

FINANCE COMMITTEE
Minutes of the Meeting
November 21, 2016

1. Since Chairman Brasco was absent, the Clerk of the Finance Committee called the meeting to order at 8:15pm. A motion to nominate Councillor McMenimen as Chairman pro-temp was made and adopted by a voice vote.
2. Chairman pro-temp McMenimen requested that a roll call be taken to record the attendance for the meeting. The Clerk called the roll - all Committee members except Councillor Brasco were present.
3. Councillor Vizard moved that that the minutes of the meeting November 7, 2016 be accepted. The motion was adopted on a voice vote and the minutes were accepted.
4. A request was received from the Mayor to appropriate \$36,400 from Unreserved Fund Balance to account #001-630-5800-6610 Recreation-Design (Connors Playground & Prospect Hill Park). The funds will be used to award the bid for design services for improvements to the Bob Connors Playground and Prospect Hill Park. Councillor Romard moved to hear from an off-committee individual - Recreation Director, Sandra Tomasello. The motion was adopted on a voice vote. Councillors Romard and Giordano questioned Ms. Tomasello at length about how the funds were to be used and the elements of the design for each project. Councillor Romard moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$36,400 was approved.
5. A request was received from the Mayor to appropriate \$54,000 from Unreserved Balance to account #001-192-5800-6257 Building-Prospect Street Fire Station. The funds will be used to perform additional necessary items for the renovation work of the slab floor replacement project at the Prospect Street Fire Station. Councillor Vizard moved to hear from an off-committee individual - Superintendent of Buildings, William Forte. The motion was adopted on a voice vote. Councillors Romard and Vizard questioned Mr. Forte at length about the reasons for this unforeseen work and how it was not anticipated when the project was originally scoped and designed. Councillor Giordano moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$54,000 was approved.
6. A request was received from the Mayor to accept \$152,176 through the Executive Office of Public Safety and Security State 911 Department for the State 911 Department Support and Incentive Public Safety Answering Point (PSAP) Grant - FY2017. These funds will be used to assist PSAP and regional emergency centers in providing enhanced 911 services and to encourage the development of regional PSAP, regional secondary

PSAP and regional emergency communication centers. This grant does not require matching funds from the City. Councillor Vizard moved to hear from an off-committee individual, Police Chief MacPherson. The motion was adopted on a voice vote. Chief MacPherson explained this is a recurring grant and the funds are an offset to the 911 Dispatch Center's FY2017 operating budget. Councillor Vizard moved to accept the grant. The motion was adopted on a voice vote and the grant of \$152,176 was accepted.

7. A request was received from the Mayor to accept the State 911 Department Training Grant in the amount of \$32,046. It is a reimbursable grant for training related costs associated with the 911 system. This grant does not require matching funds and is effective for the fiscal year ending June 30, 2017. Councillor Romard moved to hear from an off-committee individual, Police Chief MacPherson. The motion was adopted on a voice vote. Chief MacPherson answered questions from Councillor Romard about the use of the grant funds. Councillor Giordano moved to accept the grant. The motion was adopted on a voice vote and the grant of \$32,046 was accepted.
8. A request was received from the Mayor to accept two (2) bids on condo units at the former Banks School - Unit 103 \$400,300 and Unit 209 \$375,027. Councillor Giordano moved to hear from an off-committee individual - Mayor McCarthy. The motion was adopted on a voice vote. The Mayor explained these are both two bedroom units and that twenty units have been sold. Councillor Giordano thanked the Mayor for a great job on this project and the Mayor thanked Councillor Giordano and President Marchese for their efforts and support for the project. On a roll call vote of 3 in favor (Giordano, Vizard, McMenimen) and 1 opposed (Romard); the bid of \$400,300 was accepted for Unit 103. On a roll call vote of 3 in favor (Giordano, Vizard, McMenimen) and 1 opposed (Romard); the bid of \$375,027 was accepted for Unit 209.
9. A request was received from the Mayor to appropriate \$115,000.00 from Unreserved Fund Balance to account #001-175-5400 Planning-Warming Shelter. These funds will be used to award the bid to provide this service at the rate of \$950 per day for the period December 2016 to March 2017 for any day the temperature is at or below 32 degrees or inclement weather. Councillor Romard moved to hear from an off-committee individual - Housing Director, Robert Waters. The motion was adopted on a voice vote. Councillor Romard asked questions and Mr. Waters gave a detailed explanation of the purpose of the "warming shelter". Councillor Giordano moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$115,000 was approved.
10. A request was received from the Mayor to appropriate \$9,175 from Unreserved Fund Balance to account #001-145-5200-6414 Treasurer- Office Equipment. These funds will be used to purchase a check signing machine and postage machine as replacement

for the existing machines that are no longer operating effectively. Councillor Romard moved to hear from an off-committee individual - City Treasurer, Tom Magno. The motion was adopted on a voice vote. Mr. Magno gave a brief explanation of the need and use of the funds. Councillor Vizard moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$9,175 was approved.

11. A request was received from the Mayor to transfer \$35,000 as itemized below towards the purchase of an SUV type vehicle to replace the current C2 vehicle. This amount will be combined with \$25,000 of existing Brandeis gift funds for the Fire Department for a total purchase price of \$60,000. The current C2 vehicle will continue in service to be used by the training division.

FROM:

Stabilization Fund - Reserve for Fire CIP

#250-135-7413-5205

\$35,000

TO:

Fire - C2 Vehicle

#001-220-5800-6411

\$35,000

Councillor Romard moved to hear from an off-committee individual - Fire Chief, Paul Ciccone. The motion was adopted on a voice vote. Councillor Romard asked questions and Chief Ciccone gave a detailed explanation of the use of the new vehicle and the intended use of the current vehicle. Councillor Giordano moved to approve the transfer request. The motion was adopted on a voice vote and the transfer of \$35,000 was approved.

12. A request was received from the Mayor to accept a gift in the amount of \$3,500 from the Digital Federal Credit Union to be used by the Fire Department towards the purchase of smoke and CO detectors for the elderly and other fire safety programs. Councillor Romard moved to hear from an off-committee individual - Fire Chief, Paul Ciccone. The motion was adopted on a voice vote. Chief Ciccone gave a detailed explanation of the use of the gift funds and its importance. Councillor Vizard moved to accept the gift and that a thank you note is sent to the donor. The motion was adopted on a voice vote and the gift of \$3,500 was accepted.

13. A request was received from the Mayor to appropriate \$18,000 from Unreserved Fund Balance to account #001-161-5100-5111 City Clerk Salaries. These funds will be used to pay out-of-grade compensation for the Executive Assistant position for the period July 1, 2016 to the earlier date of June 30, 2017, the return to work date by the incumbent Assistant City Clerk or the position is otherwise filled. Councillor Romard moved to hear from an off-committee individual - Mayor McCarthy. The motion was adopted on a voice vote. The Mayor explained the Executive Assistant is a member of the Managers' Union. A "cease and desist" order had been received from the Union challenging the lack of compensation to the Executive Assistant for performing

increased and additional job responsibilities. Councillor Romard moved to approve the appropriation request. The motion was adopted on a voice vote and the appropriation of \$18,000 was approved.

14. A request was received from the Mayor to transfer \$248,500 to fund the first year of the three year collective bargaining agreement between the City and the Police Patrol Officers' Union for the period July 1, 2016 to June 30, 2019. In addition, the contract includes agreement on reforms the City was seeking pertaining Other Post-Employment Benefits (OPEB).

TRANSFER FROM:

Auditor - Collective Bargaining	#001-135-5400-5111	\$248,500
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TRANSFER TO:

Police Wages FT (FY2017)	#001-210-5100-5112	\$220,000
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Police Uniforms (FY2017)	#001-210-5500-5190	\$ 28,500
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Councillor Romard moved to hear from an off-committee individual - Mayor McCarthy. The motion was adopted on a voice vote. The Mayor explained the elements of the contract settlement, particularly the agreement on OPEB from the Union and its importance to the financial position of the City both now and in the future. Councillor Romard moved to approve the transfer request. The motion was adopted on a voice vote and the transfer of \$248,500 was approved.

15. Councillor Vizard moved to take the matter of the transfer of traffic impact funds in the amount of \$40,000 for the installation of signals at four locations along the Charles River Riverwalk. The motion was adopted on a voice vote. Councillor Vizard moved to hear from an off-committee individual - Mayor McCarthy. The motion was adopted on a voice vote. After a brief discussion, the Mayor agreed to identify a different funding source for this project and would submit a new request. Councillor Vizard moved to place the matter back on the table. The motion was adopted on a voice vote and the matter was tabled.

16. Councillor Vizard moved to take the matter of the resolution on the residential exemption for property taxes from the table. The motion was adopted on a voice vote. It was discussed that a special meeting was being held on Monday to discuss and set the residential tax rate, including the residential exemption. A motion to discharge the item to the special meeting on the tax rate was adopted on a voice vote and the matter was discharged.

17. A motion to adjourn by Councillor Romard was approved by a voice vote and Chairman pro-temp McMenimen declared the Committee adjourned - 9:45pm.