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MEETING OF CITY COUNCIL  
FINANCE COMMITTEE OF THE WHOLE  
COUNCIL CHAMBERS, MUNICIPAL BUILDING  
59 COURT STREET  
WESTFIELD, MASSACHUSETTS  
JUNE 16, 2021 AT 6:00 PM

The meeting was called to order in the City Council Chamber, Municipal Building, 59 Court Street, Westfield, MA at 6:00 PM by Finance Committee Chair Councilor Figy.

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

Fiscal Year 2022 Budgets  
June 16, 2021 6:00PM

Health/Sanitary Landfill	Vote
Community Development/ Planning Department	Vote
Council on Aging	Vote
Veterans	Vote
Purchasing	Vote
Engineering	Vote
Building	Vote

Chair of the Finance Committee Councilor Figy allowed the Building Department, which includes the budgets of Plumbing and Electrical Inspectors, to be the first hearing per the request of the Superintendent of Building. Carissa Lisee, Superintendent of Building was present to represent the department. She informed the Council that the local building inspector position is currently vacant but she budgeted the position at step 6. It may not be offered at that step but that she wanted to have enough money in the line item if needed. Also included in the FY22 budget is a new clerical position of principal clerk that is needed to help the current head clerk with the huge surge of building applications. The money from part time hourly position from last fiscal year's budget was used to fund a part time inspector for 10 to 12 hours a week. She informed the Council that she would like to keep that part time inspector even once a full time inspector is hired because the part time inspector can do the multi-family inspections that are not being done at this time. She informed the Council that the Building Department's revenue has increased about \$50,000 to \$55,000 a year since the increase in building department fees. Purchase of services account is to pay for cell phones, alternate inspectors that are needed when current inspectors are on vacation, vehicle maintenance and for GPS that will hopefully be installed in the three building

department vehicles during FY22. The secure property account is used to board up a property that is unusable after damage from fire to keep it safe. Councilor Beltrandi spoke in support of the budget and informed the Council that building department has a lot of moving parts and more staff is needed to get the job done. Councilor Bean also spoke in support of the additional positions. Councilor Beltrandi suggested that the building department have a Council liaison.

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

The vote on the foregoing was as follows:

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

Building Inspector Carissa Lisee presented the budgets for the Plumbing and Electrical Inspectors. She informed the Council that both budgets are contractual salaries.

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

The vote on the foregoing was as follows:

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

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

The vote on the foregoing was as follows:

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

The next budget hearing was for the Public Property and Buildings department. Carissa Lisee, Superintendent of Building was present to represent the department. She informed the Council that the budget includes salaries which are contractual for the building maintenance employees, and the purchase of services account is slightly higher to include needed work on the sprinkler. Councilor Flaherty informed the Council that building maintenance should be higher.

Upon motion of Councilor Matthews-Kane, it was

VOTED: That the Public Property and Buildings Department budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

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

Upon motion of Councilor Sullivan, it was

VOTED: That the meeting return to regular order of the agenda.

The next budget hearing was for the Council on Aging department. Council on Aging Director Tina Gorman was present to represent the department. She informed the Council that all the salary positions are contractual and the purchase of services are for electrical and plumbing needs and supplies are for kitchen and janitorial supplies. Councilor Beltrandi thanked the Director for all she and her department did for the Seniors during COVID.

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

The vote on the foregoing was as follows:

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

The next budget hearing was for the Veterans' Department. Veterans' Director Julie Barnes was present to represent the department. She submitted a spreadsheet comparing FY21 and FY22 expenses and informed the Council that the number of Veterans that are served per month changes every month and that 75% to 100% of benefits are reimbursable by the State.

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

The vote on the foregoing was as follows:

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

Community Development Director Peter Miller presented the budgets for Community Development, Planning and Off-Street Parking. He informed the Council that the salaries in the budget are contractual and that all other line items are contractual. The purchase of services account is for appraisals, marketing, event support, design/engineering costs, public notices and cell phones. And the statutory membership under general expenses for the Pioneer Valley Planning Commission. Councilor Sullivan questioned if the ARPA money could be used to support small businesses. The Director replied that certain funds could be used and that he is still looking through the guidelines on how to allocate those funds. Councilor Bean questioned how funds were allocated relative to a past marketing campaign. The Director informed the Council that about three years ago the City, Westfield Bank and the Westfield Gas & Electric each put in \$5,000.00 and the "Go Westfield" campaign was developed. Councilor Bean questioned if the responsibilities of the Off Street Parking Commission could be reassigned to another board and if the Commission could be disbanded. The Director replied that the Commission there will be new appointments to the board with a new energy and that there is no other department or board that would solely have the responsibility of downtown parking. He informed the Council that the administrative piece of the Off Street Parking Commission such as selling the parking stickers has been transitioned from being sold in Community Development to the License Division of the City Clerk's Office with the City Clerk overseeing that function. The location of the office is more accessible for the public and has been well received by the public. Councilor Mello questioned if the vacant clerk's position could be used for the Flood Control Commission since the duties have been moved out of the department. The Director informed the Council that potentially the money could be used for the Flood Control but he did not feel that the Community Development Department was the proper place for a Flood Control clerk. Councilor Flaherty questioned if the allocation from CDBG money was going up. The Director informed the Council that money was received from the Cares Act as well as the regular allocation which was used to assist small businesses, rental assistance and remote learning and lunches/suppers for the Boys and Girls Club. He explained that the rental assistance program had specific qualifications to be eligible and paying a business' taxes was not an eligible expense. Councilor Flaherty questioned the qualification of the CPA money. The Director responded that there are specific qualifications such as historic, recreational and housing that a project must fall into to be eligible. Councilor Morganelli questioned what the \$2,000.00 in overtime is for. The Director informed the Council that it is for coverage of the Planning Board meetings.

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

The vote on the foregoing was as follows:

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

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

The vote on the foregoing was as follows:

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

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

The vote on the foregoing was as follows:

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

The next budget hearing was for the Purchasing Department. Purchasing Director Tammy Tefft was present to represent the department. She informed the Council that her budget is pretty much the same as last year except for increases to salaries per contracts. The purchase of services account includes utility payments to the Westfield Gas & Electric for City Hall, street lights and traffic lights, lease payments for the mail machine, insurance and postage costs. The buildings and grounds includes repairs and maintenance of City and School facilities which is done by Facilities Director Bryan Forrette. Councilor Flaherty questioned if there would be a decrease in the cost of street lights with the new LED lights. The Purchasing Director replied that hopefully the next fiscal year will see a decrease. Councilor Sullivan informed the Council that it wasn't easy, but a baseline of maintenance from the Westfield Gas and Electric has been received. The Purchasing Director informed the Council that ARPA money has been applied for, CARES Act money has been received and one FEMA grant was received with two more in the works. She informed the Council that the biggest challenge is knowing what programs are eligible under those grants because the rules are always changing. Councilor Sullivan informed the Purchasing Director of a link that is online that she may review for input relative to the programs that are allowed under the ARPA money and Councilor Figy added that the MMA has articles as well that may be reviewed. Councilor Figy informed the Council that he is working with Attorney Shanna Reed relative to leases that are costing the City money and how to get out of those leases.

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

The vote on the foregoing was as follows:

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

The next budget hearing was for the Health Department. Health Director Joe Rouse was present to represent the department. He informed the Council that he has the Health department budget, Sanitary Landfill budget and Nurses budget. The health department budget is made up of salaries of the Director and Inspectors with contractual increases, a vacant office manager position and the board members' stipends. The purchase of services has items listed that have to do with community outreach programs that will be starting up again now that COVID numbers are down. He informed the Council of the radon project which made the public aware of something that could be in their home that was dangerous that they did not know about and try to mitigate problems before they start. Supplies is for gas and vehicle supplies, office supplies and testing equipment. And mileage reimbursement for health inspectors under In State travel.

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



The vote on the foregoing was as follows:

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

The next budget hearing was for the Sanitary Landfill. Health Director Joe Rouse was present to represent the department. He informed the Council that the budget is made up of salaries for a working foreman, a heavy equipment operator and three part-time gatekeepers. There is an increase of one gatekeeper from last year because the hours have increased and residents need to prove residency. The purchase of services is for trash hauling which is very tumultuous market at this time. The contract with the trash haulers is now one year at a time to ensure the best service because with a multi-year contract the service at the end of the contract subsidizes. The clerical position that was at City Hall is now at the transfer station in order to help keep an eye on the operation and financial items at the landfill and with that position the department can now apply for more grants for the landfill operation. Other items in the purchase of services include payment to the Westfield Gas and Electric for the methane flare which may be need a discussion at another time. The next item is the Recycling Collections. The Health Director explained that now the City has to pay for recycling because there is no more market for recyclables. When it was dual streaming, cardboard was separated from plastics and glass and there was a market for those items, when the market had no more demand the City went to single-streaming and the recycling broke even, but with no market for recyclables it now costs the City to have recyclables collected. Councilor Flaherty questioned if the transfer station entrance stickers covered the cost of the hauling. Joe replied that it did not cover the cost and if the City wanted to move in the direction to have it covered, the cost of the sticker would have to go from \$25.00 a year to at least \$50.00 a year. Councilor Morganelli questioned what happens to the single-stream recycling items and why did the City go to single-streaming. Joe informed the Council that at that time when the City went to single-streaming there was a market for recycled items and the items were separated by hand, but now there is no market for those items. He informed the Council that most of the items are being recycled, but not all of them due to contamination.

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

The vote on the foregoing was as follows:

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

The next budget hearing was for the Nurses budget. Health Director Joe Rouse was present to represent the department. He informed the Council that the Nurses budget is salaries only for the nurses with contractual increases and other contractual obligations such as longevity and educational reimbursement.

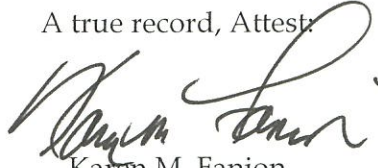
Upon motion of Councilor Matthews-Kane, it was  
VOTED: That the Nurses budget, as submitted, be APPROVED.

The vote on the foregoing was as follows:

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

At 7:53 PM, and upon motion of Councilor Harris, it was  
VOTED: To ADJOURN.

A true record, Attest:

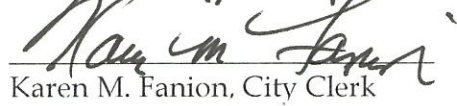


Karen M. Fanion

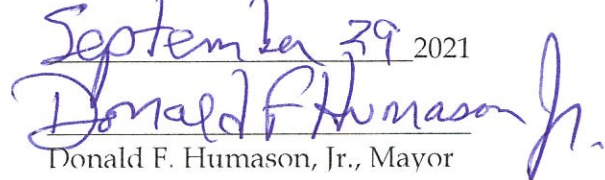
City Clerk/Clerk of the Council

Presented to the Mayor

For approval Sept. 29 2021

  
Karen M. Fanion, City Clerk

Approved by the Mayor

September 29 2021  
  
Donald F. Humason, Jr., Mayor