

Protection and License Committee

Chairman Infurna, Boisselle,
McAteer-Margolis, Brodeur, Forbes
Attending: Conn, Medeiros,
Mortimer, Seaboyer, Tramontozzi,
Wright

Protection and License called to order by Chairman Infurna at 7:35 p.m. Alderman Boisselle motions to open Public Participation, 2nd by Alderman McAteer-Margolis. All in favor. No one comes forward. Alderman Forbes motions to close Public Participation, 2nd by Alderman Boisselle. All in favor.

Order No. 08-253, Second Hand Dealers License to Steve Pina, d/b/a The Music Shop at 128 West Emerson Street, Melrose, MA for the year ending April 30, 2009

Chairman Infurna says Mr. Pina is not available to attend this evening's meeting and suggests the order be held in committee until June 2, 2008. So moved by Alderman Boisselle, 2nd by Alderman McAteer-Margolis. All in favor. Chairman Infurna says Protection and License will meet at 7:30 p.m. on Monday, June 2, 2008, before the full board meeting.

Alderman Boisselle motions to adjourn, 2nd by Alderman McAteer-Margolis. All in favor.

Protection and License adjourns at 7:37 p.m.

Health, Education and Welfare Committee

Chairman McAteer-Margolis,
Forbes, Boisselle, Brodeur, Infurna
Attending: Conn, Medeiros,
Mortimer, Seaboyer, Tramontozzi,
Wright
In attendance: Council on Aging
Executive Director Jack Beckley

Health, Education and Welfare called to order by Chairman McAteer-Margolis at 7:38 p.m.

Order No. 08-243, TRANSFER Amount: \$4,515.00 From: A/C #015411-511000 - Council on Aging, Salary & Wages To: A/C #015412-527303 - Council on Aging, Elevator. These funds are needed to make safety related repairs and cover the June service fee.

Alderman Infurna moves to recommend, 2nd by Alderman Boisselle.

Mr. Beckley says the elevator has a mechanical door jam that is caused by old mechanical devices that are failing. New mechanical edges that cast light beams across the door entrances will replace the old ones which require physical contact to reopen the door in the event someone enters the elevator while the doors are closing. A new floor in the elevator is needed as well. The tiles are lifting in the corners and present a tripping hazard. The June service fee money was used to make repairs.

Alderman Infurna asks Mr. Beckley to give further details about the safety issues and

asks if the repairs are code related. Mr. Beckley says he doesn't think it's a code issue but the electronic beam is a safer alternative to having the door hit a person before it reopens.

Alderman Seaboyer asks what the monthly service fee includes. Mr. Beckley says the circuitry is checked and the mechanics are checked to ensure it is functioning properly. A monthly inspection is required. Any upgrades or repairs are additional.

On the motion to recommend, All in favor.

Order No. 08-248, REAPPOINTMENT Of: Anne E. MacDonald, 18 Spears St. Melrose
To: Historical Commission Expiration: first Monday in October 2010.

Chairman McAteer-Margolis says the order indicates this reappointment expires in October 2010. There is a memo from the Clerk of Committees per the Mayor's Office to amend the expiration to the last day of February in accordance with the City's Administrative Code.

So moved by Alderman Brodeur, 2nd by Alderman Infurna.

Alderman Brodeur moves to recommend as amended, 2nd by Alderman Boisselle. All in favor.

Alderman Brodeur motions to adjourn, 2nd by Alderman Boisselle. All in favor.

Health, Education and Welfare adjourns at 7:45 p.m.

Public Works Committee

Chairman Forbes, Infurna, Boisselle,
Brodeur, McAteer-Margolis
Attending: Conn, Medeiros,
Mortimer, Seaboyer, Tramontozzi,
Wright
In attendance: City Engineer Bob
Beshara

Public Works called to order by Chairman Forbes at 7:46 p.m.

Order No. 08-249, TRANSFER Amount \$22,671.45
From: A/C #604411-511000 Public Works, Sewer, Salaries
To: A/C #604411-512000 Public Works, Sewer, Part Time Salaries \$5,000.00
A/C #604412-521500 Public Works, Sewer, Postage \$277.28
A/C #604412-522000 Public Works, Sewer, Telephone \$894.17
A/C #604412-527302 Public Works, Sewer, Sewer Repairs \$16,500.00
transfer necessary to balance FY2008 budget

Alderman Brodeur moves to recommend, 2nd by Alderman Boisselle.

Alderman Brodeur motions to suspend the rules to allow Mr. Beshara to address the committee, 2nd by Alderman McAteer-Margolis. All in favor.

Mr. Beshara says this is yearly budget maintenance to transfer money from line items with a surplus to those line-items with a deficit. He says he tries to do his best each year at budget time to estimate actual costs but overhead fluctuates.

President Conn requests concurrent discussion on all four orders since they concern Mr. Beshara and the Department of Public Works.

President Conn asks if these orders request approximately \$100,000.00 be transferred from Salary and Wages line items. Mr. Beshara says yes. President Conn asks why he has \$97,000 available in salary line items to transfer. Mr. Beshara says as has been the case in the past, positions are not always filled when people leave. He is trying to fill one position from within with a promotion. Oftentimes a position is not filled for three to six months. President Conn asks how many positions are unfilled in his department. Mr. Beshara says five. President Conn asks if he will end the year with a surplus in the salary line items even after these transfers. Mr. Beshara says he doesn't know; it is unlikely these positions will be filled in the next six weeks. The postings are in the City Yard and employees are applying. President Conn says he would like to know if there is going to be a surplus in the salary line items. He asks if this has any impact on the Water and Sewer Enterprise budgets. Mr. Beshara says no. President Conn says his concern is that the water and sewer rates are based on the salaries in those budgets. He is upset if the salary money is not being used for salaries and is being used for other line items. Mr. Beshara says that most salary transfers are from Professional Services or summer intern positions. President Conn says he would like Mr. Dello Russo, by the next full board meeting, to investigate that no transfers are coming out of Salary and Wages in the Water and Sewer Enterprise budgets and that the salaries being transferred don't affect the water and sewer rates.

Alderman Seaboyer asks Mr. Beshara what happens if there is no surplus in these line items. Mr. Beshara says he has projections on what he expects to do and unless a major expense arises he'll be set.

Alderman Medeiros asks if any of the vacant positions are funded partly or fully by bonds. Mr. Beshara says no, they are funded through the City Yard.

Alderman Brodeur says he would like a list of the vacant positions. Mr. Beshara says he will provide that.

Alderman Brodeur moves to send the order to the full board without recommendation, 2nd by Alderman Boisselle. All in favor.

Order No. 08-250, TRANSFER Amount: \$74,937.99
From: A/C #614511-511000 PW, Water, Salaries
To: A/C #614511-512000 PW, Water, Part Time Salaries \$8,000.00
A/C #614512-522000 PW, Water, Telephone \$1,937.99
A/C #614512-522600 PW, Water, Gas Heat \$3,000.00
A/C #614512-524002 PW, Water, Construction \$28,500.00
A/C #614512-533500 PW, Water, Tools & Hardware \$4,500.00
A/C #614512-535000 PW, Water, Sand, Gravel & Loom \$4,000.00
A/C #614512-535800 PW, Water, Patching \$5,000.00

A/C #614512-536300 PW, Water Hydrants \$20,000.00
transfer necessary to balance the FY2008 budget

Alderman Infurna moves to recommend, 2nd by Alderman Boisselle.

On discussion Alderman Boisselle asks if the \$20,000 for water hydrants is to continue the repair program. Mr. Beshara says it is to fund the replacement program; hydrants can't be repaired. Alderman Boisselle asks if there are any hydrants in the City that are out of service. Mr. Beshara says there is one on Myrtle Street; the only one of 850 in the City.

Alderman McAteer-Margolis asks where the \$28,500 for construction will take place. Mr. Beshara says it will be for water service upgrades to Clifton Park Court. Alderman McAteer-Margolis asks if there wasn't a previous funding order that covered that project; Mr. Beshara says he is not aware of one. Alderman McAteer-Margolis asks about the \$8,000 for part-time salaries. Mr. Beshara says it is for the summer intern program; the funds were previously in Professional Services.

Alderman Brodeur asks if some of the line-items are already in a deficit or if these jobs won't get done if the money isn't transferred. Mr. Beshara says three line-items are over but the grouping is not.

On the motion to recommend, All in favor.

Order No. 08-251, TRANSFER Amount: \$4,896.39
From: A/C #014912-527700 PW, Cemetery, Bldg. Repair \$2,000.00
A/C #014912-530704 PW, Cemetery, Cemetery Markers \$1,000.00
A/C #014912-533500 PW, Cemetery, Tools & Hardware \$1,896.39
To: A/C # 014912-530800 PW, Cemetery, Heating Fuel \$4,000.00
A/C # 014912-522500 PW, Cemetery Electricity \$300.00
A/C #014912-531500 PW, Cemetery, Batteries \$14.74
A/C #014912-531800 PW, Cemetery, MV Parts \$ 368.68
A/C # 014912-532000 PW, Cemetery, Cleaning Supplies \$143.97
A/C #014912-544310 PW, Cemetery, Property Insurance \$69.00
transfer necessary to balance FY2008 budget

Mr. Beshara says this is another instance of yearly budget maintenance to transfer money from line items with a surplus to those line-items with a deficit. Chairman Forbes asks if he isn't using the wrong language; if these line items are already in a deficit. Mr. Beshara says money is being moved from line-item to line-item. No line item can go in the negative in any grouping. He says that Mr. Hughes is here to answer any questions.

Alderman Infurna moves to recommend, 2nd by McAteer-Margolis.

On discussion Alderman McAteer-Margolis asks Mr. Hughes if the \$4000 for heating fuel is the shortfall or the entire amount for the year, and if he gets the heating fuel at a discount. Mr. Hughes says he secured a supply source at a discounted rate through 2009 with the help of the Public Works department; 75% of the heating fuel goes to the garage area and 25% to the office. The Cemetery Commission is looking to make changes to the garage. Alderman McAteer-Margolis asks where the garage is located.

Mr. Hughes says it is at the far end. It is 7500 square feet with a 30 feet ceiling and double bay doors. Alderman McAteer-Margolis asks if it is necessary to maintain it in the winter months. Mr. Hughes says yes because they maintain the backhoe in the winter; it's also the lunchroom for the employees. Alderman McAteer-Margolis asks if he has taken any conservation measures. Mr. Hughes says they practice the same things everyone does at home – turn down the thermostat and bundle up – but once the door opens all the heat is lost.

Alderman Medeiros asks if there is any insulation in the building. Mr. Hughes says it is made of cinderblock and there is no insulation. He looked at different heaters but a gas line can't be brought in.

Alderman Wright asks if the Energy Commission has done an audit. Mr. Hughes says he just submitted the necessary information to the Commission within the last week to 10 days; he's sure the Commission will be in touch with him.

Chairman Forbes says he's sure the cemetery will be busy this weekend. Mr. Hughes says it will be open all weekend. On Saturday members of the Cub Scouts and Boy Scouts will be placing flags on the veterans' plots. He suggests that parents picking up their children after the parade to be down behind Pine Banks by 2:15 on Sunday.

On the motion to recommend, All in favor.

Order No. 08-252, TRANSFER Amount: \$102,002.24
From: Various Accounts
To: A/C # 014012-540500 PW, Admin, Dues & Memberships \$ 137.50
A/C #014021-512000 PW, City Hall, Part Time Salaries \$2,500.00
A/C #014021-513000 PW, City Hall, Overtime \$2,400.00
A/C # 014022-522600 PW, City Hall, Gas Heat \$10,000.00
A/C #014022-527702 PW, City Hall, Contract Maintenance \$4,000.00
A/C #014111-512000 PW, Engineering, Part Time Salaries \$10,000.00
A/C # 014222-524001 PW, Highway, Barricades Rental \$45.00
A/C # 014222-527102 PW, Highway, Storm Drain Maintenance \$5,000.00
A/C #014222-538000 PW, Highway, Street Signs \$3,000.00
A/C #014751-512000 PW, Trees, Part Time Salaries \$2,100.00
A/C #014751-513000 PW, Trees, Overtime \$2,000.00
A/C #014752-535200 PW, Trees, Landscape Supplies \$3,000.00
A/C #014852-527700 PW, Automotive, Bldg. Repair \$2,400.00
A/C #014852-530800 PW, Automotive, Heating Fuel \$14,000.00
A/C #014852-531000 PW, Automotive, Gas & Oil \$38,419.74
A/C #014852-531200 PW, Automotive, Tire \$3,000.00
transfer necessary to balance FY2008 budget

Alderman Infurna moves to recommend, 2nd by Boisselle.

Alderman Infurna asks if all street sign replacements are maroon; Mr. Beshara says yes. Alderman Infurna asks who to contact with a concern about trees. Mr. Beshara says he should be contacted. Alderman Infurna asks if the City has a tree warden. Mr. Beshara says that would be him. He hasn't transferred that responsibility to the new hire yet.

Alderman Seaboyer says the \$35,000 he is taking from Salary and Wages line-items in Highways and Sanitation is enough for a laborer. Mr. Beshara says he is trying to fill one Highways vacancy. He expects to fill two vacancies in Sanitation in June and July and one employee has been out on Worker's Comp for a while. Alderman Seaboyer asks how the increase in gas prices will affect next year's budget. Mr. Beshara says he will probably have to come back for additional appropriations. He has instituted a policy to have vehicles shut off whenever possible. The price of diesel has gone through the roof to \$4.50 per gallon. His department pays for the entire City side's gasoline, including Police and Fire. The School Department pays for the school side.

Alderman Brodeur asks if the School and City negotiates discounted fuel together. Mr. Beshara says no, separately. Alderman Brodeur says that would be something to consider.

Alderman Wright asks if the City pays tax on gasoline. Mr. Beshara says yes. Alderman Wright says the City could probably ask for relief.

Chairman Forbes asks if the price is set for a year. Mr. Beshara says it's the price at the dock plus a mark-up.

On the motion to recommend, All in favor.

Alderman Infurna motions to adjourn, 2nd by Alderman McAteer-Margolis. All in favor.

Public Works adjourns at 8:50 p.m.

Maribeth Harrington
Clerk of Committees