



City Council Budget & Finance Subcommittee Minutes
February 18, 2025, at 6:30 PM
Virtual Meeting

Councilor Stanganelli called the meeting to order at 6:39 PM.

Roll was called and present were: Councilor Frederique, Councilor Redfern, and Councilor Stanganelli

Also Present: Mayor Cassandra Gove, Chief of Staff Ann Marie Casey, Director of Public Works Joe Buckley, Deputy Fire Chief Rob Serino, Superintendent Elizabeth McAndrews, and Administrative Assistant Allie Connolly

Minutes for Approval: Councilor Redfern made a motion to accept the January 21, 2025 minutes as presented. The motion was seconded by Councilor Frederique and passed 3-0.

Communication and Updates: None

Public Comment: None

2025-011 An Order to request the City Council to vote to declare as surplus various municipal vehicles and equipment – **Mayor Sponsor**

- Chief of Staff Ann Marie Casey gave a brief overview of the order.

Councilor Redfern made a motion to return 2025-011 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-012 An Order to request the City Council vote to authorize the Mayor to enter into five-year or less lease purchase Agreements for a new copier.- **Mayor Sponsor**

- Chief of Staff Ann Marie Casey stated the copier would be used by all offices at 68 Elm St. The current copier is 5 years old and not working efficiently.

Councilor Redfern made a motion to return 2025-012 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-013 An Order to transfer \$4,550.00 from Conservation Commission Personal Services to Conservation Commission Other Expenses.- **Mayor Sponsor**

- Chief of Staff Ann Marie Casey explained that these funds were to be used to cover the consulting expenses for John Lopez who has been assisting onboarding the new Conservation Agent Amanda Armington.

Councilor Redfern made a motion to return 2025-013 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-014 An Order to authorize the Mayor to accept and expend a grant in the amount of

\$18,989.00 from the Executive Office of Public Safety and Security and the Department of Fire Services (DFS) FY 2025 Firefighter Safety Equipment Grant Program. - **Mayor Sponsor**

- Deputy Fire Chief Rob Serino explained that the funds would be used to replace gear that is three years out of date. He anticipates another round of gear requests in a month or so.
- Councilor Redfern asked if there was a match on this grant, Rob Serino answered that there is not.
- Councilor Stanganelli asked if there was a general time frame for how often the gear should be rotated. Rob Serino answered the general rule of thumb is two sets of gear every 10 years.

Councilor Redfern made a motion to return 2025-014 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-015 An Order to authorize the Mayor to accept and expend a FY25 Legislative Earmark Grant Award from the Commonwealth of Massachusetts in the amount of \$50,000.00 for lighting improvements in the downtown region of the city. – **Mayor Sponsor**

- Mayor Kassandra Gove talked about how these funds would be used to replace the lighting features on the waterfall downtown.

Councilor Redfern made a motion to return 2025-015 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-016 An Order to authorize the Mayor to enter into an intermunicipal agreement pursuant to the provisions of MGL CH.40 § 4A for the provisions of participation in the Public Health Excellence (PHE) for Shared Services Grant from the Massachusetts Executive Office of Health and Human Services Department of Public Health. – **Mayor Sponsor**

- Chief of Staff Ann Marie Casey gave a brief overview of the order, she stated that KP Law has already reviewed this.
- Councilor Stanganelli asked if there was a budget summary report of what the funds have been used for in the past, Ann Marie Casey said she would prepare this for the next City Council Meeting.

Councilor Redfern made a motion to return 2025-016 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-017 An Ordinance to amend the Amesbury Code of Ordinances by inserting therein Chapter 397, entitled “Outdoor Dining Ordinance”, to regulate the temporary private use of City-owned property and establish a usage fee schedule therefor. – **Mayor Sponsor**

- Chief of Staff Ann Marie Casey gave a brief overview of the order and stated that KP Law and the Technical Review Commission has already reviewed this order.
- Councilor Redfern asked if this order has been shared with the Chamber of Commerce, Ann Marie Casey and Mayor Kassandra Gove said they intended to and will follow up with the Chamber and the Director of OCED Nick Cracknell.
- Councilor Redfern asked if the administration had heard any concerns from business owners. Mayor Kassandra Gove anticipates that the business will not be surprised there is a usage fee but they may be displeased with the cost.
- Councilor Redfern asked if the fees were 100% set in stone. Mayor Kassandra Gove said they are not 100% set. Conversation continued about wanting to get input from the Chamber of Commerce and OCED

Councilor Redfern made a motion to return 2025-017 to the City Council with a positive recommendation awaiting further input from the Chamber of Commerce and OCED Director Nick Cracknell. The motion was seconded by Councilor Frederique and passed 3-0.

2025-018 An Ordinance to amend Amesbury Code of Ordinances Chapter 20, Budget and Finance, Article V, Revolving Funds, § 20-24 Establishment of Revolving Funds to amend departmental revolving funds pursuant to the provisions of M.G.L. c. 44, § 53E1/2. – **Mayor Sponsor**

Councilor Redfern made a motion to return 2025-018 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-019 An Order to appropriate \$332,200.00 from Sewer Retained Earnings to Sewer Enterprise Fund Other Expenses. – **Mayor Sponsor**

- Director of Public Works Joe Buckley explained that these funds would be to replace the sewer fleet which is getting old and less reliable. He explained they would be saving money by using the free cash and avoiding paying interest.

Councilor Redfern made a motion to return 2025-019 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-020 An Order to appropriate \$120,000.00 from Sewer Retained Earnings to Sewer Enterprise Fund Other Expenses. – **Mayor Sponsor**

- Director of Public Works Joe Buckley explained these funds would be used to address the 50-60 houses with sewer pumps surrounding Lake Attitash. He stated that several repairs have already been made and that they are costly, they are in the process of configuring a new plan for these pumps going forward.

Councilor Redfern made a motion to return 2025-020 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

2025-021 An Order to appropriate \$500,000.00 from Free Cash for the purpose of funding site construction services for Amesbury High School 90' Diamond Ball Field Improvements.- **Mayor Sponsor**

- Mayor Kassandra Gove gave an overview of how they got to this plan for construction.
- Superintendent Elizabeth McAndrews stated this project has been a long time coming and that she has been working with the Athletic Director to plan and schedule around this construction.
- Councilor Stanganelli asked how much would be left in free cash after this expenditure. Mayor Kassandra Gove said she would bring this number to the next City Council Meeting.

Councilor Redfern made a motion to return 2025-021 to the City Council with a positive recommendation. The motion was seconded by Councilor Frederique and passed 3-0.

Adjourn: Councilor Redfern made a motion to adjourn at 7:39. Councilor Frederique seconded, and the motion passed unanimously (3-0)

Respectfully Submitted,
Allie Connolly

