

CITY OF MARLBOROUGH MEETING POSTING

Meeting Name: City Council Finance Committee
Date: March 1, 2021
Time: 6:30 PM
Location: City Council Chamber, 2nd Floor, City Hall, 140 Main Street

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH

2021 FEB 25 P 3:04

This meeting will be held virtually with Councilors attending in person and/or remotely. **NO PUBLIC ATTENDANCE WILL BE PERMITTED.** This 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 website (www.marlborough-ma.gov).

21-1008202: Transfer Request in the amount of \$370,000.00 from PEG Fund to Cable Trust to fund the FY22 budget for WMCT-TV.

20-1007959: That the City Council review the results of the FY20 abbreviated budget process; and it is further Ordered: That the City Council approve the Massachusetts Department of Revenue Finance Review Recommendation for adopting an abbreviated budget authorization format for all departments for future city budgets. Submitted by Councilors Irish and Ossing

21-1008183: Transfer Request in the amount of \$579,275.76 from Undesignated Fund (Free Cash) to Miscellaneous Mitigation account to be used to finish mitigation costs related to trench repair as noted by City Engineer Thomas DiPersio.

21-1008206: Transfer Request in the amount of \$10,400,000.00 which moves funds from Ballparks and Fields Capital and Undesignated Fund to various accounts as noted on the transfer sheet to fund infrastructure projects as outlined by DPW Commissioner Divoll.

21-1008207: Transfer Request in the amount of \$1,250,101.00 from the Meals Tax Revenue account to fund FY21 bond payments associated with parks and recreation improvements.

21-1008208: Transfer Request in the amount of \$459,600.00 which moves funds from and to various accounts within DPW to fund equipment for the Easterly Wastewater Treatment Plant.

21-1008211: Request to rescind \$4,889,927.00 in various bonds for projects that are either complete or no longer available for bonding due to regulations.

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., FEBRUARY 8, 2021

ORDERED:

Suspension of the Rules requested – granted.

That the Transfer Request in the amount of \$370,000.00 which moves funds from PEG Funds to Marlborough Cable Trust to fund the operation of WMCT for FY2022, be and is herewith referred to **FINANCE COMMITTEE**.

Councilor Ossing read a Disclosure of Appearance of Conflict of Interest into the record.

CITY OF MARLBOROUGH BUDGET TRANSFERS -

DEPT:		Mayor				FISCAL YEAR:		2021	
FROM ACCOUNT:						TO ACCOUNT:			
Available									Available
Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Balance
<u>\$634,764.76</u>	<u>\$370,000.00</u>	<u>27000099</u>	<u>47750</u>	<u>Receipts Reserved-PEG Funds</u>	<u>\$370,000.00</u>	<u>89000</u>	<u>25581</u>	<u>Marlboro Cable Trust</u>	<u>\$0.00</u>
Reason:		<u>To fund WMCTS FY22 Budget</u>							
	<u>\$370,000.00</u>	Total			<u>\$370,000.00</u>	Total			

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 21-1008202



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

Arthur G. Vigeant
MAYOR

Patricia M. Bernard
EXECUTIVE AIDE

Michele A. O'Brien
EXECUTIVE SECRETARY

February 8, 2021

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

RE: Transfer Request to fund WMCT-TV for FY 2022

Honorable President Ossing and Councilors:

I am submitting for your review a transfer in the amount of \$370,000.00 from the Marlborough Public Educational and Government Access Channels (PEG) to fund the Fiscal Year 2022 budget for WMCT-TV.

WMCT-TV has submitted a transfer request to fund its annual budget that is attached. Their total operating budget is \$444,356.42 and the balance will come from the surplus of FY21's budget. The total FY22 operating budget includes \$20,000.00 in capital upgrades.

I will be available along with WMCT Acting Executive Direct Michael Lawton to discuss this request in more detail.

Thank you in advance for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

PEG FEES

8/29/2017 Verizon	\$111,192.81
8/29/2017 Comcast	\$105,212.77
11/7/2017 Comcast	\$104,451.39
11/29/2017 Verizon	\$108,894.94
2/27/2018 Verizon	\$105,934.98
2/27/2018 Comcast	\$102,247.17
2/27/2018 Comcast-franchise	\$3,332.00
4/2/2018 Verizon-franchise	\$3,295.50
5/8/2018 Comcast	\$96,069.98
5/21/2018 Verizon	\$107,727.46
8/23/2018 Comcast	\$95,348.01
8/23/2018 Verizon	\$101,215.51
8/28/2018 Verizon-franchise	\$2,678.62
11/16/2018 Comcast	\$94,728.72
12/4/2018 Verizon	\$97,462.08
12/4/2018 Verizon-franchise	\$5,049.85
2/20/2019 Comcast	\$95,246.35
2/20/2019 Verizon	\$97,007.90
3/4/2019 Verizon-franchise	\$5,026.30
3/25/2019 Verizon-annual fee	\$2,997.00
3/25/2019 Comcast-annual	\$3,208.00
5/17/2019 Comcast	\$92,916.51
5/31/2019 Verizon	\$99,268.12
8/15/2019 Comcast	\$91,956.97
8/15/2019 Verizon	\$96,147.32
10/31/2019 Verizon-franchise	\$4,981.72
11/27/2019 Comcast	\$91,515.93
11/27/2019 Verizon	\$91,540.94
11/27/2019 Verizon-franchise	\$4,743.06
2/19/2020 Verizon	\$90,845.00
2/19/2020 Comcast	\$91,062.00
2/19/2020 Verizon-franchise	\$4,707.00
3/6/2020 Comcast	\$3,039.00
3/26/2020 Verizon	\$2,699.00
5/21/2020 Verizon	\$87,007.22
5/21/2020 Verizon-video	\$19,508.15
5/21/2020 Comcast	\$90,576.12
8/14/2020 Comcast	\$88,411.98
8/31/2020 Verizon	\$82,974.09
8/31/2020 Verizon	\$4,299.18
11/25/2020 Comcast	\$89,038.41
11/25/2020 Verizon	\$81,285.83
11/25/2020 Verizon	\$4,211.69

Total Funding	<u>\$2,761,062.58</u>
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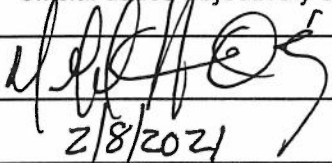
12/18/2017 co#17-1007095A	-\$282,100.00
5/21/2018 co# 18-1007263A	-\$355,519.00
10/15/2018 co# 18-1007352A	-\$254,000.00
3/11/2019 co# 19-1007565A	-\$510,832.30
9/9/2019 co# 19-1007730A	-\$220,000.00
9/23/2019 co# 19-1007751A	-\$30,000.00
3/23/2020 co# 20-1007940A	-\$473,846.52

Total Transfers	<u>-\$2,126,297.82</u>
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Available for future transfers	\$634,764.76
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**DISCLOSURE OF APPEARANCE OF CONFLICT OF INTEREST
AS REQUIRED BY G. L. c. 268A, § 23(b)(3)**

	PUBLIC EMPLOYEE INFORMATION	RECEIVED CITY CLERK'S OFFICE CITY OF MARLBOROUGH 2021 FEB -8 A 11:20
Name of public employee:	Michael Ossing	
Title or Position:	City Councilor	
Agency/Department:	Marlborough City Council	
Agency address:	City Hall, 2 nd Floor 140 Main Street Marlborough, MA 01752	
Office Phone:	(508) 460-3711	
Office E-mail:	citycouncil@marlborough-ma.gov	
	<p>In my capacity as a state, county or municipal employee, I am expected to take certain actions in the performance of my official duties. Under the circumstances, a reasonable person could conclude that a person or organization could unduly enjoy my favor or improperly influence me when I perform my official duties, or that I am likely to act or fail to act as a result of kinship, rank, position or undue influence of a party or person.</p> <p>I am filing this disclosure to disclose the facts about this relationship or affiliation and to dispel the appearance of a conflict of interest.</p>	
	APPEARANCE OF FAVORITISM OR INFLUENCE	
Describe the issue that is coming before you for action or decision.	I am a member of the Marlborough City Council and currently serve as the City Council President. A request has been submitted by the Mayor to the City Council requesting that the Council approve a transfer of \$370,000.00 from the PEG fee account to fund the FY22 budget for WMCT-TV, Marlborough's local access cable station.	
What responsibility do you have for taking action or making a decision?	The above transfer request was on the February 8, 2021 City Council agenda. I will be participating in any Committee discussions as well as voting on whether to approve the transfer request at the full Council meeting.	
Explain your relationship or affiliation to the person or organization.	My wife, Linda Ossing, currently serves on the Marlborough Cable Trust Committee, which oversees expenditures on behalf of the Trust to support cable PEG access services and programming for Marlborough residents, which are provided by WMCT-TV.	
How do your official actions or decision matter to the person or organization?	The PEG fee account was established as a special revenue fund when the City Council voted to accept G.L. c. 44, § 53F¾ in January 2017; see Council Order No. 16/17-1006761A. This account reserves certain cable-related fees and revenues for appropriation to, among other things, support cable PEG access services and programming for Marlborough residents. The pending transfer request, if approved by the Council, would appropriate a total of \$370,000.00 of those funds in order to fund the FY22 budget for WMCT-TV.	

Optional: Additional facts – e.g., why there is a low risk of undue favoritism or improper influence.	
If you cannot confirm this statement, you should recuse yourself.	WRITE AN X TO CONFIRM THE STATEMENT BELOW. <input checked="" type="checkbox"/> Taking into account the facts that I have disclosed above, I feel that I can perform my official duties objectively and fairly.
Employee signature:	
Date:	2/8/2024

Attach additional pages if necessary.

Not elected to your public position – file with your appointing authority.

Elected state or county employees – file with the State Ethics Commission.

Members of the General Court – file with the House or Senate clerk or the State Ethics Commission.

Elected municipal employee – file with the City Clerk or Town Clerk.

Elected regional school committee member – file with the clerk or secretary of the committee.



91 Main Street,
Suite 201,
Marlborough, MA 01752

February 4, 2021

Honorable Arthur G. Vigeant, Mayor
Marlborough Cable Trust
City Hall, 4th Floor
140 Main Street
Marlborough, MA 01752

RE: FY'22 Operating Budget

Dear Mayor Vigeant and members of the Marlborough Cable Trust I am requesting a budget of \$444,356.42 for FY22. This would be a 6.2% decrease from FY21. The reason for the decrease in this year's budget is a result of turnover in personnel.

Thank you for your consideration and please don't hesitate to ask me any questions should they arise.

Sincerely,


Michael Lawton
Interim Executive Director

Budget Summary

Payroll Expenses

\$342,083.62 in personnel, full-time, part-time, freelance, and trustee stipends. This number also includes employer taxes and insurance.

Personnel & Benefits	\$315,083.62
Employer Payroll Taxes	\$23,000
Worker's Comp & Payroll Services	\$4,000

Operating and Administrative Expenses

\$77,772.80 is allocated to operating and administrative expenses.

Materials & Supplies	\$7,100
Contracted Services	\$4,275
Occupancy (Rent, Utilities, Cable, Phone, Internet)	\$63,397.80

Production Expenses

\$20,500 is allocated for production expenses

Small Equipment and gas	\$6,000
Technical Support, Web Development and Outreach	\$14,500

Liability Expenses

\$7,000 is allocated for liability expenses

Directors & Officer Liability Insurance	\$1,200
General Liability	\$5,800

Operating Expenses

Salaries Full-Time		Permanent Full Time				
Salaries with salary increase of up to 3%						
(A)	(B)	(C)				(D)
Name	Title	Yearly Salary				Yearly Salary
		FY '21				FY'22
Michael Lawton	Executive Director	\$94,750.00				\$81,000.00
Vacant	News Director	\$38,000.00				\$36,000.00
Matthew Besachio	Sports Director	\$36,049.52				\$37,131.01
Lindsey Crain	Access Supervisor	\$33,000.00				\$33,990.00
Vacant	Producer/Production Assistant	\$52,000.00				\$33,000.00
Salaries Full-Time Total						\$230,000.00
						Per Mayor's Reque
Salaries Part-Time		Part Time				
Name	Title	Hours/	Hourly	Weeks	Total Salary for	
		Week	rate		Budget Year	
Raeshawn Link	Production Assistant	19	\$15.00	52	\$14,820.00	
WMCT Intern	City Summer Intern	32	\$13.50	8	\$3,456.00	
Freelance					\$1,800.00	
Salaries Part-time Total						\$20,076.00

Operating Expenses

Expenses	Materials and Office Supplies				
Accounting					\$4,000.00
Cable/Internet/Phone					\$6,000.00
Dues & Subscriptions (Chamber of Commerce, Alliance for Community Media)					\$1,300
Legal Expense					\$500.00
Office Supplies					\$2,000.00
Postage					\$100.00
Rent					\$51,397.80
Security					\$350.00
State Tax					\$125.00
Maintenance & Repair					\$1,000.00
Utilities					\$6,000.00
Continuing Education					\$2,000.00
Grand Total Office Expenses					\$74,772.80

Operating Expenses

Expenses				Production		Amount
Gas						\$2,000.00
Small Equipment and Supplies						\$ 4,000.00
Technical Support						\$5,000.00
Web Development						\$5,000.00
Promotion and Outreach						\$3,000.00
Lunch						\$1,500.00
Grand Total Production Expenses						\$20,500.00
Expenses				Liability		Amount
Directors & Officer Liability Insurance						\$1,200
General Liability						\$5,800.00
					Total	\$7,000
Total Operating Expenses						\$ 444,356.42



IN CITY COUNCIL

Marlborough, Mass., _____ MARCH 9, 2020

ORDERED:

That the City Council review the results of the FY20 abbreviated budget process; and it is further Ordered That the City Council approve the Massachusetts Department of Revenue Financial Review Recommendation for adopting an abbreviated budget authorization format for all departments for future city budgets, be and is herewith refer to **FINANCE COMMITTEE**.

(Submitted by Councilors Irish & Ossing)

Background: The City Council approved the abbreviated budget process for FY18 on April 24, 2017 (Order No. 17-1006856A), FY19 on April 23, 2018 (Order No. 18-1007236) and FY20 on April 8, 2019 (Order No. 19-1007618). In its 2006 Financial Management Review of the City of Marlborough, the Massachusetts Department of Revenue recommended that the City adopt several best financial practices including approving the City budget with the salary and expenditure accounts for each department as opposed to the past practice of approving each individual line item. This recommendation was also made in the City's Fiscal Year 2016 audit performed by Roselli, Clark & Associates. Department heads would not be able to add funds to their approved salary or expenditure accounts without City Council approval. The Auditor will provide a summary of all transfers within a department's budget each month to the City Council.

ADOPTED

ORDER NO. 20-1007959

City Council

From: Mike Ossing
Sent: Friday, February 26, 2021 9:29 AM
To: John Irish
Cc: Mike Ossing; Diane Smith; Karen Boule; Mayor
Subject: Abbreviated Budget Order 20-1007959 - Summary of Department Transfers - FY18 to FY21
Attachments: Summary of Department Transfers FY18 to 21.docx

John

In preparation for the Monday March 1, 2021 FINCOM meeting, I would like to submit the attached document to the Councilors that can be discussed as part of Order #20-1007959 (Abbreviated Budget process). The Abbreviated budget process has been supported by the Council since FY18.

As can be seen from the summary table below (details are attached), the following can be concluded:

- The total funds transferred each year continue to decline – Department Managers have improved significantly in preparing/managing their budgets
- The percentage change to the budget for these transfers continues to decline

Additional items to highlight:

- The Massachusetts Department of Revenues recommendation for an abbreviated budget process is a sound recommendation that has proven to be successful
- The Auditor submits the transfers monthly for Council review and there have been no issues with any of the Councilors

Summary FY18 to FY21

Fiscal Year	Total Funds Transferred	Percentage Change to the Budget
FY18	\$1,113,974	.71% change (1,113,974/156,581,522) to the budget
FY19	\$881,050	0.54% change (881,050/162,833,467) to the budget
FY20	\$701,540	0.42% change (701,540/169,023,174) to the budget
FY21*	\$509,865	0.29% change (509,865 /173,983,364) to the budget

- *FY21 information through January 2021

If you concur I will have the information available to the Councilors for the March 1, 2021 FINCOM meeting.

Thanks

Mike

FY21 Department Transfers (Order#20-1007966)

Month	Number Of Transfers	Total Dollars Transferred	Transfer Details
Jul	0	0	• NA
Aug	0	0	• NA
Sep	1	\$24,000	<ul style="list-style-type: none"> • \$7,000 – Head Plant Op Sewer to Int Foreman • \$17,000 – Water Gen Foreman to OT PD S/W
Oct	1	\$20,000	<ul style="list-style-type: none"> • \$20,000 – DPW Parks Foreman to OT
Nov	1	\$13,000	<ul style="list-style-type: none"> • \$13,000 – DPE Parks Foreman to OT (8k) and Interim foreman (5k)
Dec	2	\$22,754	<ul style="list-style-type: none"> • \$8754 – DPW/PF Foreman/EO to ed Incentive and Longevity • \$14,000 – DPW Foreman/Plant ops to OT and Interim Foreman
Jan	7	\$430,111	<ul style="list-style-type: none"> • \$242,504 – FF, Insp, Ast Chief to SLBB and OT • \$16,320 – Ast Fire Chief to CD Director and OT Vehicles • \$342 – Comp PT Mail Clerk to SLBB • \$15,000 – H2O Foreman/Sewer Op to H2O PD and sewer int foreman • \$73,923 – FD FF,Cap, Chief, LT to OT • \$23,522 – DPW/H2O/Swr Fore/EO to SLBB/OT/Int Foreman • \$58,500 – PD Officers/Court to SLBB/OT
Feb			•
Mar			•
Apr			•
May			•
Jun			•
Total	12	\$509,865	0.29% change (509,865 /173,983,364) to the budget

FY20 Department Transfers (Order#19-1007618B)

Month	Number Of Transfers	Total Dollars Transferred	Transfer Details
Jul	0	0	<ul style="list-style-type: none"> • NA
Aug	1	\$8,500	<ul style="list-style-type: none"> • \$8500 from Mayor Exec Aid to Summer Intern
Sep	0	0	<ul style="list-style-type: none"> • NA
Oct	2	\$3,300	<ul style="list-style-type: none"> • \$1800 PD office to kennel services • \$1500 Library pages to Library PT
Nov	4	\$92,100	<ul style="list-style-type: none"> • \$85,000 PD Dispatch and Officers to OT • \$3,000 DPW Jr Eng to OT • \$3,100 Election Programing and Supplies to Printing • \$1,000 PD Office supplies to kennel services
Dec	2	\$7,200	<ul style="list-style-type: none"> • \$5,000 School audit svc to Prop Liability • \$2,200 PD Office supply to Kennel services
Jan	4	77,150	<ul style="list-style-type: none"> • \$1,500 PD Office supply to Kennel • \$3,300 Library Asst Director to Ref Librarian • \$2,000 Bldg Asst Wiring to Asst Plumbing Insp • \$70,350 PD Ed Incen & Officers to Holiday & OT
Feb	4	163,675	<ul style="list-style-type: none"> • \$105,000 EO/Foreman to OT School/ DPW/W/S • \$17,187 Foreman/EO/SLBB to DPW OT • \$1,500 PD Off Sup to Kennel service • \$39,988 DPW Foreman/SLBB/Water to DPW Interim Foreman/H2O OT/Water billings
Mar	1	\$7,968	<ul style="list-style-type: none"> • \$7,968 Plumbing Insp to Asst Plumb Insp
Apr	4	\$188, 502	<ul style="list-style-type: none"> • \$19k School Craftsman to Director 13k/Clerk 6k • \$82,320 Various water, sewer, fleet transfers • \$86,432 FD FF/Captain to OT • \$750 PD Parking Officer to Kennel Services
May	10	\$36,408	<ul style="list-style-type: none"> • \$1026 BOH Nurse to SR Clerk • \$6000 Local Insp to Asst Plumbing • \$1950 Officers to Specialists/Clothing • \$6491 PT Lib Clerks to various Library acct • \$3338 Comp Prin Clerk to Fin Asst/Long/SLBB • \$1227 PD Prin Clrk to Pub Safety Asst • \$876 BOH Asst Sant to Sr Clerk • \$6000 HR Conf to Med Exams • \$7000 Plumb Insp to Asst Plumb Insp • \$2500 BOH Nurse to SR Clerk
Jun	6	123,537	<ul style="list-style-type: none"> • \$5500 Water connection fee to billing • \$500 PD Office to Vehicle Repair • \$18,510 FD Inspector to LT and Batalion salary • \$61,050 DPW/Sewer transfers

			<ul style="list-style-type: none"> • \$3377 PD officers to Holiday pay • \$34,600 PD Court OT/Parking to OT/ACO
Total	38	701,540	0.42% change (701,540/169,023,174) to the budget

FY19 Department Transfers (Order#18-1007236)

Month	Number Of Transfers	Total Dollars Transferred	Transfer Details
Jul	0	0	
Aug	2	\$5662	<ul style="list-style-type: none"> • \$2110 - PD Vehicle to ACO contract • \$3552 - Sewer EWWTP Operator to Int Foreman
Sep	1	\$10,000	<ul style="list-style-type: none"> • \$10,000 - Forestry EO to OT
Oct	4	\$40,400	<ul style="list-style-type: none"> • \$10,000 - Forestry EO to OT • \$4,000 - Local Insp to Asst Plumbing Insp • \$2,000 - Library PT Clerks to Ref Librarians • \$24,400 - Assessor Eval to Prof Tech Services
Nov	3	\$14,060	<ul style="list-style-type: none"> • \$3500 – Ast Wiring Insp to Ast Plumbing Ins • \$10,000 – Streets EO to Streets OT • \$560 – Comp Sr Clerk to Comp Fin Asst
Dec	3	\$42,314	<ul style="list-style-type: none"> • \$13,664 DPW EO Streets to Ed Inc • \$19,405 DPW EO Forrest to Ed Inc, Meals and OT • \$1,745 EO water to Ed Inc and cloths • \$6,000 Pub Fac Foreman to OT • \$1,500 Local Insp to Asst Plumb & Wiring
Jan	1	\$11,020	<ul style="list-style-type: none"> • \$4,649 Jr Eng to Ed Inc and SLBB • \$1,370 Water EO to Water SLBB • \$5,000 Sewer Trt Plnt Op to Sewer OT
Feb	4	\$142,969	<ul style="list-style-type: none"> • \$1,500 Local Insp to Asst Plum & Wire Insp • \$55,600 PD Ed Inc/NSD to OT/Holiday/SLBB • \$2,400 DPW EO to Ed Inc • \$83,469 Swr Asst Comish/DPW Fuels to Swr Int Foreman and DPW Repairs Vehicle
Mar	3	\$13,811	<ul style="list-style-type: none"> • \$311 DPW Jr Eng to Ed Inc • \$5,000 Pub Fac Foreman to OT • \$3,500 BOH Contracts to Supplies • \$5,000 FD FF to OT Vehicles
Apr	5	\$161,170	<ul style="list-style-type: none"> • \$9000 Legal services to Claims • \$25,000 MNT Sch Foreman to Dir, clerk and PT / \$44,000 Water EO to Water GF and OT • \$5000 DPW St EO to OT/ \$500 DPW Admin FA to Clerk/ \$5000 Swr Op to OT/ \$2400 Pub Fac Cust to Craft & Electrician • \$69,000 PD Lt, Srg, Court OT, Long to OT/ \$1070 Long to Crossing Guard • \$200 ZBA to Secretary
May	6	\$161,234	<ul style="list-style-type: none"> • \$22,374 Asst Solicitor to Solicitor • \$66,000 DPW EO to OT • \$1,000 Library PT Clerk to Ref Librarian • \$1,500 City Clerk Prof Service to Advertising

			<ul style="list-style-type: none"> • \$16,000 PD Officers to OT and K9 • \$54,360 FD Insp, CD, Holiday to Lieut & SLBB
Jun	9	\$278,410	<ul style="list-style-type: none"> • \$179 COA Transportation to Office supplies • \$170,000 Pub Fac Elec & Gas to Other Services, phones and school repairs • \$10,123 FD OT to Lieutenant and Fin Assist • \$1,108 Bldg Dept SLBB to Sr Clerk • \$3000 HR Training to Med exams • \$29,500 PD Officers to LT, Sarg and K9 • \$2000 Assessor Pers Prop to Office supplies • \$2500 Comptroller copier to Office supplies • \$60,000 School Nat Gas to School Repairs
Total	41	\$881,050	0.54% change (881,050/162,833,467) to the budget

FY18 Department Transfers (Order#17-1006856A)

Month	Number Of Transfers	Total Dollars Transferred	Transfer Details
Jul	0	0	
Aug	0	0	
Sep	2	\$30,000	<ul style="list-style-type: none"> • DPW Parks - \$10k Equip Ops(EO) to OT • Water dept - \$20k Gen Foreman to Int Foreman
Oct	2	\$47,000	<ul style="list-style-type: none"> • Elections - \$1250 Printing/Supply to Prog • Fire – \$45,675 FF to OT
Nov	2	\$101,000	<ul style="list-style-type: none"> • Fire - \$101,350 FF to OT • DPW Parks - \$164 to cloths
Dec	3	\$118,000	<ul style="list-style-type: none"> • DPW Parks \$10k to OT • FF - \$106,024 FF, Haz mat, Educ, EMT Fire inspector to OT • DPW Streets - \$2368 EO to Longevity, DPW Mnt - \$400 Ed Inc to Longevity
Jan	5	\$135,000	<ul style="list-style-type: none"> • Pub Fac - \$3000 – Cust to OT • Police – \$100,000 Court OT to OT, \$15,000 Nite shift to Holiday • Elections - \$70 Const to Clerk • DPW Parks - \$2000 EO to Int foreman, Sewer - \$7864 Plant Ops to SLBB • Police - \$6791 Police Officers to SLBB
Feb	8	\$115,000	<ul style="list-style-type: none"> • School Int - \$3100 to school int* • Fire - \$95,753 FF, Haz mat, Fire Insp to OT • Elections - \$400 Const to printing • City Clerk - \$3750 Prof Svcs, Office Supplies to Advertising • Police - \$692 Police Officers to SLBB • Police - \$1000 Uniforms to Initial Equip • Pub Fac - \$3000 Cust to OT, \$3847 DPW to SLBB • Sewer - \$7000 OT, EO, GF, Ed Incen to Int Foreman and part time help
Mar	4	\$166,519	<ul style="list-style-type: none"> • Bldg Dept - \$5750 Local Insp to Bldg Commish, \$1489 SLBB to Sr Clerk • Fire - \$125k from FF to OT • Police - \$31,280 from PO to SLBB • Pub Fac - \$3000 Craftsman to OT
Apr	2	\$33,985	<ul style="list-style-type: none"> • HR \$8500 Conf & Off Sup to med exams • DPW/Pub Fac - \$10k Pub Fac craft to OT, \$15,485 DPW Clothing/EO/Fuels to Int Foreman and repair supplies
May	6	\$158,000	<ul style="list-style-type: none"> • DPW water - \$3k EO to Pump Station Operator

			<ul style="list-style-type: none"> DPW Parks - \$15k EO, Streets Foreman, JR Eng to Parks OT, Streets OT and Grade 2 Eng FD – \$5k Ed Incentive to OT Vehicle Sewer debt - \$20k – 2017 to 2009 debt City Health Ins to City Medicare - \$50k PD - \$65k Ed Incentive to OT and holiday
Jun	9	\$209,470	<ul style="list-style-type: none"> Solid Waste to Rubbish - \$100k PD - \$3k From Vehicle Repair to Office Supplies PD - \$370 from longevity to crossing guard Health - \$1200 Contract to office exp PD - \$2.9k from Vehicle to ACO FD - \$1k from paging to Op supplies Health - \$1.5 from contract to office exp DPW - \$70,300 various accounts DPW school & Pub Facilities - \$29,200
Total	43	\$1,113,974	.71% change (1,113,974/156,581,522) to the budget

***This item should have had prior City Council approval. The accounts were corrected in March to reverse the transfers.**

Summary FY18 to FY21

Fiscal Year	Total Funds Transferred	Percentage Change to the Budget
FY18	\$1,113,974	.71% change (1,113,974/156,581,522) to the budget
FY19	\$881,050	0.54% change (881,050/162,833,467) to the budget
FY20	\$701,540	0.42% change (701,540/169,023,174) to the budget
FY21*	\$509,865	0.29% change (509,865 /173,983,364) to the budget

- *FY21 information through January 2021**



Removed from FIC 2/18/21
Append page

IN CITY COUNCIL

Marlborough, Mass., JANUARY 25, 2021

ORDERED:

That the Transfer Request in the amount of \$579,275.76 from Undesignated Fund (Free Cash) to Miscellaneous Mitigation account to be used to finish mitigation costs related to trench repair, be and is herewith referred to the **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH BUDGET TRANSFERS -

DEPT:		DPW		FISCAL YEAR:		2021			
FROM ACCOUNT:		TO ACCOUNT:							
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$15,047,854.00	\$579,275.76	10000	35900	Undesignated Fund	\$579,275.76	31040506	59573	FY20 Streets Reconstruction	\$1,325,323.20
	Reason:	Funds received from Eversource							
	\$579,275.76	Total			\$579,275.76	Total			

Yea: 11 – Nay: 0
Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 21-1008185



City of Marlborough Office of the Mayor

RECEIVED
CITY OF MARLBOROUGH
ARTHUR G. VIGEANT
MAYOR

2021 JAN 21

11:35
Patricia M. Bernard
EXECUTIVE AIDE

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

Michele A. O'Brien
EXECUTIVE SECRETARY

Finance

January 21, 2021

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

Re: Transfer Request – Department of Public Works

Honorable President Ossing and Councilors:

I am submitting for your review and approval a transfer in the amount of \$579,275.76 from the Undesignated Fund, or "Free Cash," to the Miscellaneous Mitigation account.

These funds from Eversource are to be used to finish mitigation costs related to trench repair where the City had planned resurfacing projects as noted in City Engineer Thomas DiPersio's attached memo.

If you have any questions, please contact me or City Engineer Thomas DiPersio.

Thank you for your consideration.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosure



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

Date: January 20, 2021
To: Mayor Vigeant
From: Thomas DiPersio, Jr., City Engineer
Copy: Sean Divoll, Commissioner of Public Works
Re: Transfer of Eversource payments

The City is in receipt of \$579,275.76 from Eversource, for payment of invoices sent from the Engineering Division in 2020. This money has been paid to the City in lieu of completing the final trench repairs on several of their infrastructure projects over the past two years. Through coordination with the Engineering Division, Eversource completed certain projects in areas where the City had resurfacing projects planned. Since the City would be paving the streets, Eversource did not complete their required final trench repairs; and instead the costs to do the final repairs was paid to the City. The funding is to be used for road resurfacing projects, and I am requesting transfer of the funds into a capital bond account 31040506-59573.

I am happy to discuss further if you have any questions.

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

CHRISTOPHER S. LAFRENIERE
ASST. COMMISSIONER, UTILITIES

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

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: DPW

FISCAL YEAR: 2021

FROM ACCOUNT:

TO ACCOUNT:

Available
Balance

Amount

Org Code

Object

Account Description:

Amount

Org Code

Object

Account Description:

Available
Balance

\$15,047,854.00

\$579,275.76

10000

35900

Undesignated Fund

\$579,275.76

31040506

59573

FY20 Streets Reconstruction

\$1,325,323.20

Reason:

Funds received from Eversource

Reason:

Reason:

Reason:

\$579,275.76

Total

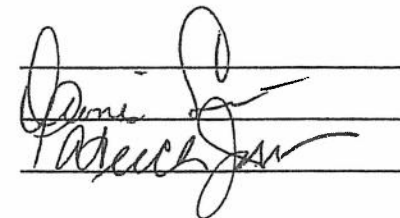
\$579,275.76

Total

Department Head signature:

Auditor signature:

Finance Director signature:



01/20/2021 09:55
6876dsmi

|CITY OF MARLBOROUGH
|G/L ACCOUNT DETAIL

|P 1
|glactinq

Org: 10093 Object: 48001
MISC MITIGATION 100 -00-93-0000-00-0-0000-0-48001

YEAR	PER	JOURNAL	EFF DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM	DESC	COMMENTS
2021	07	304	01/08/2021	CRP	1	3118101		-34,650.00	Y		0	NSTAR DBA EVERSOU		MISC-MITI
2021	06	646	12/24/2020	CRP	1	3114013		-32,313.60	Y		0	NSTAR DBA EVERSOU		MISC-MITI
2021	06	646	12/24/2020	CRP	1	3114012		-27,720.00	Y		0	NSTAR DBA EVERSOU		MISC-MITI
2021	06	646	12/24/2020	CRP	1	3114011		-117,295.20	Y		0	NSTAR DBA EVERSOU		MISC- MIT
2021	06	646	12/24/2020	CRP	1	3114010		-14,810.40	Y		0	NSTAR DBA EVERSOU		MISC - MI
2021	06	390	12/11/2020	CRP	1	3110703		-352,486.56	Y		0	NSTAR GAS/EVERSOU		MISC MIT

Total Amount: -579,275.76

** END OF REPORT - Generated by Diane Smith **



IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 22, 2021

ORDERED:

That the Transfer Request in the amount of \$10,400,000.00 which moves funds from Ballparks and Fields Capital and Undesignated Fund to various accounts as noted on the transfer sheet to fund infrastructure projects as outlined by DPW Commissioner Divoll, be and is herewith referred to the **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Mayor						FISCAL YEAR: 2021			
		FROM ACCOUNT:				TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$4,813,122.94	\$3,000,000.00	27000	33086	Fund Bal-Parks & Fields Capital	\$2,000,000.00	19300006	58305	Cedar Hill Pump Station	\$0.00
	Reason:	_____				FY21 Capital Request			
\$15,047,854.00	\$7,400,000.00	10000	35900	Undesignated Fund Balance	\$1,500,000.00	19300006	58716	Minehan Sewer Install	\$0.00
	Reason:	_____				FY21 Capital Request			
					\$2,000,000.00	19300006	53149	Donald Lynch Blvd Paving	\$0.00
	Reason:	_____				FY21 Capital Request			
					\$3,000,000.00	19300006	55953	Bost Post Rd E Water	\$0.00
	Reason:	_____				FY21 Capital Request			
					\$1,900,000.00	19300006	58312	Mill & Overlay Various	\$0.00
	Reason:	_____				FY21 Capital Request			
	\$10,400,000.00	Total			\$10,400,000.00	Total			

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 21-1008206



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
MAYOR
Arthur G. Vigeant

2021 FEB 18 A 10:55
Patricia M. Bernard
EXECUTIVE AIDE

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

Michele A. O'Brien
EXECUTIVE SECRETARY

February 18, 2021

f/c

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

RE: Transfer Request – for Infrastructure Investments

Honorable President Ossing and Councilors:

Enclosed for your approval is a transfer request in the amount of \$3,000,000.00 from Ballparks and Fields Capital and \$7,400,000.00 from the undesignated fund to be used for infrastructure projects including the mill and overlay street list outlined in Commissioner Sean Divoll's memo enclosed.

In 2020, I worked with Massachusetts Division of Local Services Commissioner Sean Cronin on legislation to allow municipalities some flexibility with revenue funds during COVID and we are taking advantage of this allowance to use funds that we currently have on Capital projects. This will allow us to reduce the amount of borrowing enabling us to continue to manage our debt level and save for future investments.

Thank you in advance for your consideration. Commission Sean Divoll and I will be available for discussion.

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

Date: February 18, 2021
To: Mayor Vigeant
From: Sean M. Divoll Commissioner of Public Works
Copy: Thomas DiPersio, Jr., City Engineer
Re: Budget Transfer Requests - Capital

Attached herewith are budget transfer requests in the amount of \$10,400,000 from available funds to cover costs relative to:

1. Cedar Hill Booster Pump Station	\$2,000,000
2. Minehan Sewer Installation	\$1,500,000
3. Donald Lynch Blvd Paving (Phase 2)	\$2,000,000
4. Boston Post Road East Water Main	\$3,000,000
5. Mill & Overlay Various Streets	<u>\$1,900,000</u>
Total	\$10,400,000



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

Date: February 17, 2021
To: Mayor Vigeant
From: Sean M. Divoll, Commissioner of Public Works
Copy: Thomas DiPersio, Jr., City Engineer
Re: Mill and Overlay Street List

Please see below the list of streets the DPW plans to mill and overlay this construction season. The approximate cost is \$2.5 million.

The two contemplated funding sources are:

- \$1,930,810 from free cash previously identified in a transfer request dated August 20, 2020
- \$579,275.76 from available Eversource funds received in lieu of Eversource completing final trench repair for various projects over the last two years.

2021 Mill and Overlay List

Ripley Ave. Tucker Ave.
Flynn Ave. Teller St.
Donahue Dr. Doucette Dr.
Phelps St. Kenney Ln.
Bellow Cir. Dirado Dr.
Neil St. Zompetti St.
Lambert St.

Please let me know if you have any questions.

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Mayor

FISCAL YEAR: 2021

Available Balance	Amount	FROM ACCOUNT: Org Code	Object	Account Description:	Amount	TO ACCOUNT: Org Code	Object	Account Description:	Available Balance
<u>\$4,813,122.94</u>	<u>\$3,000,000.00</u>	<u>27000</u>	<u>33086</u>	<u>Fund Bal-Parks & Fields Capital</u>	<u>\$2,000,000.00</u>	<u>19300006</u>	<u>58305</u>	<u>Cedar Hill Pump Station</u>	<u>\$0.00</u>
	Reason:	_____				FY21 Capital Request			
<u>\$15,047,854.00</u>	<u>\$7,400,000.00</u>	<u>10000</u>	<u>35900</u>	<u>Undesignated Fund Balance</u>	<u>\$1,500,000.00</u>	<u>19300006</u>	<u>58716</u>	<u>Minehan Sewer Install</u>	<u>\$0.00</u>
	Reason:	_____				FY21 Capital Request			
_____	_____	_____	_____	_____	<u>\$2,000,000.00</u>	<u>19300006</u>	<u>53149</u>	<u>Donald Lynch Blvd Paving</u>	<u>\$0.00</u>
	Reason:	_____				FY21 Capital Request			
_____	_____	_____	_____	_____	<u>\$3,000,000.00</u>	<u>19300006</u>	<u>55953</u>	<u>Bost Post Rd E Water</u>	<u>\$0.00</u>
	Reason:	_____				FY21 Capital Request			
_____	_____	_____	_____	_____	<u>\$1,900,000.00</u>	<u>19300006</u>	<u>58312</u>	<u>Mill & Overlay Various</u>	<u>\$0.00</u>
	Reason:	_____				FY21 Capital Request			
	<u>\$10,400,000.00</u>	Total			<u>\$10,400,000.00</u>	Total			

Department Head signature:

Auditor signature:

Finance Director signature:

[Signature] 2/18/2021
[Signature]
[Signature]



IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 22, 2021

ORDERED:

That the Transfer Request in the amount of \$1,250,101.00 from the Meals Tax Revenue account to fund FY21 bond payments associated with parks and recreation improvements, be and is herewith referred to the **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH BUDGET TRANSFERS --

DEPT: Auditor FISCAL YEAR: 2021

FROM ACCOUNT: TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$4,813,122.94	\$1,250,101.00	27000	33086	Fund Bal-Parks & Fields Capital	\$1,250,101.00	19910009	49715	Transfer-Meal Local Option	\$0.00

Reason: Local options meals tax funding FY21 bond payments associated with parks & fields as per the recap

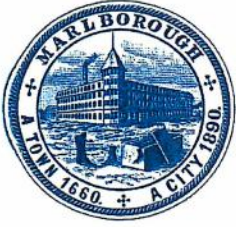
\$1,250,101.00 Total \$1,250,101.00 Total

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 21-1008207



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR

2021 FEB 18 A 10:55

Patricia M. Bernard
EXECUTIVE AIDE

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

Michele A. O'Brien
EXECUTIVE SECRETARY

f/c

5

February 18, 2021

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

RE: Transfer Request – Meals Tax Revenue Account

Honorable President Ossing and Councilors:

Enclosed for your approval is a transfer request in the amount of \$1,250,101.00 from the Meals Tax Revenue account to fund FY21 bond payments associated with parks and recreation improvements.

Thank you for your consideration. Let me know if you have any questions.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures

LOCAL OPTION MEALS TAX

6/30/2014 State Aid	\$60,975.10	May
9/30/2014 State Aid	\$198,618.41	Jun, Jul, Aug
12/31/2014 State Aid	\$202,214.11	
3/31/2015 State Aid	\$197,399.16	
6/30/2015 State Aid	\$197,114.57	
9/30/2015 State Aid	\$223,086.95	
12/31/2015 State Aid	\$218,283.51	
3/31/2016 State Aid	\$221,714.03	
6/30/2016 State Aid	\$214,435.84	
9/30/2016 State Aid	\$232,554.39	
12/31/2016 State Aid	\$225,517.35	
3/31/2017 State Aid	\$218,918.28	
6/30/2017 State Aid	\$226,968.72	
9/30/2017 State Aid	\$237,499.87	
12/31/2017 State Aid	\$235,562.25	
3/31/2018 State Aid	\$231,462.05	
6/30/2018 State Aid	\$264,487.50	
9/28/2018 State Aid	\$266,737.22	
12/31/2018 State Aid	\$266,346.66	
3/26/2019 State Aid	\$280,759.99	
6/30/2019 State Aid	\$268,415.21	
9/30/2019 State Aid	\$283,443.19	
12/31/2019 State Aid	\$283,140.81	
3/31/2020 State Aid	\$279,689.96	
6/30/2020 State Aid	\$140,167.25	
9/30/2020 State Aid	\$184,164.09	
12/31/2020 State Aid	\$202,839.47	

Total Funding	<u>\$6,062,515.94</u>
---------------	-----------------------

10/6/2014 CO# 14-1005915	-\$34,000.00
6/20/2016 CO# 16-1006570A	-\$62,400.00
6/4/2018 CO# 18-1007278A	-\$398,500.00
6/17/2019 CO# 19-1007683A	-\$388,000.00
5/18/2020 CO# 20-1008003	-\$366,493.00

Total Transfers	<u>-\$1,249,393.00</u>
-----------------	------------------------

Available for future transfers	\$4,813,122.94
--------------------------------	----------------

FY21 REVENUE PROJECTIONS

	FY 17 Actual	FY 18 Actual	FY 19 Actual	FY 20 Actual	FY 21 Projection	
MOTOR VECH	\$ 5,606,019.34	\$ 5,605,522.00	\$ 5,639,562.00	\$ 5,338,332.00	\$ 5,300,000.00	Estimate
OTHER EXCISE - Meals	\$ -	\$ 398,500.00	\$ 388,000.00	\$ 366,493.00	\$ 1,250,101.00	Estimate
OTHER EXCISE - Room	\$ 1,661,273.58	\$ 1,772,605.00	\$ 1,835,704.00	\$ 1,555,151.00	\$ 500,000.00	Estimate
OTHER EXCISE - Other	\$ 44,680.00	\$ 52,780.00	\$ 49,100.00	\$ 47,500.00	\$ 47,000.00	Estimate
CANNABIS				\$ 354,565.00	\$ 400,000.00	Estimate
PENALTIES & INTEREST	\$ 567,961.15	\$ 561,424.00	\$ 616,490.00	\$ 529,766.00	\$ 500,000.00	Estimate
LIEU OF TAXES	\$ 323,541.74	\$ 254,195.00	\$ 316,701.00	\$ 211,880.00	\$ 200,000.00	Estimate
CHARGES WATER	\$ 12,735,824.78	\$ 11,900,534.00	\$ 11,326,797.00	\$ 11,214,452.00	\$ 11,606,958.00	3.5% Rate Change
CHARGES FOR SEWER	\$ 11,370,356.48	\$ 10,267,909.00	\$ 10,311,747.00	\$ 10,285,522.00	\$ 10,774,084.00	4.75% Rate Change
FEES	\$ 357,321.78	\$ 357,729.00	\$ 347,163.00	\$ 138,076.00	\$ 135,000.00	Estimate
RENTAL	\$ 273,131.47	\$ 279,389.00	\$ 291,501.00	\$ 286,917.00	\$ 279,900.00	Estimate
DEPT REV. LIBRARIES	\$ 5,059.95	\$ 2,462.00	\$ 4,684.00	\$ 2,579.00	\$ 400.00	Estimate
DEPT REV. CEMETERIES	\$ 69,890.00	\$ 68,080.00	\$ 72,790.00	\$ 80,000.00	\$ 72,000.00	Estimate
OTHER DEPT REV	\$ 137,466.00	\$ 150,588.00	\$ 129,826.00	\$ 155,344.00	\$ 138,200.00	Estimate
LICENSES AND PERMITS	\$ 1,698,488.99	\$ 1,343,207.00	\$ 1,298,260.00	\$ 2,073,494.00	\$ 1,540,000.00	Estimate
FINE AND FORFEITS	\$ 255,508.35	\$ 148,482.00	\$ 135,725.00	\$ 165,835.00	\$ 135,000.00	Estimate
INVESTMENT INCOME	\$ 704,484.58	\$ 874,859.00	\$ 1,311,950.00	\$ 870,984.00	\$ 750,000.00	Estimate
MISC. REV.	\$ 91,640.69	\$ 62,095.00	\$ 43,329.00	\$ 107,907.00	\$ 40,000.00	Estimate
Medicaid Reimbursement	\$ 617,536.80	\$ 585,488.00	\$ 452,664.00	\$ 297,785.00	\$ 295,000.00	Estimate
MISC REV NON RECURRING	\$ 1,125,044.16	\$ 520,958.00	\$ 927,881.00	\$ 1,073,285.00	\$ 405,000.00	Estimate
SUB TOTAL Local Rcpt	\$ 37,645,229.84	\$ 35,206,806.00	\$ 35,499,874.00	\$ 35,155,867.00	\$ 34,368,643.00	
School Construction	\$ 170,309.00	\$ 170,309.00	\$ 170,309.00	\$ 170,309.00	\$ 170,309.00	
CHERRY SHEET	\$ 31,297,581.53	\$ 31,654,072.00	\$ 34,243,957.45	\$ 35,452,790.00	\$ 37,688,627.00	
TOTAL	\$ 69,113,120.37	\$ 67,031,187.00	\$ 69,914,140.45	\$ 70,778,966.00	\$ 72,227,579.00	



IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 22, 2021

ORDERED:

That the Transfer Request in the amount of \$459,600.00 which moves funds from and to various accounts within DPW to fund equipment for the Easterly Wastewater Treatment Plant, be and is herewith referred to the **FINANCE COMMITTEE**.

CITY OF MARLBOROUGH BUDGET TRANSFERS --

DEPT:		Department of Public Works/Public Facilities				FISCAL YEAR:		2021	
FROM ACCOUNT:						TO ACCOUNT:			
Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
\$63,348	\$45,218.00	60081001	50750	Equipment Operator	\$45,218.00	60081004	53174	Contact Services/Lab Te	\$52,350.00
	Reason:	<u>Excess due to vacancy</u>				<u>Servicing of machinery at East Plant</u>			
\$885,475	\$414,382.00	60086006	52935	Solid Waste Disposal	\$351,882.00	14003006	52920	Rubbish Collection	\$192,000.00
	Reason:	<u>Excess due to end of WeCare contract</u>				<u>Reallocating disposal costs to Republic Services</u>			
					\$62,500.00	14003006	52925	Curbside Recycling	\$83,110.00
	Reason:					<u>Due to increased recycling costs</u>			
\$459,600.00	Total					\$459,600.00	Total		

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 21-1008208



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
MAYOR
Arthur G. Vigeant

2021 FEB 18 A 10:55
Patricia M. Bernard
EXECUTIVE AIDE

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

Michele A. O'Brien
EXECUTIVE SECRETARY

February 18, 2021

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

RE: Transfer Request – Department of Public Works

Honorable President Ossing and Councilors:

Enclosed for your approval are two transfer requests totaling \$459,600.00 to fund equipment for the Easterly Wastewater Treatment Plant, reallocating costs from the WeCare solid waste account to the curbside rubbish account and increased tipping fees for recycling.

Commissioner Sean Divoll and I will be available for further discussion if needed.

Thank you in advance for your consideration.

Sincerely,


Arthur G. Vigeant
Mayor

Enclosures

6

F/c



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

Date: February 17, 2021

To: Mayor Vigeant

From: Sean M. Divoll, Commissioner of Public Works 

Re: Budget Transfer Requests

Attached herewith are budget transfer requests in the amount of \$459,600 from available funds to cover costs relative to:

1. Equipment needs at the Easterly Wastewater Treatment Plant
2. Reallocating costs from the WeCare solid waste account to the curbside rubbish account
3. Increased tipping fees for recyclables

CITY OF MARLBOROUGH
BUDGET TRANSFERS --

DEPT: Department of Public Works/Public Facilities

FISCAL YEAR: 2021

FROM ACCOUNT:

TO ACCOUNT:

Available Balance	Amount	Org Code	Object	Account Description:	Amount	Org Code	Object	Account Description:	Available Balance
<u>\$63,348</u>	<u>\$45,218.00</u>	<u>60081001</u>	<u>50750</u>	<u>Equipment Operator</u>	<u>\$45,218.00</u>	<u>60081004</u>	<u>53174</u>	<u>Contact Services/Lab Te</u>	<u>\$52,350.00</u>
	Reason:	<u>Excess due to vacancy</u>						<u>Servicing of machinery at East Plant</u>	
<u>\$885,475</u>	<u>\$414,382.00</u>	<u>60086006</u>	<u>52935</u>	<u>Solid Waste Disposal</u>	<u>\$351,882.00</u>	<u>14003006</u>	<u>52920</u>	<u>Rubbish Collection</u>	<u>\$192,000.00</u>
	Reason:	<u>Excess due to end of WeCare contract</u>						<u>Reallocating disposal costs to Republic Services</u>	
					<u>\$62,500.00</u>	<u>14003006</u>	<u>52925</u>	<u>Curbside Recycling</u>	<u>\$83,110.00</u>
	Reason:							<u>Due to increased recycling costs</u>	

\$459,600.00 Total

\$459,600.00 Total

Department Head signature:

Auditor signature:

Comptroller signature:

[Signature] 2/17/2021
[Signature]
[Signature]



IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 22, 2021

ORDERED:

That the Request to rescind \$4,889,927.00 in various bonds for projects that are either complete or no longer available for bonding due to regulations as outlined below, be and is herewith refer to **FINANCE COMMITTEE.**

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

That the City Council of the City of Marlborough hereby rescinds previously authorized but unissued amounts of the following described loan orders, which are henceforth of no further force or effect:

the \$1,759,927 balance of the \$56,720,000 authorized to be borrowed for the construction and upgrade to the Easterly Wastewater Treatment Plant, duly adopted by order of this Council and approved by the Mayor on August 8, 2011;

the \$3,095,000 balance of the \$3,095,000 authorized to be borrowed for the construction of municipal outdoor recreational facilities, duly adopted by order of this Council and approved by the Mayor on April 10, 2015; and

the \$35,000 balance of the \$110,000 authorized to be borrowed for building maintenance departmental equipment, duly adopted by order of this Council and approved by the Mayor on January 11, 1999.

ADOPTED

ORDER NO. 21-1008211



City of Marlborough
Office of the Mayor

RECEIVED
CITY CLERK'S OFFICE
CITY OF MARLBOROUGH
Arthur G. Vigeant
MAYOR

2021 FEB 18 A 10:55

Patricia M. Bernard
EXECUTIVE AIDE

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

Michele A. O'Brien
EXECUTIVE SECRETARY

February 18, 2021

F/C

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

RE: Rescinding of Bonds

Honorable President Ossing and Councilors:

Please find enclosed for your review an order to rescind \$4.8 million in various bonds and an enclosed order from City Solicitor Grossfield. Also attached are the original appropriations detailing the use.

These bonds are ready to be rescinded either because the projects are complete or as they are no longer available to be bonded due to regulations. The City may not spend the full value on bonds for various reasons, including lower than expected project costs or the use of other funding sources.

Rescinding these bonds will help maintain our financial position by lowering the amount of debt authorized and outstanding. The City's outstanding debt level is one factor that rating agencies review when determining the City's rating on new issuances.

Thanks to the City's financial team's dedication, we continue to secure advantageous interest rates which results in significant savings for our taxpayers.

Sincerely,

Arthur G. Vigeant
Mayor

Enclosures



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

January 29, 2021

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

RE: Rescinding of Bonds

I respectfully request that the City rescind the attached list of bonds totaling over \$4.8 million. These amounts are no longer available to be bonded for the intended projects. The rescinding of the bonds will strengthen the City's position financially by lowering the amount of debt authorized and outstanding.

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

Sincerely,

Diane Smith, CGA
City Auditor

ORDERED:

That the City Council of the City of Marlborough hereby rescinds previously authorized but unissued amounts of the following described loan orders, which are henceforth of no further force or effect:

the \$1,759,927 balance of the \$56,720,000 authorized to be borrowed for the construction and upgrade to the Easterly Wastewater Treatment Plant, duly adopted by order of this Council and approved by the Mayor on August 8, 2011;

the \$3,095,000 balance of the \$3,095,000 authorized to be borrowed for the construction of municipal outdoor recreational facilities, duly adopted by order of this Council and approved by the Mayor on April 10, 2015; and

the \$35,000 balance of the \$110,000 authorized to be borrowed for building maintenance departmental equipment, duly adopted by order of this Council and approved by the Mayor on January 11, 1999.

ADOPTED

In City Council
Order No. 21-
Adopted

Approved by Mayor
Arthur G. Vigeant
Date:

A TRUE COPY
ATTEST:



IN CITY COUNCIL

AUGUST 1, 20 11

Marlborough, Mass.,

ORDERED:

Suspension of the Rules requested - granted

That \$56,720,000 (fifty six million seven hundred twenty thousand) dollars is appropriated for the purpose of financing the construction and upgrade to the Easterly Wastewater Treatment Plant including without limitation all cost thereof as defined in Section 1 of Chapter 29C of the General Laws, as most recently amended by ST. 1998, c.78; that to meet this appropriation the Treasurer with the approval of the Mayor and the Auditor is authorized to borrow \$56,720,000 dollars and issue bonds or notes therefore under Chapter 44 Section 8 (15) and/or Chapter 29C of the General Laws, as most recently amended by ST. 1998,c.78; that such bonds or note shall be general obligations of the City unless the Treasurer with the approval of the Mayor and the Auditor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C, as most recently amended by ST. 1998,c.78; that the Treasurer with the approval of the Mayor and the Auditor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C, as most recently amended by St. 1998, c.78; and in connection therewith to enter into a loan agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; that the Mayor is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project and to take any action necessary to carry out the project, be and is herewith **APPROVED**.

Yea: 10- Nay: 0

Yea: Delano, Ferro, Elder, Tunnera, Clancy, Landers, Ossing, Pope, Vigeant & Levy

Absent: Seymour

ADOPTED

In City Council

Order No. 11-1002948A

Approved by Mayor

Nancy E. Stevens

Date: August 8, 2011

A TRUE COPY

ATTEST:


City Clerk



IN CITY COUNCIL

Marlborough, Mass., APRIL 6, 2015

ORDERED:

That the sum of \$3,095,000 (three million ninety-five thousand) dollars be and is hereby appropriated for the construction of municipal outdoor recreational facilities.

That to meet said appropriation, the Comptroller-Treasurer, with the approval of the Mayor, is hereby authorized to issue bonds or notes of the City of Marlborough in the amount of \$3,095,000.

Pursuant to the provisions of Chapter 44, section 7 (25) of the Massachusetts General Laws, as amended, each issue of such bonds or notes shall be payable in not more than fifteen (15) years from its date of issue, be and is herewith **APPROVED**.

Yea: 10 – Abstain: 1

Yea: Delano Page, Tunnera, Irish, Clancy, Landers, Ossing, Pope, Oram & Robey

Abstain: Elder

ADOPTED
In City Council
Order No. 15-1006089-2C

Approved by Mayor
Arthur G. Vigeant
Date: April 10, 2015

A TRUE COPY
ATTEST:


City Clerk



IN CITY COUNCIL

Marlborough, Mass, JANUARY 11, 1999 19

ORDERED:

That the sum of \$110,000 (one hundred ten thousand dollars) be and is hereby appropriated for Building Maintenance Departmental Equipment.

That to meet said appropriations, the Comptroller/Treasurer, with the approval of the Mayor, is hereby authorized to issue bonds or notes of the City of Marlborough in the amount of \$110,000.

Pursuant to the provisions of Chapter 44 Section 7 of the Massachusetts General Laws as amended, each issue of such bonds or notes shall be payable in not more than five (5) years from its date of issue.

Yea: 11 - Nay: 0

Yea: Katz, Langley, Nawrocki, Pope, Evangelous, Oram, Zomar, Hunt, McAllister, Vigeant, Yurkus.

ADOPTED

In City Council

Order No. 98-7845B

Adopted January 11, 1999

Approved by Mayor

William J. Mauro, Jr.

Date: January 14, 1999

A TRUE COPY

ATTEST:

City Clerk