

FINANCE COMMITTEE
Minutes of the Meeting
Monday, June 27, 2022

1. Chairman LaCava called the meeting to order at 9:30pm 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. A request was received from the Mayor to approve the acceptance of a framed News Tribune article about the closing of Grover Cronin's department store from the Cincotta family for display in the City Hall Museum Room. Councillor Durkee moved to approve the acceptance of the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.
4. A request was received from the Mayor to approve the acceptance of a family picture with the Grover Cronin Santa Claus from Kara Chagnon for display in the City Hall Museum Room. Councillor Durkee moved to approve the acceptance of the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.
5. A request was received from the Mayor to approve the acceptance of a 1941–2022 Waltham Garden Club History book from the Waltham Garden Club for display in the City Hall Museum Room. Councillor Durkee moved to approve the acceptance of the donation and that the City Council send a thank you note to the donor. The motion was adopted on a voice vote.
6. A request was received from the Mayor to approve the transfer of \$9,600 for the Zoning Board of Appeals (ZBA) for advertising expenses to June 30, 2022.

FROM:

ZBA – Boards & Commissions	#001–176–5100–5194	\$9,600
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TO:

ZBA – General Expenses	#001–176–5200–5000	\$9,600
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Councillor Durkee remarked about the issue of increased advertising expenses having been discussed during the FY2023 budget review. Councillor Durkee moved to approve the transfer of funds in the amount of \$9,600. The motion was adopted on a voice vote.

7. A request was received from the Mayor to approve the amendment to the FY2023 Police Department personnel budget to combine two part time Police Cadet positions into one full time Police Cadet position. President McMenimen remarked about the matter was previously discussed during a previous Finance Committee meeting. President

McMenimen moved to approve the staffing amendment for the FY2023 budget. The motion was adopted on a voice vote.

8. A request was received from the Mayor to approve a financing transaction totaling \$1.3 million for a Water System Improvement project. This project consists of the cleaning and lining of water mains, repair and updating of water service lines and hydrants. Streets included in this project are Barbara Road, Elinor Circle, Hardy Pond Road, Hemlock Terrace, Kingston Road, Kingston Terrace, Mokema Avenue and Trinity Circle. This project was publicly bid on June 2, 2022 and the lowest responsible and responsive bidder was Dewcon Inc., of Basking Ridge, NJ with a price of \$1,278,325. Also included is a contingency of approximately 1.7%.

Construction – Dewcon, Inc.	\$1,278,325
<u>Contingency (1.7%)</u>	<u>\$ 21,675</u>
<u>Total</u>	<u>\$1,300,000</u>

There is available funding in the following account which can be used towards this project.

Water Improve – Elinor Circle #613-450-2010-7440 \$77,251.19

Project Total	\$1,300,000.00
<u>Less Use of Existing Funds</u>	<u>\$ 77,251.19</u>
<u>Use of ARPA Funds</u>	<u>\$1,222,748.81</u>

The Mayor was available and appeared to answer questions from the Committee concerning the scope of the project. President McMenimen moved to approve the financing transaction totaling \$1.3 million. The motion was adopted on a voice vote.

9. A request was received from the Mayor to approve the transfer of \$286 for the City Council for the payment of the 2022 Ritcey Award plaque.

FROM:

City Council – General Expenses #001-111-5200-5000 \$286

TO:

City Council – Ritcey Award #001-111-5400-5591 \$286

Councillor LaFauci moved to approve the transfer of funds in the amount of \$286. The motion was adopted on a voice vote.

10. A motion by Councillor Vidal to adjourn was adopted on a voice vote and Chairman LaCava declared the meeting adjourned at 9:45pm.

Paul G. Centofanti – Clerk to the Finance Committee