



Committee on Finance and the Northampton City Council

*Councilor Gina-Louise Sciarra, Chair
Councilor Marianne L. LaBarge, Vice Chair
Councilor Michael J. Quinlan, Jr.
Councilor John Thorpe*

Online Meeting via Teleconference

Meeting Date: June 4, 2020

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 May 21, 2020

Documents:

[05-21-2020_finance committee minutes.pdf](#)

4. Financial Orders

A. 20.053 An Order To Approve FY2021 General Fund Budget

Documents:

[20.053 an order to approve fy2021 general fund budget.pdf](#)

B. 20.054 An Order To Approve FY 2021 Sewer Enterprise Fund Budget

Documents:

[20.054 an order to approve fy 2021 sewer enterprise fund budget.pdf](#)

C. 20.055 An Order To Approve FY 2021 Water Enterprise Fund Budget

Documents:

[20.055 an order to approve fy 2021 water enterprise fund budget.pdf](#)

D. 20.056 An Order To Approve FY 2021 Solid Waste Enterprise Fund Budget

Documents:

[20.056 an order to approve fy 2021 solid waste enterprise fund budget.pdf](#)

E. 20.057 An Order To Approve FY 2021 Stormwater And Flood Control Enterprise Fund Budget

Documents:

[20.057 an order to approve fy 2021 stormwater and flood control enterprise fund budget.pdf](#)

F. 20.058 An Order To Approve FY2021 Revolving Funds

Documents:

[20.058 an order to approve fy2021 revolving funds.pdf](#)

G. 20.059 An Order Authorizing Acquisition And Establishment Of A Municipal Light Plant

Documents:

[20.059 an order authorizing acquisition and establishment of a municipal light plant.pdf](#)

H. 20.060 An Order To Approve Gift Fund Expenditures For Street And Transportation Sharing

Documents:

[20.060 an order to approve gift fund expenditures for street and transportation sharing.pdf](#)

I. 20.061 An Order To Rescind Borrowing Authority - 2 Votes

Documents:

[20.061 an order to rescind borrowing authority - 2 votes.pdf](#)

5. New Business

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

6. Adjourn

*Contact: G-L Sciarra at glsciarra@northamptonma.gov
or 413-570-3133*



Committee on Finance and the Northampton City Council

*Councilor Gina-Louise Sciarra, Chair
Councilor Marianne LaBarge, Vice Chair
Councilor Michael J. Quinlan, Jr.
Councilor John Thorpe*

On line Zoom Meeting

Meeting Date: May 21, 2020

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 7:52 p.m., Councilor Sciarra called the meeting to order.
2. **Roll Call:** Present were committee members Gina-Louise Sciarra (Chair), Marianne LaBarge (Vice-Chair), Michael J. Quinlan, Jr. and John Thorpe. Also present from the City Council were William H. Dwight, Alex Jarrett, Karen Foster, Rachel Maiore and Jim Nash.
3. **Approval of Minutes From The Previous Meeting**
 - A. **Minutes of May 7, 2020**
Councilor LaBarge moved to approve the minutes of May 7, 2020. Councilor Thorpe seconded. The motion passed unanimously 4:0 by roll call vote.
4. **Financial Orders**
 - A. **20.052 An Order Authorizing Acquisition of Easements for Drainage Improvements on Rocky Hill Road (Route 66)**
Councilor Sciarra read the order.

Councilor Quinlan moved to forward the order with a positive recommendation. Councilor Thorpe seconded.

Office of Planning and Sustainability Director Wayne Feiden explained that when the Ice Pond subdivision was developed, a clever drainage solution was employed. Rather than build a detention pond, developers took advantage of an old ice pond. Whenever it rains, drainage goes to the ice pond and flows to an outlet structure under Route 66. Partly due to climate change, they have been seeing an increased frequency of storms and some of those storms are threatening Route 66.

The design of the pond creates a lot of maintenance challenges for the homeowner's association. With the proposal for improvements, the association would still be in charge of maintenance but their costs would be somewhat reduced. More significantly from the city's standpoint, it would reduce a major threat to Route 66. He referred to a picture included in the packet showing damage to the roadway from the last hurricane.

City Council Committee on Finance Meeting Minutes for May 7, 2020

The city has a program called “Northampton Designs with Nature” in which planners look all over the city for opportunities to take advantage of natural systems to reduce costs due to flooding and undersized drainage pipes. Pipes and levies are necessary and irreplaceable, but there are times when they can use natural systems such as ice ponds to catch water before it enters the pipes. A \$20,000 grant paid for the Ice Pond project’s design and permitting. They worked with the homeowner’s association, which was very excited about it. As part of the process, the city applied for a FEMA grant. They originally thought they had a lot of time, but FEMA wrote them about a month ago to say they were short-listed but needed to give FEMA an easement by June 2nd or they were going to be passed over. This is the reason for the request for two readings.

The transaction was further delayed because the original developers failed to convey an interest in the easement to some of the lot owners as intended. Also, the developer, TCB Hospital Hill, LLC, doesn’t even exist anymore although it is a wholly-owned subsidiary of TCB. The reason for the eminent domain taking instead of an easement acquisition is that the transaction was too complicated for the latter.

They’ve reached everyone at TCB and there are no objections, he confirmed. The homeowner’s association is very excited about it and heard no objections from individual property owners.

As the Ward 4 councilor for six years, she had numerous meetings with Ice Pond residents, Councilor Sciarra attested. This is a concern they’ve had for years for which they’ve been trying to find a solution so she can imagine they’re very excited about this.

Councilor Thorpe said Mr. Feiden answered his question about making sure the fractional share holders were notified.

Councilor Quinlan asked whether the grant would cover all the costs.

There is a local match, Mr. Feiden clarified. The city is not committed to it since it must go through the usual city council approval process. The estimated cost is \$350,000. The grant is \$262,000 with a local match of \$87,000. At least \$17,000 of the match will be met by staff time spent overseeing the grant and it’s their understanding that they should be able to get credit for money already spent through a state grant.

Councilor Jarrett said he noticed the legal description and list of title holders and lien holders was blank in the Order of Taking. He talked to City Solicitor Alan Seewald, who said attorneys were still working on the title search, which is supposed to be completed by Tuesday. It’s a little concerning to sign something when there is no listing of who the city is taking land from, he noted.

As far as the legal description, a surveyed plan was included in the council’s packet, Mr. Feiden pointed out. The metes and bound description is basically taken from the survey. The city sent the attorneys the list of property owners based on Assessor’s office records but, in order to identify the title holders, the title examiner needs to search individual titles to see if an easement was ever officially recorded.

Councilor Nash asked if the parties will be identified prior to councilors signing the document.

Mr. Feiden said he hoped they would be willing to sign without the final list but said they could have it in place if need be. The city has to record the Order of Taking within a week. If they insist on waiting for

names they will certainly honor that. They would be happy to scan and send copies of the full Order of Taking before it is recorded, he said.

Councilor Sciarra called the motion to a vote, and it passed 3:0 with one absent (Councilor LaBarge) by roll call vote.

5. **New Business**

None.

6. **Adjourn:** There being no further business, Councilor Thorpe moved to adjourn. Councilor Quinlan seconded. The motion carried on a roll call vote of 3 Yes, 0 No, one absent (Councilor LaBarge). The meeting adjourned at 7:52 p.m.

Contact: G-L Sciarra @glsciarra@northamptonma.gov or 413-570-3133

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.053 An Order to Approve FY2021 General Fund Budget

Ordered, that

the sum of \$95,444,320 which is the full amount necessary for the Fiscal Year 2021 General Fund Budget (July 1, 2020 to June 30, 2021), be appropriated for the purposes stated, provided that the appropriation for Smith Vocational and Agricultural High School shall be used solely for the purposes of meeting net school spending as defined by the Department of Elementary and Secondary Education and no funds so appropriated shall be transferred to any account or expended for any purpose that would not be included in the calculation of net school spending. To meet this appropriation, \$1,392,873 will be raised and appropriated from Parking Meter Receipts Reserved, \$1,042,826 from Sewer Enterprise Funds, \$577,268 from Water Enterprise Funds, \$83,466 from Solid Waste Enterprise Funds, \$341,407 from Storm Water Enterprise Funds, \$15,776 from Community Preservation Act Administrative Funds, \$20,932 from the Reserve for Police Station Debt Service, \$935,020 from the Fiscal Stability Stabilization Fund and \$91,034,752 will be raised and appropriated.

CITY OF NORTHAMPTON, MASSACHUSETTS
FISCAL YEAR 2021 BUDGET APPROPRIATION ORDER

	Personal Services	Ordinary Maintenance	Other Than Ordinary Maintenance	FY 2021 Total Expenditures
GENERAL FUND				
GENERAL GOVERNMENT				
CITY COUNCIL	140,393	55,500	0	195,893
MAYOR	416,456	16,442	0	432,898
AUDITOR	363,230	5,280	0	368,510
ASSESSORS	189,870	123,350	0	313,220
TREASURER	0	0	0	0
TREASURER/COLLECTOR	377,918	276,435	0	654,353
LEGAL SERVICES	0	275,000	0	275,000
HUMAN RESOURCES	299,684	37,050	0	336,734
INFORMATION TECHNOLOGY	374,370	678,510	0	1,052,880
CITY CLERK / REGISTRAR OF VOTERS	300,243	32,525	0	332,768
PLANNING & SUSTAINABILITY	376,443	59,200	0	435,643
CENTRAL SERVICES	709,046	1,046,160	0	1,755,206
	3,547,654	2,605,452	0	6,153,106
PUBLIC SAFETY				
POLICE	5,950,262	612,316	350,825	6,913,403
PARKING DIVISION - ENFORCEMENT	182,601	12,200	0	194,801
PUBLIC SAFETY COMM CENTER	672,310	49,341	0	721,651
FIRE RESCUE	5,636,486	529,430	210,000	6,375,916
BUILDING INSPECTOR	449,216	26,200	0	475,416
PARKING DIVISION - MAINTENANCE	234,509	269,198	90,000	593,707
	13,125,384	1,498,685	650,825	15,274,894
EDUCATION				
SMITH VOCATIONAL HIGH SCHOOL	0	0	0	9,006,705
SCHOOL DEPARTMENT	0	0	0	32,162,012
	0	0	0	41,168,717
PUBLIC WORKS				
ADMINISTRATION AND ENGINEERING	238,033	34,800	0	272,833
STREET GENERAL HIGHWAY	724,987	383,400	420,000	1,528,387
STREET SNOW AND ICE CONTROL	131,000	369,000	0	500,000
PARKS AND CEMETERIES DIVISION	897,348	272,450	150,000	1,319,798
	1,991,368	1,059,650	570,000	3,621,018
HUMAN SERVICES				
HEALTH DEPARTMENT	348,906	98,710	0	447,616
SENIOR SERVICES	195,412	46,264	0	241,676
VETERANS SERVICES	213,645	655,983	0	869,628
	757,964	800,957	0	1,558,921

	Personal Services	Ordinary Maintenance	Other Than Ordinary Maintenance	FY 2021 Total Expenditures
CULTURE AND RECREATION				
FORBES LIBRARY	1,202,759	188,485	0	1,391,244
LILLY LIBRARY	269,630	81,807	0	351,437
RECREATION	311,681	33,500	0	345,181
ARTS AND CULTURE	65,173	16,250	0	81,423
	1,849,243	320,042	0	2,169,285
DEBT SERVICE				
MUNICIPAL INDEBTEDNESS	0	3,591,700	0	3,591,700
INTEREST ON MUNICIPAL INDEBTEDNESS	0	882,212	0	882,212
	0	4,473,912	0	4,473,912
EMPLOYEE BENEFITS				
CONTRIBUTORY RETIREMENT SYSTEM	6,559,443	0	0	6,559,443
PENSIONS: NON-CONTRIB. & OPEB	332,000	10,000	0	342,000
WORKER'S COMPENSATION	684,360	0	0	684,360
UNEMPLOYMENT COMPENSATION	103,935	10,000	0	113,935
GROUP MEDICAL INSURANCE	11,576,432	15,000	0	11,591,432
LIFE INSURANCE	55,000	0	0	55,000
EMPLOYEE TAXES	942,500	0	0	942,500
UNUSED SICK LEAVE	180,000	0	0	180,000
	20,433,670	35,000	0	20,468,670
CAPITAL PROJECTS & MISCELLANEOUS				
CAPITAL PROJECTS	0	0	0	0
GENERAL LIABILITY FUND	0	76,200	0	76,200
PROPERTY & AUTO INSURANCE	0	309,397	0	309,397
PUBLIC EMPLOYEES LIABILITY INSURANCE	0	70,200	0	70,200
RESERVE FOR PERSONNEL	100,000	0	0	100,000
TRANSFER TO FISCAL STABILITY STABILIZATION FUND	0	0	0	0
TRANSFER TO CAPITAL STABILIZATION FUND	0	0	0	0
	100,000	455,797	0	555,797
TOTAL GENERAL FUND APPROPRIATION				95,444,320
NON-APPROPRIATED USES				
RESERVE FOR ABATEMENTS & EXEMPTIONS		550,000		550,000
OTHER AMOUNTS TO BE RAISED		27,122		27,122
CHERRY SHEET OFFSET RECEIPTS		1,411,645		1,411,645
STATE ASSESSMENTS - CHERRY SHEET		3,641,594		3,641,594
	0	5,630,361	0	5,630,361
TOTAL BUDGET PLAN - GENERAL FUND				101,074,681

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.054 An Order to Approve FY 2021 Sewer Enterprise Fund Budget

Ordered, that

the sum of \$6,177,500 which is the full amount necessary for the Fiscal Year 2021 Sewer Enterprise Fund Budget (July 1, 2020 to June 30, 2021), be appropriated for the purposes stated and to meet said appropriation, \$5,134,674 is to be raised from sewer receipts and \$1,042,826 shall be allocated to indirect costs.

SEWER ENTERPRISE FUND					
Sewer General Sanitary					1,051,250
Sewer Treatment					2,217,734
Sewer Debt					209,235
Sewer Interest					61,804
Sewer Indirect Costs					1,042,826
Sewer Transfer to Capital Projects					1,594,651
Sewer Reserve					-
TOTAL SEWER ENTERPRISE FUND					6,177,500

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.055 An Order to Approve FY 2021 Water Enterprise Fund Budget

Ordered, that

the sum of \$6,945,000 which is the full amount necessary for the Fiscal Year 2021 Water Enterprise Fund Budget (July 1, 2020 to June 30, 2021), be appropriated for the purposes stated and to meet said appropriation, \$6,367,732 is to be raised from water receipts, \$577,268 shall be allocated to indirect costs.

WATER ENTERPRISE FUND					
Water General					2,949,566
Water Debt					1,684,863
Water Interest					262,190
Water Indirect Costs					577,268
Water Transfer to Capital Projects					1,471,113
Water Reserve					-
TOTAL WATER ENTERPRISE FUND					6,945,000

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.056 An Order to Approve FY 2021 Solid Waste Enterprise Fund Budget

Ordered, that

the sum of \$795,326 which is the full amount necessary for the Fiscal Year 2021 Solid Waste Enterprise Fund Budget (July 1, 2020 to June 30, 2021), be appropriated for the purposes stated and to meet said appropriation, \$439,534 is to be raised from solid waste receipts, \$83,466 shall be allocated to indirect costs, and \$272,326 to be made available from the Retained Earnings Balance of the Solid Waste Enterprise Fund.

TOTAL SOLID WASTE ENTERPRISE FUND					
Solid Waste Transfer Station					711,860
Solid Waste Direct & Indirect Costs					83,466
TOTAL SOLID WASTE ENTERPRISE FUND					795,326

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.057 An Order to Approve FY 2021 Stormwater and Flood Control Enterprise Fund Budget

Ordered, that

the sum of \$1,996,486 which is the full amount necessary for the Fiscal Year 2021 Stormwater and Flood Control Enterprise Fund Budget (July 1, 2020 to June 30, 2021), be appropriated for the purposes stated and to meet said appropriation, \$1,655,079 is to be raised from Stormwater and Flood Control receipts and \$341,407 shall be allocated to indirect costs.

Stormwater and Flood Control ENTERPRISE FUND				
Storm Drains				496,415
Flood Control				200,248
Stormwater and Flood Control Debt				35,000
Stormwater and Flood Control Interest				3,850
Stormwater and Flood Control Water Indirect Costs				341,407
Stormwater and Flood Control Transfer for Capital Projects				919,566
Stormwater and Flood Control Reserve				-
TOTAL STORM WATER AND FLOOD CONTROL ENTERPRISE FUND				1,996,486

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.058 An Order to Approve FY2021 Revolving Funds

Ordered that, in accordance with M.G.L. Chapter 44, Section 53 E 1/2 the city shall vote the limit on the total amount that may be expended from each revolving fund established by Chapter 16 of the City Ordinances.

Fund Number	Name of Fund	Annual Spending Limit
2420	Energy and Sustainability Revolving Fund	\$150,000
2416	Hazmat Revolving Fund	\$85,000
2419	DPW Public Works Construction Services Revolving Fund	\$85,000
2408	Senior Services Transportation Revolving Fund	\$100,000
2428	Senior Services Activities Revolving Fund	\$150,000
2433	Senior Services Food Services Revolving Fund	\$90,000
2440	Senior Services Publications Revolving Fund	\$35,000
2406	Athletic League Fees Revolving Fund	\$200,000
2405	JFK Family Aquatic Center	\$120,000
2422	NPS Transportation Revolving Fund	\$200,000
2452	SVAHS Farm Revolving Fund	\$100,000
2435	Tourism Directional Sign Program Revolving Fund	\$10,000
2436	Public Health Nursing Program Revolving Fund	\$30,000
2410	James House Revolving Fund	\$85,000
2439	Sharps Disposal Program Revolving Fund	\$15,000
2442	Fire Alarm Monitoring Program Revolving Fund	\$60,000
2443	DPW Reuse Committee Revolving Fund	\$15,000

City of Northampton

MASSACHUSETTS

In City Council, June 4, 2020

Upon the recommendation of Mayor David J. Narkewicz

O-20.059 AN ORDER AUTHORIZING ACQUISITION AND ESTABLISHMENT OF A MUNICIPAL LIGHT PLANT

WHEREAS, the Mayor and City Council approved a two-phase market study and comprehensive feasibility study of municipal broadband as part of the FY2020-FY2024 Capital Improvement Program; and

WHEREAS, the City of Northampton is about to award a contract for the aforementioned two-phase study; and

WHEREAS, if based on the results of those studies the City of Northampton decides to implement municipal broadband, the city would be required to establish a Municipal Light Plant in accordance with M.G.L. c. 164, § 35; and

WHEREAS, establishment of a Municipal Light Plan under section 35 first requires two separate approval votes of the City Council by a two-thirds majority in two separate fiscal years; and

WHEREAS, in the interest of not unnecessarily delaying a future potential municipal broadband project, it would be prudent to complete the first of those two required approvals in fiscal year 2020 ending June 30, 2020.

NOW, THEREFORE, be it ordered, the City Council authorizes in accordance with the provisions of Chapter 164 of the General Laws and in accordance with the rules, regulations and orders of the Department of Public Utilities and the Department of Telecommunications & Cable, a municipal lighting plant for all purposes allowable under the laws of the Commonwealth, and more particularly for the establishment a municipal broadband system for the City of Northampton. The Mayor is hereby authorized to execute any documents necessary to effectuate this Order.

CITY OF NORTHAMPTON

MASSACHUSETTS

In City Council,

June 4, 2020

Upon the recommendation of the Mayor

20.060 An Order
to Approve Gift Fund Expenditures for Street and Transportation Sharing

Whereas, In three previous orders (April 2001, September 2012, May 2013), City Council authorized the use of the City's Tourism Gift Account for gateway signs and improvements, wayfinding signs, pavement markings, street and multi-use trail furniture and improvements, murals, sculptures, and art installations; and

Whereas, Leveraging funds from a \$10,000 Solomon Foundation grant, the City is working with the Downtown Northampton Association and Florence Civic and Business Association and merchants to explore options for sharing streets to accommodate pedestrian flow, outdoor eating, curbside pickups, and attractive streetscapes that safely support the business community and the larger community.

Ordered that, Northampton City Council in accordance with Massachusetts General Law Chapter 44, Section 53 A (Grants and gifts; acceptance and expenditure) authorizes the expenditure of funds donated by the public, through the existing Tourism Gift Account, to be used for all of the past authorized uses and for street and transportation system sharing.

City of Northampton
MASSACHUSETTS

In City Council

June 4, 2020

Upon recommendation of the Mayor

20.061 An Order to Rescind Borrowing Authority - 2 Votes

Ordered, that

the City Council rescind the following orders because such borrowing authority is no longer necessary:

Order 19.081: \$650,000 of borrowing authority authorized under the loan order approved on June 20, 2019 to acquire land formerly known as the Pine Grove Golf Course as the borrowing authority is no longer needed.

Order 18.159: \$625,000 of borrowing authority authorized under the loan order approved on September 20, 2018 for improvements at the Florence Recreation Fields as the borrowing authority is no longer needed.