

FINANCE COMMITTEE
Minutes of the Meeting
June 4, 2018 (scheduled date)

1. Chairwoman McMenimen called the meeting to order at 12:10am on June 5, 2018.
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 Mackin moved to accept the minutes of the meeting held on May 21 2018. The motion was adopted on a voice vote and the minutes of the meeting on May 21, 2018 were accepted.
4. A request was received from the Mayor to appropriate the amount of \$250,000 from Unreserved Fund Balance to the following accounts:

#001-192-5200-5245	Building-Repairs & Maintenance	\$ 50,000
#001-193-5200-5210	Building-Utilities	\$200,000

These funds will be used to pay current invoices for HVAC services and anticipated maintenance/repair work as the warmer weather nears. Also, these funds will be used to pay the utility bills for the remainder of the fiscal year. The Building Department has incurred high energy costs for the utilities at the Fernald property. Councillor Romard moved to hear from the Superintendent of Buildings, William Forte. The motion was adopted on a voice vote. Mr. Forte gave a brief explanation of the need for the additional funds. Councillor Romard asked questions concerning where the HVAC work is to be performed. Councillor Romard moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$250,000 for the Building Department Repairs & Maintenance and Utilities accounts was approved.

5. A request was received from the Mayor to appropriate the amount of \$5,000 from Unreserved Fund Balance to account #001-192-5800-6413 Building-Copy Machine. These funds will be used to purchase a copy machine for the general use of the Building Department and will be more cost effective than the current rental fee incurred. Councillor Vidal moved to hear from the Superintendent of Buildings, William Forte. The motion was adopted on a voice vote. Upon questioning from Councillor Vidal, Mr. Forte gave a brief explanation of the need for the copy machine. Councillor Vidal moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$5,000 for a copy machine for the Building Department was approved.

6. A request was received from the Mayor to accept the FFY 2018 EOPSS Child Passenger Safety (CPS) Equipment Grant in the amount of \$2,625. This grant will be used to purchase car seats and to assist with the car seat installation and education. The grant does not require matching funds. Councillor Romard moved to hear from the Police Chief, Keith MacPherson. The motion was adopted on a voice vote. Chief MacPherson gave a brief explanation about the program and how the funds will be used. Councillor Romard asked how information about the program is obtained. Councillor Mackin asked if the program is promoted on social media. Councillor Romard moved to approve the acceptance of the grant. The motion was adopted on a voice vote and the grant of \$2,625 for the Child Passenger Safety Equipment program for the Police Department was approved.
7. A request was received from the Mayor to transfer traffic impact funds in the amount of \$14,000 from account #259-480-2906-5205 CVS/Staples/Lake St/Lexington St to account #259-480-2971-5205 Video Detection at Lexington St/Lionel Ave. This transfer will fund the purchase and installation of a video detection system that is expected to improve the afternoon traffic flow on the northbound side of Lexington Street. Councillor Romard moved to hear from the Traffic Engineer, Michael Garvin. The motion was adopted on a voice vote. Councillor Romard asked several questions about the purpose of the cameras and the impact it would have on traffic flow. Councillor Romard moved to approve the transfer request. The motion was adopted on a voice vote and the transfer of \$14,000 for the video detection system for the Traffic Department was approved.
8. A request was received from the Mayor to accept a donation of 50 Naloxone (Narcan) Nasal Kits from the Newton Wellesley Hospital to the Health Department for use by the Fire Department. Chairwoman McMenimen stated this was one of many times this donation has been received. Councillor LaCava moved to accept the donation. The motion was adopted on a voice vote and the donation of 50 Naloxone (Narcan) Nasal Kits was accepted.
9. A request was received from the Mayor to transfer \$4,200 from account #001-135-5400-5111 Auditor-Collective Bargaining Contingency to account #001-245-5500-5190 Dispatcher-Clothing Allowance. These funds are requested to fund the increase in the Dispatchers' clothing allowance from \$400 to \$500 for FY2017 and FY2018 that was included in the recent collective bargaining agreement between the City and the Dispatchers' Union. Councillor Vidal moved to hear from the City Auditor, Paul Centofanti. The motion was adopted on a voice vote. Mr. Centofanti gave a brief summary of the recent agreement reached between the City and the Dispatchers' Union, including the increase in clothing allowance for which this funding request will provide. Mr. Centofanti explained the funding for the salary increases could be absorbed in the current FY2018 salary budget for the Dispatchers due to several vacancies which have

been recently filled. Councillor Vidal moved to approve the transfer request. The motion was adopted on a voice vote and the transfer of \$4,200 for the Dispatchers' Union clothing allowance was approved.

10. A motion by Councillor Mackin to adjourn was adopted on a voice vote and Chairwoman McMenimen declared the meeting adjourned at 12:25am on June 5, 2018.

Paul G. Centofanti – Clerk to the Finance Committee