

Budget and Finance Committee

3/28/24 6:00 PM

Meeting Post: <https://www.cityofnewburyport.com/budget-finance/events/347516>

Roll:

B/F: Zeid, Harman, Khan

Additional: McCauley

Staff: Manning, Gallagher, Littlehale

Agenda: Existing Committee, Exiting Committee Amended, Staying in Committee

Planning to discuss:

Old Business:

- **ORDR00545_03_11_2024 School Security Upgrades Lease Order \$731,343.00 (COTW)**
 - School Committee Member Callahan present
 - JM – Offered an amendment – “by approval of this agreement for school security...”
 - Motioned and seconded SZ/BH, 3-0 – language around tying to school security policy
 - Motion to amend SZ/AK, 3-0 – language around intent to pay from school
 - See end of this document for revised version
 - **Motion to recommend approval as amended, AK/BH, 3-0**

New Business:

- **ORDR00546_03_11_2024 Harbormaster Dept. Season Dock Permit Fee**
 - Jamie Knapp Harbormaster
 - Private docks on the river. About a 12 or so. Not the marina
 - Paul has done a good job with software
 - Take pictures, make sure everyone is in compliance
 - Wanted to put a form in place similar to Gloucester
 - Not revenue generating, just making sure that people are turning this in.
 - Materials are being monitored, that permits are pulled for electricity, etc
 - Permit or checklist for marinas may be something that is discussed in the future, getting input.
 - Have been using this for 10a
 - They have been debating if there is going to be a fee for this
 - If you don't have a dock but you are on the river but you can apply and steps to go through
 - Have a few ownership changes
 - JM – yes this could be if homes are bought and sold
 - AK – Where are we talking about
 - JK – Off Merrimac for example, Jefferson Ct., etc
 - AK – Why did this come up again?

- JK – Want to make sure that people are in compliance with waterways permits
- AK – Why \$50?
- JK – Gloucester charges per sq foot, max \$400
- JK – We don't want this to be revenue, more compliance standpoint
- JK – If you're putting out docks, \$50 is not huge fee
- AK – What is average size
- JK – 6-8' wide x 20' or so
- AK – Do you inspect?
- JK – They need to inspect on their own docks
- BH – Communication with residents
- JK – Start rolling this out over the summer, 3 conversations
- BH – Other communities?
- JK – Gloucester was really the one that we focused on, most other communities don't have this
- BH – Initial fees?
- JK – They would go to the Planning Development. They presumably have a fee
- BH – Can resident certify themselves
- JK – As long as they are attesting then they are good
- SZ – We need to correct this to be an ordinance and to define the fee. Will work on with Mr. Knapp and Harbormaster.
- AK – Motion to receive and file, will introduce corrected version in packet
- **Motion to recommend receive and file AK/BH 3-0**

- **TRAN00186_03_25_2024 Harbormaster: Harbormaster Retained Earnings \$25,000 to Harbormaster Equipment \$25,000 (B&F)**

- JK – Replacement outweighs the maintenance of the existing.
- JK – These do get a lot of hours on them, 12-13 seasons is a lot
- SZ – Is 25k is the total
- JK – If not its close
- AK – Department got 3 quotes
- AK – Can we see the quotes?
- EM – The harbormaster did provide the quotes to the Mayor
- EM – Can forward them
- AK – Want to know the age
- **Motion to recommend approval AK/BH, 3-0**

- **TRAN00187_03_25_2024 Police: Police MIS/Communications \$6,500 to HR Assessment Center \$6,500 (B&F)**

- EM – We need a second assessment center
- EM – One will cover a fire lieutenant
- EM – This will cover a police superior assessment center
- EM – We had budgeted for 1
- EM – The other one is in the HR Budgeted
- SZ – Can you explain the from account

- EM – When the Whittier bridge was redone, shared use path. There are cameras
- EM – Cameras that overlook SU path were connected to police station via comcast. That connection has changed so don't have to pay it.
- EM – Was \$750/month
- SZ – Short in department?
- JM – Down two patrol officers. Maternity. Should be getting a new recruit soon
- AK – option?
- EM – it's state, not bargaining
- **Motion to recommend approval BH/AK, 3-0**

● **ORDR00550_03_25_2024 Gift Acceptance \$800 Port Parks Alliance to DPS- Parks Division (B&F)**

- Jane Snow – 9 Coffin – Mosely Woods vs Mosely Pines
- **Motion to recommend approval, AK/BH 3-0**

● **ORDR00547_03_25_2024 Gift Acceptance \$4500 City Improvement Society**

- EM – City Improvement City is a long standing org but they are coming back. Getting the group going again
- EM – They are working from a balance
- SZ – Not new art
- EM – Paint over it
- JM – Do we own this property?
- JM – Donor coming with own painter?
- EM – Amount is low so no procurement
- EM – They prefer to pay directly
- JM – They are picking the contractor
- EM – The City does hold an easement
- BH – Appears that it has been painted before
- See below

● **ORDR00548_03_25_2024 Gift Acceptance \$5,181.60 City Improvement Society**

- AK – Is this stuff covered in our budget
- AK – Don't believe that this has been done by the City
- EM – Fixing up cobblestones part of this
- EM – Contractor is in touch with City
- EM – They are coordinating with DPS
- **SZ – Motion to amend to add the following contingency “Gift is accepted on the condition that the donor shall coordinate with the Department of Public Services and Newburyport Police Department for any necessary Police Details and to pay for said details directly”, AK/BH Accepted 3-0**
- **Motion to recommend approval as amended on 548 and collectively with 547, 3-0**

Unlikely to discuss:

- TRAN00185_03_11_2024 Mayor: ARPA State & Local Fiscal Recovery Funds \$282,653.87 & Joppa Park Walkway \$30,487.91 to Lower Atkinson Common Improvements \$313,141.78 (COTW)
 - Waiting for ARPA Committee
 - Date set for next April 3rd

Finance Director Update

- Refunding order for some 2013 bonds
- CPA coming in
- Assessor and Finance are looking at senior tax work-off that would allow to increase to \$2k
- Possible tax changes for affordable
- Gift acceptances coming
- Capital Transfers should expect to receive as the same time as budget
- Superior officers out of contract June 30th, 2024
- Free cash?
- FEMA reimbursement came in at around \$430k
- Update on Fire Chief status, retirement board meeting. Board voted in regular session that they will be voting next Friday

Public Comment:

See above

Motion to adjourn:

6:59 AK/BH, 3-0

Recording:

https://us02web.zoom.us/rec/share/x4OERDdjRvX6yTqDREpKu1NkPcy5hD7GSTt_miDjloxySoYR8E-LMwR-0_WIHdg.FnApgAmWvTrRknUA

- ORDR00545_03_11_2024 School Security Upgrades Lease Order \$731,343.00 (COTW)

March 11, 2024 – **Committee Amendments 3/28/2024**

THAT, the City Council of the City of Newburyport, in accordance with M.G.L. c. 44, §21C and upon the recommendation of the Mayor, hereby authorizes the following lease purchase financing agreements for the acquisition of equipment that may be acquired through the issuance of debt under M.G.L. c. 44 or improvement of a capital asset the improvement of which may be financed by the issuance of debt under M.G.L. c. 44, the term of such agreement not to exceed the useful life of the equipment or improvement as determined by the Mayor, and to authorize the departments specified below to enter into such agreements on behalf of the City or to take any other action relative thereto. **While all such agreements shall be general obligations of the City, it is the intent that all payments made in connection with said agreements shall be identified and paid for from the school budget.**

And Furthermore THAT, by approval of this agreement for the aforementioned school security equipment, the City Council, in accordance with Newburyport Code of Ordinances Article 1, Sec 12-10, authorizes Deployment of security camera’s on school property at Newburyport High School, the Bresnahan, The Nock and Molin schools, consistent with the submitted proposal. Placement of cameras, access to, and handling of data including images is to be managed in Compliance with the district’s security policy as approved by the Newburyport School Committee on 3/27/2018, and Revised on 10/2/2023. This policy may be updated and reapproved from time to time.

<u>Equipment/capital asset</u>	<u>Borrowing Amount</u>	<u>Maximum Term</u>	<u>Authorized Department</u>
School Security Upgrades	\$731,343.00	7 years	School Department

Councillor Sharif I. Zeid