

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF JANUARY 11, 2017

Finance Committee Members Present: President Ronald Cormier and Councillor Marc Morgan. Councillor James Walsh was absent.

Other Participants: Mayor Mark Hawke; City Auditor John Richard; Conservation Agent Jeffrey Legros; and City Clerk Alan Agnelli.

The meeting was called to order by President Cormier at 12:00 p.m. in the City Council Chamber, City Hall.

President Cormier asked if anyone present planned to record the meeting, in accordance with the requirements of the Open Meeting Law, as follows:

Any person may make a video or audio recording of the open session of this meeting so long as it does not interfere with the conduct of the meeting. All documents and exhibits used or referenced at this meeting shall be submitted in duplicate to the City Clerk, as they become part of the minutes of the meeting. Is there anyone present who will be recording this meeting?

No one responded.

1-1 Reading and Approval of Minutes of Prior Meeting(s).

On a motion by Councillor Marc Morgan and seconded by President Ronald Cormier, it was voted to approve the Minutes of the Meeting of January 3, 2017, as printed.

2-1 An Order Authorizing the City to Borrow \$409,550.00 to Acquire, for Conservation Purposes, a portion of the Alisaukas Property.

Conservation Agent Jeffrey Legros informed the Committee that in order for the City to obtain the Landscape Partnership Grant for reimbursement for the purchase of the Alisaukas property, the City must appropriate the entire cost of the project; thus the Loan Order before the Council. He said that the City already appropriated \$75,000 representing the City's share of the cost of the land and for legal and ancillary expenses. Mr. Legros noted that a separate vote by the City Council is required in order to convey the parcel to the Conservation Commission for conservation protection purposes; however, the Law Department has not yet completed its review and preparation of the language authorizing the conveyance.

On a motion by Councillor Marc Morgan and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass:

ORDER: That the City of Gardner appropriates the sum of Four Hundred Nine Thousand Five Hundred Fifty Dollars (\$409,550) to pay costs of acquiring, for conservation purposes, the portion of the Alisaukas Property, so-called, located

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF JANUARY 11, 2017

within the boundaries of the City and the Town of Winchendon, including the payment of all costs incidental and related thereto; that to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. Chapter 44, Section 7(1), or any other enabling authority, and to issue bonds or notes of the City therefor. The Mayor is authorized to apply for, accept and expend any grants or gifts available the City to defray the costs of acquiring the Alisauskas Property, so-called, and the amount authorized to be borrowed by this order shall be reduced to the extent of any such funds received by the City.

2-2 An Order Appropriating \$3,150.00 from Free Cash to City Council, Encumbered Professional Services Account.

City Auditor John Richard informed the Committee that due to an auditing oversight, departmental funds were not encumbered into FY2017, as requested. He said that the funds reverted to Free Cash and that the proposed appropriation from Free Cash would restore the funds to the Department in order to fulfill the purchase order for restoration services.

On a motion by Councillor Marc Morgan and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass:

ORDER: That there be and is hereby appropriated the sum of Three Thousand One Hundred-Fifty Dollars and No Cents (\$3,150.00) from Free Cash to the City Council, Encumbered Professional Services Account.

2-3 An Order Appropriating \$509.00 from Free Cash to Elections and Registrations, Encumbered Communications Account.

City Auditor John Richard informed the Committee that due to an auditing oversight, departmental funds were not encumbered into FY2017, as requested. He said that the funds reverted to Free Cash and that the proposed appropriation from Free Cash would restore the funds to the Department in order to correctly account for the payment for the Department's FY2016 voter confirmation mailing postage costs.

On a motion by Councillor Marc Morgan and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass:

ORDER: That there be and is hereby appropriated the sum of Five Hundred Nine Dollars and No Cents (\$509.00) from Free Cash to Elections and Registrations, Encumbered Communications Account.

3-1 A Measure Confirming the Mayor's Appointment of Neil C. Erickson to the Position of Chief of Police for term expiring January 3, 2020 (Reappointment).

On a motion by Councillor Marc Morgan and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council to confirm the Mayor's appointment of Neil C. Erickson to the position of Chief of Police for term expiring January 3, 2020.

3-2 A Measure Confirming the Mayor's Appointment of John A. Bernard to the Position of Deputy Chief of Police for term expiring January 3, 2020 (Reappointment).

On a motion by Councillor Marc Morgan and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council to confirm the Mayor's appointment of John A. Bernard to the position of Deputy Chief of Police for term expiring January 3, 2020.

4-1 An Ordinance to Amend the Code of the City of Gardner, Chapter 160, § 18, Article VII. Agent for the Conservation Commission, by Changing the Term of Office from One Year to Three Years.

The Mayor informed the Committee that the proposed Ordinance would change the Conservation Agent's term of appointment from one to three years, consistent with nearly all Mayoral public officer (employee) appointments.

On a motion by Councillor Marc Morgan and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Ordinance ought to pass:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 160 THEREOF, ENTITLED "OFFICERS AND EMPLOYEES," BY CHANGING THE TERM OF APPOINTMENT FOR THE AGENT FOR THE CONSERVATION COMMISSION.

Be it ordained by the City Council of the City of Gardner as follows:

Section 1. Section 160-18 of the Code of the City of Gardner is hereby amended by deleting the words "one year" and inserting in place thereof the words "three years."

Section 2. Effective date.

This ordinance shall become effective upon passage and publication as required by law.

4-2 Yearly Salaries for Various Positions.

Mayor Hawke informed the Committee that under Section 171-66 of the City Code, it is required to report to the Council its recommendations for adjustment, if any, to the salaries of the Mayor and City Councillors.

President Cormier suggested that the Mayor file his recommendations with the Committee for discussion. The Mayor stated that he would file his recommendations.

8-1 Mayor's Executive Aide Progress Review

President Cormier informed the Mayor that during FY2017 Budget deliberations, the Finance Committee agreed that it would review the progress of the Mayor's Executive Aide in January, 2017, in order to evaluate the position's importance and effectiveness. He requested that the Mayor submit "a bulleted project achievement report" to the Finance Committee in advance of its February 1 meeting.

The Mayor indicated that he would submit a report to the Committee for its February 1 meeting.

8-2 Williams-Rockwell Educational Gift Fund

Councillor Marc Morgan requested that the Mayor provide the City Council with the 2016 Annual Report of the Trustees of the Williams-Rockwell Educational Gift Fund, as required by the Act establishing the Fund. The Mayor indicated that he would do so.

8-3 Annual Audit

City Auditor John Richard informed the Committee that auditors from Melanson-Heath will arrive on January 23, 2017 to begin the City's annual audit.

ADJOURNMENT

On a motion by Councillor Marc Morgan and seconded by President Cormier, it was voted to adjourn at 12:16 p.m.