



**CITY OF NEW BEDFORD**  
JONATHAN F. MITCHELL, MAYOR

May 17, 2018

City Council President Linda M. Morad  
Honorable Members of the City Council  
133 William Street  
New Bedford, MA 02740

Dear Council President Morad and Honorable Members of the City Council:

I am submitting for your approval an ORDER that the sum of **TWO HUNDRED NINETY FIVE THOUSAND SEVEN HUNDRED THIRTY-ONE DOLLARS (\$295,731)** now standing to the credit of the account from **VETERANS CHARGES AND SERVICES** be and the same is hereby transferred and appropriated to as follows:

<b>VETERANS SALARIES AND WAGES.....</b>	<b>\$2,500</b>
<b>VETERANS CAPITAL OUTLAY.....</b>	<b>\$100,000</b>
<b>AUDITORS SALARIES AND WAGES.....</b>	<b>\$7,000</b>
<b>COMMUNITY SERVICES SALARIES AND WAGES</b>	
	<b>\$3,000</b>
<b>FIRE SALARIES AND WAGES.....</b>	<b>\$100,000</b>
<b>LIBRARY SALARIES AND WAGES.....</b>	<b>\$44,000</b>
<b>LICENSING SALARIES AND WAGES.....</b>	<b>\$400</b>
<b>LICENSING CHARGES AND SERVICES.....</b>	<b>\$37</b>
<b>LICENSING SUPPLIES AND MATERIALS....</b>	<b>\$294</b>
<b>PERSONNEL SALARIES AND WAGES.....</b>	<b>\$3,500</b>
<b>TREASURER CHARGES AND SERVICES.....</b>	<b>\$35,000</b>

To be certified and approved by the Department Head

Sincerely,

Jonathan F. Mitchell  
Mayor

JFM/smt



# CITY OF NEW BEDFORD

CITY COUNCIL  
May 24, 2018

ORDERED: That the sum of **TWO HUNDRED NINETY FIVE THOUSAND SEVEN HUNDRED THIRTY-ONE DOLLARS (\$295,731)** now standing to the credit of the account from **VETERANS CHARGES AND SERVICES** be and the same is hereby transferred and appropriated to as follows:

VETERANS SALARIES AND WAGES.....	\$2,500
VETERANS CAPITAL OUTLAY.....	\$100,000
AUDITORS SALARIES AND WAGES.....	\$7,000
COMMUNITY SERVICES SALARIES AND WAGES	
	\$3,000
FIRE SALARIES AND WAGES.....	\$100,000
LIBRARY SALARIES AND WAGES.....	\$44,000
LICENSING SALARIES AND WAGES.....	\$400
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LICENSING SUPPLIES AND MATERIALS....	\$294
PERSONNEL SALARIES AND WAGES.....	\$3,500
TREASURER CHARGES AND SERVICES.....	\$35,000

To be certified and approved by the Department Head



OFFICE OF THE CFO

ARI J. SKY  
CHIEF FINANCIAL OFFICER

CITY OF NEW BEDFORD

JONATHAN F. MITCHELL, MAYOR

May 10, 2018

**TO:** Mayor Jonathan F. Mitchell  
New Bedford City Council

**FROM:** Ari J. Sky

**SUBJECT:** FY 2018 Budget Reconciliation

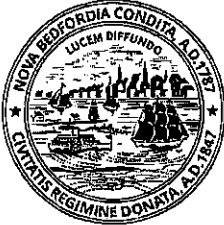
The execution of the FY 2018 budget has involved a number of challenges. Vacancies did not materialize in a uniform manner across departments, and the cost of certain materials and contractual services increased faster than expected, principally due to the improving economy. In addition, reductions imposed on departments during the budget process required additional measures to ensure sufficient General Fund balance to reconcile.

Over the course of the past year, we have taken a number of steps to mitigate the fiscal impact, including continuation of the hiring slowdown, overtime control citywide, and strict oversight of contracts and encumbrances. However, we are still looking at net deficits in the personnel and operating budgets of several departments.

We have identified a number of accounts with projected balances that will enable us to eliminate anticipated deficits. My office will be recommending a series of transfers totaling approximately \$350,000-\$400,000 to balance between 10 and 12 departments, which will be submitted to the City Council before the end of the fiscal year. These transfers will balance the General Fund and ensure that there will not be a negative levy impact during the annual tax recapitulation process.


Thank you for your consideration. Please do not hesitate to contact me if you have any questions or concerns. I believe it is also worthwhile to note that the FY 2019 budget will be constructed to address these deficiencies, as they are currently understood, and to ensure that resources are directed as needed.

*City of New Bedford*  
DEPARTMENT OF VETERANS' SERVICES & BENEFITS



**Christopher G. Gomes**  
**Director**

**MEMORANDUM**

**DATE:** April 27, 2018  
**TO:** Jonathan F. Mitchell, Mayor  
**FROM:** Christopher G. Gomes   
**SUBJ:** Budget Surplus

At this time in the fiscal year it looks that our department will have an estimated surplus of \$400,000.00 in our 200 Account. This is due to the declining demand of the Veterans' Services financial aid and because of this trend the FY19 budget has been reduced accordingly. I am requesting the following:

Transfer \$2,500.00 from our 200 Account to our 100 Account to cover our payroll deficit due to the AFSCME contract.

Transfer \$100,000.00 from our 200 Account to our 800 Account. This transfer will cover the expenses of a new van for the department so that city Veterans will continue having transportation to medical and benefit appointments in Providence, RI as well as upgrades to the New Bedford Veterans' Services office.

There remaining surplus is available for use citywide if needed.

Thank you,



OFFICE OF THE CITY AUDITOR  
ROBERT W. EKSTROM, CITY AUDITOR

CITY OF NEW BEDFORD

May 16, 2018

The Honorable Jonathan Mitchell, Mayor  
City of New Bedford  
133 William Street  
City of New Bedford  
New Bedford, MA 02740

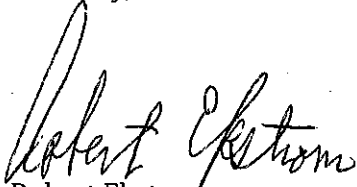
Mr. Mayor:

City Auditor's Personnel Services (Department 135, Account 100) is projecting a deficit of \$7,000 for fiscal year 2018, primarily as a result of the non-realization of the estimated vacancy savings incorporated into my department's 2018 budget. To date, my department has not experienced any staff attrition, nor is any anticipated over the remaining two months.

I respectfully request additional funding of \$7,000 be provided to my department's Personnel Services account for fiscal year 2018.

Thank you.

Sincerely,

  
Robert Ekstrom  
City Auditor



City of New Bedford  
Department of Community Services

**MEMORANDUM**  
Human Services

To: Mayor Jonathan F. Mitchell

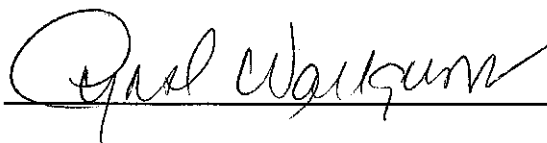
From: Cynthia Wallquist  
Director of Community Services

Date: 4/30/18

Re: Salary/Wages Full-Time Permanent Line Deficit

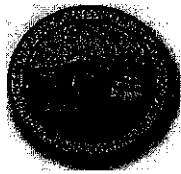
Referenced herein is a request to the City Council to transfer **THREE THOUSAND (\$3,000.00) DOLLARS** into the Department's Salary/Wages Full-Time Permanent line 05400000-511110. This amount will cover the shortfall due to the fact that the Department has not had any vacant positions in FY18.

Thank you for your consideration.



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Cc: D. Aguiar  
A. Sky  
C. Verdadeiro



# *City of New Bedford*



## **FIRE DEPARTMENT**

Michael Gomes  
Fire Chief

April 26, 2018

Mayor Jonathan Mitchell  
City of New Bedford  
133 William St.  
New Bedford, MA 02740

**RE: Overtime Deficit FY18**

Dear Mayor Mitchell:

I am writing to inform you that the New Bedford Fire Department's Overtime account will hit a deficit by year's end. We project approximately -\$100,000 in our 02200000-511480 account. The deficit has been caused by the extraordinary amount of storms the City has experienced in recent months as well as the multiple public safety vacancies during the earlier part of FY18. Once we were able to fill most vacancies, the OT dropped dramatically and we predict it will continue to trend that way for the remainder of this fiscal year.

If you have any questions, please do not hesitate to contact me directly. Thank you.

Respectfully submitted,

Michael Gomes  
Fire Chief



CITY OF NEW BEDFORD  
Jonathan F. Mitchell, Mayor

New Bedford Free Public Library  
Olivia Melo, Director

To: Jonathan F. Mitchell, Mayor

From: Olivia Melo, Library Director

A handwritten signature in cursive script, appearing to read "Olivia Melo".

Date: April 24, 2018

RE: Library Salary & Wages Account

I'm writing to request an adjustment to the Salaries and Wages account which is in a deficit of \$44,000.00 due to the vacancy savings reduction and the AFSCME contract costs which were incurred in the FY18 Budget.

The Library retained all professional and AFSCME staff with very little turnover with the variable-time staff throughout this fiscal year. In previous budgets, the vacancy savings has been sufficient to carry the salaries and wages amount to the end of the fiscal year.

Thank you for your attention to my request.

Cc: Auditor's Office

613 PLEASANT STREET, NEW BEDFORD, MASSACHUSETTS 02740  
TEL: (508) 961-3044 FAX: (508) 979-1614





**NEW BEDFORD LICENSING BOARD**

**STEVEN A. BEAUREGARD**

**MARCELINO G. "SONNY" ALMEIDA**

**EDMUND F. CRAIG, JR.**

**CITY OF NEW BEDFORD**

**JONATHAN F. MITCHELL, MAYOR**

**REQUEST FOR ADDITIONAL FUNDS**

May 16, 2018

Mayor Jonathan F. Mitchell  
City Hall – Mayor's Office  
133 William Street  
New Bedford, MA. 02740

Dear Mayor Mitchell:

The Licensing Board respectfully requests that funds be transferred into the following accounts, which ended the fiscal year with a small deficit for reasons stated below:

'100 Account \$400.00 – Due to a shortfall due to an AFSCME signing bonus.

'200' Account \$37.00 – Due to an increase in a yearly subscription.

'400' Account \$294.00 - Due to a need for additional printer supplies, since my photocopier is no longer copying in an acceptable manner.

Therefore, this office respectfully requests that available funds be approved to cover the above referenced requests, which are the final deficit numbers for FY18:

To:

**Salaries & Wages – Full Time. Line Item 01650000 – 511110**

**Amount: \$400.00**

**Dues, Subscriptions, Line Item 01650000 – 520370**


**Amount: \$37.00**

**Sundry-Office Supplies, Line Item 01650000 – 540860**

**Amount: \$294.00**

Sincerely,

New Bedford Licensing Board

  
Nicholas Nanopoulos  
Director

Attachment: (1)

Cc: Ari Sky, CFO

Robert Ekstrom, City Auditor



# *City of New Bedford*

DEPARTMENT OF LABOR RELATIONS & PERSONNEL

**SANDRA VEZINA**  
Personnel Director

April 25, 2018

Honorable Jonathan F. Mitchell  
City of New Bedford  
133 William Street  
New Bedford, MA. 02740

Dear Mayor Mitchell:

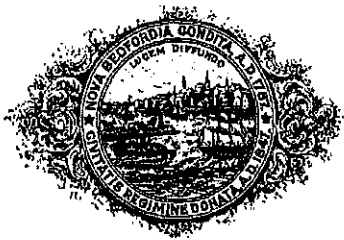
I am requesting an additional appropriation of \$3,500 into my department's 100 Salaries & Wages account to cover the deficit due to vacancy savings in reduction.

Thank you for your consideration in this matter.

Very truly yours,

Sandra Vezina  
Director of Human Resources

cc: Ari Sky, CFO



## CITY OF NEW BEDFORD

MASSACHUSETTS


OFFICE OF THE TREASURER

**R. Renee Fernandes**  
Treasurer/Collector

**Mark P. Fuller**  
Assistant Treasurer

**Blair S. Bailey**  
Tax Title Attorney

TO: Ari Sky, CFO

FROM: Renee Fernandes, Treasurer 

DATE: April 26, 2018

RE: Anticipated '200' Account Deficit

The spreadsheet outlines the anticipated '200' account deficit for FY18 at approximately \$35,000. The deficit is the result of increased collections from our collection attorney (Attorney Manning has brought in over \$160,000 to date compared to \$62,000 for FY17 in total). Additionally, we have completed 906 transactions at the Registry of Deeds, including but not limited to takings, redemptions, judgments and statement of claims. We currently have 126 pending transactions and anticipate many more due to the upcoming tax lien sale. It should be noted that the increase in expense in these accounts directly correlate to increased revenue.

Thank you.