



MEETING OF CITY COUNCIL
FINANCE COMMITTEE OF THE WHOLE
TELEPHONE CONFERENCE
WESTFIELD, MASSACHUSETTS
JUNE 14, 2021 AT 6:00 PM

Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the City of Westfield Finance Committee will be conducted via remote participation. Specific information can be found on the City of Westfield website at www.cityofwestfield.org. For this meeting, members of the public who wish to listen to the meeting may do so by tuning into Channel 15 or Channel 12 or online at westfieldtv.org or online at Youtube.com - Westfield Community Programming Channel. 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 best efforts, we will post on the City's website an audio recording, transcript, or other comprehensive record of proceedings as soon as possible after the meeting.

Access information for the meeting is as follows:

Join Zoom Meeting

<https://cityofwestfield-org.zoom.us/j/85334226242?pwd=dFNlRmVpUVZYY2lVRVl3c2NlRlpxdz09>

Meeting ID: 853 3422 6242

Passcode: MFp=@+g2

Dial by your location

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Meeting ID: 853 3422 6242

Passcode: 53818351

The meeting was called to order at 6:00 PM by President Bean.

The Clerk called the roll. All thirteen Councilors were present.

Fiscal Year 2022 Budgets

June 14, 2021 6:00PM

Airport	Vote
IT Department	Vote
Personnel/payroll	Vote
Emergency Dispatch	Vote
Enterprise Funds	
Sewerage/Wastewater	Vote
Sewer	Vote
Water	Vote
Stormwater	Vote
PEG	Vote

The Airport Department was the first budget to be heard. Airport Director Chris Willenborg was present to represent the department. He presented a powerpoint presentation highlighting that the Airport encompasses over 1,200 acres of land, there are 3.5 million square feet of airfield pavement, there are over 650 airfield lights and 85 signs, there are over 600 acres of grasslands and the Airport has seven full time employees. The Airport Economic indicated that there are 2,100 direct/indirect jobs with a total economic output of \$236 million. There are several FAA and MassDOT funding projects for infrastructure and several grants awarded to the airport. And, \$153,578.85, from previous closed out capital projects, was reallocated to Free Cash in FY21. The Airport Director then reviewed each line item of the budget and informed the Council that included in the budget is funding for a new personnel position. Councilor Sullivan asked what the ballpark figure is for the amount of revenue that was generated from the Airport. The Airport Director replied that from direct income and taxes a little over one million dollars and that the Airport would have had a net revenue of \$200,000.00 but due to a \$300,000.00 runway repair the Airport will be \$100,000.00 short of being self sustainable. Councilor Adams questioned who controls the runway security. The Airport Director replied that it is a cooperative effort between the City and Mass Aeronautics. Councilor Onyski thanked the Airport Director and his entire staff for working hard to apply and receive federal and state money. Councilor Allie questioned the airport land reuse project. The Airport Director informed the Council that the land that was taken for the noise mitigation program will start to be reused for uses that are compatible with the residential area. Councilor Morganelli questioned why the supplies account tripled. The Airport Director replied that gas costs have increased and that the 22 ft heads on the sweeper are worn down and have not been replaced in a couple of years. Councilor Morganelli informed the Council that he will vote no on budgets due to the format of the hearings. Councilor Burns questioned the status of the Air National Guard gate. The Airport Director replied that there is movement on it. He is working with the MassDOT and Air National Guard and the Engineering Department. It's at about the 30% completion point. Councilor Mello questioned if there is a local match for the gate. The Airport Director responded that there is no local match. It is 100% funded by the Governor's Military Task Force. Councilor Flaherty informed the Council that he supports adding the personnel position but that he will be a no vote due to the budget hearings format. Councilor Matthews-Kane questioned the budget item relative to the bathroom renovation. The Airport Director informed the Council that the renovation is for the public bathroom that has not had any work done on it since 2007. The dividers and counters need to be replaced. Councilor Flaherty questioned if the current restaurant located in the airport is paying taxes. The Airport Director responded that they are paying taxes. They are exceeding their agreement by being open 7 days a week and they are looking into serving brunch soon on the weekends which is part of the agreement.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the Airport Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next budget hearing was for the IT department. IT Director Lenore Bernashe was present to represent the department. She informed the Councilors the IT department provides and maintains all of the technical, communications and computing solutions for the City and Schools. She reviewed FY2021 highlights of the department as follows: coordinated cyber security training for employees, handled over 7,000 service desk management requests and over 900 repair requests for Chromebooks, migrated a new City email platform, maintained phone system, expanded security cameras for City and schools, provide support for remote students and employees. She informed the Council that for FY22 the IT department will focus on strengthening the team's skill sets and increase remote access needs. Projects for the department include update of City's webpage, additional disaster recovery solutions, MUNIS upgrade, regionalization project with Public Safety Communications, evaluation and replacement of City and School WiFi solution. She informed the Council that she is requesting a new assistant's position and a new tech position. The purchase of services is going up a little for the increase to the MUNIS program and radio system maintenance. Councilor Bean questioned the IT's involvement with the Westfield Gas & Electric Whip City fiber and security. Ms. Bernashe informed the Council that the IT department works well with Westfield Gas & Electric and they provide internet connection. Councilor Flaherty informed the Council that the IT department is historically underfunded and agrees with the additional staff, but will vote no due to the process. Councilor Morganelli questioned the in-state travel amount. Lenore informed the Council that if the MUNIS conference is held this year she will move the money to out-of-state travel.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the IT Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next budget hearing was for the Personnel/Payroll Department. Personnel Director Robert Bishop was present to represent the department. He informed the Council that there were not a lot of changes in the budget for FY22. The biggest change was that an Assistant Personnel Director has been added the budget. A major project for the department for FY22 is to develop a new personnel manual as the current one is 20 years old. There is an increase in continuing ed and he informed the Council that he would like to see more certification training for employees. Councilor Flaherty agreed that certification training is needed.

Upon motion of Councilor Matthews-Kane, it was

VOTED: That the Personnel Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

Upon motion of Councilor Matthews-Kane, it was

VOTED: That the Payroll Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next budget hearing was for the Public Safety Communications department (emergency dispatch). Public Safety Communications Director Nina Barszcz was present to represent the department. She informed the Council that the department provided 24/7 staffing for police, fire and EMS emergency calls and that the department handled 43,000 calls in the previous fiscal year. An increase for FY22 is the replacement/upgrade of radios. Councilor Adams questioned the impact of the budget when the City partners with Southwick. Nina informed the Council that there will be a drastic increase but that State funding will also increase. Councilor Flaherty informed the Council that he is happy that Southwick will be joining Westfield's dispatch. Councilor Mello questioned the change in the overtime number. Nina explained that it increased due to contractual obligations. Councilor Onyski informed the Council that the Legislative and Ordinance Committee is working on the regionalization with Southwick.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the Public Safety Communications Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next budgets to be reviewed were the Enterprise funds. The first one was the Sewer and Wastewater department. Acting DPW Director Fran Cain was present to represent the department. He informed the Council that the salary increases are due to contractual obligations. He reviewed all the line items of the budget that had little to no changes. Councilor Flaherty questioned the I & I charges. Councilor Figy informed the Council that the I & I topic is a conversation for another time and should not be part of the budget discussion.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the Sewer and Wastewater Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next Enterprise fund was for the Sewer department. Acting DPW Director Fran Cain was present to represent the department. He informed the Council that salary increases are contractual. There are increases in In-State travel due to increases for EZPass, there is increase for severance due to a retirement. Councilor Morganelli questioned the increase for boot reimbursement. Fran informed the Council that it's a contractual obligation.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the Sewer Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No

William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next Enterprise fund was for the Water department. Acting DPW Director Fran Cain was present to represent the department. He informed the Council that salary increases are contractual. There is an increase for severance due to a retirement. Councilor Sullivan questioned if the collections matched the budget. Fran informed the Council that it did balance out. Councilor Sullivan questioned if the revenues from last years increased water bills, especially Ward 5, exceeded the expected revenues. Ms. Joanna Williams, budget analyst, explained how the bills were generated on a tiered basis. Councilor Burns questioned how a commercial business would be affected with the tiered billing. Fran explained that if they are a big water user their bill will be higher. Councilor Mello questioned if there is any work left to be done on Tekoa Dam and on Western Ave and if that is included in the construction budget. Fran informed the Council that the Phase 2 for Western Ave is part of a bond and that Tekoa Dam has some mop work to be done to tidying up the project which will be a minor amount of money. Councilor Adams questioned if an individual could put a well on their property for watering outside purposes only. Fran informed the Council that it is against the law to have a well on a property that has City water because the well could contaminate the City's drinking water.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the Water Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next Enterprise fund was for the Stormwater department. Acting DPW Director Fran Cain was present to represent the department. He informed the Council that there are no employees. Councilor Beltrandi questioned if the rates collected are being used for stormwater projects. Fran replied that yes the rates are used for stormwater projects.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the Stormwater Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

The next budget hearing was for the PEG account. Peter Cowles, Media Specialist was present to represent the department. He informed the Council the department has come a long way since COVID. There is Channel 15 and 12 as well as a Youtube channel and there have been over 27,000 views, 3,000 hours of viewing and 23,000 subscribers. The mutual agreement with Westfield State University is coming to an end and that money will have to be moved to hourly accounts. The plan is to do a studio at the high school also. Councilor Flaherty requested that all meetings be recorded. Peter informed the Council that meetings that are recorded are on the Youtube channel for viewing. Peter informed the Council that once all meetings are back at City Hall there needs to be wiring done in the meeting rooms for recording. Money in PEG is for government access for public, education and government. Councilor Figy thanked Peter for his many hours he puts in for broadcasting. Councilor Morganelli questioned the cost of the cell phones and why it is needed. Peter informed the Council that the cell phone rate is per the City contract and a cell phone is needed for hotspots when broadcasting. Councilor Mello questioned how many rooms are ready for broadcasting. Peter informed the Council that none right now but has a contingency plan for equipment that is relatively easy.

Upon motion of Councilor Matthews-Kane, it was
VOTED: That the PEG budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	No
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	No
William Onyski	Yes
Richard Sullivan, Jr.	Yes

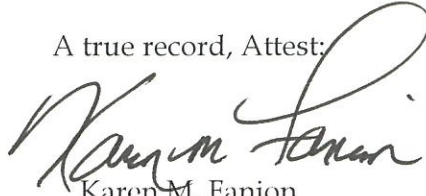
Councilor Figy informed the Council that location for tomorrow night's budget hearings is to be determined based upon the vote of the Legislature in Boston tomorrow. It may be Zoom or it may be back in person at City Hall. He will keep everyone informed.

At 8:29 PM, and upon motion of Councilor Harris, it was VOTED: To ADJOURN.

The vote on the foregoing was as follows:

James Adams	Yes
Dan Allie	Yes
Brent Bean II	Yes
John Beltrandi III	Yes
Michael Burns	Yes
Ralph Figy	Yes
Dave Flaherty	Yes
Cindy Harris	Yes
Bridget Matthews-Kane	Yes
Kristen Mello	Yes
Nicholas Morganelli, Jr.	Yes
William Onyski	Yes
Richard Sullivan, Jr.	Yes

A true record, Attest:



Karen M. Fanion
City Clerk/Clerk of the Council

Presented to the Mayor

For approval

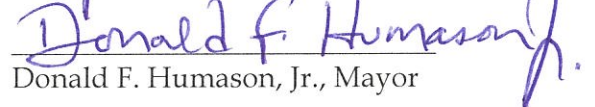
Sept. 29 2021



Karen M. Fanion, City Clerk

Approved by the Mayor

September 29 2021



Donald F. Humason, Jr., Mayor