



# City of Somerville, Massachusetts

## City Council Finance Committee

### Meeting Minutes

**Tuesday, February 6, 2024**

**6:00 PM**

The meeting took place virtually via Zoom and was called to order at 6:00 PM by Chair Wilson and adjourned at 6:34 PM on a roll call vote of 5 in favor (Councilors Burnley, Clingan, Sait, Scott and Wilson, none against and none absent).

Others present:

Alan Inacio – Director of Finance and Administration - OSPCD, Michael Richards – Director of Finance – IAM, Hanna Carrillo – Legislative Liaison, Peter Forcellese – Legislative Clerk.

#### Roll Call

**Present:** City Councilor At Large Jake Wilson, Ward Two City Councilor Jefferson Thomas (J.T.) Scott, Naima Sait, Willie Burnley Jr. and Jesse Clingan

1. Committee Minutes (ID # [24-0078](#)) Approval of the Minutes of the Finance Committee Meeting of January 23, 2024.

**RESULT:** **ACCEPTED**  
**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

#### Grant Acceptances

2. Mayor's Request (ID # [23-1856](#)) Requesting acceptance of, and approval to expend, a \$35,300 grant with no new match required, from the Boston Mayor's Office of Emergency Management to the Police Department for partial payment of the police storage structure.

**RESULT:** **RECOMMENDED TO BE WITHDRAWN**

3. Mayor's Request (ID # [23-1857](#)) Requesting acceptance of, and approval to expend, a \$42,000 grant with no new match required, from the Boston Mayor's Office of Emergency Management to the Police Department for partial payment of the police storage structure.

**RESULT:** **RECOMMENDED TO BE WITHDRAWN**

4. Mayor's Request (ID # [24-0079](#)) Requesting approval to accept and expend a \$30,000 grant with no new match required, from MA Executive Office of Energy and Environmental Affairs to the Economic Development Division for the implementation of a green jobs training program for nontraditional students.

Director Inacio explained that staff is working with the School Department to promote green jobs. Councilor Burnley asked for a clearer definition of non-traditional students and Director Inacio will have staff follow up with the councilor. The director explained that the Economic Development Team has various outreach methods that may be employed to reach this program’s target audience. Councilor Sait asked if there was a description of the program that might be accessed and if there was any youth input in the process of creating the program. The director explained that program development will begin when the grant is received and a proposal will be forwarded to committee at that time. Liaison Carrillo stated that the grant funds will be spent, in part, to develop the program. Councilor Burnley commented that he feels like the committee is being asked to approve something before being told what it’s for, adding that, in the future, it would be helpful for councilors to have information prior to seeking approval.

**RESULT: RECOMMENDED TO BE APPROVED**

**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

Appropriations

- 5. Mayor's Request (ID # [24-0056](#))

Requesting the appropriation of \$25,000 from the Community Preservation Act (CPA) Fund Historic Preservation Reserve to Vida Real for a condition assessment of the building at 404 Broadway.

Director Inacio explained that these funds will be used for phase 2 of the project and he noted that the Community Preservation Committee’s recommendation is attached to this item.

**RESULT: RECOMMENDED TO BE APPROVED**

**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

- 6. Mayor's Request (ID # [24-0055](#))

Requesting the appropriation of \$426,925 from the Community Preservation Act (CPA) Fund to the Mystic River Watershed Association for improvements to the Blessing of the Bay Linear Park.

Director Inacio explained that this is a longer term, multi-phase project for additional streetscape and parkscape work. The Community Preservation Committee’s recommendation is attached to this item. Councilor Burnley questioned what the budgeted reserve of \$190,000 was for and the director replied that it has nothing to do with the actual program budget, but was written that way due to required CPA category allocations.

**RESULT: RECOMMENDED TO BE APPROVED**

**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

7. Mayor's Request (ID # [24-0053](#))

Requesting the appropriation of \$1,405,962 from the Community Preservation Act (CPA) Fund Community Housing Reserve to the Affordable Housing Trust.

Director Inacio said that the Community Preservation Committee is allocating 50% of funds to the Affordable Housing Trust yearly.

**RESULT:** **RECOMMENDED TO BE APPROVED**

**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

Transfers

8. Mayor's Request (ID # [24-0052](#))

Requesting the transfer of \$75,605 from the Community Preservation Act (CPA) Fund Undesignated Fund Balance to the Community Housing Reserve.

Director Inacio explained that this amount should have been allocated to the housing reserve and this request is to correct that error and raise the yearly allocation to the Affordable Housing Trust to 50%.

**RESULT:** **RECOMMENDED TO BE APPROVED**

**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

Contracts and Easements

9. Mayor's Request (ID # [24-0057](#))

Requesting approval of a time-only extension of three years for the contract with Vida Real for restoration of the bell tower at 404 Broadway.

Director Inacio explained that this work was delayed due to COVID, permitting and contractor issues, resulting in the 3-year cap being reached. This request is to extend the time of the contract.

**RESULT:** **RECOMMENDED TO BE APPROVED**

**AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan

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10. Mayor's Request (ID # [24-0038](#)) Requesting approval of a time-only extension until 12/31/2024 for the contract with Warner Larson Landscape Architects, to complete additional design services and punch list work at the Healey Schoolyard and Athletic Field.
- Director Inacio said this additional time is needed to wrap up the punch list
- RESULT:** **RECOMMENDED TO BE APPROVED**
- AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan
11. Mayor's Request (ID # [24-0067](#)) Requesting approval of a time-only extension until 1/1/2026 for the contract with Beyer Blinder Belle Architects & Planners for design services on the Building Master Plan.
- Director Richards informed the members that this would be a 3-year time extension to continue services since the initial building assessment. Asked by Chair Wilson if school buildings are included, the director replied that a broader schools master plan will be pursued. Councilor Burnley asked if additional allocations are expected and the director replied that the initial bond authorization still has funds available for use, however, as the scope of the project grows, additional funds will be requested.
- RESULT:** **RECOMMENDED TO BE APPROVED**
- AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan
12. Mayor's Request (ID # [24-0080](#)) Requesting approval of an extension and amendment to the contract with Symmes Maini and McKee Associates for an additional three years to 2/28/2027, and a revised amount of \$978,649, for Central Hill design and construction administration.
- Director Inacio explained that the work involves relocating the city's war memorials and noted this is for a time only extension. Existing funds are available and no funds are being added to the contract. The memorials are securely stored and the city will be advised of the best way to transport them. Chair Wilson commented that veterans are eager to see the memorials brought back.
- RESULT:** **RECOMMENDED TO BE APPROVED**
- AYE:** City Councilor At Large Wilson, Ward Two City Councilor Scott, Ward Two City Councilor Sait, City Councilor At Large Burnley Jr. and Ward Four City Councilor Clingan
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