

FINANCE COMMITTEE
Minutes of the Meeting
March 20, 2017

1. Chairwoman McMenimen called the meeting to order at 11:05 pm.
2. Chairwoman McMenimen requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll - Committee members Fowler, Giordano, Romard, Vidal and McMenimen were present.
3. Councillor Romard moved to accept the minutes of the meeting held on March 6, 2017. The motion was adopted on a voice vote and the minutes were accepted.
4. Councillor Vidal moved to take the agenda matter of the City Council invoices out of order. The motion was adopted on a voice vote. A motion to hear from an off-committee councillor, President LeBlanc, was adopted on a voice vote. President LeBlanc gave a brief explanation of the items on the three (3) invoices. Chairwoman McMenimen explained there is a resolution tabled on the Finance Committee docket that will address the future procedure for approving City Council invoices. In the interim, Councillor Giordano moved to approve the payment of the three invoices: Minuteman Press - \$566.00, Fast Signs - \$155.66 and MMA - \$2,762.10. The motion was adopted on a voice vote and the three invoices were approved for payment.
5. A request was received from the Mayor to appropriate \$100,000 from Unreserved Fund Balance to account #001-424-5800-5213 Wires-Street Light Upgrades. Councillor Romard moved to hear from the Inspector of Wires, Tim Kelly. The motion was adopted on a voice vote. Upon questioning from Councillor Romard, Mr. Kelly explained the funding will be used to continue upgrading public roadway lighting to more efficient LED streetlights. The installation will be performed by City employees and rebates through Eversource will be sought to defray the cost to the City. Councillor Romard asked additional questions about the capital nature of this item. Mr. Kelly explained it was multiple year recommendation of the Mayor in the most recent Capital Improvement Program (CIP). Councillor Romard asked Mr. Kelly to provide the Finance Committee with a copy of the CIP for the Wires Department. Councillor Vidal asked questions about the rebate program and Councillor Fowler asked if there would be better pricing for bulk purchases. Councillor Fowler moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$100,000 was approved.
6. A request was received from the Mayor to appropriate \$265,144 from Water Retained Earnings to account #610-452-5800-7440 Water O&M-Hydrants. Councillor Giordano moved to hear from the City Engineer, Steve Casazza. The motion was adopted on a voice vote. Upon questioning from Councillor Giordano, Mr. Casazza explained the

funds would be used to replace approximately 40 hydrants. Councillor Giordano asked Mr. Casazza to provide the Finance Committee of the number of hydrants that need to be repaired or are out of service. Councillor Fowler asked if there is any follow up once a hydrant is installed. Councillor Fowler cited the one located at 46 Lincoln Street did not have the hose hookups properly aligned. Councillor Romard asked Mr. Casazza to provide the Finance Committee with locations of the 40 replacement hydrants. Councillor Romard moved to approve the appropriation request. The motion was adopted on a voice and the appropriation of \$265,144 was approved.

7. Chairwoman McMenimen move to take the matter of the resolution concerning the payment of City Council invoices from the table. The motion was adopted on a voice vote. Chairwoman McMenimen stated she had asked the Auditor to provide a procedures list of how invoices are incurred and paid. The Auditor distributed the document to the Finance Committee. Chairwoman McMenimen suggested the document be reviewed by the Committee and to be discussed at the next Finance Committee meeting. Chairwoman McMenimen moved to place the matter back on the table. The motion was adopted on a voice and the matter was place back on the table.
8. A motion to adjourn by Councillor Fowler was approved by a voice vote and Chairwoman McMenimen declared the Committee adjourned – 11:50 pm.

Paul G. Centofanti – Clerk to the Finance Committee