

**FINANCE COMMITTEE**  
Minutes of the Meeting  
Remotely Held  
May 4, 2020

1. Chairman LaCava called the meeting to order at 8:10pm.
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, Mackin, McMenimen, Vidal and LaCava were present.
3. Councillor McMenimen moved to table the minutes of the meeting held on April 21, 2020. The motion was adopted on a voice vote and the minutes of the meeting on April 21, 2020 were tabled.
4. Councillor McMenimen moved to hear from those individuals with an item on the agenda – Historical Commission Chair Mort Isaacson, Library Director Kelly Linehan, Planning Director Catherine Cagle, the Mayor and Purchasing Agent Joseph Pedulla. The motion was adopted on a voice vote.
5. A request was received from the Mayor to approve the acceptance of a grant in the amount of \$15,000 from the Massachusetts Historical Commission to the Waltham Historical Commission to conduct a historical survey. Upon questioning from Councillor McMenimen, Mr. Isaacson explained the scope of work to be performed with the grant funds and the process to engage the consultant who will perform the work. Councillor McMenimen moved to accept the grant. The motion was adopted on a unanimous, affirmative roll call vote (LaFauci, Mackin, McMenimen, Vidal and LaCava).
6. A request was received from the Mayor to approve the acceptance of a grant in the amount of \$649 from the Massachusetts Board of Library Commissioners to the Waltham Public Library to offer a social infrastructure program. Upon questioning from Councillor McMenimen, Ms. Linehan explained the scope of the program that would be conducted with the grant funds. Councillor McMenimen moved to accept the grant. The motion was adopted on a unanimous, affirmative roll call vote (LaFauci, Mackin, McMenimen, Vidal and LaCava).
7. A request was received from the Mayor to approve the acceptance of a grant in the amount of \$2,000 from the Massachusetts Board of Library Commissioners to the Waltham Public Library to offer a summer learning program in the Teen Room. Upon questioning from Councillor McMenimen, Ms. Linehan explained the scope of the program that would be conducted with the grant funds. Councillor McMenimen moved

to accept the grant. The motion was adopted on a unanimous, affirmative roll call vote (LaFauci, Mackin, McMenimen, Vidal and LaCava).

8. A request was received from the Mayor to approve the appropriation in the amount of \$200,000 to fund emergency assistance to small businesses and the arts community affected by COVID-19.

FROM:

Unreserved Fund Balance	#001-000-3590-3590	\$200,000
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TO:

Planning-COVID19 Emgy Fund	#001-175-5400-5390	\$200,000
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Upon questioning from Councillor McMenimen, Ms. Cagle stated the purpose of the funding, the intended recipients of the program and how it would be administered. The Mayor explained it would follow CDBG criteria and guidelines. Councillor McMenimen moved to approve the appropriation request of \$200,000. On the motion, off-committee Councillor Paz spoke of the need for the art community. Councillor LaFauci asked if musicians would be considered part of the art community. Off-committee Councillor Durkee asked questions about sources of funds in addition to the CDBG program and suggested that recipients provide something back to the community. Chairman LaCava stressed this program was not a loan but a grant. The original motion of Councillor McMenimen was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding.

9. A request was received from the Mayor to approve the transfer of \$5,100 towards the funding of the cyber insurance policy.

FROM:

Purchasing-Bldg Insurance	#001-138-5500-5742	\$5,100
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TO:

Purchasing-Cyber Insurance	#001-138-5500-5743	\$5,100
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Councillor Mackin asked several questions about the policy, including what is covered and about the recent cyber issue that occurred at the School Department. Councillor Mackin asked if the School Department is insured and if so, why was no claim filed. Mr. Pedulla stated he was not aware of the issue until this meeting and it was probably not significant and below the deductible threshold. Councilor Mackin moved to request that the IT Director from the City and a responsible party from the School Department provide information on why we decided NOT to make a claim against the security insurance policy by the Council meeting of Monday May 11<sup>th</sup>. The motion was adopted on roll vote of 3 in favor (LaFauci, Mackin, McMenimen), 1 opposed (Vidal) and LaCava presiding. Councillor Mackin moved to approve the transfer of \$5,100. The motion was

adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding.

10. A request was received from the Mayor to approve the transfer of \$4,264 for the general liability and umbrella insurance policy for the property located at 554 Lexington Street

FROM:

Purchasing-Bldg Insurance	#001-138-5500-5742	\$4,264
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TO:

Purchasing-Gen Liab Insurance	#001-138-5500-5744	\$4,264
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Councillor Vidal asked several questions about the policy, including what is covered, the size of the parcel and the exposure of the property. Councillor Vidal moved to approve the transfer of \$4,264. The motion was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding.

11. A motion by Councillor Vidal to adjourn was adopted on a roll call vote of 4 in favor (LaFauci, Mackin, McMenimen, Vidal) and LaCava presiding. Chairman LaCava declared the meeting adjourned at 9:05pm.

Paul G. Centofanti – Clerk to the Finance Committee