



City of Amesbury
Office of the City Clerk
62 Friend St.
Amesbury, MA 01913

City Council Meeting Agenda
City Hall Auditorium, 62 Friend St.
Tuesday, April 12, 2022

7:15 PM or immediately following the Special Finance Committee Meeting

1. Call to Order
2. Pledge of Allegiance – Councilor Hogg
3. Roll Call
4. Act on Minutes – March 8, 2022, March 15, 2022, & March 22, 2022.
5. Mayoral Appointments
 - **2022-037** Appointment of Arthur Levine to the position of member of the Council on Aging Board of Directors for a term to expire April 4, 2025
 - **2022-038** Appointment of Randy Herman to the position of member of the Cultural Council for a term to expire April 4, 2025
 - **2022-039** Appointment of William Messner to the position of member of the Energy Committee for a term to expire April 4, 2025
6. Monthly list of licenses
7. Correspondence
 - President/Vice President Communications
 - Communication from Elected Officials, Boards and Commissions
 - Council Communications, Announcements and Committee Reports
8. Public Comment
9. Council Response to Public Comment
10. Second Readings

Public Hearings:

2022-033 An Order to authorize the transfer of \$116,453 from the FY22 Reserve Fund to the FY22 Fire + Emergency Management operating budget. – Mayor Sponsor

Summary: Ordered that \$116,453 be transferred from the FY22 Reserve Fund which has a current balance of \$153,321 to fund non-budgeted expenses of the FY22 Fire + Emergency Management operating budget.

2022-034 An Order to authorize the Mayor to expend funds not previously approved from a Massachusetts School Building Authority (MSBA) grant to replace the Amesbury Elementary School (AES) with a new building. - Mayor Sponsor

Summary: Council Bill 2021-138 was approved and certified allowing the Mayor to expend this grant from the MSBA up to the amount of \$23,942,384. Upon further review the amount previously approved did not include the maximum amount of reimbursable expenses from owner's contingency as provided in the MSBA grant and therefore the amount should read \$24,466,254.

11. First Readings

2022-040 An Order to change various fees for the City Clerk's Office and to adopt a Schedule of Fees.

Summary: The City of Amesbury recently commissioned a Comprehensive Review of Municipal Fees by the Edward J. Collins, Jr. Center for Public Management. The report dated November 2021 provided the following recommendation: "The Project Team recommends increases in these three fees - Annual Street listing book, Kennels, National Grid pole hearing. Additionally, there are several other new or increased fees proposed, which include Notary Oaths and Notary Services for Non-residents and Genealogy Research." The current fee schedule was last updated in 2008 per Council order 2008-071.

2022-041 An Order to change various Fire Safety Inspection and Permit Fees and to adopt a Schedule of Fees.

Summary: The City of Amesbury recently commissioned a Comprehensive Review of Municipal Fees by the Edward J. Collins, Jr. Center for Public Management. The report dated November 2021 provided the following recommendation: "Raise many/all Fire Department fees, in accordance with MGL Chapter 148 Section 10A, to the maximum allowable in most instances." The current fee schedule was last updated in 2003 per Council order 2003-39.

2022-042 An Order to authorize the transfer of \$66,100.00 from the Library front stair repair capital account (120 0610 5861 01) to pay for engineer's revised drawings and work recommended by the architect's investigative report relative to repairing the compromised North wall at the Amesbury Public Library.

Summary: This order requests a budget transfer in the amount of \$66,100.00 from the Library front stair repair capital account (which has a remaining balance of \$66,100.00) to pay for structural drawings furnished by engineer McBrie, LLC, required to repair the failed lintel at the basement rear emergency door and to facilitate work recommended by architect Raymond T. Guertin in his investigative report. Guertin's investigative report and McBrie's proposal for structural engineering services are attached.

2022-043 An Order to transfer \$15,662.00 from Library Salaries and Wages to Library Expenses.

Summary: This order requests a budget transfer in the amount of \$15,662 from Library Salaries and Wages to Library Expenses in order to replenish the expenses for unexpected costs incurred in FY22. This includes funds to pay for a new cleaning contract awarded at a higher rate and engineer's fees to investigate compromised lintel and render structural drawings for repair of the masonry arched lintel above the emergency exit door in the lower level.

2022-044 An Order to approve and accept a historic preservation restriction on property located at 5 Sparhawk Street and to authorize the Mayor to execute said restriction on behalf of the City.

Summary: The Planning Board approved an Application for Site Plan Review and a Special Permit for property located at 5 Sparhawk Street, Amesbury on June 28, 2021 (said approval recorded with the Essex South Registry of Deeds in Book 40238, Page 513.) The Planning Board required that a historic preservation restriction be prepared and recorded for the church at the property, known as the "Holy Family Parish Convent," described in a deed recorded with said Registry in Book 40277, Page 413. The convent was constructed in 1885 in the Panel Brick style; the architect is unknown. The intent of this Order is to obtain the authorization of the City Council to acquire the historic preservation restriction, and authorize the Mayor to accept the historic preservation restriction.

2022-045 An Order to establish an *Amesbury Street Acceptance Process*.

Summary: When the City approves a subdivision, the roads in the subdivision are commonly accepted by the City. Until now, the City has been using an informal process to guide us in acceptance of streets, and has been shepherded by various departments. This proposed process outlines the specific steps, departments involved and conditions that need to be met before the City Council accepts new streets into the municipal road infrastructure.

2022-046 An Order to authorize the Mayor to accept and expend a FY22 Firefighter Safety Equipment Grant from the Department of Fire Services (DFS)

Summary: This grant from DFS in the amount of \$15,944.79 will be used to purchase the following approved firefighter safety equipment: Hoses, Nozzles, and Valves

2022-047 An Order to authorize the Mayor to accept and expend a grant from the Massachusetts Cultural Council for FY 2022.

Summary: The Massachusetts Cultural Council has allocated \$10,600.00 from the FY 2022 Local Cultural Council funds to the Amesbury Cultural Council's local fund.

2022-048 An Order to authorize the Mayor to accept and expend a FY2021 Community Development Fund Grant from the Massachusetts Community Development Block Grant (CDBG) Program.

Summary: This Community Development Fund grant (up to \$679,020) will be used for: Housing Rehabilitation: \$435,000, Public Social Service: \$139,800, General Administration: \$104,220.

2022-049 An Order to transfer \$3,200.00 from Administration & Finance Salaries & Wages to Administration & Finance Expenses.

Summary: This order requests a budget transfer in the amount of \$3,200.00 from Administration & Finance Salaries & Wages to Administration & Finance Expenses to replenish the expense appropriation for consulting services performed by the previous CFO while the position was vacant, pending the hiring of a new CFO.

2022-050 An Order to authorize the transfer of \$10,350 from the General Fund to the Conservation Commission Receipts Reserved Fund.

Summary: This order requests a budget transfer in the amount of \$10,350 from the General Fund to the Conservation Commission Receipts Reserved Fund. These funds are prior year receipts that were incorrectly posted to the General Fund instead of the Conservation Commission Receipts Reserved Fund for conservation permits/fees.

12. Adjournment



April 5, 2022