ORDER OF BUSINESS

I. CALL TO ORDER

II. CALL OF THE ROLL OF MEMBERS

III. OPENING PRAYER

IV. PLEDGE OF ALLEGIANCE

V. ANNOUNCEMENT OF OPEN MEETING RECORDINGS

Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the Chair forthwith. All documents and exhibits used or referenced at the meeting must be submitted in duplicate to the City Clerk, as they become part of the Meeting Minutes.

VI. READING OF MINUTES OF PRIOR MEETING(S)

Reading and Approval of the Minutes of the May 1, 2019 Public Hearing; the May 6, 2019 Informal Meeting; and, the May 20, 2019 Regular Meeting.

VII. PUBLIC HEARING

VIII. COMMUNICATIONS FROM THE MAYOR

APPOINTMENT

10105 – A Measure Confirming the Mayor’s Appointment of Stephen Cormier to Member, Planning Board, for term expiring May 24, 2024 (Finance Committee).

ORDERS

10106 – An Order to Raise and Appropriate $11,532,413.00 for the Various Departments for the Salary & Labor Budgets for Fiscal Year 2020.

10107 – An Order to Raise and Appropriate $21,543,336.00 for the Various Departments for the Expense Budget for Fiscal Year 2020.

10108 – An Order to Raise and Appropriate $24,280,869.00 for the School Department Budget for Fiscal Year 2020.

VIII. COMMUNICATIONS FROM THE MAYOR

ORDERS

10110—An Order Appropriating $177,316.00 from Available Funds – Cable Commission Fees Reserved to the Fiscal Year 2020 Cable Commission Budget.

10111—An Order Appropriating $110,550.00 from Available Funds – Parking Meter Receipts Reserved to Fiscal Year 2020 City Treasurer, Parking Meter Clerk Salary and Parking Meter Maintenance; DPW Parking Meter Maintenance; and, DPW Maintenance Crew Salary & Wages.

10112—An Order Authorizing Fiscal Year 2020 Departmental Revolving Funds.

10113—An Order Authorizing the City to Borrow $11,000,000.00 for Water Main Replacements (Finance Committee).

10114—An Order Authorizing the City to Borrow $1,750,000.00 for Sewer Main Installation and Sewer Pump Station Upgrades (Finance Committee).

10115—An Order Appropriating $93,908.00 from Sewer Available Surplus to Sewer Department, Inside Principal and Interest Expense (Finance Committee).

10116—An Order Appropriating $93,908.00 from Water Available Surplus to Water Department, Inside Principal and Interest Expense (Finance Committee).

10117—An Order Appropriating $125,000.00 from Sewer Available Surplus to DPW Repairs to Mains (Finance Committee).

IX. PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.

10118—A Measure Declaring Surplus for Purpose of Disposal a Parcel of Land on Catherine Street, Assessor’s Map R27-20-15 (Finance Committee).

10119—A Measure Authorizing an Eighth Amendment to the April 9, 1968 Lease Between the City and Henry Heywood Memorial Hospital (Finance Committee).

10120—A Petition by National Grid and Verizon New England, Inc. to install one (1) jointly-owned pole on Main Street beginning at a point approximately 306’ west of the centerline of the intersection of Sherman Street (Public Service Committee) (Public Hearing Required).

10121—An Ordinance to Amend the Code of the City of Gardner, Chapter 625 Thereof, Entitled “Water,” to Change Metered Water Rates (Public Service Committee and Finance Committee).

X. REPORTS OF STANDING COMMITTEES

PUBLIC WELFARE COMMITTEE

10090—An Ordinance to Amend the Code of the City of Gardner, Chapter 675 Thereof, Entitled “Zoning,” to Change Section 675-1070, Marijuana Establishments (In City Council and Referred to Public Welfare, 4/16/2019).
X. REPORTS OF STANDING COMMITTEES

FINANCE COMMITTEE


XI. UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION

10090—An Ordinance to Amend the Code of the City of Gardner, Chapter 675 Thereof, Entitled “Zoning,” to Change Section 675-1070, Marijuana Establishments (In City Council and Referred to the Public Welfare Committee, the Planning Board, and Ordered to Public Hearing 4/16/2019; Joint Public Hearing Scheduled 6/3/2019 at 7:00 p.m.).

XII. NEW BUSINESS

XIII. CLOSING PRAYER

XIV. ADJOURNMENT

Items listed on the Council Calendar are those reasonably anticipated by the Council President to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.
Public Hearing of the City Council was held in the City Council Chamber, Room 219, City Hall, on Wednesday, May 1, 2019.

**CALL TO ORDER**

Council President Scott Joseph Graves called the Public Hearing on the New Elementary School Project to order at 6:00 o’clock p.m.

**ATTENDANCE**

Eight (8) Councillors were present including President Scott Joseph Graves and Councillors James Boone, Ronald Cormier, Edward Gravel, Karen Hardern, Christine Johnson, James Johnson, and Elizabeth Kazinskas. Councillors Nathan Boudreau, Craig Cormier, and James Walsh were absent.

Others Participating: Mayor Mark Hawke; Kristian Whitsett and Helen Fantini, Jones-Whitsett Architects; Eric Bernardin, P.E., Fuss & O’Neill; Tim Alix, Owner’s Project Manager (OPM), Collier’s International.

President Graves announced that the purpose of the public hearing is to hear comments from the public about the proposed elementary school project. He outlined guidelines for the hearing.

Kristian Whitsett, Jones-Whitsett Architects, provided an overview of the project by showing a power point presentation, summarized below and attached hereto.

**MSBA Process**

- The MSBA dictates the School Building Committee’s composition and the reimbursement formula – eligible and ineligible costs.
- Gardner reimbursed 80% of eligible costs (amounts to about 60% of total costs).

- The Need
  - Waterford Street School.
  - Elm Street School

- Feasibility Study: Educational Envisioning

- Guiding Principles

- Feasibility Study: Exploring Options
  - Advantages of new PreK-4 at Pearl Street – addresses all need for PreK-4 grades.
  - Fully wooded – trails on-site – historically logged.
  - To be built at the highest point on the property – stay away from buffer zones.
  - Lease expensive option per square foot.
State established population configurations.

Traffic Study Recommendations
- Traffic not significantly impacted – multiple families with children currently attending more than one school (vehicle trips).
- Installation of 2 lanes (exit).
- Proposed Bus Stop at Dunn Park
- Construction of full path and sidewalk along roadway to the school.

Preliminary Site Plan & Site Analyses
- Bus circulation
- Positioning of interior daylight and tree cover.
- Landfill on the site will be used for terracing the lots.

Cross Section through Site and Sketch of Arrival Landscape
- Focus on natural plantings and materials – wood, stone.

Topography and Stormwater
- Rain gardens on-site.
- All stormwater treated on-site.
- Resource protection.

What Can Outdoor Learning & Play Look Like?
- Similar learning and play areas.

Floor Plans
- Comprised of three buildings by grades and core facilities (cafeteria, stage, gym, offices, etc.)
- PreK and K
- Grades 1 – 3.
- Grade 4.
- Car drop-off loop.
- Separate PreK parking for parents to walk-in students.

What Can a New School Feel Like Inside and Outside?
- Recently completed projects – show daylight impacts learning – helps to increase math and reading scores.
- Spaces are formal and informal for learning.
- Natural materials are used – do not emit gasses and toxic chemicals.
Estimates Construction and Project Costs.
- Projected costs are only estimates at this point – Estimators based the current costs on schematic designs. Several more estimates will be made during the process. Next estimate anticipated June, 2019.
- Details outlined in Power Point slides.

Current MSBA Projects Cost Comparison
- Details outlined in Power Point slides.

Project Schedule
- Next submission – July 2019 (for August MSBA Board meeting).

Why Act Now?
- Accessibility
- Class sizes.
- Keep Gardner students in Gardner.
- Maximize efficiencies by keeping students all together.

Amy Doucette, 194 Central Street
- Questioned the ratio of teachers to students in the new school.
- Questioned whether there are other grants available to assist with the project

Superintendent Pellegrino
- Student-Teacher ratios expected to remain the same.

Tim Alix, Owner’s Project Manager (OPM), Collier’s International.
- Green technology rebates – for higher efficiencies.

Mayor Hawke
- NGRID could contribute for buildings over 100,000 s.f.

Anthony P. Kraskouskas, Jr., 222 Bickford Hill Road
- Cited declining birth and student populations for many decades.
- Gardner has only an elderly population to pay for the school.
- Cited the wet conditions of the site.

Anthony Ruggiero, 429 Parker Street
- Concerned with wet conditions on the site. Not enough retainage for Stump Pond and Dunn Pond. Erosion concerns.
- Displacement of water as a resulting from excavation, land clearing, blasting, etc.
Eric Bernardin, P.E., Fuss & O’Neill
- School to be constructed on highest ground.
- Must meet EPA/DEP/ConCom regulations/guidelines.
- Can only put back into the environment what is there presently (roof water, rain gardens).
- Sediment treatment.
- Detention basins to be installed – basins required to be empty of water within 72 hours.
- School campus will be 700 feet from Pearl Street and 1,000 to 1,200 to front door.

Paul DeMeo, 9 Willis Road
- Concerned that the Gardner Conservation Commission has not been involved in the process to this point.
- The proposed school is within the 500 acres Dunn Pond Watershed, as is the Middle School and the Trailer Park off Pearl Street.
- Cited dredging of Dunn Pond in 1983 the Report addressed Dunn Pond and Stump Pond and filtering water. The dike is not doing its job. The Report recommended that Stump Pond be turned over to the State. No maintenance on the dike has been done.
- Concerned that Gardner just applied for a new EPA Permit and all water draining into Stump Pond is not part of Gardner’s application.
- Foster Brook (included in the State Report) – two legs feed Stump Pond on north side of Pearl Street. The proposed access road to the School will cross a perennial brook – protected under the Massachusetts Rivers Act.
- Concerned if a bridge will be constructed that will span Foster Brook.
- Concerned that the new school will have room for expansion due to student growth.
- Cited the loss of neighborhood schools.
- Questioned access – culverts or bridges?
- How will rainwater gardens function?
- Gardner noted for poor maintenance.
- Expressed concern with the Engineering Reports - he never received a response to his communications to the engineers.

Helen Fantini, Jones-Whitsett Architects
- Concerning ability to expand – MSBA requires that the ability to expand be shown to them – some ability to expand academic wings – small group rooms are paired, so can be broken up to create other classrooms within the existing building design.

Eric Bernardin, P.E., Fuss & O’Neill
- Two crossings – Main access road from Pearl Street and GMS access road - concrete culverts with environmental features.
Superintendent Pellegrino
- School Choice (out) have increased in the past, but decreased this year to 291.
- Goal is to keep Gardner kids in Gardner schools. Students leave elementary grades because of building conditions.

Mayor Hawke
- Conservation Agent walked the proposed site.
- The City has to follow the rules – Planning Board and Conservation Commission review the plans later.
- City under MS4 Permit.
- About a dozen students currently walk to Elm Street School.

Amy Doucette, 194 Central Street
- Recommended that more effort be made to improve the educational system and the district is working to improve transportation options.
- Cited concerns with sending students to out-of-district schools. She noted that the Perkins School tuition is $90,000 to $100,000 per year.
- Noted that the existing school buildings need to be brought up-to-code and noted a past lead issue at Waterford Street School.
- The new school would offer local connectivity with the teachers, that the priority would be on education and provide reasons for students to stay in the Gardner Public Schools.

Steven Rockwood, 310 Pearl Street
- The construction of the Middle School added water to the Pond.
- In favor of new infrastructure and a new school – not opposed to the proposed site, but to do it right.
- Cited a blind curve at 300 Pearl Street and concern about vehicle crashes at the school’s entrance.
- Location creates problems for abutters to enter and exit driveways,
- Questioned security measures for the school site and abutters, as well as maintaining privacy for the abutters.
- Cited visibility of MWCC’s windmills when trees were removed.
- Water now in his backyard that was not there before – neighboring properties water flowing downhill to his property.
- Noted claim of former “dump site.” This area is away from the proposed school site – stopped dumping about 1930 – consisted of bottles, dishware, rusted pails.
Kristian Whitsett, Jones-Whitsett Architects
  • Access through from door – monitored by the Office.
  • Security cameras will monitor all areas. Integrated with the Police Department.
  • Play areas – all fenced.
  • School District determine its lighting needs.
  • No evidence of contamination on the site – only household products.
  • Report found no evidence of spraying.
  • Power line Easement – removed.

Council President Graves
  • Will there be Phase II Environmental Report?

Kristian Whitsett, Jones-Whitsett Architects
  • Could be done if environmental issues are raised.

Eric Bernardin, P.E., Fuss & O’Neill
  • Final site plan not completed.
  • 300’ to 400’ of mature trees will shield the abutters from the school.

Alan Preliasco, 300 Pearl Street
  • The proposed road to the School abuts his property.
  • Concerned with the proposed traffic pattern – difficulty exiting his driveway now.
  • Asked that the entrance road be relocated away from his property.
  • Cited 2 years of noise and pollution during construction.

Tim Alix, Owner’s Project Manager (OPM), Collier’s International.
  • The proposed access road is the most logical place.
  • All relevant issues will be kept in mind during project design, etc.

James Kiewel, 345 Elm Street
  • Questioned whether the City could afford the new school and whether it would affect staffing and pay.
  • Stated that Gardner is a dead City – no population growth.
  • The City will be building a school in the middle of a swamp and concerned with mosquitoes and mold because it will be in a swamp or watershed.
  • Questioned the length of time that the designer is responsible for the school’s construction. How long will they be on the hook for their mistakes?
  • The modern practice is to reuse and repurpose.
  • Questioned whether the City plans to tear down the old buildings.
Mayor Hawke

- Noted that Gardner is one of only 17 communities in Massachusetts that never have passed a property tax override or a debt exclusion. One is for operating and the other for capital spending.
- People are moving to Gardner every day because of affordability. More adults, fewer kids over the year.
- In the next Fiscal Year, Gardner will spend over $1M above Net School Spending.
- He presented a pro forma (tax plan) to the Finance Committee for funding the new elementary school, one that will not affect staffing.

Eric Bernardin, P.E., Fuss & O’Neill

- The project design will consider all uses. The school will be built 80’ to 90’ higher in elevation compared to Pearl Street.

Mayor Hawke

- Wetlands flowing constantly.
- Helen Mae Sauter School will be used in the fall for Administrative Offices and GALT.
- Waterford Street School is located in a swamp. The Boys & Girls Clubs have expressed interest in using the pre-school portion of the facility (on a slab). The remaining two-story structure could be demolished.
- Once Elm Street School is vacated, the Administrative Offices and GALT could take over the building.
- Prospect School Building could be abandoned by the City and then used by Collaboratives.

James Kiewel, 345 Elm Street

- Concerned about snow removal on the new school site.

Kristian Whitsett, Jones-Whitsett Architects

- Will address the snow removal process with the City.

Mayor Hawke

- The City utilizes green salt, which is better for the environment and melts at lower temperatures.

Superintendent Pellegrino

- Currently, 291 Gardner children are “choiced-out” to other school districts at a cost of $5,000 to $10,000 per student or $60,000 for SPED.
- Currently, $1.7M leaves the School District budget for choice students.
• $1M is taken from school maintenance and operations to support ELL and low-income students.
• The District is looking for space for a school psychologist.

Mayor Hawke
• Acknowledged that there would be errors during design and construction, noting that there will be hundreds of pages of construction documents and change orders.

Richard LaBonte, 169 Summer Street
• Concerned that there is the lack of a traffic study.
• Stated that Pearl Street is a State Highway, Route 101, and that the City must work with the State concerning speed limits, curb cuts (entrance), etc.

Eric Bernardin, P.E., Fuss & O’Neill
• Stated that the section of Pearl Street where the School would be constructed is City-controlled and not under Mass DOT.
• A traffic study was performed and the design is in a preliminary state. All traffic situations are included in the Study and it will be posted on the City’s website.

Anthony P. Kraskouskas, Jr., 222 Bickford Hill Road
• In 2012, 180 students left Gardner. Now, 300 left.

Superintendent Pellegrino
• This is the first year in the past 2½ years that the number of choice students decreased.
• First year since 2003 that the number of SPED students decreased.
• The focus is to keep the kids in Gardner schools.

Scott Michael Graves, 92 Ash Street (not the City Council President!)
• Concerned with water management on the proposed school site.
• Has not seen the feasibility studies for the rejected school sites.

Mayor Hawke
• Elm Street School (ESS) was considered for renovation.
• Addition to ESS would have required to cut 15’ to 20’ into the playground (hill).
• Stone Field would have been taken to construct 200 parking spaces.
• For 2 to 3 years, students would have to attend ESS during construction and then for the earlier grades to move in.
• Waterford Street School would be costly to renovate and maintain -almost as much as constructing a new school. Then there is the water!
• Matthews Street Site (near the Court House) – Wetlands conditions.
Tim Alix, Owner’s Project Manager (OPM), Collier’s International.
- The Architect also looked at the athletic fields behind the Middle School.

Mayor Hawke
- Traffic concerns – adding 600 more students to the site – a nightmare.
- Few walkers to the Pearl Street site.
- Synergy with the Pearl Street site – presence of Watkins Field and access road to GMS and GHS – a second agrees created.

Erin Kiewel, 345 Elm Street
- Questioned the life of the new school.
- Concerns with crosswalks, sidewalks, and stop signs.
- Would there be a Library in the School?

Kristian Whitsett, Jones-Whitsett Architects
- State requires life of the school to be 50 years. The Architects propose 75 years.
- There are plans to house a Library/Media Center in the new school.

Debra Eckler, 12 Moran Street
- New resident in Gardner.
- Glad to see that there are plans to reuse the old school buildings.

Charles Hodgkinson, 148 Oak Street
- When the new school is completed, water patterns will change.
- Sewer/water system must be designed to prevent future earth movement.
- Concerns for a single access road when the school first opens – ingress and egress.
- Suggested one road for ingress and a second road for egress.
- Potential for local population growth with advent of commuter rail locating further west.
- Local property values have been increasing.

Mayor Hawke
- Regarding the access road to the Elementary School and GMS and GHS – starting and ending times are staggered.

Kathleen (Woodcome) Vautour, Fitchburg
- Has family residing on Pearl Street.
- Concerned that water will run downhill and that the sump pumps run a lot now.
- The area is built on natural springs.
Noted the current traffic situation at the intersection of Pearl, Elm, and Green Streets caused by the schools, as well as MWCC and Heywood Hospital traffic.

Laureen Peabody, 3 Jackson Park
- Questioned impact on programs at Dunn Park.
- Questioned traffic snafus on Pearl Street.
- Cited environmental concerns.
- Questioned ability to evacuate the entire area in the event of an emergency.
- Noted that the area is isolated.
- The new school project is the most expensive option.
- Questioned if something is found during construction.

Kristian Whitsett, Jones-Whitsett Architects
- More geotechnical studies would be conducted in the event of any findings.
- A Contingency is included the project budget for unanticipated conditions.

Ian Flaherty, 441 Parker Street
- The goal is to attract younger families to Gardner.
- Noted safety due to familiarity with the area of the schools – from Elementary to Middle School to High School.
- Questioned whether MSBA funding would be affected is the project is delayed.

Tim Alix, Owner’s Project Manager (OPM), Collier’s International.
- MSBA wants the facility to be where the City wants it to be.
- 120 days for local site approval.

Councillor James Johnson
- Noted that it is a long process.
- If the Council moves it along, then it will still be 3 years to completion.

The Hearing concluded at 8:30 p.m.

Accepted by the City Council:
Agenda:

- Introductions
- The Feasibility Study Process
- Proposed Site Plans
- Proposed Floor Plans
- Costs & Schedule

SCHOOL BUILDING COMMITTEE

- Mark Hawke, Mayor, Chair
- Mark Pellegrino, Superintendent, Vice-Chair
- Wayne Anderson, Dir. of Facilities
- Ashley Chicoine, Teacher
- Ronald Cormier, City Council
- Jennifer Dymek, Purchasing
- David Fredette, Principal
- Catherine Goguen, Academic Officer
- Robert Hankinson, Citizen
- Heidi Jandris, Citizen
- Earl Martin, Principal
- Jennifer Pelavin, School Comm.
- Robert Swartz, School Comm.
- Christina Thomas, Teacher
- Joyce West, Pupil Services
- April Yu, Business Manager
MASSACHUSETTS SCHOOL BUILDING AUTHORITY PROCESS

**MSBA** is the state authority that administers and funds a program for grants for Massachusetts school projects.

**MSBA** mandates a multi-step rigorous study and approval process.

**MSBA** will reimburse all *Eligible* Costs.

- Examples of *Ineligible* Costs include:
  - Site Costs over 8% of construction costs
  - Building Costs over $333/sf
  - Removal of asbestos floor tiles
  - Costs associated with modular classrooms
  - Site acquisition costs
  - FFE/Technology Costs over $2,400/Student

THE NEED – WATERFORD STREET SCHOOL

- Aged, outdated electrical & plumbing systems
- Does not meet current educational needs
  - Classrooms are too small – Pre-K and Kindergarten are 25% under state guidelines
  - Building designed and sized for middle school students
  - Students with disabilities have makeshift accommodations
  - Not fully handicapped accessible
  - Doesn’t work for 21st century learning & teaching
THE NEED – ELM STREET SCHOOL

- Aged, outdated electrical & plumbing systems
- Does not meet current educational needs
  - Classrooms are too small – many are 45% under state guidelines
  - Building designed and sized for high school students
  - Students with disabilities have makeshift accommodations
  - Not fully handicapped accessible
  - Doesn't work for 21st century learning & teaching

FEASIBILITY STUDY: EDUCATIONAL VISIONING

- June 12 – Elm teachers & staff
- June 14 – Waterford teachers & staff
- June 18 – SBC & Community Leaders
- July 17 – Leadership Team
- August 28 – All teachers and staff

- Discussed 21st C Learning Goals
- Reviewed Design Pattern Examples
- Performed Strengths, Challenges, Opportunities, and Goals (SCOOG) Exercise
- Developed Priorities for Gardner
GUIDING PRINCIPLES

1. School as Community Resource
2. 21st Century Teaching & Learning
3. Learning Communities
4. Healthy & Sustainable School
5. Outdoor / Nature Connections

FEASIBILITY STUDY: EXPLORING OPTIONS

Three Possible Sites:
1. Waterford Street
2. Elm Street
3. Middle / High School Site (Pearl Street)

Two Possible Grade Configurations
1. Pre-K – 1st Grade 365 (+80) students
2. Pre-K – 4th Grade 925 (+80) students

Six Options:
1. Waterford Street up to code
2. Add/Reno PK-1 @ Waterford
3. New PK-1 @ Waterford
4. Add/Reno PK-4 @ Elm
5. New PK-1 @ Middle/High
6. New PK-4 @ Middle/High
Advantages of a New PK-4 at Pearl Street

- Supports district long-term plan - one 21st century building for all PK-4 students
- Unites all elementary administrators & specialists in one building
- More design flexibility by building new
- Connects to Middle/High campus
- Provides natural setting for learning, which is proven to foster better results
- Relieves traffic and congestion from existing neighborhoods
- Provides more spaces for community use

THE "PREFERRED SCHEMATIC" CHOICE

WHY A PRE-K TO GRADE 4 FACILITY?

- Equitable access to 21st century education
- Eliminates moving students from school to school - fewer transitions
- Technology to support 21st century college and career readiness
- Resources to better support students with disabilities
- Opportunity for staff to collaborate and share ideas and resources
- Opportunities for older students to mentor younger students
- Improved instructional spaces for Art and Music
- Least expensive when considering dollars/student
- Addresses all of Gardner's elementary students needs at once
TRAFFIC STUDY RECOMMENDATIONS

- Enforce posted speed limit on Pearl Street
- Establish a 20 mph School Zone on Pearl Street
- Relocate three utility poles for improved line of sight
- Tree trimming and brush control along north side of Pearl Street
- Include a right-turn only bay for those exiting the school site onto Pearl Street
- Include a left-turn only lane on the eastbound Pearl Street approach
- Move existing crosswalk to Dunn State Park to the east side of the proposed intersection
- Extend sidewalk to city bus stop at Smith Street and Pearl Street

“The proposed elementary school will not degrade traffic conditions along Pearl Street.”
WHAT CAN OUTDOOR LEARNING & PLAY LOOK LIKE?

FIRST FLOOR PLAN
SECOND & THIRD FLOOR PLANS

WHAT CAN A NEW SCHOOL FEEL LIKE INSIDE?
WHAT CAN A NEW SCHOOL FEEL LIKE OUTSIDE?

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<th>ESTIMATED CONSTRUCTION &amp; PROJECT COSTS</th>
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<td><strong>New PK-4 School at Pearl Street</strong></td>
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<td>New School – Estimated Trade Costs</td>
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<td>Sitework – Estimated Trade Costs</td>
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<td>Contingencies and Escalation</td>
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<td>Other Project Costs (Fees, Contingencies, Etc.)</td>
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CURRENT MSBA PROJECTS COST COMPARISON

- **Waltham High School** $742/sf
- **Wareham Minot Forest** $450/sf
- **Springfield Brightwood School** $446/sf
- **Gardner Waterford St.** $448/sf

**Legend:**
- In Construction
- In Design
- Development / Construction Documents
- In Schematic Design

http://info.massschoolbuildings.org/TabPub/TableauCostData.aspx

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PROJECT SCHEDULE

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<tr>
<td><strong>Move in</strong></td>
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</tr>
<tr>
<td><strong>Closeout</strong></td>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

- Feasibility / SD: August 2019
- Design: Aug - Nov 2019
- Construction: Summer 2022
- Closeout: Fall 2022
WHY ACT NOW?

- Gardner has not built a new school since the Middle School in 1996
- Gardner has not built a true Elementary School since the 1800's
- Gardner base reimbursement rate is 80% of eligible costs – the highest rate allowed by the MSBA
- Including all reimbursable and non-reimbursable costs, MSBA will reimburse the city for approximately 60% of the project costs
- An opportunity to provide new facilities for the entire elementary school population
- Keep Gardner students in Gardner – reducing choice out & out of district placements
- PK-4 approach is most efficient in terms of square feet per student, as well as cost per square foot.

Schematic Design
City Council
Public Presentation

May 1, 2019

Thank You!
Date: May 1, 2019

From: Alan N. Rousseau
211 Betty Spring Rd.
Gardner, MA

To: Gardner City Councilors

Subject: Presentation and Hearing on the New Elementary School Project

Due to a meeting conflict, I am unable to attend this May 1st public hearing for the New Elementary School Project. The following is my input on the proposed project.

I have reviewed the information posted on the New School Building website and viewed the video recording of the April 16th City Council Informal Meeting on this subject. I do appreciate all of the hard work that the School Building Committee has done thus far on this project. As an advocate for Conservation and Smart Growth, I do not support the currently proposed option for the location off Pearl Street. I think the city should utilize the options (or further variations of the options) at the Elm Street or Waterford Street locations.

1. The Option 6 Pearl Street location will require the destruction of a 17-acre forested area in the watershed for Dunn’s Pond. The site has a steep elevation range of 90 feet that will require extensive excavation with cuts and fills not specified at this time. Blasting may be required. Wetlands are located to the east & west of the site and a thin strip of wetlands pass through the southern part of the site. If anything, this property should be protected with a conservation restriction.

2. The Option 6 Pearl Street location seems to promote a central educational complex for Gardner. However, I think schools should be integrated into our general residential areas, close to our city center, where many students can walk or ride bicycles to school. Many years ago, I attended school at both Waterford and Elm Street locations and was able to walk and bicycle to school from my prior home on Monadnock Street. Also, this location will result in all school related traffic converging on to one area during morning and afternoon hours five days a week.

3. The Option 4 Elm Street location is a much better alternative. This site has the capacity and central location while creating no adverse environmental impacts. This site previously supported a large high school population of well over 1,000 students. This option would obtain higher MSBA reimbursement, by utilizing existing buildings, and will also meet Gardner’s educational goals as well as addressing the entire PK-4 population.
4. The Waterford Street location, with a new building, may also offer a better alternative. From the available published information, I do not understand why this site could not be developed to support PK-4 grades.

In conclusion, I do support a significant investment for a new elementary school that meets 21st Century educational requirements. However, we must do this in a smart way that avoids environmental damage and re-uses school properties in the great locations that currently exist in our general residential areas. We must apply 21st Century thinking by utilizing sustainable Smart Growth principles for our New Elementary School Project. Let’s complete this project in such a way that we can ultimately teach our young people how this city created a great facility while protecting our environment.

Thank you for your consideration of my input.

Sincerely,

Alan N. Rousseau
Informal Meeting of the City Council was held in the City Council Chamber, Room 219, City Hall, on Monday, May 6, 2019.

CALL TO ORDER

Council President Scott Joseph Graves called the meeting to order at 6:30 o’clock p.m.

ATTENDANCE

Ten (10) Councillors were present including President Scott Joseph Graves and Councillors Nathan Boudreau, James Boone, Ronald Cormier, Edward Gravel, Karen Hardern, Christine Johnson, James Johnson, Elizabeth Kazinskas, and James Walsh. Councillor Craig Cormier was absent.

Superintendent Mark Pellegrino presented a Power Point, attached hereto.

- Developing a Budget (Definitions)
  - Restorations and Adjustments.
  - Additions.
  - (Reductions)
  - Level Services Budget
  - Expected Funding
  - Funding Gap

- Budget Restorations & Adjustments
  - Replace 1 Para with an RBT at GMS $ 6,000
  - Replace 1 Para with an RBT at Elm Street School $ 6,000
  - Nurse (Replace 0.5 FTE Grant Funding) at GALT $26,289
    Total Budget Restorations & Adjustments $38,289

2 Paraprofessionals are now registered as Registered Behavioral Technicians, resulting in salary adjustments for each.

Grant funding no longer allowed to pay for Nurse at GALT.

- Budget Additions
  - School Psychologist at WSS $65,000

School Psychologist needed at WSS due to behavioral issues in the classrooms. Currently, there is only 1 School Psychologist between Elm Street and Waterford Street Schools. The School Psychologist performs testing and behavioral programming. School Counselors work with individuals at each school and the need has increased dramatically.
- **Budget Reductions**
  - **Retirement Savings**
    
    Savings due to hiring replacement staff at lower salaries (i.e. entry level).

- **Total Net Adjustments/Additions/(Reductions)**
  - FY19 FY20
    
    - Total Budget Adjustments $117,318 $ 38,289
    - Total Budget Additions $ 92,829 $ 65,000
    - Total Budget Reductions ($96,100) ($55,000)
    - Net Budget Impact $114,048 $ 48,289

- **Salaries FY20**
  - FY19 FY20 Diff. %
    
    - Regular Education Instr. $8,681,561 $8,976,128 $294,567 3.4%
    - SPED Instruction $4,309,891 $4,602,347 $292,456 6.8%
    - Support Services $1,973,036 $2,060,586 $ 87,550 4.4%
    - School Administration $1,714,032 $1,752,265 $ 38,233 2.2%
    - Central Administration $ 571,719 $ 572,385 $ 667 0.1%
    - Information Services $ 206,114 $ 212,260 $ 6,146 3.0%
    - Facilities $ 200,857 $ 211,230 $ 10,373 5.2%
    - Substitutes $ 212,000 $ 212,000 $ -0- 0.0%
    - Total Payroll $17,869,211 $18,599,201 $729,991 4.1%

*Increase in salaries includes 2% COLA, step and lane changes, FY19 hires at higher steps than FY2018.

Experienced SPED Teachers are hired at higher salaries. Substitutes are paid $70 to $80 per day. Shortage of Substitutes is problematic.

Councillor Walsh questioned whether Employee Step increases are advantageous.

Superintendent Pellegrino stated that Step increases are good for staff retention. Longevity payments are also included in the contracts.

- **Expenses FY20**
  - FY19 FY20 Diff. %
    
    - Regular Education Instruction $ 166,163 $ 164,726 ($ 1,437) (0.9%)
    - SPED Instruction $ 159,310 $ 171,206 $ 11,896 7.5%
    - Support Services $  99,105 $ 115,546 $ 16,441 16.6%
    - Program/Staff Development $  56,316 $  51,629 ($  4,687) (8.3%)
    - Other Programs (OOD) $ 987,267 $1,182,464 $195,197 19.8%
    - School Administration $ 172,773 $ 165,218 ($ 7,555) (4.4%)
$195,000 or 19.8% increase in expenses for Out-of-District ("OOD") Placements. School District pays for two students to attend school in Springfield.

Transportation expenses up 7.1% due to increase in regular and homeless students (e.g. DCF custody) transportation. Regular Transportation Busing Contract in second and final year.

Councillor Christine Johnson questioned whether anyone has presented the concept of eliminating school busing for students in Grades 7 through 12.

Mayor Hawke responded, saying that parents are unable to afford an additional $40 per month for bus transportation.

Information Services decreased by 18% due to Mr. O'Keefe’s efforts to streamline.

**Circuit Breaker Revolving Fund**

<table>
<thead>
<tr>
<th>FY20 Out-of-District Total Tuition</th>
<th>MINUS FY19 Circuit Breaker Revenue</th>
<th>Equals FY20 OOD Tuition Funded by General Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>$1,606,792</td>
<td>$424,328</td>
<td>$1,182,464</td>
</tr>
</tbody>
</table>

**Costs that do NOT Apply to Net School Spending**

<table>
<thead>
<tr>
<th>Category</th>
<th>FY19</th>
<th>FY20</th>
<th>Diff.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Transportation</td>
<td>$708,120</td>
<td>$729,360</td>
<td>$21,240</td>
<td>3.0%</td>
</tr>
<tr>
<td>McKinney Vento Transp.</td>
<td>$170,944</td>
<td>$185,000</td>
<td>$14,056</td>
<td>8.2%</td>
</tr>
<tr>
<td>SPED Transportation</td>
<td>$617,699</td>
<td>$688,951</td>
<td>$71,252</td>
<td>11.5%</td>
</tr>
<tr>
<td>Crossing Guard Expense</td>
<td>$ 500</td>
<td>$ 600</td>
<td>$ 100</td>
<td>20.0%</td>
</tr>
<tr>
<td>Crossing Guards</td>
<td>$ 56,000</td>
<td>$ 58,000</td>
<td>$ 2,000</td>
<td>3.6%</td>
</tr>
<tr>
<td>Bus Monitors</td>
<td>$ 45,000</td>
<td>$ 51,500</td>
<td>$ 6,500</td>
<td>14.4%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$1,598,263</td>
<td>$1,713,411</td>
<td>$115,148</td>
<td>7.2%</td>
</tr>
</tbody>
</table>
INFORMAL MEETING OF MAY 6, 2019

Revenue Projection

<table>
<thead>
<tr>
<th></th>
<th>FY19</th>
<th>FY20</th>
<th>Diff.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Funding (Ch. 70)</td>
<td>$19,725,204</td>
<td>$20,546,704</td>
<td>$821,500</td>
<td>4.16%</td>
</tr>
<tr>
<td>Required City Funding for NSS</td>
<td>$9,085,400</td>
<td>$9,407,061</td>
<td>$321,661</td>
<td>3.54%</td>
</tr>
<tr>
<td>City Funding over NSS</td>
<td>$1,442,400</td>
<td>$1,070,794</td>
<td>($371,606)</td>
<td>(25.76%)</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>$30,253,004</td>
<td>$31,024,559</td>
<td>$771,555</td>
<td>2.55%</td>
</tr>
</tbody>
</table>

Funding Gap

<table>
<thead>
<tr>
<th></th>
<th>FY19</th>
<th>FY20</th>
<th>Diff.</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Funding</td>
<td>$30,253,004</td>
<td>$31,024,559</td>
<td>$771,555</td>
<td>2.55%</td>
</tr>
<tr>
<td>Total School Budget</td>
<td>$23,616,731</td>
<td>$24,735,158</td>
<td>$1,118,428</td>
<td>4.74%</td>
</tr>
<tr>
<td>Budgeted Costs that do not apply to NSS</td>
<td>($1,598,263)</td>
<td>($1,713,411)</td>
<td>($115,148)</td>
<td>7.20%</td>
</tr>
<tr>
<td>City Budgeted Indirect Costs</td>
<td>$8,238,481</td>
<td>$8,398,073</td>
<td>$159,592</td>
<td>1.94%</td>
</tr>
<tr>
<td>Total NSS Expense</td>
<td>$30,256,949</td>
<td>$31,419,820</td>
<td>$1,162,872</td>
<td>3.84%</td>
</tr>
<tr>
<td></td>
<td>($395,261)</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Bottom Line


Closing the Budget Gap

- Budget Gap as of 3/11/2019 = ($642,296)
- Additional Funding Above NSS = $154,859
- ESS Increase in Supplies = ($6,331)
- Decrease in MIS & Software = $38,790
- Additional State Fund (H2) = $59,717
- Budget Gap as of 4/11/2019 = ($395,261)
- District (Academic) Coaches = $127,608.50
- Reclassify Choice = $267,652.50
- $395,261.00
- Close the Gap = $0.00

The District will not have to cut any staff positions beyond the 2 District Academic Coaches. Vice- Principals also serve as (building) Academic Coaches – coaching teachers.

What causes tension between Gardner taxpayers and Gardner Public Schools?

Facts:
Every year, the foundation formula calculates the minimum required spending increase for the schools based on our population.

Until three years ago, GPS always operated on the minimum budget allowable by the State.

The City of Gardner has increased the local contribution to almost $1 Million above their minimum required contribution.

Question: How can this still not be enough for our schools?

Cause:

- The foundation formula worked well from 1993 to 2002; however, it is now antiquated and underfunds schools throughout the Commonwealth.
- Districts are required to spend more than the foundation formula dictates because of unfunded mandates and necessary supports for our students.

- Funding Progress in Massachusetts has eroded.
- Foundation Budget Undercounts Critical Costs by $2.63 Billion
- Foundation Budget is Substantially Less than What All Districts Need, Wealthier Communities Can Spend More to Compensate.
- Chapter 70 Funding for Two Sample Districts – 4 Steps. (slide)
- Lowest Wealth Districts Spend Nearly 30% Less than Foundation on Regular Ed. Teachers.
  Gardner is in the lowest 20% of wealth in the state.
- Legislative Charge of Foundation Budget Review Commission (slide)
- Findings and Recommendations
- Clinton Public Schools – Gardner Public Schools – Webster Public Schools
- Health Insurance
  Foundation Budget states that Gardner should spend $2.6M for Health Insurance, while actually spending $5.9M.
- Special Education
  Foundation Budget states that Gardner should spend $2.7M for SPED, while actually spending $5.2M.
Foundation Budget Gaps: Gardner Analysis


Other Areas of the FBRC.
- Low Income
- ELL Increment

Impact on Our Districts.
Chapter 70 Increased by 70% + Minimum Aid Guarantee – 2 models.

The times are changing. Hopefully… (slide)

Budget Adjustment Process (slide)

Minimum Required Spending History (slide)

Remember these Success Highlights.
- More students are staying in Gardner.
- Fewer School Choice-out numbers (first time since 2011)
- Better supports for everyone resulted in the first reduction in the percentage of students with disabilities since 2003.
- Restructuring of substantially separate programs resulted in NO students leaving the District for placements in the last two years.
- Early College programming is taking off!!

State Accountability Improves:
- No school is designated as requiring assistance.

The meeting concluded at 7:27 p.m.

Accepted by the City Council:
FY 2020
Budget Presentation
### Developing a Budget (Definitions)

<table>
<thead>
<tr>
<th><strong>RESTORATIONS AND ADJUSTMENTS</strong></th>
<th>Needed only for FY18 or FY19. Shifts between Revolving funds and Grant Funds.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ADDITIONS</strong></td>
<td>REQUIRED positions that were added to this year’s budget after the budget was approved.</td>
</tr>
<tr>
<td><strong>(REDUCTIONS)</strong></td>
<td>Savings from retirements.</td>
</tr>
<tr>
<td><strong>LEVEL SERVICES BUDGET</strong></td>
<td>What it would cost to have our current level of services for the FY19 budget after adding adjustments and additions and subtracting the reductions?</td>
</tr>
<tr>
<td><strong>EXPECTED FUNDING</strong></td>
<td>Anticipated total funding from the state and city.</td>
</tr>
<tr>
<td><strong>FUNDING GAP</strong></td>
<td>What is the difference between level services budget and expected funding?</td>
</tr>
</tbody>
</table>
## Budget Restorations & Adjustments

<table>
<thead>
<tr>
<th>Dept.</th>
<th>Description</th>
<th>FTE</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>GMS</td>
<td>Replacing 1 Para with an RBT</td>
<td>$</td>
<td>6,000.00</td>
</tr>
<tr>
<td>ESS</td>
<td>Replacing 1 Para with an RBT</td>
<td>$</td>
<td>6,000.00</td>
</tr>
<tr>
<td>GALT</td>
<td>Nurse (Replace 0.5 FTE Grant Funding)</td>
<td>0.5</td>
<td>$26,289.00</td>
</tr>
</tbody>
</table>

**Total Budget Restorations & Adjustments:** $38,289.00
# BUDGET ADDITIONS

## Budget Additions

<table>
<thead>
<tr>
<th>Dept</th>
<th>Description</th>
<th>FTE</th>
<th>$$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>WSS</td>
<td>School Psychologist</td>
<td>1.0</td>
<td>65,000</td>
<td>65,000</td>
</tr>
</tbody>
</table>

**Total Budget Additions**

<table>
<thead>
<tr>
<th></th>
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<th>1.0</th>
<th>65,000</th>
<th>65,000</th>
</tr>
</thead>
</table>

## Budget Reductions

<table>
<thead>
<tr>
<th>Dept</th>
<th>Description</th>
<th>FTE</th>
<th>$$</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(55,000)</td>
</tr>
<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(55,000)</td>
</tr>
<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(55,000)</td>
</tr>
<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
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<td>(55,000)</td>
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<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
<td>(10,000)</td>
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<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(55,000)</td>
</tr>
<tr>
<td>RE</td>
<td>Retirement Savings</td>
<td>(10,000)</td>
<td>(10,000)</td>
<td>(55,000)</td>
</tr>
</tbody>
</table>

Total Budget Reductions: (55,000)
<table>
<thead>
<tr>
<th></th>
<th>FY19</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Budget Adjustments</td>
<td>$117,318</td>
<td>$38,289</td>
</tr>
<tr>
<td>Total Budget Additions</td>
<td>$92,829</td>
<td>$65,000</td>
</tr>
<tr>
<td>Total Budget Reductions</td>
<td>-$96,100</td>
<td>-$55,000</td>
</tr>
<tr>
<td>Net Budget Impact</td>
<td>$114,047</td>
<td>$48,289</td>
</tr>
</tbody>
</table>
### Salaries FY20

<table>
<thead>
<tr>
<th>Category</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>Diff.</th>
<th>% Diff.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Education Instruction</td>
<td>$8,476,312</td>
<td>$8,681,561</td>
<td>$8,976,128</td>
<td>$294,567</td>
<td>3.4%</td>
</tr>
<tr>
<td>Special Education Instruction</td>
<td>$4,131,944</td>
<td>$4,309,891</td>
<td>$4,602,347</td>
<td>$292,456</td>
<td>6.8%</td>
</tr>
<tr>
<td>Support Services</td>
<td>$1,834,783</td>
<td>$1,973,036</td>
<td>$2,060,586</td>
<td>$87,550</td>
<td>4.4%</td>
</tr>
<tr>
<td>School Administration</td>
<td>$1,606,369</td>
<td>$1,714,032</td>
<td>$1,752,265</td>
<td>$38,233</td>
<td>2.2%</td>
</tr>
<tr>
<td>Central Administration</td>
<td>$551,077</td>
<td>$571,719</td>
<td>$572,385</td>
<td>$667</td>
<td>0.1%</td>
</tr>
<tr>
<td>Information Services</td>
<td>$201,734</td>
<td>$206,114</td>
<td>$212,260</td>
<td>$6,146</td>
<td>3.0%</td>
</tr>
<tr>
<td>Facilities</td>
<td>$195,373</td>
<td>$200,857</td>
<td>$211,230</td>
<td>$10,373</td>
<td>5.2%</td>
</tr>
<tr>
<td>Substitutes</td>
<td>$205,899</td>
<td>$212,000</td>
<td>$212,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>Total Payroll</strong></td>
<td><strong>$17,203,491</strong></td>
<td><strong>$17,869,211</strong></td>
<td><strong>$18,599,201</strong></td>
<td><strong>$729,991</strong></td>
<td><strong>4.1%</strong></td>
</tr>
</tbody>
</table>

Increase in salaries includes 2% COLA, step and lane changes, FY19 hires at higher steps than FY18.
## Expenses FY20

<table>
<thead>
<tr>
<th>Category</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>Diff.</th>
<th>% Diff.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Education Instruction</td>
<td>152,086</td>
<td>166,163</td>
<td>164,726</td>
<td>(1,437)</td>
<td>-0.9%</td>
</tr>
<tr>
<td>Special Education Instruction</td>
<td>180,272</td>
<td>159,310</td>
<td>171,206</td>
<td>11,896</td>
<td>7.5%</td>
</tr>
<tr>
<td>Support Services</td>
<td>126,305</td>
<td>99,105</td>
<td>115,546</td>
<td>16,441</td>
<td>16.6%</td>
</tr>
<tr>
<td>Program / Staff Development</td>
<td>44,357</td>
<td>56,316</td>
<td>51,629</td>
<td>(4,687)</td>
<td>-8.3%</td>
</tr>
<tr>
<td>Other Programs (OOD)</td>
<td>871,377</td>
<td>987,267</td>
<td>1,182,464</td>
<td>195,197</td>
<td>19.8%</td>
</tr>
<tr>
<td>School Administration</td>
<td>178,676</td>
<td>172,773</td>
<td>165,218</td>
<td>(7,555)</td>
<td>-4.4%</td>
</tr>
<tr>
<td>Central Administration</td>
<td>237,179</td>
<td>253,217</td>
<td>230,465</td>
<td>(22,752)</td>
<td>-9.0%</td>
</tr>
<tr>
<td>Information Services</td>
<td>285,437</td>
<td>345,145</td>
<td>281,087</td>
<td>(64,058)</td>
<td>-18.6%</td>
</tr>
<tr>
<td>Facilities</td>
<td>1,113,533</td>
<td>1,136,554</td>
<td>1,236,040</td>
<td>99,486</td>
<td>8.8%</td>
</tr>
<tr>
<td>Transportation</td>
<td>1,385,044</td>
<td>1,496,763</td>
<td>1,603,311</td>
<td>106,548</td>
<td>7.1%</td>
</tr>
<tr>
<td>Utilities</td>
<td>503,170</td>
<td>511,517</td>
<td>513,474</td>
<td>1,957</td>
<td>0.4%</td>
</tr>
<tr>
<td>Other Operations &amp; Control Accts</td>
<td>382,416</td>
<td>363,390</td>
<td>372,502</td>
<td>9,112</td>
<td>2.5%</td>
</tr>
<tr>
<td>Total Expenses</td>
<td>$5,459,852</td>
<td>$5,747,520</td>
<td>$6,087,668</td>
<td>340,148</td>
<td>5.9%</td>
</tr>
<tr>
<td>FY20 Out of District Total Tuition</td>
<td>MINUS FY19 Circuit Breaker Revenue</td>
<td>Equals FY20 Out of District Tuition Funded by General Budget</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>----------------------------------</td>
<td>------------------------------------</td>
<td>----------------------------------------------------------</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>$ 1,606,792</td>
<td>$ 424,328</td>
<td>$ 1,182,464</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Circuit Breaker Revolving Fund

<table>
<thead>
<tr>
<th></th>
<th>FY16</th>
<th>FY17</th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beg. Balance</strong></td>
<td>$ 141,749.00</td>
<td>$ 254,359.00</td>
<td>$ 325,569.00</td>
<td>$ 275,723.00</td>
<td>$ 424,328.00</td>
</tr>
<tr>
<td><strong>Revenue</strong></td>
<td>$ 293,372.00</td>
<td>$ 386,345.00</td>
<td>$ 336,499.00</td>
<td>$ 424,328.00</td>
<td></td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td>$ 435,121.00</td>
<td>$ 640,704.00</td>
<td>$ 662,068.00</td>
<td>$ 700,051.00</td>
<td>$ 424,328.00</td>
</tr>
<tr>
<td><strong>OOD Expenses</strong></td>
<td>$ 180,762.00</td>
<td>$ 315,135.00</td>
<td>$ 386,345.00</td>
<td>$ 275,723.00</td>
<td>$ 424,328.00</td>
</tr>
<tr>
<td><strong>End Balance</strong></td>
<td>$ 254,359.00</td>
<td>$ 325,569.00</td>
<td>$ 275,723.00</td>
<td>$ 424,328.00</td>
<td></td>
</tr>
</tbody>
</table>
## Costs That Do NOT Apply to Net School Spending

<table>
<thead>
<tr>
<th>Category</th>
<th>FY18 Budget</th>
<th>FY19 Budget</th>
<th>FY20 Request</th>
<th>Diff.</th>
<th>%Diff.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regular Transportation</td>
<td>687,420</td>
<td>708,120</td>
<td>729,360</td>
<td>21,240</td>
<td>3.0%</td>
</tr>
<tr>
<td>McKinney Vento Transportation</td>
<td>121,735</td>
<td>170,944</td>
<td>185,000</td>
<td>14,056</td>
<td>8.2%</td>
</tr>
<tr>
<td>SPED Transportation</td>
<td>575,889</td>
<td>617,699</td>
<td>688,951</td>
<td>71,252</td>
<td>11.5%</td>
</tr>
<tr>
<td>Crossing Guard Expense</td>
<td>500</td>
<td>500</td>
<td>600</td>
<td>100</td>
<td>20.0%</td>
</tr>
<tr>
<td>Crossing Guards</td>
<td>54,000</td>
<td>56,000</td>
<td>58,000</td>
<td>2,000</td>
<td>3.6%</td>
</tr>
<tr>
<td>Bus Monitors</td>
<td>42,000</td>
<td>45,000</td>
<td>51,500</td>
<td>6,500</td>
<td>14.4%</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,481,544</strong></td>
<td><strong>1,598,263</strong></td>
<td><strong>1,713,411</strong></td>
<td><strong>115,148</strong></td>
<td><strong>7.2%</strong></td>
</tr>
</tbody>
</table>
## Revenue Projection

<table>
<thead>
<tr>
<th></th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>FY20 - FY19</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>State Funding (Ch. 70)</td>
<td>19,428,394</td>
<td>19,725,204</td>
<td>20,546,704</td>
<td>821,500</td>
<td>4.16%</td>
</tr>
<tr>
<td>Required City Funding for NSS</td>
<td>8,778,334</td>
<td>9,085,400</td>
<td>9,407,061</td>
<td>321,661</td>
<td>3.54%</td>
</tr>
<tr>
<td>City Funding Over NSS</td>
<td>915,750</td>
<td>1,442,400</td>
<td>1,070,794</td>
<td>(371,606)</td>
<td>-25.76%</td>
</tr>
<tr>
<td>Total Revenue</td>
<td>29,122,478</td>
<td>30,253,004</td>
<td>31,024,559</td>
<td>771,555</td>
<td>2.55%</td>
</tr>
</tbody>
</table>
## Funding Gap

<table>
<thead>
<tr>
<th></th>
<th>FY18</th>
<th>FY19</th>
<th>FY20</th>
<th>FY20-FY19</th>
<th>%</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total Funding</td>
<td>29,122,478</td>
<td>30,253,004</td>
<td>31,024,559</td>
<td>771,555</td>
<td>2.55%</td>
</tr>
<tr>
<td>Total School Budget</td>
<td>22,663,343</td>
<td>23,616,731</td>
<td>24,735,158</td>
<td>1,118,428</td>
<td>4.74%</td>
</tr>
<tr>
<td>Budgeted Costs that do not apply to NSS</td>
<td>(1,481,544)</td>
<td>(1,598,263)</td>
<td>(1,713,411)</td>
<td>(115,148)</td>
<td>7.20%</td>
</tr>
<tr>
<td>City Budgeted Indirect Costs</td>
<td>7,940,679</td>
<td>8,238,481</td>
<td>8,398,073</td>
<td>159,592</td>
<td>1.94%</td>
</tr>
<tr>
<td>Total Net School Spending Expense</td>
<td>29,122,478</td>
<td>30,256,949</td>
<td>31,419,820</td>
<td>1,162,872</td>
<td>3.84%</td>
</tr>
</tbody>
</table>

**Budget Gap** 

(395,261)
Funding Gap after House 2 Budget Release
April 11, 2019

$(395,261)$
## Closing the Budget Gap

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Budget Gap as of 3/11/19</td>
<td>(642,296.00)</td>
</tr>
<tr>
<td>Additional Fund Above NSS</td>
<td>154,859.00</td>
</tr>
<tr>
<td>ESS Increase in Supplies</td>
<td>(6,331.00)</td>
</tr>
<tr>
<td>Decrease in MIS and Software</td>
<td>38,790.00</td>
</tr>
<tr>
<td>Additional State Fund (H2)</td>
<td>59,717.00</td>
</tr>
<tr>
<td><strong>Budget Gap as of 4/11/19</strong></td>
<td><strong>(395,261.00)</strong></td>
</tr>
<tr>
<td>District Coaches</td>
<td>127,608.50</td>
</tr>
<tr>
<td>Reclassify Choice</td>
<td>267,652.50</td>
</tr>
<tr>
<td><strong>Close the Gap</strong></td>
<td><strong>$0.00</strong></td>
</tr>
</tbody>
</table>
What causes tension between Gardner taxpayers and Gardner Public Schools?

FACTS:
- Every year, the foundation formula calculates the minimum required spending increase for the schools based on our population.
- Until three years ago, GPS always operated on the minimum budget allowable by the state.
- The City of Gardner has increased the local contribution to almost $1 million above their minimum required contribution.

QUESTION:
- How can this still not be enough for our schools?
What causes tension between Gardner taxpayers and Gardner Public Schools?

**CAUSE:**

- The foundation formula worked well from 1993 to 2002. However, it is now antiquated and underfunds schools throughout the Commonwealth.

- Districts are required to spend more than the foundation formula dictates because of unfunded mandates and necessary supports for our students.
Funding Progress in Massachusetts Has Eroded

Chapter 70 Aid doubled over first decade

...and has been cut $405 mil since FY 2002

*Inflation adjusted using factor identified in CH70 law (Implicit Price Deflator for State and Local Government), 2019 $*

Source: Massachusetts Department of Elementary and Secondary Education
Foundation Budget Undercounts Critical Costs by $2.63 Billion

Fiscal Year 2017

Health Insurance & Other Benefits:
- Foundation Budget: $1.44 billion
- Actual Spending: $1.44 billion

SPED In-District Teachers:
- Foundation Budget: $1.03 billion
- Actual Spending: $1.03 billion

SPED Out-of-District (net of Circuit Breaker reimbursements):
- Foundation Budget: $159 million
- Actual Spending: $159 million
Foundation Budget is Substantially Less Than What All Districts Need, Wealthier Communities Can Spend More to Compensate

Districts clustered by community property wealth and income. Total district spending per pupil, FY 2017

- Lowest 20%: $12,308
- Second 20%: $13,175
- Middle 20%: $13,338
- Fourth 20%: $14,540
- Highest 20%: $17,315

[Bar chart showing spending differences]
CHAPTER 70 FUNDING FOR TWO SAMPLE DISTRICTS – 4 STEPS

Budgeted per pupil spending by revenue source, FY2018

<table>
<thead>
<tr>
<th>District</th>
<th>Foundation Budget</th>
<th>CH 70 State Aid</th>
<th>Required Local Contribution</th>
<th>Total Actual Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Worcester</td>
<td>$12,356</td>
<td>$8,836</td>
<td>$3,520</td>
<td>$24,712</td>
</tr>
<tr>
<td>Southborough</td>
<td>$9,239</td>
<td>$2,360</td>
<td>$7,682</td>
<td>$18,628</td>
</tr>
</tbody>
</table>

- Extra Local Contribution
- CH 70 State Aid
- Required Local Contribution
Lowest Wealth Districts Spend Nearly 30% Less Than Foundation on Regular Ed. Teachers

-27 percent

Foundation Budget
Actual Spending
LEGISLATIVE CHARGE OF FOUNDATION BUDGET REVIEW COMMISSION

• Review Components of the Foundation Budget.

• Seek to Determine and Recommend Measures to Promote Effective Resource Allocation.

Noteworthy Resources:
“Cutting Class: Underfunding the Foundation Budget’s Core Education Program”, Massachusetts Budget and Policy Center, 2011.

“Building an Education System that Works for Everyone: Funding Reforms to Help All Our Children Thrive”, Massachusetts Budget and Policy Center, 2018.
FINDINGS AND RECOMMENDATIONS

- Health Insurance
- Special Education
- English Language Learners
- Low Income Students
EXCELLENCE & EQUITY
Foster Excellence
▪ Culture
▪ Academics
▪ Enrichment

Keeping Gardner Kids in Gardner Public Schools

Clinton Public Schools

Gardner Public Schools

Webster Public Schools
Health Insurance

Clinton
- Increased Co-Pays and Deductibles

Webster
- Exploring plan changes and joint purchasing opportunities.
Special Education

Clinton
- Increased in-district special education programs
- Increased use of lower cost collaborative programs

Webster
- Increased in-district special education programs and review Out of District placements

<table>
<thead>
<tr>
<th>Town</th>
<th>Actual Spending</th>
<th>$ in millions</th>
<th>$4.0 million gap</th>
<th>$2.5 million gap</th>
<th>$4.5 million gap</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinton</td>
<td>$2.2</td>
<td>$6.2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Gardner</td>
<td>$2.7</td>
<td>$5.2</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Webster</td>
<td>$2.2</td>
<td>$6.5</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Foundation Budget
Foundation Budget Gaps: Gardner Analysis

Operations & Maintenance:
- Actual Spending: $2.1
- Formula Provides: $3.1

Teacher PD:
- Actual Spending: $0.4
- Formula Provides: $0.5

Instructional Materials:
- Actual Spending: $0.7
- Formula Provides: $1.3

Staffing:
- Special Education Aides: 11 Actual, 49 Formula
- Special Education Teachers: 17 Actual, 83 Formula
- Non-Special Education Aides: 4 Actual, 16 Formula
- Non-Special Education Teachers: 169 Actual, 189 Formula
OTHER AREAS OF THE FBRC

• **Low Income:** The FBRC recommendation was to increase the increment to 50%-100% of extra funding. The Mass Budget and Policy Center Report* uses an increase in the increment of 70%.

• **ELL Increment:** The FBRC recommendation is to change the per pupil rate from a fixed rate to an increment similar to the increment for low income students. The FY19 final state budget converted the rate to an increment (although different than the FBRC proposal).

*Recommendation of Massachusetts Budget and Policy Center (Report (2018). The actual FBRC recommendation was to increase the increment for districts with high concentration of low income students but left the exact calculation of each low income calculation to legislative action.
Impact on Our Districts
Chapter 70 Increases

$ in millions

Model 2: Health Insurance, Special Ed. & ELL + Minimum Aid Guarantee

Model 4: Health Insurance, Special Ed., ELL + Low-Income Rates Increased by 70% + Minimum Aid Guarantee

Clinton: $1.0
Webster: $1.0
Gardner: $1.5

Model 2

Model 4

Clinton: $2.6
Webster: $2.9
Gardner: $4.5
The times are changing. Hopefully...

The governor’s budget was almost $100,000 above what we were expecting.

Gardner’s minimum local contribution will not be higher than what you’re already providing.

Representative Ziotnik and State Senator Tran are both supportive of increasing state funding for our schools.

The discussion on the Hill is to increase the GPS state funding gap (adjusting for inflation) in the next few years.
BUDGET ADJUSTMENT PROCESS

Principals and Directors

- Submit level funded expense budgets
- Submit prioritized lists of needed additional staff
- Submit lists of proposed expense reductions
- Submit prioritized lists of potential staff reductions to own school/department. Assigned targets total $1.2 million
- Meet individually with Superintendent & Business Manager in February
Principals and Directors

- Meet with Superintendent as a team over month of March to integrate and prioritize all the individual lists. Discussion for over 20 hours.

Result:

- Jointly developed alignment of budget funding to stated goals
## Minimum Required Spending History

<table>
<thead>
<tr>
<th></th>
<th>LOCAL Required Contribution</th>
<th>Chapter 70 Aid</th>
<th>MINIMUM REQUIRED Total</th>
<th>Above Required</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FY20</strong></td>
<td>$ 9,407,061.00</td>
<td>$ 20,486,987.00</td>
<td>$ 29,894,048.00</td>
<td>$ 1,070,794.00</td>
</tr>
<tr>
<td><strong>FY19</strong></td>
<td>$ 9,085,400.00</td>
<td>$ 19,725,204.00</td>
<td>$ 28,810,604.00</td>
<td>$ 1,442,400.00</td>
</tr>
<tr>
<td><strong>FY18</strong></td>
<td>$ 8,779,067.00</td>
<td>$ 19,521,864.00</td>
<td>$ 28,300,931.00</td>
<td>$ 915,750.00</td>
</tr>
<tr>
<td><strong>FY17</strong></td>
<td>$ 8,469,172.00</td>
<td>$ 19,225,095.00</td>
<td>$ 27,694,267.00</td>
<td>$ 380,591.00</td>
</tr>
<tr>
<td><strong>FY16</strong></td>
<td>$ 8,111,579.00</td>
<td>$ 19,085,780.00</td>
<td>$ 27,197,359.00</td>
<td></td>
</tr>
<tr>
<td><strong>FY15</strong></td>
<td>$ 7,521,101.00</td>
<td>$ 19,023,155.00</td>
<td>$ 26,544,256.00</td>
<td></td>
</tr>
<tr>
<td><strong>FY14</strong></td>
<td>$ 7,163,394.00</td>
<td>$ 18,961,405.00</td>
<td>$ 26,124,799.00</td>
<td></td>
</tr>
</tbody>
</table>
More Gardner Students staying in Gardner:
- Fewer school choice out numbers (first time since 2011)
- Better supports for everyone resulted in the first reduction in the percentage of students with disabilities since 2003
- Restructuring of substantially separate programs resulted in NO students leaving the district for placements in the last two years
- Better culture = staff and administrators are staying
- Early College programming is taking off!

STATE ACCOUNTABILITY IMPROVES:
- No school is designated as requiring assistance
Questions?
Regular Meeting of the City Council was held in the City Council Chamber, Room 219, City Hall, on Monday evening, May 20, 2019.

CALL TO ORDER
Council President Scott Joseph Graves called the meeting to order at 7:30 o’clock p.m.

CALL OF THE ROLL
City Clerk Alan Agnelli called the Roll of Members. Nine (9) Councillors were present including President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh. Councillors Nathan Boudreau and Christine Johnson were absent.

OPENING PRAYER
President Graves led the Council in reciting the Opening Prayer.

PLEDGE OF ALLEGIANCE
President Graves led the Council in reciting the “Pledge of Allegiance”.

OPEN MEETING RECORDING & PUBLIC RECORDS ANNOUNCEMENT
President Graves announced to the assembly that the Open Meeting Recording and Public Records Announcement is posted at the entrance to the Chamber, and that any person planning to record the meeting by any means should identify themselves.

READING & ACCEPTANCE OF MINUTES
On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, it was voted viva voce, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to waive reading and to accept the Minutes of the May 6, 2019 Regular Meeting, as printed.

PUBLIC HEARING
#10098
President Graves opened the Public Hearing on the petition of NATIONAL GRID for permission to locate poles, wires and fixtures, including the necessary sustaining and protecting fixtures along and across the following public way:

Elm Street - National Grid to install one (1) solely-owned pole on Elm Street beginning at a point approximately 132 feet southeast of the centerline of the intersection of Cherry Street. National Grid to install 40’ CL2 SO wood pole, anchor/guy for upgraded customer service.

The President called for persons wishing to testify in favor of the Petition.
Kim Tavallaimola, representing National Grid, testified that National Grid proposes to install a single pole in front of 75 Elm Street that will replace the homeowner’s feed that is presently supplied by four rotted poles that pass through backyards of properties from Chestnut Street.

The President again called for persons wishing to testify in favor of the Petition.

There being none, the President thrice called for persons wishing to testify in opposition.

There being none, President Graves closed the Hearing at 7:34 p.m.

COMMUNICATIONS FROM THE MAYOR

ORDERS

#10099

Reporting for the Finance Committee, Councillor James Walsh informed the Council that the Finance Committee voted favorably to recommend passage of the Order. He explained that the taxpayer erred in completing the personal property listing with the City and was taxed based on the information provided. He said that the taxpayer discovered the filing error and filed for an abatement, citing equipment that was not in Gardner, but in Washington. Consequently, the City abated the overpayment, resulting in a shortfall in the overlay account for abatements and exemptions.

Councillor Edward Gravel questioned whether the City could have caught this mistake earlier.

Councillor Ronald Cormier explained that the taxpayer erroneously listed personal property on the form that the taxpayer only discovered later that the information was in error – that their equipment [personal property] was in another state, so the City could not have known about the taxpayer’s error when it was filed. The City accepted the information from the taxpayer and so they were taxed appropriately.

On a motion by Councillor James Walsh and seconded by Councillor Ronald Cormier, on recommendation of the Finance Committee and on call of the roll, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adopt the following Order:

AN ORDER APPROPRIATING FROM FREE CASH TO RESERVE FOR ABATEMENTS/EXEMPTIONS.

ORDERED: That there be and is hereby appropriated the sum of Sixty-Nine Thousand Dollars and No Cents ($69,000.00) from Free Cash to Reserve for Abatements/Exemptions.

Presented to Mayor for Approval – May 21, 2019
Approved – May 21, 2019
MARK P. HAWKE, Mayor
#10100
Reporting for the Finance Committee, Councillor Ronald Cormier informed the Council that the City's share of the grant match is 10%, or approximately $50,000, and that an additional $50,000 is need for new equipment.

Councillor James Johnson, Chairman of the Public Safety Committee, informed the Council that the new Engine is expected to be delivered in December and suggested that the old equipment be donated to the Gardner Museum.

Councillor James Walsh, a member of the Finance Committee, noted that now is the time to obtain the equipment for the truck, so that it will be ready for installation when the new Engine arrives. He said that the Department will be able to obtain new equipment from the State Bid list and that the old Engine cannot be used for emergency purposes, per the terms of the Grant. He added that the Committee was informed that the City could obtain $2,500 for trade-in.

Councillor Gravel bestowed praise on the Fire and Police Departments for keeping the community safe and then noted that they are both good at recycling old equipment.

President Graves added that the Finance Committee considered the Public Safety Committee in its discussions with the Fire Chief and Fire Captain.

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, on recommendation of the Finance Committee, and on call of the roll, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adopt the following Order:

AN ORDER APPROPRIATING FROM FREE CASH TO FIRE CAPITAL PROJECT – NEW FIRE TRUCK ACCOUNT (MATCH).

ORDERED: That there be and is hereby appropriated the sum of One Hundred Thousand Dollars and No Cents ($100,000.00) from Free Cash to the Fire Capital Project – New Fire Truck Account (Match).

Presented to Mayor for Approval – May 21, 2019
Approved – May 21, 2019
MARK P. HAWKE, Mayor

#10101
Reporting for the Finance Committee, Councillor Ronald Cormier informed the Council that the Committee voted favorably to recommend passage of the Order. He cited problems with Firefighter resignations, as many leave for more money or to move closer to their homes, as well as the slow hiring process for replacements.
Councillor Edward Gravel suggested that the [Civil Service] process be changed “in order to keep our Firefighters.”

President Graves noted that Civil Service is a state-level process.

Councillor James Johnson stated that Overtime has decreased since FY2017, when the City expended $372,000; in FY2018, it expended $386,000; and, $317,000 YTD for FY2019.

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, on recommendation of the Finance Committee, and on call of the roll, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adopt the following Order:

   AN ORDER APPROPRIATING FROM FREE CASH TO FIRE DEPARTMENT – SALARIES/OVERTIME.

   ORDERED: That there be and is hereby appropriated the sum of Eighty Thousand Dollars and No Cents ($80,000.00) from Free Cash to Fire Department Salaries/Overtime.

Presented to Mayor for Approval – May 21, 2019
Approved – May 21, 2019
MARK P. HAWKE, Mayor

#10102

Reporting for the Finance Committee, Councillor Ronald Cormier informed the Council that the Committee voted favorably to recommend passage of the Order. He said that the EMS Coordinator is also a Fire Lieutenant and that he performs reviews of ambulance transport for quality, costs, and billing procedures beyond his regular work schedule.

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, on recommendation of the Finance Committee, and on call of the roll, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adopt the following Order:

   AN ORDER APPROPRIATING FROM FREE CASH TO AMBULANCE DEPT FOR SALARIES/COLLATERAL JOBS.

   ORDERED: That there be and is hereby appropriated the sum of Fifteen Thousand Dollars and No Cents ($15,000.00) from Free Cash to Ambulance Dept. for Salaries/Collateral Jobs.

Presented to Mayor for Approval – May 21, 2019
Approved – May 21, 2019
MARK P. HAWKE, Mayor
#10103
Reporting for the Finance Committee, Councillor James Walsh informed the Council that the Committee voted favorably to recommend passage of the Order. The Committee met with the Mayor and the Purchasing Agent who are overseeing the budgeting of the various elements of the project. He stated that the City Council reduced the Loan Order by $437,370, representing $250,000 for the team rooms and the balance of $187,370 for the project’s contingency. He explained that at the time that the Loan Order was passed, the strategy was to solicit bids to determine the project’s cost and then to see if the City would save money or if the Mayor would have to seek additional funding.

Continuing his report, Councillor Walsh said that the Finance Committee solicited the Change Orders and it was noted that the largest change order was for an item that was originally part of the project – the Press Box and “the process of elevation associated with it.” When originally bid, he said, the Press Box and lift were included in the bid specs, but when the bids that were filed were too high, these two components and a few others were eliminated. Consequently, the project was then re-bid, but the Turf component was removed from the Bid specs, which was part of the General Contractor’s original bid. The City then bid separately, so that the City would not have to pay for the General Contractor’s markup, but budgeted only for the installation of the turf. When the rebid came in, the City was able to determine that the Press Box and lift could be [again] included with the project, which was in the original plan.

Concluding the Committee’s report, Councillor Walsh cited the Watkins Field Project Construction Cost Summary which listed the elements associated with the changes and he added that the Mayor suggested that the funds be drawn from Free Cash as the City’s Debt Service “is stretched at this time.”

Councillor James Boone informed the Council that he was reluctant to support the appropriation, “because several months ago, the City Council was inundated by many, many school personnel, residents, supporters and we did decide to the fund the track, even though we have a field with a billionaire’s name on it and nobody did anything about any type of fundraising.” Continuing, he said, “I was assured by several of those people that fundraising would occur, but he hasn’t heard any of that.” He added, “There is a graduate of Gardner High School, a woman that is married to an NBA player, that has a couple of bucks, too.” He cited Councillor Johnson’s [recent] comment that “we could call it the ‘Snack Shaq’.”

Concluding his remarks, Councillor Boone said, “There are a lot of people in Gardner who have done very well or know of people who have done very well. I am hoping that somebody’s going to try and do something to help out with the facilities.”

Councillor James Johnson agreed with pursuing donations, which “do not have to be large donations,” [but] “such as a brick with a name imprinted.” He said that during the School Budget Presentation, the maintenance budget was underfunded but “we keep putting money
Councillor Walsh responded, saying that the cost of an elevator is substantially more than the lift; however, he said that he is unaware if a ramp was considered, but that the Mayor and Purchasing Agent made efforts to save money.

Councillor Ronald Cormier stated that the cost of the lift is approximately $50,000 and ADA-compliant and noted that the Press Box was lowered to accommodate the lift. In addition, he said that the restrooms and snack shack were reduced in size and cited the City’s successful efforts to receive State approval for fewer toilets. He added that the construction of outdoor restrooms would provide building security in the High School because the School’s restroom facilities would not have to remain open during field activities.

Councillor Elizabeth Kazinskas expressed support for the Order and cited the gift of the [football] field that the City received over 40 years ago, noting that the City did not take care of it. She said that tax dollars are necessary to maintain the schools and the fields and disagreed that more fundraising should be done to support the schools, since most teams and the band already rely on fundraising [to exist].

Councillor Edward Gravel said that he wished “to talk about when the City does big projects.” He said that there are two state programs – “they’re called 149 and 149A.” He said that it is a contractor at-risk management program “and what it does is protects the City from overage such as this - the Contractor will assume the risk of 149A.” “Under 149, they can write as many change orders as they want.” Citing the City’s plan to build a new school, he said “We’re not putting the onus on the contractor to go into 149A program [where] the contractor assumes all the risk. There’s no change orders - the onus is on them because they give you a hard bid.” “If you go into 149, we’re at risk,” because “they can come back and ‘this costs extra, that costs extra.’ It’s all right here – we’ve got to protect ourselves going forward.”

Continuing his remarks, Councillor Gravel stated, “The Mayor needs to start protecting the City a little more with these capital improvement programs, such as a new school - $89 Million. That could turn into $100 Million … if there are unforeseen risks on that new site.” He stated that ledge may be on the new school site. He suggested that the Mayor should pay attention to the risk “without doing risk management at all.”

Councillor Craig Cormier informed the Council that he believed that a ramp was discussed; however, it would have to be very long in order to reach the height of the Press Box.

Councillor Gravel stated, “A simple elevator … let’s just say at the Senior House – that was a million dollars when they put that in there.”
Councillor Karen Hardern expressed support for the Order and cited low-income residents that could not afford to donate and suggested that millionaires could contribute if they wished, but “who are we to put them on the spot?” and “to donate because the City Council says so?”

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, on recommendation of the Finance Committee, and on call of the roll, eight (8) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, Elizabeth Kazinskas, and James Walsh; one (1) nay, Councillor James Johnson, to adopt the following Order:

AN ORDER APPROPRIATING FROM FREE CASH TO SCHOOL CAPITAL PROJECT FOR WATKINS FIELD EXPENSE.

ORDERED: That there be and is hereby appropriated the sum of One Hundred Seventy Thousand Dollars and No Cents ($170,000.00) from Free Cash to School Capital Project for Watkins Field Expense.

Presented to Mayor for Approval – May 21, 2019
Approved – May 21, 2019
MARK P. HAWKE, Mayor

PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.

#10104
Reporting for the Finance Committee, Councillor James Walsh informed the Council that the Committee voted favorably to recommend passage of the Order. He said that the parcel would connect the backland to Clark Street and that all expenses associated with the acquisition will be paid from the grant.

Councillor Ronald Cormier added that the property will be under the care and management of the Conservation Commission.

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, on recommendation of the Finance Committee, it was voted viva voce, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adopt the following Order:

AN ORDER AUTHORIZING THE CITY TO ACCEPT LAND GRANT FUNDS, TO BORROW, AND TO TAKE OTHER ACTIONS RELATING TO THE ACQUISITION OF THE "GARDNER FISH & GUN CLUB" PROPERTY"

VOTED: To authorize the Mayor of the City of Gardner to accept grant funds from the North American Wetlands Conservation Act, Small Grants Program, in the amount up to Ten Thousand Six Hundred and 00/100 Dollars ($10,600.00), as sub-recipient of an award to the Gardener and Winchendon Wetlands Protection Project, and to enter any
necessary contracts thereto, for the purpose of purchasing approximately ½ acre of land owned by the Gardner Fish & Gun Club, Inc., located on the north side of Clark Street, being Assessor’s Parcel H37/23/36 and shown on the attached map and survey plan, to be held and managed by the Conservation Commission for conservation and passive recreation, pursuant to M.G.L. Chapter 40, Section 8C, and to expend said funds for the purchase of said land in fee, and for necessary due diligence and costs, in accordance with the attached budget, the property to be permanently conserved under Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts.

Presented to Mayor for Approval – May 21, 2019
Approved – May 21, 2019
MARK P. HAWKE, Mayor

REPORTS OF STANDING COMMITTEES

PUBLIC SERVICE COMMITTEE

#10098
Reporting for the Public Service Committee, Councillor Craig Cormier informed the Council that since there were no objections raised during the hearing and there being no objections from the City Engineer, the Committee recommended that the petition be granted.

On a motion by Councillor Craig Cormier and seconded by Councillor James Boone, it was voted viva voce, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adopt the following Order:

ORDER FOR POLE AND WIRE LOCATIONS

By the City Council of the City of Gardner, Massachusetts

Notice having been given and public hearing held, as provided by law,

IT IS HEREBY ORDERED:

That NATIONAL GRID be and is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 23rd day of April, 2019.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonably straight, and shall be set substantially at the points indicated upon the plan marked – Elm Street – Gardner – Massachusetts.

No. 27641928..................................... Dated: April 23, 2019 - filed with this order.

There may be attached to said poles such wires, cables and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.
The following are the public ways or part of ways along which the poles above referenced to may be erected, and the number of poles which may be erected thereon under this order:-

Elm Street - National Grid to install one SO Pole beginning at a point approximately 132' southeast of the centerline of the intersection of Cherry Street. National Grid to install 40' CL2 SO wood pole, anchor/guy for upgraded customer service.

Also for permission to lay and maintain underground laterals, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as the petitioner may desire for distributing purposes.

PUBLIC WELFARE COMMITTEE

#10090
There being no objections, the Public Welfare Committee was granted more time to study and report on the following Ordinance:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 675 THEREOF, ENTITLED “ZONING,” TO CHANGE VARIOUS PROVISIONS RELATING TO MARIJUANA ESTABLISHMENTS.

Be it ordained by the City Council of the City of Gardner, as follows:

Section 1. Chapter 675-1070 Marijuana Establishments, is hereby amended by deleting and repealing Subsection C (3) (a) in its entirety.

Section 2. Subsection C (9) (c) of Chapter 675-1070 Marijuana Establishments, is hereby amended by deleting the words “shall not exceed the number of registered medical marijuana treatment centers in Gardner engaged in the same type of activity and”.

Section 3. This Ordinance shall become effective upon passage and publication as required by law. Any claims of invalidity by reason of any defect in the procedure of adoption may only be made ninety days after the posting or the second publication.

FINANCE COMMITTEE

#10093
There being no objections, the Finance Committee was granted more time to study and report on the following Ordinance:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 171 THEREOF, ENTITLED “PERSONNEL” TO CHANGE COMPENSATION SCHEDULE EXHIBIT E.

Be it Ordained by the City Council of the City of Gardner as follows:

Section 1. Section 171-68 of Chapter 171, Personnel, of the Code of the City of Gardner is hereby amended by deleting and repealing Compensation Schedule Exhibit E and inserting in place thereof, the following:
**Exhibit E**
Non-Union Employees
Effective Date: 07/01/2019

### A. DEPARTMENT HEADS

<table>
<thead>
<tr>
<th>Position</th>
<th>Grade</th>
<th><strong>07/01/19</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td><strong>Annual</strong></td>
<td><strong>Weekly</strong></td>
</tr>
<tr>
<td>Building Commissioner</td>
<td>G-10</td>
<td>$78,151.60</td>
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<td>Chief of Police</td>
<td>G-13</td>
<td>$103,219.64</td>
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<td>City Assessor</td>
<td>G-9</td>
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<td>$1,406.50</td>
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<td>City Auditor</td>
<td>G-10</td>
<td>$81,275.75</td>
<td>MGL c. 32, §20(6) Total Compensation $3,000.00</td>
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<tr>
<td>City Clerk</td>
<td>G-10</td>
<td>$79,714.63</td>
<td>MGL c. 41, §19F Total Compensation $3,500.00</td>
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<tr>
<td>City Collector/Treasurer</td>
<td>G-10</td>
<td>$84,118.88</td>
<td>MGL c. 32, §20 Total Compensation $300.00</td>
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<td>City Engineer</td>
<td>G-11</td>
<td>$85,175.44</td>
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<td>City Solicitor</td>
<td>G-10</td>
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<td>Council on Aging Director</td>
<td>G-6</td>
<td>$57,587.68</td>
<td>City $65,838.94</td>
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<tr>
<td>Director of Community Development &amp; Planning</td>
<td>G-10 GRA</td>
<td>$22,250.47</td>
<td>CDBG $4,636.05</td>
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<td>Director of Local Origination &amp; Educational Planning</td>
<td>G-6</td>
<td>$64,468.75</td>
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<td>Director of Public Health</td>
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<td>$70,358.09</td>
<td>Step 1 $1,353.04</td>
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<td>$78,476.33</td>
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<td>Fire Chief</td>
<td>G-12</td>
<td>$94,698.74</td>
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### A. DEPARTMENT HEADS (Cont.)

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<th>Position</th>
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<tbody>
<tr>
<td></td>
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<td><strong>Annual</strong></td>
<td><strong>Weekly</strong></td>
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<tr>
<td>Golf Course Driving Range/</td>
<td>G-9</td>
<td>$76,571.97</td>
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<tr>
<td>Superintendent</td>
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<tr>
<td>Human Resources Director</td>
<td>G-11</td>
<td>$88,582.77</td>
<td>$1,703.51</td>
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<td>Information Technology Director</td>
<td>G-11</td>
<td>City $47,956.30</td>
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### School Compensation

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<tr>
<th>Position</th>
<th>Grade</th>
<th>Annual</th>
<th>Weekly</th>
<th>Hourly</th>
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<tbody>
<tr>
<td>Library Director</td>
<td>G-9</td>
<td>$75,411.22</td>
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<td>Public Works Director</td>
<td>G-12</td>
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<tr>
<td>Purchasing Agent/Civil Enforcement Director</td>
<td>G-10</td>
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<td></td>
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<td>$2,500.00</td>
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<td>Total Compensation</td>
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<td>$79,508.55</td>
<td>$1,529.01</td>
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### Veterans' Director

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<tr>
<th>Grade</th>
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<tbody>
<tr>
<td>G-6</td>
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### Total Compensation

- $79,508.55
- $1,529.01

### B. NON-UNION DIRECT AND SUPERVISORY STAFF POSITIONS

<table>
<thead>
<tr>
<th>Position</th>
<th>Grade</th>
<th>07/01/19</th>
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<tbody>
<tr>
<td>Executive Secretary</td>
<td>G-4</td>
<td>$47,553.41</td>
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<tr>
<td>Assistant City Clerk</td>
<td>G-3</td>
<td>$42,765.62</td>
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<td>Step 2 (5 Yrs)</td>
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<td>Step 3 (10 Yrs)</td>
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<tr>
<td>Assistant City Engineer</td>
<td>G-8</td>
<td>$67,103.22</td>
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<tr>
<td>Assistant City Solicitor</td>
<td>G-3</td>
<td>$44,569.21</td>
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<tr>
<td>Assistant City</td>
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<tr>
<td>Treasurer/Collector</td>
<td>G-5</td>
<td>$53,370.84</td>
</tr>
<tr>
<td>Assistant Director of Community Development**</td>
<td>G-7</td>
<td>$63,513.30</td>
</tr>
<tr>
<td>City</td>
<td></td>
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</tr>
<tr>
<td>Assistant Director of Public Health</td>
<td>G-5</td>
<td>$53,370.84</td>
</tr>
<tr>
<td>Assistant Director of Public Works</td>
<td>G-9</td>
<td>$73,137.78</td>
</tr>
<tr>
<td>Assistant Library Director</td>
<td>G-6</td>
<td>$58,421.21</td>
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<tr>
<td>Deputy Chief of Police</td>
<td>G-11</td>
<td>$89,434.53</td>
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<tr>
<td>Conservation/Planning Agent</td>
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<td>$59,012.30</td>
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<tr>
<td>Director of Public Safety</td>
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<tr>
<td>Regional Dispatch Center</td>
<td>G-9</td>
<td>$74,284.56</td>
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<tr>
<td>Economic Development Coordinator**</td>
<td>G-7</td>
<td>$58,262.40</td>
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<tr>
<td>GIS/Energy Analyst</td>
<td>G-5</td>
<td>$59,160.00</td>
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<tr>
<td>Golf Professional</td>
<td>G-6</td>
<td>$1,281.30</td>
</tr>
<tr>
<td>Golf Pro Manager</td>
<td>G-6</td>
<td>$1,104.08</td>
</tr>
<tr>
<td>Local Inspector</td>
<td>G-6</td>
<td>$60,329.20</td>
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<tr>
<td>Producer</td>
<td>G-2</td>
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<tr>
<td>Senior Animal Control Officer</td>
<td>G-2</td>
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<tr>
<td>Systems Manager</td>
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<td>$63,809.37</td>
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<tr>
<td>Electrical Inspector</td>
<td>G-6</td>
<td>$31.35</td>
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C. NON-UNION STAFF POSITIONS

<table>
<thead>
<tr>
<th>Position</th>
<th>Annual</th>
<th>Monthly</th>
<th>Hourly</th>
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<td>Animal Control Officer</td>
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<td>$34,226.51</td>
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<td>$34,911.04</td>
<td>$671.37</td>
<td>$16.78</td>
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<table>
<thead>
<tr>
<th>Position</th>
<th>07/01/19</th>
<th>01/01/20</th>
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</thead>
<tbody>
<tr>
<td>Administrative Assistant</td>
<td>$14.89</td>
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<tr>
<td>Administrative Clerk</td>
<td>$13.67</td>
<td>$15.89</td>
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<tr>
<td>Animal Shelter Attendant</td>
<td>$12.50</td>
<td>$13.00</td>
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<tr>
<td>Budget/Project Manager** City</td>
<td>$1.09</td>
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<tr>
<td>Total Compensation</td>
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<table>
<thead>
<tr>
<th>Position</th>
<th>Step 1</th>
<th>Step 2</th>
<th>Step 3</th>
<th>Step 4 (5 Yrs)</th>
<th>Step 5(10 Yrs)</th>
<th>Step 1</th>
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<tbody>
<tr>
<td>Building Maintenance Craftsman</td>
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<td>$20.41</td>
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<td>Building Maintenance Man</td>
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<td>Council on Aging Coordinator</td>
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<tr>
<td>Financial Administrator</td>
<td>$15.08</td>
<td>$17.98</td>
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<tr>
<td>Financial Clerk</td>
<td>$13.85</td>
<td>$16.29</td>
<td>$19.01</td>
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**Golf Course Positions**

<table>
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<tr>
<th>Position</th>
<th>07/01/19</th>
<th>01/01/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf Pro Shop Supervisor</td>
<td>$14.08</td>
<td>$14.62</td>
</tr>
<tr>
<td>Grounds Maintenance Man</td>
<td>$16.56</td>
<td>$18.22</td>
</tr>
<tr>
<td>Motor Equipment Repairman</td>
<td>$16.56</td>
<td>$18.22</td>
</tr>
<tr>
<td>Working Foreman - Grounds</td>
<td>$20.35</td>
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<tr>
<td>Maintenance Man</td>
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</table>

**Library Department Positions**

<table>
<thead>
<tr>
<th>Position</th>
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</thead>
<tbody>
<tr>
<td>Staff Librarian</td>
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### D. NON-UNION STAFF: TEMPORARY, SEASONAL AND INTERMITTENT POSITIONS

<table>
<thead>
<tr>
<th>Position</th>
<th>07/01/19</th>
<th>07/01/20</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Step 1</td>
<td>Step 2</td>
</tr>
<tr>
<td>Alternate Animal Control Officer</td>
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<tr>
<td>Certified Pool Operator S-4</td>
<td>$22.11</td>
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<tr>
<td>Golf Course Laborer/Pro Shop Assistant</td>
<td>GC-4</td>
<td>$12.50</td>
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<tr>
<td>Golf Course Groundsman GC-5</td>
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<td>$14.51</td>
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<tr>
<td>Golf Course Ranger GC-6</td>
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<tr>
<td>Lifeguard S-6</td>
<td></td>
<td>$12.50</td>
</tr>
<tr>
<td>Temporary Seasonal Technical T-6</td>
<td></td>
<td>$14.36</td>
</tr>
<tr>
<td>Election Warden</td>
<td></td>
<td>$14.00</td>
</tr>
<tr>
<td>Election Inspector</td>
<td></td>
<td>$12.00</td>
</tr>
<tr>
<td>Election Clerk</td>
<td></td>
<td>$13.00</td>
</tr>
<tr>
<td>Special Detail Police Officer</td>
<td></td>
<td>$49.00</td>
</tr>
<tr>
<td>Temporary Seasonal Laborer (T-4)</td>
<td></td>
<td>$12.50</td>
</tr>
<tr>
<td>Recreational Playground Supervisor (T-5)</td>
<td></td>
<td>$15.30</td>
</tr>
<tr>
<td>Recreational Support Staff</td>
<td></td>
<td>$12.50</td>
</tr>
</tbody>
</table>

#10094

There being no objections, the Finance Committee was granted more time to study and report on the following Ordinance:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 171 THEREOF, ENTITLED "PERSONNEL" TO CHANGE COMPENSATION SCHEDULE EXHIBITS A AND B.

Be it Ordained by the City Council of the City of Gardner as follows:

Section 1. Section 171-68 of Chapter 171, Personnel, of the Code of the City of Gardner is hereby amended by deleting and repealing Compensation Schedule Exhibit A and inserting in place thereof, the following:
Section 2. Section 171-68 of Chapter 171, Personnel, of the Code of the City of Gardner is hereby amended by deleting and repealing Compensation Schedule Exhibit B and inserting in place thereof, the following:

Exhibit B
City Council

<table>
<thead>
<tr>
<th>Position</th>
<th>Effective 1-2-2018</th>
<th>Effective 1-6-2020</th>
<th>Effective 1-4-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>$ 10,707.00</td>
<td>$ 10,921.00</td>
<td>$ 11,139.00</td>
</tr>
<tr>
<td>Councillor</td>
<td>$ 7,326.00</td>
<td>$ 7,473.00</td>
<td>$ 7,622.00</td>
</tr>
</tbody>
</table>

Section 3. Effective date.

This ordinance shall become effective on passage and publication as required by law.

UNFINISHED BUSINESS

#10090
President Graves announced that the Joint Public Hearing with the Planning Board is tentatively scheduled for Monday, June 3, 2019 at 7:00 p.m. in the City Council Chamber on An Ordinance to Amend the Code of the City of Gardner, Chapter 675 Thereof, Entitled “Zoning,” to Change Section 675-1070, Marijuana Establishments.

NEW BUSINESS

On a motion by Councillor Edward Gravel and seconded by Councillor Elizabeth Kazinskas, it was voted viva voce, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to consider New Business.

ANNOUNCEMENTS and COMMENTARY

Citing Calendar #10103, Councillor James Boone said, “If we don’t ask our wealthy individuals for money, [then] how will it happen?”

Councillor Edward Gravel mentioned various approaching events, such as graduations, the Relay for Life, Bandstand Concerts, and Movies in the Park. He added that the plan for donations is a great idea because “if you don’t have skin in the game, you’re not going to appreciate what you got.”

Councillor James Walsh remarked, “Most of us have skin in the game when we pay our property taxes four times a year.”
President Graves announced Memorial Day ceremonies and parade on Monday, May 27.

**CLOSING PRAYER**

President Graves led the Council in the Closing Prayer.

**ADJOURNMENT**

On a motion by Councillor Craig Cormier and seconded by Councillor Edward Gravel, it was voted viva voce, nine (9) yeas, President Scott Joseph Graves and Councillors James Boone, Craig Cormier, Ronald Cormier, Edward Gravel, Karen Hardern, James Johnson, Elizabeth Kazinskas, and James Walsh, to adjourn at 8:15 p.m.

**Accepted by the City Council:**
May 24, 2019

Commonwealth of Massachusetts

Worcester County

CERTIFICATE OF APPOINTMENT

I appoint Stephen Cormier to the position of Member, Planning Board, and I certify that in my opinion he/she is a person specially fitted by education, training, or experience to perform the duties of said office, and that I make the appointment solely in the interests of the City.

Mark P. Hawke

Confirmed by City Council

____________________________

City Clerk

Alan L. Agnellii

Expires: May 24, 2024

Worcester, ss.,

Then personally appeared the above named Stephen Cormier and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Planning Board according to law and the best of his/her abilities.

Before me,

____________________________

City Clerk

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received ____________________
AN ORDER TO RAISE AND APPROPRIATE A SUM OF MONEY FOR THE VARIOUS DEPARTMENTS FOR THE SALARY AND LABOR BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 TO JUNE 30, 2020.

ORDERED:

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2019 to June 30, 2020 sums as designated for the expenditures of the various departments, Salary and Labor budgets, according to the detailed schedule hereto annexed and made a part of this money order in the amount of ELEVEN MILLION, FIVE HUNDRED THIRTY-TWO THOUSAND, FOUR HUNDRED THIRTEEN DOLLARS ($11,532,413.00)
AN ORDER TO RAISE AND APPROPRIATE A SUM OF MONEY FOR THE
VARIOUS DEPARTMENTS FOR THE EXPENSE BUDGET FOR THE FISCAL
YEAR BEGINNING JULY 1, 2019 TO JUNE 30, 2020.

ORDERED:

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year
beginning July 1, 2019 to June 30, 2020 sums as designated for the expenditures of the
various departments, other than what was presented to City Council in the Salary and
Labor budget, according to the detailed schedule hereto annexed and made a part of this
money order in the amount of TWENTY-ONE MILLION, FIVE HUNDRED FOURTY-
THREE THOUSAND, THREE HUNDRED THIRTY-SIX DOLLARS ($21,543,336.00)
AN ORDER TO RAISE AND APPROPRIATE A SUM OF MONEY FOR THE
SCHOOL DEPARTMENT BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1,

ORDERED:

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year
beginning July 1, 2019 to June 30, 2020 sums as designated for the expenditures of the
School Department according to the detailed schedule hereto annexed and made a part of
this money order in the amount of TWENTY-FOUR MILLION, TWO HUNDRED
EIGHTY THOUSAND, EIGHT HUNDRED SIXTY-NINE DOLLARS
($24,280,869.00)
AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE ENTERPRISE FUNDS-VARIOUS RECEIPTS RESERVED TO VARIOUS ACCOUNTS FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 TO JUNE 30, 2020

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1, 2019 to June 30, 2020 the sum of NINE MILLION, SEVEN HUNDRED TWENTY-ONE THOUSAND, TWO HUNDRED NINETEEN DOLLARS ($9,721,219.00) from Available Enterprise Funds-Receipts Reserved to the following accounts:

<table>
<thead>
<tr>
<th>Service</th>
<th>Enterprise Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer Dept</td>
<td>Enterprise Fund</td>
<td>$3,556,588.00</td>
</tr>
<tr>
<td>Water Dept</td>
<td>Enterprise Fund</td>
<td>3,588,911.00</td>
</tr>
<tr>
<td>Golf Course</td>
<td>Enterprise Fund</td>
<td>830,518.00</td>
</tr>
<tr>
<td>Landfill Closure</td>
<td>Enterprise Fund</td>
<td>58,833.00</td>
</tr>
<tr>
<td>Solid Waste</td>
<td>Enterprise Fund</td>
<td>1,686,369.00</td>
</tr>
</tbody>
</table>
AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE FUNDS-
CABLE COMMISSION FEES RESERVED TO CABLE COMMISSION BUDGET
FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 TO JUNE 30, 2020

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1,
2019 to June 30, 2020 the sum of ONE HUNDRED SEVENTY-SEVEN THOUSAND,
THREE HUNDRED SIXTEEN DOLLARS ($177,316) from Available Funds-Cable
Commission Fees Reserved to the Cable Commission budget.
AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE FUNDS-PARKING METER RECEIPTS RESERVED TO VARIOUS ACCOUNTS FOR THE FISCAL YEAR BEGINNING JULY 1, 2019 TO JUNE 30, 2020

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1, 2019 to June 30, 2020 the sum of ONE HUNDRED TEN THOUSAND, FIVE HUNDRED FIFTY DOLLARS ($110,550.00) from Available Funds-Parking Meter Receipts Reserved to the following accounts:

<table>
<thead>
<tr>
<th>City Treasurer</th>
<th>Parking Meter Clerk Salary</th>
<th>$12,730.00</th>
</tr>
</thead>
<tbody>
<tr>
<td>City Treasurer</td>
<td>Parking Meter Maintenance</td>
<td>$25,000.00</td>
</tr>
<tr>
<td>Police</td>
<td>Parking Meter Patrol</td>
<td>$21,420.00</td>
</tr>
<tr>
<td>Public Works</td>
<td>Parking Meter Maintenance</td>
<td>$20,000.00</td>
</tr>
<tr>
<td>Public Works</td>
<td>DPW Maint. Crew Sal &amp; Wages</td>
<td>$31,400.00</td>
</tr>
</tbody>
</table>
AUTHORIZING FY2020 REVOLVING FUNDS
M.G.L. CH.44, S.53E½

ORDER: To authorize and direct the City Treasurer to establish the following revolving funds for the fiscal year beginning July 1, 2019 to June 30, 2020 in accordance with M.G.L. Chapter 44, section 53E½:

<table>
<thead>
<tr>
<th>Revolving Fund</th>
<th>Authorized to Expend</th>
<th>Revenue Source</th>
<th>Purpose of Fund</th>
<th>Spending Limit</th>
</tr>
</thead>
<tbody>
<tr>
<td>Airport Fuel</td>
<td>Airport Commission</td>
<td>Sale of airplane fuel</td>
<td>Purchase of fuel, airport programs, and improvements</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>Community Development Projects</td>
<td>Community Development/ Planning</td>
<td>Historic Housing Rehab Income</td>
<td>Salaries and expenses relating to Community Development Activities</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>Wetland Protection</td>
<td>Conservation Commission</td>
<td>Local wetland filing fees</td>
<td>Costs associated with wetland protection activities</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>Council on Aging Recreational Activities</td>
<td>Council on Aging Director</td>
<td>Recreation Fees</td>
<td>Salaries and expenses relating to recreational activities at Senior Center</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>Gardner’s Summer Celebration</td>
<td>Mayor</td>
<td>Collections and donations</td>
<td>Costs associated with Gardner’s Summer Celebration</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>Planning Board Publications</td>
<td>Planning Board</td>
<td>Sale of Planning Board publications</td>
<td>Preparation and production of Planning Board publications</td>
<td>Available balance or $3,000, whichever is less</td>
</tr>
<tr>
<td>Road Resurfacing</td>
<td>Public Works Director</td>
<td>Fees charged for cutting into newly paved roads</td>
<td>Costs associated with road resurfacing and road maintenance</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>High School Summer Football Camp</td>
<td>School Department</td>
<td>Camp fees and donations</td>
<td>Salaries and expenses for the High School Summer Football Camp</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
<tr>
<td>Summer Basketball Camp</td>
<td>School Department</td>
<td>Camp fees and donations</td>
<td>Salaries and expenses for the Summer Basketball Camp</td>
<td>Available balance or $12,000, whichever is less</td>
</tr>
<tr>
<td>Transportation</td>
<td>School Department</td>
<td>Bus passes and fees for transportation</td>
<td>Salaries and expenses relating to school transportation</td>
<td>Available balance or $20,000, whichever is less</td>
</tr>
</tbody>
</table>

As per M.G.L., interest earned on these funds shall be treated as general fund revenue.

The person or persons authorized to expend from each fund shall report annually to the Mayor and City Council the total amount of receipts and expenditures for the prior fiscal year and for the current fiscal year through December 31st, along with any other information that City Council may by vote require.

In the event any fund is not reauthorized for the following fiscal year or the city changes the purpose of the revolving fund, the balance in the fund shall revert to surplus revenue, unless City Council and the Mayor vote to transfer the funds to another revolving fund established in accordance with M.G.L. Chapter 44, section 53E½.
CITY OF GARDNER, MASSACHUSETTS

IN CITY COUNCIL

ORDERED:

That the City of Gardner appropriates the sum of Eleven Million Dollars ($11,000,000) to pay costs of replacing water mains throughout the City, and paying all costs incidental or related thereto; to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. c. 44, §8, or any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.
May 16, 2019

Dear Mayor Hawke:

The Water Department is requesting an **$11,000,000 Loan Order** for a Water Main Replacement Program. The Program’s goal is to replace approximately 22,000’ of water mains throughout the City that date back to the late 1800’s – 1930’s. It will concentrate in the downtown area for the first year, but will expand to other portions of the City. We plan to phase the project in over 3 - 6 years. We are anticipating start of construction in the summer of 2019 and would continue for several months into the fall. Once we go out to bid and obtain a contractor, details of the project will be provided to downtown businesses.

Last year the Water Department was allocated funds for the replacement of water mains on Acadia Road and Clark Street. In late July, we commenced the replacement of the water main at the intersection of Acadia Road and Ryan Street. We were then going to replace up Clark Street to Brookside Drive and then down Acadia Road. However, we were averaging about 2-3 days of poor weather conditions per week over the summer and our contractor was unable to perform this task during the construction season. With winter around the corner, we made the decision to stop the project for fear of the temporary water services freezing.

In the meantime the Water Department had its 2nd large scale water break, in as many years, on Main Street in the heart of the City on a 1903 water main. This break caused significant damage to the downtown and several businesses were affected. The water break happened during the winter and the Water Department was unable to go to City Council to request funds for design and construction due to the Funds not being certified by the Department of Revenue. Given the critical nature of this water main and potential liability to the City, we chose to use funds allocated for the Clark Street and Acadia Road water main and hire an Engineering Firm to design an extensive City wide water main
replacement program that would include the Clark and Acadia water mains, but also include the downtown area.

**Phase 1**
Areas include replacement of Water Mains in sections of the Downtown on Main Street, Central Street, City Hall Avenue, Vernon Street, Clark Street and Acadia Road. This Phase alone is estimated to cost approximately $5 - $5.5 Million.  

The project downtown is an extensive project that includes replacement of the water main, service connections, fire service connections, and working in confined areas with multiple utilities nearby - not to mention it will also impact traffic flow and businesses. However, we have little choice given the age and condition of the water mains and potential liability and impact if another break occurs. We will work with the Police Department, Fire Department, Engineers, Contractors, Local Businesses, and City Departments to lessen the impact of this project.

We have discussed limiting the size and scope of the downtown project and spread it out over a longer period of time, but after our discussions, we feel it would be better to impact the business owners, traffic, and residents in a 1 year period and not continual disruption for 3-4 years. It would also increase the cost being spread out over a longer period of time.

**Future Phasing**
Will likely include replacing a 1900’s water main on Central Street, West Lynde Street, Woodland Avenue, and Green Street, through the Uptown Rotary to Pearl Street area. There are also portions of Elm Street, School Street, Walnut Street Chestnut Street, Robillard Street, Norman Street, and Parker Street that are very old and/or have had several breaks in the past.

**Funding**
The project will be funded out of the Water Enterprise Fund that is generated based on Water Rates. **A Rate Increase IS necessary** in order to perform the Water Main project in 2019. The Water Enterprise Fund will be paying off the majority of the loan repayments for the Crystal Lake Water Treatment Facility and Snake Pond Well in FY2021. The idea would be to start the water construction projects this year and start repaying the loan in FY2021 to reduce the impact to the Water Fund.

Along with the scheduled water main work, there are also several other big ticket projects in the Water Department that are NOT factored into the current or future rate structure. These projects include painting the Elevated Storage Tank, replacing water meters City wide, Dam work, Crystal Lake Dike work, replacing the filters at Crystal Lake Water Treatment Facility and other large projects.
Rates
Currently the Water Rate, which were last raised in 2012, is $5.26 per 100 cubic feet. This equals about 7/10 of a penny or $0.007 per gallon. We are proposing a 4 year rate increase starting in July of 2019, matching the approximate rate structure completed in 2009.

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th>July 1, 2019</th>
<th>July 1, 2020</th>
<th>July 1, 2021</th>
<th>July 1, 2022</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$5.26</td>
<td>$5.72</td>
<td>$6.00</td>
<td>$6.26</td>
<td>$6.50</td>
</tr>
<tr>
<td></td>
<td>$0.0070 gal</td>
<td>$0.0076 gal</td>
<td>$0.0080 gal</td>
<td>$0.0084 gal</td>
<td>$0.0087 gal</td>
</tr>
</tbody>
</table>

We have developed a spreadsheet with the proposed rate structure. In the spreadsheet we have projected some of the future projects and input the estimated loan repayments to forecast the Water Enterprise Fund. We feel this proposed rate structure can support the Water Enterprise Fund for at least another 10 years unless something unforeseen occurs.
We understand the Rate Payers not only pay for water, but the majority of users also receive a sewer bill. The proposed Water Rate increase at this point in time is optimum because sewer rates should remain unchanged for 5-7 years in the future. At the current sewer rate and ongoing upgrades at the Wastewater Treatment Facility, the sewer rates would not need to be addressed until approximately 2025-2026 (6+ years from now). The EPA and DEP has not updated the City’s NPDES Permit for the Wastewater Treatment Facility in 5 years. We are hoping when the new permit is issued it will not have a drastic impact to the treatment process.

There is no doubt we need to start replacing our Water Mains and we feel this is the best time to undertake this task.

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
Chris Coughlin, City Engineer
Rob Oliva, Assistant Director, Department of Public Works
John Richard, City Auditor
CITY OF GARDNER, MASSACHUSETTS

IN CITY COUNCIL

ORDERED:

That the City of Gardner appropriates the sum of One Million Seven Hundred Fifty Thousand Dollars ($1,750,000) to pay costs of sewer main installation and sewer pump station upgrades, and paying all costs incidental or related thereto; to meet said appropriation the Treasurer, with the approval of the Mayor, is authorized to borrow said sum under M.G.L. c. 44, §7 or 8, or any other enabling authority. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.
Mayor Mark P. Hawke  
City Hall  
95 Pleasant Street  
Gardner, MA 01440  

RE: Water Main Replacement Loan Order  

May 16, 2019  

Dear Mayor Hawke:  

The Sewer Department is requesting a $1,750,000 Loan Order for two (2) Sewer Projects.  

City Hall Avenue  
A Sewer Main to be installed on City Hall Avenue that will be completed while the downtown Water Main project is also being completed. Currently there is an old 10” cast iron sewer main that runs under the Old Colonial Hotel and under several buildings in-between City Hall Avenue and Parker Street. It is never a good idea to have existing utilities under private buildings, especially ones of this age. The thought is to install a new Sewer Main on City Hall Avenue at the same time the water main is being replaced. This will hopefully get the City a better construction cost and not be as disruptive as two separate construction projects going on months apart.  

Willis Road Sewer Pump Station  
The City has completed a thorough inspection of the 30 + year old existing Sewer Pump Station. Based on the inspection, the City hired a design engineer to develop a set of bid documents, plans, and specifications that is ready to be sent out to bid. Our thought is to bid this out over the winter for spring construction.  

The Willis Road Sewer Pump Station was built in 1985 by the State to serve the Northern County Correctional Institute (NCCI). As part of the construction, the State also ran gravity sewer along a portion of Chapel Street and Willis Road to serve Gardner residents. As part of the agreement signed in 1986 between the City of Gardner and the Commonwealth, the City agreed to take ownership of the gravity lines, Sewer Pump Station, and force main from the Pump Station up Willis Road and maintain it moving forward.
There are stipulations in the agreement that the State is responsible for upgrades to the Pump Station in the event they send more sewage to the City than originally agreed upon. In the agreement, NCCI's flow shall not exceed an average daily flow of 136,000 gpd. Currently the facility is sending about 145,500 gpd, approximately 7% more than agreed upon, which is not a huge difference, but it is worth some form of repayment towards the upgrade. We have met with officials from NCCI and are in negotiations with what the City will be allocated for the additional flow.

The NCCI facility is by far the largest water and sewer user in the City with approximately 11% of the entire City's flow coming from NCCI. The next largest users are Heywood Wakefield at 2.1% and the Hospital at 1.8%. The NCCI facility is very important to the Water and Sewer Department with over $350,000 in revenue anticipated for the Fiscal Year 2020 for each department.

Sincerely,

[Signature]

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
Chris Coughlin, City Engineer
Rob Oliva, Assistant Director, Department of Public Works
John Richard, City Auditor,
Charline Daigle, City Treasurer
AN ORDER APPROPRIATING FROM SEWER SURPLUS TO SEWER DEPARTMENT — INSIDE PRINCIPAL AND INTEREST EXPENSE.

ORDERED:

That there be and is hereby appropriated the sum of Ninety-Three Thousand Nine Hundred Eight Dollars and No Cents ($93,908.00) from Sewer Surplus to Sewer Department — Inside Principal and Interest Expense.
Mayor Mark P. Hawke
City Hall
95 Pleasant Street
Gardner, MA 01440

RE: Building Loan Repayment

May 16, 2019

Dear Mayor Hawke:

I am requesting $93,908 from available Sewer Surplus for the first payment on the $2.5 million loan repayment. As you are aware, this is a 20 year loan repayment that the costs are being shared between the City, Water Department, and Sewer Department for the construction of the Department of Public Works/City Engineer Administration Building, Cold Storage Building, and remodeling at the existing Municipal Garage.

Please distribute funds in the following line items:
$78,204  61440-57601 Outside Principal
$15,704  61440-57611 Outside Interest

If you have any questions regarding this matter, please do not hesitate to call.

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
     John Richard, City Auditor
     Chris Coughlin, City Engineer
To: City Council

Re: Money Orders for consideration on May 29, 2019

Listed below are balances in various ledger accounts that pertain to Money Order transfers for your consideration.

These balances are as of May 22, 2019:

<table>
<thead>
<tr>
<th>Money Order</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sewer Enterprise Fund</td>
<td></td>
</tr>
<tr>
<td>61000-31500 to Sewer Dept for Inside Principal Expense 61440-57500</td>
<td>$78,204 $5,551,731</td>
</tr>
<tr>
<td>to Sewer Dept for Inside Interest Expense 61440-57610</td>
<td>$15,704 $5,473,527</td>
</tr>
<tr>
<td>to Sewer Dept for Repairs to Mains 61440-52031</td>
<td>$125,000 $5,332,823</td>
</tr>
<tr>
<td></td>
<td>$5,332,823</td>
</tr>
</tbody>
</table>

The Snow & Ice account currently has available ($343,782.00)
14421-52210

Sincerely

John Richard
City Auditor

copies: Mayor
City Clerk
AN ORDER APPROPRIATING FROM WATER SURPLUS TO WATER DEPARTMENT - INSIDE PRINCIPAL AND INTEREST EXPENSE.

ORDERED:

That there be and is hereby appropriated the sum of Ninety-Three Thousand Nine Hundred Eight Dollars and No Cents ($93,908.00) from Water Surplus to Water Department – Inside Principal and Interest Expense.
RE: Building Loan Repayment

May 16, 2019

Dear Mayor Hawke:

I am requesting $93,908 from available Water Surplus for the first payment on the $2.5 million loan repayment. As you are aware, this is a 20 year loan repayment that the costs are being shared between the City, Water Department, and Sewer Department for the construction of the Department of Public Works/City Engineer Administration Building, Cold Storage Building, and remodeling at the existing Municipal Garage.

Please distribute funds in the following line items:
$78,204  62450-57601 Outside Principal
$15,704  62450-57611 Outside Interest

If you have any questions regarding this matter, please do not hesitate to call.

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
John Richard, City Auditor
Chris Coughlin, City Engineer
To City Council

Re: Money Orders for consideration on May 29, 2019

Listed below are balances in various ledger accounts that pertain to Money Order transfers for your consideration.

These balances are as of May 22, 2019:

<table>
<thead>
<tr>
<th>Money Order</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>62450-57600</td>
<td>$ 78,204</td>
</tr>
<tr>
<td>62450-57610</td>
<td>$ 15,704</td>
</tr>
<tr>
<td>62000-31500</td>
<td>$ 1,257,963</td>
</tr>
<tr>
<td>62000-31500</td>
<td>$ 1,179,759</td>
</tr>
<tr>
<td>62000-31500</td>
<td>$ 1,164,055</td>
</tr>
</tbody>
</table>

The Snow & Ice account currently has a deficit of (343,782.00)

14421-52210

Sincerely

John Richard
City Auditor

copies: Mayor
City Clerk
AN ORDER APPROPRIATING FROM WATER SURPLUS TO DPW DEPARTMENT – REPAIRS TO MAINS.

ORDERED:

That there be and is hereby appropriated the sum of One Hundred Twenty-five Thousand Dollars and No Cents ($125,000.00) from Water Surplus to DPW Department – Repairs to Mains.
Mayor Mark P. Hawke  
City Hall  
95 Pleasant Street  
Gardner, MA 01440

RE: Willis Road Force Main Paving

May 16, 2019

Dear Mayor Hawke:

I am requesting $125,000 from available Sewer Surplus to Repairs to Mains (61440-52031) for the paving of Willis Road in the area where the sewer force main was replaced.

Over the winter of 2018-2019 the Sewer Department had 2 breaks on the sewer force main that runs from the pump station on Willis Road. In April 2019 the Sewer Department, with assistance from the Highway Division, installed approximately 1,200' of new force main in-house. We are looking to pulverize and pave a binder coat for this year, allow the trench to settle, and come back and final pave in 2020.

If you have any questions regarding this matter, please do not hesitate to call.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

PC:  
Public Service Committee  
John Richard, City Auditor  
Chris Coughlin, City Engineer
DECLARING SURPLUS FOR PURPOSE OF DISPOSAL
LAND ON CATHERINE STREET

VOTE: To declare surplus for the purpose of disposal, in accordance with prevailing General Laws, all land on Catherine Street, further identified on the City of Gardner Assessor's Map R-27-20-15, to establish as a minimum amount of $500.00 to be paid for any conveyance of said property, and to authorize the Mayor to convey said land, or part thereof, for such amount or a larger amount, and upon such other terms as the mayor shall consider proper in accordance with this Vote.
**CURRENT OWNER**
CITY OF GARDNER
95 PLEASANT ST STE 125
GARDNER MA 01440

**SUPPLEMENTAL DATA**
GIS ID M_160824_925619
Assoc Pldt#

**RECORD OF OWNERSHIP**
BK- VOLUME PAGE 16056 0069
SALE DATE 02-14-1994 U V 1,000
SALE PRICE 1E

**PREVIOUS ASSESSMENTS (HISTORY)**
Year Code Assessed Year Code Assessed Year Code Assessed
2019 9300 20,800 2018 9300 20,800 2017 9300 20,800
Total 20800 Total 20800 Total 20800

**EXEMPTIONS**
Year Code Description Amount Code Description Number Amount Comm Int

**OTHER ASSESSMENTS**
Appraised Value Summary
- Appraised Bldg. Value (Card) 0
- Appraised Xf (B) Value (Bldg) 0
- Appraised Ob (B) Value (Bldg) 0
- Appraised Land Value (Bldg) 20,800
- Special Land Value 0
- Total Appraised Parcel Value 20,800

**BUILDING PERMIT RECORD**
Permit Id Issue Date Type Description Amount Insp Date % Comp Date Comp Comments
04-08-1981

**VISIT / CHANGE HISTORY**
Date Id Type Is Cd Purpos/Result

**LAND LINE VALUATION SECTION**
<table>
<thead>
<tr>
<th>B</th>
<th>Use Code</th>
<th>Description</th>
<th>Zone</th>
<th>Land Type</th>
<th>Land Units</th>
<th>Unit Price</th>
<th>Size Adj</th>
<th>Site Index</th>
<th>Cond.</th>
<th>Nbhd.</th>
<th>Nbhd. Adj</th>
<th>Notes</th>
<th>Location Adjustment</th>
<th>Adj Unit Prc</th>
<th>Land Value</th>
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<tbody>
<tr>
<td>1</td>
<td>9300</td>
<td>City of Gardner V</td>
<td>R3</td>
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<td>13,125</td>
<td>3.17</td>
<td>1.03000</td>
<td>5</td>
<td>0.50</td>
<td>1.000</td>
<td>POT DEV</td>
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<td>1.0000</td>
<td>1.58</td>
<td>20,800</td>
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Total Card Land Units 0.301 AC
Parcel Total Land Area 0.3013
Total Land Value 20,800
### Construction Detail

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<td>99</td>
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<td>Model</td>
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<td>Vacant</td>
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<td>Stories :</td>
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<td>Occupancy</td>
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<tr>
<td>Exterior Wall 1</td>
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<td>Roof Structure:</td>
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<td>Roof Cover</td>
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<td>Interior Wall 1</td>
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<tr>
<td>Interior Wall 2</td>
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<tr>
<td>Interior Ftr 1</td>
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<td>Total Bedrooms</td>
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<td>Total Bths:</td>
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<tr>
<td>Total Half Baths</td>
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<tr>
<td>Total Xtra Fixrs</td>
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<tr>
<td>Total Rooms:</td>
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<td>Bath Style:</td>
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<td>Kitchen Style:</td>
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### Mixed Use

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### Cost/Market Valuation

- RCN: 0
- Year Built: 0
- Effective Year Built: 0
- Depreciation Code: 0
- Remodel Rating: 0
- Year Remodeled: 0
- Depreciation %: 0
- Functional Obsol: 0
- Economic Obsol: 0
- Trend Factor: 1
- Condition: 0
- Condition %: 0
- Percent Good: 0
- RCONLD: 0
- Dep % Ovr: 0
- Dep Ovr Comment: 0
- Misc Imp Ovr: 0
- Misc Imp Ovr Comment: 0
- Cost to Cure Ovr: 0
- Cost to Cure Ovr Comment: 0

### Building Sub-Area Summary Section

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<th>Description</th>
<th>Living Area</th>
<th>Floor Area</th>
<th>Eff Area</th>
<th>Unit Cost</th>
<th>Undeprec Value</th>
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<tbody>
<tr>
<td></td>
<td>Till Gross Liv / Lease Area</td>
<td>0</td>
<td>0</td>
<td>0</td>
<td>0</td>
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</table>
AMENDMENT TO LEASE BETWEEN CITY OF GARDNER
AND HENRY HEYWOOD MEMORIAL HOSPITAL

VOTED: That the City of Gardner, acting through its Mayor and its Director of Public Works, amend its lease with Henry Heywood Memorial Hospital dated April 9, 1968, and recorded in Worcester District Registry of Deeds, Book 4869, Page 185, to correct and confirm the land description subject to the Lease, the same being shown on a plan titled “Easement Plan of Land in Gardner, Massachusetts” which is attached hereto and recorded herewith; and

To further authorize the Mayor and the Director of Public Works, as successor to the rights, privileges, duties and liabilities of its former Public Works Board to further to sign, seal and deliver an agreement or amendment to said lease and to do any other thing deemed necessary or advisable to give full effect to this vote, his signature on such instrument to be conclusive that its execution is within the authority conferred by this vote.
May 20, 2019

VIA HAND DELIVERY

Scott J. Graves, Esq., President
City of Gardner
City Council
95 Pleasant St.
Gardner, MA 01440

Re: Green Street Parking Lot Land Lease

Dear Council President Graves:

Heywood Hospital has been working to address certain easement issues related to the installation of the solar array in our northern parking lot. This project has been delayed due to the transfer of ownership of the solar array, and the discovery of a National Grid easement which must be relocated in order to accommodate the installation of the solar panels. Our representatives have been working with National Grid to develop a suitable location for the new easement.

As you know the land on which the solar panels are installed consists primarily of land leased by the Hospital from the City of Gardner. The National Grid easement which needs to be relocated is across a portion of this land. Prior to addressing the relocation of this easement, there are some issues pertaining to the lease with the City that need to be resolved.

In 1968 the City entered into a Lease with Henry Heywood Memorial Hospital for the land on which this parking lot exists. The original leased land was comprised of the current parking area and the wooded hillside down to a location near the current bike path. During our review of this matter with the City, two unrecorded Amendments to the Hospital’s lease with the City of Gardner were discovered; one from 1986 which also appears to be unsigned, and one from 1998. The unrecorded 1998 lease Amendment is undated but has a notation that it was signed in January 1998. Copies of both unrecorded Amendments are enclosed. The 1998 Amendment appears to have significantly reduced the land area which Heywood was leasing. The purpose of the 1998 Amendment as set forth in the recitals, was to protect the City’s watershed by removing from the leased land the wooded hillside below the ridgeline. The description in that Amendment appears to have also reduced the leased beyond the removal of the wooded hillside from the land description, by eliminating almost half of the land currently used for the northern parking lot. The description reduced the leased land to approximately 2.16 acres.

In 2007, however, Heywood Hospital applied for and obtained from the City of Gardner a Special Permit to expand the northern parking lot to the configuration that exists today. This expansion includes the land which made up the original leased area (with the exception of the
slope from the ridgeline down the wooded hillside) and includes the norther portion of land that was omitted from the revised 1998 Amendment description, approximately 3.13 acres. It appears that the City’s grant of the Special Permit in 2007 relied on the leased land description from the original 1968 lease, less the wooded hillside. For these reasons we believe that the land description in the 1998 Amendment was in error in that it reduced the leased land area more than the City and Hospital had intended. We asked our engineer to prepare a new plan with a proposed relocation of the National Grid easement, and a revised description of the leased area consistent with the land area that is subject to the 2007 Special Permit. The definitive leased area is depicted on a new plan that also identifies the relocated easement. This plan will be recorded together with an eighth amendment to the lease to confirm the description of the leased land. Note that there are currently five recorded lease Amendments and two unrecorded Amendments. The approval of this Eighth Amendment to the lease will resolve the discrepancy between the lease land description and the current layout of Heywood’s north Green Street parking lot.

Enclosed you will find the following:

- The proposed easement plan; and
- A proposed Eighth Amendment to the Lease dated April 9, 1968;

In order for Heywood Hospital to move forward with the completion of the solar project, we are submitting these documents to the City and hereby petition the City Council to approve the Eighth Amendment to the Lease correcting and confirming the land description subject to the Lease.

Once this step is complete, we will then complete the easement relocation with National Grid. Once that is done, we will submit additional documents to the City Council for consideration which will seek the abandonment and relocation of the existing easement. We hope that this entire process will be completed by the end of June 2019.

Thank you for your consideration of this request.

Very truly yours

Winfield S. Brown
President & CEO
RETURN TO:
City of Gardner
95 Pleasant Street
Gardner, MA 01440

EIGHTH AMENDMENT TO LEASE

THIS EIGHTH AMENDMENT TO LEASE made this ___ day of _________, 2019
by and between the CITY OF GARDNER, a municipal corporation duly organized and existing
under the laws of the Commonwealth of Massachusetts, acting by and through its Mayor and by
and through its Director of Public Works, successor to the rights, privileges, duties and liabilities
of its former Public Works Board (the “City” or “Lessor”) and HENRY HEYWOOD
MEMORIAL HOSPITAL, a charitable corporation organized under the laws of the
Commonwealth of Massachusetts and having a principal office at 242 Green Street, Gardner,
Massachusetts 01440 (the “Hospital” or “Lessee”).

Recitals

WHEREAS the City is the Lessor and the Hospital is the Lessee of a certain parcel of
land situated on the westerly side of Green Street in Gardner, as further described in a Lease
Agreement dated April 9, 1968, and recorded in Worcester District Registry of Deeds, Book
4869, Page 185, (the “Lease”), as amended by: 1) instrument dated October 21, 1980 recorded in
said Registry in Book 7135, Page 310 (Amendment to Lease), 2) instrument dated October
December 2, 1980 recorded in said Registry in Book 7135, Page 314, (Amendment to Lease), 3)
by an agreement between the parties dated January 3, 1986 (an unrecorded amendment to the
Lease), 4) by an agreement between the parties dated January 26, 1998 (an unrecorded
amendment to the Lease), 5) by instrument dated May 11, 2000 (so called “Second Amendment
To Lease”) and recorded in said Registry in Book 22705 Page 320, 6) by instrument dated July
25, 2016 (so called “Third Amendment To Lease”) and recorded in said Registry in Book 55817
Page 392, and by 7) instrument dated September 13, 2017 (so called “Fourth Amendment To
Lease”) and recorded in said Registry in Book 57862 Page 98;

WHEREAS the January 26, 1998 Amendment to the lease (being unrecorded) revised
Article 1 of said Lease whereby the Hospital released to the City a portion of the land described
in the Lease dated April 9, 1968;

WHEREAS said revision of land allegedly reduced the leased area of land to a parcel
described as containing 2.16 acres, more or less;

WHEREAS, in 2007 the City granted a Special Permit to the Hospital, dated October 9,
2007 and recorded in the said Registry in Book 42418, Page 1, to expand its parking lot on the
leased premises to include a total of 3.13 acres, more or less; and
WHEREAS, the Parties now desire to resolve the discrepancy between the Fourth Amendment to the Lease and the Special Permit granted to the Hospital;

NOW THEREFORE, in exchange for the mutual promises contained herein, and other good and valuable consideration, the sufficiency of which the Parties affirm, the City and Hospital agree as follows:

Article 1 of the Lease Agreement dated April 9, 1968 be amended to read as follows:

1. The Lessor leases to the Lessee the premises in the City of Gardner, County of Worcester, Commonwealth of Massachusetts, described as follows:

A certain parcel of land situated in the City of Gardner, County of Worcester, Commonwealth of Massachusetts bounded and described as follows:

BEGINNING at a point on the westerly sideline of Green Street at the northeasterly corner of land now or formerly of Henry Heywood Memorial Hospital;

THENCE S69°06'14"W by land of said Henry Heywood Memorial Hospital one hundred eighty and 09/100 (180.09') feet to a point;

THENCE Northerly over land of the City of Gardner along a curve concave to the east having a radius of eight hundred twelve and 50/100 (812.50') feet, an arc length of three hundred sixteen and 37/100 (316.37') feet to a point;

THENCE N03°01'05"E over land of the City of Gardner two hundred twenty six and 86/100 (226.86') feet to a point;

THENCE northerly over land of the City of Gardner along a curve concave to the west having a radius of one thousand seven hundred eighty-seven and 50/100 (1,787.50') feet, an arc length of two hundred thirty-eight and 84/100 (238.84') feet to a point;

THENCE N85°21'45"E over land of the City of Gardner one hundred eighty and 00/100 (180.00') feet to a Worcester County highway bound on the westerly sideline of Green Street;

THENCE Southerly by the westerly sideline of Green Street along a curve concave to the west having a radius of one thousand nine hundred sixty-seven and 50/100 (1,967.50') feet, an arc length of two hundred sixty-two and 89/100 (262.89') feet to a Worcester County highway bound;

THENCE S03°01'05"W by the westerly sideline of Green Street two hundred twenty six and 86/100 (226.86') feet to a point;

THENCE southeasterly by the westerly sideline of Green Street along a curve concave to the east having a radius of six hundred thirty-two and 50/100 (632.50') feet, an arc length of two hundred forty-one and 24/100 (241.24') feet to the point of beginning.

CONTAINING 3.13 Acres.
The remaining land in PARCEL ONE, as previously described in Article 1 of the April 9, 1968 Agreement, is released by the Lessee to the full ownership and control of the city of Gardner (Lessor).

This description of the leased area set forth herein shall be binding on the parties notwithstanding any prior revisions, agreements, or amendments to the Lease.

All other terms of the original Lease agreement, as amended from time to time, shall remain in full force and effect until the end of the original lease term, which remains April 8, 2067.

See Vote of the City Council attached hereto as Exhibit A.

EXECUTED in Gardner, Massachusetts as a sealed instrument the date first above written.

CITY OF GARDER

By: ____________________________

Mark P. Hawke, Mayor

HENRY HEYWOOD MEMORIAL HOSPITAL

By: ____________________________  ____________________________

Winfield S. Brown, CEO/President  Robert Crosby, CEO

As auth. (See Book 58824, Page 305)

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, ss. ____________________________ 2019

Then personally appeared the above named, Mark P. Hawke, Mayor, duly authorized, and declared that he executed the foregoing instrument as the free act and deed of the City of Gardner, before me,

______________________________
Notary Public
My Commission Expires:
COMMONWEALTH OF MASSACHUSETTS

WORCESTER, ss.  

\[5/20/19\], 2019

Then personally appeared the above named, Winfield S. Brown, President of Henry Heywood Memorial Hospital, duly authorized, and declared that he executed the foregoing instrument as the free act and deed of the City of Gardner, before me,

[Signature]

SHARON L. BONNEAU  
Notary Public  
COMMONWEALTH OF MASSACHUSETTS  
My Commission Expires  
March 19, 2021

COMMONWEALTH OF MASSACHUSETTS

WORCESTER, ss.  

\[5/20/19\], 2019

Then personally appeared the above named, Robert Crosby, CFO, duly authorized, and declared that he executed the foregoing instrument as the free act and deed of the City of Gardner, before me,

[Signature]

SHARON L. BONNEAU  
Notary Public  
COMMONWEALTH OF MASSACHUSETTS  
My Commission Expires  
March 19, 2021
Questions contact – Kim Tavallaimola 508-860-6444

PETITION FOR JOINT OR IDENTICAL POLE LOCATIONS

North Andover, Massachusetts

To the City Council
Of Gardner, Massachusetts

NATIONAL GRID and Verizon New England, Inc requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

Main Street - National Grid to install 1 JO Pole on Main Street beginning at a point approximately 306 feet west of the centerline of the intersection of Sherman St. National Grid to install 40’ CL2 JO wood pole and anchor/guy for upgraded customer service.

Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed hereewith marked – Main Street - Gardner - Massachusetts.

No. 26756256 April 16, 2019

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

NATIONAL GRID
BY
Engineering Department

VERIZON NEW ENGLAND, INC.
BY
Manager / Right of Way
ORDINANCE

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 625 THEREOF, ENTITLED "WATER," TO CHANGE METERED WATER RATES.

Be it ordained by the City Council of the City of Gardner as follows:

Section 1. Chapter 625 of the Code of the City of Gardner is hereby amended to change Subsection A(1) of § 625-8, Water Rates, to read as follows:

A. Metered Water Rates (quarterly).
   (1) Uniform rate per 100 cubic feet of metered use:
       a. $5.72 effective July 1, 2019
       b. $6.00 effective July 1, 2020
       c. $6.26 effective July 1, 2021
       d. $6.50 effective July 1, 2022

Section 2. Effective date.

This ordinance shall become effective on passage and publication as required by law.
## 2019 Gardner DPW Water Rate Study

<table>
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<th>City/Town</th>
<th>Billing Frequency</th>
<th>Service Charge</th>
<th>Min. Charge</th>
<th>Rate per 100 CF</th>
<th>Equivalent Rate</th>
<th>Quarterly Charge</th>
<th>Notes</th>
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<td>Templeton</td>
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<td>$60.00</td>
<td>$4.63</td>
<td>$13.93</td>
<td>$111.44</td>
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<td>Tiered rate 12500 ($8.60/1000 gal), 25000, over 25000 Gallons</td>
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<td>Acton</td>
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<td>$68.00</td>
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<td>Tiered rate 1500, 3000, 4500, over 6000 CF with seasonal adjustment</td>
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<td>Ashburnham</td>
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<td>$79.20</td>
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<td>Holden</td>
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<td>$1.66/$1.99</td>
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<td>$57.25</td>
<td>$8.75</td>
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<td>Min. charge $70 includes 1000 CF then $7/1000 CF</td>
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<td>$29.26</td>
<td>$7.30</td>
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<td>Tiered rate 2500, 4500, over 25000 CF</td>
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<td>$16.25</td>
<td>$8.84</td>
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<td>$55.05</td>
<td>Min. charge $29.26 includes 3,000 gallons (400 CF) per quarter then $9.75 per 1000 gallons</td>
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<td>$4.19</td>
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<td>$52.80</td>
<td>Service charge based on 3/4&quot; meter. Tiered rate 2500, 10000, over 10000 CF</td>
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<td>$48.75</td>
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<td>$52.00</td>
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<td>3.85% increase to previous years rate</td>
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<td>Norton</td>
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<td>25% of charge</td>
<td>$35.00</td>
<td>$6.48</td>
<td>$51.85</td>
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<td>Admin charge of 25% of water charge. Tiered rate 400, 2000, over 2000 CF, 0-400 CF is $28</td>
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<td>Gardner (2022)</td>
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<td>$45.00</td>
<td>$6.00</td>
<td>$48.00</td>
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<td>4.50% increase to previous years rate</td>
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<td>$57.25</td>
<td>$5.85</td>
<td>$46.80</td>
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<td>Tiered rate 2400, 3900, 6000, over 6000 CF</td>
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<td>8.70% increase to previous years rate</td>
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<td>Winchendon</td>
<td>-</td>
<td>$5.27</td>
<td>$5.27</td>
<td>$42.16</td>
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<td>Tiered rate 1500, 4000, 10000, over 10000</td>
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<td>$42.08</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Canton</td>
<td>quarterly</td>
<td>$12.50</td>
<td>$5.10</td>
<td>$40.82</td>
<td></td>
<td></td>
<td>Tiered rate 1500, 4000, 10000, over 10000</td>
</tr>
<tr>
<td>Athol</td>
<td>quarterly</td>
<td>$6.25</td>
<td>$5.06</td>
<td>$40.49</td>
<td></td>
<td></td>
<td>Tiered rate 1500, 4000, 10000, over 10000</td>
</tr>
<tr>
<td>Easton</td>
<td>quarterly</td>
<td>$16.00</td>
<td>$4.46</td>
<td>$35.68</td>
<td></td>
<td>Tiered rate 20000 ($3.29/1000 gal), 50000, over 50000 Gallons</td>
<td></td>
</tr>
<tr>
<td>Fitchburg</td>
<td>monthly</td>
<td>$7.09</td>
<td>$4.20</td>
<td>$33.60</td>
<td></td>
<td>Min. charge based on 3/4&quot; meter</td>
<td></td>
</tr>
<tr>
<td>Hudson</td>
<td>quarterly</td>
<td>$4.16</td>
<td>$4.16</td>
<td>$33.28</td>
<td></td>
<td>Tiered rate 1400, 2800, 5000, 15000, over 15000 CF</td>
<td></td>
</tr>
<tr>
<td>Wilmington</td>
<td>-</td>
<td>$3.82</td>
<td>$3.82</td>
<td>$30.56</td>
<td></td>
<td>Tiered rate 1000, 2000, 3000, over 3000 CF. Separate commercial, industrial, and municipal rates</td>
<td></td>
</tr>
<tr>
<td>Leominster</td>
<td>-</td>
<td>$3.78</td>
<td>$3.78</td>
<td>$30.24</td>
<td></td>
<td>Tiered rate 1000, 2000, 3000, over 3000 CF. Separate commercial, industrial, and municipal rates</td>
<td></td>
</tr>
</tbody>
</table>

May 2019
Chapter 625. Water

Article I. General Regulations

§ 625-8. Water rates.


A. Metered water rates (quarterly).
   
   (1) Uniform rate per 100 cubic feet of metered use: $5.26 effective July 1, 2012.

   (2) Minimum usage: 750 cubic feet (quarterly).

B. Penalty charge is 1.16% per month ($1 minimum) for unpaid water and sewer balances.

C. The Public Works Director has the authority to raise water rates with the passage of an ordinance change by the City Council.

D. The rate increases will be publicized in the local newspaper 30 days prior to the effective date of the increase.
President Scott J. Graves, Esq.
C/o Alan Agnelli, City Clerk
City Hall
Gardner, MA 01440

Re: Proposed Amendment to Section 675-1070 Marijuana Establishments, C (3) (a); and C (9) (c) of the City of Gardner ZONING CODE

Dear President Graves:

At its meeting on April 9, 2019, The Planning Board voted unanimously (4-0) to recommend that the City Council consider amending the Zoning Code as follows:

Section 675-1070 Marijuana Establishments, C (3) (a). Delete in its entirety. The clause is too restrictive and does not allow for reasonable site selection process for this type of use given the overabundance of nonconforming residential structures within the City.

Section 675-1070 Marijuana Establishments, C (9) (c). Delete “shall not exceed the number of registered medical marijuana treatment centers in Gardner engaged in the same type of activity and.” In its current state the clause is ambiguous. The proposed amendment clarifies the clause while maintaining consistency with state regulations by not preventing the conversion of a qualified medical marijuana treatment center to a marijuana establishment. The final clause should read as follows:

*The number of Marijuana Establishments shall not prevent the conversion of a medical marijuana treatment center licensed or registered no later than July 1, 2017 to a marijuana establishment engaged in the same type of activity.*

The Planning Board determined that the proposed amendment is beneficial to the present and future inhabitants of the City of Gardner, and is in accordance with the provisions of Massachusetts General Laws Chapter 40A.

The Planning Board looks forward to joining the City Council at a public hearing scheduled at your earliest convenience. Please contact Trevor Beauregard if you have any questions or need additional information.

Sincerely,

Allen Gross, Chairman

City Hall Annex, 115 Pleasant Street, Room 201, Gardner, Massachusetts 01440
Telephone: (978) 630-4011  Facsimile: (978) 632-1905  CDBG (978) 632-3800
AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 675 THEREOF, ENTITLED “ZONING,” TO CHANGE VARIOUS PROVISIONS RELATING TO MARIJUANA ESTABLISHMENTS.

Be it ordained by the City Council of the City of Gardner, as follows:

Section 1. Chapter 675-1070 Marijuana Establishments, is hereby amended by deleting and repealing Subsection C (3) (a) in its entirety.

Section 2. Subsection C (9) (c) of Chapter 675-1070 Marijuana Establishments, is hereby amended by deleting the words “shall not exceed the number of registered medical marijuana treatment centers in Gardner engaged in the same type of activity and”.

Section 3. This Ordinance shall become effective upon passage and publication as required by law. Any claims of invalidity by reason of any defect in the procedure of adoption may only be made ninety days after the posting or the second publication.
ORDINANCE

§ 675-1070 Marijuana Establishments.

A. Purpose

(1) To provide for the placement of marijuana establishment in appropriate places and under conditions in accordance with the provisions of Massachusetts General Law Chapter 94G

(2) To minimize the adverse impacts of marijuana establishments on adjacent properties, residential neighborhoods, schools and other places where children congregate, local historic districts, and other sensitive land uses potentially incompatible with said establishments.

(3) To regulate the siting, design, placement, security, safety, monitoring, modification, and discontinuance of marijuana establishments.

B. Applicability

(1) No marijuana establishment shall be established except in compliance with the provisions of § 675-410 (Schedule of Use Regulations) and this § 675-1070 (Marijuana Establishments)

(2) Nothing in this section shall be construed to supersede federal and state laws governing the sale and distribution of Class 1 Controlled Substances.

(3) If any provision of this section or the application of any such provision to any person or circumstance shall be held invalid, the remainder of this section, to the extent it can be given effect, or the application of those provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this end the provisions of this section are severable.

C. General requirements and conditions for all marijuana establishments.

(1) All marijuana establishments shall be contained within a building or structure.

(2) The hours of operation of marijuana establishments shall be set by the special permit granting authority

(3) No marijuana establishment property line shall be located within 500 linear feet of a lot line where the following districts, activity, or uses occur:

(a) A nonconforming residential dwelling that has not been abandoned or unoccupied for a period of two years;

(b) Any church, public or private school or child-care facility; or place where minors frequent (e.g., a library, ball field, park, sports or family recreation facility, religious facility or the like);

(c) Any other marijuana establishment;

(d) Any drug or alcohol rehabilitation facility; or

(e) Any correctional facility, half-way house or similar facility.

(5) No smoking, burning or consumption of any product containing marijuana or marijuana-related products shall be permitted on the premises of a marijuana establishment.
ORDINANCE

(6) No marijuana establishment shall be located inside a building containing residential units, including transient housing such as motels and dormitories, or inside a movable or mobile structure such as a van or truck.

(7) Marijuana establishments shall provide the Gardner Police and Fire Departments, Building Commissioner, Board of Health, and the special permit granting authority with the names, phone numbers and e-mail addresses of all management staff and key holders to whom one can provide notice if there are operating problems associated with the establishment.

(8) The City shall have access at any time to inspect the premises of the marijuana establishment to ensure compliance with local and state regulations, excluding client health information protected under the Health Insurance Portability and Accountability Act of 1996.

(9) Pursuant to Massachusetts General Laws Chapter 94G, Section 3(a) (2)(i)-(iii) the maximum number of Licensed Marijuana Establishments in the City shall be consistent with the following provisions:

   a) Shall not prohibit one or more types of Marijuana Establishment;
   b) The number of marijuana retail establishments, shall not exceed 20% of liquor licenses issued for retail sale of alcohol not consumed on the premises in the City of Gardner. Said number to be rounded up to the next whole number;
   c) The number of Marijuana Establishments shall not exceed the number of registered medical marijuana treatment centers in Gardner engaged in the same type of activity and shall not prevent the conversion of a medical marijuana treatment center licensed or registered no later than July 1, 2017 to a marijuana establishment engaged in the same type of activity.

D. Special permit requirements.

Special Permit Requirements

(1) No special permit for any marijuana establishment shall be issued without site plan approval first having been obtained from the Planning Board, § 675-1020, Site plan review, of this chapter. In addition to the standards set forth within, the site plan must meet all dimensional, parking, landscaping, and signage requirements within this chapter.

(2) A marijuana establishment shall only be allowed by special permit from the Gardner Planning Board in accordance with MGL c. 40A, § 9, subject to the following statements, regulations, requirements, conditions and limitations.

(3) A special permit for a marijuana establishment shall be limited to one or more of the following uses that shall be specified by the special permit granting authority:

   (a) Marijuana cultivator;
   (b) Marijuana product manufacturer;
   (c) Marijuana retailer;
   (d) Marijuana testing facility;
(e) Marijuana transportation or distribution facility; and

(f) Any other type of licensed marijuana-related business

(4) In addition to the application requirements set forth above, a special permit application for a marijuana establishment shall include the following:

(a) The name and address of each owner of the establishment;

(b) Copies of all required licenses and permits issued to the applicant by the Commonwealth of Massachusetts Cannabis Control Commission and any of its other agencies for the establishment;

(c) Evidence of the applicant’s right to use the site of the establishment for the establishment, such as a purchase and sale agreement, deed, owner’s authorization, or lease;

(d) Proposed security measures for the marijuana establishment, including lighting, fencing, gates and alarms, etc., to ensure the safety of persons and to protect the premises from theft. A letter from the City of Gardner Police Chief, or designee, acknowledging review and approval of the marijuana establishment security plan is required. To the extent allowed by law, all such documents shall be confidential.

(5) Mandatory findings. The special permit granting authority shall not issue a special permit for a marijuana establishment unless it finds that:

(a) The establishment is designed to minimize any adverse impacts on abutters and other parties in interest, as defined in MGL c. 40A, § 11.

(b) The establishment demonstrates that it will meet all the permitting requirements of all applicable agencies within the Commonwealth of Massachusetts and will comply with all applicable state laws and regulations; and

(c) The applicant has satisfied all the conditions and requirements set forth herein.

(6) A special permit granted under this section shall have a term limited to the duration of the applicant’s ownership or leasehold of the premises as a marijuana establishment. A special permit may be transferred only with the approval of the special permit granting authority in the form of an amendment to the special permit with all information required in this § 675-1070.

E. Abandonment or discontinuance of use.

(1) A special permit shall lapse if not exercised within one year of issuance.

(2) A marijuana establishment shall be required to remove all personal property including but not limited to all material, plants, equipment, accessories, paraphernalia, and any other property no later than the earliest of: a) prior to surrendering its state issued licenses or permits; or b) within six months of ceasing operations.
City of Gardner, Executive Department

Mark Hawke, Mayor

April 29, 2019

Attorney Scott J. Graves, President
And City Councilors
95 Pleasant Street
Gardner, MA 01440

RE: Classification and Compensation Schedule

Dear President Graves and Councilors,

In advance of the FY 2020 Budget, I hereby submit a revised Classification and Compensation Schedule.

The Classification and Compensation Schedule contains a 2% cost of living allowance increase for all positions, as well as the following additional changes:

1. Council on Aging Director, additional 2% increase. The additional increase is due to the fact that this Department Head position was well below the mid-range salary suggested by the HRS Consulting report. While the additional 2% increase does not raise the salary to the mid-range, it gets it very close. The Director has also done an admirable job in increasing visitation to the Senior Center as well as the addition of new programs.

2. Human Resources Director, additional 2% increase. The additional increase is due to the fact that the Director never received any additional compensation when the Pool was added to her duties. The Director has also taken over the personnel records for the School Department.

3. Deputy Police Chief, additional 3% increase. This increase was recommended by the Police Chief. The increase allows for the Deputy Police Chief to be compensated at a rate of 10% above the top step Lieutenant’s rate.

4. Animal Control Officer, implementation of longevity steps at five (5) and ten (10) years with a 2% step increase.

5. Grade change to the IT Director. The IT Director salary is already above the G-10 top. Given the vast duties and education required, I recommend changing the Grade to a G-11. No salary change is required.

6. Grade change to the Deputy Police Chief. The current and proposed salary for the Deputy Police Chief is above the current Grade of G-9. The Police Chief is a Grade G-13. I am recommending changing the Grade to a G-11.

7. Grade change to the Director of Public Safety Regional Dispatch Center. The current salary is already above the Grade G-8 range. I recommend changing the Grade to a G-9. No additional salary change is required.

Respectfully,

Mark Hawke
Mayor, City of Gardner

City Hall, 95 Pleasant Street, Room 125, Gardner, Massachusetts 01440
Telephone: (978) 630-1490 • Facsimile (978) 630-3778 • Email: mayor@gardner-ma.gov
Amendment to City Code
Chapter 171: Personnel
Article XVI: Classification and Compensation
§171-68
Compensation Schedule

An amendment to §171-68 Compensation Schedule, 171b Schedule 2

A classification plan is hereby established for offices and positions in the service of the City, and establishing compensation grades thereof. All appointive officers and all positions in the City of Gardner, except those filled by popular election and those under the direction and control of the School Committee, shall be classified into positions, groups, and grades according to their duties pertaining to each as herein provided.

<table>
<thead>
<tr>
<th>Pay Grade</th>
<th>Class/Title</th>
<th>07/01/19</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td>Annual</td>
</tr>
<tr>
<td>S-4</td>
<td>Certified Pool Operator (Seasonal)</td>
<td>$163,286.00</td>
</tr>
<tr>
<td>S-5</td>
<td>Head Lifeguard (Seasonal)</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>S-6</td>
<td>Lifeguard (Seasonal)</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>T-4</td>
<td>Temporary Seasonal Employees (Department of Public Works)</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>T-5</td>
<td>Temporary Seasonal Recreational Playground Supervisor</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>T-6</td>
<td>Temporary Seasonal Technical</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>GC-4</td>
<td>Golf Course Laborers/Pro-Shop Assistants - Temporary Seasonal Employment</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>GC-5</td>
<td>Golf Course Groundsman</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>GC-6</td>
<td>Golf Course Ranger</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>GC-8</td>
<td>Grounds Maintenance Man or Motor Equipment Repairman</td>
<td>$130,200.00</td>
</tr>
<tr>
<td>GC-9</td>
<td>Working Foreman Grounds Maintenance Man or Working Foreman</td>
<td>$130,200.00</td>
</tr>
<tr>
<td></td>
<td>Motor Equipment Repairman</td>
<td>$130,200.00</td>
</tr>
</tbody>
</table>

The officers, positions, and classifications are hereby allocated and fixed into salary grades in accordance with the following schedule:

### A. DEPARTMENT HEADS

<table>
<thead>
<tr>
<th>Position</th>
<th>Grade</th>
<th>07/01/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Building Commissioner</td>
<td>G-10</td>
<td>$78,151.60</td>
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<tr>
<td>Chief of Police</td>
<td>G-13</td>
<td>$103,219.64</td>
</tr>
<tr>
<td>City Assessor</td>
<td>G-9</td>
<td>$73,137.78</td>
</tr>
<tr>
<td>City Auditor</td>
<td>G-10</td>
<td>$81,275.75</td>
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<tr>
<td></td>
<td></td>
<td>$3,000.00</td>
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<tr>
<td>City Clerk</td>
<td>G-10</td>
<td>$79,714.63</td>
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<tr>
<td></td>
<td></td>
<td>$3,500.00</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$550.00</td>
</tr>
<tr>
<td>City Collector/Treasurer</td>
<td>G-10</td>
<td>$84,118.88</td>
</tr>
<tr>
<td></td>
<td></td>
<td>$300.00</td>
</tr>
<tr>
<td>City Engineer</td>
<td>G-11</td>
<td>$85,175.44</td>
</tr>
<tr>
<td>City Solicitor</td>
<td>G-10</td>
<td>$80,632.20</td>
</tr>
<tr>
<td>Council on Aging Director</td>
<td>G-6</td>
<td>$57,587.68</td>
</tr>
<tr>
<td>Director of Community</td>
<td>City</td>
<td>$65,838.94</td>
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<tr>
<td>Development &amp; Planning</td>
<td>G-10</td>
<td>$22,250.47</td>
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<td></td>
<td>CDBG</td>
<td>$4,653.05</td>
</tr>
<tr>
<td></td>
<td>Total</td>
<td>$92,725.46</td>
</tr>
</tbody>
</table>

| Director of Local Origination & Educational Planning | G-6 | $64,468.75 | $1,239.78 |
| Director of Public Health | G-10 | $70,358.09 | $1,353.04 |
| Step 1 & Step 2           |     | $78,476.33 | $1,509.16 |
| Fire Chief                | G-12 | $94,698.74 | $1,821.13 |
### A. DEPARTMENT HEADS (Cont.)

<table>
<thead>
<tr>
<th>Position</th>
<th>Grade</th>
<th>Annual</th>
<th>Weekly</th>
<th>07/01/19</th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf Course Driving</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Range/Superintendent</td>
<td>G-9</td>
<td>$76,571.97</td>
<td>$1,472.54</td>
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</tr>
<tr>
<td>Human Resources Director</td>
<td>G-11</td>
<td>$88,582.77</td>
<td>$1,703.51</td>
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</tr>
<tr>
<td>Information Technology Director</td>
<td>G-11</td>
<td>$47,956.30</td>
<td>$47,956.30</td>
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<tr>
<td></td>
<td>City</td>
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<td></td>
</tr>
<tr>
<td></td>
<td>School</td>
<td></td>
<td></td>
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</tr>
<tr>
<td></td>
<td>Total Compensation</td>
<td>$95,912.60</td>
<td>$1,844.47</td>
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</tr>
<tr>
<td>Library Director</td>
<td>G-9</td>
<td>$75,411.22</td>
<td>$1,450.22</td>
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</tr>
<tr>
<td>Public Works Director</td>
<td>G-12</td>
<td>$100,093.31</td>
<td>$1,924.87</td>
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</tr>
<tr>
<td>Purchasing Agent/Civil</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Enforcement Director</td>
<td>G-10</td>
<td>$77,008.55</td>
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<tr>
<td></td>
<td>MGL c. 148A, §5</td>
<td>$2,500.00</td>
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<td>$79,508.55</td>
<td>$1,529.01</td>
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<tr>
<td>Veterans' Director</td>
<td>G-6</td>
<td>$58,008.62</td>
<td>$1,115.55</td>
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</table>

### B. NON-UNION DIRECT AND SUPERVISORY STAFF POSITIONS

<table>
<thead>
<tr>
<th>Position</th>
<th>Grade</th>
<th>Annual</th>
<th>Weekly</th>
<th>Hourly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Executive Secretary</td>
<td>G-4</td>
<td>$47,553.41</td>
<td>$914.49</td>
<td>$24.71</td>
</tr>
<tr>
<td>Assistant City Clerk</td>
<td>G-3</td>
<td>$42,765.62</td>
<td>$822.42</td>
<td>$22.23</td>
</tr>
<tr>
<td>Step 2 (5 Yrs)</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Step 3 (10 Yrs)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assistant City Engineer</td>
<td>G-8</td>
<td>$67,103.22</td>
<td>$1,290.45</td>
<td></td>
</tr>
<tr>
<td>Assistant City Solicitor</td>
<td>G-3</td>
<td>$44,569.21</td>
<td>$857.10</td>
<td></td>
</tr>
<tr>
<td>Assistant City Treasurer/Collector</td>
<td>G-5</td>
<td>$53,370.84</td>
<td>$1,026.36</td>
<td></td>
</tr>
<tr>
<td>Assistant Director of Community Development**</td>
<td>G-7</td>
<td>$3,342.81</td>
<td></td>
<td></td>
</tr>
<tr>
<td>City</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CDBG</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Total Compensation</td>
<td></td>
<td>$66,856.11</td>
<td>$1,285.69</td>
<td></td>
</tr>
<tr>
<td>Assistant Director of Public Health</td>
<td>G-5</td>
<td>$53,370.84</td>
<td>$1,026.36</td>
<td></td>
</tr>
<tr>
<td>Assistant Director of Public Works</td>
<td>G-9</td>
<td>$73,137.78</td>
<td>$1,406.50</td>
<td></td>
</tr>
<tr>
<td>Assistant Library Director</td>
<td>G-6</td>
<td>$58,421.21</td>
<td>$1,123.48</td>
<td></td>
</tr>
<tr>
<td>Deputy Chief of Police</td>
<td>G-11</td>
<td>$89,434.53</td>
<td>$1,719.89</td>
<td></td>
</tr>
<tr>
<td>Conservation/Planning Agent</td>
<td>G-6</td>
<td>$59,012.30</td>
<td>$1,134.85</td>
<td></td>
</tr>
<tr>
<td>Director of Public Safety Regional</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dispatch Center</td>
<td>G-9</td>
<td>$74,284.56</td>
<td>$1,428.55</td>
<td></td>
</tr>
<tr>
<td>Economic Development Coordinator**</td>
<td>G-7</td>
<td>$58,262.40</td>
<td>$1,210.43</td>
<td></td>
</tr>
<tr>
<td>GIS/Energy Analyst</td>
<td>G-5</td>
<td>$59,160.00</td>
<td>$1,137.69</td>
<td></td>
</tr>
<tr>
<td>Golf Professional</td>
<td>G-6</td>
<td>$1,281.30</td>
<td></td>
<td>Weekly</td>
</tr>
<tr>
<td>Golf Pro Manager</td>
<td>G-6</td>
<td>$1,104.08</td>
<td></td>
<td>Weekly</td>
</tr>
<tr>
<td>Local Inspector</td>
<td>G-6</td>
<td>$60,329.20</td>
<td>$1,160.18</td>
<td></td>
</tr>
<tr>
<td>Producer</td>
<td>G-2</td>
<td>$48,385.40</td>
<td>$930.49</td>
<td></td>
</tr>
<tr>
<td>Senior Animal Control Officer</td>
<td>G-2</td>
<td>$40,606.04</td>
<td>$780.89</td>
<td></td>
</tr>
<tr>
<td>Systems Manager</td>
<td>G-6</td>
<td>$63,809.37</td>
<td>$1,227.10</td>
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<tr>
<td>Electrical Inspector</td>
<td>G-6</td>
<td></td>
<td>$31.35</td>
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</tr>
<tr>
<td>Plumbing Inspector</td>
<td>G-6</td>
<td></td>
<td>$31.35</td>
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</tr>
<tr>
<td>Transfer Station Supervisor</td>
<td>G-3</td>
<td></td>
<td>$22.17</td>
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<tr>
<td>Executive Aide</td>
<td></td>
<td></td>
<td>$17.06</td>
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</tbody>
</table>

### C. NON-UNION STAFF POSITIONS

<table>
<thead>
<tr>
<th>Position</th>
<th>Grade</th>
<th>Annual</th>
<th>Weekly</th>
<th>Hourly</th>
</tr>
</thead>
<tbody>
<tr>
<td>Animal Control Officer</td>
<td>G-1</td>
<td></td>
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</tr>
<tr>
<td>Step 1</td>
<td></td>
<td>$33,555.40</td>
<td>$645.30</td>
<td>$16.13</td>
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<tr>
<td>Step 2 (5 Years)</td>
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<td>$34,226.51</td>
<td>$658.20</td>
<td>$16.46</td>
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<td>Step 3 (10 Years)</td>
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<td>$34,911.04</td>
<td>$671.37</td>
<td>$16.71</td>
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</table>
C. NON-UNION STAFF POSITIONS (Cont.)

<table>
<thead>
<tr>
<th>Position</th>
<th>07/01/19</th>
<th>01/01/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administrative Assistant</td>
<td>$14.89</td>
<td>$12.50</td>
</tr>
<tr>
<td>Administrative Coordinator</td>
<td>$14.12</td>
<td>$16.63</td>
</tr>
<tr>
<td>Administrative Clerk</td>
<td>$13.67</td>
<td>$15.89</td>
</tr>
<tr>
<td>Animal Shelter Attendant</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
<tr>
<td>Budget/Project Manager**</td>
<td>$1.09</td>
<td>City</td>
</tr>
<tr>
<td></td>
<td>$0.65</td>
<td>GRA</td>
</tr>
<tr>
<td></td>
<td>$22.85</td>
<td>CDBG</td>
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<tr>
<td>Total Compensation</td>
<td>$24.59</td>
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<tr>
<td>Building Maintenance Craftsman</td>
<td>$18.09</td>
<td>$18.79</td>
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<tr>
<td>Building Maintenance Man</td>
<td>$16.54</td>
<td>$16.79</td>
</tr>
<tr>
<td>Council on Aging Coordinator</td>
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<tr>
<td>Financial Administrator</td>
<td>$15.08</td>
<td>$17.98</td>
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<tr>
<td>Financial Clerk</td>
<td>$13.85</td>
<td>$16.29</td>
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</table>

<table>
<thead>
<tr>
<th>Golf Course Positions</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Golf Pro Shop Supervisor</td>
<td>$14.08</td>
<td>$14.62</td>
</tr>
<tr>
<td>Grounds Maintenance Man</td>
<td>$16.56</td>
<td>$18.22</td>
</tr>
<tr>
<td>Motor Equipment Repairman</td>
<td>$16.56</td>
<td>$18.22</td>
</tr>
<tr>
<td>Working Foreman - Grounds</td>
<td>$20.35</td>
<td></td>
</tr>
<tr>
<td>Working Foreman - Motor</td>
<td>$20.35</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Library Department Positions</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Librarian</td>
<td>$21.85</td>
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</tr>
<tr>
<td>Senior Library Technician</td>
<td>$19.91</td>
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</tr>
<tr>
<td>Library Technician</td>
<td>$18.78</td>
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</tr>
<tr>
<td>Library Clerical Staff</td>
<td>$13.14</td>
<td>$13.40</td>
</tr>
<tr>
<td>Head Life Guard</td>
<td>$15.30</td>
<td>$16.73</td>
</tr>
<tr>
<td>Parking Meter Clerk</td>
<td>$16.65</td>
<td></td>
</tr>
<tr>
<td>Production Assistant</td>
<td>$14.77</td>
<td></td>
</tr>
<tr>
<td>Transfer Station Monitor</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
</tbody>
</table>

D. NON-UNION STAFF: TEMPORARY, SEASONAL AND INTERMITTENT POSITIONS

<table>
<thead>
<tr>
<th>Position</th>
<th>07/01/19</th>
<th>07/01/20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alternate Animal Control Officer</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
<tr>
<td>Certified Pool Operator</td>
<td>$22.11</td>
<td></td>
</tr>
<tr>
<td>Golf Course Laborer/Pro Shop Assistant</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
<tr>
<td>Golf Course Groundsman</td>
<td>$14.51</td>
<td></td>
</tr>
<tr>
<td>Golf Course Ranger</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
<tr>
<td>Lifeguard</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
<tr>
<td>Temporary Seasonal Technical</td>
<td>$14.36</td>
<td></td>
</tr>
<tr>
<td>Election Warden</td>
<td>$14.00</td>
<td></td>
</tr>
<tr>
<td>Election Inspector</td>
<td>$12.00</td>
<td></td>
</tr>
<tr>
<td>Election Clerk</td>
<td>$13.00</td>
<td></td>
</tr>
<tr>
<td>Special Detail Police Officer</td>
<td>$49.00</td>
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</tr>
<tr>
<td>Temporary Seasonal Laborer (T-4)</td>
<td>$12.50</td>
<td>$13.77</td>
</tr>
<tr>
<td>Recreational Playground Supervisor (T-5)</td>
<td>$15.30</td>
<td>$16.73</td>
</tr>
<tr>
<td>Recreational Support Staff</td>
<td>$12.50</td>
<td>$13.00</td>
</tr>
</tbody>
</table>

**Compensation increase contingent upon positive evaluation of oversight commission, Board or individual (Mayor or City Council) with the approval of the Mayor.

%Community Development & Planning Administrative Coordinator Wages paid for by City, CDBG and GRA in the following approximate percentages: City - 84.5%, GRA 10.5% and CDBG 5%.
April 29, 2019

Attorney Scott J. Graves, President
And City Councilors
95 Pleasant Street
Gardner, MA 01440

RE: Yearly Salaries

Dear President Graves and Councilors,

City Code Chapter 171-66 states:
“...The yearly salaries for the Mayor, Council President, City Councilors and various other positions shall be as set forth in Schedule 1 included at the end of this chapter. On or after January 1 of each odd-numbered year beginning in 2007, the Finance Committee of the City Council shall report to the Council, as a Committee of the Whole, its recommendations for adjustment, if any, to the salaries of the Mayor and City Councilors.”

In fiscal year 2019 all non-union personnel received a 2% cost of living allowance. For fiscal year 2020 there will also be a 2% cost of living allowance for non-union personnel.

In accordance with the salary study performed by HRS Consulting, the Mayor’s salary should, at least, keep pace with any increases allotted to non-union personnel. I am proposing a 2% cost of living allowance for fiscal year 2020 and a 2% cost of living allowance for 2021.

Rather than a lump sum 4% cost of living increase to keep pace with non-union personnel, the Mayor and City Council increases will lag a full year behind all the other increases. This lag will allow the Council time to react and make changes to the Mayor and Council yearly salaries should any corrections to non-union personnel compensation occur at any time.

Respectfully,

Mark Hawke
Mayor, City of Gardner
ORDINANCE

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 171 THEREOF, ENTITLED "PERSONNEL" TO CHANGE COMPENSATION SCHEDULE EXHIBITS A AND B.

Be it Ordained by the City Council of the City of Gardner as follows:

Section 1. Section 171-68 of Chapter 171, Personnel, of the Code of the City of Gardner is hereby amended by deleting and repealing Compensation Schedule Exhibit A and inserting in place thereof, the following:

Exhibit A
Mayor

<table>
<thead>
<tr>
<th>Effective 1-2-2018</th>
<th>Effective 1-6-2020</th>
<th>Effective 1-4-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>$92,196.00</td>
<td>$94,040.00</td>
<td>$95,921.00</td>
</tr>
</tbody>
</table>

Section 2. Section 171-68 of Chapter 171, Personnel, of the Code of the City of Gardner is hereby amended by deleting and repealing Compensation Schedule Exhibit B and inserting in place thereof, the following:

Exhibit B
City Council

<table>
<thead>
<tr>
<th>Position</th>
<th>Effective 1-2-2018</th>
<th>Effective 1-6-2020</th>
<th>Effective 1-4-2021</th>
</tr>
</thead>
<tbody>
<tr>
<td>President</td>
<td>$10,707.00</td>
<td>$10,921.00</td>
<td>$11,139.00</td>
</tr>
<tr>
<td>Councillor</td>
<td>$7,326.00</td>
<td>$7,473.00</td>
<td>$7,622.00</td>
</tr>
</tbody>
</table>

Section 3. Effective date.

This ordinance shall become effective on passage and publication as required by law.