

2020 JAN 21 AM 11:04

**The Committee on Budget and Finance Meeting
Minutes**

January 16, 2020, 7:00pm

Present

At Large Councillor Charles Tontar, Chair
At Large Councillor Afroz Khan
Ward 1 Councillor Sharif Zeid

Ethan Manning, Finance Director

Members of the Public in Attendance

Jane Snow, 9 Coffin Street, Newburyport

Agenda

1. **TRAN066_01_13_2020** - NHS exterior Woodwork Phase III \$110,903, CIP Nock/Molin Parking Lot \$8,997.87 to CIP Sidewalk Repairs \$119,900.87.
 - a. Mr. Manning noted that the estimate made by the design firm for Phase IV of the High School exterior woodwork project had increased subsequent to the appropriation request and that the Administration needed more time to develop a new appropriation request. Therefore, the Administration requested that we Receive and File TRAN066.
 - b. Attached find the updated 1/16/2020 funding summary on the project provided by the Finance Director.
 - c. Committee voted 3-0 to recommend that the Council Receive and File this measure.
2. **ORDR164_01_13_2020** - Connors Scholarship Gift Acceptance \$5,000.
 - a. Mr. Manning reported that the Connors Scholarship grant is an annual gift that the Council had received in the previous year. At that time, the Finance Director had suggested that the order specify that the Council receive the gift every year without bringing it before the Council. The Council decided, instead, to have the request come before the Council each year. Thus, it is before the Council.
 - b. The Chair requested information on the scholarship. The Finance Director provided the information subsequent to the meeting. It is attached.
 - c. Committee voted 3-0 to recommend that the Council approve acceptance of the gift.
3. **APPT138_01_13_2020** - Ethan Manning, Director of Finance.
 - a. The Chair noted that he had worked with Mr. Manning for six years and that the other two members of the Committee had worked with him over the past two

years. He also noted that Mr. Manning was knowledgeable and ever willing to provide Committee members with information and his assistance.

- b. Ward 1 Councillor Zeid asked Mr. Manning for his opinion as to how relationships with the Council were going. Mr. Manning said he welcomed the greater attention to budgetary details evidenced by Council members recently. He thought it was a positive development.
- c. Ward 1 Councillor Zeid asked what the Finance Director's opinion was of the City's bonding capacity and constraints. Mr. Manning said he thought it was likely that the City would have to seek a bond override if we were to fund both the fire station and youth center in addition to other capital projects. In terms of debt obligations as a proportion of total expenditures and revenue, Mr. Manning thought the City was in good shape. The problem arises in attempting to meet new capital obligations, fund the rest of the operating budget, and stay within the Proposition 2 ½ constraints.
- d. At Large Councillor Khan asked if individual committee members could ask Mr. Manning questions without going through the Chair. Mr. Manning said he was happy to do so.
- e. Committee voted 3-0 to recommend that the Council approve Mr. Manning's three-year appointment as Finance Director.

Attachments

High School Exterior Woodwork Project Funding Summary
Updated 1/16/20

Prior Work:

Phase 1 - Main Entrance Façade, 4 Main Columns, Portico (Completed Fall 2014)

Phase 2 - Rehabilitation of Library & Auditorium Entrances (Completed Fall 2015)

Recent Work:

Phase 3 - Wood Trim, Painting, Cupola (Substantially Completed Fall 2019)

Sources:

Phase 2 Remaining CPA Funds	14,000	
2017 CPA Grant	125,000	
2018 CPA Grant	59,040	
Free Cash	54,500	Tran041_03_25_19
RRFA Sale of Muni Bldgs	54,500	Tran041_03_25_19
CIP Nock/Molin Parking Lot	110,903	Tran041_03_25_19
2020 CPA Grant	110,903	
Total Sources	528,846	

Uses:

Final Contract Amount	417,943
Total Uses	417,943

Available Funds 110,903

Phase 4 - Wing Cornices Restoration (Construction Summer 2020) <-- Final Phase

Sources:

2020 CPA Grant	84,000	<-- Based on original construction estimate
Total Sources	84,000	

Uses:

Construction	115,000
A&E Services	12,000
Total Uses	127,000 <-- Updated estimate January 2020

Available Funds (43,000)

design firm

Newburyport High School Scholarship Booklet - 2019

Number	Scholarship Name	Quantity	Amount
129	NORA AND JOSEPHINE CONNORS ACADEMIC SCHOLARSHIP	1	\$1500

This scholarship is established by Dr. Paul E. Fortin, class of 1948, in memory of his mother, Josephine Connors Fortin and his aunt and legal guardian, Nora Connors Ring. Paul was orphaned at an early age and abandoned by his father, leaving the responsibility of parenting to his aunt. Both Josephine and Nora were instrumental in shaping Paul's life and he is offering this scholarship in their honor.

Criteria: (1) graduating senior of NHS who is hardworking and responsible; (2) pursuing a career in science, mathematics and/or engineering; (3) has a minimum 2.8 overall GPA, with a combined 3.2 GPA in STEM courses; (4) actively involved in school and/or community services; (5) special consideration will be given to a student who was orphaned by one or both parents at an early age.

To Apply: Submit an External Scholarship Application form to the Main Office by 3:00PM.