

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF MAY 2, 2022

The Finance Committee meeting was called to order by Council President Elizabeth Kazinskas at 6:45 p.m. in the City Council Chamber, Room 219, City Hall.

Finance Committee Members Councillors Ronald Cormier and Aleksander Dernalowicz were also present.

Also participating was Mayor Michael Nicholson; Conservation Agent Katie Guertin; and City Clerk Titi Siriphan.

1-1 Review and Approval of the Meeting Minutes

On a motion by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted viva voce, three (3) yeas, President Elizabeth Kazinskas, Councillors Ronald Cormier and Aleksander Dernalowicz to waive the reading and to accept the Finance Committee Meeting Minutes of April 13, 2022.

2-1 An Order Appropriating \$11,700.00 from Free Cash to the Info Tech Department – Cyber Security Account.

Mayor Nicholson informed the Committee that on March 28, 2022, the Federal Communications Commission (FCC) placed Kaspersky Lab, the City's former anti-virus/cyber security provider, on their security risk list, due to their company's ownership having ties to the government of the Russian Federation. As a result of them being placed on this list, the City is required to cut relationship with this service and contract with a new company, CrowdStrike.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass.

AN ORDER APPROPRIATING FROM FREE CASH TO THE INFO TECH
DEPARTMENT - CYBER SECURITY ACCOUNT

ORDERED: That there be and is hereby appropriated the sum of Eleven
Thousand Seven Hundred Dollars and No Cents (\$11,700.00) from Free Cash
to the Info Tech Department – Cyber Security Account.

2-2 An Order Appropriating \$26,903.00 from Free Cash to the PARC Bailey Brook Project Match 1 – Account.

Mayor Nicholson informed the Committee that a small portion of the Executive Office of Energy and Environmental Affairs (EOEEA) grant was accidentally funded by the construction grant for Phase 1. EOEEA informed the City that design was not an eligible use for the construction of funds, which left the design account in a deficit of \$26,203.00. The appropriation request would be to cover that cost and close out

that portion of the project.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted to recommend to the City Council that the following Order ought to pass:

AN ORDER APPROPRIATING FROM FREE CASH TO THE PARC BAILEY BROOK PROJECT MATCH 1 - ACCOUNT.

ORDERED: That there be and is hereby appropriated the sum of Twenty-Six Thousand Nine Hundred Three Dollars and No Cents (\$26,903.00) from Free Cash to the Parc Bailey Brook Project Match 1 – Account.

2-3 An Order Appropriating \$162,900.00 from Free Cash to the PARC Bailey Brook Project Match 2 – Account.

Mayor Nicholson informed the Committee that this appropriation is for the matching portion of the PARC Bailey Brook Project Grant Phase II Construction. The funding is only for the athletic court and the playground for children under five (5) years old.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass:

AN ORDER APPROPRIATING FROM FREE CASH TO THE PARC BAILEY BROOK PROJECT MATCH 2 - ACCOUNT.

ORDERED: That there be and is hereby appropriated the sum of One Hundred Sixty-Two Thousand Nine Hundred Dollars and No Cents (\$162,900.00) from Free Cash to the Parc Bailey Brook Project Match 2 – Account.

2-4 An Order Appropriating \$335,000.00 from Free Cash to Snow and Ice Removal

Mayor Nicholson informed the Committee that this appropriation requested is to cover the existing deficit in the Snow and Ice account for this past year. The bulk of the deficit was due to the increased price of salt. Snow and Ice is the only budgetary line item that the City is legally allowed to deficit spend in since one can never truly predict what the winter weather will bring during the budget process.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass:

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AN ORDER APPROPRIATING FROM FREE CASH TO SNOW AND ICE REMOVAL

ORDERED: That there be and is hereby appropriated the sum of Three Hundred Thirty-Five Thousand Dollars and No Cents (\$335,000.00) from Free Cash to Snow and Ice Removal.

5-1 **A Measure Relative to a Disclosure by Municipal Employee of Financial Interest in a Municipal Contract as Required by G.L.c. 268A, §20(b)**

Mayor Nicholson informed the Committee that Mr. Todd Antoniac extended an offer to work as a summer groundskeeper for the golf course. However, he also has a contract with the City for his restaurant services.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following Order ought to pass:

AUTHORIZING FIVE-YEAR CONTRACT PERIOD

VOTED: To authorize the City to enter into contracts not to exceed five (5) years, pursuant to Massachusetts General Law, Chapter 30B, section 12 and under the terms outlined in the Purchasing Agent's March 1, 2022 Memorandum.

- On-Call Tradesperson Contracts (Installation, Repair, and Maintenance) for HVAC, Electrical Services, Plumbing Services, and/or General Contracting
- School Custodial Services
- General Office and Janitorial Supplies

8-1 **A Resolution Regarding Electric Vehicles in the City Fleet**

Mayor Nicholson informed the Committee that the Department of Transportation will be releasing new incentive funding for municipalities can obtain funding to either purchase and install new charging stations or new electric vehicles for their municipal fleet.

The Committee decided to keep this item on the Finance Committee agenda.

9-1 **A Communication from the Mayor Regarding the Completed FY2021 Outside Audit Report.**

Mayor Nicholson informed the Committee that this was the best audit the City has had so far and would like to thank our financial department heads for their help in

making this accomplishment. There were no findings in the audits or recommendations.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted to recommend to the City Council to place the notification on file.

9-2 A Communication from the Mayor Regarding the use of ARPA Funds.

Mayor Nicholson informed the Committee that he wanted the City Council and public be aware of the recent uses of American Rescue Plan Act (“ARPA”) funds. Information explaining the programs are attached to the letter.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted to recommend to the City Council to place the notification on file.

ADJOURNMENT

On a motion by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier on call of the roll, it was voted to adjourn at 6:59 p.m.