

FINANCE COMMITTEE
Minutes of the Meeting
Monday – June 26, 2023

1. Chairman LaCava called the meeting to order at 9:20pm 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 June 20, 2023. The motion was adopted on a voice vote and the minutes of the meeting on June 20, 2023 were approved.
4. A motion by Councillor LaFauci to hear from all individuals with an item on the agenda was adopted on a voice vote – Mayor McCarthy, CPW Director Michael Chiasson, Traffic Engineer J. Michael Garvin, 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 a Mass Trails Grant in the amount of \$500,000 for the restoration of the Linden Street Bridge. Mayor McCarthy gave a brief summary of the Rail Trail project and the scope of work to be funded under the grant. A motion by Councillor Durkee to approve the acceptance of the \$500,000 grant was adopted on a voice vote.
6. A request was received from the Mayor to approve the acceptance of a donation of a 1960-coin operated riding horse for no-cost public use from Robin Capello. A motion by Councillor Durkee to approve the donation and that the City Council send a thank you note to the donor was adopted on a voice vote.
7. A request was received from the Mayor to approve an appropriation in the amount of \$176,932.38 to fund a change order request that was received from the contractor and the LSP performing the environmental remediation at the 240 Beaver Street property.

Contractor	\$162,032.38
<u>LSP</u>	<u>\$ 14,900.00</u>
<u>Total</u>	<u>\$176,932.38</u>

FROM:

Unreserved Fund Balance	#001-000-3590-3590	\$176,932.38
-------------------------	--------------------	--------------

TO:

CPW – 240 Beaver St Environmental	#001-420-5800-6330	\$176,932.38
-----------------------------------	--------------------	--------------

Upon questions from Councillor Durkee, CPW Director Chiasson gave a brief explanation for the scope of work being performed at the site. Councillor Durkee noted

the cost of the environmental work performed was much less than the financial credit the City received against the acquisition of the property. A motion by Councillor Durkee to approve the appropriation of \$176,932.38 was adopted on a voice vote.

8. A request was received from the Mayor to approve the following financing plan totaling \$2,452,729.63 for the resurfacing of streets.

Chapter 90 – Use of existing approved funds	\$ 139,881.37
Chapter 90 – FY2023 Allotment	\$1,585,708.00
Bond Funds – Use of existing approved funds	\$ 727,140.26
<u>TOTAL</u>	<u>\$2,452,729.63</u>

The additional funds needed for the listed streets will be requested at the special City Council meeting in August. The following is the priority list of streets provided by Ward Councillors.

Ward 1	Caughey Street
Ward 2	Ode Street & Milner Street (public)
Ward 3	Greer Street
Ward 4	Alderwood Road
Ward 5	Willow Street (incl sidewalks)
Ward 6	Hammond Street
Ward 7	Reservoir Road
Ward 8	Adams Street (Crescent Street south to Maple Street)
Ward 9	Gardner Street

Upon questions from Councillor LaFauci, CPW Director Chiasson explained the scope of the project, including the impact on utilities and the time to complete the streets. A motion by Councillor LaFauci to approve the funding of \$2,452,729.63 for the street resurfacing projects was adopted on a voice vote.

9. A request was received from the Mayor to approve the acceptance of a donation of a musical composition “Moody Street” written by Joe Ciavardone from Ed Perilli. President McMenimen spoke about her knowledge of the composition and read the obituary of Mr. Ciavardone. A motion by President McMenimen to approve the donation and that the City Council send a thank you note to the donor was adopted on a voice vote.
10. A request was received from the Mayor to approve an appropriation in the amount of \$75,000 to fund the “Wraparound Waltham” program for the Waltham Partnership for Youth.

FROM:

Unreserved Fund Balance	#001-000-3590-3590	\$75,000
-------------------------	--------------------	----------

TO:

Mayor – Partnership for Youth	#001-121-5400-5358	\$75,000
-------------------------------	--------------------	----------

Upon question from President McMenimen, the Mayor explained the program and asked Director Katie Dowcett to provide additional information about the program. A motion to hear from Ms. Dowcett was adopted on a voice vote. Ms. Dowcett gave a detailed update on the program and the impact it has made on the community. Councillors Vidal and LaFauci spoke favorably about the program. A motion by Councillor LaFauci to approve the appropriation of \$75,000 was adopted on a voice vote.

11. A request was received from the Mayor to approve an appropriation in the amount of \$1,980 to fund the purchase of nine (9) bike racks to be installed in municipal parking lots at the following locations:

Central Square Parking Deck – 2
Church Street Lot – 1
Crescent Street Lot – 2
Spruce Street Lot – 1
Walnut Street Lot – 1
Chestnut Street Lot – 2

FROM:

Parking Meter F/B	#232-480-3590-3590	\$1,980
-------------------	--------------------	---------

TO:

Parking Meter-Bike Racks	#232-480-5800-6461	\$1,980
--------------------------	--------------------	---------

Traffic Engineer Garvin gave a summary explanation of the bike rack project and its purpose. A motion by Councillor Durkee to approve the appropriation of \$1,980 was adopted on a voice vote.

12. A request was received from the Mayor to approve a transfer of traffic impact funds in the amount of \$292,039 for the construction of sidewalks along Lincoln Street, between Kings Way and Smith Street.

FROM:

Traffic Impact – Wyman Street Development	#259-480-2926-3287	\$292,039
---	--------------------	-----------

TO:

Traffic Impact – Lincoln St Sidewalks	#259-480-2993-3287	\$292,039
---------------------------------------	--------------------	-----------

Upon questions from Councillor LaFauci, Traffic Engineer Garvin and CPW Director Chiasson explained the scope of work and expected completion time. A motion by Councillor LaFauci to approve the transfer of \$292,039 was adopted on a voice vote.

13. A request was received from the Mayor to approve a transfer of \$37,150 to fund the FY2024 amount for the second year of the Collective Bargaining Agreement (CBA) between the City and the Mechanics' Union. Since the CBA was finalized after the FY2024 Budget was submitted to the City Council, the funds for the second year of the agreement were included in the FY2024 Auditor's CBA contingency account and not in the CPW wage account.

FROM:

Auditor – Collective Bargaining Contingency	#001-135-5400-5111	\$37,150
---	--------------------	----------

TO:

CPW – FT Wages	#001-420-5100-5112	\$35,000
----------------	--------------------	----------

CPW – General Expenses	#001-420-5200-5000	\$ 2,150
------------------------	--------------------	----------

City Auditor Centofanti explained the reasons for the funding, indicating it was included in the FY2024 budget but needed to be transferred to the appropriate department wage and expense accounts. A motion by Councillor Durkee to approve the \$37,150 transfer was adopted on a voice vote.

14. A request was received from the Mayor to approve the three-year collective bargaining agreement between the City and the Dispatchers' Union for the period July 1, 2022 to June 30, 2025. The funding for the first year of the agreement is able to be absorbed within the current FY2023 Police Dispatch Wage accounts. The funding for the second and third year of the agreement will be recommended in the FY2024 and FY2025 operating budget. The request also included the use of American Rescue Plan Act (ARPA) funds in the amount of \$31,500 to be committed for Year 1 (FY2023) of the agreement. City Auditor Centofanti gave a summary of the items included in the agreement, stating in addition to the compensation, agreement was reached on an increase in the OPEB employee contribution to the OPEB Trust Fund and language items that will mutually benefit management and labor. A motion by Councillor Durkee to approve the funding request was adopted on a voice vote.

15. A request was received from the Mayor to approve a transfer of \$165,000 to fund the FY2024 amount for the second year of the Collective Bargaining Agreement (CBA) between the City and the Dispatchers' Union. Since the CBA was finalized after the FY2024 Budget was submitted to the City Council, the funds for the second year of the agreement were included in the FY2024 Auditor's CBA contingency account and not in the Police Dispatch wage account.

FROM:

Auditor – Collective Bargaining Contingency	#001-135-5400-5111	\$165,000
---	--------------------	-----------

TO:

Police Dispatch – FT Wages	#001-215-5100-5112	\$165,000
----------------------------	--------------------	-----------

City Auditor Centofanti explained the reasons for the funding, indicating it was included in the FY2024 budget but needed to be transferred to the appropriate department wage

and expense accounts. A motion by Councillor Durkee to approve the \$165,000 transfer was adopted on a voice vote.

16. A request was received from the Mayor to approve an appropriation in the amount of \$1,500,000 from Unreserved Fund Balance to the Stabilization Fund-General. City Auditor Centofanti explained at June 30, 2023, the remaining balance of the City's "free cash" is no longer available for appropriation until the Department of Revenue (DOR) certifies the City's "free cash" for July 1, 2023. This certification can occur only after the City closes its books for the fiscal year end, prepares its year-end financial statements and other required documentation, submits them to the DOR and the DOR conducts its review. Historically, the City receives its certification of "free cash" in mid-October. City Auditor Centofanti further explained the appropriation request is intended to move funds between two separate reserve funds and provide the City with a funding source in the event an additional appropriation for any municipal purpose is needed between July 1 and the date of certification of "free cash". Also, a transfer from the Stabilization Fund-General requires a request of the Mayor and a 2/3 vote of the City Council. A motion by Councillor LaFauci to approve the appropriation of \$1,500,000 was adopted on a voice vote.
17. A motion by Councillor Vidal to adjourn was adopted on a voice vote and Chairman LaCava declared the meeting adjourned at 10:00pm.

Paul G. Centofanti – Clerk to the Finance Committee