

City of Salem, Massachusetts



**"Know Your Rights Under the Open Meeting Law, M.G.L. c. 39 §23B, and
City Ordinance Sections 2-2028 through 2-2033."**

The City Council Committee on Administration & Finance

met in the Council Chamber on Tuesday, April 26, 2011 at 6:00 P.M.

for the purpose of discussing the matter(s) listed below. Notice of this meeting was posted on

April 21, 2011 at 6:37 P.M.

(This meeting is being recorded.)

ATTENDANCE

ABSENT WERE:

All in attendance

SUBJECT(S)

#211 - 27,500 transfer from Collector Full Time Salary to Treasurer Full Time Salary

#212 - \$10,350.90 approp. to Retirement Stabilization Fund for Barbara Souldard - School

#213 - \$5,000 approp from Capital Outlay to improve traffic signals at Canal & Mill Sts

#218 - \$1,667 transfer from Solicitors Legal Services to Solicitor Personnel

#218

Mayor Driscoll spoke of the move of the Licensing Board
clerk to the Legal Department and the request to
increase the salary to reflect the increased responsibilities
Also included is a salary survey which shows how
the position is under funded

Councilor Prevey asked what the responsibilities of
the assistant city solicitor were and what the
amount of extra time the solicitor expects to

undertake with those responsibilities

Councillor Pinto asked if there are any other towns that have the set up we are proposing

The Mayor addressed the question and stated it would be better from a customer service perspective

Councillor Prevey asked if there would any additional training involved.

Councillor Prevey motion to approve
Second by Councillor Furey
Motion Approved.

Councillor order 211.

Rick Viscay testified to the order.

Now that the Bonnie Celli is back in the Collectors Office
the treasury office needs the transfer to reflect the change in duties
Parks and Sullivan conducted an audit

Councillor Pinto Asked what the current Treasurer makes and what the new one makes
He further asked what the new assistant makes relative to the Past assistant

On the motion of C.

the meeting adjourned at _____ P.M.

(Chairperson)

211 Continued

Councillor Prevey asked what the hourly rate for the auditor was.

Rick Viscay stated that they charge \$150 per hour.

Councillor Prevey asked if this audit is common practice when a treasurer has left.

Rick Viscay stated it was not the contracted services reflected that audit and the catch up that was needed.

Councillor Pinto moves

Second Councillor

Approved

Order # 212

Rick Viscay testified that this is a standard retirement and was calculated based on union negotiations.

Balance in Stabilization \$285,609.51

Councillor Roman stated that this is more of a tracking issue.

Rick Viscay stated that now starting July 9th the tracking will be done on a monthly basis and will be well managed.

Moved Prevey
Seconded Pinto

Approved

~~Council~~

Order # 213

Rich Viscay testified the money was available for the traffic signal improvement to sequence the lights.

161,361 dollars left in free cash.

Councillor Pinto asked if it would allow lefts in both directions

The Mayor said it would.

Councillor Pinto moved to approve
Councillor Amy second

Approved