

**CITY COUNCIL REGULAR MEETING
INFORMATION PACKET
JANUARY 15, 2019**



**CITY OF FITCHBURG MASSACHUSETTS
CITY COUNCIL CALENDAR**

January 15, 2019 7:00PM

**Memorial Middle School Library
615 Rollstone Street
Fitchburg MA 01420**

WELCOME TO THE FITCHBURG CITY COUNCIL!

This is intended to help you understand the meeting format and assist you with the rules of the Council as they pertain to your participation.

All meetings of the Fitchburg City council are open to the public. This does not mean that the public participates in all aspects of the meeting. It simply means that the meeting itself, including all discussions and votes, is open for public view.

Executive Session

The only time a Council meeting can be closed to the public is when the Council votes for Executive Session in order to discuss sensitive matters in private, such as pending litigation. Any votes taken however, must be taken in open session.

OPPORTUNITIES FOR THE PUBLIC TO SPEAK DURING A COUNCIL MEETING:

Public Forum

The Public Forum occurs immediately following the Pledge of Allegiance. The President will ask if anyone in the audience wishes to speak on any matter appearing on the Agenda. If you wish to address the Council, you must stand and be recognized and follow these rules before speaking:

1. State your name and address.
2. Approach the center table and either stand or sit. This allows you to be seen and heard clearly by everyone in attendance.
3. You may speak only on items appearing on the agenda for no more than (2) minutes. Copies of the agenda are available on the center table prior to the meeting.
4. Please state the petition, order, ordinance, or resolution number to which you refer.

Public Hearings

Public hearings are held on various issues such as Special Permits and Zoning changes. The same rules apply with the following exceptions:

1. You must stand and be recognized either "in favor" or "in opposition" when asked by the Council President.
 2. You need not refer to the petition number.
- If you have any questions or comments either before or after the meeting, any Councillor would be happy to assist you.

Thank you for your interest!

I. PUBLIC FORUM

II. REPORT OF COMMITTEE ON RECORDS

III. COMMUNICATION FROM HIS HONOR THE MAYOR

Appointment Letter:

1. Permanent Reserve Police Officers for the City of Fitchburg:
Christopher Davis
Sean Maki
Ismael Santiago-Pietri
Dylan Knox
2. Student Police Officers for the City of Fitchburg:
Kelton Stacy
Sean Maki
Christopher Davis
Dylan Knox
Ismael Santiago-Pietri

Promotion Letter:

1. Officer David M. Gordon to the rank of Permanent Police Sergeant, to take effect of on Monday, January 28, 2019.

IV. COMMUNICATION

Calvin D. Brooks, City Auditor
RE: Community Development Revolving Fund

V. COMMUNICATION

Calvin D. Brooks, City Auditor
RE: Free Cash Certification

VI COMMUNICATION

Pension Reserves Investment Management Board

VII. REPORTS OF COMMITTEES

Appointments Committee Oral Report
Meeting of January 15, 2019, 6:45 PM

New Appointments

Board of Registrars of Voters
(Term to expire April 1, 2020)
Mr. Dan Mylott

Fitchburg Council on Aging

(Term to expire March 1, 2020)
Ms. Margaret Padovano

Public Safety Committee Oral Report
Meeting of January 15, 2019, 6:00 PM

- 248-18. Officer Jackson Leroy, to request re: Oliver Street:
1. Add 6 parking meters on the Easterly side.
 2. Add 1 loading zone on the Easterly side.
 3. Make Oliver Street a one way from Elm Street heading southerly toward Main Street.
 4. Eliminate the No Parking Tow Zone and Stop sign on the Easterly side.
- 255-18. Police Chief Ernest Martineau, to recommend Putnam Street be converted to a one way (1) lane roadway from Main Street to Boulder Drive. The addition of 6 metered parking spots, and one loading zone be approved.
- 256-18. Police Chief Ernest Martineau, to:
1. Remove 4 spaces, 2 double meters in front of Fitchburg District Court.
 2. Replace with "No Parking Anytime".
 3. Remove 1 space, 1 parking meter at Elm Street and Oliver Street.
 4. Replace with "No Parking Prisoner Loading Area".

VIII. ORDERS-FINANCE

- 003-19. ORDERED THAT: The City of Fitchburg hereby amends Order #189-18 by removing "which is for costs of purchasing a conservation restriction on a certain parcel of land in Princeton known as the Bomba Property (\$520,000.00)" and inserting in its place "which is for cost of purchasing a certain parcel of land in Westminster known as the Wildes Property (\$420,000.00)".
- 004-19. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the Department of Fire Services grant in the approximate amount of \$1,500.00 (ONE THOUSAND FIVE HUNDRED AND 00/100) for the purpose of said grant, which is to maintain the recently purchased new regional Fire Safety House used in teaching fire safety.
- 005-19. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$5,454.00 (FIVE THOUSAND, FOUR HUNDRED FIFTY-FOUR AND 00/100 DOLLARS) for the purpose of said grant, which is to continue to teach fire safety to children in elementary schools.

- 006-19. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$2,800.00 (TWO THOUSAND EIGHT HUNDRED AND 00/100 DOLLARS) for the purpose of said grant, which is to teach senior citizens about the importance of fire safety and avoiding in particular cooking and electric fires.
- 007-19. ORDERED THAT: There be and hereby is appropriated the sum of THREE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$350,000) same to be charged against AVAILABLE FUNDS and credited to STABILIZATION FUND.
- 008-19. ORDERED THAT: There be and hereby is appropriated the sum of TWO HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$250,000.00) same to be charged against AVAILABLE FUNDS and credited to OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND.
- 009-19. ORDERED THAT: There be and hereby is appropriated the sum of ONE HUNDRED TWO THOUSAND AND 00/100 DOLLARS (\$102,000.00) same to be charged against AVAILABLE FUNDS and credited to AIRPORT REVENUE for the purpose of reducing the airport's deficit fund balance.
- 010-19. ORDERED THAT: There be and hereby is appropriated the sum of ONE HUNDRED FIFTY THOUSAND DOLLARS AND 00/100 DOLLARS (\$150,000.00) same to be charged against AVAILABLE FUNDS and credited to SCHOOL DEPARTMENT, LONGSJO SCHOOL ROOF REPLACEMENT.
- 011-19. ORDERED THAT: There be and hereby appropriated the sum of FORTY-FIVE THOUSAND, FIVE HUNDRED FORTY-FOUR AND 00/100 DOLLARS (\$45,544.00) same to be charged against AVAILABLE FUNDS and credited to COMMUNITY DEVELOPMENT, DEP COMPLIANCE for the purpose of DEP compliance at city owned property at 465 Westminster Street, formerly the site of the Central Steam Plant.
- 012-19. ORDERED THAT: There be and hereby is appropriated the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) same to be charged against AVAILABLE FUNDS and credited to BUILDING-TAX POSSESSION MAINTENANCE for the purpose of securing, maintaining, and cleaning tax possessions.

- 013-19. ORDERED THAT: There be and hereby is appropriated the sum of TWENTY-FOUR THOUSAND, FIVE HUNDRED THIRTEEN AND 00/100 DOLLARS (\$24,513.00) same to be charged against AVAILABLE FUNDS and credited to POLICE, CAPITAL EXPENITURES, BUILDING REPAIRS for the purpose of replacing two of three HVAC units at the police station.
- 014-19. ORDERED THAT: There be and hereby is appropriated the sum of FIFTY-EIGHT THOUSAND, FIVE HUNDRED NINETY-FOUR DOLLARS (\$58,594.00) same to be charged against AVAILABLE FUNDS and credited to DPW HIGHWAY PERSONAL SERVICES, LABOR (\$38,594.00) and PARKS PERSONAL SERVICES, LABOR (\$20,000.00)
- 015-19. ORDERED THAT: There be and hereby is appropriated the sum of FOUR HUNDRED THOUSAND AND 00/100 DOLLARS (\$400,000.00) same to be charged against AVAILABLE FUNDS and credited to the following accounts for MS4/Stormwater compliance:
- | | |
|--|--------------|
| DPW ADMIN. EXPENSES, MS4 CONTRACT SERVICES: | \$300,000.00 |
| DPW ADMIN. PERSONAL SERVICES, MS4 TEMP. LABOR: | 75,000.00 |
| DPW ADMIN. PERSONAL SERVICES, MS4 ENGINEER: | 25,000.00 |
- 016-19. ORDERED THAT: There be and hereby is appropriated the sum of THIRTY-THREE THOUSAND, ONE HUNDRED NINETY-SEVEN AND 00/100 DOLLARS (\$33,197.00) same to be charged against AVAILABLE FUNDS and credited to LAW OTHER EXPENSES, DAMAGES PERSONS AND PROPERTY (\$20,297.00) and LAW OTHER EXPENSES, REGISTRY AND OTHER FEES (\$12,900.00)
- 017-19. ORDERED THAT: There be and hereby is appropriated the sum of TWO HUNDRED THOUSAND AND 00/100 DOLLARS (\$200,000.00) same to be charged against AVAILABLE FUNDS and credited to SCHOOL DEPARTMENT, CAPITAL IMPROVEMENTS for the purpose of replacing the water pipe at the South Street Elementary School West building (\$72,000.00), two FHS water pressure tanks (\$14,000.00), and door replacement at Longsjo Middle School and Crocker Elementary School (\$114,000.00)
- 018-19. ORDERED THAT: There be and hereby is appropriated the sum of TWO HUNDRED SIXTY-SEVEN THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$267,770) same to be charged against AVAILABLE FUNDS, and credited to FIRE PERSONAL SERVICES (\$258,470) and to FIRE PERSONAL SERVICES OVERTIME (\$9,300).

IX. ORDERS-OTHER

- 019-19. ORDER: Setting the dates for the City of Fitchburg 2019 Municipal Election Calendar.
- 020-19. ORDERED THAT: Beginning in the fiscal year when any Economic Benefit to the Municipality (as hereinafter defined) is realized, the City of Fitchburg shall include in its annual budget a line item requiring payment to MassDevelopment of an amount equal to 15% of any Economic Benefit to the Municipality, until the earlier of: (i) full repayment of the amount of the Recoverable Grant that has been disbursed and has not already been repaid to MassDevelopment, (ii) the expiration of 30 years from the date on which the first Economic Benefit to the Municipality is realized, or (iii) if no redevelopment on the Site commences, the expiration of 30 years from the date of the Recoverable Grant, as outlined in the enclosed Order.
- 021-19. ORDERED THAT: the City of Fitchburg be authorized:
- (1) purchase a certain parcel of land in Westminster known as the **Wildes Property (hereinafter, "Property")**, said Property being a 15.81 acre parcel of land located on Minott Road in Westminster within the watershed of Mare Meadow Reservoir;
 - (2) the purchase of said Property will be funded through a combination of federal Forest Legacy Program and Division of Water Supply funds;
 - (3) to place the Property under the control, supervision and management of the Board of Water/Wastewater Commissioners;
 - (4) to authorize the Board of Water/Wastewater Commissioners, the DPW Division of Water Supply, its municipal agents and the Mayor to carry out the intent and purposes of this Order by signing contracts, recordable instruments and any other instruments in the name of and on behalf of the City of Fitchburg to carry out these purposes, in the public interest pursuant to Section 32 of Chapter 184 of the General Laws of Massachusetts.

Next Regular Meeting
Tuesday, January 29, 2019, 7:00 PM

COMMUNICATION
HIS HONOR THE MAYOR
APPOINTMENT LETTERS



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

FITCHBURG CITY CLERK

2018 DEC 19 PM 2:07

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

December 19, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

RE: Appointment of Permanent Reserve Police Officers

Dear Honorable Councilors,

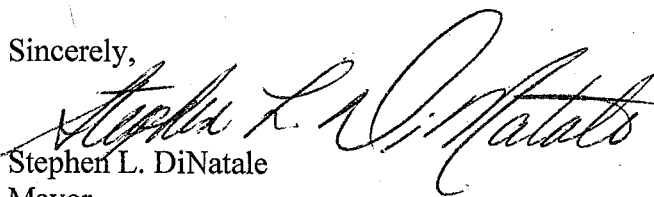
I hereby appoint and ask for your confirmation of the following individuals as Permanent Reserve Police Officers for the City of Fitchburg:

Christopher Davis
Sean Maki
Ismael Santiago
Dylan Knox

All four candidates have satisfied all of the conditional employment requirements.

Thank you for your attention to this appointment matter.

Sincerely,


Stephen L. DiNatale
Mayor



The City of Fitchburg

FITCHBURG CITY CLERK

Massachusetts

DEC 19 PM 2:07

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

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JDAVID@FITCHBURGMA.GOV

December 19, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

RE: Student Police Officers

Dear Honorable Councilors,

I hereby appoint and ask for your confirmation of the following individuals as Student Police Officers for the City of Fitchburg:

Kelton Stacy
Sean Maki
Christopher Davis
Dylan Knox
Ismael Santiago-

Thank you for your attention to this important matter.

Sincerely,

Stephen L. DiNatale
Mayor

COMMUNICATION
HIS HONOR THE MAYOR

PROMOTION LETTER



The City of Fitchburg

FITCHBURG CITY CLERK

Massachusetts 2018 DEC 28 PM 4:01
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

December 28, 2019

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby promote Officer David M. Gordon to the rank of Permanent Police Sergeant.
This promotion will take effect on Monday, January 28, 2019.

Sincerely,

Stephen L. DiNatale
Mayor

COMMUNICATION

CALVIN D. BROOKS, CITY AUDITOR

**RE: COMMUNITY DEVELOPMENT
REVOLVING FUND**



City of Fitchburg

166 Boulder Drive, Suite 108
Fitchburg, Massachusetts 01420

Office of the City Auditor/Finance Director
Tel: 978-829-1840 ♦ Fax: 978-829-1961

Calvin D. Brooks
City Auditor/Finance Director

Jacquelyn M. Cronin
Deputy City Auditor

December 31, 2018

Mayor Stephen L. DiNatale and
Members of the City Council
166 Boulder Drive
Fitchburg, MA 01420

Re: Community Development Revolving Fund

Dear Mayor and Councilors:

The Director of Community Development Tom Skwierawski has requested the creation of a Community Development Revolving Fund to account for revenues and expenses related to holding community events, such as the Community Resource Fair, and creating marketing events and tools, such as the Welcome to Fitchburg packet. The department intends to seek advertising opportunities when appropriate to sponsor events that the department holds.

Per M.G.L Chapter 44, section 53E1/2, revolving funds are established by ordinance and spending is authorized each year during the budget process. However, new funds may be established during the fiscal year, provided the revenue source has not been used in computing the current tax levy. This letter serves as certification that the proposed revenue sources have not been used in computing the FY2019 tax levy.

Furthermore, a request will be made at the time the FY2020 budget is presented to City Council in May to establish this fund by ordinance and set spending limits.

Please let me know if you have any questions. Thank you.

Sincerely,

Calvin D. Brooks
City Auditor

Cc: Tom Skwierawski, Director of Community Development

2018 DEC 31 PM 1:41

FITCHBURG CITY CLERK

COMMUNICATION

CALVIN D. BROOKS, CITY AUDITOR

RE: FREE CASH CERTIFICATION



City of Fitchburg

166 Boulder Drive, Suite 108
Fitchburg, Massachusetts 01420

Office of the City Auditor/Finance Director
Tel: 978-829-1840 ♦ Fax: 978-829-1961

Calvin D. Brooks
City Auditor/Finance Director

Jacquelyn M. Cronin
Deputy City Auditor

January 10, 2019

Mayor Stephen L. DiNatale and
Members of the City Council
166 Boulder Drive
Fitchburg, MA 01420

Re: Free Cash Certification for July 1, 2018

Dear Mayor and Councilors:

Free Cash was recently certified by the Director of Accounts, Department of Revenue in the amount of \$6,819,611.00. The calculation for this figure is as follows:

Actual Revenue over Estimates	\$5.8 million
Actual Expenses under Budget	1.7 million
Fund Balance Deficits	<u>(0.7 million)</u>
	\$6.8 million

Actual tax collections were about \$1.2 million over estimates. Local receipts that came in over estimates include solid waste revenue at about \$1.4 million, motor vehicle excise tax at about \$0.9 million, room tax at about \$0.5 million, Medicaid reimbursement at about \$0.4 million, and others totaling about \$1.4 million.

Health insurance expenses were about \$0.4 million under budget because of a premium holiday that benefited both the employees and the city. State Assessments were under budget by about \$0.2 million because of changes in school choice and charter school tuition. Personal services were under budget by about \$0.7 million because of higher paid longtime employees being replaced by new employees and by gaps occurring when personnel are replaced. The balance of \$0.4 million is spread among all other accounts.

Fund balance deficits are from the airport deficit of about \$0.1 million and from grants for which reimbursements were not received before September 30th.

In looking ahead to FY2020, I expect that free cash will return to a lower amount. The budget for FY2019 included an increase in local estimated receipts of \$1.1 million, a

2019 JAN 10 AM 9:18
FITCHBURG CITY CLERK

figure that is still conservative, helps balance the budget, but will leave the city with less excess revenue at year end and therefore less free cash. These increases include \$0.5 million in motor vehicle excise tax revenues and \$0.3 million in room tax revenue.

Free cash is not recurring revenue and using it for regular budgetary items should be done with care. Historically, the city has used these funds to increase Stabilization and OPEB Trust Funds and as a reserve against snow and ice expenses. It has also judiciously used it to fill unforeseen gaps in the current year budget. The bulk of the funds must be used for capital and other one-time costs. I recommend continuing this practice.

This amount of free cash is an indication that the financial outlook for the city is improving, but there is still more to do. The path the city is traveling is narrow and still very much uphill. The city needs to be careful it doesn't relax too soon and find itself back on a slippery slope to insolvency. I look forward to the upcoming FY2020 budget discussions.

Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Calvin D. Brooks". The signature is written in a cursive style with a large initial "C" and "B".

Calvin D. Brooks
City Auditor

Brooks, Calvin

From: dlssupport@dor.state.ma.us
Sent: Tuesday, January 08, 2019 10:02 AM
To: gbourgault@rrgsystems.com; Maillet, Jerri; hscheid@rrgsystems.com; Paquette, Christopher J.; Cervantes, Anne; Goodall, Karen; rivard-diane@montytech.net; Mayor; Brooks, Calvin; dlsitgroup@dor.state.ma.us
Cc: colburnb@dor.state.ma.us
Subject: Notification of free cash approval - Fitchburg
Attachments: Fitchburg FY18.pdf

Massachusetts Department of Revenue Division of Local Services

Christopher C. Harding, Commissioner
Sean R. Cronin, Senior Deputy Commissioner of Local Services

1/8/2019

NOTIFICATION OF FREE CASH APPROVAL - City of Fitchburg

Based upon the un-audited balance sheet submitted, I hereby certify that the amount of available funds or "free cash" as of July 1, 2018 for the City of Fitchburg is:

General Fund	\$6,819,611.00
Enterprise Fund Water	\$959,965.00
Enterprise Fund Wastewater	\$9,167,951.00

This certification is in accordance with the provisions of G. L. Chapter 59, §23, as amended.

Certification letters will be emailed to the mayor/manager, board of selectmen, prudential committee, finance director and treasurer immediately upon approval, provided an email address is reported in DLS' Local Officials Directory. Please forward to other officials as you deem appropriate.

Sincerely,



Mary Jane Handy
Director of Accounts
Massachusetts Department of Revenue

This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this mail in error please notify the postmaster at dor.state.ma.us.

COMMUNICATION

**PENSION RESERVES INVESTMENT
MANAGEMENT BOARD**

Pension Reserves Investment Management Board

84 State Street, Suite 250
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair
Michael G. Troitsky, CFA, Executive Director



Fitchburg Retirement System General Allocation Account November 01, 2018 to November 30, 2018

Your beginning net asset value for the period was:
Your change in investment value for the period was:
Your exchanges from (to) the Cash Fund for the period were:
Your ending net asset value for the period was:

Month To Date	Fiscal Year To Date	Calendar Year To Date
119,953,927.21	114,906,763.07	119,575,030.82
775,188.24	(1,433,387.09)	298,345.16
(1,199,295.47)	6,056,444.00	(343,556.00)
<u>119,529,819.98</u>	<u>119,529,819.98</u>	<u>119,529,819.98</u>

Net Change in Investment Value represents the net change through investment activities as follows:

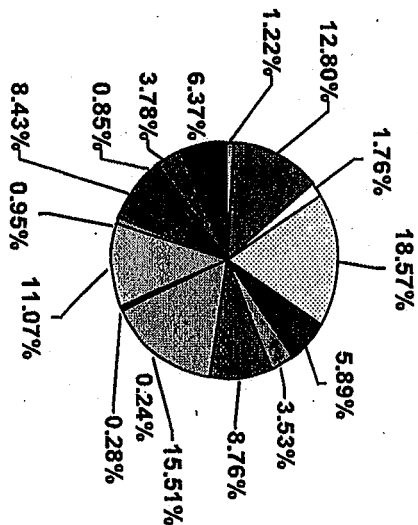
Gross Investment Income:	216,474.30	1,221,686.65	2,939,179.02
Less Management Fees:	(17,433.50)	(191,021.61)	(504,122.48)
Net Investment Income:	199,040.80	1,030,665.04	2,435,056.54
Net Fund Unrealized Gains/Losses:	375,036.32	(4,303,759.60)	(7,464,477.67)
Net Fund Realized Gains/Losses:	201,111.12	1,839,707.47	5,327,766.29
Net Change in Investment Value as Above:	<u>775,188.24</u>	<u>(1,433,387.09)</u>	<u>298,345.16</u>

As of November 30, 2018 the net asset value of your investment in the PRTF Fund was:

\$119,529,819.98

PRTF Fund Core Asset Allocation

As of November 30, 2018



- Cash Overlay
- Core Fixed Income
- Distressed Debt
- Domestic Equity
- Emerging Markets
- Equity Hedge
- Hedge Funds
- International Equity
- Liquidating Portfolio
- Other Credit Opportunities
- Private Equity
- Real Assets
- Real Estate
- Risk Premia
- Timberland
- Value-Added Fixed Inc.

FITCHBURG CITY CLERK

2018 DEC 24 AM 5:54

If you have any questions regarding your statement, please contact your Senior Client Services Officer Paul Todisco (617) 946-8423. A detailed statement of your account is attached to this summary sheet.

Pension Reserves Investment Management Board



84 State Street, Suite 250
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair
Michael G. Trotsky, CFA, Executive Director

Fitchburg Retirement System Cash Investment November 01, 2018 to November 30, 2018

	Month To Date	Fiscal Year To Date	Calendar Year To Date
Your beginning net asset value for the period was:	704.58	0.00	0.00
Your investment income for the period was:	0.00	3,557.05	3,557.05
Your total contributions for the period were:	0.00	12,052,887.00	12,052,887.00
Your total redemptions for the period were:	(1,200,000.00)	(6,000,000.00)	(12,400,000.00)
Your total exchanges for the period were:	1,199,295.47	(6,056,444.00)	343,556.00
Your state appropriations for the period were:	0.00	0.00	0.00
Your ending net asset value for the period was:	0.05	0.05	0.05

As of November 30, 2018 the net asset value of your investment in the Cash Fund was:

\$0.05

If you have any questions regarding your statement, please contact your Senior Client Services Officer Paul Todisco (617) 946-8423.
A detailed statement of your account is attached to this summary sheet.

REPORTS OF COMMITTEES

APPOINTMENTS COMMITTEE

ORAL REPORT

MEETING OF JANUARY 15, 2019

6:45 PM



**City of Fitchburg
Massachusetts 01420**

FITCHBURG CITY CLERK

2018 DEC 21 AM 10:25

CITY COUNCIL

President

Michael Kushmerek

Vice President

Amy Green

Councillors at Large

David Clark

Marcus L. DiNatale

E. Thomas Donnelly

Samantha M. Squailia

Anthony M. Zarrella

Ward Councillors

Ward 1 – Amy L. Green

Ward 2 – Paul R. Beauchemin

Ward 3 – Joel R. Kaddy

Ward 4 – Michael P. Kushmerek

Ward 5 – Marisa R. Fleming

Ward 6 – Elizabeth R. Walsh

December 21, 2018

Dear Councillors;

A Meeting of the COMMITTEE ON APPOINTMENTS will be held on Tuesday, January 15, 2019, at 6:45 P.M. in the Memorial Middle School Library, 615 Rollstone St., Fitchburg, MA.

The Agenda will consist of the following:

New Appointments

Board of Registrars of Voters

(Term to expire April 1, 2020)

Mr. Dan Mylott

Fitchburg Council on Aging

(Term to expire March 1, 2020)

Ms. Margaret Padovano

Very truly yours,

Michael Kushmerek, Chairman

Committee on Appointments

By: Anna M. Farrell, Clerk



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

FITCHBURG, MASSACHUSETTS
NOV 30 PM 4:15

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

November 30, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby appoint and ask for your confirmation of Mr. Dan H. Mylott of 237 Williams Road, Fitchburg, MA to the Board of Registrars of Voters for a term scheduled to expire on April 1, 2020.

Please feel free to contact me with any questions.

Sincerely,

Stephen L. DiNatale
Mayor



CITY OF FITCHBURG OFFICE OF THE CITY CLERK

166 Boulder Drive
Fitchburg MA 01420

Anna M. Farrell, City Clerk
(978) 829-1820
www.fitchburgma.gov

November 29, 2018

The Honorable Stephen DiNatale
Mayor, City of Fitchburg

Dear Mayor DiNatale,

I respectfully request the appointment of Mr. Dan H. Mylott, 237 Williams Rd to the Board of Registrars of Voters for a term to expire April 1, 2020. This appointment will fill the vacancy created by the resignation of Diane Welch.

The selection of Mr. Mylott for the position comes after solicitation of a list of potential candidates from the Republican City Committee, as directed by the City Solicitor and in compliance with M.G.L. c. 51, §15. The Committee responded with a list of three candidates: Mrs. Mary Lotze declined appointment as she did not realize she would be required to give up her election worker position in order to serve on the Board; Mr. John Strang offered his service but preferred that one of the other individuals on the list be given priority. Mr. Mylott has gladly agreed to serve on the Board and we will be pleased to welcome him.

Please contact me if you have any questions.

Very truly yours,

Anna M. Farrell
City Clerk

304 High Rock Road, Fitchburg, Massachusetts 01420

November 14, 2018

Anna M. Farrell
City Clerk
City of Fitchburg
160 Boulder Drive
Fitchburg, MA 014220

Dear Anna Farrell,

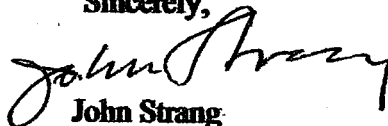
Pursuant to your letter to me dated October 12, 2018 requesting a list of names of voters in Fitchburg who have been registered in the Republican Party for at least two years and who would be interested in filling a vacancy on the Fitchburg Board of Registrars of Voters, I am pleased to submit the following names:

Dan Mylott who may be reached at danmylott@gmail.com
Mary Lotze who may be reached at frederick.lotze@verizon.net
John Strang who may be reached at johnstrang944@gmail.com

In accordance with the provisions of your October 12 letter, notice was given to the members of the Fitchburg Republican City Committee prior to our most recent meeting (November 8, 2018) that such a position was open and interested parties should present themselves at that meeting to be voted on. The above individuals were present and indicated interest and willingness to fill the vacant post.

I should add that while I am included on the list, my personal preference would be for one of the other individuals named to be selected, though I would fill the post if desired.

Sincerely,



John Strang
Chairman, Fitchburg Republican City Committee

c: FRCC archives

2018 NOV 19 PM 12:47

FITCHBURG CITY CLERK



CITY OF FITCHBURG OFFICE OF THE CITY CLERK

166 Boulder Drive
Fitchburg MA 01420

Anna M. Farrell, City Clerk
(978) 829-1820
www.fitchburgma.gov

October 12, 2018

Fitchburg Republican City Committee

To whom it may concern:

This letter is to solicit a list of names of voters in the City of Fitchburg who have been registered in the Republican Party for at least two years and who would be interested and able to fill a vacancy on the Fitchburg Board of Registrars of Voters. The term of the appointment would be until April 1, 2020.

The official duties of the Board of Registrars of Voters are described in the attached information. In Fitchburg, the typical responsibilities are to register voters in the City Clerk's office on the last day to register to vote prior to every election, assist with election returns processing for every election and administer any election recounts.

Kindly submit such a list of names within 45 days of receipt of this letter. Please note that, according to MA General Law Chapter 51 section 15, the list can only be created by a majority vote of the committee made at a duly called meeting. If no list is received within 45 days we will move forward with appointing a voter without reference to any such list.

Thank you for your attention to this matter and please feel free to contact me with any questions.

Sincerely,

Anna M. Farrell

7006 2150 0000 2471 9392

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OFFICIAL USE

Postage	\$
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Total Postage & Fees	\$

Sent To: John Strang
Street, Apt. No., or PO Box No.: 304 High Rock Rd
City, State, ZIP+4: Fitchburg MA 01420

PS Form 3800, August 2006 See Reverse for Instructions

SENDER: COMPLETE THIS SECTION

1. Complete items 1, 2, and 3.
2. Print your name and address on the reverse so that we can return the card to you.
3. Attach this card to the back of the mailpiece or on the front if space permits.

Article Addressed to:
Mr. John Strang
304 High Rock Rd
Fitchburg MA 01420

2. Article Number (Transfer from service label)
9590 9401 0100 5168 9256 51

COMPLETE THIS SECTION ON DELIVERY

Signature: [Signature]
B. Received by (Printed Name): _____
C. Date of Delivery: 10/15/18
D. Is delivery address different from item 1? YES, enter delivery address below No

3. Service Type
 Adult Signature
 Adult Signature Restricted Delivery
 Certified Mail®
 Certified Mail Restricted Delivery
 Collect on Delivery
 Collect on Delivery Restricted Delivery
 Mail
 Mail Restricted Delivery (00)
 Priority Mail Express®
 Registered Mail™
 Registered Mail Restricted Delivery
 Return Receipt for Merchandise
 Signature Confirmation™
 Signature Confirmation Restricted Delivery

PS Form 3811, April 2015 PSN 7530-02-000-9053 Domestic Return Receipt



The City of Fitchburg

FITCHBURG CITY CLERK

Massachusetts

2018 DEC 10 AM 10:46

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

December 7, 2018

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby appoint and as for your confirmation of Ms. Margaret Padovano of 69 Belgain Way, Fitchburg, MA as a member of the Fitchburg Council on Aging Board of Directors with a term scheduled to expire on March 1, 2020.

Ms. Padovano is appointed to complete the term of Ms. Pauline Basque who has resigned from the Board.

If you have any questions regarding this matter please do not hesitate to contact me.

Sincerely,

Stephen L. DiNatale
Mayor



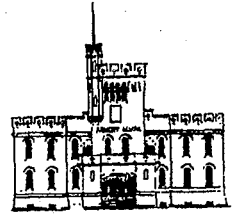
FITCHBURG SENIOR CITIZENS CENTER

COUNCIL ON AGING

14 WALLACE AVENUE

FITCHBURG, MASSACHUSETTS 01420

TELEPHONE 978-345-9598



JOAN GOODWIN, Executive Director

WILLIAM WALSH, Chairperson

Dec 5th 2018

The Fitchburg COA Board of
Directors would like to submit
Margaret Rodovano to be a
Board Member replacing Pauline Busque

Most Sincerely
Joan Goodwin

November 30, 2018
Fitchburg Council on Aging
14 Wallace Avenue
Fitchburg, MA 01420

To Whom It May Concern:

I would like to apply for the position of board member with the Fitchburg Council on Aging.

Being retired allows me to dedicate the time necessary to achieve and meet the goals of this board.

Thank you for your consideration

Margaret Sabusano
69 Belgian Way
Fitchburg MA 01420
978-342-4735

REPORTS OF COMMITTEES

PUBLIC SAFETY COMMITTEE

ORAL REPORT

MEETING OF JANUARY 15, 6:00 PM



**City of Fitchburg
Massachusetts 01420**

FITCHBURG CITY CLERK

2019 JAN -8 AM 9: 28

CITY COUNCIL

President

Michael P. Kushmerek

Vice President

Amy L. Green

Councillors at Large

David Clark

Marcus L. DiNatale

Samantha M. Squailia

Anthony M. Zarrella

Ward Councillors

Ward 1 – Amy L. Green

Ward 2 – Paul R. Beauchemin

Ward 3 – Joel R. Kaddy

Ward 4 – Michael P. Kushmerek

Ward 5 – Marisa R. Fleming

Ward 6 – Elizabeth R. Walsh

January 8, 2019

Dear Councillor:

A meeting of the COMMITTEE ON PUBLIC SAFETY will be held on:

Tuesday January 15, 2019 at 6:00 PM

Memorial Middle School Library

615 Rollstone St., Fitchburg, MA

The Agenda will consist of the following:

- 248-18. Officer Jackson Leroy, to request re: Oliver Street:
1. Add 6 parking meters on the Easterly side.
 2. Add 1 loading zone on the Easterly side.
 3. Make Oliver Street a one way from Elm Street heading southerly toward Main Street.
 4. Eliminate the No Parking Tow Zone and Stop sign on the Easterly side.
- 255-18. Police Chief Ernest Martineau, to recommend Putnam Street be converted to a one way (1) lane roadway from Main Street to Boulder Drive. The addition of 6 metered parking spots, and one loading zone be approved.

256-18.

Police Chief Ernest Martineau, to:

1. Remove 4 spaces, 2 double meters in front of Fitchburg District Court.
2. Replace with "No Parking Anytime".
3. Remove 1 space, 1 parking meter at Elm Street and Oliver Street.
4. Replace with "No Parking Prisoner Loading Area".

Very truly yours,

Amy L. Green
Chairman

A handwritten signature in cursive script, appearing to read "Anna M. Farrell".

By:
Anna M. Farrell
City Clerk

REPORT

PETITION

The Committee on

of

Public Safety Committee

Officer Leroy Jackson

to which was referred this petition would recommend that the petition be granted, be given leave to withdraw.

- to request re: Oliver Street:
1. Add 6 parking meters on the Easterly side.
 2. Add 1 loading zone on the Easterly side.
 3. Make Oliver St. a one way from Elm St. heading southerly toward Main St.
 4. Eliminate the No Parking Tow Zone and stop sign on the Easterly side.
- (as outlined in the enclosed petition.)

In City Council

In City Council

September 6, 2018

Referred to Committee on

Public Safety Committee

Report Read and Accepted

Anna M. Farrell
Clerk

Clerk

Petion Request:

Loading Zone / Parking Meters / One Way

Oliver St.

7/23/18

FITCHBURG CITY CLERK

2018 JUL 30 AM 9:55

On Monday, July 23, 2018 while assigned to the Traffic Bureau for the City of Fitchburg police department. I received a request from the Chief of Police, Chief Martineau. To look into making Oliver Street From Elm Street to Main Street a one way traveling in a southerly direction.

Request:

1. Add 6 parking meters on the Easterly side.
2. Add 1 loading zone on the Easterly side.
3. Make Oliver Street a one way From Elm St. Heading Southerly toward Main St.
4. Eliminate the No Parking Tow Zone and Stop sign on the Easterly side.

Oliver Street is a public road way within the City of Fitchburg, This roadway is a two way with traffic flowing in the Northerly and Southerly direction. In this section of roadway described above by the above listed petition there are two existing traffic control signage devises currently on the Easterly side. A No Parking\ Tow Zone, as well as Stop sign on the Oliver St. and Elm St. corner. These signs would be removed.

Roadway Dimensions

The roadway (Oliver Street) in question was measured to be a distance of approximately one hundred eighty-seven (187) feet 219 degrees southwest from crosswalk at intersection of Oliver and Elm to the stop line at the intersection of Oliver and Main Streets. The width of the roadway was measured at approximately twenty-six (26) feet with the approximate roadway lane divider (double solid) to be thirteen (13) feet from the westerly side of the roadway. Based upon the Manual on Uniform Traffic Control Devices, the typical public roadway parking space measures approximately eight (8) feet in width and approximately twenty (20) feet in length. Based upon the MUTCD information the roadway would accommodate approximately seven (7) regular parking spaces.

Based upon the measured width of the roadway at the widest point approximately twenty-six (26) feet it would be reduced by approximately eight (8) feet leaving approximately eighteen (18) feet. The available roadway width after the installation of parking spaces would require that the roadway configuration be one way. Based upon this configuration the roadway would accommodate the above request.

The placement of the above request would read as followed:

1. The loading zone shall be established on the Easterly side of Oliver Street starting after the crosswalk on Oliver Street closes to Main Street. The loading Zone will be approximately 40 feet.
2. The 6 parking meter spots would follow directly after the loading zone. The metered parking spots would all be 20 feet by 8 feet.
3. Oliver Street from Elm Street to Main Street traveling in a Southerly direction would be a one way.

Based on my observations and the dimensions of the roadway I would recommend that this request be approved. Installation of the loading zone shall be done in accordance with the standards set forth in the Manual on Uniform Traffic Control Devises.

Officer JACKSON Leroy

TO THE HONORABLE CITY COUNCIL OF THE CITY OF FITCHBURG

Ladies and Gentlemen:

The undersigned Petition your Honorable Body to

This request was to make Putnam Street From Main Street to Boulder Drive a one way traveling in a southerly direction.

Request for Putnam St:

1. 2 – 10 foot travel lanes with a 1 foot center separation line.
2. 6 Metered parking spots. 2 spots on the East side of Putnam St. either side of the fire hydrant with a 10 foot safety zone on each side of fire hydrant. This metered parking will be 1 hour parking in accordance with FGO C. 169, S.42.
3. 1 – 30 foot loading zone Putnam St. East side.
4. Installation of the above mentioned changes shall be done in accordance with the standards set forth in the Manual on Uniform Traffic Control Devices.

FITCHBURG CITY CLERK
2009 AUG 30 PM 12:06

000255 - 2018
No. _____

REPORT

PETITION

The Committee on

of

Public Safety Committee

to which was referred this petition would recommend that the petition be granted, be given leave to withdraw.

to recommend Putnam Street be converted to a one way (1) lane roadway from Main Street to Boulder Drive. The addition of 6 metered parking spots, and one loading zone be approved.

*Chief Ernest Martineau - Fitchburg P.D.
See Report 18-31947 - (Off. L. Jackson)
Attached*

In City Council

In City Council

September 18, 2018

Referred to Committee on

Public Safety Committee

Report Read and Accepted

Anna M. Farrell

Clerk

Clerk



CITY OF FITCHBURG POLICE DEPARTMENT

20 Elm Street
Fitchburg, Massachusetts 01420-3204
www.fitchburgpolice.com

Ernest F. Martineau
CHIEF OF POLICE

DEPARTMENT/OPERATIONS
978-345-9648
FAX: 978-345-4088

CRIMINAL INVESTIGATIONS
978-345-9650

RECORDS BUREAU
978-345-9643
FAX: 978-342-7608

CHIEF OF POLICE
978-345-9656
FAX: 978-343-6007

18-31947-OF

For Police Department Use Only!

After an investigation into a request by Chief Martineau Fitchburg Police department, of 20 Elm Street, I recommend that the Public road way Putnam Street be converted to a one way (1) lane roadway From Main St to Boulder Drive. The addition of 6 Metered parking spots, one loading zone be approved.

I recommend that the request by Chief Martineau be approved.

See report 18-31947-OF for complete details.

Investigating Officer: Leroy M Jackson Date: 8/24/18

RECOMMENDATION APPROVED BY THE CHIEF OF POLICE:

Date: 8/28/18

RECOMMENDATION DENIED BY THE CHIEF OF POLICE:

Date: _____

NARRATIVE FOR POLICE OFFICER LEROY M JACKSON

Ref: 18-31947-OF

Entered: 08/24/2018 @ 1421 Entry ID: 98
Modified: 08/29/2018 @ 1249 Modified ID: 64

Petition Request:**Loading Zone / Parking Meters / One Way****Putnam St.****08/23/18**

On Wednesday, August 22, 2018, while assigned to the Traffic Bureau for the City of Fitchburg police department, I received a request from the Chief of Police, Chief Martineau. This request was to make Putnam Street From Main Street to Boulder Drive a one way traveling in a southerly direction.

Request for Putnam St:

1. **2 – 10 foot travel lanes with a 1 foot center separation line.**
2. **6 Metered parking spots. 2 spots on the East side of Putnam St. either side of the fire hydrant with a 10 foot safety zone on each side of fire hydrant. This metered parking will be 1 hour parking in accordance with FGO C. 169, S.42.**
3. **1 – 30 foot loading zone Putnam St. East side.**
4. **Installation of the above mentioned changes shall be done in accordance with the standards set forth in the Manual on Uniform Traffic Control Devices.**

After review of the traffic flow and roadway configuration it appears that the return of Putnam Street to a one-way roadway status with travel regulated to a southwest directional flow and restoration of the east side parking meters would provide the maximum possible on street public parking spaces. It would further be this investigators recommendation based upon business complaints, that Main Street resident's park for extended periods of time occupying the metered spaces with residential parking permits, that any created parking spaces be restricted to 1 hour metered parking, as indicated in Fitchburg Code C.169 S. 42.

Review of the current City of Fitchburg Codes concerning parking, two regulations Chapter 169 section 42 and Chapter 169 section 42.1 indicate that metered parking along the east side of the roadway is currently approved for 1 hour metered parking.

The Code of the City of Fitchburg Chapter 169 section 24 currently regulates and restricts parking on the west side of the roadway from Main Street to Boulder Drive. Code of the City of Fitchburg Chapter 169 section 26 time limit parking was repealed by ordinance 290 -90.

NARRATIVE FOR POLICE OFFICER LEROY M JACKSON

Ref: 18-31947-OF

Entered: 08/24/2018 @ 1421 Entry ID: 98
Modified: 08/29/2018 @ 1249 Modified ID: 64

Current Roadway Dimensions

The roadway (Putnam Street) in question was measured to be a distance of approximately two hundred seventeen feet (217') 287 degrees west from crosswalk at intersection of Main Street and Putnam Street to the stop line at the intersection of Boulder Drive and Putnam Street. The width of the roadway was measured at approximately thirty-four (34) feet with the approximate roadway lane divider (double solid) to be twenty-two (22) feet from the westerly side of the roadway at entrance to the parking garage.

Investigation Recommendation:

Based upon a review of all known material during this investigation it is recommended;

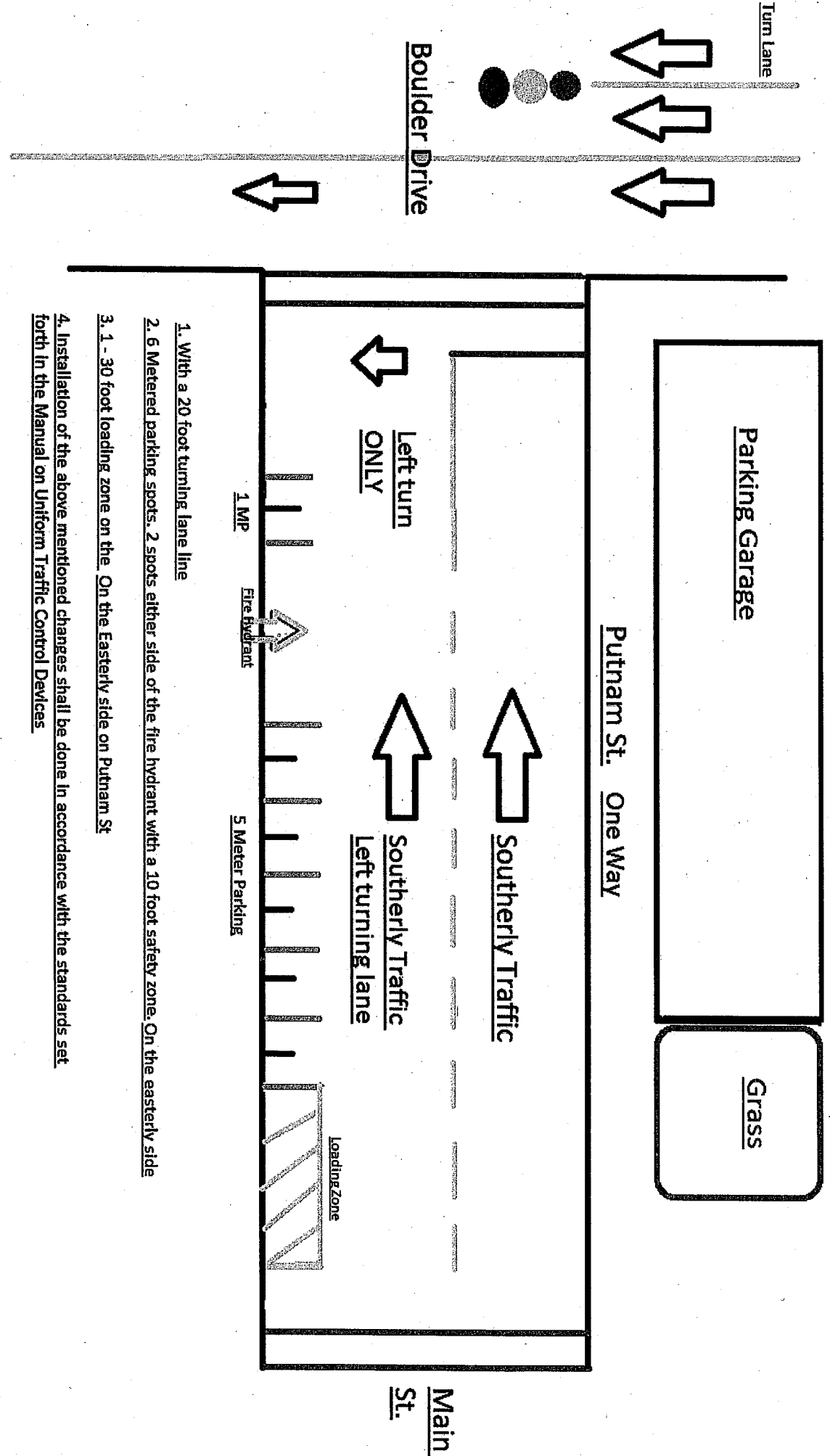
1. That Putnam St. a public roadway, parking be established on the easterly side of the roadway with a return of Putnam Street to a one-way roadway, from Main St. to Boulder Drive. The return of Putnam Street to a one way roadway would reduce the signalization cycle times at the traffic control device on Main Street at intersection with Putnam and Oliver Streets. Returning the signalization control back to a cycle status with activation of the pedestrian control devices would enhance pedestrian and motor vehicle safety within the intersection.
2. After review of the roadway and commercial business use along the area in question it would be recommended that the roadway be returned to a one way (2) lane roadway, traffic control lights returned to previously permitted MA DOT use and meters established along the easterly side of the roadway to promote use by the commercial businesses within this geographical area.
3. With the following lanes of travel and parking to be created:
 - 2 – 10 foot travel lanes with a 1 foot center separation line.
 - 6 Metered parking spots. 2 spots on the East side of Putnam St. either side of the fire hydrant with a 10 foot safety zone on each side of fire hydrant. This metered parking will be 1 hour parking in

accordance with FGO C. 169, S.42.

1 – 30 foot loading zone Putnam St. East side.

Installation of the above mentioned changes shall be done in accordance with the standards set forth in the Manual on Uniform Traffic Control Devices. See attached Diagram.

18-31947-0F



- 1. With a 20 foot turning lane line
- 2. 6 Metered parking spots. 2 spots either side of the fire hydrant with a 10 foot safety zone. On the easterly side
- 3. 1 - 30 foot loading zone on the On the Easterly side on Putnam St
- 4. Installation of the above mentioned changes shall be done in accordance with the standards set forth in the Manual on Uniform Traffic Control Devices

REPORT

The Committee on

Public Safety Committee

to which was referred this petition would recommend that the petition be granted, be given leave to withdraw.

In City Council

Report Read and Accepted

Clerk

No. 000256 2018

PETITION

of

Report 18-21169

Officer Leroy M. Jackson,
to request as follows:

1. Remove 4 spaces, 2 double meters in front of FDC
2. Replace with "No Parking Anytime"
3. Remove 1 space 1 parking meter at Elm St. Oliver St.
4. Replace with "No Parking Prisoner Loading Area".

In City Council

September 18, 2018

Referred to Committee on

Public Safety Committee

Anna M. Farrell

Clerk

FITCHBURG CITY CLERK

SEP 13 AM 8:57

TO THE HONORABLE CITY COUNCIL OF THE CITY OF FITCHBURG

Ladies and Gentlemen:

The undersigned Petition your Honorable Body to

Request as follows:

- 1. Remove 4 spaces, 2 double meters in front of FDC**
- 2. Replace with "No Parking Anytime"**
- 3. Remove 1 space 1 Parking meter at Elm St. Oliver St.**
- 4. Replace with "No Parking Prisoner Loading Area"**

Officer Jackson L.



CITY OF FITCHBURG POLICE DEPARTMENT

20 Elm Street
Fitchburg, Massachusetts 01420-3204
www.fitchburgpolice.com

DEPARTMENT/OPERATIONS
978-345-9648
FAX: 978-345-4088

CRIMINAL INVESTIGATIONS
978-345-9650

RECORDS BUREAU
978-345-9643
FAX: 978-342-7608

CHIEF OF POLICE
978-345-9656
FAX: 978-343-6007

Ernest F. Martineau
CHIEF OF POLICE

18-21169-OF

For Police Department Use Only!

After conclusion of an investigation into a request by Chief Slade, Chief Court Officer of the Fitchburg District Court, I recommend that the two double Parking meters on the Westerly side of Wallace Ave in front of the Fitchburg District Court be removed and replaced by "NO PARKING ANY TIME" signs.

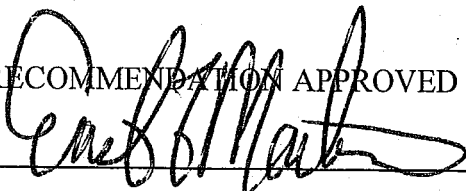
The single parking meter on the Northern corner of Elm St / Grove St. be removed and replaced by " NO PARKING PRISONER LOADING AREA"

I recommend that the request by Chief Slade be approved.

See report 18-21169-OF for complete details.

Investigating Officer: Leroy M Jackson Date: 6/4/18

RECOMMENDATION APPROVED BY THE CHIEF OF POLICE:

 Date: 9/1/2018

RECOMMENDATION DENIED BY THE CHIEF OF POLICE:

Date: _____

Fitchburg Police Department
Incident Report



Incident #: 18-21169-OF
Call #: 18-21169

Date/Time Reported: 06/04/2018 1311
Report Date/Time: 06/04/2018 1312
Status: No Crime Involved

Reporting Officer: POLICE OFFICER LEROY JACKSON
Approving Officer: Sergeant JOHN MAKI

Signature: _____

Signature: _____

EVENTS (S)

LOCATION TYPE: Commercial/Office Building Zone: Post 2
FITCHBURG DISTRICT CT
100 ELM ST
FITCHBURG MA 01420

1 FDC PETITION

NARRATIVE FOR POLICE OFFICER LEROY M JACKSON

Ref: 18-21169-OF

Entered: 06/04/2018 @ 1315 Entry ID: 98
Modified: 06/04/2018 @ 1343 Modified ID: 64
Approved: 06/05/2018 @ 1235 Approval ID: 64

Remove Parking Meters**Fitchburg District Court****Chief Yvonne Slade****Officer Jackson****5/16/18**

On Wednesday, May 16, 2018 while assigned to the Traffic Bureau for the City of Fitchburg police department. I received a request from Chief Slade, Fitchburg District Court, to review the elimination of the "1" Parking meter at the north corner of Elm St. and Grove St. to be replaced with No Parking Prisoner Loading Area. As well as "2" double Parking meters on the westerly side of Elm St in front of the Fitchburg District Court to replace with No Parking Anytime.

Request as follows:

1. **Remove 4 spaces, 2 double meters in front of FDC**
2. **Replace with "No Parking Anytime"**
3. **Remove 1 space 1 Parking meter at Elm St. Oliver St.**
4. **Replace with "No Parking Prisoner Loading Area"**

This officer talked with Court Officer Chief Slade, of the Fitchburg District Court who was expressing concerns over parking issues on Wallace Ave.

Chief's Concerns:

1. Emergency Vehicles that respond to the court have a hard time entering and parking due to the narrow road of Wallace Ave. directly in front of the Courthouse entrance. There is meter parking on both sides of the road making it hard for responding Fire trucks, ambulances and police vehicles to park. Also, during an evacuation from the building, people leaving have to go between parked cars into the roadway causing a safety issue for the evacuating pedestrians.
2. Parking for the prisoner loading area on Elm St. is being hampered by the one parking meter at the corner of Elm St / Grove St. The Fitchburg District Court get numerous Prisoner Transport vehicles, police vehicles in the prisoner loading area.

NOTE: There is no parking for emergency vehicles at this time in front of the courthouse .

NARRATIVE FOR POLICE OFFICER LEROY M JACKSON

Ref: 18-21169-OF

Entered: 06/04/2018 @ 1315	Entry ID: 98
Modified: 06/04/2018 @ 1343	Modified ID: 64
Approved: 06/05/2018 @ 1235	Approval ID: 64

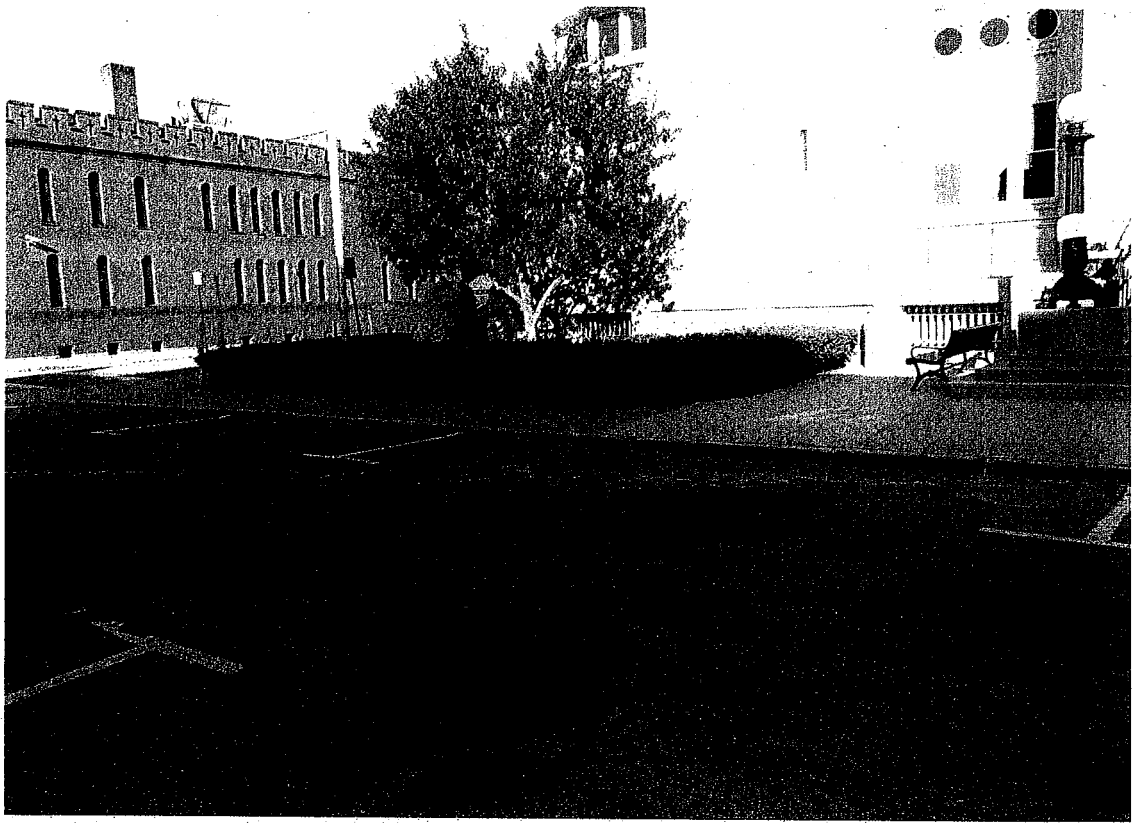
After conclusion of an investigation into a request by Chief Slade, Chief Court Officer of the Fitchburg District Court, I recommend that the two double Parking meters on the Westerly side of Wallace Ave in front of the Fitchburg District Court be removed and replaced by **“NO PARKING ANY TIME”** signs.

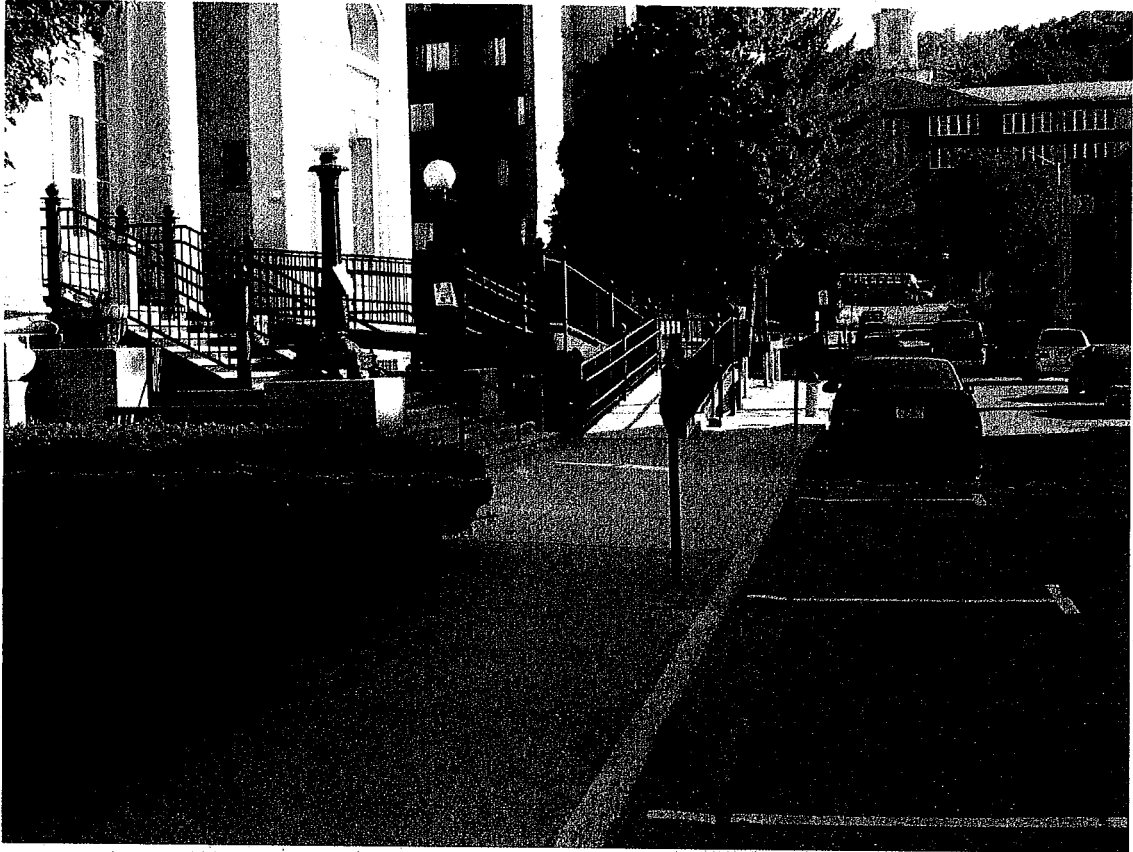
The single parking meter on the Northern corner of Elm St / Grove St. be removed and replaced by **“ NO PARKING PRISONER LOADING AREA”**

The cautionary signage listed above should be installed in accordance with the Manual on Uniform Traffic Control Devices.

I recommend that the request by Chief Slade be approved.







ORDERS-FINANCE

City of Fitchburg

FITCHBURG CITY CLERK

In City Council,

2019 JAN 10 AM 9:18

ORDERED:-- That

the City of Fitchburg hereby amends Order #189-18 by removing "which is for costs of purchasing a conservation restriction on a certain parcel of land in Princeton known as the Bomba Property (\$520,000.00)" and inserting in its place "which is for cost of purchasing a certain parcel of land in Westminster known as the Wildes Property (\$420,000.00)".



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE

MAYOR

166 BOULDER DRIVE

FITCHBURG, MA 01420

TEL. (978) 829-1801

AARON TOURIGNY

CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID

ADMINISTRATIVE AIDE

JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to amend Order 189-18 to remove the reference to a conservation restriction on a certain parcel of land in Princeton known as the Bomba Property (\$520,000) and in its place permit the purchase of a certain parcel of land in Westminster known as the Wildes Property (\$420,000).

The owners of the Bomba Property decided not to go ahead with the conservation restriction on their property. In its place, the city would like to purchase the Wildes Property using the same grant funding. The funding being used is from the Forest Legacy Program.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of
Fitchburg



Department of
Public Works

COMMISSIONER

301 Broad Street
978-829-1910
978-345-9687 FAX

STREETS & PARKS

301 Broad Street
978-829-1900
978-345-9687 FAX

WASTEWATER

166 Boulder Drive, Suite 108
978-345-9622
978-345-9623 FAX

SEWER COLLECTION

301 Broad Street
978-829-1905
978-345-9687 FAX

WATER

1200 Rindge Road
978-345-9616
978-345-9555 FAX

**ENGINEERING
PLANNING**

301 Broad Street
978-829-1917
978-345-9687 FAX

CEMETERIES

115 Mount Elam Road
978-345-9578
978-345-9686 FAX

January 8, 2019

Mayor Stephen L. DiNatale, City of Fitchburg
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Subject: Grants for Protection of Land in the Watersheds to the City's Water Supply Reservoirs through Conservation Restrictions on the Bomba and Lane Properties and Purchase of the Wright Property

Mayor,

I respectfully request that Order 189-18 be amended to remove the reference to a conservation restriction on a certain parcel of land in Princeton known as the Bomba Property (\$520,000) and in its place permit the purchase of a certain parcel of land in Westminster known as the Wildes Property (\$420,000). The Wildes Property consists of a 15.81 acre parcel of land located on Minott Road in Westminster, which falls within the watershed to Mare Meadow Reservoir, the City's largest and most important reservoir.

The funding for this land protection project is through a Federal Forest Legacy Program (Grant #13-DG-11420004-070) and is essentially a 100% grant. The owners of the Bomba parcel elected not to go ahead with the sale of a conservation restriction on their property, despite our best efforts, and, working with State and Federal program managers, we have been able to "replace" this parcel with the Wildes property in this Federal grant program. The acceptance of said grants for purchase of the Wildes property may require the expenditure of funds up to the total amount of \$420,000 from the Water Enterprise Fund (in some cases, though, the funds are transferred to the City just prior to the closing). The Federal Forest Legacy program will then reimburse the Water Division for the purchase along with most of associated due diligence costs (e.g., land survey, title exam, closing, etc.). Only a small portion (less than \$5,000) of the overall project cost is not reimbursable - this amount will be funded through the Water Division's existing budget.

Sincerely,

John M. Deline, Jr.
Deputy Commissioner of Water Supply

cc/ Calvin Brooks, City Auditor
Lenny Laakso, Commissioner of Public Works

City of Fitchburg

FITCHBURG CITY CLERK

2010 JUN 14 AM 11:01

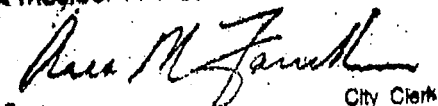
In City Council, _____

ORDERED:-- That

the City of Fitchburg hereby approves the expenditure of funds from the Federal Forest Legacy Program grant (13-DG-11420004-070) in the approximate amount of \$1,070,000.00 (ONE MILLION, SEVENTY THOUSAND AND 00/100 DOLLARS) for the purpose of said grant; which is for the costs of purchasing a conservation restriction on a certain parcel of land in Princeton known as the Bomba Property (\$520,000.00), for the costs of purchasing a conservation restriction on a certain parcel of land in Westminster known as the Nakrosis Property (\$300,000.00), and for the costs of purchasing a certain parcel of land in Westminster known as the Wright Property (\$250,000.00).



A TRUE COPY ATTEST.



City Clerk

PRESENTED TO THE MAYOR

No. 000189 - 2018

For approval July 6 2018

Anna M. Farrell
City Clerk

MAYOR'S OFFICE

Fitchburg, Mass. JUL 06 2018

APPROVED

Anna M. Farrell
Mayor

In City Council July 5, 2018
Report read and accepted. Order
adopted by unanimous vote. 9
members present. Board consists of
11 members.
Anna M. Farrell, Clerk

ORDER

That the City of Fitchburg approves the expenditure of funds from the Federal Forest Legacy Program grant (13-DG-11420004-070) in the amount of \$1,070,000.00, for the purpose of said grant, for the costs of purchasing a conservation restriction on a certain parcel of land in Princeton known as the Bomba Property (\$520,000.00), for the costs of purchasing a conservation restriction on a certain parcel of land in Westminster known as the Nakrosis Property (\$300,000) and for purchasing a conservation restriction on a parcel of land in Westminster known as the Wright Property (\$250,000).
In City Council June 19, 2018
Order read and referred to the Finance Committee.
Anna M. Farrell
Clerk

COMMITTEE ON FINANCE VOTED TO RECOMMEND
THAT ORDER BE ~~NOT~~ ADOPTED

FINANCE COMMITTEE

Anna M. Farrell
Paul A. Beaulieu
Anthony J. Boudreau
Christina D.

Anna M. Farrell
Paul A. Beaulieu
Anthony J. Boudreau
Christina D.

City of Fitchburg

FITCHBURG CITY CLERK

In City Council,

2019 JAN 10 AM 9:18

ORDERED:-- That

the City of Fitchburg hereby approves the expenditure of funds from the Department of Fire Services grant in the approximate amount of \$1,500.00 (ONE THOUSAND, FIVE HUNDRED AND 00/100 DOLLARS) for the purpose of said grant, which is to maintain the recently purchased new regional Fire Safety House used in teaching fire safety.



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to approve the expenditure of funds from the Executive Office of Public Safety, SAFE grant in the approximate amount of \$1,500.00 for the purpose of said grant, which is to maintain the recently purchased new regional Fire Safety House used in teaching fire safety.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



Kevin D. Roy
Chief of Fire Department

City of Fitchburg, Massachusetts
FIRE DEPARTMENT

33 North Street
Fitchburg, MA 01420

978-345-9666
FAX: 978-345-9589

December 17, 2018

To: Mayor Stephen L. DiNatale
From: Kevin D. Roy
Re: Student Awareness of Fire Education Grant

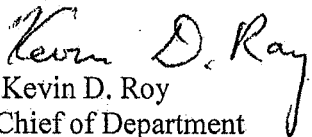
Dear Mayor DiNatale,

I am requesting the City accept the Student Awareness of Fire Education Grants awarded to the Fitchburg Fire Department by the States Executive Office of Public Safety.

This grant is in the amount of \$1,500.00 for maintenance of the Regional "Fire Safety House", which is stored and maintained here in Fitchburg. This training trailer is used frequently throughout the year by our SAFE instructors, as well as, by other local area Fire Departments, to teach fire education.

If you have any questions regarding these grants, please contact me.

Respectfully,


Kevin D. Roy
Chief of Department

cc: Calvin Brooks, City Auditor

KDR/rmk

City of Fitchburg

FITCHBURG CITY CLERK

In City Council,

2019 JAN 10 AM 9:18

ORDERED:-- That

the City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$5,454.00 (FIVE THOUSAND, FOUR HUNDRED FIFTY-FOUR AND 00/100 DOLLARS) for the purpose of said grant, which is to continue to teach fire safety to children in elementary schools.



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to approve the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$5,454.00 for the purpose of said grant, which is to continue to teach fire safety to children in elementary schools.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



Kevin D. Roy
Chief of Fire Department

City of Fitchburg, Massachusetts
FIRE DEPARTMENT

33 North Street
Fitchburg, MA 01420

978-345-9666
FAX: 978-345-9589

To: Mayor Stephen L. DiNatale

From: Kevin D. Roy

Re: Student Awareness of Fire Education Grants

Dear Mayor DiNatale:

I am requesting the City accept two (2) Student Awareness of Fire Education Grants awarded to the Fitchburg Fire Department by the States Executive Office of Public Safety.

The first grant is in the amount of \$ 5,454.00 for our S.A.F.E. program which teaches fire safety to children in our elementary schools. This has been a very successful program that has enabled many children in the City to take the proper actions during emergency situations.

The second grant is in the amount of \$2,800.00 for the Senior S.A.F.E program. This program teaches Senior citizens about the importance of fire safety regarding cooking fires, electrical fires, etc. Older adults, those age 65 and above, accounted for 14% of the population, but 33% of the fire deaths in 2011. Seniors Citizens and younger children are at the greatest risk of fire death.

If you have any questions regarding these grants, please contact me.

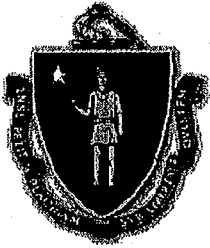
Respectfully,

A handwritten signature in cursive script that reads "Kevin D. Roy".

Kevin D. Roy
Chief of Department

cc: Calvin Brooks, City Auditor

KDR/rmk



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617)725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

December 26, 2018

Chief Kevin D. Roy
Fitchburg Fire Department
33 North Street
Fitchburg, MA 01420

Dear Chief Roy:

Congratulations! We are pleased to inform you that the Fitchburg Fire Department has been awarded \$5,454.00 for Student Awareness of Fire Education (S.A.F.E.) and \$2,800.00 for Senior SAFE grants. We look forward to working with you and your community on this public fire and life safety initiative.

Additional correspondence, including all the necessary documents needed to execute this award will be provided by the Executive Office of Public Safety and Security, Department of Fire Services within the next two weeks.

Feel free to contact Cynthia Ouellette at cynthia.ouellette@mass.gov if you have any questions.

Sincerely,

Handwritten signature of Charles D. Baker in black ink.

Governor Charles D. Baker

Handwritten signature of Karyn E. Polito in black ink.

Lt. Governor Karyn E. Polito

City of Fitchburg

FITCHBURG CITY CLERK

In City Council, 2019 JAN 10 AM 9:19

ORDERED:-- That

the City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$2,800.00 (TWO THOUSAND, EIGHT HUNDRED AND 00/100 DOLLARS) for the purpose of said grant, which is to teach senior citizens about the importance of fire safety and avoiding in particular cooking and electrical fires.



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

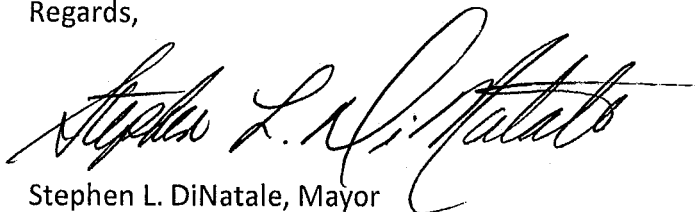
Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to approve the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$2,800.00 for the purpose of said grant, which is to teach senior citizens about the importance of fire safety and avoiding in particular cooking and electrical fires.

Thank you.

Regards,


Stephen L. DiNatale, Mayor



City of Fitchburg, Massachusetts
FIRE DEPARTMENT

33 North Street
Fitchburg, MA 01420

Kevin D. Roy
Chief of Fire Department

978-345-9666
FAX: 978-345-9589

To: Mayor Stephen L. DiNatale

From: Kevin D. Roy

Re: Student Awareness of Fire Education Grants

Dear Mayor DiNatale:

I am requesting the City accept two (2) Student Awareness of Fire Education Grants awarded to the Fitchburg Fire Department by the States Executive Office of Public Safety.

The first grant is in the amount of \$ 5,454.00 for our S.A.F.E. program which teaches fire safety to children in our elementary schools. This has been a very successful program that has enabled many children in the City to take the proper actions during emergency situations.

The second grant is in the amount of \$2,800.00 for the Senior S.A.F.E. program. This program teaches Senior citizens about the importance of fire safety regarding cooking fires, electrical fires, etc. Older adults, those age 65 and above, accounted for 14% of the population, but 33% of the fire deaths in 2011. Seniors Citizens and younger children are at the greatest risk of fire death.

If you have any questions regarding these grants, please contact me.

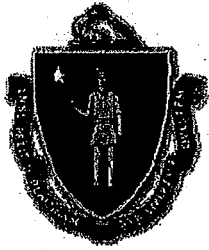
Respectfully,

A handwritten signature in cursive script that reads "Kevin D. Roy".

Kevin D. Roy
Chief of Department

cc: Calvin Brooks, City Auditor

KDR/rmk



OFFICE OF THE GOVERNOR
COMMONWEALTH OF MASSACHUSETTS
STATE HOUSE • BOSTON, MA 02133
(617)725-4000

CHARLES D. BAKER
GOVERNOR

KARYN E. POLITO
LIEUTENANT GOVERNOR

December 26, 2018

Chief Kevin D. Roy
Fitchburg Fire Department
33 North Street
Fitchburg, MA 01420

Dear Chief Roy:

Congratulations! We are pleased to inform you that the Fitchburg Fire Department has been awarded \$5,454.00 for Student Awareness of Fire Education (S.A.F.E.) and \$2,800.00 for Senior SAFE grants. We look forward to working with you and your community on this public fire and life safety initiative.

Additional correspondence, including all the necessary documents needed to execute this award will be provided by the Executive Office of Public Safety and Security, Department of Fire Services within the next two weeks.

Feel free to contact Cynthia Ouellette at cynthia.ouellette@mass.gov if you have any questions.

Sincerely,

Handwritten signature of Charles D. Baker in black ink.

Governor Charles D. Baker

Handwritten signature of Karyn E. Polito in black ink.

Lt. Governor Karyn E. Polito

City of Fitchburg

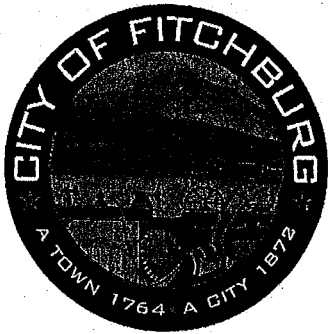
FITCHBURG CITY CLERK

In City Council,

2019 JAN 10 AM 9:19

ORDERED:-- That

there be and hereby is appropriated the sum of THREE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$350,000.00) same to be charged against AVAILABLE FUNDS and credited to STABILIZATION FUND.



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$350,000.00 from Available Funds and credited to Stabilization Fund. This appropriation will increase the balance in the Stabilization Fund to just over \$6.5 million, which is slightly more than 5% of the FY2019 General Fund budget.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of TWO HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$250,000.00) same to be charged against AVAILABLE FUNDS and credited to OTHER POST EMPLOYMENT BENEFITS (OPEB) TRUST FUND.



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$250,000.00 from Available Funds and credited to the Other Post Employment Benefits (OPEB) Trust Fund. Along with previous appropriations, as well as accumulated interest, this appropriation will bring the balance in the OPEB Trust Fund to approximately \$1,153,000.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of ONE HUNDRED TWO THOUSAND AND 00/100 DOLLARS (\$102,000.00) same to be charged against AVAILABLE FUNDS and credited to AIRPORT REVENUE for the purpose of reducing the airport's deficit fund balance.



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$102,000.00 from Available Funds and credited to Airport Revenue for the purpose of reducing the airport's deficit fund balance.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council,

ORDERED:-- That

there be and hereby is appropriated the sum of ONE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS (\$150,000.00) same to be charged against AVAILABLE FUNDS and credited to SCHOOL DEPARTMENT, LONGSJO SCHOOL ROOF REPLACEMENT.



The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$150,000.00 from Available Funds and credited to Capital Projects, Longsjo School Roof Replacement.

Currently, funds are in place to complete the replacement of the roof and the gutter system. The work is currently on hold until spring weather arrives.

When work began on the roof, the asbestos pipe insulation in the attic was abated to avoid the possibility of contamination of the building by the roof work being done. The pipes now have to be reinsulated. The sprinkler heads in the attic were found to be original to the building and should have been replaced long ago. The estimated cost for this work is \$150,000.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council,

ORDERED:-- That

there be and hereby is appropriated the sum of FORTY-FIVE THOUSAND, FIVE HUNDRED FORTY-FOUR AND 00/100 DOLLARS (\$45,544.00) same to be charged against AVAILABLE FUNDS and credited to COMMUNITY DEVELOPMENT, DEP COMPLIANCE for the purpose of DEP compliance at city owned property at 465 Westminster Street, formerly the site of the Central Steam Plant.



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID

ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$45,544.00 from Available Funds and credited to Community Development, DEP Compliance for the purpose of DEP compliance at city owned property at 465 Westminster Street, formerly the site of the Central Steam Plant.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT ♦ PLANNING ♦ ECONOMIC DEVELOPMENT

August 20, 2018

Mayor DiNatale,

The Department of Community Development is requesting an allocation from available funds for \$45,544. Expenditures will support FY19 efforts towards achieving Massachusetts Department of Environmental Protection (DEP) compliance at the municipally-owned property located at 465 Westminster Street, the former Central Steam Plant (CSP) site.

The CSP building ceased operations and was permanently abandoned in 1999. The site was deeded to the City of Fitchburg in 2004 in lieu of taxes. This site is bounded by currently active railroad tracks to the east, the North Nashua River to the west and northwest, and by undeveloped land to the north and south. A small portion of the property is a walking trail.

The CSP site has been the location of several oil and/or hazardous material releases. On June 22, 2012, a new release of oil emanating from the Site to the North Nashua River was identified and reported. At the time of the release, cooperative response actions were taken by the MassDEP, the Environmental Protection Agency (EPA), and the City. The EPA also took its own actions. The City then secured a \$500,000 Mass Development Grant, matched by \$292,000 in CDBG, NSP, Municipal and EPA Brownfields funding, which allowed the City to demolish the building in November 2015 and undertake IRA Plan implementation.

The aforementioned releases have continued, and the City has been working with Corporate Environmental Advisors (CEA) to maintain the booms containing the oil, and for Vanasse Hangen Brustlin, Inc. (VHB) to assess and monitor the releases. The Department is recently applied for another MassDevelopment grant to fully remediate the site. At the moment, the project does not seem to be eligible for this grant. Although the Department will continue to pursue this option, in the interim this allocation is necessary to ensure continued compliance at the site. Our Department will keep the Mayor apprised of the progress on the site.

Sincerely,

Tom Skwierawski
Executive Director of Planning and Community Development
City of Fitchburg

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of TWENTY THOUSAND AND
00/100 DOLLARS (\$20,000.00) same to be charged against AVAILABLE FUNDS and
credited to BUILDING-TAX POSSESSION MAINTENANCE for the purpose of securing,
maintaining, and cleaning tax possessions.



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$20,000.00 from Available Funds and credited to Building-Tax Possession Maintenance for the purpose of securing, maintaining, and cleaning tax possessions and getting them ready for auction.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



Fitchburg, Massachusetts

Office of the Building Commissioner

MARK BARBADORO
Building Commissioner

MARK SULLIVAN
Local Building Inspector

KYLE RIDLEY
Inspector of Wires

JOHN MORREALE
Local Building Inspector

ERIC CHARTRAND
Local Building Inspector

WAYNE LITTLE
Plumbing/Gas Inspector

November 6, 2018

Office of the Mayor
166 Boulder Drive
Fitchburg MA 01420

RE: tax possession account

Dear Mayor DiNatale

The city of Fitchburg has stepped up its pace in repossessing tax delinquent properties. This increase has caused an increase in securing, maintenance and cleaning expenses in order to ready these properties for auction. Since the tax possession account is now at zero I am requesting an additional \$15,000 – 20,000 to cover tax possessions until the end of the fiscal year

If you have any questions regarding this zoning determination, please feel free to write or call this office.

Respectfully yours,

Mark Barbadoro
Building Commissioner

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council,

ORDERED:-- That

there be and hereby is appropriated the sum of TWENTY-FOUR THOUSAND, FIVE HUNDRED THIRTEEN AND 00/100 DOLLARS (\$24,513.00) same to be charged against AVAILABLE FUNDS and credited to POLICE, CAPITAL EXPENDITURES, BUILDING REPAIRS for the purpose of replacing two of three HVAC units at the police station.



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID

ADMINISTRATIVE AIDE

JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$24,513.00 from Available Funds and credited to Police, Capital Expenditures, Building Repairs for the purpose of replacing two of three HVAC units at the police station.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



ERNEST F. MARTINEAU
CHIEF OF POLICE

CITY OF FITCHBURG POLICE DEPARTMENT

20 Elm Street
Fitchburg, Massachusetts 01420-3204
www.fitchburgpolice.com

DEPARTMENT / OPERATIONS

978-345-4355
FAX: 978-345-4088

DETECTIVE BUREAU
978-345-9650

RECORDS BUREAU
978-345-9643
FAX: 978-342-7608

CHIEF OF POLICE
978-345-9656

Mayor Stephen L. DiNatale
City of Fitchburg
166 Boulder Drive Suite 108
Fitchburg MA. 01420

November 5, 2018

RE: replacement HVAC units

Dear Mayor DiNatale:

The Fitchburg Police Department is respectfully requesting a supplemental appropriation of funds for the FY19 Budget that would be used to replace two of the three HVAC units in our building, along with a roof exhaust fan. The figured quoted by MPC Services Inc, \$24,513

As your aware unit number three completely stopped working recently and was determined not fixable by the City of Fitchburg mechanical contractor. Additionally it was determined that unit three was in the same condition as unit number two. It has been recommended that both units two and three should be replaced immediately.

While investigating the HVAC units it was also discovered the exhaust fan used to vent the three lavatories on the third floor of the police department was not functioning requiring replacement.

If you should have any questions please don't hesitate to ask.

Respectfully submitted

Ernest Martineau
Chief of Police

November 2, 2018

Fitchburg Police
20 Elm Street
Fitchburg, Ma. 01420
Attn: Capt. Hess

Re: Exhaust Fan #3 Replacement

Dear Captain Hess,

We are pleased to quote the following work:

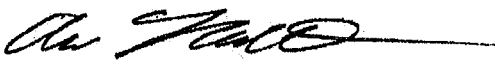
Scope of work to be performed:

1. Furnish labor and material to disconnect the existing electric from the fan.
2. Furnish labor and material to remove the existing fan from the roof.
3. Furnish labor and material to install the new curb adapter and set one new exhaust fan in place.
4. Furnish labor and material to reconnect electrical to the unit.
5. Furnish labor and material to check operation off all components once work is completed.

The cost to perform the above scope of work will be \$2,260.00
(Two Thousand Two Hundred Sixty Dollars)

Thanks for the opportunity to quote this project. If you should have any questions, or if we may be of further assistance, please do not hesitate to contact us at (508) 865-4300.

Thanks


Andrew Thibeault
MPC Services, Inc.

October 30, 2018

Fitchburg Police
20 Elm Street
Fitchburg, Ma. 01420
Attn: Capt. Hess

Re: Dispatch RTU Replacement

Captain,

We are pleased to quote the following work:


Scope of work to be performed:

1. Furnish labor and material to disconnect the existing electric and gas piping.
2. Furnish labor and material to remove the existing unit from the roof.
3. Furnish labor and material to install the new curb adapter and set one new 5-ton Carrier rooftop in place.
4. Furnish labor and material to reconnect gas piping and electrical to the unit.
5. Furnish labor and material to check operation off all components once work is completed.

The cost to perform the above scope of work will be \$11,374 Plus Shipping.
(Eleven Thousand Three Hundred Seventy-Four Dollars)

Thanks for the opportunity to quote this project. If you should have any questions, or if we may be of further assistance, please do not hesitate to contact us at (508) 865-4300.

Thanks



Andrew Thibeault
MPC Services, Inc.

November 1, 2018

Fitchburg Police
20 Elm Street
Fitchburg, Ma. 01420
Attn: Capt. Hess

Re: RTU #3 Replacement

Captain,

We are pleased to quote the following work:

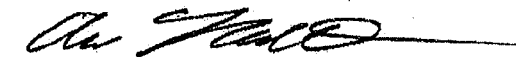
Scope of work to be performed:

1. Furnish labor and material to disconnect the existing electric and gas piping.
2. Furnish labor and material to remove the existing unit from the roof.
3. Furnish labor and material to install the new curb adapter and set one new 5-ton Carrier rooftop in place.
4. Furnish labor and material to reconnect gas piping and electrical to the unit.
5. Furnish labor and material to check operation off all components once work is completed.

The cost to perform the above scope of work will be \$10,879 Plus Shipping.
(Ten Thousand Eight Hundred Seventy-Nine Dollars)

Thanks for the opportunity to quote this project. If you should have any questions, or if we may be of further assistance, please do not hesitate to contact us at (508) 865-4300.

Thanks



Andrew Thibeault
MPC Services, Inc.

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of FIFTY-EIGHT THOUSAND,
FIVE HUNDRED NINETY-FOUR DOLLARS (\$58,594.00), same to be charged against
AVAILABLE FUNDS and credited to DPW HIGHWAY PERSONAL SERVICES,
LABOR (\$38,594.00) and PARKS PERSONAL SERVICES, LABOR (\$20,000.00).



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$58,594.00 from Available Funds and credited to DPW Highway Personal Services, Labor (\$38,594.00) and Parks Personal Services, Labor (\$20,000.00).

The purpose of this order is to replace two workers who are currently out on workers compensation and who have applied for accidental disability retirements.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



COMMISSIONER

301 Broad Street
978-829-1910
978-345-9687 FAX

STREETS & PARKS

301 Broad Street
978-829-1900
978-345-9687 FAX

WASTEWATER

Princeton Road
978-345-9622
978-345-9623 FAX

SEWER COLLECTION

301 Broad Street
978-829-1905
978-345-9687 FAX

WATER

1200 Rindge Road
978-345-9616
978-345-9555 FAX

ENGINEERING

301 Broad Street
978-829-1917
978-345-9687 FAX

GEMETERIES

115 Mount Elam Road
978-345-9578
978-345-9686 FAX

Memorandum

Date: September 17, 2018

To: Mayor Stephen DiNatale

From: Lenny R. Laakso *Lenny R. Laakso*

Re: Request for Interim Funding
Parks and Streets

I respectfully request that the mayor and city council provide interim funding for one position each in the Parks and Streets Divisions of DPW. Both positions are Heavy Special Motor Equipment Operators and are currently held by employees who have been out of work on Workers' Compensation since last year. The Parks employee has been out several times for extended periods, most recently since August 2017, and the Streets employee has been out since June 2017. It is medically confirmed that both employees are physically unable to return to their positions in DPW. One employee is applying for Accidental Disability Retirement (ADR) and the other should be going through the process shortly.

DPW has been responsible for paying the wages of both employees since they were injured. In effect, the injured employees are taking up two positions until they are finally placed on ADR, which will likely take another 9 months. This is greatly contributing to the manpower shortage in DPW. Understaffed to begin with, we have had several other employees out on long-term illnesses in addition to the two Workers' Comp cases. Between illnesses, injuries and normal time off, our Streets crew is usually short two full crews on any given day. The Parks crew has been reduced from four full-time employees to two full-time employees and the temporary seasonal help will be done very soon.

In the past, the City has allowed DPW to replace workers who were in the ADR process by providing funding from the Workers Comp account to pay the injured workers. This freed up funds from the DPW budget to hire permanent replacements for the injured employees. It is my understanding that there is not adequate funding in this account to pay for the two employees at this time. Therefore, I am requesting \$58,594 from available funds so we can immediately hire two Heavy Motor Equipment Operators for 9 months to replace those who will be placed on ADR. As noted above, it is expected that the ADR process will be complete in 9 months. At that time, DPW will then be in a position to pay their wages from the regular budget.

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:19

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of FOUR HUNDRED THOUSAND AND 00/100 DOLLARS (\$400,000.00) same to be charged against AVAILABLE FUNDS and credited to the following accounts for MS4/stormwater compliance:

DPW ADMIN. EXPENSES, MS4 CONTRACT SERVICES	\$300,000.00
DPW ADMIN. PERSONAL SERVICES, MS4 TEMP. LABOR	75,000.00
DPW ADMIN. PERSONAL SERVICES, MS4 ENGINEER	25,000.00



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID

ADMINISTRATIVE AIDE

JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$400,000.00 from Available Funds and credited to DPW Admin. Expenses, MS4 Contracted Services (\$300,000.00), DPW Admin. Personal Services, MS4 Temporary Labor (\$75,000.00); and DPW Admin. Personal Services, MS4 Engineer (\$25,000.00) to cover the costs of meeting requirements for MS4/stormwater compliance in FY2019.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:20

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of THIRTY-THREE THOUSAND, ONE HUNDRED NINETY-SEVEN AND 00/100 DOLLARS (\$33,197.00) same to be charged against AVAILABLE FUNDS and credited to LAW OTHER EXPENSES, DAMAGES PERSONS AND PROPERTY (\$20,297.00) and LAW OTHER EXPENSES, REGISTRY AND OTHER FEES (\$12,900.00).



The City of Fitchburg

Massachusetts

OFFICE OF THE MAYOR

STEPHEN L. DINATALE

MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY

CHIEF OF STAFF

ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID

ADMINISTRATIVE AIDE

JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$33,197.00 from Available Funds and credited to Law Other Expenses, Damages Persons & Property (\$20,297.00) and Law Other Expenses, Registry and Other Fees (\$12,900.00) for the purpose of completing the Fitchburg Airport Action Plan, code enforcement litigation, and payment of the city insurance deductibles.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

VINCENT P. PUSATERI, II.

CITY SOLICITOR

128 PRICHARD STREET

FITCHBURG, MA 01420

TELEPHONE: (978) 342-6081

FAX: (978) 343-0600

EMAIL: vpusateri@fitchburgma.gov



CHRISTINE M. TREE

ASSISTANT CITY SOLICITOR

128 PRICHARD STREET

FITCHBURG, MA 01420

TELEPHONE: (978) 342-6081

FAX: (978) 343-0600

EMAIL: ctree@fitchburgma.gov

LAW DEPARTMENT OF THE CITY OF FITCHBURG

January 7, 2019

Mayor Stephen L. DiNatale

166 Boulder Drive

Fitchburg Ma 01420

Re: Requests for Appropriations

Dear Mayor DiNatale:

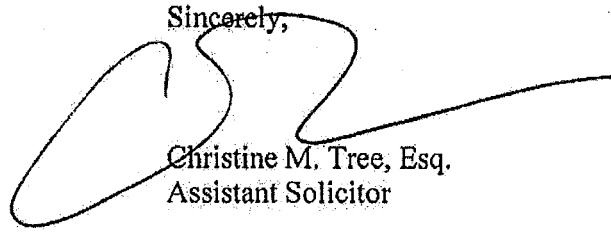
Kindly be advised that I am requesting an appropriation to the Law Department for payment of certain expenses associated with completion of the Fitchburg Airport Corrective Action Plan, code enforcement litigation, and payment of the City's insurance deductibles.

Please instruct the Auditor to draft an order for \$33,197.00 from free cash for these purposes, outlined more specifically below:

1. The sum of \$12,900.00 to be added to LEGAL – REGISTRY & OTHER FEES in payment of:
 - a. \$4,400.00 to Howard S. Dono & Associates for two real property appraisals necessary to complete documentation required by the Federal Aeronautical Administration as part of the Fitchburg Airport Corrective Action Plan.
 - b. \$4,500.00 to Gale Associates (estimated) to perform additional engineering work to produce an updated Airport Layout Plan and Exhibit A, required by the Federal Aeronautical Administration as part of the Fitchburg Airport Corrective Action Plan.
 - c. \$3,000.00 for service of process and title examinations expenses for code enforcement actions brought on behalf of the Building, Health and Fire Departments.
2. The sum of \$20,297.00 to be added to LEGAL – DAMAGES PERSON/PROPERTY as payment of deductibles incurred by the City with its insurer, MIIA, for claims made against the City.

I have attached a copy of the invoice from Howard S. Dono & Associates for your reference. Please let me know if you require any additional information.

Sincerely,

A handwritten signature in black ink, appearing to read "CMT", with a long horizontal flourish extending to the right.

Christine M. Tree, Esq.
Assistant Solicitor

CMT/cmt
Enclosures

Cc: Calvin Brooks, Auditor
A.J. Tourigny, Chief of Staff
Vincent P. Pusateri, II, Esq., Solicitor

RECEIVED
JAN 04 2018

SCANNED

Howard S. Dono & Associates, Inc.
217 West Boylston Street
West Boylston, Ma 01583
508-852-1588
508-852-1376 (Fax)
Fed. I.D. #:

BY:

Statement of Account

Client: Fitchbur
Ms. Christine M. Tree, Esquire
Pusateri & Wilson, P.C
128 Prichard Street
Fitchburg, MA 01420

Phone:
2nd Phone:
Fax:

12/26/2018

Page: 1

For the Period Beginning: 01/01/2005
Ending: 12/26/2018

Invoice: Form Type:	File #: Case #:	Borrower: Client File #:	Subject Address:	Fee:	Paid:	Due:
12/03/2018 Commercial	18110055		0 Elswick Avenue Fitchburg, MA 01420	\$2,200.00	\$0.00	\$2,200.00
12/03/2018 Commercial	18110056		0 Elswick Avenue Fitchburg, MA 01420	\$2,200.00	\$0.00	\$2,200.00
					Total Fees:	\$4,400.00
					Minus Total Paid:	\$0.00
					Total Amount Due:	\$4,400.00

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:20

In City Council, _____

ORDERED:-- That

there be and hereby is appropriated the sum of TWO HUNDRED THOUSAND AND 00/100 DOLLARS (\$200,000.00) same to be charged against AVAILABLE FUNDS and credited to SCHOOL DEPARTMENT, CAPITAL IMPROVMENTS for the purpose of replacing the water pipe at the South Street Elementary School West building (\$72,000), two FHS water pressure tanks (\$14,000), and door replacement at Longsjo Middle School and Crocker Elementary School (\$114,000).



The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$200,000.00 from Available Funds and credited to School Department, Capital Improvements for the purpose of water pipe replacement at the South Street Elementary School West building (\$72,000), two FHS water pressure tanks (\$14,000), and door replacement at Longsjö Middle School and Crocker Elementary School (\$114,000).

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN 10 AM 9:20

In City Council,

ORDERED:-- That

That there be and hereby is appropriated the sum of TWO HUNDRED SIXTY-SEVEN THOUSAND SEVEN HUNDRED SEVENTY DOLLARS (\$267,770), same to be charged against AVAILABLE FUNDS and credited to FIRE PERSONAL SERVICES (\$258,470) and to FIRE PERSONAL SERVICES OVERTIME (\$9,300).



The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

January 10, 2019

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$267,770.00 from Available Funds and credited to Fire, Personal Services (\$258,470) and Fire, Personal Services, Overtime (\$9,300).

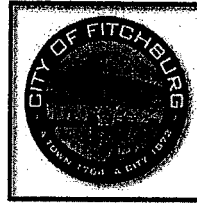
The purpose of this order is to fund a new one year contract with Local 3128, Fitchburg Permanent Firefighters Association which covers the period July 1, 2018 to June 30, 2019 and to supplement the budget for non-union personnel.

Thank you.

Regards,

Stephen L. DiNatale, Mayor

City of
Fitchburg



Department of
Human Resources

January 9, 2019

Honorable Mayor Stephen D. DiNatale
Municipal Offices
166 Boulder Drive, Ste. 108
Fitchburg, MA 01420

Dear Mayor DiNatale:

Kindly be advised that negotiations, for fiscal year 2019, with the International Association of Fire Fighters/Local 3128/Fitchburg Permanent Fire Fighters Association, have concluded.

I have attached the signed Memorandum of Agreement pertaining to this CBA.

As a result of these successful negotiations, I am requesting an appropriation from available funds in the amount of Two Hundred Sixty-Seven Seven Hundred Seventy Dollars (\$267,770). This amount represents Two Hundred Thousand Eight Hundred Eighty Six and 68/100 Dollars (\$262,886.68) for the terms of the Collective Bargaining Agreement, associated retroactive wages and additional departmental payroll.

Please contact me should you have any questions related to this matter.

Susan A. Davis
Director of Human Resources

Cc: Calvin Brooks, City Auditor
Jacquelyn Cronin, Deputy Auditor
Enc: Memorandum of Agreement

City Hall Offices

166 Boulder Drive, Ste. 108
Fitchburg, MA 01420
P. 978.829.1800

www.fitchburgma.gov

Monday – Friday
8:30 AM – 4:30 PM

Susan A. Davis
Director

P. 978.829.1809
F. 978.829.1966

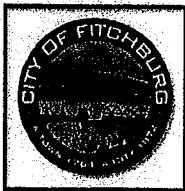
sdavis@fitchburgma.gov

Steffani J. Santiago
Human Resources
Assistant II

P. 978.829.1808
F. 978.829.1966

ssantiago@fitchburgma.gov

FITCHBURG
Massachusetts



MEMORANDUM OF AGREEMENT

Between the
CITY OF FITCHBURG, MA

And the
**INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS
ON BEHALF OF LOCAL 3128 FITCHBURG PERMANENT
FIREFIGHTERS ASSOCIATION**



September 25, 2018

The City of Fitchburg (the "City") and the **International Association of Fire Fighters, on behalf of Local 3128, Fitchburg Permanent Firefighters Association**, (the "Union"), collectively referred to as the "Parties," have concluded negotiations over changes to the terms for the successor Collective Bargaining Agreement between the Parties covering the period of fiscal year July 1, 2018 through June 30, 2019 and further, agree to extend their 2015 – 2018 Collective Bargaining Agreement ("CBA") from July 1, 2018 through June 30, 2019, in all respects, except as modified by this Memorandum of Agreement. All changes shall become effective as of the date specified or effective as of the date of this Agreement should no date be specified. The Parties agree to the following modifications:

1. Article VI, Health and Safety, p. 4

Section 4:

Eliminate the following: "The City agrees that it will not allow an Engine company to respond to an alarm with fewer than three (3) firefighters or a Ladder Company to respond with fewer than two (2) firefighters."

Replace with the following: "The City agrees that it will not allow an Engine Company to respond to an alarm with fewer than three (3) firefighters or a Ladder Company to respond with fewer than three (3) firefighters."

2. Article VIII, Wages, Differentials and Longevity, p. 4

a. Section 1, Wages

- A 2% wage increase shall become effective July 1, 2018.
- Wages will be retroactive to July 1, 2018, unless specifically provided for.

b. Section 3, Pager Availability Pay, p. 5

Eliminate existing Section 3, *replace* with the following:

The City shall discontinue the practice of providing a pager for each member, effective January 1, 2019, or as soon as is practicable. Personal cell phones shall be the means of notification and are included as pager availability.

Annual compensation for pager availability shall be two and one-half percent (2½%), with an additional flat rate of three hundred dollars (\$300). Such compensation shall be paid in the second payroll period in January of each year. Said pager availability compensation shall be prorated for members who retire or were hired on or after July 1, 2018.

c. Section 5, Assignment Differential

The City agrees to the Union proposal to increase such differential as follows:

- A firefighter working as an alarm operator shall receive extra compensation at the rate of twenty dollars (\$20) per shift/forty dollars (\$40) per twenty-four (24) hour shift.

3. Article XII, Education, p. 9

a. Subsection (i):

Eliminate the following:

"All employees who are certified Emergency Medical Technicians and remain certified shall receive an annual payment of six (6%) percent of a top step firefighter's annual base pay, to be paid annually on the last pay day in September."

This shall be pro-rated for new and retiring firefighters. No overtime, compensatory time or other costs shall be incurred by the fire department while the employee is attending an Emergency Medical Technicians course.

Replace with the following:

"All employees who are certified Emergency Medical Technicians and remain certified shall receive six (6%) percent of a top step firefighter's annual base pay, with an additional one thousand five hundred dollars (\$1,500) annual compensation. Such compensation shall be paid in the last payroll period in September. This shall be pro-rated for new and retiring firefighters. No overtime, compensatory time or other costs shall be incurred by the fire department while the employee is attending an Emergency Medical Technicians course.

4. Article XVI, Interchange of Tours of Duty, p. 13

Subsection (I):

It is the duty of the bargaining members to track all swaps owed and swaps accrued between members. The Chief of the department shall determine all interchange of tours of duty to be paid back as of every January 1st, provided all supporting documentation has been submitted to the appropriate parties. The City shall craft a swap time form that will be signed by the employee and his/her supervisor certifying all time has been paid back. Such form shall be submitted to the Chief, HR and the retirement board as applicable.

5. Article XVII, Posting Bidding, p. 13

a. Section 1, Notice:

The City shall decrease the posting for bids from 21 days to 10 days.

6. Article XX/Uniform/Clothing/Class B

a. The City shall add an optional work jacket for Class B uniforms.

The following language shall be added to Class B optional work jacket/Appendix A:

CLASS B, WORK JACKET

In addition to the standard, required, "Lion" work jacket, as an option, the "Game" work jacket, (style 1221J), may be worn as part of their Class B uniform. The jacket shall have the approved Maltese cross, company, name and number logo, or, the Fitchburg Fire patch, embroidered on the left side chest. The back of the coat, shall have Fitchburg (above) and Fire (below) embroidered in red letters. The firefighters name and rank, may be stitched on the front, right, chest of the coat. This coat is an "option" and does not replace the current "Lion", jacket that is part of the Class B uniform.

7. Article XXXII, Duration, p. 23

a. The City proposes a duration of this Agreement to be in effect from July 1, 2018 through June 30, 2019.

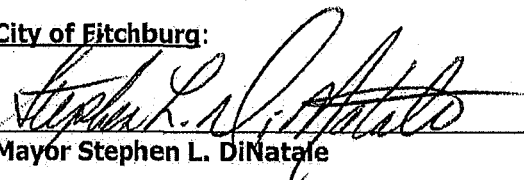
b. This contract shall be effective from July 1, 2018, except as may be otherwise stipulated and shall effective through June 30, 2019. Either Party may, at any time after January 1, 2019, give written notice to the other of its desire to extend or revise this Agreement for the successor period commencing July 1, 2019. If no agreement on the terms of the successor contract is reached by July 1, 2019, this agreement shall remain in full force and effect on a day to day basis until agreement is reached on the term of its successor.



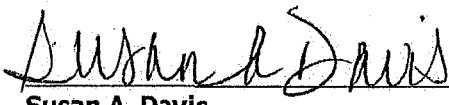
This **Memorandum of Agreement** is subject to ratification by the Union membership and approval by the City of Fitchburg, MA, City Council. The ratified Agreement shall be subject to funding in accordance with M.G.L. c. 150E, §7.

In witness whereof, the Parties hereto set their hands and seals on this 25th day of **September, 2018**.

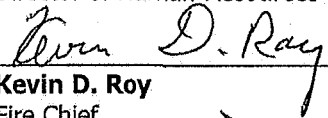
City of Fitchburg:



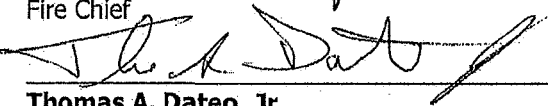
Mayor Stephen L. DiNatale



Susan A. Davis
Director of Human Resources

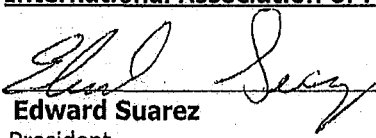


Kevin D. Roy
Fire Chief

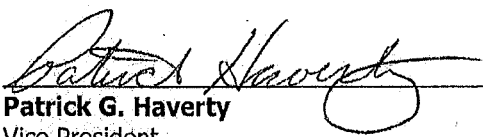


Thomas A. Dateo, Jr.
Deputy Chief

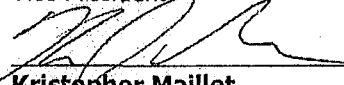
International Association of Fire Fighters/Local 3128:



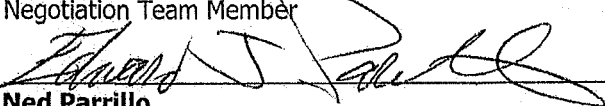
Edward Suarez
President



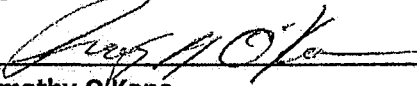
Patrick G. Haverly
Vice President



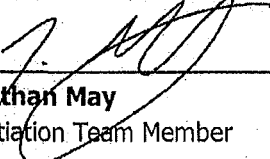
Kristopher Maillet
Negotiation Team Member



Ned Parrillo
Negotiation Team Member



Timothy O'Kane
Negotiation Team Member



Jonathan May
Negotiation Team Member



ORDERS-OTHER

City of Fitchburg

FITCHBURG CITY CLERK

In City Council, 2019 JAN -8 AM 9:51

ORDERED:-- That

CITY OF FITCHBURG 2019 MUNICIPAL ELECTION CALENDAR

Monday, February 4, 2019	Nomination papers available in the City Clerk's office
Tuesday, August 6, 2019	5:00 PM Deadline to file nomination papers with Registrars of Voters for the certification of signatures
Tuesday, August 20, 2019	5:00 PM Deadline to file certified nomination papers, including Statement of Candidacy, with the City Clerk
Wednesday, August 21, 2019	City Clerk posts list of candidates
Thursday, August 22, 2019	5:00 PM Deadline to file withdrawals of or objections to all nomination papers with the City Clerk
Thursday, August 22, 2019	5:30 PM Drawing for position of names on Preliminary ballot
Wednesday, September 4, 2019	Last day to register to vote in the Preliminary Election 8:30 a.m. to 8:00 p.m.
Tuesday, September 17, 2019	Posting deadline for Warrant for Preliminary
Monday, September 23, 2019	12:00PM Deadline to apply for absentee ballots for the Preliminary
Tuesday, September 24, 2019	PRELIMINARY ELECTION (if required) 7:00 a.m. to 8:00 p.m.
Monday, September 30, 2019	5:00 PM Deadline for filing withdrawals of or objections to nominations made at the Preliminary and for filing written acceptances by write-in or sticker candidates who won in the Preliminary with the City Clerk
Wednesday, October 16, 2019	Last day to register to vote in the Municipal Election. 8:30 a.m. to 8:00 p.m.
Tuesday, October 29, 2019	Posting deadline for Warrant for Municipal Election
Monday, November 4, 2019	12:00PM Deadline to apply for absentee ballots for the Municipal Election
Tuesday, November 5, 2019	MUNICIPAL ELECTION 7:00 a.m. to 8:00 p.m.
Friday, November 15, 2019	5:00PM Deadline for filing petition for a recount of results for all offices and questions decided in the Municipal Election

City of Fitchburg

In City Council, _____

FITCHBURG CITY CLERK
2011 DEC 26 PM 2:54

ORDERED:-- That

WHEREAS, the land located at 62 Academy Street (the "Site") has become a public safety danger due to the substantial presence of hazardous materials, and remediation has become the only viable option for the property to be redeveloped;

WHEREAS, NewVue Affordable Housing Corporation has been awarded a Brownfields recoverable grant in the amount of \$20,000 from MassDevelopment (the "Recoverable Grant") for the assessment and redevelopment of the Site (the "Project");

WHEREAS, to foster its own economic development, the City of Fitchburg has agreed to repay the Recoverable Grant pursuant to the terms of the grant agreement;

WHEREAS, NewVue Communities petitioned the Fitchburg City Council to participate in the redevelopment of the site by Petition 273-2018, which petition was approved by the Council on November 8, 2018, and

NOW, THEREFORE, the City Council votes as follows:

Beginning in the fiscal year when any Economic Benefit to the Municipality (as hereinafter defined) is realized, the City of Fitchburg shall include in its annual budget a line item requiring payment to MassDevelopment of an amount equal to 15% of any Economic Benefit to the Municipality, until the earlier of: (i) full repayment of the amount of the Recoverable Grant that has been disbursed and has not already been repaid to MassDevelopment, (ii) the expiration of 30 years from the date on which the first Economic Benefit to the Municipality is realized, or (iii) if no redevelopment on the Site commences, the expiration of 30 years from the date of the Recoverable Grant.

For the purposes of this vote, "Economic Benefit to the Municipality" means any increase in the annual property tax and/or other municipal revenues for the Site (including but not limited to nonprofit PILOT revenue, local hotel- or restaurant-tax revenue, and new local revenues derived from municipally-owned redevelopment projects) attributable to development of the Property above the Baseline Value of the property (as hereinafter defined). The "Baseline Value" means the amount of property tax and related tax revenue assessed by the City of Fitchburg on the Site in the fiscal year of the execution of the agreement governing the Recoverable Grant, such amount having been calculated by the municipality and determined to be \$105.05 (the "Baseline").

City of Fitchburg

FITCHBURG CITY CLERK

2019 JAN -9 PM 2:42

In City Council, _____

ORDERED:-- That

RESOLUTION and ORDER this ____ day of _____, 2019 authorizing the City of Fitchburg (1) purchase a certain parcel of land in Westminster known as the **Wildes Property (hereinafter, "Property)**, said Property being a 15.81 acre parcel of land located on Minott Road in Westminster within the watershed of Mare Meadow Reservoir; (2) the purchase of said Property will be funded through a combination of federal Forest Legacy Program and Division of Water Supply funds; (3) to place the Property under the control, supervision and management of the Board of Water/Wastewater Commissioners; (4) to authorize the Board of Water/Wastewater Commissioners, the DPW Division of Water Supply, its municipal agents and the Mayor to carry out the intent and purposes of this Order by signing contracts, recordable instruments and any other instruments in the name of and on behalf of the City of Fitchburg to carry out these purposes, in the public interest pursuant to Section 32 of Chapter 184 of the General Laws of Massachusetts.

NOW THEREFORE BE IT RESOLVED and ORDERED that the Wildes Property conveyed to the City of Fitchburg shall be subject to the provisions of Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts as open space for drinking water supply protection purposes and that the Property shall be placed in the control, care and custody of the Board of Water/Wastewater Commissioners of the City of Fitchburg, and it is further,

ORDERED that the Board of Water/Wastewater Commissioners, the Deputy Commissioner of the City of Fitchburg D.P.W. - Division of Water Supply and municipal agents are hereby authorized to execute contracts and any other instruments as are necessary or helpful for carrying out this Order, and it is further,

ORDERED that the Mayor of the City of Fitchburg is authorized to execute contracts and restrictions and any other instruments as he, in his discretion, shall determine necessary or helpful for carrying out this Order. Third parties may rely upon the representation of the Mayor as to his authority to execute any such instrument in the name of the City of Fitchburg.

VOTED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF FITCHBURG this ____ day of _____, 2019 at Fitchburg, Massachusetts.

A TRUE COPY ATTEST: _____
Anna Farrell, City Clerk