

FINANCE COMMITTEE
Minutes of the Meeting
May 15, 2017

1. Chairwoman McMenimen called the meeting to order at 10:00 pm.
2. Chairwoman McMenimen requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll – Councillors Fowler, Giordano, Romard, Vidal and McMenimen were present.
3. Councillor Romard moved to accept the minutes of the meeting held on May 1, 2017. The motion was adopted on a voice vote and the minutes were accepted.
4. A request was received from the Mayor to appropriate \$34,000 from the Library State Grant #224-610-1065-5205 to Library Educational Expenses #001-610-5200-5510 to meet the FY2017 materials budget requirement from the State and will be used to maintain and update the collection of books, magazines, audio, e-books and online subscriptions that are made available to the public at no charge. Councillor Romard moved to hear from the Library Director, Kelly Linehan. The motion was adopted on a voice vote. Councillor Romard asked Ms. Linehan to explain the impact on the budget with the appropriation. Ms. Linehan explained about the spending requirements to qualify for the state grant. Councillor Giordano moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$34,000 was approved.
5. A request was received from the Mayor to accept the gift of one large framed picture of the City of Waltham c.1898 and three small framed photos of the house at 380 Lexington Street, Waltham left by Dr. Morrison when he sold the house to Khoren Dertsakian and Voski Simonian. Councillor Giordano moved to approve the acceptance of the gift. The motion was adopted on a voice vote and acceptance of the gift of the pictures was approved and a thank you note be sent from the City Council to the donors.
6. A request was received from the Mayor to accept the gift of goods and services to the Waltham Historical Commission and the Paine Estate for painting the dining room ceiling and restoring woodwork and fireplace tiles in the northeast bedroom of the house from the Robert Treat Paine Historical Trust (DBA Friends of Stonehurst). Councillor Giordano moved to approve the acceptance of the gift. The motion was adopted on a voice vote and acceptance of the gift of goods and services was approved and a thank you note be sent from the City Council to the donors.

7. A request was received from the Mayor to appropriate \$100,000 from Unreserved Fund Balance to account #001-420-5800-6310 CPW-Tree Preservation Program to be used for tree preservation at Mt. Feake Cemetery, Grove Hill Cemetery and other City locations. Councillor Giordano moved to hear from the CPW Director, Michael Chiasson. The motion was adopted on a voice vote. Councillor Giordano asked Mr. Chiasson to explain the use of the funds and why the City's arborist would not perform the work. Mr. Chiasson stated the arborist would plan the preservation work on the trees and an outside contractor would perform the work. Councillor Romard asked about the quantity of work. Mr. Chiasson explained it would depend upon the needs at each location. A motion to hear from off-committee Councillor Darcy was adopted on a voice vote. Councillor Darcy asked to look at specific trees located at the Wellington House (oak) and the Met State property (Norway spruce). Councillor Fowler stated every effort should be made to save trees. Councillor Giordano moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$100,000 for tree preservation was approved.
8. A request was received from the Mayor to appropriate 100,000 from Unreserved Fund Balance to account #001-215-5100-5131 Dispatch-Overtime to pay overtime expenses for FY2017. Councillor Giordano moved to hear from Police Lieutenant, Rob Robillard. The motion was adopted on a voice vote. Councillor Giordano asked Lt. Robillard to explain the need and the use of the overtime funds. Lt. Robillard stated the dispatch center was experiencing an unprecedented staffing situation due to retirements and the remaining staff was picking up the needed coverage. Councillor Giordano moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$100,000 for overtime was approved.
9. A request was received from the Mayor to transfer \$163,858 to award the low and responsible bid for the surface reconstruction of Willard Street, including a 5% contingency amount from account #310-410-2008-7100, Street Reconstruction-General to account #310-410-2008-7140, Street Reconstruction-Willard Street. Councillor Romard rose and recused himself from the discussion and vote on the matter. Councillor Giordano moved to hear from the City Engineer, Steve Casazza. The motion was adopted on a voice vote. Councillor Giordano asked Mr. Casazza to explain the use of the funds. Councillor Giordano moved to approve the transfer request. The motion was adopted on a voice vote and the transfer of \$163,858 for the Willard Street project was approved.
10. A request was received from the Mayor to appropriate \$80,000 from Unreserved Fund Balance to account #001-220-5100-5131 Fire Department - Overtime to pay overtime expenses for FY2017. Although the Fire Chief was not in attendance, it was stated this was the third request for overtime for similar reasons, Councillor Fowler moved to

approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$80,000 for overtime was approved.

11. The FY2018 budget and budget related items were presented at a special meeting of the City Council earlier in the evening and were referred to the Finance Committee. Chairwoman McMenimen recommended the budget hearings be conducted in two separate sessions, an all-day event for City departments, boards/commissions and a separate evening for the School Department and the Mayor. Chairwoman McMenimen suggested the Finance Committee meet next week just before the regular City Council meeting to set the days and times for the budget review. A motion to place the FY2018 budget and budget related items on the table was adopted on a voice vote.

12. A motion to adjourn by Councillor Giordano was approved by a voice vote and Chairwoman McMenimen declared the Committee adjourned – 11:25 pm.

Paul G. Centofanti – Clerk to the Finance Committee