



## ***Committee on Finance and the Northampton City Council***

*Councilor David A. Murphy, Chair  
Councilor Maureen T. Carney  
Councilor Marianne L. LaBarge  
Councilor Gina-Louise Sciarra*

**City Council Chambers, 212 Main Street  
Wallace J. Puchalski Municipal Building  
Northampton, MA**

Meeting Date: March 21, 2019

Note: The Finance Committee Meeting will take place during the City Council Meeting as announced. The City Council Meeting is scheduled to begin at 7:05 pm.

- 1. Meeting Called To Order**
- 2. Roll Call**
- 3. Approval Of Minutes From The Previous Meeting**

**A. Minutes Of March 7, 2019**

Documents:

[03-07-2019\\_finance committee minutes.pdf](#)

**4. Financial Orders**

**A. 19.013 Order To Appropriate Approximately \$1.699 Million From Free Cash For Various Capital Projects**

Documents:

[19.013 order to appropriate 1.699 million from free cash for various capital projects.pdf](#)

**B. 19.014 Order To Appropriate \$44,000 From Parking Receipts Reserved For Four Parking Kiosks**

Documents:

[19.014 order to appropriate 44,000 from parking receipts reserved for four parking kiosks.pdf](#)

**C. 19.015 Order To Appropriate \$1.175 Million From Capital Stabilization For Various Capital Projects**

Documents:

[19.015 order to appropriate 1.175 million from capital stabilization to various capital projects.pdf](#)

**D. 19.016 Order To Authorize Borrowing \$950,000 To Construct Cold Storage Facility At Spring Grove Cemetery**

Documents:

[19.016 order to authorize borrowing 950,000 to construct cold storage facility at spring grove cemetery.pdf](#)

**E. 19.017 Order To Authorize Borrowing \$220,000 To Purchase DPW Vehicles And Equipment**

Documents:

[19.017 order to authorize borrowing 220,000 to purchase dpw vehicles and equipment.pdf](#)

**F. 19.018 Order To Authorize Borrowing \$180,000 For Jackson Street School Boiler**

Documents:

[19.018 order to authorize borrowing 180,000 for jackson street school boiler.pdf](#)

**G. 19.019 Order To Appropriate \$25,000 From Cemetery Trust And Income Fund For Cemetery Restoration**

Documents:

[19.019 order to appropriate 25,000 from cemetery trust and income fund for cemetery restoration.pdf](#)

**H. 19.020 Order To Appropriate Mayor's PILOT And Gift Fund Money To Purchase Chromebooks**

Documents:

[19.020 order to appropriate mayors pilot and gift fund money to purchase chromebooks.pdf](#)

**I. 19.021 Order To Reprogram NFR Exhaust System Money To Replace NFR Utility Brush Unit**

Documents:

[19.021 order to reprogram nfr exhaust system money to replace nfr utility brush unit.pdf](#)

**J. 19.022 Order To Appropriate Cable Funds To ITS For Various Projects**

Documents:

[19.022 order to appropriate cable funds to its for various projects.pdf](#)

**K. 19.023 Order To Reprogram NFR Surplus Funds To SCBA Replacement**

Documents:

[19.023 order to reprogram nfr surplus funds to scba replacement.pdf](#)

**L. 19.024 An Order For FY2019 Budget Transfers**

**Process Note:** The Mayor's office has respectfully requested two readings.

Documents:

[19.024 an order for fy2019 budget transfers.pdf](#)

**M. 19.027 An Order To Award \$3,000 In CPA Funds To Lathrop Communities For Invasive Species Removal**

Documents:

[19.027 cpc cover letter.pdf](#)

[19.027 an order to award 3,000 in cpa funds to lathrop communities for invasive species removal.pdf](#)

**N. 19.028 An Order To Award \$3,000 In CPA Funds For Signage Upgrades Project**

Documents:

[19.028 an order to award 3,000 in cpa funds for signage upgrades project.pdf](#)

**O. 19.029 An Order To Award \$3,000 In CPA Funds To Historic Northampton For Historic Textile Preservation Project**

Documents:

[19.029 an order to award 3,000 in cpa funds to historic northampton for historic textile preservation project.pdf](#)

**P. 19.030 An Order To Award \$3,000 In CPA Funds To The ONE Northampton Logo And Signage Project**

Documents:

[19.030 an order to award 3,000 in cpa funds to the one northampton logo and signage project.pdf](#)

**5. New Business**

*-Reserved for topics that the Chair did not reasonably anticipate would be discussed.*

**6. Adjourn**

Contact: D. Murphy @ [david.murphy8@comcast.net](mailto:david.murphy8@comcast.net)  
or 413-586-5461



## **Committee on Finance and the Northampton City Council**

*Councilor David A. Murphy, Chair  
Councilor Maureen T. Carney  
Councilor Marianne L. LaBarge  
Councilor Gina-Louise Sciarra*

**City Council Chambers, 212 Main Street  
Wallace J. Puchalski Municipal Building  
Northampton, MA**

Meeting Date: March 7, 2019

Note: The Finance Committee Meeting took place during the City Council Meeting as announced. The City Council Meeting began at 7 p.m.

1. **Meeting Called To Order:** At 8:39 p.m. Councilor Murphy called the meeting to order.
2. **Roll Call:** Present were committee members David Murphy, Maureen Carney, Marianne LaBarge & Gina-Louise Sciarra. Also present from the City Council were Bill Dwight, Jim Nash, Ryan O'Donnell, Dennis Bidwell, and Alisa Klein.
3. **Approval Of Minutes From The Previous Meeting**
  - A. **Minutes of February 21, 2019**

Councilor Sciarra moved to approve the minutes of February 21, 2019. Councilor Carney seconded. The motion passed 4:0 by voice vote.
4. **Financial Orders**
  - A. **19.009 An Order To Establish Water And Sewer Rates For FY2020**

Councilor Murphy read the text of the order. He noted the effective date should be July 1, 2019, not 2018.

Councilor LaBarge moved to forward the order with a positive recommendation. Councilor Sciarra seconded. The motion passed unanimously by voice vote with 4 Yes, 0 No.
5. **New Business**

*-Reserved for topics that the Chair did not reasonably anticipate would be discussed.*  
None.
6. **Adjourn:** There being no other business, Councilor Sciarra moved to adjourn. Councilor LaBarge seconded. The motion was approved on a voice vote of 4 Yes, 0 No. The meeting was adjourned at 9:41 p.m.

**Contact: D. Murphy @ [david.murphy8@comcast.net](mailto:david.murphy8@comcast.net)  
or 413-586-5461**

City Council Committee on Finance Meeting Minutes for March 7, 2019

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

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19.013 Order to Appropriate Approximately \$1.699 Million from Free Cash for Various Capital Projects

*Ordered, that*

Pursuant to the FY2020-FY2024 Capital Improvement Program, the following Capital Projects be appropriated from the FY2019 General Fund Undesignated Fund Balance (Free Cash):

Central Services – Municipal Building – Security Upgrades to Collector/Parking Offices	\$ 60,000
Central Services – Fire Station – Energy Management System Upgrades	\$ 75,000
Central Services – Academy of Music – Side Stage Lighting conversion to LED’s	\$ 100,000
Dispatch – Keltron Alarm Monitoring Equipment Replacement	\$ 90,000
Dispatch – City-Wide Communication System Upgrades	\$ 250,000
Information Technology Services – Annual Equipment Replacement	\$ 50,000
Information Technology Services – NPS 1:1 ChromeBooks Project	\$ 92,405
Information Technology Services – NPS Server System Replacement	\$ 85,000
Planning and Sustainability – Multi-Use Trails Design	\$ 60,000
Planning and Sustainability – Florence Center Streetscape Design	\$ 100,000
Northampton Public Schools – School Bus Replacement	\$ 55,000
Northampton Public Schools – Multi-Purpose Activity Bus	\$ 10,000
Northampton Public Schools – JFK Energy Management System Upgrades	\$ 140,000

Northampton Public Schools –District Wide Electrical Upgrades for Air Conditioning	\$	60,000
Northampton Public Schools – NHS Domestic Hot Water Boiler Replacement	\$	55,000
Northampton Public Schools – R.K. Finn Ryan Road AC in Library	\$	85,000
Smith Vocational & Agricultural School - ADA Compliant Doors Buildings A,B,C	\$	46,500
Smith Vocational & Agricultural School – Student Activity Vans	\$	85,000
DPW – Traffic Signal Repair/Replacement	\$	50,000
<u>DPW – Forbes Library Drainage Repair Engineering</u>	<u>\$</u>	<u>50,000</u>
TOTAL:	\$	1,698,905

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

19.014 Order to Appropriate \$44,000 from Parking Receipts Reserved for Four Parking Kiosks

*Ordered, that*

Pursuant to the FY2020-FY2024 Capital Improvement Program, that \$44,000 be appropriated from the Receipts Reserved for Appropriation – Parking to fund four additional multi-space parking kiosks for the upper end of Main Street, and the Armory Lot, which will replace individual single space meters.

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

19.015 Order to Appropriate \$1.175 Million from Capital Stabilization to Various Capital Projects

*Ordered, that*

Pursuant to the FY2020-FY2024 Capital Improvement Program, the following Capital Projects be appropriated from the Capital Stabilization Fund:

Fire Rescue – Main HQ – Parking and Solar Resiliency	\$ 300,000
Smith Vocational & Agricultural School – Student Activity Vans	\$ 25,000
DPW – Sidewalks	\$ 150,000
DPW Locust Street Storage Facility	\$ 350,000
<u>DPW Fuel Depot</u>	<u>\$ 350,000</u>
TOTAL:	\$ 1,175,000



**CITY OF NORTHAMPTON**  
MASSACHUSETTS

*In City Council,*

March 21, 2019

Upon the recommendation of the Mayor

19.016 Order to Authorize Borrowing \$950,000 to Construct Cold Storage Facility at Spring  
Grove Cemetery

*Ordered, that*

the sum of \$950,000 is appropriated to pay costs of constructing a Department of Public Works cold storage facility for vehicles and equipment for the Forestry, Parks and Cemetery Division to be located at Spring Grove Cemetery including the payment of all costs incidental or related thereto; that to meet such appropriation, the Treasurer with the approval of the Mayor is authorized to borrow such amount under M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to take any other action necessary or convenient to carry out this project. Any premium received by the City upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**CITY OF NORTHAMPTON**  
MASSACHUSETTS

*In City Council,*

March 21, 2019

Upon the recommendation of the Mayor

19.017 Order to Authorize Borrowing \$220,000 to Purchase DPW Vehicles and Equipment

*Ordered, that*

the sum of \$220,000 is appropriated to pay costs of purchasing various vehicles and equipment for the Department of Public Works, including the payment of all costs incidental or related thereto; that to meet such appropriation, the Treasurer with the approval of the Mayor is authorized to borrow such amount under M.G.L. c. 44, §7(1), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to take any other action necessary or convenient to carry out this project. Any premium received by the City upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**CITY OF NORTHAMPTON**  
MASSACHUSETTS

*In City Council,*

March 21, 2019

Upon the recommendation of the Mayor

19.018 Order to Authorize Borrowing \$180,000 for Jackson Street School Boiler

*Ordered, that*

the sum of \$180,000 is appropriated for the cost of a boiler system installation and improvements at the Jackson Street Elementary School including the payment of costs incidental or related thereto; that to meet such appropriation the Treasurer with the approval of the Mayor is authorized to borrow such amount under M.G.L. c. 44, §7, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor is authorized to take any other action necessary to carry out this project. Any premium received by the City upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

19.019 Order to Appropriate \$25,000 from Cemetery Trust and Income Fund for Cemetery  
Restoration

*Ordered, that*

Pursuant to the FY2020-FY2024 Capital Improvement Program, that \$25,000 be appropriated from the Cemetery Trust and Income account, to be used to fund restorative at the city's cemeteries.

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

19.020 Order to Appropriate Mayor's PILOT and Gift Fund Money to Purchase Chromebooks

*Ordered, that*

Pursuant to the FY2020-FY2024 Capital Improvement Program, that \$111,345 be appropriated from the Mayor's Payment in Lieu of Taxes Program (Fund 2526) and \$1,250 be appropriated from the Municipal Gift Fund (Fund 2525) for a total of \$112,595 to purchase Chromebooks for Northampton Public Schools.

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

19.021 Order to Reprogram NFR Exhaust System Money to Replace NFR Utility Brush Unit

*Ordered, that*

surplus funds in the Fire Department Exhaust System project in the amount of \$70,250 (19303 586913) be reprogrammed for the purpose of replacing the Fire Rescue Department's Utility Brush Unit.

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

April 4, 2019

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Upon recommendation of the Mayor

19.022 Order to Appropriate Cable Funds to ITS for Various Projects

*Ordered, that*

Pursuant to the FY2020-FY2024 Capital Improvement Program, that \$70,700 be appropriated from the PEG Access and Cable Related Fund (Fund 2337) to Information Technology Services for the following projects:

Upgrades to Wide Area Network - City	\$ 25,500
Upgrades to Wide Area Network – NPS	\$ 20,500
Upgrades to Wide Area Network – Public Safety	\$ 13,800
<u>Senior Center Technology Improvements</u>	<u>\$ 10,900</u>
Total:	\$ 70,700

**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

19.023 Order to Reprogram NFR Surplus Funds to SCBA Replacement

*Ordered, that*

surplus funds in the Fire Rescue Department Exhaust System project in the amount of \$15,602 (19303 586913) and surplus funds in the Fire Rescue Department Turnout Gear project \$29,898 (19303 586109) be reprogrammed for the purpose of replacing the Fire Rescue Department's Self Contained Breathing Apparatus for a total of \$45,500.



**City of Northampton**  
MASSACHUSETTS

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*In City Council*

March 21, 2019

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Upon recommendation of the Mayor

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**19.024 An Order for FY2019 Budget Transfers**

*Ordered, that*

the following FY2019 budgetary transfers be and hereby are made:

Department		Description	Org	Object	Transfer From:	Transfer To:
Assessor	PS	Salaries Permanent	11411	511000		7,918
Auditor	PS	Salaries Permanent	11352	511000		2,569
Building	PS	Salaries Permanent	12411	511000		13,715
Central Services	PS	Salaries Permanent	11921	511000		3,141
City Clerk	PS	Salaries Permanent	11611	511000		1,862
Dispatch	PS	Salaries Permanent	12121	511000		11,500
DPW - Administration and Engineer	PS	Salaries Permanent	14211	511000		2,126
DPW - Streets	PS	Salaries Permanent	14221	511000		2,097
DPW = Forestry, Parks & Cemetery	PS	Salaries Permanent	14921	511000		3,557
Health	PS	Salaries Permanent	15111	511000		4,416
Human Resources	PS	Salaries Permanent	11521	511000		1,332
Planning	PS	Salaries Permanent	11751	511000		4,577
Police	PS	Salaries Permanent	12101	511000		801
Recreation	PS	Salaries Permanent	16301	511000		18,122
Senior Services	PS	Salaries Permanent	15411	511000		6,570
Treasurer/Collector	PS	Salaries Permanent	11461	511000		5,588
Veterans	PS	Salaries Permanent	15431	511000		2,819
Reserve for Personnel	PS	Wage Adjustment/Reclass	19491	519700	(92,710)	
<b>Total Budgetary Transfers:</b>						<b>(92,710) 92,710</b>



*City of Northampton  
Community Preservation Committee  
210 Main Street, City Hall  
Northampton, MA 01060*

March 13, 2019

Ryan O'Donnell  
City Council President  
210 Main Street, Room 16  
Northampton, MA 01060

Re: Community Preservation Committee Recommendation for Funding

Chairman O'Donnell and City Councilors,

To encourage greater diversity of applicants for CPA funds, broaden community participation, and make applying less formidable, the Community Preservation Committee developed a 'Small Grants' process for funding requests of up to \$3,000, with a total project cost not to exceed \$6,000. The small grant process was developed to be simpler and less time consuming than the traditional application process, but small grant applicants must still demonstrate their eligibility for funding under the CPA. To expedite the availability of funding, Small Grants Recommendations are provided to City Council as soon as they are complete.

This funding round, meeting, the Community Preservation Committee voted to recommend four Small Grant allocations of \$3,000 each. These recommendations, while small dollar amounts, will have measurable impacts to four diverse projects in recreation, open space, and historic preservation.

Please do not hesitate to contact myself, or Preservation Planner Sarah LaValley with any questions about the projects or if additional information is needed.

Thank you,

Brian Adams  
Chair, City of Northampton Community Preservation Committee

**City of Northampton**  
**MASSACHUSETTS**

*In City Council, March 21, 2019*

*Upon the recommendation of the Community Preservation Committee*

19.027 An Order to Award \$3,000 in CPA Funds to Lathrop Communities for Invasive Species  
Removal

***Ordered, that***

WHEREAS, the Lathrop Communities submitted a Small Grants application for Community Preservation Act funding for continued priority invasive species removal at its Parsons Brook Site, on which the City holds permanent Conservation Restrictions.

WHEREAS, the project will continue to help improve and preserve the health of sensitive habitats in the Parsons Brook watershed, has strong community support, and will leverage private funds and volunteer efforts.

WHEREAS, the project's control and removal of non-native invasive Japanese Barberry, Oriental Bittersweet, Multiflora Rose, Winged Euonymus, Garlic Mustard, will complement City efforts to reduce invasives in critical areas.

WHEREAS, the applicant has welcomed public use of its popular trails, and will increase public knowledge of the trails on the property as part of this project.

WHEREAS, on February 6, 2019, the Northampton Community Preservation Committee, voted unanimously to recommend \$3,000 in Community Preservation Act funds be used to support this project.

**NOW, THEREFORE BE IT ORDERED,**

That \$3,000 be appropriated from Community Preservation Act funding to the Lathrop Communities for the Invasives Removal and Education project. And, that the grantee meets the conditions approved by the Community Preservation Committee, the Mayor, and City Council.

Specifically, \$3,000 is appropriated from the CPA Undesignated Reserve (account #2344930-359930).

**City of Northampton**  
**MASSACHUSETTS**

*In City Council, March 21, 2019*

*Upon the recommendation of the Community Preservation Committee*

19.028 An Order to Award \$3,000 in CPA Funds for Signage Upgrades Project

***Ordered, that***

WHEREAS, the Office of Planning and Sustainability submitted a Small Grants application for upgrades to Conservation area signage at conservation and recreational parcels around the City;

WHEREAS, consistent identification signage for open space areas that are open to the public is necessary to increase awareness of the City's natural and recreational resources;

WHEREAS, many older conservation properties and greenways do not have signage, or have signage that is damaged or deteriorated;

WHEREAS, on February 6, 2019, the Northampton Community Preservation Committee, voted unanimously to recommend that \$3,000 in Community Preservation Act funds be used to support this project.

**NOW, THEREFORE BE IT ORDERED,**

That \$3,000 be appropriated from Community Preservation Act funding to Conservation Area Signage upgrades project. And, that the grantee meets the conditions approved by the Community Preservation Committee, the Mayor, and City Council.

Specifically, \$3,000 is appropriated from the CPA Undesignated Reserve (account #2344930-359930).

**City of Northampton**  
**MASSACHUSETTS**

*In City Council, March 21, 2019*

*Upon the recommendation of the Community Preservation Committee*

19.029 An Order to Award \$3,000 in CPA Funds to Historic Northampton for Historic Textile Preservation Project

***Ordered, that***

WHEREAS, Historic Northampton, Inc. submitted a Small Grants application for Community Preservation Act funding to restore historic dresses and clothing and properly, securely and safely display them at the Museum without risk of damage;

WHEREAS, the Museum's dress and clothing collections include significant items from Northampton's history, many of which were produced or sold in Northampton and are connected to past residents, and are generally not available for public view;

WHEREAS, the project is part of ongoing work by Historic Northampton to make the history of the city more accessible to residents and visitors;

WHEREAS, on February 6, 2019 the Northampton Community Preservation Committee, voted unanimously to recommend that \$3,000 in Community Preservation Act funds be used to support this project.

**NOW, THEREFORE BE IT ORDERED,**

That \$3,000 be appropriated from Community Preservation Act funding to Historic Northampton, for the historic textile preservation project. And, that the grantee meets the conditions approved by the Community Preservation Committee, the Mayor, and City Council.

Specifically, \$3,000 is appropriated from the CPA Historic Reserve (account #2344930-359932)

**City of Northampton**  
**MASSACHUSETTS**

*In City Council, March 21, 2019*

*Upon the recommendation of the Community Preservation Committee*

19.030 An Order to Award \$3,000 in CPA Funds to the ONE Northampton Logo and Signage Project

***Ordered, that***

WHEREAS, the Office of Planning and Sustainability submitted a Small Grants application for creation of a logo and signage for the planned 'ONE Northampton' trail;

WHEREAS, the ONE trail is planned to be an easily identifiable trail connection that encircles the entire City, that will utilize existing trails and connections and some of the City's most scenic areas and population centers;

WHEREAS, a necessary first step of logo creation will help brand the trail and generate interest for a unique community resource;

WHEREAS, on February 6, 2019, the Northampton Community Preservation Committee, voted unanimously to recommend that \$3,000 in Community Preservation Act funds be used to support this project.

**NOW, THEREFORE BE IT ORDERED,**

That \$3,000 be appropriated from Community Preservation Act funding to the ONE Northampton Logo and Signage project. And, that the grantee meets the conditions approved by the Community Preservation Committee, the Mayor, and City Council.

Specifically, \$3,000 is appropriated from the CPA Undesignated Reserve (account #2344930-359930).