**Budget and Finance Committee**

**4/25/23 6:00 PM**

**Meeting Post:** <https://www.cityofnewburyport.com/budget-finance/events/334336>

**Roll**:

**B/F:** Khan, Zeid, Wright
**Other Members**: Preston
**Staff:** Manning, Levine

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

**Priority Items:**

**ORDR00436\_03\_27\_2023   Katherine Day Gift Acceptance**

* Not in compliance with new bench policy
* Bench was installed in November
* Bench was purchased by Parks Dept
* Changing of the guard, this was in between
* Did not get reimbursed to the conservancy or the city
* Reached out to the giver who agreed to give
* AK – Bench policy says $5k, is this engraved?
* EM – Believe it is engraved but it was admitted before new program was in place
* AL – It was $3k back in then
* AK – In terms of bench policy
* AK – Does that go to Parks Commission first, bench policy
* AK – Shall be grandfathered, 2028 – per the policy
* AK – Can you let the giver know
* EM – We can follow up on that
* AK – Where does the money go?
* EM – It will go to the Parks Gifts/Donations Account – set up as its own fund.
* ***Motion to approve, AK/MW, 3-0***

**ORDR00437\_03\_27\_2023   Morrill Foundation Gift Acceptance**

* These are based on accounting records from the Morills
* This is the Parks Conservancy
* As they have specified in an attempt to keep the intent of the gift
* This is money that was turned over when finalizing audit
* None of this has been spent
* Amounts seem to work
* MW – Trying to honor the previous allocations based on the information provided
* MW – Nock/Molin, isn’t that done? Could use it to reimburse the source of funds.
* AK – Funds are accepted in accordance with MGL. What’s the gist of this
* EM – General section that says that gift/graft needs to be accepted by the Dept Head and then available to spend by Mayor/City Council.
* According to the foundation, this closes everything
* ***Motion to Approve, AK/MW, 3-0***

**ODNC00129\_11\_01\_2022   Defining Conflict Rule for Dept. Heads (COTW)**

* Chair mentioned
* AK – lean on existing policy
* AK – don’t want to have undue consequences
* AK – benefits is the aspect of ex officio members of boards
* AK – There is some coordination between friends, etc
* AK – Department head involvement
* AK – What is the problem trying to solve? And how to manage through policy documents that live in Ethan’s department
* AK – We can’t codify all conflict of interest situations
* AK – Don’t think it’s necessary
* MW – Conflict of interest doesn’t address all of these things. Leads to Dept Heads.
* MW – Recent issues, trying to solve – provide clear guidance
* Public Comment
	+ Ben Iocona – agree in principal to clear the roles. There for capital, etc.
	+ Cont’d – sponsorship of programs and amenities, etc.
* MW – Understand the confusion, have autonomy. Choose what is a gift
* MW – That’s under your governance if you are writing the check, donors
* Long conversation with COA folks
* Going over ordinance
* Amend A – ex-officio is OK
* Amend B – associated external org group
* Amend C – Emails about bingo night fundraiser, etc
* AK – still feel that it should be a policy, etc
* AK – if people don’t understand the rules, then won’t understand them
* Stay in Committee, Chair to work on amendments

**TRAN00151\_04\_24\_2023    Sewer Retained to Sewer Chemicals, Water Retained to Water Chemicals**

* EM – Procurement is done by consortium
* EM – Pricing doesn’t come in until after budget
* EM – Pricing went up because of inflation, 50% increases in some cases
* EM – FY24 is beginning to normalize
* EM – There will be an increase
* EM – Sewer budgeted at 428k
* EM – Water budgeted was at $150k
* SZ – Anywhere to get it?
* EM – There is some slack but didn’t want to pull it in. There are some small balances but hoping to draw them down to fund capital
* **Motion to approve, AK/MW – 3-9**

**TRAN00152\_04\_24\_2023    IT Sal Director to Aud Sal, Treasurer Staff to IT Munis**

* EM – All from accounts have funds because of vacancies
* EM – The MUNIS move to cloud has been discussed
* EM – Other needs are new
* SZ – Public records, public facing?
* EM – Track internally, etc.
* EM – Can now search stuff
* SZ – have to find this money
* EM – IT Budget going up quite a bit
* MW – are were replacing a service
* MW – did we have this before?
* EM – public records and archiving – no
* **Motion to approve, AK/MW, 3-0**

**ORDR00444\_04\_24\_2023   Gift acceptance Central Congregational Church**

* Donated for general purposes
* For seniors
* **Motion to approve, MW/AK, 3-0**

**ORDR00445\_04\_24\_2023   Friend of NYS to NYS Gift Scholarships**

* EM Gift is for 2022
* EM This is really done after the fact
* EM This money has been spent
* EM This is based on actual
* AK – Letter is an ask
* EM – This does happen
* MW – Not often a formal request
* MW – They are trying to be transparent
* MW – They know what is available
* This uses all funds
* $14k was total, what happens if not covered
* Jane Snow – Address how this setup, $350/family. Duplicates, etc. Grant money they gave $20k to startup its YS program, some went to Amesbury. How are grants are used?
* **Motion to recommend approve, MW/SZ, 3-0**

**ORDR00446\_04\_24\_2023   FONT Gift $9k to City**

* Trees
* Where and how many
* EM – about 12 trees, purchase, plant and water for 2 years
* **Motion to recommend approve MW/AK, 3-0**

**ORDR00447\_04\_24\_2023   Change spending limits for certain revolving funds - Disabilities, Health, and Senior/Comm Ctr Maint**

* EM – this is based on bumping upon the end, including some needs
* EM – Disabilities - $3k, they have developed fund balance of $50k (from fines)
* EM – Can they use some of those funds, cost-sharing for some ramps for the waterfront
* EM – Health Programs – Spending 25k to go to 35k spent 22,241.
* EM – Senior Comm Ctr – Receipts that come from outside use of building. 24,127 program – getting close. General upkeep.
* **Motion to recommend approval, AK/MW 3-0**

**Medium Priority Items (may get to):**

**ORDR00448\_04\_24\_2023 PCB Settlement Acceptance**

* Class action
* EM – going to anyone with a NPDES permit
* EM – this is about PCB going to Water
* EM – Settlement by default if not directed then it just goes into General Fund
* EM – Offset harms that have been caused
* EM – We can appropriate general fund
* EM – General fund revenue
* MW – It’s not enough
* EM – This is it
* **Motion to approve, AK/MW, 3-0**

**Low Priority (unlikely to discuss):**

**ORDR00336\_03\_28\_2022 ARPA  Amesbury  250K (COTW)**

**Public Comment:**

See above

**Adjourn:**

8:14 pm, adjourn, 3-0

**Recording:**

<https://us02web.zoom.us/rec/share/u68-KVHJfA1CiCqPxnujGtWSuViZj8foe647ris5TuIL26eM1afXQ6wrzKMHRsra.CQNW6s-wJlQWa2Cb>