

FINANCE COMMITTEE
Minutes of the Meeting
December 21, 2020
Held remotely on ZOOM

1. Chairman LaCava called the meeting to order at 9:10pm.
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. Vice-President McMenimen moved to approve the minutes of the meeting held on December 7, 2020, 2020. The motion was adopted on a voice vote and the minutes of the meeting on December 7, 2020 were approved.
4. Vice-President McMenimen moved to hear from all individuals with an item on tonight's agenda – IT Director Donnie Aucoin, CPW Director Michael Chiasson, Recreation Director Nick Abruzzi, and WCAC Executive Director Maria Sheehan. The motion was adopted on a voice vote.
5. A request was received from the Mayor to approve the acceptance of a grant to the IT Department in the amount of \$58,020 from the Commonwealth of Massachusetts Community Compact Cabinet for Information Technology. IT Director Aucoin provided a PowerPoint handout to the Committee and explained the intended use of the grant funds and its benefits to the City. Councillor Mackin asked several questions concerning the connectivity between buildings, data storage sites and if the intended users of the technology would be limited to City employees. Councillor Mackin moved to approve the acceptance of the grant. The motion was adopted on a voice vote and the grant of \$58,020 was accepted.
6. A request was received from the Mayor to approve the acceptance of a grant in the amount of \$7,500 from the Massachusetts Interlocal Insurance Association (MIIA) to be used towards the purchase of fleet management software for the Vehicles Division of the CPW Department. Mr. Chiasson gave a brief explanation of the use of the grant funds. Councillors Vidal, LaFauci and off-committee LeBlanc asked several questions about the technology, if this was a one-time cost, ongoing maintenance costs and if it included GPS capability. Councillor LaFauci moved to approve the acceptance of the grant. The motion was adopted on a voice vote and the grant of \$7,500 was accepted.
7. A request was received from the Mayor to approve the appropriation in the amount of \$7,500 from the Cemetery Sale of Lots & Graves to purchase a casket lowering device and carrier for the Cemetery Division.

FB Sale of Lots & Graves	#216-420-1745-3300	\$7,500
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Cemetery – Casket Device & Carrier	#216-420-1745-5211	\$7,500
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8. A request was received from the Mayor to approve the appropriation in the amount of \$116,000 to engage the low and responsible bidder for the improvements to Nipper Maher Park and Monsignor McCabe Playground.

Unreserved Fund Balance	#001-000-3590-3590	\$116,000
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Recreation-Maher & McCabe Improve	#001-630-5800-6360	\$116,000
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9. A communication was received from the Mayor concerning the approval of the City Council for a funding allotment of 5,143.94 from cable access funds (Verizon PEG Support) to be paid to Waltham Community Access Corporation (WCAC) for audio equipment to support social distancing and the larger number of the people currently attending meetings in the Government Center Auditorium. WCAC Executive Director Maria Sheehan gave a brief overview of the need for the equipment. Councillor LaFauci questioned the need since City Council meetings are now being conducted remotely on ZOOM. Ms. Sheehan explained the flexibility of the use of the equipment and the equipment is owned by the City. Councillor Mackin moved to approve the funding allotment. The motion was adopted on a voice vote and the funding allotment of \$5,143.94 for WCAC was approved.

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