

Public Service Committee

Chairman Tramontozzi, Mortimer,
Wright, Seaboyer, Medeiros
Attending: Boisselle, Conn
In attendance: Human Resources
Director Marianne Long

Public Service called to order by Chairman Tramontozzi at 7:30 p.m. Alderman Mortimer motions to open Public Participation, 2nd by Alderman Wright. All in favor. No one comes forward. Alderman Mortimer motions to close Public Participation, 2nd by Alderman Wright. All in favor.

Order No. 09-029, TRANSFER Amount: \$3,906.79 From: A/C #015431-511000 - Veterans, Salaries To: A/C #016931-511000 - Memorial Building, Salaries as set forth herein

Human Resources Director Marianne Long says the transfer is the remaining amount necessary for the Operations Manager's salary. The Board of Trustees hired a new manager beginning September 1. There was approximately \$47,000 budgeted for the position. Once the offer was accepted and the position was filled, it was realized that this transfer amount is needed to fully fund the salary and the sick leave buyback. The reason the funds are available is that the Mayor had intended to restructure the staff in the Veterans office in June and budgeted accordingly; however the Mayor has decided to go in a different direction and has staffed the office with two positions.

Alderman Seaboyer asks if the salary for the Operations Manager is \$47,000. Ms. Long says no; it is approximately \$51,000 from September 1 to June 30.

Chairman Tramontozzi asks if the transfer affects the veteran's office staffing in any way; Ms. Long says no.

Alderman Mortimer moves to recommend, 2nd by Alderman Medeiros. All in favor.

Order No. 09-033, APPROPRIATION Amount: \$25,000.00 From: Acct. #84052-590000 - Capital Stabilization Fund, Transfer Out To: Acct. #25924-490000 - Memorial Hall Bldg. State HVAC Grant as set forth herein.

Chairman Tramontozzi says Ms. Gaffey is unable to appear this evening and reads the enclosed memorandum written by Denise Gaffey to Mayor Dolan and CFO Patrick Dello Russo into the record:

I am writing to request \$25,000 in funds from the Capital Stabilization Fund to augment the budget for the Memorial Hall HVAC Project. The budget for the project which is currently coming entirely from grant funds totaling \$797,000 is adequate to cover the completion of the project. However, as you recall, we scaled back on the scope of work on the stage and in the dressing rooms in order to award the project back in May without jeopardizing the schedule. Our contingency has been sufficient to cover hidden conditions and unanticipated expenses, but we will be unable to provide both the complete air conditioning installation on the stage and in the dressing rooms without the additional funds requested. Air conditioning in the dressing rooms is viewed as particularly important by the Facility Director and the

Board of Trustees in terms of marketing the building for theater performances and weddings and the like. It makes sense to do it now while we have mechanical contractors in the building.

Please be aware that this additional scope of work will not jeopardize the completion schedule. The project is proceeding on schedule and will be completed by October 17, 2008 as originally intended. We are fortunate that the Mechanical Contractors on the project, Thomas E. Snowden, Inc. are doing an exemplary job and are working diligently to maintain the schedule.

The Memorial Hall HVAC Project has been on the City's Capital Improvement (CIP) list for many years. As such, the Capital Stabilization Fund was identified by Patrick Dello Russo as the appropriate funding mechanism for this request. I look forward to your support and would be happy to discuss this with you further at your convenience.

Alderman Mortimer moves to recommend, 2nd by Alderman Wright.

On discussion Alderman Seaboyer says he would like to talk with Ms. Gaffey to see what \$25,000 will buy and what it will entail.

Alderman Mortimer says he spoke with Ms. Gaffey and if necessary the committee could reconvene on Monday October 6, prior to the full board meeting.

Alderman Wright says that time is of the essence – the project is to be completed by the middle of the month. To push it past the first of the month would jeopardize the project.

Alderman Medeiros says she would like to have Ms. Gaffey come in next Monday.

Alderman Boisselle says this work is outside the scope of the project and asks if there are any bidding requirements.

Alderman Medeiros says it could be sent to the Finance Committee since that committee would have to meet to discuss it.

On the motion to recommend, 1 opposed. Motion carries.

Order No. 09-036, APPROPRIATION Amount: \$31,000.00 From: Raised and Appropriated Funds To: A/C #016512-524000 - Parks, Hired Equipment These funds are necessary to make emergency repairs to the lighting system at Morelli Field.

Chairman Tramontozzi reads the enclosed letter from Mr. Beshara to Mayor Dolan into the record:

I respectfully request an Appropriation in the amount of \$31,000 for emergency repairs to the Morelli Field lighting system.

As requested by the Parks Commission, the City of Melrose Public Works Department conducted an evaluation of the lighting system at Morelli Field. The inspection, coordinated by public works supervisor Don Hearn and conducted by

Dodge Electric, indicated several immediate needs. They are outlined in the proposal forwarded to Superintendent Joan Bell. Additionally, Don Hearn conducted an on the ground evaluation of the system at both Fred Green Football Field and the practice football field. This supplemental information was also provided to Superintendent Bell.

In general, the evaluations indicated several lights that require bulb, lenses and/or ballast replacement. Given the age of the existing fixtures, replacement parts are not available. At Morelli, all poles have at least two fixtures and as many as five fixtures that are not operable. The inadequate lighting results in sporadic dark spots throughout the playing facility resulting in safety issues for players, coaches, umpires and spectators. In addition the dark spots make spotting the ball extremely difficult and in some areas impossible.

If funded, Public Works will enter into an emergency agreement with Dodge Electric to replace the deficiencies as soon as schedules allow. This vendor has performed emergency repairs to these lighting facilities as well as maintenance work and therefore has fundamental knowledge of the make up of the system. The repairs will brighten the facility and minimize the existing safety issues. The City has fully funded the engineering design for a new lighting system in these complexes; however, construction of the new lighting system is currently not funded.

Alderman Mortimer moves to recommend. There is no 2nd.

President Conn says the money has been appropriated from the Park Commission to the City. The ultimate source of funds is from the Park Commission; this appropriation is not diminishing funds of the City. The lights are original to the field and are not in good condition. He urges the committee members to support this order.

Alderman Wright says he would like to have Mr. Beshara in to see where the City stands on replacing the lights. He understands playing on the field at night is a hazard but he would rather do things right rather than in piecemeal fashion. He understands the Administration's concerns but he would like to bring Mr. Beshara forward at Monday's full board meeting.

Chairman Tramontozzi says the committee could hold the order in Finance and hear from Mr. Beshara on Monday.

Alderman Seaboyer says he has no problem with why it has to be done but \$31,000 is a lot of money; he seconds the motion to recommend. Motion fails.

Alderman Seaboyer says the committee could send it forward to the Finance Committee.

On a Point of Order, President Conn says the order can't be sent to Finance without a recommendation from the Public Service committee.

Alderman Seaboyer motions to reconsider, 2nd by Alderman Mortimer. 1 opposed. Motion carries.

On discussion Alderman Medeiros says she hesitates to recommend the order to the Finance Committee. She agrees that this is a potentially serious issue but \$31,000 is a

lot of money. She doesn't want to spend good money after bad. She is also concerned that a contractor is already named in the letter, and wonders if the project has already gone to bid. That type of conversation doesn't belong in the Finance Committee.

Alderman Seaboyer says it is a time sensitive matter.

Alderman Wright asks as if procedurally there is any reason why the committee couldn't take it up in both the Public Service and Finance Committees on Monday evening. He says they are spinning their wheels.

On the motion to recommend, Motion fails.

Chairman Tramontozzi says the Public Service Committee will meet on Monday, October 6.

Alderman Mortimer motions to adjourn, 2nd by Alderman Medeiros. All in favor.

Public Service adjourns at 7:50 p.m.

Finance Committee

Chairman Medeiros, Seaboyer,
Tramontozzi, Wright, Mortimer
Attending: Boisselle, Conn

Finance Committee called to order by Chairman Medeiros at 7:51 p.m.

Order No. 09-028, TRANSFER Amount: \$4,846.00 From: A/C #015431-511000 - Veterans, Salaries To: A/C #015111-511000 - Health, Salaries These funds will be used to increase the hours of the Canine Control Officer.

Chairman Medeiros says this order was recommended from Health, Education and Welfare and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Order No. 09-029, TRANSFER Amount: \$3,906.79 From: A/C #015431-511000 - Veterans, Salaries To: A/C #016931-511000 - Memorial Building, Salaries as set forth herein

Chairman Medeiros says this order was just recommended from Public Service and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Order No. 09-030, TRANSFER Amount: \$2,224.28 From: A/C #017522-549100 - Temporary Debt Interest To: A/C #019302-530401 -Dept. Equipment, Fire Office Equipment as set forth herein

Chairman Medeiros says this order was recommended from Protection and License and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Order No. 09-031, APPROPRIATION Amount: \$30,000.00 From: A/C #29032-590000, Fines Account To: A/C #016112-534200, Books & Periodicals as set forth herein.

Chairman Medeiros says this order was recommended from Health, Education and Welfare and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Order No. 09-032, APPROPRIATION Amount: \$33,000.00 From: Trustees of Melrose Public Library \$20,000; Florence Connor Library Trust Fund \$13,000; To: A/C #016112-534200, Books & Periodicals \$28,000; A/C #016112-534100, A/V Materials \$ 5,000; as set forth herein.

Chairman Medeiros says this order was recommended from Health, Education and Welfare and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Order No. 09-033, APPROPRIATION Amount: \$25,000.00 From: Acct. #84052-590000 - Capital Stabilization Fund, Transfer Out To: Acct. #25924-490000 - Memorial Hall Bldg. State HVAC Grant as set forth herein.

Chairman Medeiros says this order was just recommended from Public Service and there is authorization from the auditor.

Alderman Seaboyer moves to hold the order in committee, 2nd by Alderman Mortimer. All in favor.

Order No. 09-034, APPROPRIATION Amount: \$54,700.00 From: A/C #84052-590000 - Capital Stabilization Fund, Transfer Out To: A/C #019313-551002 - Capital Outlay, PW Vehicles & Equipment This money will be used to pay a portion of the cost of the new sidewalk plow.

Chairman Medeiros says this order was recommended from Public Works and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Order No. 09-035, APPROPRIATION Amount: \$733.25 From: A/C #29062-590000, Parking Receipts To: A/C #014222-527310, Train Station Maintenance This transfer is necessary to pay for repair of the machine at the West Wyoming Avenue station and for paper roll supplies.

Chairman Medeiros says this order was recommended from Public Works and there is authorization from the auditor.

Alderman Mortimer moves to recommend, 2nd by Alderman Seaboyer. All in favor.

Alderman Mortimer motions to adjourn, 2nd by Alderman Tramontozzi. All in favor.

Finance Committee adjourns at 8:02 p.m.

There are no orders in the Committee on Legal and Legislative Matters to be acted on.

Maribeth Harrington
Clerk of Committees