

City of Gardner, *Executive Department*



Michael J. Nicholson, Mayor

June 17, 2022

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

RE: **SUPPLEMENTAL INFORMATION** – Item #10710: An Order Appropriating \$268,000 from Free Cash to the Park Street Park- Expense Account

Dear Madam President and Councilors,

I have received some questions from Councilors regarding Item #10710: An Order Appropriating \$268,000 from Free Cash to the Park Street Park- Expense Account.

The funding being requested for this project is solely for the construction of the project.

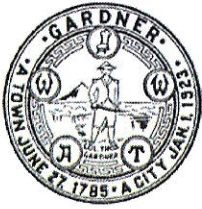
The design and plan for this project was presented and approved by unanimous vote of the City Council on Monday, February 3, 2020 as Item #10238 on the agenda that evening.

The design of this project was funded through Community Development Block Grant Funding, after the Council voted unanimously that evening to adopt the resolution stating that *"The City Council Supports each of the activities as being consistent with the City's goal of promoting quality programs for its citizens."* Which programs included the design of Maki Park that is included in your packet for consideration at the June 21, 2022 meeting.

The agenda, supplemental information, and minutes of the February 3, 2020 meeting are included with this correspondence for the information pertaining to this project.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner



**City of Gardner, Massachusetts
Office of the City Council**

CALENDAR FOR THE MEETING

of

MONDAY, FEBRUARY 3, 2020

COUNCIL CHAMBER

7:30 P.M.

ORDER OF BUSINESS

- I. CALL TO ORDER**
- II. CALL OF THE ROLL OF COUNCILLORS**
- 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 January 21, 2020 Special Meeting, Public Hearing, and the Regular Meeting.

VII. PUBLIC HEARINGS

VIII. COMMUNICATIONS FROM THE MAYOR

APPOINTMENT

10244—A Measure Confirming the Mayor's Appointment of Eric Knudsen to the position of Member, Disability Commission, for term expiring 1/15/2023 (*Finance Committee*).

IX. PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.

10245—Election of the City Auditor (*Finance Committee*).

10246—A Measure Relative to a Financial Interest under G.L. Chapter 268A, § 20(b) in the Matter of Bradley J. Fucile, Data Collector, for a Contract for Parking Meter Clerk Services (*Finance Committee*).

10247—Scheduling a Joint Convention with the Gardner School Committee to Appoint a Gardner Representative/Member to the Montachusett Regional Vocational Technical School District Committee.

10248—A Notice from the Gardner Contributory Retirement Board relative to a meeting to grant a cost-of-living adjustment to retirees and survivors.

X. REPORTS OF STANDING COMMITTEES

PUBLIC SAFETY COMMITTEE

10216—An Ordinance to Amend the Code of the City of Gardner, Chapter 560 Thereof, Entitled “Solid Waste,” to Change Solid Waste Program Fees *(In City Council and Referred to Public Safety, 12/2/2019).*

X. REPORTS OF STANDING COMMITTEES

PUBLIC WELFARE COMMITTEE

10207—An Ordinance to Amend the Code of the City of Gardner, Chapter 675 Thereof, Entitled “Zoning,” to Amend Section 675-610, General Requirements, Sec. F and Section 675-1050, Fences and Hedgerows *(In City Council and Referred to Public Welfare, 11/18/2019).*

FINANCE COMMITTEE

10237—An Ordinance Amending the Code of the City of Gardner, Chapter 171 Thereof, Entitled “Personnel” to Change Article IX. Vacations for City Officers and Employees, Section 171-36, Other full-time officers and employees; and, by adding new Section 171-37 (a) Conservation/Planning Agent, providing for additional vacation leave *(In City Council and Referred to Finance, 1/21/2020).*

10238—An Ordinance Amending the Code of the City of Gardner, Chapter 171 Thereof, Entitled “Personnel” to change Article XIII. Department Head Benefit Time and Longevity Pay, Section 171-53, Vacation, providing for additional vacation leave *(In City Council and Referred to Finance, 1/21/2020).*

COUNCIL AS COMMITTEE OF THE WHOLE

10240—A Measure Authorizing the FY2020 Community Development Block Grant Mini-Entitlement Plan *(In City Council and Referred to the Council as Committee of the Whole, 1/21/2020).*

XI. UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION

10207—An Ordinance to Amend the Code of the City of Gardner, Chapter 675 Thereof, Entitled “Zoning,” to Amend Section 675-610, General Requirements, Sec. F and Section 675-1050, Fences and Hedgerows *(In City Council; Referred to the Planning Board for Report; and, Ordered to Joint Hearing, 11/18/2019; Hearing, 1/21/2020; Planning Board Final Report pending).*

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.

**REGULAR MEETING OF FEBRUARY 3, 2020**

There being no objections, the Finance Committee was granted more time to study and report on *An Ordinance Amending the Code of the City of Gardner, Chapter 171 Thereof, Entitled "Personnel" to Change Article IX. Vacations for City Officers and Employees, Section 171-36, Other full-time officers and employees; and, by adding new Section 171-37 (a) Conservation/Planning Agent, providing for additional vacation leave* to the Finance Committee for study and report.

#10238

Reporting for the Finance Committee, Councillor Ronald Cormier informed the Council that the Committee is awaiting additional information; therefore, it is seeking more time.

There being no objections, the Finance Committee was granted more time to study and report on *An Ordinance Amending the Code of the City of Gardner, Chapter 171 Thereof, Entitled "Personnel" to change Article XIII. Department Head Benefit Time and Longevity Pay, Section 171-53, Vacation, providing for additional vacation leave* to the Finance Committee for study and report.

COMMITTEE OF THE WHOLE**#10240**

On a motion by Councillor Ronald Cormier and seconded by Councillor Judy Mack, it was voted viva voce, eleven (11) yeas, President James Walsh and Councillors James Boone, Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Scott Joseph Graves, Karen Hardern, Judy Mack, Elizabeth Kazinskas, and George Tyros, to adopt the following Resolution:

FY 2020 COMMUNITY DEVELOPMENT BLOCK GRANT
Mini-Entitlement Plan

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDNER AS FOLLOWS:

WHEREAS, the City council has reviewed the proposals prepared by the Department of Community Development and Planning for inclusion within the FY 2020 Community Development Block Grant (CDBG) Mini-Entitlement Plan; and

WHEREAS, the CDBG proposals seek funding for support of public social services, demolition, infrastructure repair and upgrade, economic development, rehabilitation, planning and design, and associated administrative costs; and

WHEREAS, the activities proposed within the FY 2020 CDBG Mini-Entitlement Plan meet the priorities identified within the City's 2018-2021 Community Development Strategy, and the 2004 Community Development Plan; and

**REGULAR MEETING OF FEBRUARY 3, 2020**

WHEREAS, the City does not possess the bonding capacity or have the availability of funds to appropriate from its general budget to undertake such projects and reliance upon grant funds is required; and

WHEREAS, the City Council supports each of the activities as being consistent with the City's goal of promoting quality programs for its citizens;

NOW THEREFORE, the City Council hereby extends its support of each proposed activity and endorses the City's FY 2020 CDBG Mini-Entitlement Plan to be submitted to the Commonwealth of Massachusetts, Department of Housing and Community Development.

Presented to the Acting Mayor for Approval – February 4, 2020

Approved – February 4, 2020

JAMES M. WALSH, Acting Mayor

UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION**#10207**

The Planning Board filed its Final Report with the City Council; therefore, *An Ordinance to Amend the Code of the City of Gardner, Chapter 675 Thereof, Entitled "Zoning," to Amend Section 675-610, General Requirements, Sec. F and Section 675-1050, Fences and Hedgerows* will remain on the Calendar with the Public Welfare Committee until the Committee files its report with the City Council.

NEW BUSINESS

On a motion by Councillor James Boone and seconded by Councillor Aleksander Dernalowicz, it was voted viva voce, eleven (11) yeas, President James Walsh and Councillors James Boone, Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Scott Joseph Graves, Karen Hardern, Judy Mack, Elizabeth Kazinskas, and George Tyros, to consider New Business.

ANNOUNCEMENTS and COMMENTARY

Councillor James Boone informed the Council that his term as a member of the Montachusett Regional Vocational Technical School District Committee expired and that he is interested in being reappointed.

Councillor Judy Mack congratulated Gardner High School Counselor Karen McCrillis who was named the *2020 School Counselor of the Year* in the Commonwealth and added that Ms. McCrillis's award is also a great honor for the City of Gardner.

Alan Agnelli

10240

From: Jeffrey Legros
Sent: Friday, January 10, 2020 10:17 AM
To: Alan Agnelli
Cc: Katie Medina; Joshua Cormier; Trevor Beauregard
Subject: FY2020 CDBG Mini-Entitlement Plan Resolution
Attachments: Resolution for CDBG (Council).doc; Proposed Projects BG20 - CDBGSC Recommended.pdf; 2020_CDBG.pdf; FY2018-FY2021 CDS - UPDATE2 - 1-10-2019.pdf; Council Submission CDBG FY20.pdf

Alan,

Can you please include this information on the Agenda for the upcoming Finance Committee meeting? It is for their consideration and recommendation to City Council relative to the City's upcoming Community Development Block Grant (CDBG) Mini-Entitlement Program FY20 application. I have included the information as individual documents and as a combined packet for your convenience. Let me know if there anything else you need or if you need me to reformat anything.

Thank you,
Jeff

Jeffrey D. Legros, Assistant Director
Department of Community Development & Planning
City of Gardner
115 Pleasant Street, Gardner, MA 01440
978-630-4011, Ext. 1

RESOLUTION

FY 2020 COMMUNITY DEVELOPMENT BLOCK GRANT Mini-Entitlement Plan

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GARDNER AS
FOLLOWS:

- WHEREAS, the City council has reviewed the proposals prepared by the Department of Community Development and Planning for inclusion within the FY 2020 Community Development Block Grant (CDBG) Mini-Entitlement Plan; and
- WHEREAS, the CDBG proposals seek funding for support of public social services, demolition, infrastructure repair and upgrade, economic development, rehabilitation, planning and design, and associated administrative costs; and
- WHEREAS, the activities proposed within the FY 2020 CDBG Mini-Entitlement Plan meet the priorities identified within the City's 2018-2021 Community Development Strategy, and the 2004 Community Development Plan; and
- WHEREAS, the City does not possess the bonding capacity or have the availability of funds to appropriate from its general budget to undertake such projects and reliance upon grant funds is required; and
- WHEREAS, the City Council supports each of the activities as being consistent with the City's goal of promoting quality programs for its citizens;

NOW THEREFORE, the City Council hereby extends its support of each proposed activity and endorses the City's FY 2020 CDBG Mini-Entitlement Plan to be submitted to the Commonwealth of Massachusetts, Department of Housing and Community Development.

<u>Group</u>		<u>Project</u>	<u>CDBG \$'s</u>	<u>Non-CDBG \$'s</u>	<u>Total</u>
6B	Community Development & Planning	Downtown Phase 2. Connors & Parker Street block. Construction of crosswalk, sidewalk, and lighting repair and upgrade.	\$613,150.00	\$0.00	\$613,150.00
6K	Community Development & Planning	Downtown Phase 3. Monument Park. Design of crosswalk, sidewalk, and lighting repair and upgrade.	\$40,500.00	\$0.00	\$40,500.00
6K	Community Development & Planning	Park Street Park. 53 Park Street. Design of park and parking area for access to recreation activities.	\$18,000.00	\$0.00	\$18,000.00
8B	VOT	Domestic Violence Prevention. Provide services for 30 LMI Gardner residents affected by domestic violence.	\$8,000.00	\$0.00	\$8,000.00
8B	GAAMHA	Family Support Services. Family Support Services to 24 LMI Gardner residents	\$6,600.00	\$6,600.00	\$13,200.00
8B	GPSSA	Gardner Public Schools Athletics. Provide financial assistance to LMI student athletes at Gardner High School and Gardner Middle School.	\$15,000.00	\$0.00	\$15,000.00
		Administrative & Delivery costs.	\$123,750.00	\$0.00	\$123,750.00
		Sub-total	\$825,000.00	\$6,600.00	\$831,600.00

10240

FY2018 – FY2021 COMMUNITY DEVELOPMENT STRATEGY

The City of Gardner's Community Development Strategy summarizes the City's various efforts to engage in community-based planning and priority setting, staying consistent with the Commonwealth's Sustainable Development Principals, and to outline a plan of action intended to accomplish specific community development goals. The current Community Development Strategy (CDS) will be used to direct resources from all sources toward projects that address that needs identified by the community as high priorities. Acting through its Department of Community Development and Planning, using specifically CDBG funds, projects will lie within the boundaries of the Downtown Urban Renewal Area (D-URA) and the Mill Street Corridor Urban Renewal Area (MSC-URA).

Housing: Expansion and Retention. This category is consistent with Concentrate Development and Mix Uses and Expand Housing Opportunities.

The City of Gardner is committed to expanding housing opportunities in appropriate locations to meet the needs of Gardner's population. Gardner has partnered with local and regional non-profit organizations to enhance and rehabilitate properties creating safe and affordable housing and repairing dilapidated buildings. Many of the properties in the D-URA are mixed use properties with retail or commercial endeavors on the first floor and apartments on the upper floors, which due to a variety of reasons, remain mostly vacant. In order to facilitate the redevelopment of these vacant properties, and others throughout the City, the City must increase the quantity and availability of parking, expedite the process for taking control of tax title properties, assess current zoning and promote smart growth districts, address storm water management practices, and partner with local agencies and developers to invest in the existing infrastructure. The City must also continue to support residents by partnering with local banks and non-profit agencies to identify properties that are in pre-foreclosure, distribute information regarding the availability of foreclosure counseling, assist with post-foreclosure issues. Education to first time homebuyers is also crucial in foreclosure prevention.

Economic Development. This category is consistent with Concentrate Development and Mix Uses, Advance Equity, Increase Job and Business Opportunities and Plan Regionally.

There are two distinct economic development goals in the City of Gardner – to diversify the local economy and increase job opportunities by encouraging and facilitating retention and expansion of Gardner based businesses as well as attracting new businesses to Gardner while promoting reinvestment in older industrial and commercial properties. To that end, the City will continue to coordinate economic development efforts by maintaining funding for the Economic Development Coordinator (EDC) position. Within the role, the EDC will continue to implement the approved urban renewal plans; identify and develop a new industrial business park; assist and expand training opportunities for the local workforce; provide support to new and existing businesses throughout Gardner by organizing company tours with potential partners; act as a conduit between the City and the Chamber of Commerce, Square Two, NewVue Communities and other organizations for marketing and technical support such as sign and façade improvements, marketing, business expansion efforts and networking with other business owners; and partner with local non-profit agencies to assist in challenges facing the local workforce such as job training, job-related transportation issues, job-related childcare, education and financial literacy and self-sufficiency programs.

Open Space and Recreation. The Sustainable Development principles relevant to this section are to Protect Land and Ecosystems and Use Natural Resources Wisely.

The City of Gardner has a fully updated Open Space and Recreation Plan (OSRP) that was accepted by the State in 2015. The overall purpose of the OSRP is to provide Gardner's residents with a diverse system of interconnected open space areas and quality recreational opportunities that protect natural resources, promote public health, and enhance the quality of life. Enhancing the quality of life in a community must maintain a careful balance between equity, environment and economy. To meet the overall goal of the OSRP, it is important that the City focus on acquiring additional open space parcels, or more effectively utilize existing land; improve management and maintenance of existing municipally owned open space, including land and bodies of water; increase opportunities for recreation along the Otter River and other waterways; complete the North Central Pathway in partnership with the Town of Winchendon; add new equipment and increase maintenance of existing equipment at the existing recreation facilities; look for opportunities to acquire land, or repurpose existing land, for additional recreational facilities and/or fields; construct, replace, and maintain a sidewalk network throughout the City to ensure a safe walkable community; adopt a reduced salt policy; and promote the benefits of donating open space.

Transportation. The Sustainable Development Principle of Provide Transportation Choice is most relevant to this section.

The City's goals include increasing access to transportation options and ensuring safe, accessible options for all travel modes – walking, biking, transit and vehicles – for people of all ages and abilities, including those with disabilities, allowing safe and convenient travel throughout the City. To that end, the City continues to advocate for increased bus service to allow working parents and the underemployed better access to childcare facilities and employment opportunities; upgrading State Route 2 and improvements to the Community Rail System serving Northern Worcester County; promote walking and biking opportunities within the City and advocate for bicycle racks on buses to allow travel between communities for recreational purposes; apply appropriate Smart Parking standards and strategies in the target areas and increase the availability of parking in the target areas; continue to upgrade the sidewalks to ADA/MAAB standards and repair deteriorated infrastructure which will include preparing and implementing a pavement management plan; provide better traffic control features such as line painting and cross walks; and increase the enforcement of traffic laws and ordinances.

The City has entered into a Community Compact with the Commonwealth of Massachusetts and has created a Complete Streets Policy outlining its commitment in obtaining its transportation goals.

Special Needs. This category does not tie in to the Commonwealth's Sustainable Development Principles but is an important component to the Community Development Strategy of the City of Gardner.

It is important the residents of Gardner have equal access to municipal and regional services, activities and programs. To that end, the City will continue to evaluate its ADA Transition Plan and make recommendations where necessary; provide auxiliary aids and services that allow municipal communication improvement; increase the support available to persons having special needs, including, but not limited to, the elderly, the homeless, victims of domestic violence, low and moderate income persons and the disabled; expand partnerships with local and regional health, social and human service providers; support efforts of private developers to create affordable and market rate senior housing; expand existing City efforts to rehabilitate substandard housing, particularly inaccessible, multi-family buildings; continue to upgrade the existing infrastructure with ADA compliant curbs and ramps to make travel more accessible; and provide support to address public health priorities including those dealing with addiction, mental health and physical disabilities.

**FY2018 – FY2021 COMMUNITY DEVELOPMENT STRATEGY
PRIORITY LIST**

1. Reconstruct or alter streets, sidewalks, and public buildings to allow for handicap accessibility and to encourage pedestrian travel. – Year 1-3. Additional funding potential through the Complete Streets program as well as local City funding.
2. Upgrade existing infrastructure, particularly in the Downtown Urban Renewal Area and Mill Street Corridor Urban Renewal Area. Year 1-3.
3. Apply Complete Streets Standards to Target Areas, Timpany Boulevard Corridor, and safe route to school areas to accommodate all modes of travel and help facilitate economic growth. Year 1-3. See above.
4. Apply appropriate “Smart Parking” standards and strategies and increase availability of parking in the Downtown Urban Renewal Area. Year 1-3.
5. Implement the approved Downtown and Mill Street Corridor Urban Renewal Plans. Years 1-3.
6. Restore, enhance, build and support diverse recreational facilities and/or activities. Year 2/3. Additional funds through Trails Grant and other recreational sources.
7. Implement the Open Space and Recreation Plan including, but not limited to, acquiring, protecting, and maintaining open space and environmentally sensitive lands. Years 1-3. See #6.
8. Support and expand economic security and self-sufficiency programs. Year 1-3
9. Work cooperatively with all area for-profit, non-profit and service agencies to implement the CDS. Years 1-3.
10. Selectively demolish buildings that are beyond reuse in the Target Area. Year 2
11. Rehabilitate dilapidated buildings within the Target Area (Downtown Urban Renewal Area and Mill Street Corridor Urban Renewal Area). Year 1-3
12. Attract and assist businesses opening in, relocating to, or already existing in, Gardner. Years 1-3.
13. Redevelop vacant or underutilized land and buildings, particularly in the Urban Renewal Areas. Year 3.
14. Rehabilitate non-code compliant, and/or construction of, affordable single and multi-family homes.

