PRESIDENT
Elizabeth J. Kazinskas

COUNCILLORS AT LARGE
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Craig R. Cormier
Ronald F. Cormier
Scott Joseph Graves, Esq.
Judy A. Mack
George C. Tyros

WARD 1 COUNCILLOR
James M. Walsh, Esq.

WARD 2 COUNCILLOR
Elizabeth J. Kazinskas

WARD 3 COUNCILLOR
Nathan R. Boudreau

WARD 4 COUNCILLOR
Karen G. Hardern

WARD 5 COUNCILLOR
Alek Dernalowicz, Esq.

CITY OF GARDNER

MASSACHUSETTS 01440-2630

OFFICE OF THE
CITY COUNCIL

RECEIVED
2020 OCT -9 AM 10: 49
CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

FINANCE COMMITTEE MEETING NOTICE

Date: Wednesday, October 14, 2020
Time: 12:00 P.M.
Location: Remotely via Zoom/Broadcast on Gardner YouTube Channel

ANNOUNCEMENT - 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 referenced or used during the meeting must be submitted in duplicate to the Chair, pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting.

SCHEDULE OF BUSINESS

(Agenda attached)

1. Acceptance/Corrections to Minutes of Prior Meeting(s).
2. Budget and Orders (Money orders, loan orders, revolving funds, other financial).
3. Appointments, vacancies and other personnel matters.
4. Ordinances and Acceptance of General Laws and Special Acts.
5. Authorizations Required by Statute (Contracts, Election Orders, Grants, etc.).
6. Land Acceptance, Disposal, Easements, etc.
7. Claims, Legal, Rules and Salaries.
8. Departmental Management and organizational matters.
9. Report from the Mayor on the State of the City.

NOTICE: The listing of Agenda items are those reasonably anticipated by the Chairman which may 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.

CITY COUNCIL OF GARDNER
Elizabeth J. Kazinskas
ELIZABETH J. KAZINSKAS
Chair, Finance Committee

**Pursuant to Governor Baker's March 12, 2020 Order Suspending Certain Provisions of the Open Meeting Law, G.L. c. 30A, §20, and the Governor's March 15, 2020 Order imposing strict limitation on the number of people that may gather in one place, this meeting of the Finance Committee will be conducted via remote participation. The audio recording, transcript, or other comprehensive record of proceedings will be posted on the City's website as soon as possible after the meeting.*

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE MEETING
Wednesday – October 14, 2020 – 12:00 PM
Remotely via Zoom

AGENDA

CALL TO ORDER

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.

1-1 Review and Approval of Minutes of Prior Meetings.

2-1 #10326, An Order Appropriating $75,000.00 from Free Cash to Pool Filtration System *(In City Council and Referred to Finance, 9/8/2020).*

2-2 An Order Appropriating $40,000.00 from Free Cash to Fire Department New Vehicle.

2-3 An Order Appropriating $9,975.00 from Free Cash to DPW Repairs and Maintenance.

2-4 An Order Appropriating $16,950.00 from Free Cash to DPW Professional Services.

2-5 An Order Appropriating $16,950.00 from Free Cash to Landfill Professional Fees.

2-6 An Order Appropriating $7,197.87 from Free Cash to City Hall Repairs & Maintenance.

2-7 An Order Appropriating $105,813.06 from Free Cash to Stabilization Account.

3-1 A Measure Confirming the Mayor's Appointment of Susan Avallone to the position of Member, Board of Health, for term expiring September 28, 2023 *(Reappointment).*

3-2 A Measure Confirming the Mayor's Appointment of Geoffrey Tobia to the position of Member, Board of Health, for term expiring September 28, 2021 *(Reappointment).*

3-3 A Measure Confirming the Mayor's Appointment of David Antaya to the position of Alternate Member, Zoning Board of Appeals, for term expiring October 1, 2022 *(Reappointment).*

3-4 A Measure Confirming the Mayor's Appointment of Randall Heglin to the position of Member, Zoning Board of Appeals, for term expiring October 1, 2021 *(Reappointment).*

3-5 A Measure Confirming the Mayor's Appointment of Raymond Lafond to the position of Member, Zoning Board of Appeals, for term expiring October 1, 2023 *(Reappointment).*

3-6 A Measure Confirming the Mayor's Appointment of Celia Jornet to the position of City Assessor for term expiring October 7, 2023.

ADJOURNMENT

Items listed on the Agenda are those reasonably anticipated by the Chair 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.

10326

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO POOL FILTRATION SYSTEM ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Seventy-Five Thousand Dollars and No Cents ($75,000.00) from Free Cash to the Pool Filtration System Account:

10326

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED

2020 AUG 27 PM 4:26

CITY CLERK'S OFFICE
GARDNER, MA

August 27, 2020

The Hon. Elizabeth Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: Free Cash to Pool Filtration System Account

Dear President Kazinskas and Councilors,

Attached, please find a request for appropriation from Free Cash for $75,000.00.

This appropriation is being requested in order to replace the current filtration system at the Greenwood outdoor pool. The current filter is over 30 years old and is in rough condition.

The objective is to have it repaired before the cold weather sets in, with the hopes of having it ready for next year's seasonal operation.

Respectfully Submitted,

Michael J. Nicholson
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

10326

City of Gardner
Human Resources Department
95 Pleasant Street Rm. 14
Gardner, MA 01440
(978) 630-4001 • (978) 630-4025

Debra A. Pond, Director of Human Resources

August 27, 2020

Michael Nicholson, Mayor
City of Gardner
95 Pleasant Street
Gardner, MA 01440

SUBJECT: Greenwood Pool Filtration System

Dear Mayor Nicholson:

I am respectfully requesting an appropriation in the amount of $75,000.00 for a new filtration system for the Greenwood outdoor pool facility. The current filtration system is over thirty (30) years old and springing leaks. We will make it through this season, but it will not survive another season. The proposal is to install the new system after the pool closes for the season and before the snow falls so that we will have a turnkey operation in the early summer.

We have a proposal for a Whitten 1U-2C-90 Two-Cell Pressure Sand Filter in the amount of $42,500.00. This is the cost of the filtration system delivered to the site. It does not include:

- Offloading or placement in the filter building;
- Installation by a mechanical contractor/commercial pool contractor; or
- Engineering consultation for preparation of system changes for presentation to the Board of Health.

The estimated cost for these items are included in the appropriation request. Thank you for your consideration. If you have any questions, please contact me.

Sincerely,

Debra A. Pond
Director of Human Resources

Enclosure

The City of Gardner provides equal opportunity in employment to all persons. No person shall be denied equal access because of race, creed, color, religion, national origin, sex, sexual orientation, gender identity, age, or physical/mental disability.

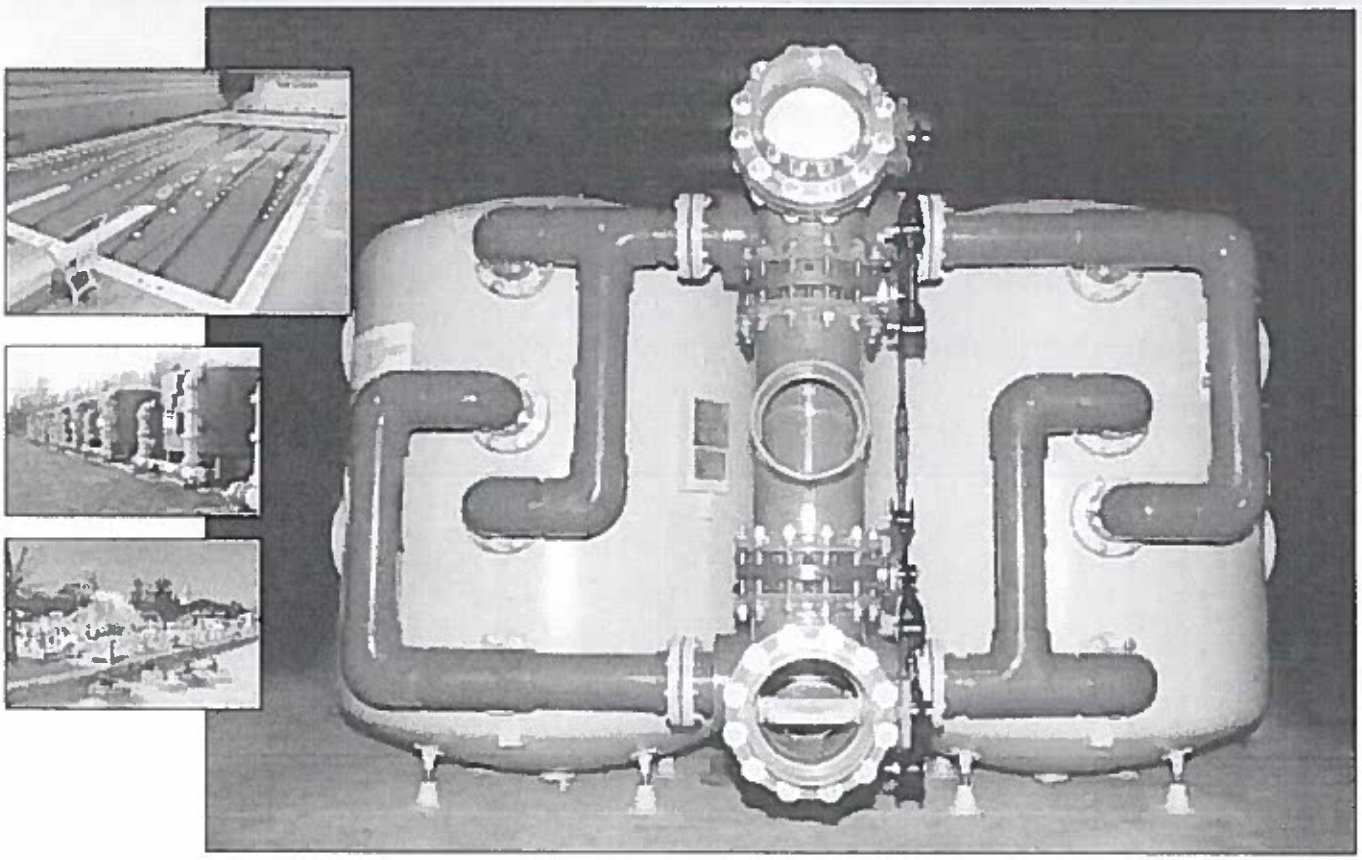
10326

WHITTEN

ADG EQUIPMENT SYSTEMS

An Aquatic Development Group Company
Quality Pool Products for Over 30 Years

NSF International



Pressure Multi-Cell Filtration System

Whitten pressure sand filters are NSF listed for flows up to 20 GPM per sq.ft. of filter area. Whitten Multi-Cells offer unique space savings which is achieved by stacking multiple filter cells within a single tank.

- Proven
- Reliable
- Simple
- Affordable

High quality tank materials for all models are selected based on specific application. Typically, A-36 or SA-516 carbon steel comes in thicknesses of 3/16" through 1/2" or T-304L and T-316L stainless steel also in thicknesses up to 1/2". Standard tanks are sized in six-inch increments from 36" through 120" diameter. Multiple tanks can be arranged in series to accommodate high volume systems.

Whitten filter tanks are lined with Unisol 2000 PVC baked coatings to provide a 15 year warranty. Optional linings include epoxy rubber membrane Unisol 2000 R or Hypalon for ozone applications. All linings are NSF approved for installation in Whitten Multi-Cell filters.

10326

Over 1500 Installations World-Wide

(notable installations)

Bates College	**Lewistown, Maine**
Dorney Park & Wild Water Kingdom	**Allentown, Pennsylvania**
Fairland Aquatic Center	**Laural, Maryland**
Georgetown University	**Washington, DC**
Hewlett High School	**Hewlett, New York**
Ithaca High School	**Ithaca, New York**
Lexington YMCA	**Manhattan, New York**
Six Flags Great Adventure	**Jackson, New Jersey**
Southern Illinois University	**Carbondale, Illinois**
University of Massachusetts	**Boston, Massachusetts**
Williams College	**Williamstown, Massachusetts**

AQUATIC DEVELOPMENT GROUP, INC.

One Aquatic Center
Cohoes, NY 12047
Phone 518.783.0038
Fax 518.783.0474
www.aquaticgroup.com

For a complete catalog of ADG Equipment Systems call 800-458-9283.

10326

Pressure Filtra

Why Whitten Pressure Filters?

- NSF International listed
- Multi-Cell filters reduce floor space requirements
- Filters can be back washed one cell at a time or one tank at a time to avoid overflowing sewer capacity (Rate=15gmp/sf)
- Filtration controls are available in manual, semi-automatic and fully automatic
- High quality tank materials for all models are selected based on specific application
- Affordable upfront investment with low operating costs
- Standard interior tank coating (unisol 2000) baked PVC has over 20 years of proven reliability
- 15-Year limited warranty
- Over 30 years of proven service

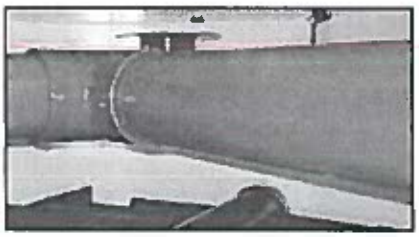
SINGLE TANK								
MODEL NUMBER	FILTER AREA	FLOW RATE G.P.M./SQ. FT					PIPE CONNECTION (FOR 3 TO 15 GPM)	
	SQ. FT	3 G.P.M. FILTER RATE	5 G.P.M. FILTER RATE	7.5 G.P.M. FILTER RATE	15 G.P.M. FILTER RATE	20 G.P.M. FILTER RATE	INFLUENT/ EFFLUENT	BACK WASH
1U-1C-36	7.07	21.21	35.35	53.03	106.05	141.40	3"	3"
1U-1C-42	9.62	28.86	48.10	72.15	144.30	192.40	3"	3"
1U-1C-48	12.57	37.71	62.85	94.28	188.55	251.40	3"	3"
1U-1C-54	15.90	47.70	79.50	119.25	238.50	318.00	4"	4"
1U-1C-60	19.63	58.89	98.15	147.23	294.45	392.60	4"	4"
1U-1C-66	23.76	71.28	118.80	178.20	356.40	475.20	4"	4"
1U-1C-72	28.27	84.81	141.35	212.03	424.05	565.40	4"	4"
1U-1C-78	33.18	99.54	165.90	248.85	497.70	663.60	6"	6"
1U-1C-84	38.48	115.44	192.40	288.60	577.20	769.60	6"	6"
1U-1C-90	44.18	132.54	220.90	331.35	662.70	883.60	6"	6"
1U-1C-96	50.27	150.81	251.35	377.03	754.04	1005.38	6"	6"
1U-1C-102	56.75	170.25	283.75	425.63	851.25	1135.00	8"	8"
1U-1C-108	63.62	190.86	318.10	477.15	954.30	1272.40	8"	8"
1U-1C-114	70.88	212.64	354.40	531.60	1063.20	1417.60	8"	8"
1U-1C-120	78.54	235.62	392.70	589.05	1178.10	1570.80	8"	8"
1U-2C-36	14.04	42.12	70.20	105.30	210.60	280.00	3"	3"
1U-2C-42	19.24	57.72	96.20	144.30	288.60	384.80	3"	4"
1U-2C-48	25.14	75.42	125.70	188.55	377.10	502.80	3"	4"
1U-2C-54	31.80	95.40	159.00	238.50	477.00	636.00	4"	6"
1U-2C-60	39.28	117.75	196.40	294.60	589.20	785.60	4"	6"
1U-2C-66	47.52	142.56	237.60	356.40	712.80	950.40	4"	6"
1U-2C-72	56.54	169.62	282.70	424.05	848.10	1130.80	6"	6"
1U-2C-78	66.36	199.08	331.80	497.70	995.40	1327.20	6"	8"
1U-2C-84	76.96	230.88	384.80	577.20	1154.40	1539.20	6"	8"
1U-2C-90	88.36	265.08	441.80	662.70	1325.40	1767.20	6"	8"
1U-2C-96	100.54	301.62	502.70	754.05	1508.10	2010.80	6"	8"
1U-2C-102	113.50	340.50	567.50	851.25	1702.50	2270.00	6"	10"
1U-2C-108	127.24	381.72	636.20	954.30	1908.60	2544.80	8"	10"
1U-2C-114	144.76	434.28	708.80	1063.20	2126.40	2835.20	8"	10"
1U-2C-120	157.08	471.24	785.40	1178.10	2356.20	3141.60	8"	10"
1U-3C-36	21.21	63.90	106.05	159.08	318.15	424.20	3"	4"
1U-3C-42	28.88	86.58	144.30	216.45	432.90	577.20	3"	6"
1U-3C-48	37.71	113.13	188.55	282.83	565.65	754.20	3"	6"
1U-3C-54	47.70	143.10	238.50	357.75	715.50	954.00	4"	6"
1U-3C-60	58.92	176.76	294.60	441.90	883.80	1178.40	4"	6"
1U-3C-66	71.28	213.84	356.40	534.60	1069.20	1425.60	4"	8"
1U-3C-72	84.81	263.52	424.05	636.08	1272.15	1696.20	6"	8"
1U-3C-78	99.54	298.92	497.70	746.55	1493.10	1990.80	6"	8"
1U-3C-84	115.44	346.32	577.20	865.80	1731.60	2308.80	6"	10"
1U-3C-90	132.54	397.62	662.70	994.05	1988.10	2650.80	6"	10"
1U-3C-96	150.81	452.43	754.05	1131.08	2262.16	3016.20	6"	10"
1U-3C-102	170.25	510.75	851.25	1276.88	2553.75	3405.00	6"	12"
1U-3C-108	190.86	572.64	954.40	1431.45	2862.90	3817.20	8"	12"
1U-3C-114	212.64	637.92	1063.20	1594.80	3189.60	4252.80	8"	12"
1U-3C-120	235.62	706.86	1178.10	1767.15	3534.30	4712.40	8"	12"

Laterals

The laterals in the Whitten Pressure Filtration System are attached to the interior perimeter of the tank by end-nipples which ensure stabilization during periods of backwash and high volume flow.

Over Drain

Whitten internal over drain distribution system is carefully designed to provide the most uniform and efficient flows through the filter sand-media bed. Precise distribution of water flow ensures longer filter runs and maximum dirt holding capacity of the filter sand-media bed.



10326

ation Systems

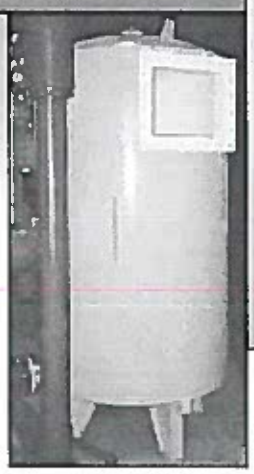
DUAL TANK								
MODEL NUMBER	FILTER AREA	FLOW RATE G.P.M./SQ. FT.					PIPE CONNECTION (FOR 3 TO 15 GPM)	
	SQ. FT	3 G.P.M. FILTER RATE	5 G.P.M. FILTER RATE	7.5 G.P.M. FILTER RATE	15 G.P.M. FILTER RATE	20 G.P.M. FILTER RATE	INFLUENT/ EFFLUENT	BACK-WASH
2U-2C-36	14.04	42.12	70.20	105.30	210.60	280.00	3"	3"
2U-2C-42	19.24	57.72	96.20	144.30	288.60	384.80	3"	4"
2U-2C-48	25.14	75.42	125.70	188.55	377.10	502.80	3"	4"
2U-2C-54	31.80	95.40	159.00	238.50	477.00	636.00	4"	6"
2U-2C-60	39.28	117.75	196.40	294.60	589.20	785.60	4"	6"
2U-2C-66	47.52	142.56	237.60	356.40	712.80	950.40	4"	6"
2U-2C-72	56.54	169.62	282.70	424.05	848.10	1130.80	6"	6"
2U-2C-78	66.36	199.08	331.80	497.70	995.40	1327.20	6"	8"
2U-2C-84	76.96	230.88	384.80	577.20	1154.40	1539.20	6"	8"
2U-2C-90	88.36	265.08	441.80	662.70	1325.40	1767.20	6"	8"
2U-2C-96	100.54	301.62	502.70	754.05	1508.10	2010.80	6"	8"
2U-2C-102	113.50	340.50	567.50	851.25	1702.50	2270.00	6"	10"
2U-2C-108	127.24	381.72	636.20	954.30	1908.60	2544.80	8"	10"
2U-2C-114	144.76	434.28	708.80	1063.20	2126.40	2835.20	8"	10"
2U-2C-120	157.08	471.24	785.40	1178.10	2356.20	3141.60	8"	10"
2U-4C-36	28.08	84.24	144.40	210.60	421.20	560.00	3"	6"
2U-4C-42	38.48	115.44	192.40	288.60	577.20	769.60	3"	6"
2U-4C-48	50.28	150.84	251.60	377.10	754.20	1005.60	3"	6"
2U-4C-54	63.60	190.80	318.00	477.00	954.00	1272.00	4"	8"
2U-4C-60	78.56	235.50	392.80	589.20	1178.40	1571.20	4"	8"
2U-4C-66	95.04	285.12	475.20	712.80	1425.60	1900.80	4"	8"
2U-4C-72	113.08	339.24	565.40	848.10	1696.20	2261.60	6"	10"
2U-4C-78	132.72	398.16	663.60	995.40	1990.80	2654.40	6"	10"
2U-4C-84	153.92	461.76	769.60	1154.40	2308.80	3078.40	6"	10"
2U-4C-90	176.72	512.16	883.60	1325.40	2650.80	3534.40	6"	12"
2U-4C-96	201.08	603.24	1005.40	1508.01	3016.20	4021.60	6"	12"
2U-4C-102	227.00	681.00	1135.00	1702.50	3405.00	4540.00	6"	12"
2U-4C-108	254.48	763.44	1272.40	1908.60	3817.20	5089.60	8"	14"
2U-4C-114	289.52	868.56	1417.60	2126.40	4252.80	5852.74	8"	14"
2U-4C-120	314.16	942.48	1570.80	2356.20	4712.40	6283.20	8"	14"
2U-6C-36	42.42	127.80	212.10	318.15	636.30	848.40	3"	6"
2U-6C-42	57.72	173.16	288.60	432.90	865.80	1154.40	3"	6"
2U-6C-48	75.42	226.26	377.10	565.68	1131.32	1514.44	3"	8"
2U-6C-54	95.40	286.20	477.00	715.50	1431.00	1908.00	4"	8"
2U-6C-60	117.84	353.52	589.20	883.80	1767.60	2356.80	4"	8"
2U-6C-66	142.56	427.68	712.80	1069.20	2138.40	2851.20	4"	10"
2U-6C-72	169.62	527.04	848.10	1272.16	2544.30	3392.40	6"	10"
2U-6C-78	199.08	597.84	989.40	1493.10	2986.20	3981.60	6"	12"
2U-6C-84	230.88	692.64	1154.40	1731.60	3463.20	4617.60	6"	12"
2U-6C-90	265.08	795.24	1325.40	1988.10	3976.20	5301.60	6"	14"
2U-6C-96	301.62	904.86	1508.10	2262.16	4524.32	6032.40	6"	14"
2U-6C-102	340.50	1021.50	1702.50	2553.75	5107.50	6810.00	6"	16"
2U-6C-108	381.72	1145.28	1908.80	2862.90	5725.80	7634.40	8"	16"
2U-6C-114	425.28	1275.84	2126.40	3189.60	6379.20	8505.60	8"	16"
2U-6C-120	471.24	1413.72	2356.20	3534.30	7068.60	9424.80	8"	18"

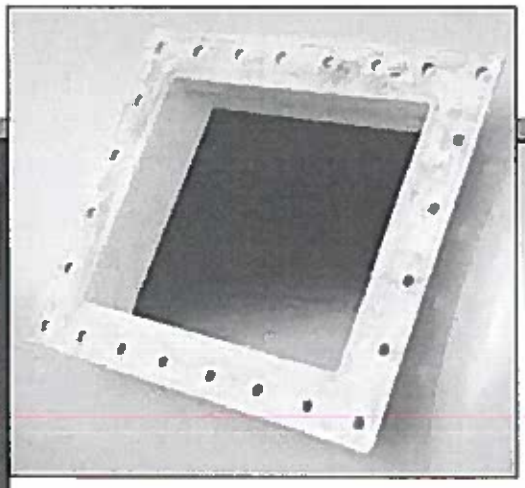
Face Piping

Whitten face piping incorporates user friendly single lever linkage. This allows operator simplicity by moving one lever in order to activate valves for backwashing. Whitten's standard valves are nylon coated with undercut wafer for early valve-seating and efficiency.

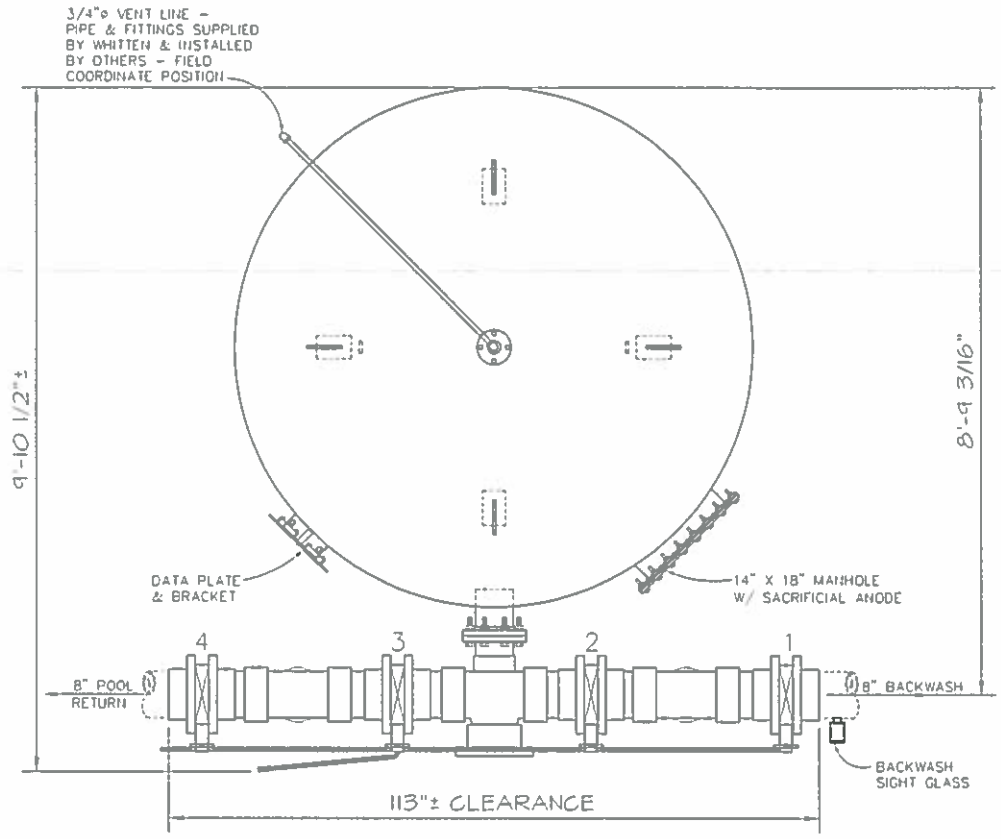
Access Hatch

An oversized access hatch is standard on all Whitten Pressure filters. With its rectangular shape and a size of 18" x 14", it allows for easy operator inspection of internal components or media. It features an industrial grade heavy-duty gasket that is designed to be reused after each inspection. The Whitten gasket eliminates the inconvenience and cost of reordering and replacing gaskets each time you inspect the filter.

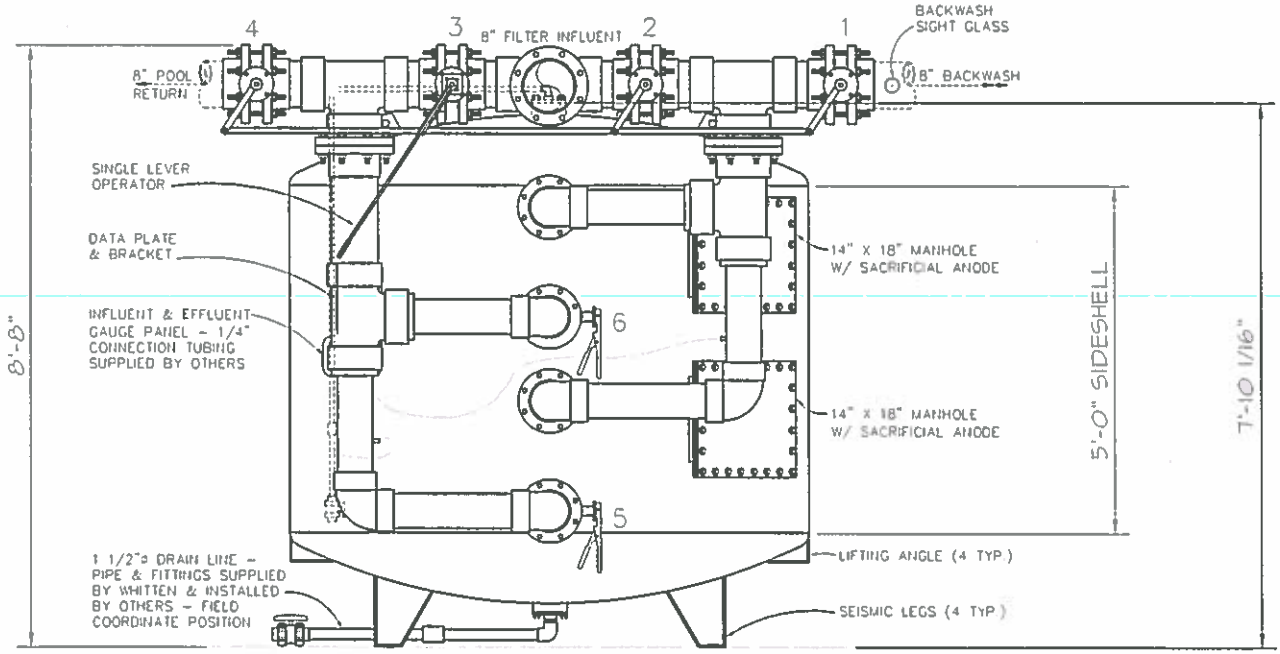




10326



PLAN VIEW



ELEVATION

1U-2C-90 MULTI-CELL FILTER

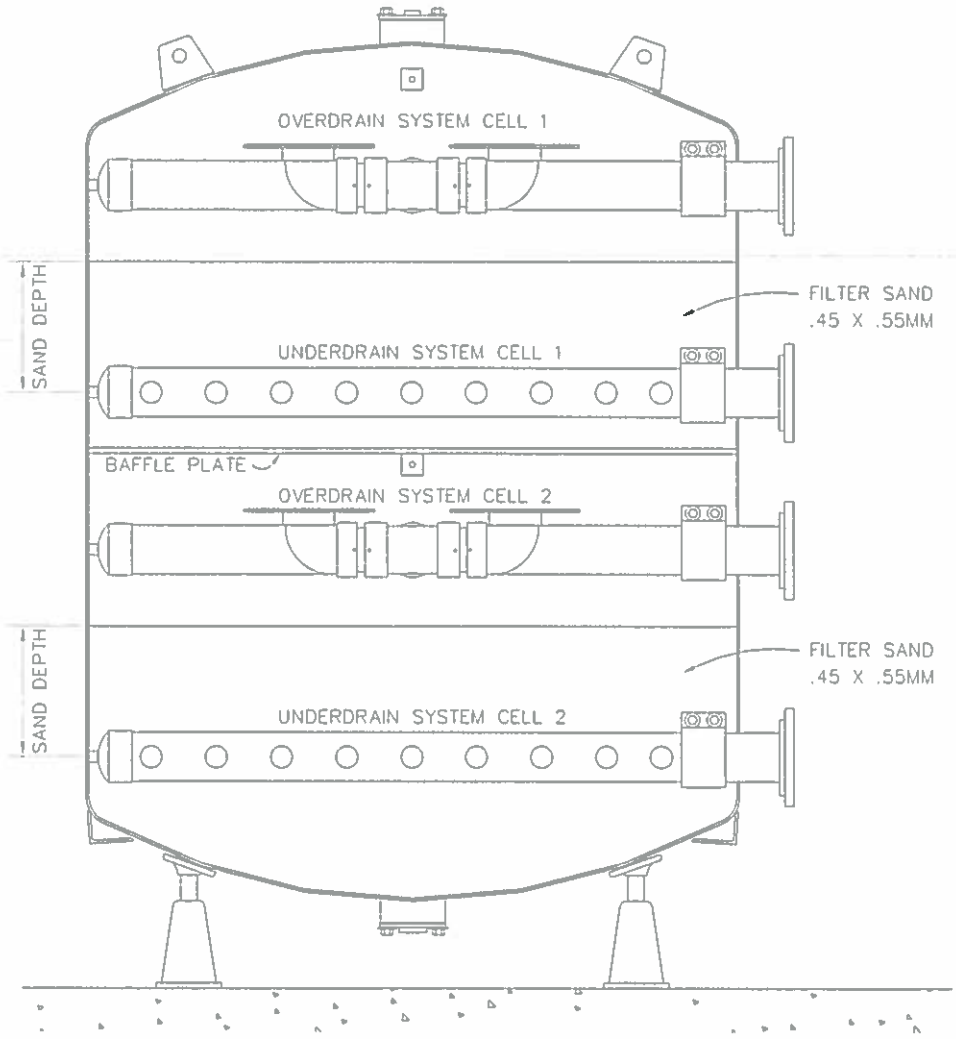
DATE: -
JOB NO.: -
FILE NO: -

WHITTEN PRODUCTS
DIVISION of HYDROTECH SYSTEMS Ltd.

P.O.Box 648
One Aquatic Center
Cohoes, NY 12047
Tel.518-783-0038
Fax 518-783-0474

AQUATIC DEVELOPMENT GROUP

/0326



FILTER SIZE	# of 100 lb. Bags .44mm X .55mm	FILTER SIZE	# of 100 lb. Bags .44mm X .55mm
1U-2C-36	20	1U-2C-84	110
1U-2C-42	36	1U-2C-90	146
1U-2C-48	42	1U-2C-96	160
1U-2C-54	45	1U-2C-102	210
1U-2C-60	65	1U-2C-108	235
1U-2C-66	84	1U-2C-114	255
1U-2C-72	92	1U-2C-120	276
1U-2C-78	110		

2 CELL (1U-2C) MEDIA DEPTH CHART

DATE: 7/17/07

FILE NO:

WHITTEN PRODUCTS
DIVISION of HYDROTECH SYSTEMS Ltd.

P.O.Box 648
One Aquatic Center
Cohoes, NY 12047
Tel.518-783-0038
Fax 518-783-0474

AQUATIC DEVELOPMENT GROUP

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO FIRE DEPARTMENT NEW VEHICLE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of forty thousand dollars and no cents ($40,000.00) from Free Cash to the Fire Department New Vehicle Account.

2-2

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED
2020 OCT -9 AM 9:23
CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

The Hon. Elizabeth J. Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St.
Gardner, MA 01440

RE: Free Cash Appropriation Request for Fire Dept Vehicle

Dear President Kazinskas and Councilors,

Attached, please find a request for Free Cash appropriation for the purchase of a new vehicle for the Fire Department.

Thank you for your attention to this matter.

Respectfully,

Michael J. Nicholson
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

2-2

Mayor

From: Greg Lagoy
Sent: Wednesday, October 7, 2020 3:37 PM
To: Mayor
Subject: Fire Department Vehicle Request
Attachments: Tahoe Quote.pdf

Mr. Mayor,

I would like to submit the following request to you for one (1) new Fire Department staff vehicle to replace the accident damaged 2010 Ford Expedition.

This vehicle ran as "Car 2" (Shift Commander's vehicle) for 10 years and was recently replaced by a 2020 Chevrolet Tahoe. We were planning on re-assigning the Expedition to "Car 6" as a utility vehicle, mostly used by new recruit Firefighters commuting to the Mass Fire Academy Recruit Training Program. The vehicle was damaged in an accident in late 2019, with a local body shop estimate of $5625.20 damage. Also noted at the time of this estimate was significant corrosion, with an estimate of at least another $3000.00 to repair, a figure that could easily increase if additional internal corrosion is found. I understand the City has received an insurance settlement of $2597.70 for the accident damage.

After consulting with Fire Department mechanics, my opinion is repairing this vehicle would not be a good decision for the City. Repair costs for known existing problems total more than the vehicle's value. It has seen heavy use during the 10 years it served as the Shift Commander's vehicle and is worn out.

I am requesting $40,000.00 to purchase and equip a new 2020 Chevrolet Tahoe SSV (Special Service Vehicle) 4x4. Attached is the quote from Gordon Chevrolet DBA Colonial Municipal Group for $37,728.70, which includes the trade-in of the 2010 Ford Expedition and two other surplus Fire Department vehicles (2003 Dodge Ram pickup and 2004 Chevrolet Tahoe). Pricing is under the "VEH98" State –bid contract. The additional money requested is for installation of emergency lighting, radios, and command module. In order to keep the cost down, existing equipment in good working order will be transferred from other vehicles. This vehicle is in stock and available for immediate delivery, and is one of the last 2020 model year vehicles available. It will be assigned as "Car 1" (Fire Chief's vehicle), the current Car 1 (2015 Ford Interceptor SUV, 60,000 miles, good condition) will be re-assigned as the utility vehicle "Car 6."

If you have any questions, feel free to contact me.

Respectfully,
Chief Lagoy

Acting Chief Gregory F. Lagoy
Gardner Fire Department
978-632-1616 ext. 5
glagoy@gardner-ma.gov

2-2

Quote Date:	SEPTEMBER 30 2020
Quote Number:	Tahoe SSV 1

VEH98 Quote Form

Order by Date:	November 30 2020

OSD OPERATIONAL SERVICES DIVISION

Use one quote form per vehicle specification. Only multiples of the exact same spec'd vehicle can be included on each individual form.
For options/upfits/transferred equipment, each line item must be fully populated.

AGENCY INFORMATION

Agency:	GARDNER MASS
Secretariat:	
Department Name:	FIRE
Address:	70 CITY HALL AVE 01440
Contact Name:	Chief RICHARD ARES
Phone:	978-630-4051
Email:	rares@gardner-ma.gov
Unit Code (Billing):	

VENDOR INFORMATION

Vendor Name:	GORDON CHEVROLET DBA CMG	
Address:	61 CAMELOT DR PLYMOUTH MA 02360	
Contact Name:	STEVE SPOKOWSKI	
Phone:	774-283-6400	
Email:	sspokowski@buycmg.com	
Vehicle Coming From: (check one box)	X	Dealer Inventory/Stock
		Factory Order
		Already on order / OEM pool unit

VEHICLE INFORMATION

VEH98 Vehicle #:	
Year:	2020
Make:	CHEVROLET
Model:	TAHOE
Trim Level & Drive Train:	SSV / 4 WHEEL DRIVE
Body Code & Equip Code:	CK15706
Vehicle Quantity:	1

Exterior Color:	SIREN RED (CRANBERRY)
Interior Color:	BLACK CLOTH
Engine (as quoted):	5.3L ECOTEC3
Cylinders:	8
Primary Fuel Type:	UNLEADED GASOLINE
Secondary Fuel Type:	N / A
Contract Base Price:	$ 36,500.00

ADDED FACTORY OPTIONS AND PACKAGES (PER VEHICLE)

Quantity per Vehicle:	Supplier Name:	Factory Code:	Package / Option Description:	MSRP:	Discount %:	Contract Unit Price:	Total Per Vehicle:
1	CHEVROLET	AMF	REMOTE KEYLESS ENTRY	$75.00	5%	$71.25	$71.25
1	CHEVROLET	BTV	REMOTE VEHICLE STARTER	$300.00	5%	$285.00	$285.00
1	CHEVROLET	A95	FRONT CLOTH BUCKET SEATS	$250.00	5%	$237.50	$237.50
1	CHEVROLET	B30	COLOR KEYED CARPETING	$190.00	5%	$180.50	$180.50
1	CHEVROLET	PZX	18" ALUMINUM RIMS	$600.00	5%	$570.00	$570.00
1	CHEVROLET	6C7	FRONT AUX LED DOME LIGHT	$170.00	5%	$161.50	$161.50
1	CHEVROLET	SFZ	BLACK BOW TIE EMBLEMS	$225.00	5%	$213.75	$213.75
1	CHEVROLET	5HP	(6) ADDITIONAL KEYS	$41.00	5%	$38.95	$38.95
1	CHEVROLET	G1E	SIREN RED TINTCOAT PAINT	$495.00	5%	$470.25	$470.25

If factory options exceed this space, include as a separate list & summarize above.

Factory Options Total (per vehicle): $2,228.70

ADDED DISCOUNTS / INCENTIVES / CREDITS (PER VEHICLE)

Grants	$0.00	SUBJECT TO IN STOCK VEHICLES. 2020 ORDER BANK CLOSED	Total Additional Incentives:
Tax Credits/Rebates	$0.00		
Promotional Discounts	$0.00		$0.00
Volume Discounts	$0.00		

QUOTE FORM SUMMARY

Vehicle Leadtime to Dealer:	1 WEEK	Total Factory Options per vehicle:	$2,228.70
Upfit/Transfer Leadtime at Dealer:	1 WEEK	Total Upfit per vehicle (next page):	$0.00
TOTAL Order to Delivery Leadtime: (In weeks / Executive Agencies to Westboro)	2 WEEKS	Total Transfer per vehicle (next page):	$0.00
		Contract Base Vehicle Price:	$36,500.00
Trade-in Details *(value listed to the right):	TAHOE $300, RAM $600,	*Trade In Value:	$1,400.00
(does not apply to Executive Agencies)	EXPEDITION $500	Total Additional Incentives:	$0.00

TOTAL COST PER VEHICLE (including all add-ons and incentives):	$38,728.70
VEHICLE QUANTITY:	1
TOTAL PURCHASE PRICE (including Trade-In Value):	$37,328.70

ADDED ACCESSORIES/UPFIT (PER VEHICLE)

Quantity per Vehicle:	Supplier Name:	Supplier Option #:	Accessory / Upfit Description:	MSRP:	Discount %:	Contract Unit Price:	Total Per Vehicle:
			NOT APPLICABLE				

If added accessories & upfits exceed this space, include as a separate list & summarize above.

Added Acc/Upfit Total (per vehicle): $0.00

TRANSFERRED EQUIPMENT/MISC (PER VEHICLE)

Quantity per Vehicle:	Equipment Description: (note: for paint jobs, please include # hours estimated per vehicle)	Fixed Transfer Rate Per Item:	Total for Transferred Equipment per vehicle:
	NOT APPLICABLE		

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO DPW REPAIRS AND MAINTENANCE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Nine Thousand Nine Hundred Seventy-Five Dollars and No Cents ($9,975.00) from Free Cash to the DPW Repairs and Maintenance Account.

2-3

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED

2020 OCT -9 AM 9:23

CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

The Hon. Elizabeth J. Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St.
Gardner, MA 01440

RE: Free Cash Appropriation Request for DPW Repairs and Maintenance Acct.

Dear President Kazinskas and Councilors,

Attached, please find a request for Free Cash appropriation for the DPW Repairs and Maintenance Account. This is being requested due to the unexpected cost associated with removing a large public shade oak tree that feel on a resident's house during a recent storm.

Thank you for your attention to this matter.

Respectfully,

Michael J. Nicholson
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

2-3

Department of Public Works
CITY OF GARDNER

Dane E. Arnold, Director
416 West Broadway
Gardner, MA 01440-2687
Telephone (978) 632-7661
Fax (978) 630-4029

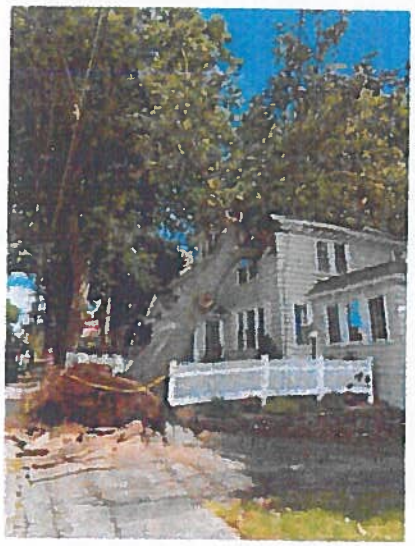
Mayor Michael J. Nicholson
City Hall
95 Pleasant Street
Gardner, MA 01440

October 5, 2020

Dear Mayor Nicholson:

The Department of Public Works is requesting **$9,975** from available funds to Department of Public Works **Repairs and Maintenance Account (14421-52030)** to pay for an emergency tree removal.

There was a storm event in early August that blew a City Tree onto a resident's home on Abbott Street. In an emergency, the City had to hire a company to provide a crane to remove the tree and the total fee was $9,975 (invoice attached).



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

Sincerely,

Dane E. Arnold, Director

Pc: Finance Committee
Public Service Committee
John Richard, City Auditor

1190

2-3

J. Shivo Properties, LLC
601 Fitchburg State Road
Ashby, MA 01431
(978)297-7622
caiyan@jsplandscaping.com
www.jsplandscaping.com

Invoice

BILL TO
City of Gardner

INVOICE#	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
2788	08/08/2020	$9,975.00	08/15/2020	Net 7 Days	

DATE	DESCRIPTION	QTY	RATE	AMOUNT
08/06/2020	Emergency tree removal at 21 Abbott Street, Gardner MA	1	9,975.00	9,975.00
	BALANCE DUE			**$9,975.00**

PDWK
2030 $9,975.00

21-14
10/1/20

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO DPW PROFESSIONAL SERVICES ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Sixteen Thousand Nine Hundred Fifty Dollars and No Cents ($16,950.00) from Free Cash to the DPW Professional Services Account.

2-4

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED
2020 OCT -9 AM 9:23
CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

The Hon. Elizabeth J. Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St.
Gardner, MA 01440

RE: Free Cash Appropriation Requests for Tub Grinder

Dear President Kazinskas and Councilors,

Attached, please find a request for Free Cash appropriation for the hiring of a tub grinder service to grind down the pile of tree debris that has collected at the transfer station.

The last time this service was done was when Mr. Bernard Sullivan was the Director of Public Health, and the pile of debris has grown significantly since then.

The cost of this service is being split between the Department of Public Works and the Health Department.

Thank you for your attention to this matter.

Respectfully,

Michael J. Nicholson
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

2-4

Department of Public Works
CITY OF GARDNER

Dane E. Arnold, Director
416 West Broadway
Gardner, MA 01440-2687
Telephone (978) 632-7661
Fax (978) 630-4029

Mayor Michael J. Nicholson
City Hall
95 Pleasant Street
Gardner, MA 01440

October 5, 2020

Dear Mayor Nicholson:

The Department of Public Works is requesting **$16,950** from available funds for the rental of a **Tub Grinder.**

Located at the Transfer Station is an area the City deposits large City Trees and residents bring brush. After several years a large collection of debris has accumulated at the Transfer Station. In the past, the Board of Health has rented a Tub Grinder to grind this debris up and it was paid for out of the Sanitary Landfill Account. Given that much of the material to be ground up is large City Trees, the feeling is the City should at least split the cost of the Tub Grinder rental with the Landfill.

Lauren Saunders, at the Board of Health has solicited several quotes and the lowest total rental fee is $33,900.

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

Sincerely,

Dane E. Arnold, Director

Pc Finance Committee
Public Service Committee
John Richard, City Auditor
Lauren Saunders, Board of Health Director

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO LANDFILL PROFESSIONAL FEES ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Sixteen Thousand Nine Hundred Fifty Dollars and no cents ($16,950.00) from Free Cash to the Landfill Professional Fees Account.

2-5

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED
2020 OCT -9 AM 9:23
CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

The Hon. Elizabeth J. Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St.
Gardner, MA 01440

RE: Free Cash Appropriation Requests for Tub Grinder

Dear President Kazinskas and Councilors,

Attached, please find a request for Free Cash appropriation for the hiring of a tub grinder service to grind down the pile of tree debris that has collected at the transfer station.

The last time this service was done was when Mr. Bernard Sullivan was the Director of Public Health, and the pile of debris has grown significantly since then.

The cost of this service is being split between the Department of Public Works and the Health Department.

Thank you for your attention to this matter.

Respectfully,

Michael J. Nicholson
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

2-5

Department of Public Works
CITY OF GARDNER

Dane E. Arnold, Director
416 West Broadway
Gardner, MA 01440-2687
Telephone (978) 632-7661
Fax (978) 630-4029

Mayor Michael J. Nicholson
City Hall
95 Pleasant Street
Gardner, MA 01440

October 5, 2020

Dear Mayor Nicholson:

The Department of Public Works is requesting **$16,950** from available funds for the rental of a **Tub Grinder.**

Located at the Transfer Station is an area the City deposits large City Trees and residents bring brush. After several years a large collection of debris has accumulated at the Transfer Station. In the past, the Board of Health has rented a Tub Grinder to grind this debris up and it was paid for out of the Sanitary Landfill Account. Given that much of the material to be ground up is large City Trees, the feeling is the City should at least split the cost of the Tub Grinder rental with the Landfill.

Lauren Saunders, at the Board of Health has solicited several quotes and the lowest total rental fee is $33,900.

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

Sincerely,

Dane E. Arnold, Director

Pc Finance Committee
Public Service Committee
John Richard, City Auditor
Lauren Saunders, Board of Health Director

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO CITY HALL REPAIRS AND MAINTENANCE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Seven Thousand One Hundred Ninety Seven Dollars and Eighty Seven Cents ($7,197.87) from Free Cash to City Hall Repairs and Maintenance Account.

2-6

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED
2020 OCT -9 AM 10:45
CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

The Hon. Elizabeth J. Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St.
Gardner, MA 01440

RE: Free Cash Appropriation Request for City Hall Repairs and Maintenance

Dear President Kazinskas and Councilors,

Attached, please find a request for Free Cash appropriation for the City Hall Repairs and Maintenance Account. In early July, a pipe had burst in City Hall. This pipe was the main water supply line for the building and its emergency repair was done by Royal Steam.

This expense was not already allocated for in the operating budget and this request is being put forth to cover the expense of this repair so that the budgeted line item can be used for its initial intended purpose.

Thank you for your attention to this matter.

Respectfully,

Michael J. Nicholson
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

2-6

Mayor

From: Roland Jean
Sent: Friday, October 9, 2020 10:12 AM
To: Mayor
Cc: Kristina Singer
Subject: Request for Funding

Mayor,

Below are the invoices we had to pay with regard to the emergency work done at City Hall for the water supply.

W21-09 Royal Steam $6553.21
W21-12 Royal Steam $644.66

I am requesting that line item 11192-52030 be reimbursed in the amount of $7197.87

Stay Safe!,

Roland Jean C.B.O.
Building Commissioner
Zoning Enforcement Officer
City of Gardner, MA 01440
(978) 630-4007
rjean@gardner-ma.gov

AN ORDER APPROPRIATING A SUM OF MONEY FROM FREE CASH TO STABILIZATION ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of One Hundred Five Thousand Eight Hundred Thirteen Dollars and Six Cents ($105,813.06) from Free Cash to the Stabilization Account.

2-7

City of Gardner, *Executive Department*

Michael J. Nicholson, Mayor

RECEIVED
2020 OCT -9 AM 10:45
CITY CLERK'S OFFICE
GARDNER, MA

October 9, 2020

The Hon. Elizabeth J. Kazinskas, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St.
Gardner, MA 01440

RE: Free Cash Appropriation Request for Stabilization Account

Dear President Kazinskas and Councilors,

Attached, please find a request for Free Cash appropriation for the Stabilization Account.

After speaking with the City Auditor's Office and representatives from the Department of Revenue, we were informed that in order to have our FY2020 Free Cash certified, we need to complete our FY2019 Free Cash expenditures.

Our existing financial policies state that a request for ten percent (10%) of free cash be appropriated into the Stabilization Account when free cash is initially certified. This is something that the City has done and is something that I plan to request of the City Council when our FY2020 Free Cash is certified. However, given the current revenue uncertainty with the COVID-19 Pandemic, I believe it to be financially prudent to appropriate the remainder of our FY2019 Free Cash into the Stabilization Account.

Our revenue for the current fiscal year is in a stable and comfortable position for the budget that was adopted for FY2021. However, several state officials have raised concerns about revenue trends for FY2022. This request is being done to help us be proactive and have a solution in place should our future revenues be negatively impacted by the pandemic.

Thank you for your consideration of this matter.

Respectfully,

Michael J. Nicholson
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

3-1

RECEIVED
2020 OCT -1 PM 4:1
CITY CLERK'S OFFICE
GARDNER, MA

September 28, 2020

Commonwealth of Massachusetts

Worcester County

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint ***Susan Avallone*** *to the position of* ***Member, Board of Health*** *and I certify*
61 Carlson Lane, Gardner, MA 01440
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.

_____ *Mayor*
Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk
Alan L. Agnelli

Expires: September 28, 2023

Worcester, ss., _____

Then personally appeared the above named **Susan Avallone** *and made oath that he/she would faithfully and impartially perform the duties of the office of* **Member, Board of Health** *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 _____

3-2

RECEIVED
2020 OCT -1 PM 4:11
CITY CLERK'S OFFICE
GARDNER, MA

September 28, 2020

Commonwealth of Massachusetts

Worcester County **City of Gardner**

CERTIFICATE OF APPOINTMENT

I appoint ***Geoffrey Tobia*** *to the position of* ***Member, Board of Health*** *and I certify*
47 Parker Street, Gardner, MA 01440
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.

Mayor
Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk
Alan L. Agnelli

Expires: September 28, 2021

Worcester, ss., _____

Then personally appeared the above named **Geoffrey Tobia** *and made oath that he/she would faithfully and impartially perform the duties of the office of* **Member, Board of Health** *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 _____

3-3

RECEIVED
2020 OCT -2 AM 11:51
CITY CLERK
GARDNER, MA

October 2, 2020

Commonwealth of Massachusetts

Worcester County **City of Gardner**

CERTIFICATE OF APPOINTMENT

I appoint ***David Antaya*** *to the position of* **Alternate Member, *Zoning Board of Appeals,*** *and I certify*
444 Stone Street, Gardner, MA
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.

_____ *Mayor*
Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk
Alan L. Agnelli

Expires: October 1, 2022

Worcester, ss., _____

Then personally appeared the above named **David Antaya** *and made oath that he/she would faithfully and impartially perform the duties of the office of* **Alternate Member, Zoning Board of Appeals** *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 _____

3-4

RECEIVED
2020 OCT -2 AM 11:51
CITY CLERK'S OFFICE
GARDNER, MA

October 2, 2020

Commonwealth of Massachusetts

Worcester County **City of Gardner**

CERTIFICATE OF APPOINTMENT

I appoint ***Randall Heglin*** *to the position of* **Member, *Zoning Board of Appeals,*** *and I certify*
97 Chapman Park, Gardner, MA
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.

_____ *Mayor*
Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk
Alan L. Agnelli

Expires: October 1, 2021

Worcester, ss., _____

Then personally appeared the above named **Randall Heglin** *and made oath that he/she would faithfully and impartially perform the duties of the office of* **Member, Zoning Board of Appeals** *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 _____

3-5

RECEIVED
2020 OCT -2 AM 11:51
CITY CLERK'S OFFICE
GARDNER, MA

October 2, 2020

Commonwealth of Massachusetts

Worcester County **City of Gardner**

CERTIFICATE OF APPOINTMENT

I appoint ***Raymond Lafond*** *to the position of* **Member, *Zoning Board of Appeals,*** *and I certify*
333 Betty Spring Road, Gardner, MA
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.

_____ *Mayor*
Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk
Alan L. Agnelli

Expires: October 1, 2023

Worcester, ss., _____

Then personally appeared the above named **Raymond Lafond** *and made oath that he/she would faithfully and impartially perform the duties of the office of* **Member, Zoning Board of Appeals** *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 _____

3-6

RECEIVED
2020 OCT -7 PM 4:34
CITY CLERK'S OFFICE
GARDNER, MA

October 7, 2020

Commonwealth of Massachusetts

Worcester County **City of Gardner**

CERTIFICATE OF APPOINTMENT

*I appoint **Celia Jornet** to the position of **City Assessor** and I certify that in my opinion 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.*

_____ *Mayor*
Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk
Alan L. Agnelli

Expires October 7, 2023

Worcester, ss., _____ 2020

*Then personally appeared the above named **Celia Jornet** , having been chosen to assess taxes and estimate the value of property for the purpose of taxation for the City of Gardner for the years ensuing, made oath that she would truly and impartially, according to her best skill and judgment, assess and apportion all such taxes as she may during that time assess; that she would neither overvalue nor undervalue any property subject to taxation, and would faithfully perform all the duties of said office.*

Before me,

_____ *City Clerk*

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received _____