

Salem City Council
Committee on Administration and Finance
Thursday, June 8, 2023

The City Council Committee on Administration and Finance co-posted with Committee of the Whole met in person and remotely on Thursday, June 8, 2023, at 6:00 P.M, for the purpose of discussing the Fiscal Year 2024 Operating Budgets and Capital Improvement Plans.

A&F Committee Members participating: Chairman McLain, Hapworth, Merkl, Watson-Felt and Stott

Other Councillors present: Morsillo, Varela, and Prosniewski

Councillor McLain reads meeting notice.

Capital Improvement Plans

First Passage Bond Order Water and Sewer

Councillor Hapworth moved to approve the First Passage Bond Order for Water and Sewer in the amount of \$18,982,000. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Bond Order for Capital Improvements

Councillor Hapworth moved to approve the Bond Order for Capital Improvements in the amount of \$4,400.000 for General Fund Capital Improvements. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Five Year Capital Improvement Plan

Councillor Hapworth moved to approve the Five Year Capital Improvement Plan in the amount of \$39,309,562 Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Revolving Funds

General Fund Transfers Out

Anna Freedman explained that this transfer is for the payment of sick leave and vacation time for retirees due to contractual obligations. She noted that Salem is one of a few communities that prepares for retirements in this way and it is good management practice.

Councillor Hapworth moved to approve the General Funds Transfer Out in the amount of \$650,000.00 Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

First Passage FY2024 General Fund Capital Bond Order

Councillor Hapworth moved to approve the Five Year Capital Improvement Plan in the amount of \$39.309.562 Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

First Passage Fiscal Year 2024 Water / Sewer Bond

Councillor Hapworth moved to approve the in the first passage of Fiscal Year 24 Water Sewer Bond. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Accepting MGL Ch 60 Sec. 15B for a Tax Title Collection Revolving Funds

Councillor Hapworth moved to accept MGL Ch 60 Sec. 15B for a Tax Title Collection Revolving Funds. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Appropriation from Retained Earnings Water and Sewer to Capital Improvements

Councillor Hapworth moved to approve an Appropriation from Retained Earnings – Water and Sewer to Capital Improvements in the amount of \$450,000. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Appropriation from Retained Earnings to Trash Enterprise Fund

Councillor Hapworth moved to approve an Appropriation from Retained Earnings to the Trash Enterprise Fund in the amount of \$160,000. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Approval of Revolving Funds

Councillor Hapworth moved to approve the Revolving Funds for FY24 in the amount of \$1,558,000. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Approval of Short Term Capital Improvement Plan

Councillor Hapworth moved to approve the Short Term Capital improvements in the amount of \$904,152,00. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

FY24 Five (5) Year Capital Improvement Plan Projects

Councillor Hapworth moved to approve the FY24 Five (5) year Capital Improvement Plan Projects in the amount of \$904,152,00. Councillor Stott seconds the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

FY24- General Fund Transfers Out

Finance Director Anna Freedman explained that this budget covers the stabilization fund for retirees sick leave and vacation buy back when needed due to contractual obligations. She also noted that there is \$50,000 included in that amount for the Salem 2026 Fund.

Councillor Hapworth moved approval of the General Funds Transfers Out budget in the amount of \$650,000. Councillor Stott seconded the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Enterprise Funds

Sewer Enterprise Fund

Councillor Hapworth moved approval of the Sewer Enterprise Fund in the amount of \$20,406,618. Councillor Stott seconded the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Water Enterprise Fund

Councillor Hapworth moved approval of the Water Enterprise Fund in the amount of \$7,146,646. Councillor Stott seconded the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

Trash Enterprise Fund

Councillor Hapworth moved approval of the Water Enterprise Fund in the amount of \$4,124,261. Councillor Stott seconded the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

PEG Access Cable Enterprise Fund

Councillor Hapworth moved approval of the Water Enterprise Fund in the amount of \$691,250.00. Councillor Stott seconded the motion. Councillor McLain called for a roll call vote as follows:

Councillor Hapworth	Yes
Councillor Merkl	Yes
Councillor Stott	Yes
Councillor Watson Felt	Yes
Councillor McLain	Yes

The motion carried (5-0)

There being no further business to come before the Administration and Finance Committee this evening, Councillor Hapworth moved to adjourn the meeting.

The meeting was adjourned at 6:30 p.m.

Respectfully submitted by:

Eileen M Sacco
Budget Clerk