

FINANCE COMMITTEE
Minutes of the Meeting
August 6, 2018

1. Chairwoman McMenimen called the meeting to order at 10:50pm.
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 (arrived 11:30), Vidal (arrived 11:30) and McMenimen were present.
3. Councillor LaCava moved to accept the minutes of the meeting held on June 26, 2018. The motion was adopted on a voice vote and the minutes of the meeting on June 26, 2018 were accepted.
4. Due to a number of items on the docket, Councillor LaCava moved to collectively hear from all department representatives in attendance to speak on the docket matters – Mayor McCarthy, Fire Chief MacInnis, Police Captain Russo, Traffic Engineer Michael Garvin, Planning Director Catherine Cagle, Health Director John Zuppe, CPW Director Michael Chiasson, Veterans' Director Michael Russo 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 gift of 50 Narcan kits from Newton Wellesley Hospital for the Fire Department. As this was a recurring request, Councillor LaCava moved to approve the acceptance of a gift of 50 Narcan kits. The motion was adopted on a voice vote and the gift of 50 Narcan kits was approved.
6. A request was received from the Mayor to transfer \$46,029.90 from the Stabilization Fund for the Fire Department to purchase a C1 vehicle.

FROM:		
Stabilization Fund	#250-135-7405-5205	\$46,029.90
TO:		
Fire-Vehicle (C1)	#001-220-5800-6411	\$46,029.90

Fire Chief MacInnis spoke of the age of the existing vehicle, its condition and the reasons for a new vehicle. Councillor LaCava moved to approve the transfer of Stabilization Funds of \$46,029.90 for the purchase of a C1 vehicle for the Fire Department. The motion was adopted on a voice vote and the transfer was approved.

7. A request was received from the Mayor to approve the acceptance of a grant of \$3,000 for the Police Department for traffic enforcement. The grant will be used for traffic enforcement for the "Drive Sober or Get Pulled Over" campaign during August 10–31, 2018. Captain Russo explained the purpose of the grant, its intended use and it was an additional amount to the earlier approved grant of \$9,000. Councillor Mackin moved to approve the acceptance of the revised FFY 2018 EOPSS Traffic Enforcement Grant in the additional amount of \$3,000. The motion was adopted on a voice vote and the grant was accepted.
8. A request was received from the Mayor to approve the acceptance of a gift of 1,000 square feet of pavers from Ideal Concrete Block. The Mayor spoke about the project that was to be constructed with the brick pavers and it would be used with the bench and tree donations in the memory of Joseph Burgoyne. Councillor LaCava moved to approve the acceptance of the gift of 1,000 square feet of brick pavers from Ideal Concrete Block to be used with the bench and tree donations in the memory of Joseph Burgoyne. The motion was adopted on a voice vote and the gift was accepted.
9. A request was received from the Mayor to approve the acceptance of a gift of a portrait of Robert Treat Paine from the Episcopal Divinity School of Cambridge, MA. The Mayor and Planning Director Catherine Cagle spoke about the donated item. Councillor LaCava moved to approve the acceptance of a gift of a large portrait of Robert Treat Paine from the Episcopal Divinity School of Cambridge, Massachusetts. The motion was adopted on a voice and the gift was accepted.
10. A request was received from the Mayor to approve the transfer of \$27,000 from the Traffic signage account for two signal projects – Pedestrian crossing and RRFB at High/Parmenter.
 - a) Fifty-four (54) Yield to Pedestrian Portable Crosswalk Markers to be placed at approved locations.
 - b) Rectangular Rapid Flashing Beacon (RRFB) for both sides of High Street at Parmenter Road

FROM:

Traffic–Signage	#310–480–2006–6421	\$27,000
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TO:

Traffic–Portable Crosswalk Markers	#310–480–2006–6420	\$17,000
Traffic–RRFB High/Parmenter	#310–480–2006–6423	\$10,000

Traffic Engineer Michael Garvin answered questions from Councillor Vidal and Councillor Mackin about the purpose of the project and its intended impact. Councillor Vidal moved to approve the transfer of Stabilization Funds of \$27,000 for the two traffic signal projects. The motion was adopted on a voice vote and the transfer was approved.

11. A request was received from the Mayor to approve the transfer of \$55,000 from the Stabilization Fund for the Traffic Department for the signalization design of the High/Joyce/Hamblin intersection.

FROM:		
Stabilization Fund	#250-135-7405-5205	\$55,000
TO:		
Traffic-High/Joyce/Hamblin Signal Design	#001-480-5800-6630	\$55,000

Upon questioning from off-committee Councillor Harris, Traffic Engineer Michael Garvin explained the purpose of the project and its intended impact. Councillor LaCava moved to approve the transfer of Stabilization Funds of \$55,000 for the traffic signal project. The motion was adopted on a voice vote and the transfer was approved.

12. A request was received from the Mayor to approve the transfer of \$6,999 from the Stabilization Fund for the Veterans/License Commission to purchase a color copy machine.

FROM:		
Stabilization Fund	#250-135-7405-5205	\$6,999
TO:		
Veterans/License - Copy Machine	#001-543-5800-6413	\$6,999

13. Veterans' Director Michael Russo explained the reasons for the need of a new copy machine. Councillor LaCava moved to approve the transfer of \$6,999 for the purchase of a color copy machine for the Veterans Department and Licensing Commission. The motion was adopted on a voice vote and the transfer was approved.

14. A request was received from the Mayor to approve the transfer of \$15,000 from the Stabilization Fund for the Health Department for pest/rat control.

FROM:		
Stabilization Fund	#250-135-7405-5205	\$15,000
TO:		
Health-Pest/Rat Control	#001-510-5200-5382	\$15,000

Upon questioning from Councillors, the Mayor and Health Director John Zuppe spoke about the rat problem, the affected areas of the City, the methods that residents need to utilize for prevention and the City's efforts to mitigate and eliminate the problem. Councillor LaCava moved to approve the transfer of \$15,000 for additional funding towards the pest control/rat prevention program of the Health Department. The motion was adopted on a voice vote and the transfer was approved.

15. A request was received from the Mayor to approve the creation of an “Energy Revolving Account” under MGL, Chapter 44, Section 53E ½ for the Planning Department for green community projects. A revolving account is generally created to separately collect revenues that are earmarked for expenditure without further appropriation to support a specific municipal program or activity. The revolving account is annually authorized by the City Council during the budget approval cycle. Planning Director Catherine Cagle explained the “Energy Revolving Account” will receive utility company incentives/rebates generated by the Green Community projects. These funds will then be reinvested to fund Green Community projects to achieve the City’s energy reduction goals. Upon questioning from Councillor Romard, City Auditor Paul Centofanti explained the revolving account is subject to the same City policies regarding procurement and other financial requirements. Councillor Romard moved to approve the creation of the “Energy Revolving Account”. The motion was adopted on a voice vote and the “Energy Revolving Account” was created.
16. A request was received from the Mayor to approve the acceptance of a grant of \$41,500 for the Planning Department for a community resiliency planning program to address the City’s strengths and vulnerabilities as the climate changes. These funds will be used to complete a community resiliency planning process that will examine the vulnerability and strengths of the community and identify priority actions to build up resilience as the climate changes. Planning Director Catherine Cagle answered questions from Councillor Mackin about the purpose and intended use of the grant funds. Councillor Mackin moved to approve the acceptance of the “Municipal Vulnerabilities Program (MVP) grant in the amount of \$41,500 that was awarded from the Executive Office of Energy and Environmental Affairs. The motion was adopted on a voice vote and the grant was accepted..
17. A request was received from the Mayor to approve the acceptance of a gift of \$1,000 for a bench to honor Korean War veteran, David Yawnick for his service as a Korean War veteran, Past Commander of the American Legion Post 156 and a member of the Waltham DAV. The bench will be located on the Waltham Common just outside the Circle of Remembrance. Planning Director Catherine Cagle gave a brief explanation of the bench donation and the honoree. Councillor LaCava moved to approve the acceptance of the donation in the amount of \$1,000 for a bench to honor David Yawnick. The motion was adopted on a voice vote and the gift was accepted.
18. A request was received from the Mayor to approve the transfer of \$100,000 from the Stabilization Fund for the CPW Department to fund the cost sharing of the increase in the recycling program. The contractor and the City will split the cost at the rate of 50% of its costs, not to exceed \$50.00 per ton.

FROM:		
Stabilization	#250-135-7405-5205	\$100,000
TO:		
CPW-Recycling	#001-422-5400-5297	\$100,000

CPW Director Michael Chiasson answered questions from Councillor Vidal and Councillor Romard about the reasons for the increase. Councillor Mackin asked why this was not an anticipated expense, especially in light of the newly adopted FY2019 budget. Councillor Mackin moved to approve the transfer of \$100,000 to fund the cost sharing of the City's recycling program with EZ Disposal due to the increased price resulting from current import policies. The motion was adopted on a voice vote and the transfer was approved.

19. A request was received from the Mayor to approve the transfer totaling \$250,000 to fund the first year (FY2017), the second year (FY2018) and the third year (FY2019) of the three year collective bargaining agreement between the City and the Librarians' Union for the period July 1, 2016 to June 30, 2019. In addition, the contract includes agreement on reforms pertaining to Other Post-Employment Benefits (OPEB), holiday pay and vacation allotments.

FROM:		
Auditor - Collective Bargaining	#001-135-5400-5111	\$250,000
TO:		
Library - Salaries	#001-610-5100-5111	\$250,000

Upon questioning from Councillor Romard, City Auditor Paul Centofanti explained the compensation package and the OPEB mandatory deduction was the same as all other unions that have settled. Councillor Romard moved to approve the transfer of Stabilization Funds totaling \$250,000 to fund the Librarians' Union contract. The motion was adopted on a voice vote and the transfer was approved.

20. A motion by Councillor Mackin to adjourn was adopted on a voice vote and Chairwoman McMenimen declared the meeting adjourned at 11:58pm.

Paul G. Centofanti - Clerk to the Finance Committee