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Amesbury, MA 01913

City Council Budget & Finance Subcommittee Minutes

June 17, 2025, at 6:30 PM

City Hall 62 Friend St.

Councilor Stanganelli called the meeting to order at 6:32 PM.

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

Also Present: Chief of Staff Ann Marie Casey, Chief Financial Officer Marisa Batista, Director of DPW Joe Buckley, Director of OCED Nick Cracknell, Senior Project Manager Howard Snyder, Police Chief Craig Bailey, and Administrative Assistant Allie Connolly

Minutes for Approval:

Councilor Frederique made a motion to accept the May 20, 2025, minutes as presented. The motion was seconded by Councilor Redfern and passed 3-0.

Communication and Updates: None

Public Comment: None

2025-060 An Order to request the City Council vote to authorize the Mayor to enter into five-year or less lease purchase agreements for new copiers.

Councilor Frederique made a motion to return 2025-060 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-063 An Order that pursuant to G.L. c. 44B, the Community Preservation Act, the following amounts be reserved from the FY2025 estimated annual revenues of the Community Preservation Fund: \$47,224 to the Community Housing Reserve, \$47,224 to the Historic Resources Reserve, and \$47,224 to the Open Space and Recreation Reserve.

Further ordered, that the remaining FY2025 estimated revenues be placed in the Community Preservation Fund Unreserved Balance, to be used for future appropriations in accordance with the purposes of the Act.

These funds shall remain in their respective accounts until expended for eligible purposes upon future appropriation by vote of the City Council. – **Mayor Sponsor**

- Senior Project Manager Howard Snyder gave a background summary of 2025-063.
- Councilor Redfern asked if the 10% in each account was dictated by the State, Howard answered yes.
- Councilor Stanganelli stated he heard from a CPC member that there was an inaccuracy in this document. Howard responded that yes there was a mistake made in the language which will be presented as a redline version to Council at another day. This error does not affect any of the funding eligibility.

Councilor Frederique made a motion to return 2025-063 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-064 An Order that pursuant to G.L. c. 44B, the Community Preservation Act, the following amounts be reserved from the FY2026 estimated annual revenues of the Community Preservation Fund, as recommended by the Community Preservation Committee: \$56,488 to the Community Housing Reserve, \$56,488 to the Historic Resources Reserve, and \$56,488 to the Open Space and Recreation Reserve.

These funds are reserved for future appropriation in accordance with the requirements of the Community Preservation Act and shall remain in their respective reserve accounts until expended for eligible purposes by further vote of the City Council.

Further ordered, that the sum of \$28,244 be appropriated from the FY2026 CPA estimated revenues to the Community Preservation Committee Administrative account, to be expended under the direction of the CPC for administrative and operational expenses related to implementation of the Act. – **Mayor Sponsor**

- Senior Project Manager Howard Snyder gave a background summary of 2025-064. He stated this is the second year of advocating for these funds.
- Councilor Stanganelli asked what the typical administration fees entail. Howard answered these funds would likely be used to pay for a Consultant.
- Councilor Stanganelli asked what the projection for a state match would be. Howard answered a 15% match but would likely go down to 12%.

Councilor Frederique made a motion to return 2025-064 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-068 An Order to authorize the Mayor to enter into a renewal of the inter-municipal agreement for an additional one-year period beginning July 1, 2025 through June 30, 2026 with the Town of Salisbury for the provision of regional animal control services.- **Mayor Sponsor**

- Police Chief Craig Bailey was present to answer any questions. He stated Salisbury had accepted this plan as of June 9th.
- Councilor Redfern stated she feels it is important to continually evaluate if this plan meets Amesbury's needs.
- Chief Bailey agreed and said he is hopeful for a full time ACO in the future if the budget allows.
- Councilor Stanganelli asked if training for the ACO Officer is included in this total. Chief Bailey said yes. He also mentioned that he hopes to work hand in hand With Merrimac's ACO Officer to create some field training opportunities.

Councilor Frederique made a motion to return 2025-068 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-069 An Order to appropriate \$449,940.23 from Free Cash for the purpose of funding fiscal year 2025 Snow & Ice expenditures in excess of appropriation.-**Mayor Sponsor**

- Director of DPW Joe Buckley explained the budget for Ice and Snow is always set low on purpose with the hopes of a mild winter. This year we spent 3x the budget amount.
- Councilor Stanganelli asked if there were any outstanding invoices from this year, Joe Buckley answered no.

Councilor Frederique made a motion to return 2025-069 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-070 An Order to authorize inter-departmental transfers of general fund appropriations in accordance with MGL c.44 Section 33B. (Revised Submitted)-**Mayor Sponsor**

- Chief Financial Officer Marisa Batista was present to answer any questions.
- Councilor Stanganelli stated that Council had received a redline version of 2025-070 prior to tonight's meeting.

Councilor Frederique made a motion to return the redline version of 2025-070 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-071 An Order to appropriate \$122,000 from Sewer Retained Earnings for the purpose of funding fiscal year 2025 operating expenditures listed below.-**Mayor Sponsor**

- Director of DPW Joe Buckley gave a background on 2025-071 and was present to answer any questions.

Councilor Frederique made a motion to return 2025-071 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-072 An Order that \$211,935.00 is appropriated from the Receipts Reserved for Real Estate Proceeds Fund (239 4193) to purchase the land and building located at 128 Kimball Road, Amesbury, for the purpose of using the property for water supply protection, passive use recreational area, and conservation purposes, including the payment of all costs incidental and related thereto;-**Mayor Sponsor**

- Director of OCED Nick Cracknell gave a presentation on 2025-072.
- Councilor Frederique asked if there was a water contamination issue how much this would cost to be fixed. Nick answered he would not be able to say but it would be very expensive.
- Councilor Stanganelli asked if environmental issues like contamination were looked at during the appraisal process. Nick answered no, that is not part of a standard appraisal.
- Councilor Stanganelli asked if the support letters from the boards included a formal positive vote or not, Nick Cracknell said he would follow up on this but he believed so.
- Councilor Redfern asked about the Archbrook Culvert as it relates to a concern brought to her by members of the Lake Attitash Association.

Councilor Frederique made a motion to return 2025-072 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

2025-073 An Order to authorize the Mayor to accept and expend a grant in the amount of \$122,661.00 from the Executive Office of Energy and Environmental Affairs' (EEA) Drinking Water Supply Protection (DWSP) program to offset the City's costs to acquire the property at 128 Kimball Road in Amesbury for the purposes of drinking water resource protection and flood control management.-**Mayor Sponsor**

- Senior Project Manager Howard Snyder was present to answer any questions.

Councilor Frederique made a motion to return 2025-073 to the City Council with a positive recommendation. The motion was seconded by Councilor Redfern and passed 3-0.

Adjourn: Councilor Frederique made a motion to adjourn at 7:41. Councilor Redfern seconded, and the motion passed unanimously (3-0).

Respectfully Submitted,

Allie Connolly