

Budget and Finance Committee

2/16/23 6:00 PM

Meeting Post: <https://www.cityofnewburyport.com/budget-finance/events/331236>

Roll:

B/F: Zeid, Wright, Khan

Other Members: Preston, Shand

Staff: Manning, Levine

Agenda: (green = coming out of cmte, pink = coming out of cmte amended, yellow = staying in cmte)

Priority 1 Business (plan to discuss):

• APPT00372_01_30_2023 Ethan Manning 31 Howard St. Dir. of Fin./City Auditor 2/1/2026

- Ethan spoke and felt that things have been productive
- Started in 2014
- As a finance department, have a good team – auditor, treasure, and assessing
- Excited to work with new IT director
- Finance department in good shape, low turnover
- AK – we don't have the resume. Can we have it?
- AK – Appreciate the work
- AK – Do you feel supported
- E. Manning – glad to get those requests, happy that people are looking at what we're doing
- E. Manning – did hire a new analyst within the past year. Restructure of the previous role. Helps keep up
- AK – your role with new councillors, difference in bonds etc. What can you provide to new Councillors?
- E. Manning – thought of doing a finance orientation. We did one for residents a while back. We could do something for Councillors.
- SZ – Major projects/initiatives
- E. Manning
 - Upgrade MUNIS, migrating today and tomorrow. Will be able to share. It'll be a little bit easier
 - Updating financial policies, spending targets for CIP
- SZ – Can MUNIS share with the public.
- E. Manning – “Transparency tools”, use it as a HRIS system (performance evaluation). Position tables that interface with budget
- SZ – Schools?

- E. Manning – Schools have been on MUNIS for their own time. They are also upgrading. Goal is to merge.
- SZ – Can you envision building a budget on less than 2%
- E. Manning – based on collective bargaining we really can't build on less than 2.5%. That said, if we have some surprises

Motion to recommend approval, AK/MW 3-0

• ORDR00388_11_01_2022 NYS Facility Bond Order (COTW)

- Ethan manning slides
- Posted to finance page, listen to the recording
- MW – debt in general fund. Even though we approved them outside of levy. Would be helpful to have totals across of all of them
- EM – should be issuing debt, it's a good practice. Consistent line item in the budget
- CP – Thank you Ethan. Can you send to all
- E. Manning – Yes
- CP – Opioid funds? Arpa?
- E. Manning - \$2m of Arpa of unallocated, Opioid are going to RRFA
- AK – Curious about CIP?
- E. Manning – yes we look at those
- A. Khan – Tighten up the building, could that factor in the grants
- A. Khan – Local options. Besides STRU and Marijuana – anything else
- E. Manning – That's pretty much it
- A. Khan – Disposition of property?
- E. Manning – 2 properties that come to mind that come to mind in the South End. Emma Andrews and Brown School. How are the buildings being used.

Public Comment

- Stephanie Niketic, 93 High St. – This has been useful. Question about NYS. Discussion of receiving grants. They do have a friends group. Credit card, etc. Appreciate the question on disposition of properties. Land they don't make it anymore. Uncomfortable with assumption of debt exclusion.
- Mike Leonard, 13 Tyng St. – Affordable? Everything together collectively. 5 year horizon. Who is going to go to debt exclusion.
- Jane Snow – 9 Coffin St. – Ask the big question – how can we get money from STRUs when they are allowed.

Motion Recommend Receive and File Collectively with COMM0443, AK/AW - 3-0

• COMM00443_11_01_2022 59 Low St. FAQs (COTW)

- See above for collective motion

• **COMM00458_01_30_2023 FY2023 Mid-Year Budget Report**

- Spending at mid-year, generally right where we want it
- There are some seasonality things such as Harbormaster
- Transfers between now and year end
- \$225,000 now from 215k
- Snow and Ice – deficit is \$60k
- Licenses being looked at, IT
- Adding one is for City Clerk Personnel due to changes in staffing, \$15-20k
- Revenue – general fund 48% has been collected. Right in line with.
- Water and sewer has been down last year but are now coming the other way
- Harbormaster had collected 58%
- Meals are up 14%, rooms taxes are up 10.5%
- PILOT – up 28%
- Revenue coming in from STRU
- Building permits, YOY they are down 48.5%. Detail it's not a huge anomaly. \$240k was single 3 Boston way. 8.8% if you remove this.
- Other lic and permits up 141%, waiver of fees are no longer being waived
- 129, 007 – is mostly insurance
- PILOT – year to year, driven by statute
- Snow and Ice – Fixed Cost happen such as rental of equipment.

Motion Recommend Receive and File AK/MW 3-0

Priority 2 Business (may get to based on timing):

• **ODNC00129_11_01_2022 Defining Conflict Rule for Dept. Heads (COTW)**

• **ODNC00130_11_01_2022 Grants, Gifts, and Fees (COTW)**

• **ODNC00132_11_14_2022 Mandated Reporting**

Priority 3 Business (unlikely to get to but may discuss if time allows):

• **ORDR00336_03_28_2022 ARPA Amesbury 250K (COTW)**

Public Comment:

See above within each matter.

Motion to adjourn:

Motion to adjourn, AK/MW, 3-0

Recording:

https://us02web.zoom.us/rec/share/wR9LcygL06JkZ6qvz2JQ_JqCbJgMrjY0-kfFJj2fQ8kf0wnmYlqlqRB56-RXD-tF.BjAY52aO0SMQ2p7W