

FINANCE COMMITTEE

Minutes of the Meeting

November 3, 2014

1. Chairman Brasco called the meeting to order at 9:05 pm.
2. Councillor McMenimen moved that attendance be taken by a roll call. The Clerk called the roll – Councillors Giordano, McMenimen, Romard, Vizard and Chairman Brasco were present.
3. Councillor McMenimen moved that that the minutes of the meeting October 20, 2014 be accepted. The motion was adopted on a voice vote.
4. The City Auditor distributed a letter stating the amount of the City's free cash for the general fund and retained earnings for the enterprise funds that were certified by the Department of Revenue for the fiscal year commencing July 1, 2014.
5. A request was received from the Mayor to appropriate \$200,000 from the Parking Meter Reserve Fund to account #232-480-5800-6441 Pay by Space Parking Machines for the purchase of fourteen (14) pay by space machines and related installation items. Councillor Vizard moved to hear from an off-committee member – Traffic Engineer Michael Garvin. The motion was adopted on a voice vote. Mr. Garvin explained the use of the funding request. Off-committee member, Councillor Logan, spoke in favor of the purchase. Councillor Romard asked questions about the locations, pay-back period and warranty. Councillor Vizard moved to approve the appropriation. The motion was adopted on a voice vote.
6. A request was received from the Mayor to accept the Sustainable Materials Recovery Program Grant from the Mass DEP in the amount of \$2,000 for a targeted small scale initiative - no matching funds required. Councillor Vizard moved to hear from an off-committee member – CPW Director Michael Chiasson. The motion was adopted on a voice vote. Mr. Chiasson explained the purpose of the grant and the use of the funding. Councillor Giordano moved to approve the appropriation. The motion was adopted on a voice vote.
7. Councillor McMenimen moved to take the matter of the excise scholarship fund (2/24/2014) from the table. The motion was adopted on a voice vote. The Clerk indicated a response had been received from the City Treasurer and the expansion of the program was considered and agreed by the scholarship committee. A motion by Councillor McMenimen to place the matter back on the table was adopted on a voice vote.

8. Councillor McMenimen moved to take the matter of the federal and state mandate resolution (6/9/2014) from the table. The motion was adopted by a voice vote. The City Auditor stated departments were still researching the information and some additional information was received from the School Department. A motion by Councillor McMenimen to place the matter back on the table was adopted on a voice vote.
9. Councillor McMenimen moved to take the matter to accept a gift of furniture valued at \$5,000 from the estate of Elizabeth D. Castner for placement in the Wellington House located at 785 Trapelo Road (10/14/2014) from the table. The motion was adopted on a voice vote. Off-committee member Councillor Darcy explained the source and purpose of the gift. Councillor Romard asked questions concerning the method of inventory and security of the donated items. Councillor McMenimen moved to accept the gift and that a thank you note is sent to the donor. The motion was adopted on a voice vote.
10. Councillor Romard moved to take the matter to accept the gift of four (4) pallets of PERGO laminate flooring from The Home Depot to be used in the remodeling of any City building (10/14/2014) from the table. The motion was adopted on a voice vote. Councillor Romard asked if a response had been received from the Building Department. The Clerk read the e-mail response from Mr. Cusano. Councillor Romard moved to accept the gift and that a thank you note is sent to the donor. The motion was adopted on a voice vote.
11. A motion by Councillor Giordano to adjourn was approved by a voice vote and the Chair declared the committee adjourned – 9:50 pm.

Paul G. Centofanti – Clerk to the Finance Committee