

#1 - C0010-23

Ways and Means Committee  
January 30, 2023

The Committee on Ways and Means met on Monday, January 30, 2023 at 6:00pm in the City Council Chambers at City Hall.

The meeting was recorded by ECTV and can be viewed on the City of Everett website.

Members present were Councilor John Hanlon, presiding; Councilors Darren Costa, Vivian Nguyen and Stephanie Smith. Member absent was Councilor Vivian Nguyen.

Communication received from Councilor Nguyen that she would be unable to attend due to medical reasons.

The Committee met on an Order offered by Councilor Michael Marchese, as President: An Order seeking approval of an appropriation of \$125,000 from the Budgetary Fund Balance ("Free Cash") into the City Clerk's Archive Account.

Chief Financial Officer Eric Demas and City Clerk Sergio Cornelio were also present.

Mr. Cornelio explained that this was not a new appropriation instead it was to replenish an account that was accidentally liquidated. He informed the Committee that the funds were for an archive project to help in digitizing permanent records and noted that over 50 years of payroll records have already been digitized. Upon questioning from Councilor Smith, Mr. Demas explained that the account in question was a non-lasting special appropriation from 4 years ago and explained how it was accidentally liquidated at the end of the fiscal year. Councilor Costa asked if the same third party vendor would be used and Mr. Cornelio confirmed that it would be the same contract. Councilor Costa asked of there would be other appropriation requests from free cash and Mr. Demas reminded the Committee that the City was still negotiating Union contracts.

The Committee voted: to report back to the City Council with a recommendation for Favorable action.

Respectfully Submitted,

John W. Burley  
Clerk of Committees

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Communication received from Councilor Nguyen that she would be unable to attend due to medical reasons.

The Committee met on an Order offered by Councilor John Hanlon, as Chairperson: That that the Committee on Ways and Means meet pursuant to MGL Chapter 41, Section 56 to allow the Committee to select one individual from the Committee to sign the monthly warrants to insure that the statutory responsibilities and obligations are met by the City.

Chief Financial Officer Eric Demas and City Clerk Sergio Cornelio were also present.

Mr. Demas explained the process in which the monthly warrants will be available electronically via DocuSign for the appointed member to sign and that any other members are welcome to view the documents which would be on a PDF drive. Councilor Hanlon stated his opposition to doing the process electronically instead of doing it the old way of reviewing stacks and stacks of invoices at City. Mr. Cornelio explained that stages of the invoice approval process before it reached the Committee structure. Both Councilors Costa and Smith remarked that they were willing to work with Councilor Hanlon in reviewing hard copies of invoices on PDF's in addition to having a member sign electronically. Councilor Costa nominated Councilor Smith for the appointment to sign the month warrants and Councilor Smith seconded the motion.

The Committee voted: to appoint Councilor Smith as the individual to from the Committee to sign the monthly warrants.

Respectfully Submitted,

John W. Burley  
Clerk of Committees