

FINANCE COMMITTEE
Minutes of the Meeting
February 21, 2017

1. Chairwoman McMenimen called the meeting to order at 10:45 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 Giordano moved to accept the minutes of the meeting held on February 6, 2017. The motion was adopted on a voice vote and the minutes were accepted.
4. A request was received from the Mayor to appropriate the amount of \$387,343 from account #600-440-5800-7500 Sewer I/I Mitigation (General) to account #600-440-5800-7560 Sewer I/I Mitigation (Area 1314-B Design/Engineering). These funds will be used to award the low and responsible bid for design/engineering services for an ACO project located in Area 1314B. A motion by Councillor Romard to hear from an off-committee individual, City Engineer Steve Casazza was adopted on a voice vote. Councillor Romard asked Mr. Casazza to explain the use of the funding, including the timeline for the project. On a motion by Councillor Giordano, the funding request was adopted on a voice vote and the appropriation of \$387,343 was approved.
5. A request was received from the Mayor to accept the FFY2017 HEMP grant in the amount of \$1,563 from MEMA for the Emergency Management Department for the training, updating and publishing the Emergency Plan. . A motion by Councillor Vidal to hear from an off-committee individual, EMS Director Bernie Mullin was adopted on a voice vote. Councillor Fowler asked Mr. Mullin to explain the purpose of the grant. Councillor Giordano asked if any matching funds were required. A motion by Councillor Giordano to accept the HEMP grant of \$1,563 was adopted on a voice vote.
6. A request was received from the Mayor to accept the FFY2016 EMPG grant in the amount of \$22,460 from MEMA for the Emergency Management Department to purchase SCBA air supply bottles for the Air Supply Unit. A motion by Councillor Vidal to hear from an off-committee individual, EMS Director Bernie Mullin was adopted on a voice vote. Councillor Fowler asked Mr. Mullin to explain the purpose of the grant. Councillor Giordano asked if any matching funds were required. A motion by Councillor Giordano to accept the HEMP grant of \$22,460 was adopted on a voice vote.
7. A request was received from the Mayor to accept a gift of an upgraded boat trailer from the City of Cambridge Water Department to replace the current boat trailer they donated in 2005. The value of the upgraded boat trailer is \$2,418.98. The City of Cambridge

owns and is responsible for the protection of the reservoir on Winter Street. Under a mutual aid agreement, the Waltham Fire Department is a first responder to an incident at this location. A motion by Councillor Fowler to hear from an off-committee individual, Fire Chief Paul Ciccone was adopted on a voice vote. Councillor Fowler asked Chief Ciccone to explain the purpose and use of the donated equipment. Councillor Romard the Chief Ciccone some follow up questions, including where the trailer is to be stored. A motion by Councillor Fowler to accept the donated boat trailer was adopted on a voice vote.

8. A request was received from the Mayor to accept two grants from the Executive Office of Public Safety to receive funding in the total amount of \$10,139 for the Student Awareness of Fire Education (SAFE) Program and the Senior SAFE programs for the Fire Department. The funds will be used to provide materials and training sessions for children and seniors – Student SAFE Program (\$6,943) and Senior SAFE Program (\$3,196). A motion by Councillor Fowler to hear from an off-committee individual, Fire Chief Paul Ciccone was adopted on a voice vote. Councillor Fowler asked Chief Ciccone to explain the purpose and use of the grant funds. Councillor Giordano asked if any matching funds were required. A motion by Councillor Fowler to accept the SAFE in the total amount of \$10,139 was adopted on a voice vote.
9. A request was received from the Mayor to accept the bid on condo Unit#101 at the former Banks School in the amount of \$431,500. Councillor Giordano moved to hear from an off-committee individual – Mayor McCarthy. The motion was adopted on a voice vote. The Mayor explained twenty-two units have been sold, with two left – Unit 101 and another unit under agreement. Councillors Romard and Vidal asked questions of the Mayor concerning the remaining ownership by the City in the building and the significant price of Unit #101. A motion by Councillor Giordano to accept the bid of \$431,500 for Unit 101 was adopted on a voice vote.
10. A resolution concerning the procedure for approving and the paying of invoices attributable to the City Council was submitted by Councillor McMenimen. Councillor McMenimen briefly stated the purpose of the resolution and would like to explore it at a later Finance Committee meeting. A motion by Councillor Fowler to table the resolution was adopted on a voice vote and the item was tabled.
11. Under Council Rule #43A, the mid-year budget report was before the Finance Committee for review and discussion. Chairwoman McMenimen asked the City Auditor to give an overview of the report and then answer questions from Committee members. The City Auditor explained the status of the revenue accounts and highlighted various expenditure accounts that are monitored periodically due to their current experience and past trends. The City Auditor reminded the Committee that the School Department will attend the next Finance Committee meeting to discuss the mid-year report of the

School Department. The City Auditor stated the annual independent audit had been completed, the reports would be distributed in the next few days and the independent auditor will attend the Finance Committee meeting on April 18 to discuss the report. A motion by Councillor Romard to table the mid-year report review was adopted on a voice vote and the item was tabled.

12. A motion to adjourn was approved by a voice vote and Chairwoman McMenimen declared the Committee adjourned - 11:45 pm.

Paul G. Centofanti - Clerk to the Finance Committee