

**Budget & Finance Standing Committee
Thursday, October 8, 2026 – 5:30 p.m.
City Hall
1st Floor Council Conference Room
9 Dale Avenue
Gloucester, MA 01930
and via Zoom
-Minutes-**

Present: Chair Councilor Scott Memhard; Vice Chair Councilor Tony Gross; Councilor Patti-Ann Page (remote)

Also Present: CAO, Kelly Dolan; City Clerk, Grace Poirier; Auditor, Kenny Costa (remote); Acting Police Chief, Michael Gossom

Meeting called to order at 5:30 p.m.

This meeting was conducted in-person and remotely via ZOOM.

Councilor Memhard announced the names of the B&F Committee members in attendance and City staff who were in attendance in person and on Zoom.

1. Memorandum from the Archives Committee requesting acceptance of donations in the amount of \$185

Summary of Discussion: None.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted, 2 in favor, 0 opposed, 1 absent, to recommend that the City Council accept various cash donations under MGL c. 44, §53A, to support the Archives Department in the amount of \$185.00 from the following members and business partners in our community:

NAME	AMOUNT	DATE
James Perry	\$ 50.00	08/06/26
Don Dunsy	\$ 100.00	08/10/26
Donna Lombardo for Garrison Rousseau	\$ 35.00	08/11/26

Total	\$ 185.00	

2. Memorandum from the Cape Ann Veterans Services Director requesting acceptance of donations in the amount of \$2,785

Summary of Discussion: None.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council accept various cash donations under MGL c. 44, §53A, to support Veterans Services in the amount of \$2,785.00 from the following members and business partners in our community:

NAME	AMOUNT	DATE
Peter & Pamela Couture	\$ 25.00	07/28/26
Dorothy & Leonard Linquata	\$ 100.00	07/29/26
James W. Robertson	\$ 100.00	07/30/26
Susan Howard-Kazmier	\$ 25.00	07/30/26
Nina Goodick	\$ 150.00	08/11/26
Wayne M. Sargent	\$ 35.00	08/10/26
Peter T. Gajeski	\$ 40.00	08/14/26
Sharon L. Muise	\$ 100.00	08/19/26
Lance A. Ball	\$ 2,000.00	08/17/26
David R. Pignone & Linda M. Pignone	\$ 100.00	07/26/26
Joel & Maria Wilson	\$ 10.00	08/23/26
Edward R. Comeau	\$ 100.00	08/25/26
Total	\$ 2,785.00	

3. Memorandum from the Director of Elder Services requesting acceptance of donations in the amount of \$10,050

Summary of Discussion: None.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council accept various cash donations under MGL c. 44, §53A, to support Elder Services in the amount of \$10,050 from the following members and business partners in our community:

NAME	AMOUNT	DATE
Bruni & Alfred Mayor	\$10,000.00	09/02/26
Angela & David Rich	\$ 50.00	09/10/26
Total	\$10,050.00	

4. Memorandum from the Interim Police Chief requesting approval to utilize funds for the Recovery Coach Academy

Summary of Discussion: CAO, Kelly Dolan asked for the matter to be withdrawn. Councilor Memhard stated that the matter would be withdrawn without prejudice.

5. Memorandum from the Interim Police Chief requesting acceptance of the FY27 State 911 Training Grant in the amount of \$95,636.25

Summary of Discussion: Acting Police Chief, Michael Gossom stated this grant funded training for 911 dispatchers.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council accept, under MGL c. 44, §53A, a state grant from the Massachusetts Executive Office of Public Safety and Security, a FY2027 State 911 Department Training Grant Program in the amount of \$95,636.25. The grant period is from September 8, 2026 through June 30, 2027 and there is no local match for this grant.

6. Memorandum from the Interim Police Chief requesting acceptance of the FY27 Support and Incentive Grant in the amount of \$102,983

Summary of Discussion: Acting Police Chief, Michael Gossom stated this was a reoccurring grant, and was supplementing the salaries of 911 dispatchers.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council accept, under MGL c. 44, §53A, a state grant from the Massachusetts Executive Office of Public Safety and Security, State 911 Department, a FY27 State 911 Department Support and Incentive Grant program for \$102,983. The grant period is from September 8, 2026 through June 30, 2027, and there is no local match for this grant.

7. Memorandum from the City Clerk & #2027-SBT-1 in the amount of \$9,922.24 & #2027-SBT-2 in the amount of \$401.33 to reimburse the Police Department for the police details at all polling places for the September 1, 2026 State Primary

Summary of Discussion: None.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer #2027-SBT-1 in the amount of \$9,922.24 from General Fund, Registration, Ordinary Maintenance - Police Details, Account #0116352-530018, to General Fund, Police – Uniform, Personal Services - Overtime, Account #0121151-513000, for the reimbursement for police details for the September 1, 2026 State Primary.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer #2027-SBT-2 in the amount of \$401.33 from General Fund, Registration, Ordinary Maintenance - Police Details, Account #0116352-530018, to General Fund, Police – Uniform, Personal Services - Shift Differentials, Account #0121151-514004, for the reimbursement for police details for the September 1, 2026 State Primary.

8. Memorandum from the City Auditor & #2027-SA-3 in the amount of \$12,000 to install a portion of the Wayfinding Signs Project

Summary of Discussion: Auditor, Kenny Costa stated that these funds had been part of the end-of year transfers in FY26, and this was moving the funds back from the General Fund to the Tourism budget.

CAO, Kelly Dolan stated that all the signs had been installed.

Councilor Page stated that the total amount for the Wayfinding Signs Project was \$181,410 and asked for clarification what this portion would be used for. Kenny Costa stated that the actual amount was \$169,410. He stated that the portion had been transferred and retained for reporting purposes.

Councilor Page stated that the placement of the sign on the boulevard was poorly chosen.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend

that the City Council approve Supplemental Appropriation #2027-SA-3 in the amount of \$12,000 (Twelve Thousand Dollars) from the General Stabilization Fund – Undesignated Fund Balance Account #7500-359000 to the General Fund, Tourism – Other Purchase of Services #0156352-538000. The purpose of this appropriation is to install a portion of the Wayfinding Signs project.

9. **CC#2026-018 (Gross): Amend Ch. 2 “Administration,” Art. 2 “City Council,” Sec. 28 “Fees” by DELETING “and published in a local newspaper whenever fee changes or new fees are approved by the City Council.”**

Summary of Discussion: City Clerk, Grace Poirier stated that this ordinance amendment was meant to bring the ordinance in line with current practice. She stated that the ordinance currently states when a fee is updated it needed to be published on the City website as well as the local newspaper. She stated that for many years fee changes had not been published in the newspaper. She stated the City was in the process of getting all fees posted on the website, and the proposed ordinance amendment would remove the requirement of publishing it in the newspaper.

Councilor Gross stated that previous City Councils had voted to move all fees from the ordinance to fee schedules, but that had not yet occurred. He stated that this was for fees that had been approved and not just proposed.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Gross, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to recommend that the City Council amend Gloucester Code of Ordinances Chapter 2 “Administration,” Art. 2 “City Council,” Sec. 28 “Fees” as follows:

“All fees contained in the city schedule of fees are hereby established and authorized. Said fees may be modified from time to time by vote of the city council unless the fees are governed and controlled by M.G.L. The schedule shall be posted on the city website **[DELETE] and published in a local newspaper whenever fee changes or new fees are approved by the city council.**”

10. **Memorandum from the City Auditor regarding accounts having expenditures which exceed their authorization & Auditor’s Report and other related business**

Summary of Discussion: Kenny Costa stated that there were fifteen accounts in deficit and there was an overall decrease in the total amount since last report. He stated that several departments had fixed their deficits, and he was currently working with the Harbormaster’s to resolve an issue with how payroll was being split between the Harbormaster and the Shellfish Department.

Councilor Page stated that the cost of the Wayfinding Sign Project was too high.

No motion offered.

MOTION: On a motion by Councilor Gross, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL, 3 in favor, 0 opposed, to adjourn at 6:00 p.m.

Submitted by: Lynds Jones, Legislative Aide.

Documents submitted at the meeting: None.

Matters appearing on the agenda that are to be continued:

1. Memorandum from the Principal Assessor regarding tax classification (cont. October 22, 2026)

Meeting Recording: <https://www.gloucester-ma.gov/1097/Past-Remote-Public-Meetings>

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