

FINANCE COMMITTEE MINUTES

3-30-21 AT 5 PM

ZOOM

The meeting was called to order by Chairman Figy at 5 PM. In attendance was Committee member Councilor Bridget Matthews-Kane. Councilor Richard K. Sullivan, Jr was absent. Also, in attendance were Fire Chief Patrick M. Egloff, City Treasurer Matthew Barnes, Peter Cowles of the IT Department and Marisa Colon, scribe for the Finance Committee.

Pursuant to Governor Baker's March 12, 2020 Order suspending certain provisions of the Open Meeting Law GLC 30 (a) sect 20 and the Governor's March 15, 2020 Order imposing strict limitations on the number of people that may gather in one place. This meeting of the Westfield City Council's Finance Committee will be conducted via remote participation. Specific information can be found on the website at www.cityofwestfield.org. For this meeting members of the public who wish to listen to the meeting may do so by turning to Channel 15 or Channel 12 or online at www.westfieldtv.org or online at [YouTube.com/westfieldcommunityprogrammingchannel](https://www.youtube.com/westfieldcommunityprogrammingchannel). No in person attendance of members of the public will be permitted but every effort will be made to ensure that the public can adequately access the proceedings in real time via technological means. In the event that we are unable to do so, despite our best efforts, we will post on the city's website an audio recording transcript or other comprehensive record of the proceedings as soon as possible after the meeting.

Councilor Matthews-Kane made a motion, seconded by Councilor Figy, to APPROVE the acceptance of Finance Committee minutes from March 2, 2021 and from March 17, 2021. There were no objections or amendments to the minutes. The motion passed 2-0 with Councilors Figy and Matthews-Kane voting YES.

Chairman Figy asked if anyone from the public would like to speak to during public participation. There was no one from the public in attendance.

Councilor Matthews-Kane made a motion, seconded by Councilor Figy, to ACCEPT the grant in the amount of \$4,820 from the First Responder Naloxone Grant from the Massachusetts Department of Public Health to the Fire Department.

Chief Patrick Egloff of the Westfield Fire Department, explained that this year the Westfield Fire Department was awarded \$4,820 from the First Responder Naloxone Grant. The Westfield Fire Department seeks the Narcan Grant through the Commonwealth of Massachusetts annually for several reasons. As everyone's aware, there has been an ongoing epidemic of Opioid abuse and Westfield has not been left out of this health crisis. Whenever there is a surge in calls, it is taxing on the city's emergency medical system thus causing an increase of supplies being used on Opioid related calls. With this grant the Westfield Fire Department cannot only order Naloxone through the state but medical supplies, specifically airway supplies, to care for patients. Last year's grant monies were used to purchase technologically advanced CPR training mannequins to train and monitor the performance levels of the department members while conducting basic life support training. The grant is essential to the Westfield Fire Department to help augment the cost of the increase in calls due to the Opioid

epidemic. Councilor Matthews-Kane asked how many years has the WFD received this grant? Chief Egloff replied that he believes for the past 3 or 4 years but he will email her with a definitive answer. The grant requires no match from the city. The motion passed 2-0 with Councilors Figy and Matthews-Kane voting YES.

Councilor Matthews-Kane made a motion, seconded by Councilor Figy, to APPROVE an appropriation of \$300,000 from Stabilization Account to the Stabilization Reserve for debt decline.

Treasurer, Matthew Barnes, explained that every year the general fund debt service on the budget is a certain number, which is usually at approximately \$7,000,000 for the City of Westfield. As the debt declines, money should be placed into the Stabilization Reserve account. The reason is if the money that is budgeted is used for operating costs and should a new project come on, such as the Franklin Ave school project, the city would have to make up for that shortfall that was used for operating costs. Essentially, the city would have to find that money to fund that debt as it approaches the \$7,000,000 mark. The \$300,000 could have been budgeted last year but based on not knowing where we would be with Covid and not knowing how State revenue would come out, it was decided that we would wait until later on in the year. The money that was appropriated and voted on in December could have been less by the \$300,000 had it been put in the original budget and that is why it should come out of the Stabilization number instead of Free Cash. Councilor Figy summarized that the purpose is to keep the line item in the annual budget for bond expenses the same. Yes, the total between the principal paid on the long term debt, the long term interest and the debt decline, would be good to keep it around \$7,000,000. Any difference would go towards the debt decline stabilization account. The motion passed 2-0 with Councilors Figy and Matthews-Kane voting YES.

The Finance Committee members discussed and agreed that the next Finance Committee meeting date will be held Tuesday, April 13th at 5 PM. Chairman Figy stated the Water Department Bond will be on the agenda. Also, he stated that questions pertaining to the bond shall be submitted in writing from the Councilors no later than April 5th.

Councilor Matthews-Kane made a motion to adjourn, which Councilor Figy seconded. The motion passed 2-0 with Councilors Figy and Matthews-Kane voting YES.

The Chair adjourned the meeting at 5:10 PM.

Respectfully submitted

Marisa Colon, Scribe of the Finance Committee