

Budget and Finance Committee

2/15/24 6:00 PM

Meeting Post: <https://www.cityofnewburyport.com/budget-finance/events/347481>

Roll:

B/F: Zeid, Harman, Khan

Additional:

Staff: Manning, Amaral

Agenda:

• TRAN00181_02_26_2024 Mayor: MYR DEI Coordinator \$25,000 to MYR DEI Initiatives \$25,000

- ALevine – for the first time, we broke it out into 2 lines
- ALevine – when we wrote the budget, hire someone at a 19 hour a week position (Not current NRYS)
- AL – As we worked through this and the strategic plan, action plan. Realized coordinator was not the best way to approach that.
- AL – getting good support from contractor from YW Bos
- AL – Brough us through
- AL – now ready to getting the plan on it
- AL – we have an estimate and getting other quotes. May not go with YW but would do something similar
- AL – work is worth doing
- AL – Never hired for position, would like to move into initiatives account
- AK – Thank you for explanation, been hearing about YW work, it is good
- AK – Budget is moving forward. Is that going to be seen as moving forward?
- AK – what's it going to look like in next budget
- AL – idea is to try and wrap it up this fiscal year
- AL – may need something extra small
- AK – Hoping for budget season
- BH – Can you summarize the budget allocation. Took money and split it
- AL – Historically it was \$50k, then split it up \$25k each because some was being used as staff
- BH – what have we spent so far, focus groups, assessments, etc
- BH – with this then we would get full program
- BH – is this focused on HR
- AL – good question, moving from community to what we can do
- AL – DEI alliance does community facing items with their own budget
- Tina Los – trying to broaden and bring in more staff from more departments

- Jane Snow, 9 Coffin St. – what confuses me we started in 2020 as a group formed by then Mayor Holaday, Group 24-25 people. How many are on the DEI alliance. (AL – 17-20 from AL some City Staff). Saw presentation from Dr. Ibrahim from HRC. Don't understand what the Y is doing.
- AL – HRC vs DEI explained
- TL – Why is it important to work with consultant. Ask all people in positions how can we make everything more welcoming and constructive
- **Motion to recommend approval AK/BH, 3-0**

• TRAN00182_02_26_2024 DPS: Water Retained Earning \$42,000 to Water OPM Services \$42,000

- See below for discussion
- **Motion to recommend approval collectively 182 and 183, AK/BH, 3-0**

• TRAN00183_02_26_2024 DPS: Sewer Retained Earnings \$18,000 to Sewer OPM Services \$18,000

- Amaral – looking for someone to guide us and help us
- Amaral – big money
- Amaral – OPM may not be the right term
- Amaral – need help with guidance, great people and great commissioners
- Amaral – and help us oversee other consultants
- Amaral – Checks and balances and make sure that we're getting what we're paying for. We do lean on consultants a lot and need some neutral idea.
- Amaral – Mayor mentioned water
- Amaral – Cllr McCauley attended, draft of capital plan
- Amaral – neutral person to help us make those decisions
- Amaral – need matrix to rate risk
- Amaral – Consultant to watch consultant?
- Amaral – we need someone that is more disinterested, advisor
- SZ – Can you catch up, competing interests. Dam, pipeline
- Amaral – now we also have plant upgrades and PFAS
- Amaral – Backwater event in January, would have run a test. It ended up being a non-event. They did pretest. Did test after. Reported self to DEP. No stipulation that had to.
- Amaral – Gave a positive response to report, simple easy test
- Amaral – Water in and out
- Amaral – So it's possible that the dam isn't the number 1 thing
- Amaral – also have bartlet pond (spring lane). High PFAS. If we did upgraded then it could be online. .3mgd. Lots of competing interest
- Amaral – did not get any of the grants. SRF was an interest free loan
- Amaral – What is the priority

- Amaral – Indian Hill 30% design, money still available. \$450k, \$250k contract to do the 30%
- Manning – last year \$50k for chlorine, \$250k to water main replacement. Sewer \$590k for clarifier upgrades
- Amaral - Intro for WWTF, PFAS?
- Roger Jones – chair of water/sewer commission
- Roger Jones – estimates are high. Sum are very high
- Roger Jones – trying to estimate risk
- Roger Jones – what is mix of projects and how do they interrelate
- Roger Jones – not about picking the cheap projects
- Roger Jones – Defining what we think
- Roger Jones – no longer the Indian hill line that is the priority. It's very priority
- RJ – PFAS/granular filtration is very important
- RJ – may get a higher priority
- Dan Sac – vice chair of commission.
- DS – Trying to figure out what is highest risk, what is most dire
- DS – running out of water
- DS – It's all in flux
- AK – When Tighe and Bond it was stressful, recognized that water was in jeopardy
- AK – Can we get a matrix of cost and priority at that time
- AK – at that time was supposed to do it
- AK – Engineers? Jon-Eric? Understanding internal resources
- AK – Who are you thinking of hiring? Or a person?
- AK – If not, how can we do some prioritization
- Amaral – RFP came in this morning
- Amaral – haven't reviewed yet
- Amaral – we can hire without RFP but we did it anyways to see what the market could deliver
- AK - \$60k? Time schedule
- Amaral – Not sure need next step at that point
- Amaral – can it turn into a full time position
- Amaral – need to get to end of fiscal year
- Amaral – need to look at bigger picture stuff, project manager
- RJ – we have many people involved and not everybody is agreement. There is potential disagreement
- RJ – there is debate on the commission
- AK – Spot for resiliency engineer, watershed engineer
- Amaral – I pulled it, needed higher level, major workload
- AK – will in budget
- Amaral – not yet in there but we'll see it, we'll see what happens

- BH – Iterate the timeline, how long are they engaged for
- Amaral – Could be 10 years
- BH – are we expecting a specific deliverable
- Amaral – it's vague and each time we call them we will give them a scope
- SZ – it's like a retainer
- Amaral – yes, right on
- SZ – rate impacts
- Amaral – not this consultant but thinking that it is in house
- Amaral – legal counsel, for other stuff. Maybe help with rates
- Amaral – Manning is looking
- Manning – tried to show impact, inputs weren't fully vetted
- CP – Not on committee but joined. Didn't know what was happening around water
- CP – most residents understand that either
- CP – slept poorly since then
- CP – Proponent of someone who can look from above
- CP – Resilience cmte needs some input perhaps, but not maybe a seat at the table
- AK – will support. Also support CP comment on resiliency committee
- CP – City Engineer is there and also provides a lot of info. Jane Healy is the chair
- BH – Good move for us
- SZ – concern are source of funds, scope, timing
- Amaral – slowed things down, now ready to go
- Amaral – review RFP, will send another want
- SZ – Amesbury interconnect
- Amaral – we should revisit it, paper it sounds great.
- Amaral – it is on the cap program
- **See above for outcome**

• ORDR00540_02_26_2024 Grant Acceptance Form Defibrillator Equipment Program

- Manning \$2100 to buy one AED for purchase by FD
- All towns, you can request about to \$2500
- Reimbursable
- **See below for outcome**

• ORDR00541_02_26_2024 Gift Acceptance Exchange Club \$600

- Exchange club
- In honor of a late member, will go to a scholarship for NRYS for summer programs

- **Motion to approve collectively 540 and 541, 3-0**

Finance Director Update

- Next packet, at least a grant or a gift
- Transfer or 2 that would be coming in
- Seeing some accounts run short of funds – elections? Drained. Some may be reimbursed
- FY23 Audit coming in soon, likely not in time next packet
- Water/sewer it's a start

Public Comment:

See above

Motion to adjourn:

AK/BH, 7:13pm, 3-0

Recording:

<https://us02web.zoom.us/rec/share/lm34RuTuSWim4iea7kizO5tlo3sbepbUkYHw-fcwgMwGVuMxF841Qz3wmTEkF38m.DK5MgkhJht6QKNVP>