

City of Marlborough Public Meeting Posting

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2023 MAY 23 AM 10:56

Meeting Name: City Council Finance Committee
Date: May 25, 2023
Time: 7:15 PM or following adjournment of City Council Meeting
Location: City Council Chamber, 2nd Floor, City Hall, 140 Main Street

This meeting will be held in the City Council Chamber. Public attendance is permitted. The meeting will be televised on WMCT-TV (Comcast Channel 8 or Verizon/Fios Channel 34) or you can view the meeting using the link under the Meeting Videos tab on the city's website, home page (www.marlborough-ma.gov).

05-08-2023- Order No.23-1008878: Communication from Mayor Vigeant with Transfer Request in the amount of \$600,500.00 from Reserve for Salaries and Undesignated Fund to FIRE DEPARTMENT PAYROLL accounts to cover contractual obligations for the Fire Department.

05-08-2023- Order No.23-1008879: Communication from Mayor Vigeant with Transfer Request in the amount of \$94,037.90 from Undesignated Fund to Fringes to cover the shortfall in the 1% non-pensionable stipend paid to all city employees.

05-08-2023- Order No.23-1008880: Communication from Mayor Vigeant with Transfer Request in the amount of \$9,102.00 from Undesignated Fund to Substance Abuse Coordinator to fund the position for the remainder of the year.

05-08-2023- Order No.23-1008882: Communication from Mayor Vigeant with request for City Council authorization to set spending limits for the following Revolving Accounts:

Parks and Recreation Revolving Account:	\$1,275,000.00
Council on Aging Revolving Account:	\$ 150,000.00
Public Safety Revolving Account:	\$ 203,000.00
Water & Sewer Revolving Account:	\$ 500,000.00

THE LISTING OF TOPICS THAT THE CHAIR REASONABLY ANTICIPATES WILL BE DISCUSSED AT THE MEETING IS NOT INTENDED AS A GUARANTEE OF THE TOPICS THAT WILL HAVE BEEN DISCUSSED. NOT ALL TOPICS LISTED MAY IN FACT BE DISCUSSED, AND OTHER TOPICS NOT LISTED MAY ALSO BE BROUGHT UP FOR DISCUSSION TO THE EXTENT PERMITTED BY LAW.

The public should take due notice that the Marlborough City Council may have a quorum in attendance due to Standing Committees of the City Council consisting of both voting and non-voting members. However, members attending this duly posted meeting are participating and deliberating only in conjunction with the business of the Standing Committee.

Electronic devices, including laptops, cell phones, pagers, and PDAs must be turned off or put in silent mode upon entering the City Council Chamber, and any person violating this rule shall be asked to leave the chamber. Express authorization to utilize such devices may be granted by the President for recordkeeping purposes.



IN CITY COUNCIL

Marlborough, Mass., MAY 8, 2023

ORDERED:

PAGE 1

That the Transfer Request in the amount of \$600,500.00 from Reserve for Salaries and Undesignated Fund (Free Cash) to Fire Department payroll accounts to cover contractual obligations for the Fire Department, be and is herewith referred to **FINANCE COMMITTEE.**

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
DEPT:		Fire				FISCAL YEAR:		2023	
FROM ACCOUNT:					TO ACCOUNT:				
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$5,089,564.80	\$259,600.00	10000	35900	Undesignated Fund	\$25,449.78	12200001	50334	Battalion Chief	\$74,757.59
		Reason: To fund the ratified Fire Union contract							
\$340,900.00	\$340,900.00	11990006	57820	Reserve for Salaries	\$275,585.94	12200001	50450	Firefighter	\$607,829.56
					\$21,594.50	12200001	50800	Fire Captains	\$68,036.70
					\$41,957.59	12200001	50810	Fire Lieutenants	\$127,851.71
					\$378.55	12200003	51481	OT-Special Services	\$5,759.15
					\$33,566.39	12200003	51300	Additional Gross OT	\$282,561.44
					\$2,462.41	12200003	51324	OT-Vehicle	\$12,458.69



IN CITY COUNCIL

Marlborough, Mass., MAY 8, 2023

PAGE 2

ORDERED:

CITY OF MARLBOROUGH BUDGET TRANSFERS --

DEPT:		Fire		FISCAL YEAR:		2023		
Available Balance		FROM ACCOUNT:		TO ACCOUNT:		Available Balance		
Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	
				\$5,495.92	12200003	51328	Call Fire OT	\$40,638.12
				\$106,378.57	12200003	51920	Sick Leave Buy Back	\$61,035.60
				\$29,936.35	12200003	51490	Holiday	\$92,227.62
				\$7,919.57	12200003	51430	Longevity	\$14,306.10
				\$20,688.89	12200003	51440	Educational Incentive	\$41,800.38
				\$9,339.75	12200003	51450	Night Shift Differential	\$23,420.21
				\$13,348.70	12200003	51480	EMT	\$26,283.91
				\$6,397.09	12200003	51226	First Responder	\$16,223.50
\$600,500.00			Total	\$600,500.00			Total	

ADOPTED

ORDER NO. 23-1008878



4

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
2023 MAY -4 AM 11:15
MAYOR

City of Marlborough
Office of the Mayor

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

Patricia M. Bernard
CHIEF OF STAFF

Meredith Roberts
INTERIM EXECUTIVE
ADMINISTRATOR

May 4, 2023

Council President Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

RE: Transfer request to fund the Marlborough Fire Department's Bargaining Agreement

Honorable President Ossing and Councilors,

I am submitting for your approval a transfer request in the amount of \$340,900.00 from Reserve for Salary and \$259,600 from Free Cash to the Payroll account to cover the contractual obligations for the Marlborough Fire Department's bargaining agreement.

I would like to thank the members of the Marlborough Local 1714 for working collaboratively to reach an agreement.

Patrick Jones and I will be on hand to answer any questions regarding this transfer.

Sincerely,


Arthur G. Vigeant
Mayor

Enclosure

Finance



City of Marlborough
Office of The Comptroller

140 MAIN STREET
MARLBOROUGH, MA 01752

TELEPHONE (508) 460-3731, FACSIMILE (508) 481-5180

Date: April 28, 2023

To: Mayor Arthur Vigeant

From: Comptrollers Department
Patrick Jones, Finance Director / Treasurer

Re: Marlborough Fire Department Bargaining Agreement

The Marlborough Fire Department has settled their July 1, 2021 through June 30, 2024 contractual bargaining agreement. Therefore, I am requesting a transfer in the amount of \$600,500. \$340,900.00 from the Reserve for Salary Account and the remainder of \$259,600 from Free Cash. These dollars are owed as retro pay due the union members for work performed from July 1, 2021 through the remainder of the current fiscal year.

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Fire		FROM ACCOUNT:				FISCAL YEAR: 2023			TO ACCOUNT:	
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance	
\$5,089,564.80	\$259,600.00	10000	35900	Undesignated Fund	\$25,449.78	12200001	50334	Battalion Chief	\$74,757.59	
	Reason:	To fund the ratified Fire Union contract								
\$340,900.00	\$340,900.00	11990006	57820	Reserve for Salaries	\$275,585.94	12200001	50450	Firefighter	\$607,829.56	
					\$21,594.50	12200001	50800	Fire Captains	\$68,036.70	
					\$41,957.59	12200001	50810	Fire Lieutenants	\$127,851.71	
					\$378.55	12200003	51481	OT-Special Services	\$5,759.15	
					\$33,566.39	12200003	51300	Additional Gross OT	\$282,561.44	
					\$2,462.41	12200003	51324	OT-Vehicle	\$12,458.69	
					\$5,495.92	12200003	51328	Call Fire OT	\$40,638.12	
					\$106,378.57	12200003	51920	Sick Leave Buy Back	\$61,035.60	
					\$29,936.35	12200003	51490	Holiday	\$92,227.62	

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT:

Fire

FISCAL YEAR:

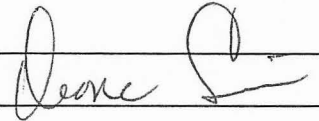
2023

FROM ACCOUNT:

TO ACCOUNT:

_____	_____	_____	_____	_____	\$7,919.57	12200003	51430	Longevity	_____	\$14,306.10
_____	_____	_____	_____	_____	\$20,688.89	12200003	51440	Educational Incentive	_____	\$41,800.38
_____	_____	_____	_____	_____	\$9,339.75	12200003	51450	Night Shift Differential	_____	\$23,420.21
_____	_____	_____	_____	_____	\$13,348.70	12200003	51480	EMT	_____	\$26,283.91
_____	_____	_____	_____	_____	\$6,397.09	12200003	51226	First Responder	_____	\$16,223.50
	\$600,500.00	Total			\$600,500.00	Total				

Department Head signature:



Auditor signature:

Finance Director signature:



IN CITY COUNCIL

Marlborough, Mass., MAY 8, 2023

ORDERED:

That the Transfer Request in the amount of \$94,037.90 which moves funds from Undesignated Fund (Free Cash) to Fringes to cover the shortfall in the 1% non-pensionable stipend paid to all city employees, be and is herewith referred to **FINANCE COMMITTEE.**

CITY OF MARLBOROUGH BUDGET TRANSFERS -									
DEPT:		Finance/Treasurer				FISCAL YEAR:		2023	
FROM ACCOUNT:					TO ACCOUNT:				
Available									Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Balance
\$5,089,564.80	\$94,037.90	10000	35900	Undesignated Fund	\$94,037.90	11990006	51500	Fringes	\$0.00
	Reason:	To fund 1% stipend shortfall							
	\$94,037.90	Total			\$94,037.90	Total			

ADOPTED

ORDER NO. 23-1008879



City of Marlborough Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
2023 MAY -4 AM 11:45

Patricia M. Bernard
CHIEF OF STAFF

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

Meredith Roberts
INTERIM EXECUTIVE
ADMINISTRATOR

May 4, 2023

Finance

Council President Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

RE: Transfer request from Free Cash to fund 1% non-pensionable inflation bonus

Honorable President Ossing and Councilors,

I am submitting for your approval a transfer request in the amount of \$94,037.90 from Free Cash to the Fringe account to cover the one percent, non-pensionable inflation bonus for all employees.

The original Payroll Office calculation was incorrect, as explained in Finance Director Patrick Jones's enclosed letter.

Patrick Jones will be on hand to answer any questions regarding this transfer.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
Office of The Comptroller

140 MAIN STREET
MARLBOROUGH, MA 01752
TELEPHONE (508) 460-3731, FACSIMILE (508) 481-5180

Date: April 28, 2023

To: Mayor Arthur Vigeant

From: Comptrollers Department
Patrick Jones, Finance Director / Treasurer

Re: 1% Non-Pensionable Stipend Transfer Shortfall

I relied on the original estimate supplied to me from our Payroll Department to create the \$700,000 transfer that came before you a couple of weeks back. Once the actual payroll for this stipend was run on Thursday the 27th, I learned that the total amount was short by \$94,037.90 due to information being miscommunicated. Therefore, I am requesting a transfer from Free cash in the amount of \$94,037.90.

My office takes full responsibility for this miscalculation. We will make every effort to confirm and verify our documentation and work before these kinds of transfers take place again.

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Finance/Treasurer

FISCAL YEAR: 2023

FROM ACCOUNT:

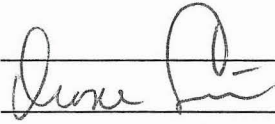
TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$5,089,564.80	\$94,037.90	10000	35900	Undesignated Fund	\$94,037.90	11990006	51500	Fringes	\$0.00
	Reason:	To fund 1% stipend shortfall							
	Reason:								
	Reason:								
	Reason:								
	\$94,037.90	Total			\$94,037.90	Total			

Department Head signature:

Auditor signature:

Finance Director signature:





EARN & DED DETAILED PROOF

Pay Period 04/28/23 To 04/28/23

WARRANT: INFLBO PAYROLL TYPE: CITY P/R

CHECK DATE: 04/28/2023

Employee	Pay Type	Rate	Hrs	Amount	GL Account/Alloc code	Taxes	Other Ded
----------	----------	------	-----	--------	-----------------------	-------	-----------

EARNINGS SUMMARY

PAY TYPE	HOURS/DAYS	AMOUNT	PAY EARNED	ESGROW AMOUNT
954 INFL-BONUS	821.00	794,037.90	0.00	0.00
Total:	821.00	794,037.90	0.00	0.00
Total Employees:	Total Earnings:	794,037.90		



IN CITY COUNCIL

Marlborough, Mass., MAY 8, 2023

ORDERED:

That the Transfer Request in the amount of \$9,102.00 which moves funds from Undesignated Fund (Free Cash) to Substance Use Coordinator to fund the position for the remainder of the year, be and is herewith referred to **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH BUDGET TRANSFERS --									
		DEPT: Board of Health				FISCAL YEAR: 2023			
		FROM ACCOUNT:				TO ACCOUNT:			
Available									Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Balance
\$5,089,564.80	\$9,102.00	10000	35900	Undesignated Fund	\$9,102.00	15120001	50607	Substance Use Coordinator	\$0.00
		Reason: To fund the new position through year-end							
		\$9,102.00	Total		\$9,102.00	Total			

ADOPTED

ORDER NO. 23-1008880



City of Marlborough Office of the Mayor

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR
2023 MAY -4 AM 11:45

Patricia M. Bernard
CHIEF OF STAFF

Meredith Roberts
INTERIM EXECUTIVE
ADMINISTRATOR

Finanz

May 4, 2023

Council President Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

RE: Transfer request to fund Substance Use Prevention Coordinator

Honorable President Ossing and Councilors,

I am submitting for your approval a transfer request in the amount of \$9,102.00 from Free Cash to the Substance Use Coordinator to fund the position for the remainder of the year.

As noted in our FY24 budget and Auditor Diane Smith's enclosed letter, we are waiting for the Legislature to approve a municipal finance rule so the settlement funds can be transferred into a special revenue account that will fund the salary for this position.

Auditor Diane Smith and I will be on hand to answer any questions regarding this transfer.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



CITY OF MARLBOROUGH
Office of the City Auditor
140 Main St.
Marlborough, MA 01752

May 2, 2023

Mayor Arthur G. Vigeant
City Hall
140 Main Street
Marlborough, MA 01752

RE: Substance Use Prevention Coordinator

Enclosed herewith is a transfer request to fund the new position of Substance Use Prevention Coordinator within the Board of Health through year-end. We were hopeful that the 2023 supplemental budget bill filed by Governor Maura Healey that proposed municipal finance rule changes would have been approved by the legislature by now. This would have allowed us to create a special revenue fund for the opioid settlement funds that come into the city and expend related expenditures directly from this fund. As of today, all settlement monies received belong to the general fund.

Please contact me if you should have any further questions regarding this information.

Sincerely,

Diane Smith, CGA
City Auditor

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Board of Health

FISCAL YEAR: 2023

FROM ACCOUNT:

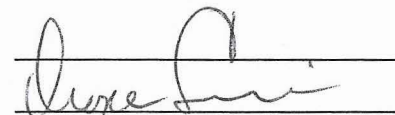
TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$5,089,564.80</u>	<u>\$9,102.00</u>	<u>10000</u>	<u>35900</u>	<u>Undesignated Fund</u>	<u>\$9,102.00</u>	<u>15120001</u>	<u>50607</u>	<u>Substance Use Coordinator</u>	<u>\$0.00</u>
	Reason:	<u>To fund the new position through year-end</u>							
	Reason:								
	Reason:								
	Reason:								
	<u>\$9,102.00</u>	<u>Total</u>			<u>\$9,102.00</u>	<u>Total</u>			

Department Head signature: _____

Auditor signature: _____

Finance Director signature: _____





IN CITY COUNCIL

Marlborough, Mass., MAY 8, 2023

ORDERED:

That the Revolving Fund Spending Limits for the Public Safety Revolving Fund (\$203,000.00), the Parks and Recreation Revolving Fund (\$1,275,000.00), the Council on Aging Revolving Fund (\$150,000.00) and the Water and Sewer Revolving Fund (\$500,000.00) for Fiscal Year 2024, be and is herewith referred to **FINANCE COMMITTEE**.

ADOPTED

ORDER NO. 23-1008882



City of Marlborough Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR
2023 MAY -4 AM 11:46

Patricia M. Bernard
CHIEF OF STAFF

Meredith Roberts
INTERIM EXECUTIVE
ADMINISTRATOR

140 Main Street
Marlborough, Massachusetts 01752
508.460.3770 Fax 508.460.3698 TDD 508.460.3610
www.marlborough-ma.gov

May 4, 2023

Council President Ossing
Marlborough City Council
140 Main Street
Marlborough, MA 01752

RE: FY24 Revolving funds spending limit

Honorable President Ossing and Councilors,

I am submitting for your approval an order to set the spending limits on the City's four revolving funds.

Parks & Recreation Revolving Fund	\$1,275,000.00
Council on Aging Revolving Fund	\$ 150,000.00
Public Safety Revolving Fund	\$ 203,000.00
Water & Sewer Revolving Fund	\$ 500,000.00

We are requesting to increase the Recreation Department's revolving fund from \$350,000.00 to \$1,275,000.00. This fund has accumulated over the last few years and the surplus may be used for future recreation and/or DPW projects.

As you are aware, state law requires that revolving accounts be reauthorized prior to the start of the fiscal year. If reauthorization does not occur, all funds within the revolving account will roll over into the general fund as of July 1, 2024.

I have included year-end financial reports for each account and a draft order for reauthorization.

Please do not hesitate to contact me with any questions or concerns.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



City of Marlborough
Department of Public Works

135 NEIL STREET
MARLBOROUGH, MASSACHUSETTS 01752
TEL. 508-624-6910
*TDD 508-460-3610

SEAN M. DIVOLL, P.E.
COMMISSIONER

MEMORANDUM

Date: May 4, 2023

To: Mayor Arthur G. Vigeant

From: Sean M. Divoll, P.E., Commissioner of Public Works

Re: FY2023 Parks and Recreation Revolving Account Report and Authorization Request
Account No. 26244401-52415

SMD

The Revenue and Expenditures for the Parks and Recreation Revolving Account are as follows:

REVENUE

Balance as of July 1, 2022	\$ 776,672.81
Purchase Order(s) Encumbrance Carry Forward	\$ 0.00
Corrections	(\$28,965.14)
Revenue received between July 1, 2022 And May 3, 2023	<u>\$ 365,513.84</u>
Subtotal	\$1,113,221.51

EXPENSE

Expenses incurred between July 1, 2022 And May 3, 2023	\$ 80,301.98
Expenses from prior fiscal year POs	\$ 10,090.95
Encumbrance Outstanding	<u>\$147,546.27</u>
Available Balance	\$875,282.31

Please see the table below for expense details.

Expenditures		
FY23		
Vendor	Amount	Comments
Home Depot	\$ 2,064.52	General Parks Repair
Quirk Construction Corp.	\$ 3,542.83	Ghiloni Park Dek Hockey
National Lumber	\$14,565.16	Ghiloni Park Barns Reno.
Maki Building Centers	\$28,370.72	Ghiloni Park Barns Reno.
Concord Electric Supply LTD	\$ 2,416.30	Ghiloni Park Barns Reno.
Central Steel Supply	\$ 410.00	Ghiloni Park Barns Reno.
Doors Unlimited	\$ 1,890.45	Ghiloni Park Barns Reno.
East Coast Sealcoating Inc.	\$12,000.00	Stevens Park Futsal Court
Engraveables, Inc.	\$ 5,142.00	Field Dedication Plaques MHS, MMS
Bigelow Nurseries	\$ 9,900.00	MHS Practice Field Trees
Total	\$80,301.98	

Expenditures		
FY22 Purchase Orders		
Vendor	Amount	Comments
Country Club Enterprises	\$10,090.95	Electric Utility Vehicle for Beach
Total	\$10,090.95	

The FY2023 spending limit is \$350,000. For FY2024 we expect the fund balance will increase as follows:

Current Fund Balance:	\$ 875,000
Expected Revenue Through June:	\$ 50,000
FY2024 Expected Revenue:	<u>\$ 350,000</u>
Total	\$1,275,000

With the current fund balance and expected revenues, the fund balance will far exceed the historical spending cap of \$350,000. Therefore, I kindly request we increase the spending limit to \$1,275,000. It is a missed opportunity if the City is limited to a spending cap that is much less than the fund balance.

ORDERED:

That the City Council hereby approves the maximum amount that shall be expended during fiscal year 2024 from each of the revolving funds as established by city ordinance, unless otherwise authorized by City Council and Mayor, as follows:

<u>Revolving Fund</u>	<u>FY2024 Spending Limit</u>
Parks and Recreation Revolving Fund	\$1,275,000.00
Council on Aging Revolving Fund	\$ 150,000.00
Public Safety Revolving Fund	\$ 203,000.00
Water and Sewer Revolving Fund	\$ 500,000.00

ADOPTED
In City Council
Order No. 23-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



City of Marlborough
Council on Aging and Senior Center

40 New Street
Marlborough, Massachusetts 01752
Telephone (508) 485-6492 Facsimile (508) 460-3726

Patricia A. Pope
EXECUTIVE DIRECTOR

May 3, 2023

Mayor Arthur G. Vigeant
City Hall
140 Main Street
Marlborough, MA 01752

Re: Council on Aging/Senior Center Revolving Account Reauthorization

Dear Mayor Vigeant,

Since the authorization of the Revolving Account in October 2015 these funds have been used solely for programing and associated costs at the Senior Center. We are fortunate to be able to offer a tremendous number of different types of programs at the Senior Center to engage as many older adults as possible.

The revenue generated in the Revolving Account represents fees associated with the numerous programs run through the Senior Center. The expenditures represent payment for the instructors, bus trips, office supplies, entertainment along with program supplies and associated food costs.

The Senior Center receives tremendous support from the City for which we are extremely grateful. The spending limit on the Revolving Account of \$150,000.00 allows us to continue to meet our needs at the Center and expand the programing offered to our older adults.

Thank you for your consideration.

Sincerely,

Patricia A. Pope
Executive Director



CITY OF MARLBOROUGH
Council on Aging/ Senior Center
40 New Street
Marlborough, MA 01752
508.485.6492

MEMORANDUM

TO: Mayor Arthur G. Vigeant
FROM: Patricia A. Pope
DATE May 3, 2023
RE: Council on Aging Revolving Account

Pursuant to the provisions of the City Council Order #15-1006306, the revolving account established by this order had income and expenses shown below:

Balance as of 7/1/22	\$	118,489.53
Total revenue generated (7/1/22 – 4/30/23)	\$	57,875.89
Funds expended (7/1/22 – 4/30/23)	\$	104,545.89
Funds transferred out (reimbursements)	\$	95.00
Funds encumbered	\$	0
Current Balance:	\$	71,724.53

Details:

Revenue generated represents fees associated with programs, lunches and classes

Expenditures represent payment for instructors, programs, food costs, dues, transportation costs, and office supplies.



CITY OF MARLBOROUGH
Office of the City Auditor
140 Main St.
Marlborough, MA 01752

April 26, 2023

MEMORANDUM

TO: Mayor Arthur G. Vigeant

FROM: Diane Smith, City Auditor

DS

RE: Public Safety Training Revolving Account

The income and expenditures of the Public Safety Training Revolving account are as follows:

Beginning balance as of July 1, 2022	\$ 86,067.42
Funds received to date	116,869.80
Expenditures to date-	
Police Academy	(22,400.00)
Federal Ammunition	(4,448.70)
Hazardous Materials Training	(5,973.38)
Atlantic Tactical	(7,549.65)
Motorola Portable Radios	(26,813.92)
Jurek Bros Firearms & Holsters	(3,740.00)
Metrowest Drug Task Force	(11,163.90)
Axon Enterprise Cartridges	(9,440.85)
Mass Fire District Training	(1,464.00)
Taser Training	(11,403.39)
Fire Chiefs Assoc FCAM Conference	(2,467.26)
MHQ Municipal Vehicles	<u>(54,430.06)</u>
Subtotal	(161,295.11)
Encumbrances	(17,528.65)
Balance as of April 26, 2023	\$ <u>24,113.46</u>



City of Marlborough
Department of Public Works

135 NEIL STREET
MARLBOROUGH, MASSACHUSETTS 01752
TEL. 508-624-6910
*TDD 508-460-3610

SEAN M. DIVOLL, P.E.
COMMISSIONER

MEMORANDUM

Date: May 3, 2023

To: Mayor Arthur G. Vigeant

From: Sean M. Divoll, P.E., Commissioner of Public Works

Re: FY2023 Water Infrastructure Revolving Account Report and Authorization Request
Account No. 26252601-53020

The FY2023 Revenue and Expenditures for the Water Infrastructure Revolving Account are as follows:

REVENUE

Balance as of July 1, 2022	\$225,300.00
Purchase Order(s)	
Encumbrance Carry Forward	\$0.00
Revenue received between July 1, 2022 And May 3, 2023	<u>\$865,952.00</u>
Subtotal	\$1,091,252.00

EXPENSE

Expenses incurred between July 1, 2022 and May 3, 2023	\$282,766.38
Encumbrance Outstanding	<u>\$200,000.00</u>
Available Balance	\$608,485.62

The FY2023 spending limit is \$500,000. We do not request any change to the spending limit for FY2024.

Please see the table on Page 2 for expense details.

Mayor Arthur G. Vigeant
May 3, 2023
Page 2 of 2

Expenditures		
FY23		
Vendor	Amount	Comments
Aegion Corporation	198,396.12	Sewer Rehabilitation Project
R.H. White Construction	84,370.26	Water Main Repair Related to Project Above
Total	282,766.38	-

THEODORE L. SCOTT, P.E.
ASST. COMMISSIONER, OPERATIONS

CHRISTOPHER S. LAFRENIERE
ASST. COMMISSIONER, UTILITIES

THOMAS DIPERSIO, JR. P.E., P.L.S.
CITY ENGINEER