



# CITY OF SOMERVILLE, MASSACHUSETTS CLERK OF COMMITTEES

June 23, 2014

## REPORT OF THE FINANCE COMMITTEE

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Tony Lafuente	Chair	Present	
Maryann M. Heuston	Vice Chair	Present	
Katjana Ballantyne	Ward Seven Alderman	Present	
John M. Connolly	Alderman At Large	Present	
William A. White Jr.	Alderman At Large	Present	
Robert J. McWatters	Ward Three Alderman	Present	
Matthew McLaughlin	Ward One Alderman	Present	
Dennis M. Sullivan	Alderman At Large	Present	
Mary Jo Rossetti	Alderman at Large	Present	
Mark Niedergang	Ward Five Alderman	Present	
Rebekah L. Gewirtz	Ward Six Alderman	Present	

### **FY-15 Budget Review**

The Finance Committee met as a Committee of the Whole for the purpose of approving the city's Fiscal Year 2015 budget. The committee met on June 9th, 10th, 11th, 16th, 18th, 19th and 23rd. All Department Heads presented their budget requests and answered questions about departmental operations, as well as expenditures for specific line items.

The following Aldermen recused themselves, as noted:

Alderman Heuston - DPW Administration

Alderman Sullivan - Traffic & Parking

Alderman Rossetti - Communications; Planning & Zoning

Alderman McLaughlin - Recreation (Teen Empowerment)

The total budget request presented by the Mayor was for \$203,105,619 which included the Municipal Appropriation request of \$188,027,166. Of that amount, the reductions made by the Finance Committee totaled \$309,847, resulting in an approved FY-15 Municipal Budget of \$187,717,319

**Requests were made for the following additional information;**

- All Departments: breakdown of Professional & Technical Services expenditures,
- DPW: an explanation for the excess \$ in line 0140151 (pg 216),
- DPW: breakdown of heating oil costs,
- DPW: listing of all funds with starting balances & expenditures,
- DPW: breakdown of line 54500 - Sundry Maint Supplies (pg 221),
- DPW: breakdown of line 542006 - Office Furniture (pg 221),
- DPW: an explanation of where the excess funds are that will be used to cover two \$75,000 transfers to pay for oil/gas bills,
- DPW: amount saved by using private contractor for school cleaning,
- DPW: job description for Fleet Manager position and his action plan,
- DPW: expenditure and retained earning amounts for Water & Sewer Enterprise and Capitalization Funds,
- Police: staffing levels for the past 20 years,
- Police: job descriptions for the 2 IT positions,
- Fire: impact on overtime and benefit to the city of hiring additional fire fighters,
- Fire: staffing levels for the past 20 years,
- Communications: copy of FY-14 approved TELCO budget (email to all members),
- Communications: salary for the Youth Arts Coordinator position for the past 7 years,
- Communications: description of all activities performed by Youth Arts Coordinator,
- Communications: job description for the TELCO Junior Programming Director,
- Communications: additional supporting documentation to support budget request,
- Info Tech: job description and support information for the Deputy Director position,
- Info Tech: job description for Senior IT Specialist,
- Info Tech: job description for IT/Communications Specialist,
- Personnel: overall union & non-union salaries and the overall amount and percentage of increases,
- Assessing: info pertaining to GLX effects of property values (email to all members),
- Auditing: projections for Union Square,
- Auditing: highlights of changes within this department,
- Auditing: information regarding any anticipated plans for a possible request for a \$30 million DIF for Union Square,
- Auditing: projected debt service for new high school,

Treasury: job description for the Advertising Agent position,  
Treasury: supplemental information re: \$120 million total debt,  
Law: job description for the ISD Paralegal position,  
Library: amount of salary gaps resulting from interim positions,  
Library: explanation of why line 572000 (Travel) is being doubled when no funds were expended in the current FY,  
Recreation: job descriptions for the 2 Outreach Coordinator positions,  
Recreation: documentation of program participation (numbers, ages, etc),  
Recreation: provide minutes of Rec. Commission meetings for the past year,  
Recreation: listing of duties/activities for each full time position,  
Recreation: number of hours worked by each part time employee over the past year,  
Recreation: amount of salary gaps resulting from interim positions,  
Recreation: name of vendor and services provided (\$25,000 for high school football camp) for line 530000 (Prof & Tech Svs),  
Recreation: breakdown of line 551006 (Athletic Supplies),  
Recreation: number of rentals at ice rinks and analysis of what the DCR rental increase would do to offset the city's rink operation subsidy,  
Health: job description for the Director of Human Services position and an explanation of why the job was not posted,  
OSPCD: breakdown of funding split for each division and overall for Personal Services and Ordinary Maintenance,  
Planning/Zoning: data for FY-14 actual vs. FY-15 request  
Planning/Zoning: additional information regarding proposed charrettes, (purpose, usefulness, etc.),  
ISD: listing of Health Dept. And Building Dept. Employees, including titles and duties for each employee.

List of budget requests and reductions:

FY 2015 Budget (6-23-14)

PROPOSED BUDGET:	\$188,027,166.00		
TOTAL REDUCTIONS: **		\$309,847.00	0.165%
FINAL BUDGET:			\$187,717,319

Department	Account	FY-14 Proposal	Reduction	New Amount	Reduction %
Board of Aldermen		\$325,582.00		\$325,582.00	0.000%
Building Insurance	574001	\$500,000.00	\$40,000.00	\$460,000.00	8.000%
City Clerk		\$591,472.00		\$591,472.00	0.000%
Clerk of Committees		\$57,244.00		\$57,244.00	0.000%
Communications		\$268,578.00		\$268,578.00	0.000%
Damage to Persons and Property		\$175,000.00		\$175,000.00	0.000%
Debt Service		\$10,655,954.00		\$10,655,954.00	0.000%
DPW Administration		\$1,385,281.00		\$1,385,281.00	0.000%
DPW Buildings/Grounds	511000	\$9,232,685.00	\$6,440.00	\$9,226,245.00	0.070%
DPW Electrical		\$520,079.00		\$520,079.00	0.000%
DPW Engineering	511000	\$369,085.00	\$5,151.00	\$363,934.00	1.396%
DPW Highway	511000	\$3,218,890.00	\$20,620.00	\$3,198,270.00	0.641%
DPW Solid Waste		\$4,607,000.00		\$4,607,000.00	0.000%
DPW School Custodians		\$2,514,151.00		\$2,514,151.00	0.000%
DPW Snow Removal		\$936,000.00		\$936,000.00	0.000%
DPW Weights & Measures		\$122,344.00		\$122,344.00	0.000%
Elections		\$449,203.00		\$449,203.00	0.000%
Emergency Management		\$26,447.00		\$26,447.00	0.000%
Exec-Admin		\$663,011.00		\$663,011.00	0.000%
Exec-Arts Council		\$373,528.00		\$373,528.00	0.000%
Exec-Capital Projects Management	511000	\$597,228.00	\$70,549.00	\$526,679.00	11.813%
Exec-Constituent Services	511000	\$680,601.00	\$753.00	\$679,848.00	0.111%
Exec-Council on Aging		\$426,356.00		\$426,356.00	0.000%
Exec-SomerPromise		\$196,363.00		\$196,363.00	0.000%
Exec-Somerstat	511000	\$370,414.00	\$10,302.00	\$360,112.00	2.781%
Exec-Sustainability and Environment		\$160,367.00		\$160,367.00	0.000%
Finance-Assessors	530000	\$604,694.00	\$25,000.00	\$579,694.00	4.134%
Finance-Auditing	511000	\$842,845.00	\$9,230.00	\$833,615.00	1.095%
Finance-Grants Mgt.		\$133,140.00		\$133,140.00	0.000%
Finance-Purchasing		\$407,287.00		\$407,287.00	0.000%
Finance-Treasurer/Collector	511000, 512000	\$949,589.00	\$29,755.00	\$919,834.00	3.133%
Fire	511000	\$15,551,442.00	\$40,319.00	\$15,511,123.00	0.259%
Fire Alarm	519002	\$919,540.00	\$5,000.00	\$914,540.00	0.544%
Health & Human Services	511000	\$1,928,469.00	\$8,456.00	\$1,920,013.00	0.438%
Health & Life Insurance & Payroll Taxes		\$22,182,404.00		\$22,182,404.00	0.000%
Information Technology		\$1,922,208.00		\$1,922,208.00	0.000%
Law	511000	\$854,671.00	\$7,924.00	\$846,747.00	0.927%
Libraries	511000	\$1,977,170.00	\$12,519.00	\$1,964,651.00	0.633%
Licensing Commission		\$10,800.00		\$10,800.00	0.000%
OSPCD - Administration & Finance		\$267,957.00		\$267,957.00	0.000%
OSPCD - Economic Development & Historic Preservation		\$334,811.00		\$334,811.00	0.000%
OSPCD - Housing	511000	\$232,947.00	\$10,549.00	\$222,398.00	4.528%
OSPCD - Inspectional Services		\$1,959,342.00		\$1,959,342.00	0.000%
OSPCD - Planning & Zoning		\$887,486.00		\$887,486.00	0.000%
OSPCD - Redevelopment Authority		\$18,000.00		\$18,000.00	0.000%
OSPCD - Transportation & Infrastructure		\$428,352.00		\$428,352.00	0.000%
Pension Accumulation Fund		\$12,324,940.00		\$12,324,940.00	0.000%
Pensions-Non Contrib		\$241,778.00		\$241,778.00	0.000%
Personnel		\$1,055,122.00		\$1,055,122.00	0.000%
Police	511000	\$14,922,500.00	\$3,840.00	\$14,918,660.00	0.026%
Police-Animal Control		\$118,375.00		\$118,375.00	0.000%
Police-E-911		\$495,500.00		\$495,500.00	0.000%
Recreation/Youth		\$791,640.00		\$791,640.00	0.000%
Salary Contingency Account		\$300,000.00		\$300,000.00	0.000%
School Department		\$60,317,201.00		\$60,317,201.00	0.000%
Subsidy to Ice Rink Enterprise		\$150,000.00		\$150,000.00	
Traffic and Parking	511000	\$3,865,269.00	\$3,440.00	\$3,861,829.00	0.089%
Unemployment Comp		\$125,000.00		\$125,000.00	0.000%

Veterans Services		\$721,547.00		\$721,547.00	0.000%
Workers Compensation		\$762,277.00		\$762,277.00	0.000%
<b>Memo Items</b> (Not included above)					
State Assessments		\$13,378,453.00		\$13,378,453.00	0.000%
Overlay reserve		\$1,700,000.00		\$1,700,000.00	0.000%
Total of Memo Items:		15,078,453.00	0.00	15,078,453.00	0.000%
<b>Enterprise Fund</b> (Not included above)					
Enterprise Fund - Water		\$12,992,038.00		\$12,992,038.00	0.000%
Enterprise Fund - Sewer	511000	\$19,388,508.00	\$3,316.00	\$19,385,192.00	0.017%
Enterprise Fund - Ice Rinks		\$861,097.00		\$861,097.00	0.000%
Enterprise Fund - Dilboy		\$199,000.00		\$199,000.00	0.000%
Enterprise Fund Totals:		\$33,440,643.00	\$3,316.00	\$32,377,230.00	0.010%
Total including State Assessments:		\$201,405,619.00	\$309,847.00	\$201,095,772.00	0.154%
Total including State Assessments & Overlay Reserve:		\$203,105,619.00	\$309,847.00	\$202,795,772.00	0.153%
Total including State Assessments, Overlay Reserve & Enterprise Funds:		\$236,546,262.00	\$313,163.00	\$236,233,099.00	0.132%

### Resolutions:

Ald. Ballantyne: That the Administration leave all electronic copies of the FY-15 budget documents online until the next budget cycle.

Ald. Heuston: That the Administration rename the Health Department to Health and Human Services to incorporate the expanded scope for counseling services, housing assistance, benefits and resources for health care coverage.

Ald. Heuston & Rossetti: That the Administration rename the Recreation Department to Parks and Recreation to incorporate an expanded scope for recreation services to include expertise on management of athletic fields and their upkeep.

Ald. Heuston: That the Administration add a half time social work position to the Health Department to provide for expanded counseling and support services.

Ald. Heuston: That the Administration add a full time Incident Command Technician position to the Fire Department and fill the position from within the department and backfill the vacancy.

Ald. McLaughlin, Niedergang and the Entire Board: That the Administration add two youth outreach positions to the Recreation Department, and that both positions be filled after the new Superintendent of Recreation is hired and that at least one of the positions should require skills and experience in women's leadership.

Ald. McLaughlin, Niedergang and the Entire Board: Resolved that this Board supports the Youth Arts Coordinator working in close collaboration with the Recreation Department staff and that the position report to both the Recreation Superintendent and the Director of Communications.

Ald. McLaughlin, Niedergang and the Entire Board: That this Board urge the Mayor to expand the three Somerviva Language Liaison positions to full-time.

Ald. McWatters: That the Administration consider hiring two additional electrical inspectors in ISD.

Ald. McWatters: That the Administration consider hiring another garage mechanic for the DPW.

Ald. McWatters: That the Administration consider hiring another plumbing and gas inspector in ISD.

Ald. Rossetti: That the Administration establish a committee to examine and report to this Board on the safety of the Assembly Square area.

Ald. Rossetti: That the Administration investigate other means of mail delivery to reduce the cost of mailing using the United States Postal Service.

Ald. Rossetti: That the Administration involve this Board's Committee on Youth Services in the search and selection of a new Recreation Superintendent.

Ald. Rossetti: That the Administration provide this Board with information regarding the Municipal Athletic Facilities Commission referenced in City Ordinance 2-309.6

Ald. Connolly: That the Administration implement free Wi-Fi, citywide

Ald. Connolly: That the Administration report quarterly on Veterans' Services benefits provided.

Ald. Connolly: That the Administration increase bike stations at Davis Square.

Ald. Sullivan & White: That the Somerville Retirement Board increase the COLA base from \$12,000 to \$13,000. **This item was tabled pending an opinion from the City Solicitor.**

**195373 - Requesting authorization to borrow \$900,000 in a bond, and appropriate the same amount, to implement a comprehensive wayfinding plan.:**

**RESULT:**

**KEPT IN COMMITTEE**

**195532 - Requesting authorization to borrow \$500,000 in a bond, and appropriate the same amount, for ADA Accessibility - Building Improvements.:**

**RESULT:**

**KEPT IN COMMITTEE**

**195571 - Requesting an appropriation of \$500,000 and authorization to borrow that amount in a bond to retain a qualified planning and land use concern to develop a major plan change to existing Assembly Square Urban Renewal Plan.:**

**RESULT:**

**KEPT IN COMMITTEE**

**195769 - Requesting approval to appropriate \$106,812.60 from Free Cash to the Highway Professional & Technical Services Account to provide the first year of GPS monitoring services for city vehicles.:**

**RESULT:**

**KEPT IN COMMITTEE**

**195964 - Requesting an appropriation of \$31,500 from the Wage and Salary Stabilization Fund to the Library Salaries Account to establish the position of Associate Director of the Library System.:**

**RESULT:**

**KEPT IN COMMITTEE**

**196164 - Requesting an appropriation of \$490,000, and authorization to borrow \$490,000 in a bond, for a new HR and Payroll system.:**

**RESULT:**

**KEPT IN COMMITTEE**

**196288 - Requesting the transfer of a parcel of land at 163 Glen Street to the Redevelopment Authority for neighborhood development.:**

**RESULT:**

**KEPT IN COMMITTEE**

**196469 - Submitting the city's FY2014-FY2018 Capital Investment Plan.:**

**RESULT:**

**KEPT IN COMMITTEE**

**196952 - Requesting the acceptance of a grant of \$22,125.85 from the Mayor's Office of Emergency Management, for the Police Department's target hardening project.:**

**RESULT:**

**KEPT IN COMMITTEE**

**197045 - Requesting an appropriation of \$319,333 from the Parks Stabilization Fund to the General Debt Service Fund for Debt Service for Parks Renovation.:**

**RESULT:**

**KEPT IN COMMITTEE**

**197047 - Requesting an appropriation of \$75,000 from the Capital Stabilization Fund to purchase forensic analysis equipment for the Police Department.:**

**RESULT:**

**KEPT IN COMMITTEE**

**197048 - Requesting an appropriation of \$36,000 from the Capital Stabilization Fund to purchase two message/speed monitor boards for the Police Department.:**

**RESULT:****KEPT IN COMMITTEE**

**197049 - Requesting an appropriation of \$16,000 from the Capital Stabilization Fund to purchase 4 mobile radios for police cruisers.:**

**RESULT:****KEPT IN COMMITTEE**

**197050 - Requesting the acceptance of a mitigation payment of 5 Electronic parking meters:**

**RESULT:****KEPT IN COMMITTEE**

**197051 - Requesting approval to pay a prior year invoice of \$1,478.10 from the Traffic and Parking Department using FY2014 funds.:**

**RESULT:****KEPT IN COMMITTEE**

**197080 - Requesting approval to establish a new Water/Sewer Stabilization Fund.:**

**RESULT:****APPROVED AS AMENDED**

**197081 - Requesting an appropriation of \$2,000,000 from the Sewer Enterprise Retained Earnings Fund to the new Water/Sewer Capital Stabilization Fund.:**

**RESULT:****APPROVED**

**197082 - Requesting an appropriation of \$1,000,000 from the Water Enterprise Retained Earnings Fund to the new Water/Sewer Capital Stabilization Fund.:**

**RESULT:****APPROVED**

**197083 - Requesting the acceptance of a gift of a piano valued at \$500 to be used in the new Sound Studio for young musicians.:**

**RESULT:****KEPT IN COMMITTEE**

**197108 - Submitting an appropriation of \$188,027,166 to fund the FY2015 Operating Budget.:**

Approved for \$187,717,319 (pending approval of 2 items laid on the table).

**RESULT:****APPROVED AS AMENDED**



**197109 - Submitting an appropriation of \$19,388,508 to fund the FY2015 Sewer Enterprise Fund Budget.:**

Approved for \$19,385,192.

**RESULT:**

**APPROVED AS AMENDED**

**197110 - Submitting an appropriation of \$12,992,038 to fund the FY2015 Water Enterprise Fund Budget.:**

**RESULT:**

**APPROVED**

**197111 - Submitting an appropriation of \$861,096.56 to fund the FY2015 Veterans Memorial & Founders Ice Rink Enterprise Fund Budget.:**

**RESULT:**

**APPROVED**

**197112 - Submitting an appropriation of \$199,000 to fund the FY2015 Dilboy Field Enterprise Fund.:**

**RESULT:**

**APPROVED**

**197113 - Requesting an appropriation of \$3,500,000 from Unreserved Fund Balance ("Free Cash") to reduce the FY2015 Tax Levy.:**

**RESULT:**

**APPROVED**

**197114 - Requesting an appropriation of \$1,400,000 from Unreserved Fund Balance ("Free Cash") to the Salary and Wage Stabilization Fund.:**

**RESULT:**

**APPROVED**

**197115 - Requesting an appropriation of \$200,000 from Unreserved Fund Balance ("Free Cash") to the Other Post Employment Benefits Trust Fund.:**

**RESULT:**

**APPROVED**

**197117 - Requesting reauthorization of the Cable Telecommunications Revolving Fund for FY2015.:**

**RESULT:**

**APPROVED**

**197118 - Requesting reauthorization of the SomerStreets Revolving Fund for FY2015.:**

**RESULT:****APPROVED****197119 - Requesting reauthorization of the Conservation Revolving Fund for FY2015.:****RESULT:****APPROVED****197120 - Requesting Reauthorization of the Planning and Zoning Revolving Fund for FY2015.:****RESULT:****APPROVED****197121 - Requesting the reauthorization of the Council on Aging Revolving Fund for FY2015.:****RESULT:****APPROVED****197122 - Requesting reauthorization of the Environmental-Compost Bins Revolving Fund for FY 2015.:****RESULT:****APPROVED****197123 - Requesting reauthorization of the Parks Revolving Fund for FY2015.:****RESULT:****APPROVED****197124 - Requesting the reauthorization of the Recycling Carts Revolving Fund for FY2015.:****RESULT:****APPROVED****197125 - Requesting reauthorization of the Tuberculosis Testing Revolving Fund for FY2015.:****RESULT:****APPROVED****197126 - Requesting Reauthorization of the Dedication Sign Revolving Fund for FY2015.:****RESULT:****APPROVED****197127 - Requesting Reauthorization of the Special Events Revolving Fund for FY2015.:**

**RESULT:****APPROVED**

**197174 - Requesting an appropriation of \$750,000 for the cost of replacing DPW equipment and authorization to borrow \$750,000 in a bond to meet the appropriation.:**

**RESULT:****KEPT IN COMMITTEE**

**197175 - Requesting a transfer of \$248,925 from Salary Contingency to the Salary and Wage Stabilization Fund.:**

**RESULT:****APPROVED**

**197176 - Request approval of a transfer of \$150,000 from the Sanitation Division to the Buildings & Grounds Division to pay Electricity and Heating Oil costs.:**

**RESULT:****KEPT IN COMMITTEE**

**197177 - Requesting a transfer of \$9,536 from the Building Insurance Account to the Pension/Non-Contributory Ordinary Maintenance Account to fund a projected year end deficit.:**

**RESULT:****KEPT IN COMMITTEE**

**197178 - Request to transfer \$9,174 in the School Custodians Dept., from its Personal Services Account to its Ordinary Maintenance Account to pay outstanding invoices.:**

**RESULT:****KEPT IN COMMITTEE**

**197179 - Requesting a transfer of \$7,000 from the Executive Capital Projects Management Salaries Account to the Workers Compensation Salaries Account to fund a projected year-end deficit.:**

**RESULT:****KEPT IN COMMITTEE**

**197180 - Requesting approval to transfer \$6,767.44 from the MWRA Assessments Account to Debt Service.:**

**RESULT:****KEPT IN COMMITTEE**

**197181 - Requesting transfer of \$220 in the Arts Council from its Professional & Technical Services Account to its Salaries Account to fund a projected year end deficit.:**

**RESULT:****KEPT IN COMMITTEE**

**197182 - Requesting authorization to seek a PARC grant of \$400,000 for Otis Playground Renovations.:**

**RESULT:****KEPT IN COMMITTEE**

**197183 - Requesting the acceptance of a \$200,000 grant for renovations to the Marshall Street Playground.:**

**RESULT:****KEPT IN COMMITTEE**

**197184 - Requesting authorization of funding necessary to complete renovation of Marshall Street Playground, as a requirement for grant acceptance of a reimbursable Our Common Backyards grant for \$200,000.:**

**RESULT:****KEPT IN COMMITTEE**

**197185 - Requesting the dedication of Marshall Street Playground in perpetuity for park and recreation purposes.:**

**RESULT:****KEPT IN COMMITTEE**

**197186 - Requesting acceptance of a mitigation payment of \$94,744.75 to establish the Open Space Improvements Stabilization Fund.:**

**RESULT:****KEPT IN COMMITTEE**

**197188 - Requesting the acceptance of a grant of \$35,000 from the Metropolitan Area Planning Council for the Police Department's Bicycle-Pedestrian Traffic Enforcement Program.:**

**RESULT:****KEPT IN COMMITTEE**

**197189 - Requesting approval of a \$10,000 grant from the Eastern Bank Charitable Foundation for the Arts Council's Mystic Mural and Art in the Garden programs.:**

**RESULT:****KEPT IN COMMITTEE**

**197190 - Requesting the acceptance of an additional \$3,116 from the MA Department of Agriculture, for the Urban Agriculture Pilot Program.:**

**RESULT:****KEPT IN COMMITTEE**

**197191 - Requesting the acceptance of a grant of \$3,000 from the Somerville Housing Authority for the Arts Council's Mystic Mural Project.:**

**RESULT:****KEPT IN COMMITTEE**

**197239 - Requesting an appropriation and authorization to borrow \$171,000 in a bond to install lighting for the turf field at the Capuano School.:**

**RESULT:****KEPT IN COMMITTEE**

**197240 - Requesting an appropriation of \$64,300 and authorization to borrow that amount in a bond for additional final phase work pertaining to the design and engineering contract for the Davis Square streetscape improvements.:**

**RESULT:****KEPT IN COMMITTEE**

**197241 - Requesting the transfer of \$130,000 from the E911 Salaries Account to the Police Overtime Account to cover projected overtime costs.:**

**RESULT:****KEPT IN COMMITTEE**