

Budget and Finance Committee

10/18/22 6:30 pm Council Chambers

Meeting Post: <https://www.cityofnewburyport.com/budget-finance/events/307141>

Roll:

B/F: Zeid, Khan, Wright

Other Members:

Staff: Andrew Levine

Agenda:

Priority Business:

ORDR00384_09_27_2022 FY2023 Supplemental Budget with Memo (contingent on referral to the Committee on Budget and Finance)

Minutes duplicated from 9/29 (to create one continuous log on this matter). See below for 10/18 minutes.

- Council cut \$157,200 from General Fund budget
- Budgeted for state aid vs actual adds another \$~130k so that's where we get
- So 271k out of 282k. Net remaining balance of \$10k that could be put out there
- New Growth Could also have impact
- Currently working with DOR on balance sheet, should be done in next few weeks
- Tax rate sent to Council for first meeting in November
- Try and improve by second meeting in November
- This is the only anticipated budget approval
- Jump right to Veteran's Services, Kevin Hunt
 - Regional program
 - Need part time admin in Amesbury
 - Newburyport's portion would be \$1,279
 - 2.6% increase y-o-y
 - The other communities have voted in favor
 - Wants us to vote just on our portion
 - We are out of compliance with state issue directive that states 2 full time and 1 part time would be the right.
 - What is our portion of 19,500, we have population and case count
 - 50 population, 50 case load
 - Newburyport portion would roughly \$5k
 - Other communities went along, and it all went through

- **Motion to approve, AK/MW, 2-1 (SZ)**
- IMA was 25 years, 18 or 19 years left
- Confident that we're closer in the ballpark
- \$115k to 125k range
- Not sure if structure will stay forever but this would be durable for the rest of the year
- IT Next
 - Council cuts for support staff and travel allowance
 - Trying to get rid of 8 or 9 months
 - Hired a support staff, found someone. Will start getting paid soon
 - **Motion to approve 3 IT items collectively – AK/MW – 3-0**
- Legal
 - Andrew
 - Higher than expected work and higher fees
 - Mostly Waterfront West
 - **Motion to approve MW/AK – pause, did not vote per Committee desire**
 - JM – do we have a draft of this conceptual agreement
- Police/Fire
 - Police - Restore travel/training budget
 - EM - Council wanted to see it on its own. Council said it would rather see it broken down by dept. \$5400 to go to academy. \$3,200 tuition. This is to send 2 student officers.
 - EM - Fire overtime – Submitted the budget. Still a bit under. More staff are now going out requiring coverage. Chief departure. It's a guarantee that we'll go over. This still wouldn't cover last year's ending spend but
 - **Move to approve Police, 10,800, AK/MW – 3-0**
 - JM – is it enough?
 - EM – It's not the total, they will still use the other line items but this would be a step towards separating it out.
 - EM – Net increase from pre-covid
 - **Motion to approve Fire, 20,000, AK/MW – 2-1 (SZ)**
- DPS Sidewalks
 - FY22 meals tax, 764,579
 - This is a balancing to the 50%
 - Specific sidewalks? Going with the list and then take it from there
 - **Motion to approve MW/AK – 3-0**
- NYS
 - \$30/hour – was negotiated down from \$35
 - SZ - Can we pay in advance? We're prohibited, can't pay up front for services unless it's a retainer

- SZ - Procurement – 30b – this falls under “lease or purchase of real property”. Section 16. Formal solicit proposals for over 35k. This is below that threshold.
- SZ - Low St – Planning for a presentation for first meeting October
- SZ - Policy Debate – General fund always used for space. Traditionally used fee structure doesn’t include cost for space. Question of fairness.
- SZ - Custodian - school custodians but if it’s outside of hours. They get paid
- SZ – Can we have agreement? Yes
- JM – Is the intent to use these days as ad hoc (decide on a weekly basis). Is it going underutilized.
- AL – Looks like enrollments good. Not quite than pre-covid numbers but getting back to normal.
- JM – Talking about enrollments
- MW – Lots of schools out there that at times are underutilized. Why can’t use the schools as much. Policy question.
- MW – When administration went to build a new school and senior center and the promise could use for all of them.
- MW – use underutilized buildings
- AK – Used to run after school programs @ Bres. Surprised at how to use some of the space and after school care until 6pm.
- AK – Also the evening program wants to get kids out of school setting
- AK – My kids enjoyed haven, Brown School, order pizza, etc. Want something for winter months.
- AK – Want public to know more. NYS is city dept and school is its own dept.
- SZ – can we use senior center
- AK – they get pretty booked
- Motion to approve \$30k, AK/MW 1-2 (MW, SZ)

Ran out of time. Will finish at next meeting.

Above this line is from meeting on 9/29

Below this line is minutes from meeting on 10/18

Parks - Landscape Materials

- AL – resurfacing
- AL – Higher request because of an inspection
- AL – Need minimum depth per standard
- AL – This work was already done

- AL – We don't anticipate this being any sort of major thing if Parks Reorganization is ultimately approved.
- AK – Going back to budget
- AK – Can we look at this
- AL – Yes, I would expect that we would see this
- MW – Will there be a plan to look at this so we're not surprised by this in the future.
- AL – Yes, it should be done annually
- MW – Would expect top it up
- AL – Use it responsibly
- AK – Worried about this including supplies and personnel

Motion to approve Parks AK/MW – 2-1 (SZ)

Continuation of Legal

- AK – Is this is all for Waterfront West atty?
- AK – I can see the work being done
- AK – Impact on additional areas, does this include other types of asks
- AL – this is best thought of for Waterfront West
- AK – City Solicitor, their rates, etc. What are there rates?
- AK – Does City Solicitor meet our needs
- AK – Would support it
- AK – Can we get transparency rates
- AL – They did go through and look for quotes. Fair rate for what we're looking for.
- AK – Is it per hour?
- AL – It is by the hour, yes.
- AK – Would be nice who the legal team is and resume
- MW – don't have much to add

AK/MW – 3-0

Summary of Votes:

| Cost Center | Line Item | Amount | Vote Date | Vote |
|-------------------------|----------------------|---------|-----------|--------------|
| 151 - Info. Technology | IT Director | -21,000 | 9/29/22 | 3-0 |
| 151 - Info. Technology | IT Support Staff | 61,000 | 9/29/22 | |
| 151 - Info. Technology | IT Travel Allowance | 3,825 | 9/29/22 | |
| 191 – Legal | Legal | 50,000 | 10/18/22 | 3-0 |
| 210 – Police | Police Training | 10,800 | 9/29/22 | 3-0 |
| 220 – Fire | Fire Overtime | 20,000 | 9/29/22 | 2-1 (SZ) |
| 421 - DPS Highway | Sidewalks | 62,275 | 9/29/22 | 3-0 |
| 542 - Youth Services | Rental Space | 30,000 | 9/29/22 | 1-2 (MW, SZ) |
| 543 - Veterans Services | P/T Office Assistant | 19,500 | 9/29/22 | 2-1 (SZ) |
| 630 - Parks | Landscape Supplies | 35,000 | 10/18/22 | 2-1 (SZ) |

Old or Lower Priority Business (unlikely to get to):

ORDR00336_03_28_2022 ARPA Amesbury 250K (COTW)

- Draft is in play
- Might be closer to coming in

Not Docketed:

COMM00436_10_11_2022 – Memorial Bench Refund

Public Comment:

Jane Snow – for the Veteran’s do we get the proportion from the other communities?
Chair – Yes, that’s what we were told.

Motion to adjourn:

6:57 PM AK/MW – 3-0

Recording:

https://us02web.zoom.us/rec/share/vtIKdqBS2fyKsWx1rWp_3rTWcVjNcpVd2DICVBIUblWXrnezM-cKS-XOGWfwUI0.WYqIGIAyxXqvjIMD

Passcode: =69fs9!J