Durkee moved to accept the donation and that the City Council sends a thank you note to the donor. The motion was adopted on a voice vote.
7. A request was received from the Mayor to approve the finance transaction of \$6,020 for the purchase of a radar speed sign (1 pair) for the Traffic Engineering Department. A motion by Councillor LaFauci to hear from Traffic Engineer J. Michael Garvin was adopted on a voice vote. Upon questions from Councillor LaFauci, Mr. Garvin explained the intended use of the signs and their portability. Councillor LaFauci asked if they would be solar powered, to which Mr. Garvin responded affirmatively. Councillor LaFauci moved to approve the finance transaction of \$6,020 for the radar speed sign. The motion was adopted on a voice vote.

8. A request was received from the Mayor to approve the appropriation from Unreserved Fund Balance in the amount of \$131,775 for building maintenance and repair expenses for the remainder of FY2023 (\$75,000) and carpet & tile at the CPW offices and roof repairs at the Municipal Center (\$56,775). A motion by Councillor Durkee to hear from Building Maintenance Director Jon Millian was adopted on a voice vote. Upon questions from Councillor Durkee, Mr. Millian explained the intended use of the funds and the scope of the projects. Councillor Durkee moved to approve the appropriation of \$131,775 for the various building expenses/projects. The motion was adopted on a voice vote.
9. A request was received from the Mayor to approve the appropriation from Unreserved Fund Balance in the amount of \$7,000 to fund the development of a Spill Prevention Control and Countermeasure (SPCC) plan for the 21/25 Lexington Street property. A motion by Councillor LaFauci to hear from Building Maintenance Director Jon Millian and Environmental Specialist Sheryl Waddick was adopted on a voice vote. Councillor LaFauci asked several specific question questions concerning the type of tanks, preventative measures and requirements of the DEP. Councillor LaFauci moved to approve the appropriation of \$7,000 for the SPCC plan. The motion was adopted on a voice vote.
10. A request was received from the Mayor to approve the appropriation from Unreserved Fund Balance in the amount of \$14,400 to fund a hazardous materials survey at the former Fitch School. A motion by Councillor LaFauci to hear from Building Maintenance Director Jon Millian was adopted on a voice vote. Councillor LaFauci asked several specific questions about the scope of work and spoke of the need for the City to be protected by properly identifying and disposing of any hazardous materials. Councillor Vidal asked several follow up questions about the area to be impacted. Councillor LaFauci moved to approve the appropriation of \$14,400 for the hazardous materials survey project. The motion was adopted on a voice vote.
11. President McMenimen acknowledged the receipt of information from the School Department concerning the funds received from the federal government for the CARES and ESSER programs.
12. A motion by Councillor Vidal to adjourn was adopted on a voice vote and Chairman LaCava declared the meeting adjourned at 9:10pm.

Paul G. Centofanti – Clerk to the Finance Committee