



City of Gardner, Massachusetts  
Office of the City Council

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CALENDAR FOR THE MEETING  
of  
MONDAY, NOVEMBER 7, 2022  
CITY 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)

July 5, 2022, Regular Meeting

- VII. PUBLIC HEARINGS
- VIII. COMMUNICATIONS FROM THE MAYOR

**ORDERS**

**10815** – An Order Authorizing \$2,015.00 Payment of Prior Year Human Resources Operating Expenditure. (*Finance Committee*)

**10816** – An Order Appropriating \$130,819.00 from Free Cash to Stabilization. (*Finance Committee*)

**10817** – An Order Appropriating \$26,164.00 from Free Cash to Other Post Employment Benefits Liability Trust Fund (OPEB). (*Finance Committee*)

**10818** – An Order Appropriating \$300,000.00 from Free Cash to Department of Public Works – Road Resurfacing Expense Account. (*Finance Committee*)

- 10819** – An Order Appropriating \$200,000.00 from Free Cash to Stabilization. (*Finance Committee*)
- 10820** – An Order Appropriating \$35,000.00 from Free Cash to School Improvement Project Account. (*Finance Committee*)
- 10821** – An Order Appropriating \$35,000.00 from Free Cash to City Capital Project – Visitor’s Center Revitalization. (*Finance Committee*)
- 10822** – An Order Appropriating \$75,000.00 from Free Cash to Landfill Closure Expenditures. (*Finance Committee*)
- 10823** – An Order Appropriating \$72,500.00 from Free Cash to Landfill Repair and Maintenance. (*Finance Committee*)
- 10824** – An Order Appropriating \$5,908.00 from Solid Waste Surplus to Solid Waste Trach Receptacles/Minor Equipment. (*Finance Committee*)
- 10825** – An Order Appropriating \$72,500.00 from Solid Waste Retained Earnings to Capped Landfill Repairs. (*Finance Committee*)
- 10826** – An Order Appropriating \$82,500.00 from Solid Waste Surplus to Landfill Repairs and Maintenance. (*Finance Committee*)
- 10835** – An Order to Raise and Appropriate \$166,127.00 for the Various Departments for the Salary and Labor Budget for the Fiscal Year Beginning July 1, 2022, to June 30, 2023. (*Finance Committee*)
- 10836** – An Order to Raise and Appropriate \$84,000.00 for the Various Departments for Operating Expenditure Budget for the Fiscal Year Beginning July 1, 2022, to June 30, 2023. (*Finance Committee*)
- 10837** – A Measure Authorizing \$106,594.44 for Prior Year Salary Expenditures. (*Finance Committee*)

**COMMUNICATIONS**

- 10827** – A Notification of SK Pierce Mansion Application for National Register of Historic Places. (*Welfare Committee*)
- 10828** – A Notification of Certification of Property Values. (*Finance Committee*)
- 10829** – A Notification of Certification of New Growth. (*Finance Committee*)
- 10832** – A Notification of Additional Staff to Gardner Animal Shelter. (*Finance Committee*)



- 10833** – A Notification of Certification of Free Cash and Retained Earnings from FY2022. (*Finance Committee*)
- 10838** – A Notification of Acting Police Appointments and Police Department Staffing. (*Appointments Committee*)
- 10839** – A Measure Authorizing an Intermunicipal Agreement between City of Gardner and Town of Princeton for Veteran’s Services. (*Finance Committee*)
- 10840** – A Notification of Recent Grant Awards from the Commonwealth. (*Finance Committee*)
- 10841** – A Measure Authorizing the FY2022-2023 Community Development Block Grant Mini Entitlement Plan. (*Finance Committee*)
- 10842** – A Communication from the Mayor Regarding the FY2023 Supplemental Budget Proposal. (*Finance Committee*)
- 10843** – A Communication from the Mayor Regarding Comments of the Electrical Rates.
- 10844** – A Communication from the Mayor Regarding Comments on the South Main Street Bridge.

**ORDINANCES**

- 10834** – An Ordinance to Amend the Code of the City of Gardner, Chapter 423, Entitled “Hackney and Other Carriages.” (*Safety Committee*)

**APPOINTMENTS**

- 10830** – A Measure Confirming the Mayor’s Appointment of Nicholas Maroni, to the position of Deputy Chief of Police, of the Gardner Police Department, for term expiring October 27, 2025. (*Appointments Committee*)
- 10831** – A Measure Confirming the Mayor’s Appointment of Timothy McGonigal, to the position of Constable, for term expiring October 25, 2022. (*Confirmation Not Required*)

**IX. PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.**

**X. REPORTS OF STANDING COMMITTEES**

**APPOINTMENTS COMMITTEE**

- 10811** – A Measure Confirming the Mayor’s Appointment of Joshua Cormier, to the position of Director of Purchasing/Civil Enforcement, for term expiring October 11, 2025. (*In the City Council and Referred to Appointments Committee 10/17/2022*)

**SAFETY COMMITTEE**

**10814** – An Application to Buy & Sell Second Hand Motor Vehicles, Class 2 for Sylvester R. Anghuy, located at 146 Sherman Street. *(In the City Council and Referred to Safety Committee 10/17/2022)*

**XI. UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION**

**10798** – A Petition Submitted by PrivateOversight, LLC, for an Ordinance to Amend the Code of the City of Gardner, Chapter 675, Entitled “Zoning,” per Zoning Act M.G.L. 40A. *(In the City Council and Referred to Planning Board 9/19/2022; More Time 10/03/2022, 10/17/2022)*

**XII. NEW BUSINESS**

**XIII. CLOSING PRAYER**

**XIV. ADJOURNMENT**

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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 JULY 5, 2022**

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Regular Meeting of the City Council was held in the Council Chambers, Room 219, City Hall, on Tuesday evening, July 5, 2022.

**CALL TO ORDER**

Council President Kazinskas called the meeting to order at 7:30 o'clock p.m.

**CALL OF THE ROLL**

City Clerk Titi Siriphan called the Roll of Members. Ten (10) Councillors were present including Councillor Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Elizabeth Kazinskas, Judy Mack, George Tyros and James Walsh. Councillor James Boone was absent.

**OPENING PRAYER**

President Kazinskas led the Council in reciting the Opening Prayer.

**PLEDGE OF ALLEGIANCE**

President Kazinskas led the Council in reciting the "Pledge of Allegiance".

**OPEN MEETING RECORDING & PUBLIC RECORDS ANNOUNCEMENT**

President Elizabeth Kazinskas announced to the assembly that the Open Meeting Recording and Public Records 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 recordings shall notify the Chair forthwith. All documents and exhibits used or referenced at the meeting must be submitted in duplicate to the chair as they become part of the meeting minutes pursuant to General Law Chapter 38 Section 20.

**READING & ACCEPTANCE OF MINUTES**

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to waive the reading and accept the Minutes of May 16, 2022, Regular Meeting, June 6, 2022 Informal Meeting, and June 6, 2022 Regular Meeting.

REGULAR MEETING OF JULY 5, 2022

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COMMUNICATIONS FROM THE MAYOR  
APPOINTMENTS**#10735**

On a motion made by Councillor George Tyros and seconded by Councillor James Walsh, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to refer the following appointment to the *Appointments Committee* for further study and report:

A Measure Confirming the Mayor's Appointment of **Lorin Walter** to the position of permanent Police Sergeant.

**#10736**

On a motion made by Councillor George Tyros and seconded by Councillor James Walsh, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to refer the following appointment to the *Appointments Committee* for further study and report:

A Measure Confirming the Mayor's Appointment of **Paulette Burns** to the position of Board of Assessors Member, for term expiring July 1, 2025.

COMMUNICATIONS FROM THE MAYOR  
ORDINANCES**#10737**

On a motion made by Councillors Aleksander Dernalowicz and seconded by Councillor George Tyros, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to refer the following ordinance to the *Finance Committee* for further study and report:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, SECTION 44 OF CHAPTER 171, ENTITLED "COMPENSATION IN LIEU OF PAID HOLIDAYS"

REGULAR MEETING OF JULY 5, 2022

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BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDNER THAT:

SECTION 1: Section 44 of Chapter 171 of the Code of the City of Gardner, entitled "Compensation in Lieu of Paid Holidays," be amended by deleting subsection A.

SECTION 2: Section 44(B) of Chapter 171 of the Code of the City of Gardner, entitled "Compensation in Lieu of Paid Holidays: Police Department," be amended by deleting the word "Captain" from the provisions of this section.

SECTION 3: Section 44(B) of Chapter 171 of the Code of the City of Gardner, entitled "Compensation in Lieu of Paid Holidays: Fire Department," be amended by deleting the word "Lieutenant" from the provisions of this section.

SECTION 4: Section 44(B) of Chapter 171 of the Code of the City of Gardner, entitled "Compensation in Lieu of Paid Holidays: Fire Department," be amended by deleting the words "and all regular firefighters" from the provisions of this section.

SECTION 5: This ordinance shall take effect upon passage and publication as required by law.

**COMMUNICATIONS FROM THE MAYOR**  
**ORDERS**

**#10726**

On a motion made by Councillor James Walsh and seconded by Councillor Aleksander Dernalowicz, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to approve the Order to leave to withdraw:

AN ORDER APPROPRIATING FROM FREE CASH TO THE FIRE DEPARTMENT – SALARY EXPENSE ACCOUNT.

ORDERED: That there be and is hereby appropriated the sum of Sixty-Five Thousand Dollars and No Cents (\$65,000.00) from Free Cash to the Fire Department – Salary Expense Account.

REGULAR MEETING OF JULY 5, 2022

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COMMUNICATIONS FROM THE MAYOR  
COMMUNICATIONS**#10738**

On a motion made by Councillors Aleksander Dernalowicz and seconded by Councillor James Walsh, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to place the following notice on file: *A Notification of the Mass Trails Grant Award.*

**#10739**

On a motion made by Councillors Aleksander Dernalowicz James Walsh and seconded by Councillor Dana Heath, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to place the following notification on file: *A Notification of Approval for Vacant Storefront Program Participation*

PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.**#10740**

On a motion made by Councillors James Walsh and seconded by Councillor George Tyros, it was voted viva voce, (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to refer the following petition to the *Public Service Committee* for further study and report: *A Petition by National Grid and Verizon New England, Inc., Keyes Road – To install beginning at a point approximately 700 feet southeast of the centerline of the intersection of West Street. Relocate Pole #2 across the street to accommodate for bridge construction and upgrade to a 45 foot class 2*

**#10741**

On a motion made by Councillors Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted viva voce, (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to refer *A Measure to Elect a City Treasurer and City Collector of Taxes, effective August 19, 2022* to the Finance Committee for further study and report.



## REGULAR MEETING OF JULY 5, 2022

UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION**#10699**

Councillor James Walsh mentioned that he is in support of the 2% cost of living adjustment but not in support for the increase for the Assistant City Solicitor and the Human Resource Director positions.

On a motion made by Councillor James Walsh and seconded by Councillor Ronald Cormier it was voted on call of the roll, ten (10) yeas, President Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to amend the ordinance for the Human Resource Director position to \$94,464.00, and the Assistant City Solicitor to \$47,896.24. The ordinance will have the 2% cost of living adjustment for all positions.

Councillor James Walsh stated that the salary study can be retro pay from fiscal year July 2022.

Councillor Ronald Cormier spoke in favor of the amendment. He stated that it's about the position not the person.

Councillors George Tyros and Aleksander Dernalowicz also spoke in favor with the amended proposal.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted on call of the roll, ten (10) yeas, President Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to submit the following ORDINANCE as AMENDED to Second and Final Printing: *An Ordinance to Amend the Code of the City of Gardner, Chapter 171, Thereof, Entitled "Personnel" to Change Compensation Schedule Exhibit E.*

**#10704**

On a motion made by Councillor Craig Cormier and seconded by Councillor Karen Hardern it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros, and James Walsh to send an ORDINANCE to *Amend the Code of the City of Gardner by adding a new Chapter Entitled "Litter and Handbills"* to second and Final Printing.



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**REGULAR MEETING OF JULY 5, 2022**

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**NEW BUSINESS**

Councillor Dana Heath would like to thank the Mayor for explaining the tax valuation to the public. He also mentioned the food truck festival coming up this Saturday.

Councillor James Walsh appreciated the Mayor's explanation of the tax rate valuation so that they can pass the message onto their constituents.

**CLOSING PRAYER**

President Elizabeth Kazinskas led the Council in the Closing Prayer.

**ADJOURNMENT**

On a motion by Councillor Nathan Boudreau and seconded by Councillor Judy Mack, it was voted viva voce, ten (10) yeas, President Elizabeth Kazinskas and Councillors Nathan Boudreau, Craig Cormier, Ronald Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Judy Mack, George Tyros and James Walsh to adjourn at 8:19 p.m.

**Accepted by the City Council:**





City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED  
2022 OCT 26 PM 2:29  
CITY CLERK'S OFFICE  
GARDNER, MA

October 21, 2022

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

RE: Authorization for Payment of Previous Fiscal Year Bill – Medical Exams

Dear Madam President and Councilors,

Attached, please find a bill for pre-employment placement physical exams and drug tests that deals with exams done in the previous fiscal year that was not received until after the books had closed for FY2022.

The General Laws of the Commonwealth require that the City Council vote to authorize use of current FY2023 funds to pay this bill with a nine-tenths (9/10<sup>th</sup>) vote threshold.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

## AUTHORIZING PAYMENT OF PRIOR YEAR OPERATING EXPENDITURE

*ORDERED:* To authorize payment of prior year HUMAN RESOURCES operating expenditure account for prior year, as follows:

|        |                                  |            |
|--------|----------------------------------|------------|
| FY2022 | HUMAN RESOURCES MEDICAL EXAM EXP | \$2,015.00 |
|--------|----------------------------------|------------|




**City of Gardner  
Department of Human Resources  
95 Pleasant Street, Rm. 226  
Gardner, MA 01440**

**(978) 630-4001 ● Fax (978) 630-4025**

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TO: Michael Nicholson, Mayor

FROM: Debra A. Pond   
Director of Human Resources

DATE: October 21, 2022

SUBJECT: FY22 Medical Invoice

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Attached is Invoice No. 145164C192 in the amount of \$2,015.00 for pre-placement physicals and drug tests dated June 27, 2022. This invoice came in mid to late July and during the time frame that I was dealing with my father's death. Unfortunately, it was not processed during the grace period for FY22.

Respectfully, I am requesting the ability to pay this invoice out of the FY23 Human Resources Department budget.

Thank you.

10815

60-5741

**INVOICE**

From:

HEYWOOD MEDICAL GROUP  
Tax ID: 043163589

Invoice ID: 145164C192  
Invoice Date: 06/27/2022

**Total Due: \$2,015.00**

To:

CITY OF GARDNER  
95 PLEASANT STREET  
ROOM 14 ATTN: DEBBIE POND  
GARDNER MA 01440

Please return top portion with payment to:

HEYWOOD MEDICAL GROUP  
PO BOX 5625  
BELFAST ME 049155600



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED  
2022 OCT 26 PM 2:29  
CITY CLERK'S OFFICE  
GARDNER, MA

October 11, 2022

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

RE: Free Cash Appropriation Request – Stabilization Account

Dear Madam President and Councilors,

Attached, please find a request for a free cash appropriation for the City's stabilization account.

This request is being presented in accordance with the Internal Administration Financial Policies that were adopted by the City in December of 2017 in conjunction with the City's outside auditing firm and bonding agencies.

The policy states that the first free cash appropriation request put forward by the Mayor to the City Council following the certification of free cash shall be for an amount equivalent to five percent (5%) of certified free cash to the City's stabilization account.

In accordance with the financial policies that our auditors have suggested for the City, I am requesting five percent (5%) of our recently certified free cash be appropriated into the City's stabilization account.

Please note that as part of the Municipal Modernization Act of 2016, the voting threshold both for appropriating money into a municipal stabilization account, and appropriating money out of a municipal stabilization account were changed from the previous two thirds requirement to a simple majority vote.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO STABILIZATION.

ORDERED:

That there be and is hereby appropriated the sum of One Hundred Thirty Thousand Eight Hundred Nineteen Dollars and No Cents (\$130,819.00) from Free Cash to Stabilization.



## City of Gardner - Executive Office

### Administration Budget and Financial Management Policies

### 23<sup>rd</sup> Administration of the City of Gardner

#### Introduction

The City of Gardner has an important responsibility to carefully account for public funds, to manage municipal finances wisely, and to plan and provide for the adequate funding of services desired by the public and as required by laws, rules, or regulations, including the provision and maintenance of public facilities and improvements. The following financial principles set forth the broad framework for overall fiscal planning and management of the City of Gardner's resources. In addition, these principles address both current activities and long-term planning. The budget and financial goals and policies set forth by the Administration in this document are intended to establish guidelines for the continued financial strength and stability of the City of Gardner.

#### Goals

- To provide full value to the residents and business owners of Gardner for each tax dollar by delivering quality services efficiently and on a cost- effective basis.
- To preserve our quality of life by providing and maintaining adequate financial resources necessary to sustain a sufficient level of municipal services, and to respond to changes in the economy, the priorities of governmental and non-governmental organizations, and other changes that may affect our financial well-being.
- To achieve and maintain a top level, AAA, credit rating
- To guide City decision makers on management and policy decisions which have significant fiscal importance
- To set forth operating principles that minimizes the cost of government and financial risk.
- To employ balanced and fair revenue policies that provides adequate funding for desired programs.
- To maintain appropriate financial capacity for present and future needs.
- To promote sound financial management by providing accurate and timely information on the City's financial condition
- To ensure the legal use of financial resources through an effective system of internal controls.

#### Policies

To achieve the goals mentioned in this document, the Administration has adopted the following policies. These policies were created with the full understanding that the City Council retains the full right to approve

appropriations and the incurrence of debt, as required by law, and within statutory limits, such as those set forth by Proposition 2 ½.

### Operating Budget

Sound financial practice and the desire to maintain a strong credit rating dictate that our budgets be balanced, constantly monitored, and responsive to changes in service demands. With these concepts in mind, the City of Gardner has adopted the following budget policy statements.

- The Mayor shall annually prepare a balanced budget and comprehensive Budget Message as required by state law and city charter. The Budget Message shall include a detailed examination of trends in tax levy “new growth” revenues, local receipts, state aid, and available funds.
- The annual operating budgets will be appropriated on a balanced basis, where operating revenues (estimated revenues) are used to fund operating expenditures/expenses (appropriations)
  - Operating revenues include property taxes, motor vehicle excises, charges for services, interest earnings, license and permit fees, fines and forfeitures, regularly recurring governmental aid, and transfers in from other funds established for operating purposes.
  - Operating expenditures/expenses include salaries and wages, employee benefits, equipment and improvements, depreciation (property funds only), materials, supplies, and contractual costs. These expenditures shall be broken down by city department in the annual budget document presented to the City Council by the Administration.
- The Administration will avoid budgetary procedures that balance current expenditures at the expense of meeting future expenses, such as postponing expenditures or accruing future years’ revenues.
- Nothing in this policy shall prohibit the use of operating revenues for capital expenditures/expenses
- The Administration will avoid relying on Free Cash to fund on-going operating expenses.
- To the extent possible, one-time revenues that are not required by law or agreement to be expended for a particular purpose will only be used for capital purposes, augmenting of City reserves, or emergency expenditures/expenses
- The operating budget will not be subsidized by the Stabilization Fund.

### Revenues

Revenues determine the capacity of the City of Gardner to provide services. To ensure that revenues for the City are balanced and capable of supporting desired levels of services, the Administration has adopted the following policies:

- Revenue forecasts for local receipts and state aid shall be conservative, using generally accepted forecasting techniques and appropriate data. Revenue deficits will be avoided at all costs. To avoid any potential deficits, estimates for local receipts will generally not exceed 100% of the prior year’s actual collections.
- Each year and whenever appropriate, existing revenues will be re-examined and possible new sources of revenues will be explored to ensure that we are maximizing our revenue potential.
- The Administration shall strive to be informed and aware of all grants and other aid that may be available to us. All potential grants and other aid shall be carefully examined for matching requirements (both dollar and level-of-effort) and restrictive covenants, to ensure that our participation in such grants will be beneficial and cost-effective.
- Each year and whenever appropriate, intergovernmental revenues will be reviewed to determine their short and long-term stability, to minimize the impact of any adverse changes. Intergovernmental revenues shall be used as legally prescribed or otherwise set forth by policy.
- One-time revenues will be used for capital improvements, additions to reserves, or as legally restricted to a specific purpose.



- The City will carefully and routinely monitor all amounts due the City. An aggressive policy of collection will be followed for all receivables, including property taxes.
- Enterprise fund user charges and fees will be set to recover all direct and associated costs within the activities of these funds as well as any indirect costs associated with these accounts.

#### Reserves:

A municipality's fiscal policies should include a plan for maintaining reserves. Operating reserves are a prudent fiscal management tool and an important credit factor in the analysis for financial flexibility. The City of Gardner will maintain a level of reserves that protect the City from emergency conditions that require financial flexibility and contribute to the high credit rating that the City currently holds from Standard & Poor's and Moody's Investment Services. To provide for adequate levels of reserves to protect the City's financial condition over the long-term, the Administration has adopted the following financial reserves policy:

#### Stabilization Account:

- The City of Gardner shall maintain a Stabilization Fund to provide the reserves that are required to protect the financial condition of the City.
- The City will work toward the goal of maintaining in the Stabilization Fund an amount equal to five percent (5%) of the total projected general fund operating revenues for the previous fiscal year.
- Withdrawals from the Stabilization Fund will only be used for sudden and unexpected events, in extreme circumstances. Withdrawals from the Stabilization Fund will only be made in accordance with Massachusetts General Laws, City Ordinances and the City Charter.

#### Free Cash:

Whereas the amount of Free Cash certified every year may differ depending on revenue and expense trends that take place throughout the fiscal year, the Administration will avoid using Free Cash to fund portions of the operating budget. In doing so, the Administration seeks to use Free Cash for liability coverage, capital costs, and other one-time expenses that may arise during the remainder of the fiscal year. All this is done with the understanding that the City Council has appropriating authority under Massachusetts General Laws, City Ordinances, and the City Charter.

- The first appropriation of free cash shall be five percent (5%) of the total amount certified that year into the City Stabilization Account.
- One percent (1%) of the certified amount of free cash shall be appropriated into the Other Post-Employment Benefit Trust Fund annually.
- After the previous two appropriations have been approved, the Administration will request that 10% of the total certified amount be appropriated for Road Resurfacing and Repair annually.
- After the aforementioned appropriations have been approved by the City Council, the Mayor shall use the remaining available Free Cash to fund capital costs that the City may undertake or extraordinary budgetary costs that become foreseeable by the end of the fiscal year.



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 26 PM 2: 29

CITY CLERK'S OFFICE  
GARDNER, MA

October 11, 2022

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 OPEB Trust Fund

Dear President Kazinskas and Councilors,

Attached, please find a request for a free cash appropriation for the OPEB Trust Fund.

This request is being presented in accordance with the Internal Administration Financial Policies that were adopted by City in December of 2017 by Mayor Hawke. These policies were drafted with the advice and assistance of our outside auditing and bonding agencies.

The policy states that the first appropriation request put forward by the Mayor to the City Council following free cash certification shall be for an amount equivalent to one percent (1%) of Certified Free Cash to the City's Other Post-Employment Benefit Trust Fund.

While our OPEB Trust Fund is an account that the City is *required to contribute to annually* under current Department of Revenue regulations, I do want to state my objections and concerns to this requirement. This request is being submitted so as to not have a negative impact on our bond rating. However, I believe it is imprudent to tie up any more funds than one percent (1%) of certified free cash into an account like this that will likely never be used by the City.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE OTHER POST-EMPLOYMENT BENEFITS LIABILITY TRUST FUND.

ORDERED:

That there be and is hereby appropriated the sum of Twenty-Six Thousand One Hundred Sixty-Four Dollars and No Cents (\$26,164.00) from Free Cash to the Other Post-Employment Benefits Liability Trust Fund.



## City of Gardner - Executive Office

### Administration Budget and Financial Management Policies

### 23<sup>rd</sup> Administration of the City of Gardner

#### Introduction

The City of Gardner has an important responsibility to carefully account for public funds, to manage municipal finances wisely, and to plan and provide for the adequate funding of services desired by the public and as required by laws, rules, or regulations, including the provision and maintenance of public facilities and improvements. The following financial principles set forth the broad framework for overall fiscal planning and management of the City of Gardner's resources. In addition, these principles address both current activities and long-term planning. The budget and financial goals and policies set forth by the Administration in this document are intended to establish guidelines for the continued financial strength and stability of the City of Gardner.

#### Goals

- To provide full value to the residents and business owners of Gardner for each tax dollar by delivering quality services efficiently and on a cost- effective basis.
- To preserve our quality of life by providing and maintaining adequate financial resources necessary to sustain a sufficient level of municipal services, and to respond to changes in the economy, the priorities of governmental and non-governmental organizations, and other changes that may affect our financial well-being.
- To achieve and maintain a top level, AAA, credit rating
- To guide City decision makers on management and policy decisions which have significant fiscal importance
- To set forth operating principles that minimizes the cost of government and financial risk.
- To employ balanced and fair revenue policies that provides adequate funding for desired programs.
- To maintain appropriate financial capacity for present and future needs.
- To promote sound financial management by providing accurate and timely information on the City's financial condition
- To ensure the legal use of financial resources through an effective system of internal controls.

#### Policies

To achieve the goals mentioned in this document, the Administration has adopted the following policies. These policies were created with the full understanding that the City Council retains the full right to approve

appropriations and the incurrence of debt, as required by law, and within statutory limits, such as those set forth by Proposition 2 ½.

### Operating Budget

Sound financial practice and the desire to maintain a strong credit rating dictate that our budgets be balanced, constantly monitored, and responsive to changes in service demands. With these concepts in mind, the City of Gardner has adopted the following budget policy statements.

- The Mayor shall annually prepare a balanced budget and comprehensive Budget Message as required by state law and city charter. The Budget Message shall include a detailed examination of trends in tax levy “new growth” revenues, local receipts, state aid, and available funds.
- The annual operating budgets will be appropriated on a balanced basis, where operating revenues (estimated revenues) are used to fund operating expenditures/expenses (appropriations)
  - Operating revenues include property taxes, motor vehicle excises, charges for services, interest earnings, license and permit fees, fines and forfeitures, regularly recurring governmental aid, and transfers in from other funds established for operating purposes.
  - Operating expenditures/expenses include salaries and wages, employee benefits, equipment and improvements, depreciation (property funds only), materials, supplies, and contractual costs. These expenditures shall be broken down by city department in the annual budget document presented to the City Council by the Administration.
- The Administration will avoid budgetary procedures that balance current expenditures at the expense of meeting future expenses, such as postponing expenditures or accruing future years’ revenues.
- Nothing in this policy shall prohibit the use of operating revenues for capital expenditures/expenses
- The Administration will avoid relying on Free Cash to fund on-going operating expenses.
- To the extent possible, one-time revenues that are not required by law or agreement to be expended for a particular purpose will only be used for capital purposes, augmenting of City reserves, or emergency expenditures/expenses
- The operating budget will not be subsidized by the Stabilization Fund.

### Revenues

Revenues determine the capacity of the City of Gardner to provide services. To ensure that revenues for the City are balanced and capable of supporting desired levels of services, the Administration has adopted the following policies:

- Revenue forecasts for local receipts and state aid shall be conservative, using generally accepted forecasting techniques and appropriate data. Revenue deficits will be avoided at all costs. To avoid any potential deficits, estimates for local receipts will generally not exceed 100% of the prior year’s actual collections.
- Each year and whenever appropriate, existing revenues will be re-examined and possible new sources of revenues will be explored to ensure that we are maximizing our revenue potential.
- The Administration shall strive to be informed and aware of all grants and other aide that may be available to us. All potential grants and other aid shall be carefully examined for matching requirements (both dollar and level-of-effort) and restrictive covenants, to ensure that our participation in such grants will be beneficial and cost-effective.
- Each year and whenever appropriate, intergovernmental revenues will be reviewed to determine their short and long-term stability, to minimize the impact of any adverse changes. Intergovernmental revenues shall be used as legally prescribed or otherwise set forth by policy.
- One-time revenues will be used for capital improvements, additions to reserves, or as legally restricted to a specific purpose.



- The City will carefully and routinely monitor all amounts due the City. An aggressive policy of collection will be followed for all receivables, including property taxes.
- Enterprise fund user charges and fees will be set to recover all direct and associated costs within the activities of these funds as well as any indirect costs associated with these accounts.

#### Reserves:

A municipality's fiscal policies should include a plan for maintaining reserves. Operating reserves are a prudent fiscal management tool and an important credit factor in the analysis for financial flexibility. The City of Gardner will maintain a level of reserves that protect the City from emergency conditions that require financial flexibility and contribute to the high credit rating that the City currently holds from Standard & Poor's and Moody's Investment Services. To provide for adequate levels of reserves to protect the City's financial condition over the long-term, the Administration has adopted the following financial reserves policy:

#### Stabilization Account:

- The City of Gardner shall maintain a Stabilization Fund to provide the reserves that are required to protect the financial condition of the City.
- The City will work toward the goal of maintaining in the Stabilization Fund an amount equal to five percent (5%) of the total projected general fund operating revenues for the previous fiscal year.
- Withdrawals from the Stabilization Fund will only be used for sudden and unexpected events, in extreme circumstances. Withdrawals from the Stabilization Fund will only be made in accordance with Massachusetts General Laws, City Ordinances and the City Charter.

#### Free Cash:

Whereas the amount of Free Cash certified every year may differ depending on revenue and expense trends that take place throughout the fiscal year, the Administration will avoid using Free Cash to fund portions of the operating budget. In doing so, the Administration seeks to use Free Cash for liability coverage, capital costs, and other one-time expenses that may arise during the remainder of the fiscal year. All this is done with the understanding that the City Council has appropriating authority under Massachusetts General Laws, City Ordinances, and the City Charter.

- The first appropriation of free cash shall be five percent (5%) of the total amount certified that year into the City Stabilization Account.
- One percent (1%) of the certified amount of free cash shall be appropriated into the Other Post-Employment Benefit Trust Fund annually.
- After the previous two appropriations have been approved, the Administration will request that 10% of the total certified amount be appropriated for Road Resurfacing and Repair annually.
- After the aforementioned appropriations have been approved by the City Council, the Mayor shall use the remaining available Free Cash to fund capital costs that the City may undertake or extraordinary budgetary costs that become foreseeable by the end of the fiscal year.



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 26 PM 2:29  
CITY CLERK'S OFFICE  
GARDNER, MA

October 11, 2022

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

RE: Free Cash Appropriation Request- Road Resurfacing and Repair

Dear Madam President and Councilors,

Attached please find a Free Cash Appropriation Request for Road Resurfacing and Repair.

The City's Administrative Financial Policies that were drafted in conjunction with the City's outside auditing firm and their recommendations state that the Mayor shall submit an appropriation request for ten percent (10%) of certified free cash before the City Council annually.

Over the past two years, we have paved more roads than ever in the City's history for number of miles re-done. However, this is still more work that needs to be completed.

Therefore, as I have done for the past two years, I am requesting a larger amount than what is dictated in our policies so that we can continue the progress we have begun in this regard.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO DEPARTMENT OF  
PUBLIC WORKS DEPT. - ROAD RESURFACING EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Three Hundred Thousand Dollars and No Cents (\$300,000.00) from Free Cash to Department of Public Works Dept. – Road Resurfacing Expense Account.





## City of Gardner - Executive Office

### Administration Budget and Financial Management Policies

### 23<sup>rd</sup> Administration of the City of Gardner

#### Introduction

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City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED  
2022 OCT 26 PM 2:30  
CITY CLERK'S OFFICE  
GARDNER, MA

October 11, 2022

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

RE: Free Cash Appropriation Request – Vehicle Stabilization Account

Dear Madam President and Councilors,

At the City Council meeting of August 1, 2022, I presented the Administration's plan regarding the Fire Department Fleet and how we would proceed with a replacement schedule for the vehicles to keep the fleet up to date and avoid any major financial hardships for the City.

At the City Council's Informal Meeting of September 19, 2022, I reiterated that the Administration would be looking to put away certain amounts of free cash on an annual basis to build up a fund in order to purchase a new ladder truck in the next five to ten years.

On November 18, 2019, the City Council voted to create a special purpose stabilization account to assist the City in purchasing vehicles for the City's fleet.

I am requesting that the City Council vote to appropriate \$200,000.00 from Free Cash into this account in order for the City to begin building a fund to purchase a ladder truck within our intended timeframe.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner.

AN ORDER APPROPRIATING FROM FREE CASH TO VEHICLE STABILIZATION.

ORDERED:

That there be and is hereby appropriated the sum of Two Hundred Thousand Dollars and No Cents (\$200,000.00) from Free Cash to Vehicle Stabilization.

**Mayor**

---

**From:** Greg Lagoy  
**Sent:** Tuesday, October 11, 2022 6:27 PM  
**To:** Mayor  
**Subject:** Fwd: [EXTERNAL] RE: Tower Ladder Quote  
**Attachments:** Shipmans Lease Purchase Benefits\_10-5-21\_2.pdf

Chief Gregory F. Lagoy  
Gardner Fire Department  
70 City Hall Avenue  
Gardner, MA 01440  
[978-632-1616 Ext. 5](tel:978-632-1616)  
[glagoy@gardner-ma.gov](mailto:glagoy@gardner-ma.gov)

Sent via the Samsung Galaxy S20 FE 5G, an AT&T 5G smartphone  
Get [Outlook for Android](#)

---

**From:** Lyons, Jim <jlyons@mesfire.com>  
**Sent:** Tuesday, October 11, 2022 3:18:12 PM  
**To:** Greg Lagoy <glagoy@gardner-ma.gov>  
**Subject:** [EXTERNAL] RE: Tower Ladder Quote

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Hello Chief...

That truck sold for just under 1.6 million. So, I would use 1.6 million as a sale price.

Keep in mind that we are experiencing more frequent and larger prices increase in lieu of the standard once a year 2-4% increase. I would inform the Mayor that he should figure in 8-10% per year on top of the sale price. So, for example... if the town cannot buy until 2024 I would figure 10% for 2023 and 10% for 2024. Also, there is an 18-20-month lead time from ordering to completion. So...if funds are available in 2025 budget year, the town might consider going to contract in 2023 to reap the savings of not waiting another two years. This will save thousands of dollars. Then another two years for delivery.

I know that the City and State of MA does not allow for pre-payment discounts, for added savings. We are affiliated with a very good leasing company, community leasing, who can provide the city with some good options. It might be worth investigating. I attached some info that you can provide town hall.

Let me know if you need anything additional.

**Best Regards & Stay Safe!**

*Jim Lyons*



Jim Lyons  
Fire Apparatus Division Manager  
(860) 941-1429  
[jlyons@mesfire.com](mailto:jlyons@mesfire.com)

**MES** | **SHIPMAN'S**  
FIRE EQUIPMENT CO.  
172 Cross Road Waterford, CT 06385

Service Center: 72 Foster Road Waterford, CT 06385



MES is the Authorized Sutphen Representative for CT, MA & RI

---

**From:** Greg Lagoy <[glagoy@gardner-ma.gov](mailto:glagoy@gardner-ma.gov)>  
**Sent:** Tuesday, October 11, 2022 2:31 PM  
**To:** Lyons, Jim <[jlyons@mesfire.com](mailto:jlyons@mesfire.com)>  
**Subject:** Tower Ladder Quote

Hi Jim,

I just got a call from the Mayor who is looking to start moving money into the City's Vehicle Stabilization Account for the purpose of buying a new tower ladder down the road a couple years. He is requesting an estimated price for planning purposes. Could you please send me the figure that the demonstrator truck you had here over the summer sold for? He would like to use that to provide an example for the City Council.

Thanks,  
Greg



**Chief Gregory F. Lagoy**  
Gardner Fire Department  
978-632-1616 ext. 5  
[glagoy@gardner-ma.gov](mailto:glagoy@gardner-ma.gov)



### Lease Purchase Finance Program

*A Simple, Cost Effective Alternative*

Many cities, counties, districts, and volunteer fire departments are faced with pressure that occurs when **demands for their services** outpace their financial resources. In recent times, with the financial impact of COVID affecting all departments, this pressure has become even more burdensome.

To keep up with regular or even unplanned apparatus replacement, fire departments must become **more creative** in finding alternatives to simply using their capital reserves to purchase their essential apparatus and equipment.

To cope with this problem, many departments are utilizing an alternative, long-recognized as a source of funding for capital expenditures - **lease purchase financing**.

### Advantages of Lease Purchase Financing

- **Eliminates** the need for large, up-front cash outlays.
- **100% financing available, deferred payments, and simple to use.**
- Greater **budget flexibility** using customized repayment terms to meet the unique cash flow requirements of each organization.
- Permits cities, counties, fire districts, and volunteer fire departments to benefit from **low interest rates** available to qualified political subdivisions.
- **Save money** by purchasing equipment today before price increases in future years.
- **Removes** the financial and operational challenge of servicing worn-out or obsolete equipment.
- **Maximizes limited budget funds**, as only the current year's lease payments are included in the operating budget as all municipal lease purchase contracts contain a non-appropriations clause.
- **Preserves capital resources** for other operational needs of the organization.
- Offers the organization a **fixed interest rate and stable payments**, which can be relied upon for future budgeting, and provides a framework for departments to **follow their apparatus replacement schedule**.

Using a typical lease purchase agreement, the political subdivision and the financing company enter into a repayment plan for a fixed number of years. With a repayment structure designed to meet the unique needs of the organization, payments can be made annually, semi-annually, quarterly, or monthly at any point in time throughout the budget year.

**Considering long-term costs, a lease purchase plan can result in a cost savings!!** In some situations, organizations feel they can only afford to purchase new equipment if they have a substantial down payment or can pay cash for the purchase. However, by delaying a purchase, the organization is subject to normal manufacturer price increases and inflation, as well as the cost of maintaining the existing equipment.



Shipman's Fire Equipment Co.  
Shipman's Fire Equipment Co.  
Community Leasing Partners

Jim Lyons  
Frank Johns  
Blake Kaus

jlyons@mesfire.com  
fjohns@mesfire.com  
blakekaus@clpusa.net

860-941-1429  
203-217-3229  
888-777-7850

[www.shipmans.com](http://www.shipmans.com)  
[www.shipmans.com](http://www.shipmans.com)  
[www.clpusa.net](http://www.clpusa.net)

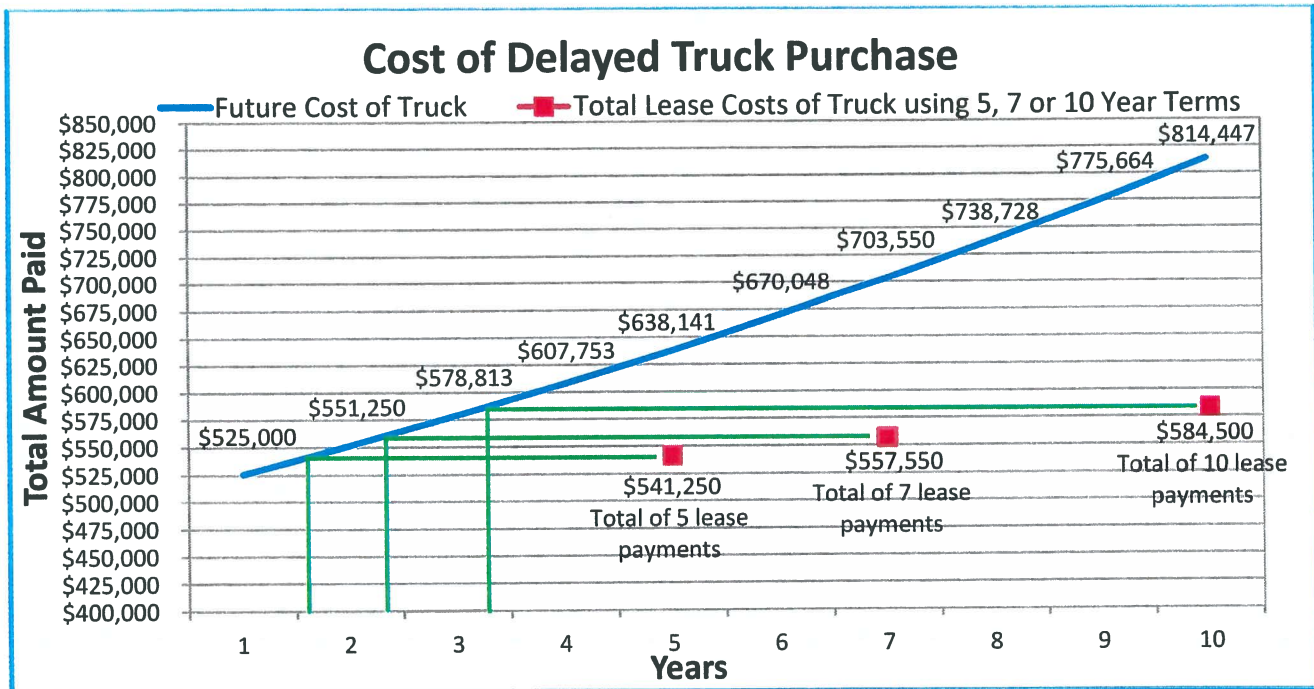




**Lease Purchase Finance Program**  
*A Simple, Cost Effective Alternative*

**Cost of Delayed Purchasing**

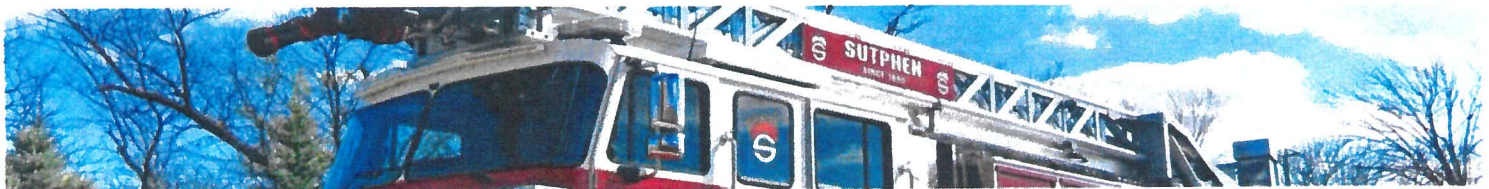
To see the possible financial benefit of utilizing a lease purchase agreement, please review the diagram below.



**\*\*Base apparatus price used for example is \$500,000. An average price increase of 5% per year has been used for 'Future Equipment Cost' calculations. The prices and lease payments shown above are for estimation purposes only. Please contact your local representative for exact figures. MAINTENANCE COSTS OF KEEPING OLDER EQUIPMENT IN SERVICE NOT INCLUDED.**

**The graph illustrates the cost effectiveness of financing your purchase today versus waiting even one year to buy your apparatus!!**

**The purchase amount may vary from department to department, but the illustration remains the same - delaying a purchase will cost more money. Entering into a lease purchase plan today with fixed, manageable payments can provide a cheaper overall cost for acquiring apparatus.**



|                              |             |                      |              |                                                        |
|------------------------------|-------------|----------------------|--------------|--------------------------------------------------------|
| Shipman's Fire Equipment Co. | Jim Lyons   | jlyons@mesfire.com   | 860-941-1429 | <a href="http://www.shipmans.com">www.shipmans.com</a> |
| Shipman's Fire Equipment Co. | Frank Johns | fjohns@mesfire.com   | 203-217-3229 | <a href="http://www.shipmans.com">www.shipmans.com</a> |
| Community Leasing Partners   | Blake Kaus  | blakekaus@clpusa.net | 888-777-7850 | <a href="http://www.clpusa.net">www.clpusa.net</a>     |



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

RECEIVED

2022 JUL -6 PM 4:11

CITY CLERK'S OFFICE  
GARDNER, MA

July 5, 2022

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

RE: Fleet Status Update – Gardner Fire Department

Dear Madam President and Councilors,

Attached, please find an update on the status of the Gardner Fire Departments apparatus fleet. Please note that the state of the fleet was not included in the scope of the Fire Department Operations Audit.

Whereas the City Council voted to approve funding to repair Tower 1 in June of 2022, I wanted to write to provide you an update regarding the remaining vehicles at the Fire Department.

As I have previously written to the Council, we are in a position where the fleet of the Fire Department is getting old and are in a situation in which a large portion of the fleet is now reaching its usable age.

**Replacing Engine 2, Rescue 1, and Rescue 2:**

Working with the City's Fire Chief and City Auditor, we have made arrangements to trade in and replace the Engine 2, Rescue 1 (Heavy Rescue), and Rescue 2 (refurbished Ambulance) vehicles utilizing funding received from the Federal American Recovery Plan Act (ARPA). These three vehicles are the ones that the City annually spends the most on maintenance and have had the most issues with inspections over the past five (5) years. These have all been ordered, however, due to the large amount of municipalities ordering fire trucks as a result of vehicles being considered an approved use of ARPA funds, there is an expected 18-24 month waiting period before they will arrive.

During this time period, Rescue 1 (Heavy Rescue) and Rescue 2 (ambulance) will remain in service in Gardner, however, Engine 2 is being traded in early to the dealer. As such, the dealer who we are selling the engine to is providing the City with a yellow-colored temporary replacement engine until the new truck arrives.

**Tower 1:**

With the repairs that were approved by the City Council in June of 2022, Tower 1 is in good condition. We expect to be able to get another five (5) years out of this vehicle and the

administration is putting together a funding plan to cover the cost of a replacement vehicle at after that five-year period is over.

**Engine 1:**

Engine 1 is one of the older vehicles in the fleet but is still in good working condition. This vehicle will also become eligible for potential Federal Assistance to Firefighters Grant funding for replacement in three (3) years.

Other information can be found in the attached correspondence by Chief Lagoy.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner

CC: Public Safety Committee  
Finance Committee

## **GARDNER FIRE DEPARTMENT APPARATUS FLEET CONDITION/REPLACEMENT RECOMMENDATIONS**

### **REPLACE ENGINE 2**

- Order a basically identical pumper truck to Engine 3 (2019 Sutphen purchased on AFG grant). We are satisfied with the design of this truck that was specifically custom designed for our response district. The order could be placed immediately with minimal design effort (delivery time is over 1 year).
- This new truck would be kept at HQ and could be rotated with Engine 3 weekly or monthly as the staffed, first-out Engine. This would give us two reliable, equally capable Engines at HQ that could be used interchangeably, minimizing heavy wear and tear on Engine 3, therefore prolonging the life of both trucks and allowing ample time to complete preventative and other minor maintenance.
- Engine 2 (2011 International/Rosenbauer) has been a problematic truck since the day it was delivered. On-going maintenance issues due to poor design and low-quality construction has repeatedly placed this truck out of service for extended time periods for major repairs. The International “MaxxForce” motor in the truck has a reputation of having many problems. In the last year alone, it experienced major engine and pump failures resulting in well over \$30,000 in expenses.
- Estimated cost for the new truck is \$625,000.00. I would be requesting \$25,000 for equipping the truck, half of the \$50,000 cost of equipping Engine 3 in 2019, due to the current Engine 2 having a lot of relatively newer equipment in better condition that can be moved to the new truck.
- Trade-in or auction value of the current Engine 2 is estimated at \$100,000. This could offset at least a portion of the cost of the replacement truck.



## REPLACE RESCUE 2

- Current Rescue 2 (2007 Ford/Horton – reserve ambulance) needs replacement. It was inspected by OEMS on February 8<sup>th</sup>, it failed due to body corrosion (repairs have since been completed). Rescue 3 (2018 Ford/Horton) is now four years old and has over 60,000 miles. The recommended timeline for ambulance replacement is 10 years (5 years front line service, 5 years reserve service).
- Estimated cost for new ambulance is \$300,000 fully equipped. Estimated delivery time is 13 months. Delivery would hopefully be prior to the next required OEMS ambulance inspection (Feb 2024). This would be in line with the recommended ambulance replacement schedule.

## REPLACE RESCUE 1 (HEAVY RESCUE)

- Current Rescue 1 (1996 Ford/E One) Heavy Rescue truck (carries specialized and technical rescue equipment- not an ambulance) needs replacement. It is now beyond its 25-year life expectancy. Much of the equipment on this truck is also “vintage” and in need of replacement with modern, advanced, up-to-date equipment.
- This would be a custom-designed truck to meet the specific needs of the City of Gardner. Unlike the Engine that much time and effort was already put into the design process, we would be basically starting from scratch with the Heavy Rescue truck as it has been 25+ years that we have had the current truck. The process to custom design, construct, and deliver this truck is expected to be in the 19–21-month range.
- Estimated cost of the truck is \$775,000.00, and new equipment to replace the mostly outdated technical rescue equipment on the current truck is estimated at \$125,000, for a total of \$900,000.

## REPLACE TOWER 1

- Current Tower 1 (2002 E One) is now 20 years old and is in fair condition, beginning to show signs of its age. The truck is at its life expectancy for a first-out ladder truck. Recent hydraulic issues, re-cabling of the aerial ladder, as well as other routine maintenance issues have been completed

at a specialized repair shop in Hartford, CT at a total cost of just over \$24,000.00. With a truck of this age there is always the on-going balance of reliability & maintenance costs vs. replacement cost. A funding plan should be considered for replacement of this truck within 5 years. The design and delivery time will also be in the 18–22-month range, which should be considered.

- Current estimated replacement cost is in the \$1.5 – 1.7 million range.

## REPLACE ENGINE 1

- Recommend not replacing Engine 1 (1996 E One) at this time. While this truck is older than Engine 2, it has proven to be more reliable with less maintenance costs. It is stored at the South Gardner Station and is used as a reserve/major incident truck. With two much newer Engines (assuming Engine 2 is replaced now) handling most of the workload, this older Engine should be sufficient to handle this limited role. It could be kept in that capacity until such time it becomes eligible for replacement through the AFG grant program (approximately 3 years).

## COMBINATION 4

- Current Combination 4 (2011 Sutphen Engine/Ladder truck) is in good condition and has been reliable and fits the City's needs. This truck should be able to serve for at least another 10 years.

## ENGINE 3

- Current Engine 3 (2019 Sutphen) is in very good condition and has proven itself well-designed and reliable. Many more years of service can be expected from this truck.

## RESCUE 3

- Current Rescue 3 (2018 Ford/Horton – front line ambulance) is in fair to good condition. It is now 4 years old with over 60,000 miles. Life expectancy for an ambulance is 10 years (5 years front line service, 5 years reserve service). A plan to replace this ambulance for the 2028 model year should be considered.

## TRUCK 10

- Current Truck 10 (2016 Ford/CET Brush Fire Truck) is in very good condition. This truck was custom designed to fit the needs of the City and should serve for many years to come.

**PRESIDENT**  
Elizabeth J. Kazinskas

**COUNCILLORS AT LARGE**  
James S. Boone  
Craig R. Cormier  
Ronald F. Cormier  
Judy A. Mack  
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**WARD 4 COUNCILLOR**  
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**WARD 5 COUNCILLOR**  
Alek Dernalowicz, Esq.

**CITY OF GARDNER**  
**MASSACHUSETTS 01440-2630**

OFFICE OF THE  
CITY COUNCIL



September 14, 2022

**CITY COUNCIL INFORMAL MEETING**

**Date:** Monday, September 19, 2022  
**Time:** 6:30 P.M.  
**Location:** City Council Chambers, Room 219, City Hall

**AGENDA**

**10779** – A Notification from the Mayor Regarding the Fire Department Operations Audit. (*In the City Council and Referred to Committee of the Whole 9/7/2022*)

CITY COUNCIL OF GARDNER

*Elizabeth J. Kazinskas*

ELIZABETH J. KAZINSKAS

Council President

**NOTICE:** *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.*





City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

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August 25, 2022

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

RE: Fire Department Operations Audit

Dear Madam President and Councilors,

Attached, please find the Operations Audit of the Gardner Fire and Ambulance Departments conducted by John Parow Consulting & Associates.

Ret. Chief Parow has stated that if the Council wishes, he would gladly present his findings to the City Council in a meeting as well.

The report outlines the current financial surplus generated by the City Ambulance Service, the positive outcomes of our agreement with Woods Ambulance, civil service, staffing level, facilities conditions, and other topics related to the operations of these departments.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

CC: Finance Committee  
Public Safety Committee

# City of Gardner Fire Department

Emergency Medical System Review

Overview of Facility Needs

Civil Service - Pros and Cons

Review Current Staffing Model

Conducted By:

**John Parow Consulting & Associates**

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Chelmsford, MA. 01863

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July 2022

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## Project Overview

### Scope of Work

1. Conduct an overview of the Emergency Medical Response system at the 5-year mark
2. Examine the department facilities and needs
3. Review how the MA Civil Service System works for the department and if improvements can be made
4. Review the current department staffing model against industry standards and comparison departments in the Commonwealth of MA.

### Methodology

1. Conducted multiple site visits to become familiar with operations of the Gardner Fire Department and the Community included:
  - a. Fire/EMS operations
  - b. Department's organizational structure
  - c. Current staffing model
  - d. Deployment patterns
  - e. Review of Facilities
  - f. Future needs
  - g. Community demographics, etc.
2. Multiple requests for supporting information from the Fire Department via
  - a. Email
  - b. Phone Conversations
3. Gathered statistical department data to determine current and trending activity
  - a. This data requested and provided by the department and/or City
    - i. Fire/EMS statistics over the last five years
    - ii. EMS Collections – City Auditor
    - iii. Past studies or reports
    - iv. Civil Service history
4. Gather statistical data from comparison departments
  - a. Electronic Surveys
  - b. Phone Conversations
5. Review and Compare National Fire and Emergency Medical Services Best Practices

## Emergency Medical System Review

### **The Edward Collins Center Study 2015**

The Edward Collins Center completed a study, in early 2015, regarding the Gardner Fire Department running 1 Basic Life Support (BLS) for the City of Gardner. The study had the following projections and advantages of Gardner Fire Department staffing an in-house BLS ambulance:

1. One Gardner Fire Department BLS ambulance would transport an estimated 75% of all emergency medical patients;
2. Additional staffing at fires and emergency situations ("more boots on the ground");
3. Additional funding to offset costs of maintaining a busy fire department;
4. Additional services to residents, property owners and businesses with no increase in taxes.

### **General Overview of the Current Fire/Ambulance System**

#### **Moving forward with Gardner Fire Department BLS Ambulance in 2016**

In 2016 the city decided to move forward with the fire based in-house BLS ambulance service. They hired an additional seven dual role firefighter/EMTs in October of 2016. The purpose of the dual role Firefighter/EMTs is to staff the ambulance and/or respond to fires or emergency calls ("more boots on the ground"). The concept of a dual role firefighter/EMT is that when they are not out on an ambulance call they are available to supplement the fire and emergency response staffing in the City. In the Fire Service this system of dual role responsibilities has proven to be a very efficient use of personnel.

In order to get the BLS ambulance system off the ground, the Fire Department needed to acquire a fully equipped ambulance. They purchased a used 2007 ambulance from the Town of Westminster for \$8,000.00, Rescue 2. In 2018 the department purchase a new 2018, state of the art, ambulance to run as the primary ambulance for \$235,000.00, Rescue 3, and retired Rescue 2 to the position of the reserve or back-up ambulance.

#### **Relationship with Wood's Ambulance**

Gardner Fire Department has a very interesting relationship with Wood's Ambulance Company. Wood's Ambulance provides two ALS ambulances to the city on a 24/7 basis and operates out of Gardner Fire Department Headquarters, Station 2. The interesting part of this relationship is that when the Gardner Fire Department ambulance is tied up on a call, Wood's will respond to all secondary calls. Additionally, Wood's provides for all the Advance Life Support (ALS) needs in support of the Gardner Fire Department BLS ambulance.

An example of how an ALS call would be handled, Gardner Fire Department Rescue 3 and one of Wood's ambulances would respond to a call deemed "ALS" by the response matrix. When they arrive on scene, and if it is further determined the patient's needs is "ALS" the Gardner Fire Department Rescue 3 would transport the patient to the hospital with the Wood's Paramedic and the Gardner Fire Department EMT providing care to the patient in the back of the ambulance.

The other advantage of having Wood's Ambulance providing secondary coverage for the city, is that it fully supports the dual role firefighter/EMT model. For example, if Gardner Fire Department receives a

call for a fire in the city the two firefighter/EMTs assigned to the ambulance respond immediately to the fire call. This provides two additional firefighters on the fireground that were not available prior to Gardner Fire Department running the BLS ambulance system. In these situations, Wood’s two ambulances would provide primary ambulance coverage for the city.

(Note that the first 18 months of the program were with Med-Star and the arrangement was different with Gardner Fire Department only transporting BLS patients)

**Cost for the Additional Dual/Role Firefighter/EMTs**

Gardner Fire Department has a very unique budgeting system for their fire and ambulance operations. While most fire departments would include all firefighter costs in a single budget, Gardner Fire Department separates the two and has all ambulance related expenses, including personnel, broken out in a separate budget area. The advantage of this type of budgeting is that it makes it very easy to monitor the ambulance service, and to assure that it is paying for itself and what additional revenue are being generated for the city.

**Evaluate the Current Ambulance System over the last Five Years and Against the Original Edward Collins Center Study:**

**1. One Gardner Fire BLS ambulance would transport an estimated 75% of all emergency medical patients in the City.**

It was difficult to pull this data because neither Gardner Fire Department’s or Wood’s Ambulance’s reporting software specifically track this data. However, after the data was pulled manually, we were able to compile a 21-month period of data ranging between June 2020 through February 2022 which was sufficient to make this evaluation.

During this 21-month period there were a total of 4,840 ambulance transports, 3,692 were transported by Gardner Fire Department and 1,148 transported by Wood’s Ambulance.

| Total Transports | Trans GFD | Trans Wood's |
|------------------|-----------|--------------|
| 4840             | 3,692     | 1,148        |
| Percent          | 76%       | 24%          |

Figure 1

As noted in Figure 1 above Gardner Fire Department transported 76% of the emergency medical patients and Wood’s transported 24%. Over this 21-month period Gardner Fire Department met and slightly exceeded the estimate in the Collin’s Study of 75%. A number we were not able to capture was mutual aid and 3<sup>rd</sup> or 4<sup>th</sup> ambulance calls.

Moving forward, we feel that this data should be collected on an annual basis and reviewed to ensure this benchmark is being met or exceeded.

**2. Additional staffing at fires and emergency situations (“more boots on the ground”)**

Bringing the Ambulance in-house has increased the staffing of Gardner Fire Department by 33%. This is based on simple math, before the in-house system six firefighters were assign to each shift, after the in-house system, eight firefighters are assigned to each shift. The additional two dual role firefighter/EMTs,



per shift, are available to respond to non-related ambulance calls (fires and other emergencies) when not out on an ambulance call.

We did an analysis to see what percentage of the time the dual role firefighter/EMTs were unavailable on ambulance calls and what their availability was to work in a firefighter role. The analysis first took the number of transports the Gardner Fire Department ambulance did per year and divided that by 365 to get the average number of times they were out on an ambulance call per day. We then calculated the average time they were committed on the call. This included response time to the call, time on scene and the time of transport to the hospital and until back in service. The primary hospital is Heywood, and there are very few secondary destinations. We used the average of the response and return time to Haywood based on the data, response to the incident and average time on scene. It breaks out to a 4-minute response to the call, 20 minutes on scene and 45 minutes to and from the hospital and back in service. This gives us an approximate of 1 hour and 10 minutes per ambulance call.

|       | Transports/yr | Transports/day | Hours/day tied up on Amb | Hours/day for non Amb calls |
|-------|---------------|----------------|--------------------------|-----------------------------|
| FY/18 | 1,509         | 4              | 4 hrs, 40 minutes        | 19 hrs, 20 minutes          |
| FY/19 | 2,187         | 6              | 7 hrs                    | 17 hrs                      |
| FY/20 | 2,112         | 6              | 7 hrs                    | 17 hrs                      |
| FY/21 | 2,091         | 6              | 7 hrs                    | 17 hrs                      |
| FY/22 | 2,164         | 6              | 7 hrs                    | 17 hrs                      |

Figure 2

If we look at the high side of this data, in Figure 2, we can see that the dual role firefighter/EMTs are tied up performing ambulance duties 7 hours per day, on average, using the average of 1 hour and 10 minutes of time being tied up on each ambulance call. This gives the city the availability of the firefighter/EMT for fire and other non-ambulance calls an average of 17 hours per day, "more boots on the ground".

**3. Additional funding to offset costs of maintaining a busy fire department.**

**Ambulance Activity, Cost and Revenues**

Gardner Fire Department BLS ambulance bills for all its ambulance transports to the hospital at 2.5 times the Medicare rate. Additionally, Gardner Fire Department bills when they transport ALS patients with Wood's Ambulance paramedic onboard providing the ALS level of care. The revenue collect from these calls are split 50/50 between Gardner Fire Department and Woods Ambulance.

On the very rare occasion that Gardner Fire Department's ambulance and the two Wood's ambulances are tied up at the same time and another medical call comes in a Woods backup ambulance from their base on Main Street would respond.

Gardner Fire Department, contracts with Coastal Billing, an ambulance billing Company, to do the actual billing for its ambulance services. Coastal Billing charges a fee of 3% for all revenue collected as per the contract negotiated with the City (this figure has been reduce to 2.5% starting in FY/23). Using a third-party billing company is very typical with municipal fire/EMS departments across the Commonwealth. Additionally, Gardner Fire Department uses First Financial Resources to pursue unpaid bills.

Figure 3 shows activity and collections for FY/18 through FY/22:

|       | Calls | Transports | Collections | Collection/Expense | Net Income |
|-------|-------|------------|-------------|--------------------|------------|
| FY/18 | 2278  | 1509       | 572574      | 54375              | 518199     |
| FY/19 | 2961  | 2187       | 871137      | 203764             | 667372     |
| FY/20 | 2751  | 2112       | 1004272     | 308789             | 695483     |
| FY/21 | 2715  | 2091       | 1184798     | 306901             | 877897     |
| FY/22 | 2858  | 2164       | 1265787     | 289029             | 976758     |

Figure 3

Calls = total emergency medical calls for the fiscal year.  
 Transports = total transports by GFD Ambulance  
 Collections = total money collected by Coastal Billing  
 Collections Expense = total cost for collections  
 Net Income = total income for the fiscal year after other costs

For FY/21 and FY/22 Gardner Fire Department participated in the Medicare CPE Reimbursement Program. The program was instituted by the Commonwealth up to help Cities and Towns offset the very low Medicare and Medicaid reimbursement currently allowed. Gardner Fire Department has successfully applied for this reimbursement over the last two years:

FY/21 - \$210,026.00 received 6/30/2021

FY/22 - \$234,407.00 project to be received 6/30/2022

It is recommended that Gardner Fire Department continues to apply for these offset revenues, from the Commonwealth, on an annual basis.

**Ambulance Costs**

The cost for running the ambulance service has been broken out in the Gardner Fire Department budget, this is a practice that should continue and makes it very easy to monitor the direct budget costs. The cost breakdown FY/18 through FY/22 are as follows:

| 12231 Ambulance |                     | FY/18     | FY/19     | FY/20     | FY/21     | FY/22    |
|-----------------|---------------------|-----------|-----------|-----------|-----------|----------|
| 51013           | Salaries/wages      | 311674.19 | 330153.15 | 353284.97 | 365327.75 | 360096.4 |
| 51030           | Overtime            | 83847.55  | 76623.64  | 102317.94 | 112894.53 | 107106.5 |
| 51050           | Holiday Pay         | 29434.77  | 29173.38  | 33761.52  | 38876.02  | 38839.81 |
| 51090           | Clothing/Uniforms   | 9000      | 9000      | 7875      | 9000      | 9000     |
| 51101           | College Credits     | 0         | 2000      | 0         | 0         | 0        |
| 51102           | Collateral jobs     | 23721.63  | 35283.09  | 39989.2   | 37134.27  | 40225.01 |
| 51103           | Education incentive | 0         | 0         | 112.34    | 0         | 0        |
| 51415           | AMB Service Stipend | 16929     | 17025     | 17396     | 17667     | 17469.52 |
| 52030           | Repair and Maint    | 9606.79   | 9566.8    | 4452.27   | 14979.39  | 6465.92  |
| 52037           | AMB Supplies        | 11546.81  | 19293.89  | 14975.81  | 21109.89  | 16670.78 |
| 52040           | Information Tech    | 0         | 0         | 5855.13   | 2730.99   | 6500     |
| 52041           | Lic Renewals/Fees   | 5729.86   | 3291.8    | 6381.83   | 5622.69   | 6940.32  |
| 52050           | Minor Equipment     | 1683.01   | 3303      | 0         | 0         | 0        |



|       |                        |                  |                  |                  |                  |                 |
|-------|------------------------|------------------|------------------|------------------|------------------|-----------------|
| 52151 | Telecommunications     | 979.47           | 1280.33          | 1620.61          | 2518.01          | 2645.85         |
| 52170 | Prof. Dev & Travel     | 320.4            | 413.7            | 3334.25          | 3619.68          | 2764.23         |
| 52190 | Prof. Services         | 54375.19         | 203764.45        | 308788.81        | 306901.25        | 289382.4        |
| 52230 | Office Supplies        | 0                | 0                | 368.46           | 471.38           | 243.75          |
| 52240 | Vehicle Supplies       | 741.71           | 2512.6           | 2709.1           | 1846.22          | 3542.01         |
| 55090 | New Vehicle            | 254997.53        | 0                | 0                | 0                |                 |
|       | <b>Total Ambulance</b> | <b>814587.91</b> | <b>742684.83</b> | <b>903223.24</b> | <b>940699.07</b> | <b>907892.4</b> |
|       |                        | FY/18            | FY/19            | FY/20            | FY/21            | FY/22           |

Figure 4

On the budget sheet, most of the line items are self-explanatory. Professional services are also included in Figure 2 and are the cost for the billing company and the Private split with Wood's Ambulance.

As we look at total expenses versus revenues for FY/18 through FY/22 we see the following:

|       | Collections | Medicare CPE | Budget cost | Revenue +/- |                     |
|-------|-------------|--------------|-------------|-------------|---------------------|
| FY/18 | 572,574     |              | 814,588     | -242,014    | ** new Amb purchase |
| FY/19 | 871,137     |              | 742,685     | 128,452     |                     |
| FY/20 | 1,004,272   |              | 903,223     | 101,049     |                     |
| FY/21 | 974,772     | 210,026      | 940,699     | 244,099     |                     |
| FY/22 | 1,031,391   | 234,407      | 907,892     | 357,906     |                     |

Figure 5

In the first full year of operation, FY/18, the ambulance budget ran a deficit of \$242,014.00. This deficit was directly related to the purchase of a new ambulance in the amount of \$254,998.00. In the following years, FY/19 through FY/22 a significant amount of revenue was generated, FY/19 \$128,452.00, FY/20 \$101,049.00, FY/21 \$244,099.00 and FY/22 \$357,906.00.

It is clear, that the current ambulance system with the Medicare CPE reimbursement is now generating significant revenues back into the City's general fund beyond the cost of maintaining the ambulance service and additional firefighters.

### Ambulance Replacement

Gardner Fire Department should continue to keep two ambulances available for service, one as the primary response ambulance (currently Rescue 3, a Ford F550/Horton) and a reserve or back-up ambulance (currently Rescue 2, a Ford F350/Horton). What this system allows for is the newer and most up-to-date ambulance, Rescue 3, to respond to calls on a routine basis and the reserve ambulance, Rescue 2, to be put in service whenever Rescue 3 is out of service for routine maintenance, service, or inspections.

An ambulance replacement schedule should be put in place to assure reliability of the BLS service and reasonable maintenance costs over the life of the ambulances. The life expectancy of the primary Gardner Fire Department ambulance is five years. This is based on the current level of use and past history.

The reserve or back-up ambulance will have a total life of ten years, five as the primary ambulance and five as the reserve or back-up. By creating this ten-year cycle it makes the cost of an ambulance very reasonable over its life span. For example, Rescue 3 was purchased, in 2018, for \$255,000.00. Over ten years the annual cost for the ambulance is \$25,500.00, similar to the cost of a police cruiser.

A five-year replacement plan for Gardner Fire Department would look like this.

**GDF Ambulance 5/yr Capital Replacement Plan**

|                                    | 2019 | 2020 | 2021 | 2022 | 2023                             | 2024 | 2025 | 2026 | 2027 | 2028                             |
|------------------------------------|------|------|------|------|----------------------------------|------|------|------|------|----------------------------------|
| Primary Ambulance<br>Rescue 3 2018 |      |      |      |      | Replace<br>New Rescue 2          |      |      |      |      | Replace<br>New Rescue 3          |
| Reserve Ambulance<br>Rescue 2 2007 |      |      |      |      | Re assign<br>Rescue 3 to Reserve |      |      |      |      | Re assign<br>Rescue 2 to Reserve |

Figure 6

Gardner Fire Department is in the process of ordering a new ambulance with a replacement cost of \$290,500.00, which will be paid for with ARPA\*\* funds, no cost to the city. This replacement will keep the primary ambulance on a five-year replacement schedule. The current ambulance, Rescue 3 will go into a reserve or back-up status for the next five years.

\*\* Under the American Rescue Plan Act, passed by the federal government in March 2021. State, county, tribal and local entities will receive federal aid to respond to the public health and economic impacts of the public health emergency created by the COVID-19 pandemic.

**4. Additional services to residents, property owners and businesses with no increase in taxes**

The additional Fire Department services realized by the current ambulance system to the city, with no increase in taxes, mostly revolves around the addition of two firefighters on duty to respond to emergency calls throughout the city. As noted earlier, the dual role firefighter/EMT is available an average of 17 hours per day to respond to these “other” emergencies. In general terms, this figure to approximately a 25% increase in response capabilities to these “other” emergencies at no additional cost to the city. In fact, and as shown above, the ambulance system, with 2 firefighter/EMTs, generates a positive revenue source for the city and provides revenues to offset fire department costs.

**Recommendations:**

1. Stay with the hybrid system of having GFD provide the primary BLS with Wood’s (or some private) to provide both back-up and ALS services.
2. GFD should continue to apply for offset revenues, from the Medicare CPE Reimbursement Program, on an annual basis.
3. GFD should continue to keep two ambulances available for service, a primary and a reserve and follow a five-year replacement plan to assure reliability and reduce unnecessary maintenance costs.
4. Budget for the capital expense of a new ambulance every five years. With inflation it is assumed a new ambulance in 2028 will cost around \$350,000.00. Putting aside \$70,000.00 from the revenues each year would cover this capital expense in 2028.
5. The ratio of transport, Gardner Fire Department/Wood’s Ambulance should be collected on an annual basis and reviewed to ensure this benchmark is being met or exceeded.

## Overview and Recommendations for Gardner Fire Department Facilities

A fire station supports the needs of the fire department and the community in which it is located. It must accommodate extremely diverse functions, including housing, recreation, administration, training, community education, equipment and vehicle storage, equipment and vehicle maintenance, and hazardous materials storage. While it is usually only occupied by trained personnel, the facility may also need to accommodate the general public for community education or outreach programs.

Major fire station functional areas include the following:

- Apparatus bay(s): This is where the firefighting and emergency response vehicles are stored.
- Apparatus bay support and vehicle maintenance: These industrial spaces are where the vehicles and other firefighting equipment are cleaned, maintained, and stored.
- Administrative and training areas: These include offices, dispatch facilities, and training and conference rooms.
- Residential areas: These include the dorm rooms, day room/kitchen, and residential support areas such as bathrooms and fitness spaces.

### Apparatus Bays

Sizing the apparatus bay is critical, and it should be designed to accommodate variable vehicle sizes. Typically, the entire room is sized based on the bay size for the largest vehicle in the fleet or the largest anticipated vehicle. Bays also include vehicle exhaust removal systems, compressed air and power drop lines, and hot and cold-water connections. Bay doors must also accommodate the largest vehicle and include a manual means to open in case of power failure. Ideally, the site will accommodate drive-through bays.

### Apparatus Bay Support and Vehicle Maintenance

Apparatus bay support functions include cleaning and maintenance areas for the firefighter's self-contained breathing apparatus (SCBA), protective clothing, fire extinguishers, and other equipment. It also includes storage areas for firefighting gear and equipment and secure storage for medical supplies. Some of these areas are specialized spaces for disinfecting protective equipment and for maintaining and recharging the SCBA in a clean environment.

Agent storage including gasoline, degreasers, pure oxygen, and other potentially dangerous materials are typically stored in a single-story structure separate from the fire station building. It should be located along the driveway leading into the Apparatus Bay for ease of loading and unloading of firefighting agents. In some cases, it may be attached to the main structure.

A vehicle maintenance bay may also be included in a fire station. It is a dedicated maintenance area for the firefighting apparatus and includes a heavy-duty lift and all utility connections required for large vehicle maintenance.

### Administrative and Training Areas

Administrative areas include standard offices and conference and training rooms. The area will also likely include additional specialized spaces such as the chief's office and computer training/testing facilities for firefighter continuing education. Some stations may include a highly specialized dispatch room for receiving emergency calls from the public.

### Residential Areas

Fire stations are occupied 24 hours a day, seven days a week by personnel in continuous 24-hour shifts. Therefore, ensuring a comfortable living environment for the firefighters is paramount.

The day room accommodates kitchen, dining, and living/recreation functions. It is often separated into subspaces for these three functions, but an open design may also be effective to encourage interaction between the spaces. The dining space may also double as training or meeting space and might include provisions for audiovisual equipment.

Dorm room design can vary widely and provide each firefighter with a place to sleep, work, and store personal items. Typically, each room is shared between firefighters of different crews/shifts so that the room is never occupied simultaneously. Individual lockers are provided for each firefighter. A bed, nightstand, and desk are shared.

Other residential areas include a laundry room, a physical fitness room, bathrooms and showers.

### Maintain a Safe and Healthy Environment

Due to the continuous occupation of the facility by firefighters and the presence of hazardous materials, special attention must be given to designing the facility to accommodate equipment and operational strategies to both protect the occupants and maintain a healthy environment. Consider the following critical elements:

- Provide a secure facility for both personnel and materials such as controlled medical supplies and hazardous fire suppression agents.
- Ensure good indoor air quality and abundant natural light in the residential and administrative areas.
- Ensure good ventilation of industrial areas such as the apparatus bay and prevent contamination of clean spaces such as the SCBA maintenance areas.



Garner Fire Department facilities consist of 3 buildings:

Station 1, built in 1935 and located at East Broadway and Prospect Street is used for reserve apparatus and equipment storage.



Station 2, built in 1978 located at 70 City Hall Avenue serves a Fire Headquarter in which all operations of the department are located.



Annex Building, located next to Fire Headquarters is used to store the Reserve Ambulance and some equipment.

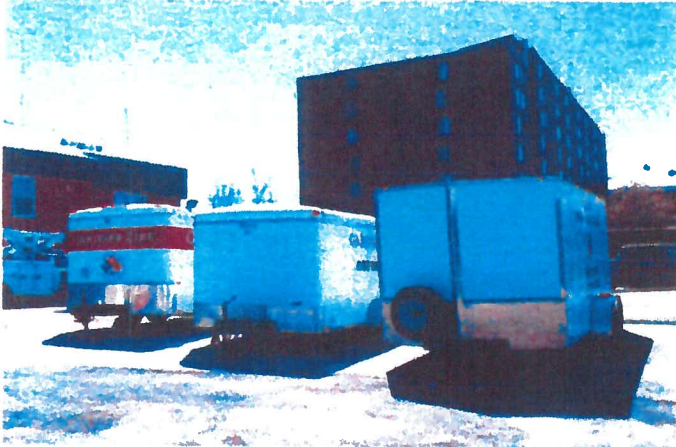


During a site visit we noted many limitations that these facilities present to Fire Department operations and current needs of the department. The top tier issues are as follows:

1. There is a major roof leak both at the front and rear of the apparatus bay running the entire length of the bays. This leak has damaged the sheetrock covering the ceiling and has saturated the roof insulation. It seems to be related to an interior roof gutter system and should be repaired as soon as possible.



2. Lack of space for apparatus. Currently the front-line apparatus and the 2 ambulances from Wood's Ambulance occupy the entire apparatus floor area. The Reserve Engine and Reserve Ambulance are housed in Station 1 and the Annex Building, respectfully. Additionally, response trailers are stored outside and exposed to the elements. Storing and housing apparatus and trailers in this manner does not meet the needs of the Fire Department.



3. When Station 2 was built there was no consideration given to mixed gender use of facilities. There is only 1 bathroom and gang shower facility for both male and female members to use. Additionally, the 2 sleeping areas are open dorm style, giving little privacy between genders. Adding an additional bathroom and shower room in the current footprint of Headquarters is most likely not possible. Providing private sleeping rooms in the 2 current dorm rooms is a possibility in the current layout.



4. There is a lack of adequate lockers/storage/proper ventilation for turnout gear. Research, testing and evaluation of PPE tells us that there are several things that can have an adverse impact on the life cycle of firefighting PPE, particularly the integrity of the PPE fabric, including deteriorating UV light and surface contamination.

Over the past decade, the Fire Service has become more active regarding the storage of our PPE. This is based on science and studies regarding firefighters and their exposure to toxic materials and carcinogens during structural firefighting activities. Furthermore, this contamination can be brought back to the fire station and spread throughout the station by "off gassing". Because of this, in modern



fire stations, all structural firefighting gear is prohibited from living areas of the building and all gear is stored in a properly vented structural firefighter gear storage room.

At Headquarters firefighters are forced to store their second set of structural firefighting gear on the 2<sup>nd</sup> floor living area (picture bottom right). Although this gear is required to be cleaned and bagged before it is brought to the 2<sup>nd</sup> floor hallway area it is not a good practice. The size and configuration of the building give fire department management no real option for proper storage.



5. There is no dedicated decontamination area for Fire & EMS equipment.

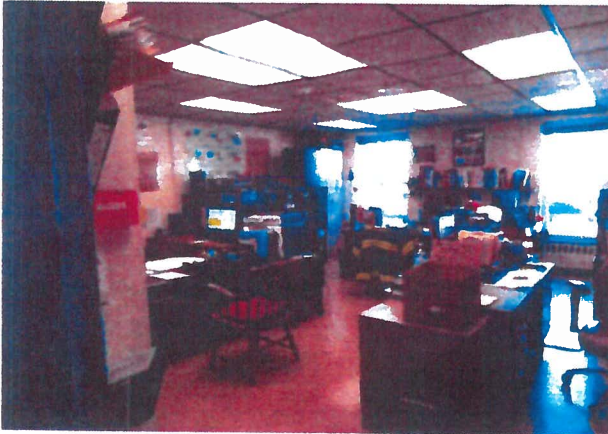
6. Fire Headquarters needs a proper building air handling system for ventilation and air purification. This is needed to keep the contaminants created and stored in the apparatus bay area of the station out of the residential side of the building.

7. There is an absence of adequate storage space at headquarters. Currently, apparatus, equipment and gear are stored between 3 buildings of which only 1 is occupied. Currently the Reserve Ambulance is stored in the Annex Building. This Reserve Ambulance, Rescue 2, will be replaced by the current front-line ambulance, Rescue 3, in the next year when a new ambulance is purchased. Rescue 3 (when it becomes the Reserve) will not fit in the Annex Building.

Additionally, in the administrative area there is very limited room for department files and records storage and the department has been forced to store these in the stairwells of the fire station. The need for adequate firefighting gear and locker storage has been addressed above in Item 4.



8. Office space is very limited and does not meet the current needs of the department. In today's fire service office space is needed for Administration, Administration Support, Fire Prevention, EMS Officer, Training Officer, Apparatus/equipment maintenance person and 4 Shift Officers.



9. Similar to the lack of gender specific bathrooms and showers, separate locker rooms, for male and female are needed. However, under the current footprint of the building this is not possible.

10. Training is the backbone of any fire department. Hands on training produces well-prepared firefighters that through repetitive basic training increases the speed of an operation and enhances proper execution while reducing injuries. Although GFD has an area to use for classroom training it does not have an area, facilities or props dedicated to hands on training as pictured below.



The 10 issues addressed above are not uncommon for a fire facility that was built 44 years ago. However, the operations and services of today's fire service have changed dramatically.

**Recommendations:**

1. The city should investigate the needs for a new or substantially remodeled Fire Headquarters to meet current and future needs.

**Review of the Civil Service system and if improvements can be made in hiring Firefighter/EMTs**

Civil Service, as a government agency, was designed to provide fairness in the public sector, in entry level hiring, promotions, (including bypass in rank), demotions, (layoffs) and discipline (which includes suspensions and terminations). The Civil Service website under Mass.gov states that Civil Service strives to recruit a qualified diverse labor force and evaluate current and potential employees desiring a career in public safety, to fill jobs in agencies and municipalities across the Commonwealth.

The Commonwealth is made up of 39 cities and 312 towns. Out of these 351 cities and towns, 103 Fire Departments are currently under Civil Service, and 11 have opted out of Civil Service in recent years: Acushnet, Athol, Franklin, Greenfield, Mansfield, Marlborough, North Attleborough, Plainville, Swampscott, Wellesley, and Westwood.

The remainder of Fire Departments in the Commonwealth are not under Civil Service.

Some Civil Service key points on hiring and promoting:

- Children of firefighters killed in the line of duty go to the top of the Civil Service eligibility list.
- Children of firefighters permanently disabled in the line of duty go to the top of the Civil Service eligibility list.
- Disabled Veterans and Veterans with residence preference are next on the Civil Service eligibility list. Military personnel deployed at the time the test is scheduled, can make up the test at another time.
- People with residency can have preference if the city or town requests (Civil Service requires a person to have lived 1 year in a city or town they claim residency in).
- Civil Service provides for all testing both entry and promotions. Tests are generically written with the same questions Statewide.
- Hiring candidates through the civil service system is designed to remove Nepotism within the department and collusion with applicants.
- If a candidate is bypassed for employment or promotion, Civil Service provides a means for that applicant appeal the bypass and has a right to a hearing on why they were not hired.
- Civil Service allows for cities and towns to request a selective certification under Personnel Administration Rule (PAR).08, i.e., a selective certification based on gender, a specific language fluency or EMT can be requested.
- Civil Service protects firefighters that are laid off, with those officers being placed on a Lay Off List and have preference to work for another Civil Service city or town that has an opening in their department. The individual laid off has the first right to the job they were laid off from when or if it becomes open.

Recently, many police agencies and 9 fire agencies have chosen to leave Civil Service. Additionally, and over the past 30 years or so, many cities and towns have decided to take their police chiefs and fire chiefs out of Civil Service.

The communities that have left Civil Service have cited many of the following reason and or advantages in their decision to leave:

- Their minimal entrance and promotional standards are a high school education or GED, Mass driver's license.
- Absolute preferences are given to disabled veterans, veterans and children of deceased or severely injured officers.
- Leaving Civil Service allows for greater flexibility within the hiring and promotional process.
- Departments would not be required to hire from an existing lay off list.
- The department can determine the expiration date of the hiring and promotional lists.
- The police/fire department can set minimum eligibility guidelines not allowed under Civil Service such as higher education levels.
- The department can determine what hiring preferences they want to acknowledge (residency, military experience, Paramedic/EMT certifications, language proficiency, prior academy training).
- Instead of the candidate ratio of (2N+1) departments would have a much larger candidate pool to select from.
- Departments can diversify their workforce without jumping through the hurdles Civil Service presents when asking for a specialized certification.
- Flexibility to hire lateral transfers or reinstatements.
- Ability to incorporate community and department specific criteria into promotional exams.
  - Ability to offer promotional exams that more accurately gauge an officer's suitability to become a supervisor.
  - Attributes beyond test score, such as work productivity, contribution to the community and performance evaluations would factor into promotions.
  - Ability to mandate a probationary period for promotions.

**As with any hiring or promotional system there are Pros and Cons.**

First and foremost, there are collective bargaining issues with the Firefighters' Union that will need to be overcome if you leave Civil Service. Many of the key points under Civil Service offer various levels of protection for Union members. Furthermore, they view the independent Civil Service system as testing on an even playing field which can help to keep local politics and favoritism to a minimum.

The Civil Service testing system is independent of the city or town and requires little effort for the community in the process. They develop the tests for both entry and promotion and administer them. When you need to fill a vacancy or position, they send you a list of eligible candidates based on the established ratio of 2N+1 (2 names for every open position plus 1 additional candidate). For example, if you have 1 opening you get 2 names plus 1 for a total of 3, if you have 2 openings you get 4 names plus 1 for a total of 5.

The argument against using this system, on the management side, is that the test(s) is based on statewide questions and not unique to the specific community and that you are very limited to the candidate pool you can choose from. Additionally, Civil Service sets minimal entrance and promotional standards, only requiring a high school education or GED and a Massachusetts driver's license.



When a city or town leaves Civil Service, the entrance testing and promotional process now becomes the responsibility of the community. Depending how the city or town chooses to develop and administer the testing and promotional process there could be an additional cost. The positive side to a city or town when conducting its own testing process is they can develop it specifically for the needs of that community. There are many companies and consultants in Massachusetts that provide entrance exam testing and promotional services, but it is typically at a cost to the community.

In recent years, fire departments trying to hire certified Emergency Medical Technicians (EMT) and Paramedics off the civil service "new hire" list have been very disappointed because the "new hire" list with this type of candidate is exhausted very quickly, leaving the city or town with no candidates to hire until the next civil service entrance exam is given. Recently, civil service has changed its entrance testing cycle from once every two years to once every year. It is not known at this time if this change will improve the number of available candidates in the EMT or Paramedic pool.

#### **Recent experience at Gardner Fire Department**

The City of Gardner only hires off the civil service EMT list. Recently, Chief Lagoy tried to hire four firefighter/EMTs. He was sent a list with 180 names, 11 signed the list, 6 came for an interview, 3 withdrew when they found out they had to live within 10 miles of the city (a Civil Service requirement), 1 did not pass the background check, leaving Chief Lagoy with 2 candidates, which he hired. At this point the fire department must wait for the next Civil Service entrance exam before they can fill the two vacant positions. This can lead to additional overtime cost and potentially fatigue to department members. It is our understanding that Chief Lagoy is experiencing these difficulties, once again, with his most recent round of hiring.

If the fire department is looking to hire trained and certified firefighter/EMTs from other communities, under Civil Service, you are restricted to hire from only other Civil Service departments. This greatly reduces the pool of potential candidates, especially in the Gardner area where many of the area fire departments are non-Civil Service.

As originally stated, there are Pros and Cons in being a Civil Service department or not. The Gardner Police Department has partitioned the State to leave Civil Service and to our understanding was recently granted permission the leave. We would suggest that if remaining in the Civil Service system is inhibiting the fire department from meeting its mission, leaving Civil Service should be explored.

In either case, we believe that there are ways to increase the pool for potential local candidates. Reaching out to the local high school is a great resource for potential candidates by participating in career days and/or offering internships. Additionally, working with the schools to provide CPR and first aid classes can give the fire department an opportunity to reach the student population. Teenagers are making decisions about what their adult lives might be like and can process substantial information about a possible career in the fire service. Firefighters can talk honestly with this group about what it is really like to be a firefighter and what opportunities exist.

Marketing local colleges are also a good resource for potential candidates. Two very local colleges, Quinsigamond Community College, and Anna Maria College both offer fire science programs, including Emergency Medical Technician training.

The use of media outreach, and social media, is a particularly helpful tool to make potential candidates aware of job openings and dates of upcoming Civil Service entrance exams and can include information on how to register for these exams.

**Recommendations:**

1. Review the success of the upcoming hiring process to see if it yields sufficient qualified firefighter/EMT candidates. If it does not meet these needs and it is clear that remaining in the Civil Service system is inhibiting the fire department from meeting its mission, leaving Civil Service should be explored.
2. Whether the fire department remains in or leaves Civil Service, we would recommend that a proactive recruitment program be established to assist in providing qualified firefighter/EMT candidates for the Gardner Fire Department, into the future.

**Review the current department staffing model against industry standards and comparison departments in the Commonwealth of Massachusetts**

Fire Departments across the Commonwealth vary greatly in size and scope due to size, economics, incident volume, traditions and needs of the communities they serve. No matter the size or community served, all successful fire departments share certain principles of organization for effective and safe function. These performance principles include:

- **Chain of command.** An established command hierarchy from the lowest to the highest department level, ensuring that each subordinate reports to one supervisor. The chain of command not only establishes accountability, it lays out a company's lines of authority and decision-making power. This chain of command is used for organizational day to day functions and for emergency incidents.
- **Supervisory limits or span of control.** This refers to the number of individuals or resources that one supervisor can manage effectively in emergency and non-emergency situations. Although the number can vary according to circumstance the Fire Chief's Handbook, 7<sup>th</sup> ed. uses a general guideline for fire service company supervision of up to five or six firefighters per one supervisor.
- **Division of labor.** Ensures that all responsibilities are assigned and prevents the duplication of efforts. Additionally, the process divides large jobs into smaller jobs to make them more manageable, equalize workloads, and increase efficiency.
- **Discipline and regulations.** Written policies, procedures, and guidelines to set boundaries and enforcement for expected individual and departmental performance.

To meet these expectations and achieve these principles, fire departments must be structured, organized, and staffed properly.

We looked at 10 fire departments in the Commonwealth that were either small cities or similar size departments and looked at the call volume, staffing and command structure.

|             | Population | calls other | calls EMS | total calls | # Stations | AMB          |
|-------------|------------|-------------|-----------|-------------|------------|--------------|
| Agawam      | 28,613     | 1104        | 5254      | 6358        | 2          | 3 ALS        |
| Amesbury    | 17,532     | 1106        | 1844      | 2950        | 1          | 1 BLS        |
| Bridgewater | 27,619     | 2500        | 3600      | 6100        | 2          | 2/ALS/2 res. |
| Foxborough  | 16,700     | 1300        | 2900      | 4200        | 1          | 3/ALS        |
| Gardner     | 20,683     | 1938        | 3477      | 5415        | 1          | 1 BLS        |
| Greenfield  | 17,258     | 1305        | 1763      | 3068        | 1          | BLS/BU       |
| Leominster  | 41,581     | 2728        | 5728      | 8495        | 3          | 2 BLS        |
| Melrose     | 28,016     | 1798        | 2480      | 4278        | 3          | ALS          |
| Southbridge | 16,878     | 764         | 3690      | 4454        | 1          | 3 ALS        |
| Wilmington  | 22,325     | 2424        | 2332      | 4756        | 1          | 3 BLS        |
| Winthrop    | 18,544     | 1061        | 2132      | 3193        | 2          | No AMB       |

Figure # 7

ALS = Advanced Life Support, BLS = Basic Life Support, BU = Back Up Ambulance

Each department provided us with an Organizational Chart (see Appendix A).

What we noticed with the current Gardner Fire Department staffing model were two things, the lack of a Deputy Fire Chief and that the standard span of control for a fire department of five or six firefighters to one supervisor is exceeded on each Group.

We would recommend the city looks at making a nonunion (confidential) Deputy Fire Chief's position. The Deputy Fire Chief would serve as second in command of a fire department. The Deputy Fire Chief would manage day-to-day operations, direct and coordinate activities of personnel under their command, collaborating with internal and external stakeholders. This person may also act as a department head in the absence of the Fire Chief and assist in succession planning. This position will include a combination of administrative work and time spent in the field to keep operations running efficiently in the fire department.

Currently, all the positions below Fire Chief are union positions. This leaves the Fire Chief without a confidential employee on the department to assist and act in a confidential capacity when formulating, determining, and effectuating management policies and dealing with disciplinary issues. Additionally, it puts the current 2nd in command, the Fire Captain, in a very difficult position as he or she tries to balance their high-level management position and being a union member.

The current "Group" span of control in the Gardner Fire Department is eight firefighters to one supervisor, exceeding the recommended span of control for a fire department. Exceeding the span of control in this fashion becomes more apparent and potentially dangerous during emergency operations with the potential that the span of control can become unmanageable. Maintaining a manageable span of control is particularly important at incidents where safety and accountability are a top priority.

Because of this large span of control, we would recommend the city looks at creating a Captain's position on each Group in addition to the current Group Lieutenant. This would bring the span of control to four firefighters to one supervisor. This can be done with little impact to the budget by continuing the current staffing level of nine on the Group and promoting one of the nine members to the newly created position of "Group" Fire Captain. The budget cost would be the difference between a Firefighter/EMT's rate and that of a Fire Captain.

The Fire Captain would manage the Group and run the day-to-day operations on that Group including managing duties surrounding firefighting, training, accountability, emergency care, hazardous materials, etc.

The Fire Lieutenant would act in a supervisory/foreman type position and assist the Captain in day-to-day operations and oversee a company at emergency scenes.

Both these positions would add to successful succession planning for the department moving forward.

#### **OSHA 2in/2out law and NFPA Standard 1710 for Career Fire Departments**

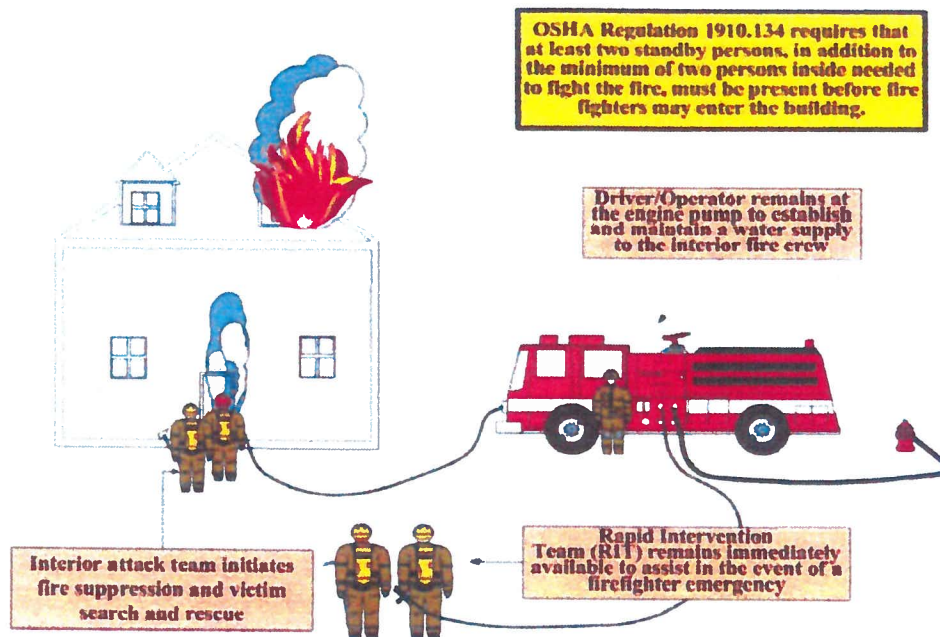
The report would be incomplete if we did not address the current OSHA 29 CFR 1910.134 law "2in-2out" and the NFPA Standard 1710 for Career Fire Departments.

The "2 in-to-out" law was designed for the safety of firefighters engaged in interior structural firefighting and is the major focus of paragraph (g)(4) of the OSHA Respiratory Protection standard. This provision



requires that at least two firefighters enter the Immediately Dangerous to Life or Health (IDLH) atmosphere and remain in visual or voice contact with each other at all times. It also requires that at least two others be located outside the IDLH atmosphere, thus the term, "two in/two out". This assures that the "two in" can monitor each other and assist with equipment failure or entrapment or other hazards, and the "two out" can monitor those in the building, initiate rescue, or call for back-up. One of the "two out" can be assigned another role such as incident commander. I am pleased to say that we found that Gardner Fire Department complies this law under normal response conditions.

#### OSHA '2 In/2 Out' Illustrated



Credit: Fairview Fire District

NFPA 1710 Standard for Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public by Career Fire Departments (see appendix B).

Appropriate staffing levels deliver effective and efficient deployment for fire suppression operations, emergency medical operations, and special operations to the public. NFPA 1710 is a standard/guideline for an all-career fire department to help protect citizens and provide for the occupational safety and health of its fire department employees. Provisions of 1710 cover functions and objectives of fire department emergency service delivery, response capabilities, and resources, including staffing levels, response times, and levels of service. General criteria for managing resources and systems, such as health and safety, incident management, training, communications, and pre-incident planning are also provided in NFPA 1710.

NFPA guidelines are based on research performed by trained members of the association. Scientific research, such as fire behavior in different environments and how different synthetic materials affect the burn process, are used in part to establish these guidelines.

NFPA 1710 addresses the structure and operation of organizations providing such services, which include fire suppression and other assigned emergency response responsibilities such as EMS and special operations.

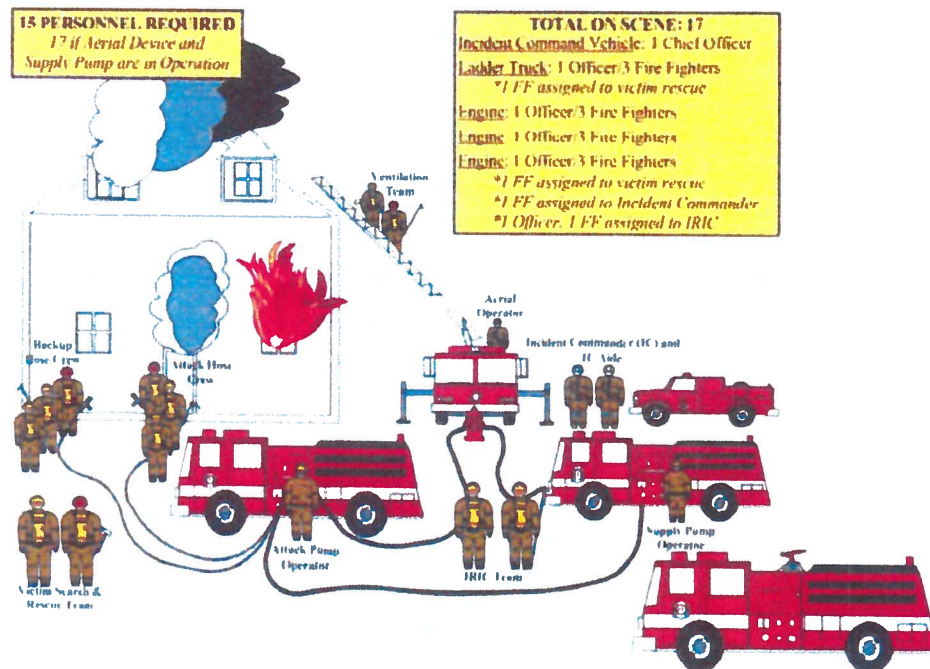
The requirements intend to provide effective, efficient, and safe protective services to help prevent fires, reduce risk to lives and property, deal with incidents that occur, and help prepare for anticipated incidents.

The requirements are listed in NFPA 1710 for fire department service deployment based on the type of occupancy, along with the appropriate response staffing levels for each. The minimum staffing level for a single-family dwelling according to the standard is:

Occupancy Type: Single-Family Dwelling Deployment: Minimum of 15 members or 17 if aerial device is used.

The initial full alarm assignment to a structure fire in a typical 2000 sq/ft two-story, single-family dwelling without a basement and with no exposures must provide for a minimum of 15 members (17 if an aerial device is used).

**NFPA 1710 Illustrated**



Credit: Peoria Fire Department

Additionally, NFPA 1710 provides essential benchmarks, fire departments often measure baseline performance in terms of total response time, which is the time it takes from the call to be received at the Public Safety Answering Point (PSAP) until the first unit arrives on the scene of the emergency

incident. Total response time should be measured and reported for all first-due units *and* the effective response force (ERF) assembly. Total response time is composed of call-processing time, turnout time and travel time:

- Alarm Answering Time: 15 seconds for 95% of calls; 40 seconds for 99% of calls
- Alarm Processing Time: 64 seconds for 90% of calls; 106 seconds for 95% of calls
- Turnout Time: 60 seconds for EMS responses; 80 seconds for fire responses
- First Engine Arrive on Scene Time: 240 sec (4 minutes) for 90% of responses with a minimum staffing of 4 personnel
- Second Company Arrive on Scene Time: 360 seconds (6 minutes) for 90% of responses with a minimum staffing of 4 personnel
- Initial Full Alarm – Low and Medium Hazard Assembly Time: 480 seconds (8 minutes) on 90% of responses
- Initial Full Alarm – High Hazard/High-Rise Assembly Time: 610 seconds (10 minutes 10 seconds) on 90% of responses

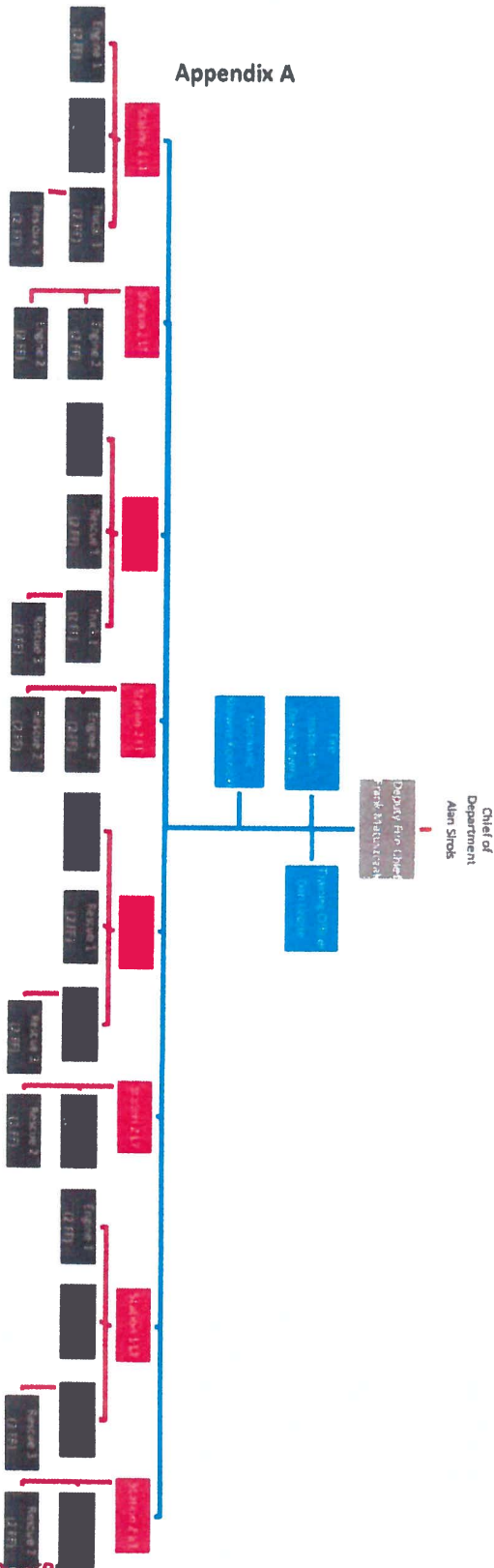
As stated earlier, NFPA Standards are guidelines for fire departments to be aware of and hopefully work towards implementing. There are many ways to move towards compliance with NFPA 1710 such as automatic aid, mutual aid with other neighboring communities, pre-fire plans, etc. It is suggested that Gardner Fire Department work towards meeting the guidelines of NFPA 1710 over time.

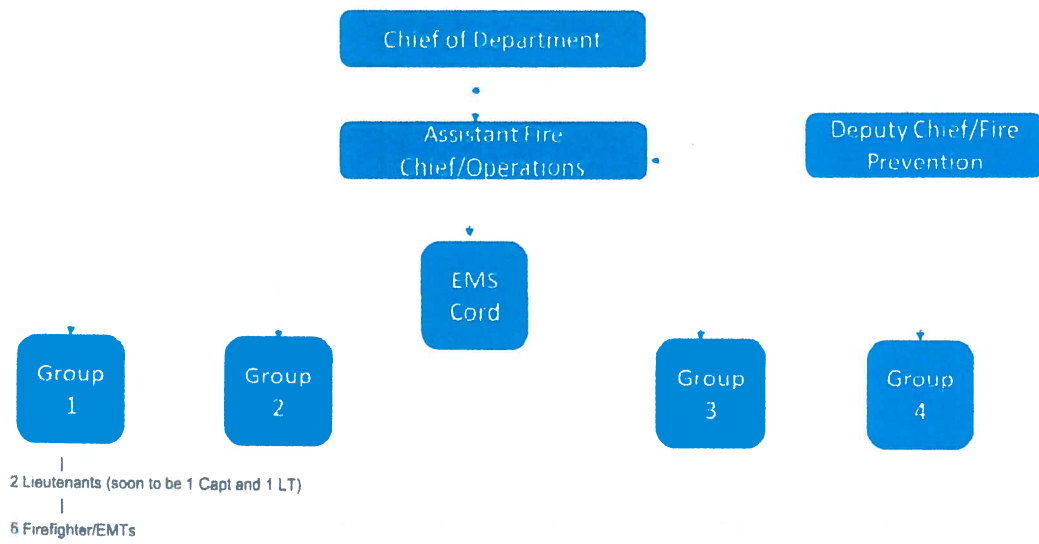
Taking this into account and after reviewing the organizational structures and shift manning of other Fire Departments in the study we would recommend adding a non-union Deputy Fire Chief's position and a Fire Captain to each group to be the Group Commander to solve the span of control issue.

**Recommendations:**

1. The city looks at making a nonunion (confidential) Deputy Fire Chief's position. The Deputy Fire Chief would serve as second in command of a fire department
2. The city looks at creating a Captain's position on each Group to be the Group Commander. This would be within the current Group staffing of nine and in addition to the current Group Lieutenant to bring the span of control to 4 firefighters to 1 supervisor.
3. That Gardner Fire Department should work towards meeting the guidelines of NFPA 1710, over time.

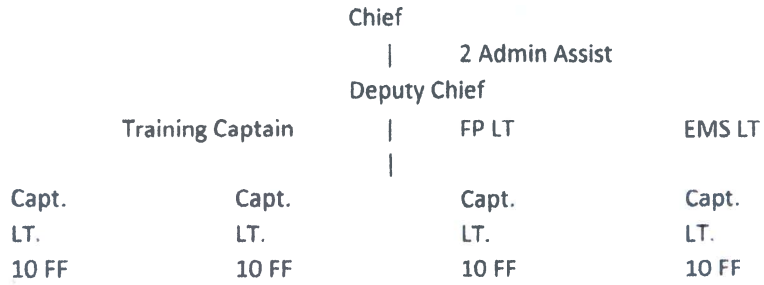
# Current Agawam Fire Department Organizational Chart, 2022





Amesbury Fire Rescue

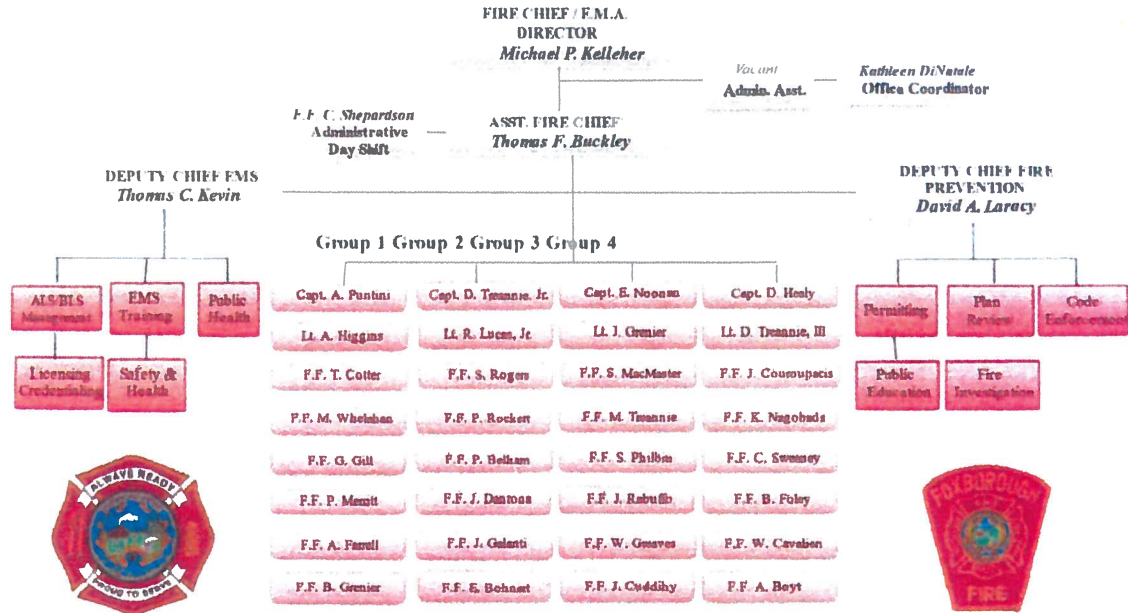
Bridgewater FD





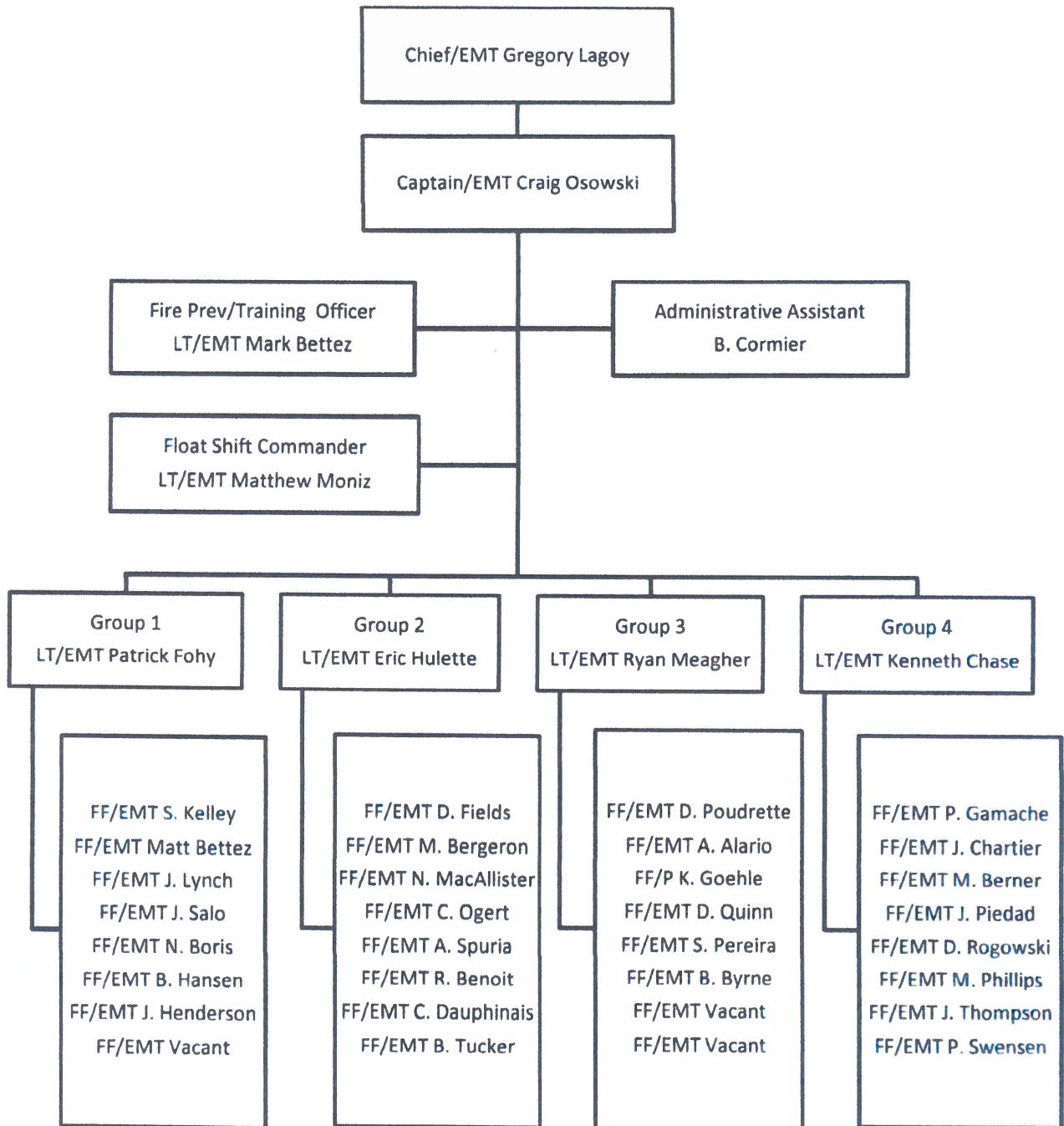
Rev. 10/5/2021

## TOWN OF FOXBOROUGH DEPARTMENT OF FIRE, RESCUE & EMERGENCY SERVICES

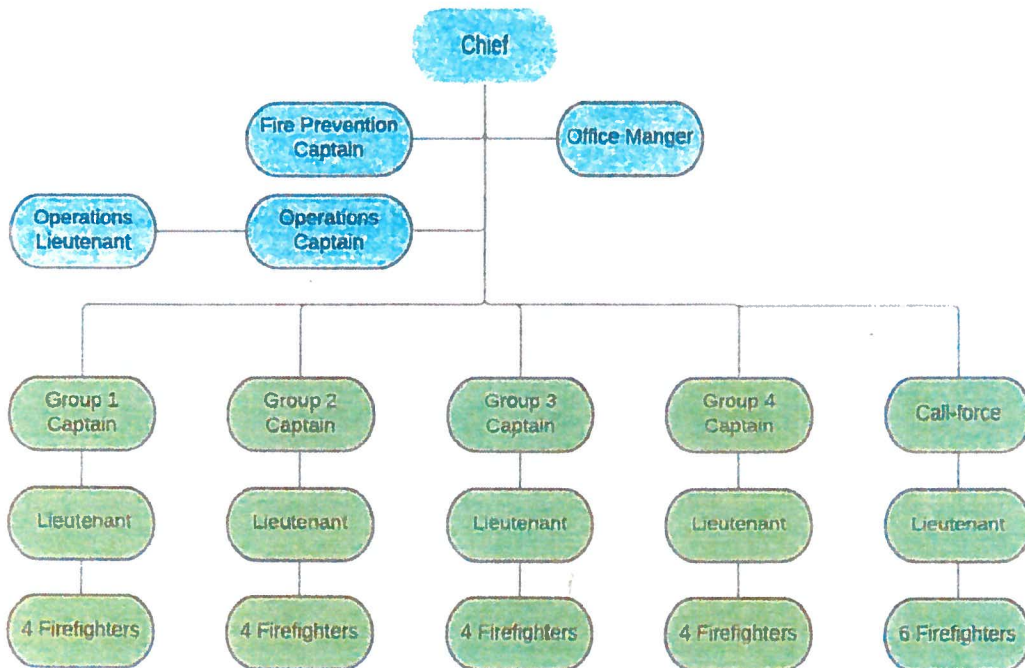


# GARDNER FIRE - RESCUE

## 2022 ORGANIZATIONAL CHART



Greenfield Fire Department





# FIRE/EMS DEPARTMENT STAFFING SURVEY

|                                                    |                                                          |                                                                   |                               |
|----------------------------------------------------|----------------------------------------------------------|-------------------------------------------------------------------|-------------------------------|
| DEPARTMENT/CITY<br>METRO AREA<br>POPULATION (2020) | Leominster Fire<br>Worcester, MA-CT Metro Area<br>43,782 | SERVICE<br>INCIDENTS FY 2021<br>INCIDENTS/1,000 (POP)<br>STATIONS | FIRE/EMS<br>8,495<br>194<br>3 |
|----------------------------------------------------|----------------------------------------------------------|-------------------------------------------------------------------|-------------------------------|

| DIVISIONS                                                                                                                                                                                                                                                                                                                                                |                                                                                                                                                                                                                      | Department Budget                                                                                                    | \$11,374,430 |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------|--------------|
| <input checked="" type="checkbox"/> EMS<br><input checked="" type="checkbox"/> TRAINING / EQUIPMENT<br><input checked="" type="checkbox"/> FIRE PREVENTION<br><input checked="" type="checkbox"/> INFORMATION TECHNOLOGY<br><input checked="" type="checkbox"/> FIRE ALARM / COMMUNICATIONS<br><input checked="" type="checkbox"/> APPARATUS MAINTENANCE | <input checked="" type="checkbox"/> Group 1<br><input checked="" type="checkbox"/> Group 2<br><input checked="" type="checkbox"/> Group 3<br><input checked="" type="checkbox"/> Group 4<br><input type="checkbox"/> | <b>FRONT LINE APPARATUS</b><br>FIRE CAR 1<br>BLS AMBULANCE (s) 2<br>ENGINE(S) 3<br>TRUCK(S) 1<br>BRUSH 0<br>RESCUE 0 |              |

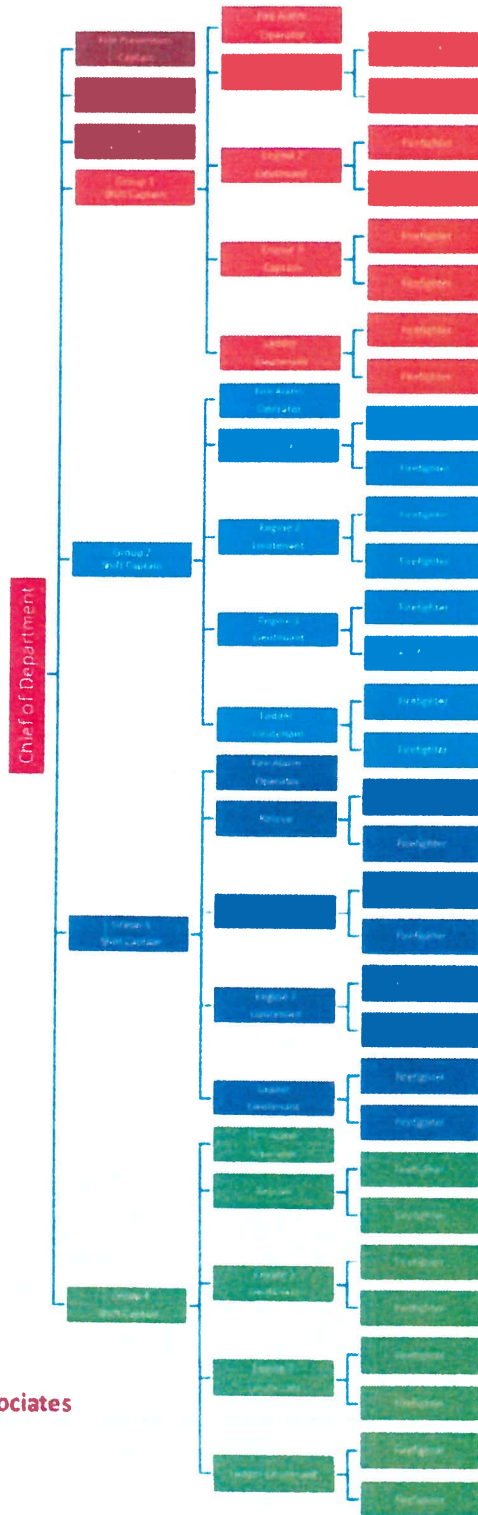
| DIVISION HEADS           |                          |                                     |              |                          |                                     |
|--------------------------|--------------------------|-------------------------------------|--------------|--------------------------|-------------------------------------|
| HEALTH SAFETY & WELFARE  | SWORN                    | UNION                               | SUPPRESSION  | SWORN                    | UNION                               |
| DEPUTY CHIEF EMS / TRAIN | <input type="checkbox"/> | <input checked="" type="checkbox"/> | Deputy Chief | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| DEPUTY CHIEF FIRE PREVEN | <input type="checkbox"/> | <input type="checkbox"/>            | Deputy Chief | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|                          | <input type="checkbox"/> | <input type="checkbox"/>            | Deputy Chief | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
|                          | <input type="checkbox"/> | <input type="checkbox"/>            | Deputy Chief | <input type="checkbox"/> | <input type="checkbox"/>            |
|                          | <input type="checkbox"/> | <input type="checkbox"/>            |              | <input type="checkbox"/> | <input type="checkbox"/>            |

| DIVISIONS                           | STAFF #   | BASE SALARY (2021) |
|-------------------------------------|-----------|--------------------|
| <b>ADMINISTRATION</b>               | <b>3</b>  |                    |
| CHIEF                               | 1         | \$                 |
| ADMINISTRATIVE ASSISTANT            | 1         |                    |
| ADMINISTRATIVE CLERK                | 1         |                    |
|                                     | -         |                    |
|                                     | -         |                    |
| <b>HEALTH SAFETY &amp; WELFARE</b>  | <b>6</b>  |                    |
| DEPUTY CHIEF EMS / TRAINING         | 1         | \$                 |
| DEPUTY CHIEF FIRE PREVENTION        | 1         |                    |
| LIEUTENANT EMS/ TRAINING            | 1         |                    |
| LIEUTENANT FIRE PREVENTION          | 1         |                    |
| INFORMATION TECHNOLOGY              | 1         |                    |
| FIRE ALARM SUPERINTENDENT           | 1         |                    |
| ASSISTANT FIRE ALARM SUPERINTENDENT | 1         |                    |
| APPARATUS MAINTENANCE               | 1         |                    |
| <b>SUPPRESSION</b>                  | <b>77</b> |                    |
| DEPUTY FIRE CHIEF                   | 4         | \$                 |
| LIEUTENANT                          | 16        |                    |
| FIREFIGHTER                         | 57        |                    |
|                                     | -         |                    |

MIN. STAFFING YES CONTRACTUAL YES # PER SHIFT 19 # PER APPARATUS MEDIC 2 BLS ENGINE 3 TRUCK 3

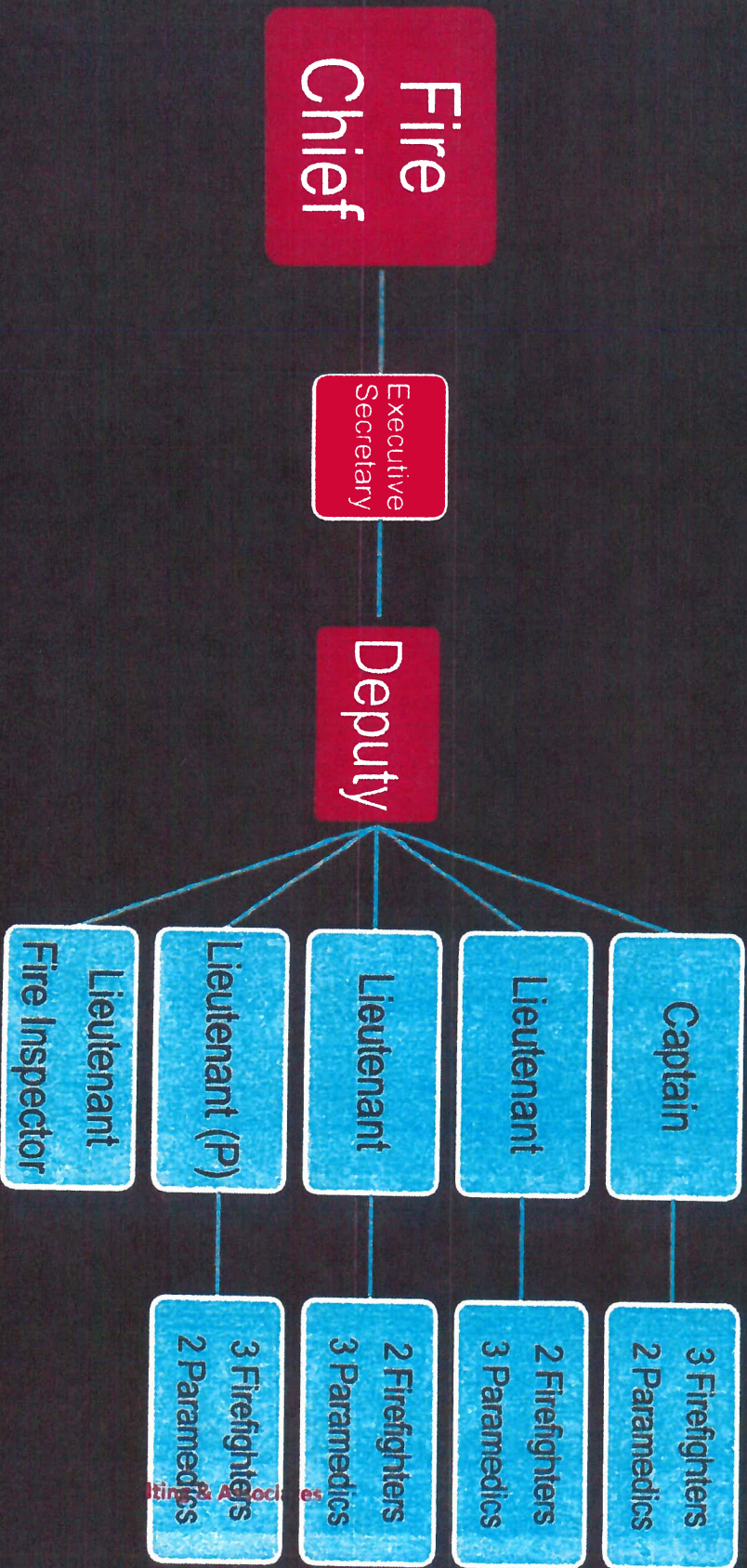
# Melrose Fire Department Organizational Chart

4 Staff Positions  
56 Line Firefighters



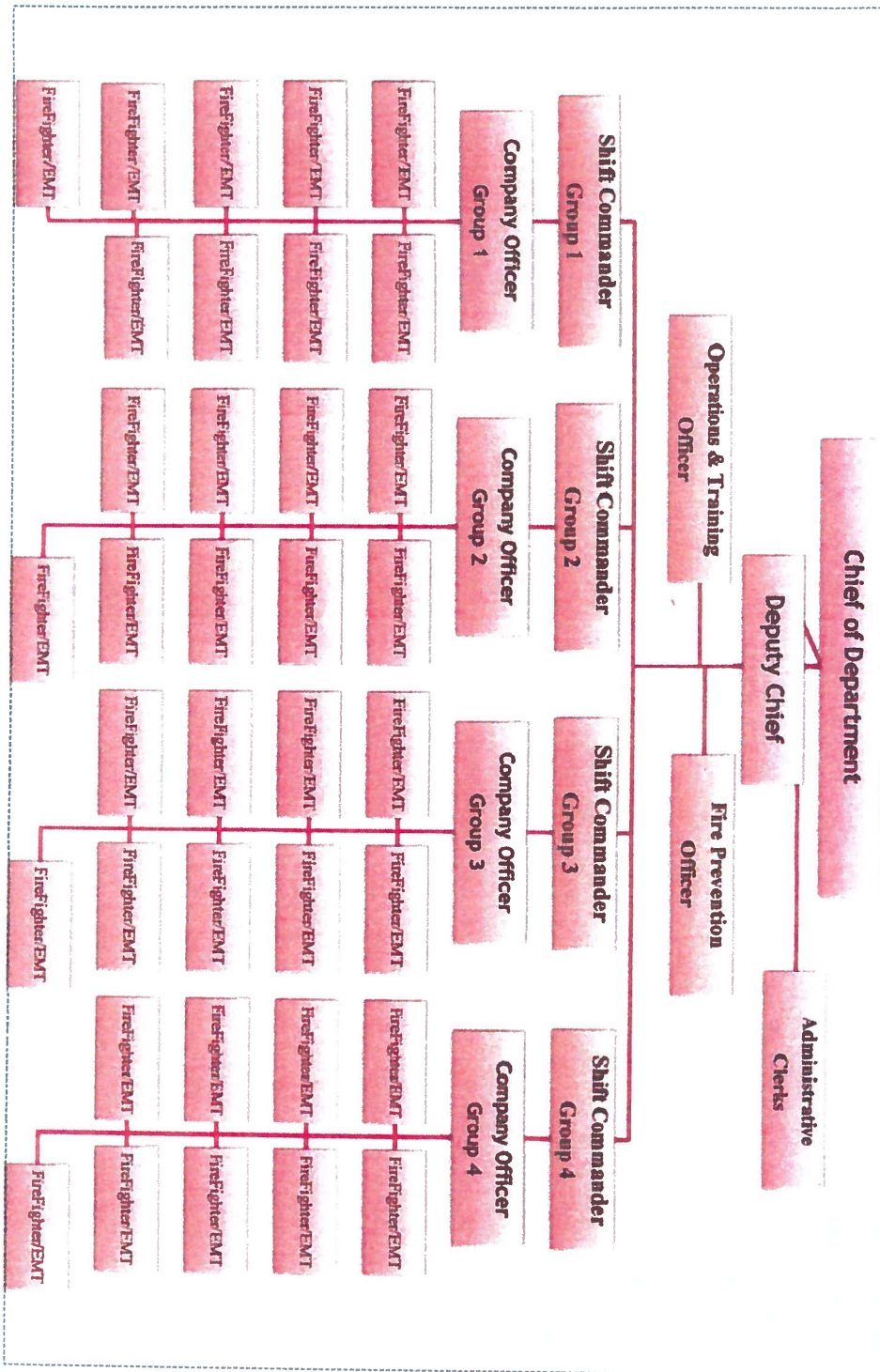


# Southbridge Fire Department - Career

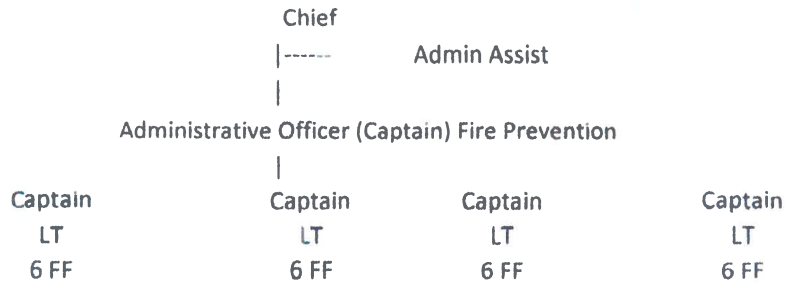




# Wilmington Fire Department



Winthrop Fire Department



Appendix B

# NFPA Standard 1710

## Organization and Deployment of Fire Suppression Operations, EMS and Special Operations in Career Fire Departments

### History and Purpose

- The 1710 Standard for was originally released in 2001. Following, there have been three revisions (2004, 2010, 2016) with the most recent released in September 2016.
- The standard is applicable to substantially all CAREER fire departments and provides the MINIMUM requirements for resource deployment for fire suppression, EMS and Special Operations while also addressing fire fighter occupational health and safety.
- The 1710 Standard addresses structure fire in three hazard levels. Those included low hazard (residential single family dwellings), medium hazard (three story garden apartments or strip malls), and high hazard structures (high-rise buildings)
- The Standard addresses fire suppression, EMS, Aircraft Rescue and Firefighting, Marine Rescue and Firefighting, Wildland Firefighting, and Mutual and Auto Aid.

### Fire Suppression and Special Operations Provisions

- "Company" is defined as
  - Group of members under direct supervision
  - Trained and equipped to perform assigned tasks
  - Organized and identified as engine, ladder, rescue, squad or multi functional companies
  - Group of members who arrive at scene and operate with one apparatus
- EXCEPTION to company arriving on one apparatus:
  - Multiple apparatuses are assigned, dispatched and arrive together
  - Continuously operate together
  - Managed by a single officer

- An Initial Alarm is personnel, equipment and resources originally dispatched upon notification of a structure fire.
- Performance Objectives
  - Alarm Answering Time
    - 15 sec 95%
    - 40 sec 99%
  - Alarm Processing Time
    - 64 sec 90%
    - 106 sec 95%
  - Turnout Time —
    - 60 sec EMS
    - 80 sec Fire
  - First Engine Arrive on Scene Time
    - 240 sec (4 min)
  - Initial Full Alarm (Low and Medium Hazard) Time
    - 480 sec (8 min)
  - Initial Full Alarm - High Hazard/ High Rise Time
    - 610 sec (10 min 10 sec)



- Fire departments shall set forth criteria for various types of incidents to which they are required/expected to respond. These types of incidents should include but not be limited to the following:
  - Natural disaster
  - Acts of terrorism
  - WMD
  - Large-scale mass casualty





- Given expected firefighting conditions, the number of on-duty members shall be determined through task analysis considering the following criteria:
  - Life hazard protected population
  - Safe and effective performance
  - Potential property loss
  - Hazard levels of properties
  - Fireground tactics employed
- Company Staffing (Crew Size)
  - Engine – minimum 4 on duty
    - High volume/geographic restrictions – 5 minimum on duty
    - Tactical hazards dense urban area = 6 minimum on duty
  - Truck – minimum 4 on duty
    - High volume/geographic restrictions - 5 minimum on duty
    - Tactical hazards dense urban area = 6 minimum on duty
- Initial Alarm Deployment (\*number of fire fighters including officers)
  - Low hazard = 15 Fire fighters
  - Medium hazard = 28 Fire fighters
  - High hazard = 43 Fire fighters

### EMS Provisions

- The fire department shall clearly document its role, responsibilities, functions and objectives for the delivery of EMS. EMS operations shall be organized to ensure the fire department's capability and includes members, equipment and resources to deploy the initial arriving company and additional alarm assignments.

- EMS Treatment Levels include:
  - First Responder
  - Basic Life Support (BLS)
  - Advanced Life Support (ALS)
- MINIMUM EMS Provision – First responder/AED
- Authority Having Jurisdiction (AHJ) should determine if Fire Department provides BLS, ALS services, and/or transport. Patient treatment associated with each level of EMS should be determined by the AHJ based on requirements and licensing within each state/province.
- On-duty EMS units shall be staffed with the minimum members necessary for emergency medical care relative to the level of EMS provided by the fire department.
- Personnel deployed to ALS emergency responses shall include:
  - A minimum of two members trained at the emergency medical technician paramedic level
  - AND two members trained at the BLS level arriving on scene within the established travel time.
- All fire departments with ALS services shall have a named **medical director** with the responsibility to oversee and ensure quality medical care in accordance with state or provincial laws or regulations and must have a mechanism for immediate communication with EMS supervision and medical oversight.





City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

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2022 OCT 26 PM 2:30

CITY CLERK'S OFFICE  
GARDNER, MA

October 11, 2022

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

RE: Free Cash Appropriation Request – Improved Security Gardner High School

Dear Madam President and Councilors,

For the past several years, one of the items that has been listed on the Capital Improvement Plan that the City Council has voted to approve each year has been to re-key the doors at Gardner High School.

Over the past several years, there have been several personnel changes at the High School and with those changes keys have been misplaced on occasion.

Coupled with this, are raising concerns regarding school safety after several incidents have occurred across the nation in recent years.

As such, the City, through the school department, will be going out to bid shortly to install new locks on all doors at Gardner High School, including special locks on all classroom doors that are made specifically to assist teachers and school safety personnel should any incidents occur.

Per Chapter 30B of the General Laws, an appropriation for the work must be made prior to the bidding time being completed, in order to ensure that the project can actually be funded.

As a result, I am requesting that the City Council vote to appropriate \$35,000 of our recently certified free cash for this project. This dollar amount, listed on the capital improvement plan, came from requesting quotes from different vendors, in accordance with Chapter 30B.

Please note that the other schools in the Gardner Public School District all already meet school safety standards for door locks since they are either newer building or buildings that have been recently renovated.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO SCHOOL  
IMPROVEMENT PROJECT - ACCOUNT

ORDERED:

That there be and is hereby appropriated the sum of Thirty-Five Thousand dollars and No Cents (\$35,000.00) from Free Cash to the School Improvement Project – Rekey School.



Report contains submissions from City Departments. Since the Capital Improvement Committee has not yet performed ratings on items, this report does not indicate whether the items fall under the definition of a capital improvement. During the ratings process, it may be determined that items do not qualify as capital purchases, but will be considered as recommendations by the Committee under the normal budget procedure.

| Department                          | Description                                                              | Cost          | Fiscal Year   |              |              |              |              | NOTES:                        |
|-------------------------------------|--------------------------------------------------------------------------|---------------|---------------|--------------|--------------|--------------|--------------|-------------------------------|
|                                     |                                                                          |               | FY 2023       | FY 2024      | FY 2025      | FY 2026      | FY 2027      |                               |
| <b>Airport</b>                      |                                                                          |               |               |              |              |              |              |                               |
| Airport                             | Admin/Snow Removal Building                                              | \$ 75,000.00  | \$ 8,750.00   | \$ 66,250.00 |              |              |              |                               |
| <b>Building</b>                     |                                                                          |               |               |              |              |              |              |                               |
| Building                            | Traffic Signal -Elm/Pearson                                              | \$ 250,000.00 | \$ 250,000.00 |              |              |              |              |                               |
| Building                            | Traffic Camera System 2A/68                                              | \$ 25,000.00  | \$ 25,000.00  |              |              |              |              |                               |
| Building                            | Traffic Camera System 68/Dyer                                            | \$ 25,000.00  | \$ 25,000.00  |              |              |              |              |                               |
| <b>City Hall</b>                    |                                                                          |               |               |              |              |              |              |                               |
| City Hall                           | 1st floor bathrooms and plumbing                                         | \$ 80,000     | \$ 80,000     |              |              |              |              |                               |
| City Hall                           | 2nd floor bathrooms and plumbing                                         | \$ 80,000     |               | \$ 80,000    |              |              |              |                               |
| City Hall                           | Upgrade Main Electrical Service                                          | \$ 150,000    | \$ 150,000    |              |              |              |              |                               |
| City Hall                           | Perry Hall Windows/Bathrooms/Reno                                        | \$ 250,000.00 | \$ 250,000.00 |              |              |              |              |                               |
| <b>Community Dev &amp; Planning</b> |                                                                          |               |               |              |              |              |              |                               |
| Community Dev & Planning            | Indoor Pool Demolition                                                   | \$ 400,000    | \$ 400,000    |              |              |              |              |                               |
| Community Dev & Planning            | Outdoor Pool Expansion/Pavillion/Facilities                              | \$ 6,100,000  | \$ 6,100,000  |              |              |              |              |                               |
| Community Dev & Planning            | Selective Demolition                                                     | \$ 1,200,000  | \$ 400,000    | \$ 400,000   | \$ 400,000   |              |              |                               |
| Community Dev & Planning            | DURP Rear Main Ph 2                                                      | \$ 4,500,000  | \$ 4,100,000  | \$ 400,000   | \$ -         |              |              |                               |
| Community Dev & Planning            | MSCURP Acquisition/Infrastructure/Demo                                   | \$ 1,600,000  | \$ 750,000    | \$ 450,000   | \$ 400,000   |              |              |                               |
| Community Dev & Planning            | Downtown Infrastructure Improvements                                     | \$ 2,600,000  | \$ 800,000    | \$ 800,000   | \$ 500,000   | \$ -         |              |                               |
| Community Dev & Planning            | Recreation Center / Boys and Girls Club                                  | \$ 6,500,000  | \$ 850,000    | \$ 4,000,000 | \$ 1,650,000 | \$ -         |              |                               |
| Community Dev & Planning            | Bike Path                                                                | \$ 5,000,000  | \$ 2,500,000  | \$ 2,500,000 | \$ -         |              |              |                               |
| Community Dev & Planning            | Route 140 Business Park Planning/Acquisition                             | \$ 1,200,000  | \$ 1,200,000  |              |              |              |              |                               |
| Community Dev & Planning            | MVP Implementation                                                       | \$ 3,000,000  | \$ 1,000,000  | \$ 1,000,000 | \$ 500,000   | \$ 500,000   |              |                               |
| Community Dev & Planning            | Park Street Park and Parking Lot / Northcentral Pathway Extension (Elks) | \$ 420,000    | \$ 420,000    |              |              |              |              |                               |
| Community Dev & Planning            | Open Space and Recreation (Bailey Brook & Maki Park)                     | \$ 1,700,000  | \$ 700,000    | \$ 1,000,000 | \$ -         |              |              |                               |
| <b>Council on Aging</b>             |                                                                          |               |               |              |              |              |              |                               |
| Council on Aging                    | Kitchen Upgrades                                                         | \$ 50,000     | \$ 50,000     |              |              |              |              |                               |
| Council on Aging                    | ADA Accessibility Upgrades                                               | \$ 125,000    | \$ 125,000    |              |              |              |              |                               |
| <b>Engineering</b>                  |                                                                          |               |               |              |              |              |              |                               |
| Engineering                         | Dam Repairs                                                              | \$ 1,500,000  | \$ 1,500,000  |              |              |              |              |                               |
| Engineering                         | EF&MCA                                                                   | \$ 250,000    | \$ 250,000    | \$ 50,000    | \$ 50,000    | \$ 50,000    | \$ 50,000    | In FY23 Budget                |
| Engineering                         | Structural Repairs Mill Street Bridge                                    | \$ 2,000,000  | \$ 2,000,000  |              |              |              |              |                               |
| Engineering                         | TIP List Roadway Design                                                  | \$ 400,000    | \$ 200,000    |              | \$ 200,000   |              |              |                               |
| <b>Fire</b>                         |                                                                          |               |               |              |              |              |              |                               |
| Fire                                | Replace Roof Headquarters                                                | \$500,000     | \$ 500,000    |              |              |              |              |                               |
| Fire                                | Replace Pumper Station 1                                                 | \$ 75,000     | \$ 75,000     |              |              |              |              | Completed                     |
| Fire                                | Replace Rescuer 1                                                        | \$ 750,000    | \$ 750,000    |              |              |              |              | Purchased with ARPA           |
| Fire                                | Replace Engine 1                                                         | \$ 650,000    |               | \$ 650,000   |              |              |              |                               |
| Fire                                | Replace Tower 1                                                          | \$ 1,700,000  |               | \$ 1,700,000 |              |              |              |                               |
| Fire                                | Building Addition Headquarters                                           | \$ 5,000,000  |               | \$ 5,000,000 |              |              |              |                               |
| Fire                                | Refurbish/Refurbish Rescuer 2                                            | \$ 150,000    | \$150,000     |              |              |              |              | Purchased with ARPA           |
| Fire                                | Portable Pumps                                                           | \$280,000     |               |              | \$ 280,000   |              |              | Purchased with Grant funding  |
| Fire                                | Public Safety Communications Equipment Building Reservoir Hill           | \$ 75,000     | \$ 75,000     |              |              |              |              |                               |
| Fire                                | Stand Alone 3 Bay Garage Headquarters                                    | \$ 300,000    |               | \$ 300,000   |              |              |              |                               |
| <b>Golf</b>                         |                                                                          |               |               |              |              |              |              |                               |
| Golf                                | Replace Equipment                                                        | \$ 200,000.00 | \$ 200,000    |              |              |              |              |                               |
| <b>Health</b>                       |                                                                          |               |               |              |              |              |              |                               |
| Health                              | Plumbing/Septic/Water @ Transfer Station                                 | \$ 60,000     | \$ 30,000     | \$ 30,000    |              |              |              |                               |
| Health                              | Electric @ Transfer Station in Shed                                      | \$ 60,000     | \$ 30,000     | \$ 30,000    |              |              |              | Purchased in FY21 w Free Cash |
| <b>Public Works</b>                 |                                                                          |               |               |              |              |              |              |                               |
| Public Works                        | Acceptance of Unaccepted Streets                                         | \$ 200,000    | \$ 100,000    | \$ 100,000   |              |              |              |                               |
| Public Works                        | Crystal Lake Cemetery - Tear down Building/Build Cremation Vaults        | \$ 150,000    | \$ 150,000    |              |              |              |              |                               |
| Public Works                        | Culvert Replacement                                                      | \$ 100,000    | \$ 100,000    |              |              |              |              |                               |
| Public Works                        | Paving                                                                   | \$ 5,000,000  | \$ 1,000,000  | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 | \$ 1,000,000 |                               |
| Public Works                        | Sidewalk Tractor                                                         | \$ 185,000    |               | \$ 185,000   |              |              |              |                               |
| Public Works                        | Sidewalk Sweeper                                                         | \$ 300,000    | \$ 300,000    |              |              |              |              | Purchased in FY22             |
| Public Works                        | Underground Fuel Storage Tank                                            | \$ 400,000    |               | \$ 400,000   |              |              |              |                               |
| Public Works                        | Bike Path Paving                                                         | \$ 250,000    |               | \$ 250,000   |              |              |              |                               |
| Public Works                        | Municipal Parking Lot Repaving                                           | \$ 150,000    | \$ 50,000     | \$ 50,000    | \$ 50,000    |              |              |                               |
| Public Works                        | New Salt Shed                                                            | \$ 450,000    | \$ 450,000    |              |              |              |              |                               |
| Public Works                        | Playground Equipment                                                     | \$ 75,000     | \$ 75,000     |              |              |              |              |                               |
| Public Works                        | Sign Shop                                                                | \$ 850,000    | \$ 850,000    |              |              |              |              |                               |
| Public Works                        | 10 Wheel Dump/Plow/Spreader                                              | \$ 250,000    | \$ 250,000    |              |              |              |              |                               |
| Public Works                        | Front End Loader w/Plow                                                  | \$ 185,000    |               | \$ 185,000   |              |              |              |                               |
| Public Works                        | 1 Ton Dump Truck                                                         | \$ 80,000     |               | \$ 57,000    |              |              |              |                               |
| Public Works                        | 1 Ton Pickup Truck                                                       | \$ 65,000     |               | \$ 65,000    |              |              |              |                               |
| Public Works                        | 10 Wheel Dump/Plow Equipment                                             | \$ 30,000     | \$ 30,000     |              |              |              |              | Purchased                     |
| Public Works                        | Backhoes                                                                 | \$ 125,000    | \$ 125,000    |              |              |              |              | Purchased                     |

|                           |                                                                                                 |               |                |              |              |             |  |
|---------------------------|-------------------------------------------------------------------------------------------------|---------------|----------------|--------------|--------------|-------------|--|
| Public Works              | Small Vehicle Lift                                                                              | \$ 25,000     | \$ 25,000      |              |              |             |  |
| Public Works              | 2A/68 Rotary/Lights                                                                             | \$ 2,000,000  | \$ 2,000,000   |              |              |             |  |
| Public Works              | Uptown Rotary                                                                                   | \$ 2,000,000  | \$ 2,000,000   |              |              |             |  |
| Public Works              | Elm Street Drainage                                                                             | \$ 250,000    | \$ 250,000     |              |              |             |  |
| Public Works              | Drainage Improvements                                                                           | \$ 500,000    | \$ 500,000     |              |              |             |  |
| Public Works              | Wilder Field Re-build                                                                           | \$ 250,000    | \$ 250,000     |              |              |             |  |
| <b>Police</b>             |                                                                                                 |               |                |              |              |             |  |
|                           | EOC (Emergency Operations Center) Galley                                                        |               |                |              |              |             |  |
| Police                    | Portable Radios                                                                                 | \$ 45,000     | \$ 45,000      |              |              |             |  |
| Police                    | Complete Original Construction                                                                  | \$ 500,000    | \$ 350,000     | \$ 150,000   |              |             |  |
| <b>Sewer (Enterprise)</b> |                                                                                                 |               |                |              |              |             |  |
| Sewer (Enterprise)        | Wastewater Treatment Plant Upgrade                                                              | \$ 10,000,000 | \$5,000,000    | \$5,000,000  |              |             |  |
| Sewer (Enterprise)        | 1 Ton Pickup Truck                                                                              | \$ 65,000     | \$ 65,000      |              |              |             |  |
| Sewer (Enterprise)        | Sludge Landfill Expansion                                                                       | \$ 4,000,000  |                | \$ 4,000,000 |              |             |  |
| Sewer (Enterprise)        | Low Impact Dozer (Landfill)                                                                     | \$ 250,000    |                | \$ 250,000   |              |             |  |
| Sewer (Enterprise)        | Pump Station Upgrades                                                                           | \$ 1,000,000  | \$ 1,000,000   |              |              |             |  |
| Sewer (Enterprise)        | Collection System Improvements                                                                  | \$ 1,000,000  | \$ 1,000,000   | \$ 250,000   | \$ 250,000   |             |  |
| <b>Water (Enterprise)</b> |                                                                                                 |               |                |              |              |             |  |
| Water (Enterprise)        | Facility Upgrades                                                                               | \$ 150,000    | \$ 150,000     |              |              |             |  |
| Water (Enterprise)        | Elevated Water Tank Interior Repairs                                                            | \$ 650,000    | \$ 650,000     |              |              |             |  |
| Water (Enterprise)        | 1 Ton Pickup Truck                                                                              | \$ 65,000     | \$ 65,000      |              |              |             |  |
| Water (Enterprise)        | Crystal Lake Spillway                                                                           | \$ 3,000,000  |                | \$ 3,000,000 |              |             |  |
| Water (Enterprise)        | Dam Repairs                                                                                     | \$1,000,000   |                | \$ 1,000,000 |              |             |  |
| Water (Enterprise)        | Water Meter Replacement                                                                         | \$ 2,000,000  | \$ 1,000,000   | \$ 1,000,000 |              |             |  |
| Water (Enterprise)        | Water Main Replacement                                                                          | \$ 11,000,000 | \$3,000,000    | \$6,000,000  | \$2,000,000  |             |  |
| <b>School Dept</b>        |                                                                                                 |               |                |              |              |             |  |
|                           | Gardner Elementary School                                                                       | \$ 89,000,000 | \$ 89,000,000  |              |              |             |  |
| School Dept               | School Facilities Garage Addition                                                               | TBD           |                |              |              |             |  |
| Elm Street School         | Refinish floor, paint ceiling.                                                                  | \$ 75,000     |                |              |              |             |  |
| Elm Street School         | Replace bathroom partitions.                                                                    |               |                |              |              |             |  |
| Elm Street School         | Upgrade standby generator and electric service                                                  | \$ 200,000    |                |              | \$200,000.00 |             |  |
| High School               | Replace auditorium and gym wing stair treads.                                                   | \$ 80,000     |                |              |              | \$80,000.00 |  |
| High School               | Landry Auditorium Renovation: Ceiling tiles, sound, lighting.                                   | \$ 1,200,000  | \$1,200,000.00 |              |              |             |  |
| High School               | Watkins Field Bathrooms & Concessions                                                           | \$ 700,000    | \$700,000.00   |              |              |             |  |
| High School               | Exit and Emergency Lighting                                                                     | TBD           |                |              |              |             |  |
| High School               | Replace toilet partitions.                                                                      | TBD           |                |              |              |             |  |
| High School               | Finish Upgrade Science labs on 1st and 2nd floors. (4)                                          | \$ 477,000    |                |              | \$477,000.00 |             |  |
| High School               | Replace service equipment throughout.                                                           | \$ 1,500,000  |                |              |              |             |  |
| High School               | Upgrade standby generator.                                                                      | TBD           |                |              |              |             |  |
| High School               | Replace classroom unit ventilators throughout.                                                  | \$ 1,500,000  |                |              |              |             |  |
| Middle School             | Replace 7 roof top condensers.                                                                  | \$ 100,000    |                |              |              |             |  |
| Middle School             | Replace metal pitched roof, gutters, and downspouts.                                            | \$ 750,000    |                |              |              |             |  |
| GMS/GHS Athletic Fields   | Improve field configuration, add Varsity baseball field, batting & pitching cages, repair turf. | \$ 630,000.00 |                |              |              |             |  |
| School Dept               | Facilities Pick up truck                                                                        | \$ 50,000.00  |                |              |              |             |  |
| High School               | Intercom System and Clocks                                                                      | \$ 250,000.00 |                |              |              |             |  |
| High School               | Update / Add cameras                                                                            | \$ 150,000.00 |                |              |              |             |  |
| High School               | Replace window blinds                                                                           | \$ 500,000.00 |                |              |              |             |  |
| High School               | Paint all interior walls                                                                        | \$ 150,000.00 |                |              |              |             |  |
| High School               | Replace carpeting                                                                               | \$ 75,000.00  |                |              |              |             |  |
| Helen Mae Sauter          | Replace Roof                                                                                    | \$ 500,000.00 |                |              |              |             |  |
| Middle School             | Pave road and replace curbing                                                                   | \$ 300,000.00 |                |              |              |             |  |



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

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2022 OCT 26 PM 2:30  
CITY CLERK'S OFFICE  
GARDNER, MA

October 11, 2022

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

RE: Free Cash Appropriation Request – Gardner Visitor Center Purchase Due Diligence

Dear Madam President and Councilors,

Attached, please find an appropriation request for funding to contract with one of our on-call engineering firms to complete the due diligence process so that the City can finally take ownership of the former Gardner Visitor Center located at 26 Lake Street.

The agreement between the Commonwealth and the City is to trade ownership of Stump Pond on Pearl Street across the street from Dunn State Park in exchange for ownership of the Gardner Visitor Center Building.

This process includes conducting surveys of the properties, environmental studies, MEPA certifications, and other processes as outlined in the attached documentation.

We have been notified by both Fuss and O'Neil and the Commonwealth's Department of Capital Asset Management and Maintenance (DCAMM) that this process could take close to a year to complete. As such, I am putting forward this request now to keep the process moving.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO CITY CAPITAL PROJECT. – VISITOR’S CENTER REVITALIZATION.

ORDERED:

That there be and is hereby appropriated the sum of Thirty Five Thousand Dollars and No Cents (\$35,000.00) from Free Cash to the City Capital Project – Visitor’s Center Revitalization.





August 16, 2022

Trevor Beaugard  
 Director of Community Development and Planning  
 City of Gardner  
 City Hall Annex  
 115 Pleasant Street, Room 201  
 Gardner, MA 01440

RE: Proposal for Land Ownership Transfer Support  
 26 Lake Street (Parcel IDs M27-25-6 and M27-25-10)  
 Gardner, Massachusetts

Dear Mr. Beaugard:

Fuss & O'Neill, Inc. is pleased to submit this proposal for professional services for environmental assessment, land survey, and permitting under the Massachusetts Environmental Policy Act (MEPA) related to a proposed land swap involving the above-referenced Site (the Site). This letter will serve as our agreement for services as outlined herein.

## Project Understanding

We understand the City of Gardner owns a property referred to as the “Stump Pond” parcel on Pearl Street (identified as Tax Assessor’s Parcel W27-112), near the Dunn State Park. The City has been authorized by way of legislation to convey ownership of the Stump Pond parcel to the Commonwealth of Massachusetts. In exchange, the City will obtain ownership of parcels (Tax Assessor’s Parcels M27-25-6 and M27-25-10), which are part of the Gardner Heritage State Park, conveyed from the Massachusetts Division of Capital Asset Management and Maintenance (DCAMM). We understand that the two parcels that will be conveyed to the City were formerly a visitor’s center and fire station located at 26 Lake St. These two parcels are the subject Site for the services proposed herein.

## Scope of Services

### Task 100 – Massachusetts Environmental Policy Act (MEPA) Permitting

Because the proposed land swap involves the Site parcels which are currently held in conservation by the Commonwealth, the requirements of the Article 97 Land Disposition Policy (Article 97) established by the Executive Office of Energy and Environmental Affairs (EOEEA) in February 1998 will apply. Section IV, Item 6 of Article 97 states that “municipalities that seek to dispose of any Article 97 land must...file an Environmental Notification Form (ENF) with EOEEA’s MEPA office”. This requirement is further established in 301 CMR 11.03(1)(b)3, which identifies “conversion of land held for natural resources purposes in accordance with the Amendments to the Constitution of the Commonwealth Article 97 to any purpose not in accordance with Article 97” as a MEPA threshold. Based on this Threshold, MEPA Review of the project is required.

1550 Main Street  
 Suite 400  
 Springfield, MA  
 01103

t 413.452.0445  
 800.286.2469  
 f 413.846.0497

www.fando.com

Connecticut  
 Maine  
 Massachusetts  
 New Hampshire

Rhode Island  
 Vermont





Mr. Trevor Beauregard

August 16, 2022

Page 2

Additionally, based on the Massachusetts Environmental Justice Mapper, the Site parcels are located within a census tract characterized by Environmental Justice (EJ) populations. In accordance with 11.06(7)(b), an Environmental Impact Report (EIR) is required for “any Project that is located within a Designated Geographic Area around an Environmental Justice Population”.

The sub-tasks described below are intended to address the MEPA requirements pertinent to the project. They were developed based on information presented in the following documents and resources:

- Environmental Notification Form (ENF) Preparation and Filing website
- Environmental Impact Report (EIR) Preparation and Filing website
- MEPA Interim Protocol for Analysis of Project Impacts on Environmental Justice Populations (effective January 1, 2022)
- MEPA Public Involvement Protocol for Environmental Justice Populations (effective January 1, 2022)

#### ***Sub-Task 100A – Pre-Filing Coordination and Public Outreach***

We will coordinate with the MEPA Office to schedule and participate in a pre-filing meeting. The objective of the meeting will be to discuss the proposed project and review our plan for addressing filing and public outreach requirements.

We will also obtain an EJ Reference List from the MEPA office which provides a basis for the community-based organizations (CBOs) and tribes which will be solicited as part of subsequent outreach efforts. We will then use the EJ Screening Form to provide the required 45-day advanced notification of the project to the CBOs and tribes identified on the EJ Reference List. This advanced notification will also include information on ways that the CBOs and tribes can request a community meeting to discuss the project.

#### ***Sub-Task 100B – Expanded Environmental Notification Form (EENF) Preparation and Filing***

We will prepare the EENF and provide the submittal to the City under draft cover for review and comment. Upon reaching consensus, we will finalize the EENF, which will generally consist of the following elements:

- Preparation of the Form and required attachments (project description, maps, potential environmental impacts, etc.)
- Analysis of impact on EJ populations
- Analysis of feasible project alternatives and mitigation measures
- Detailed summary of existing inequitable environmental burdens that will provide a baseline against which potential environmental impacts and mitigation measures can be assessed
- Summary of measures taken to provide public involvement opportunities for EJ populations prior to filing



FUSS & O'NEILL

Mr. Trevor Beauregard

August 16, 2022

Page 3

- Printed outputs from the RMA Climate Resilience and EEA EJ Maps websites

We will coordinate distribution of the final EENF package (electronic and hard copies, as applicable) to the MEPA and additional pertinent agencies included in the MEPA Electronic Distribution List.

### ***Sub-Task 100C – Miscellaneous Public Outreach and Coordination***

No more than 30 days prior to the filing of the EENF, we will coordinate publication of a newspaper notice in the newspaper of local circulation. We will also assist the City with addressing pertinent requirements regarding outreach to EJ communities. Applicable state law pertaining to projects in EJ neighborhoods requires that proponents “undertake measures to provide public involvement opportunities”. Available MEPA guidance provides best practices for public outreach and community engagement. We will assist the City with the following outreach measures which we anticipate will be appropriate for this project:

- Preparation of brief text documenting basic project information (nature of project, properties affected, contact information, etc.), for the purpose of dissemination to the public.
  - This text can be presented on flyers to be posted by City staff at public places such as libraries, City Hall, churches, and other areas of congregation.
  - The text can should also be presented on the City website and other social media channels.
  - We will update the text periodically at key project milestones (i.e. submission of ENF and EIR, receipt of Certificates from the MEPA Office).
  - We assume posting of public notice materials will be performed by City personnel.
- Preparation of fact sheets which describe the project, site histories, planned future uses, and other relevant information for dissemination by the City.
- Providing notice of the MEPA Site Visit to CBOs, tribes, and other interested members of the public.

We have also included attendance of the MEPA Site Visit as part of this task, which we anticipate will be attended by a MEPA Environmental Analyst and interested members of the public.

### ***Sub-Task 100D – Environmental Impact Report (EIR) Preparation and Filing***

We will prepare the EIR and provide the submittal to the City under draft cover for review and comment. Upon reaching consensus, we will finalize the EIR, which will expand upon and supplement the information provided in the EENF. The content of the EIR will also be informed by comments received during the public notice and MEPA review periods, if any. We anticipate that the EIR will generally consist of the following elements:

- A project summary including basic project details and description.
- A description and analysis of project alternatives.
- Summary of the existing environment, including socio-economic conditions of the Project area and surroundings.



FUSS & O'NEILL

Mr. Trevor Beauregard

August 16, 2022

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- Assessment of potential environmental and public health impacts.
- Description of mitigation measures intended to avoid or limit negative environmental impacts and promote positive impacts.
- Findings relevant to M.G.L. Chapter 30, Section 61 - *Determination of impact by agencies; damages to environment; prevention or minimization; foreseeable climate change impacts.*
- Response to comments issued by EEA, the MEPA Office, and/or the public during the EENF review process.
- Assessment of existing inequitable environmental burden and public health impacts experienced by the affected EJ population, including how the Project may affect existing inequities as well as potential mitigation measures.

We will coordinate distribution of the final EIR package (electronic and hard copies, as applicable) to the MEPA and additional pertinent agencies and persons who commented on the EENF or requested copy of the EIR.

#### ***Anticipated MEPA Task Sequence***

The following bullets summarize an anticipated timeline and sequence for this project. The actual timeline and/or sequence may vary based on input and responses from the MEPA Office, EEA EJ Office, and/or members of the public (i.e. CBOs, tribes, individuals, etc.).

- Pre-filing Coordination and Outreach (up to approximately three weeks; dependent on the availability of MEPA and EEA EJ Staff)
- 45-day Advanced Public Notification Period
- Publish newspaper notice and post other public notices (i.e. flyers, web-based updates) no more than 30 days prior to the filing of the EENF
- EENF to be prepared concurrently with the 45-day Advanced Public Notification Period
- EENF submitted following the conclusion of the 45-day Notification Period, to pertinent agencies and for publication in the *Environmental Monitor* (MEPA has bi-monthly deadlines for publishing, typically the 15<sup>th</sup> and last day of each month)
- 37-day EENF Review Period, including a 30-day public comment period.
- Post updated notices informing the public of submission of the EENF and availability of public comment measures.
- EEA Secretary issues Certificate granting Single EIR request.
- Prepare and submit Environmental Impact Report to pertinent agencies and for publication in the *Environmental Monitor*
- 37-day EIR Review Period, including a 30-day public comment period.
- Post updated notices informing the public of approval of the EENF, submission of the EIR, and availability of public comment opportunities.
- Within seven days after the close of the public comment period, the EEA Secretary issues Certificate granting state agencies permission to move forward with necessary Actions to execute the land transfer.



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August 16, 2022

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### **Task 200 – ASTM Phase 1 ESA**

We will conduct a Phase I Environmental Site Assessment (ESA) using Standard Practice E1527-13 for ESAs issued in 2013 by the American Society for Testing and Materials (ASTM) as the general standard for our investigation. The 2013 ASTM standard meets the United States Environmental Protection Agency's (USEPA's) All Appropriate Inquiry standard. Our general Phase I ESA scope of work is attached.

At the completion of the project, we will submit a report that identifies recognized environmental conditions (RECs) associated with the site. REC means the presence or likely presence of any hazardous substances or petroleum products in, on, or at a property due to any release to the environment, under conditions indicative of a release to the environment, or under conditions that pose a material threat of a future release to the environment. At the completion of the assessment, we will prepare a Phase I ESA report that documents the findings of our research and identified RECs.

To meet the requirements of ASTM Standard Practice E 1527-13, The City of Gardner has certain obligations that are known as user responsibilities. These responsibilities include providing Fuss & O'Neill with the name and contact information of the site owner or a key site manager whom we can contact to arrange for a site inspection and who can provide responses to certain questions and requests in good faith. Please refer to the attached All Appropriate Inquiry Phase I ESA User Questionnaire for the information required to be provided by the City of Gardner.

### **Task 300 – Boundary Plan Survey**

Fuss & O'Neill will subcontract with Sherman & Frydryk (A Division of Hancock Associates) to prepare a recordable Boundary Plan in support of the land swap. The scope of services for this task includes the following:

- Land records research at the City Assessor's and Engineering Offices; the County Registry of Deeds; and the Massachusetts Land Court.
- Field survey to identify and locate existing monumentation and boundary evidence.
- Mapping of field and research data, including computation of boundaries.
- Preparation of a Boundary Plan suitable for recording at the Registry of Deeds.

### **Assumptions**

Our scope of services is based on the following assumptions:

1. We have assumed that written or oral translational services will not be warranted.
2. In consideration of the nature of the proposed Project, and in the interest of expediting the MEPA review process, we have assumed that a single EIR submittal (as opposed to the option



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to submit an initial draft EIR and subsequent final EIR, each with their own public comment period) is appropriate and will be approved by the EEA and MEPA Office.

3. We assume that no requests for a public meeting(s) or hearing(s) will be made during the course of this project.
4. We assume that the project will not be subject to Special Review Procedures or to changes due to Lapses in Time.
5. We assume that the MEPA Office and EEA will not designate the project as requiring a higher level of pre-filing outreach.
6. The MEPA Office, EEA, other state agencies, and/or members of the public (i.e. CBOs, tribes, private citizens, etc.) may issue comments, questions, or requests during the course of the proposed work. Depending on the nature and complexity of such requests, additional effort, outside the scope of this proposal, may be warranted to address the requests. If so, we will request a task amendment to address the pertinent comments.
7. We assume that a sufficient number of record monuments exist to recreate the property lines and that their locations in the field will correspond with the plan/deed locations of said monuments.

## Schedule

The overall project schedule will be driven to a large degree by the sequence of required steps under the MEPA task (as summarized above) and the feedback provided by the MEPA Office, other agencies, and members of the public. We will work with the City to establish a mutually agreeable timeline for the MEPA task and will strive to balance project schedule with the need to conduct robust public outreach and respond to comments. We will also coordinate the Phase I ESA and survey tasks to occur concurrent with the MEPA process. Note that certain elements of the Phase I ESA must be updated if they are to be relied upon six months or more after work start. Therefore, we will prioritize initiating the Phase I ESA within six months of the land transfer closing date.

## Remuneration

We propose a combined lump sum and time and materials budget for this scope of services as outlined below, in accordance with our on-call contract and associated hourly billing rates.

| <b>Task</b>                                                       | <b>Basis</b>     | <b>Fee/Budget</b> |
|-------------------------------------------------------------------|------------------|-------------------|
| Task 100: MEPA Permitting                                         | ----             | ----              |
| <i>Sub-Task 100A: Pre-Filing Coordination and Public Outreach</i> | Time & Materials | \$2,000           |
| <i>Sub-Task 100B: EENF Preparation and Filing</i>                 | Time & Materials | \$7,000           |





Mr. Trevor Beauregard

August 16, 2022

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|                                                                      |                  |                 |
|----------------------------------------------------------------------|------------------|-----------------|
| <i>Sub-Task 100C: Miscellaneous Public Outreach and Coordination</i> | Time & Materials | \$5,500         |
| <i>Sub-Task 100D: EIR Preparation and Filing</i>                     | Time & Materials | \$6,800         |
| Task 200: ASTM Phase 1 ESA                                           | Lump Sum         | \$4,700         |
| Task 300: Boundary Plan Survey                                       | Lump Sum         | \$9,000         |
| <b>Total</b>                                                         |                  | <b>\$35,000</b> |

We look forward to working with you on this project. Receipt of a signed copy of the attached authorization page enclosed with this proposal or issuance of a purchase order referencing this proposal will serve to authorize the work outlined in the Scope of Services.

Sincerely,

Timothy J. Clinton, CPG, LSP  
Project Manager

Daniel F. Delany P.E.  
Vice President/Office Manager

Enclosures:      Authorization to Proceed  
                         Phase I ESA User Questionnaire  
                         Phase I ESA scope of work



## Authorization to Proceed

I hereby authorize Fuss & O'Neill to proceed with the above-referenced project in accordance with the proposal dated August 16, 2022, and the General Terms and Conditions of our On-Call Contract executed August 3, 2020. I understand that billing will be monthly, payable within thirty (30) days of date of invoice with interest accruing at the rate of 1.5% per month thereafter. A 15% administration charge will be added to subcontract services that are billed through Fuss & O'Neill. I further understand that the City of Gardner will be responsible for the reasonable cost of collection.

---

Name (print)

---

Date

---

Title

---

Authorized Signature

### ALL APPROPRIATE INQUIRY PHASE I ESA SCOPE OF WORK

Fuss & O'Neill uses Standard Practice E 1527-13 as general standard for conducting Phase I ESAs. For consistency, this scope of work is generally presented based on the outline of our standard Phase I ESA report. The descriptions of the procedures and sources for obtaining the information for each section follow the section headings. As specified by Standard Practice E 1527-13, the scope of work described below allows for use of professional judgment to determine the extent to which specific sources are reviewed.

Unless otherwise specified, the following items are not considered in the course of completing an ASTM E 1527-13 Phase I ESA:

- Asbestos, Lead (paint/plumbing), Radon, Mold, Fluorescent Light Ballasts
- Wetlands, Ecological Resources, Historical/Cultural Resources
- Regulatory and Health & Safety Compliance
- Endangered species

These items typically present little environmental risk to the grounds of a site; however, these items may be liabilities during property transfer, regulatory audits, construction, renovation, or demolition projects.

#### 1.0 Introduction

The objective of the ESA and the party that this ESA was conducted for are identified in this section.

#### 2.0 Site Overview

##### 2.1 Site Information

###### 2.1.1 Property Location, Size of Parcel, and Site Plan

Review of USGS topographic maps, local assessor and zoning maps and property description cards, field observations and sketches, and, if available, plans provided by a contact for the subject site. A site plan is included that is derived from these sources.

###### 2.1.2 Potable Water Supply and Sewage Disposal

Query the local Department of Public Works, local Engineering Department, appropriate local utilities, and/or other local municipal sources and/or a knowledgeable site contact.

###### 2.1.3 Adjoining Land Use

Site reconnaissance and assessor's mapping.

##### 2.2 Physical Setting of Site

###### 2.2.1 Geologic and Physiographic Setting

Site reconnaissance, USGS topographic maps, and available geological maps.

###### 2.2.2 Groundwater

Site reconnaissance, USGS topographic maps, and 310 CMR 40.0000 (the Massachusetts Contingency Plan).

###### 2.2.3 Surface Water

Site reconnaissance, USGS topographic maps, and 314 CMR 4.00 (MassDEP Surface Water Quality Standards).

###### 2.2.4 Location of Public Water Supply Sources

Site reconnaissance and mapping available in local departments queried as part of the ESA.

##### 2.3 Previous Environmental Investigations

Provided by the appropriate site contact or identified by other means during the course of conducting the ESA.

### 3.0 Site History

Site reconnaissance, knowledgeable site contacts, aerial photographs available from MassGIS, Sanborn fire insurance maps and street directories provided by an environmental database search service (note that street directories are reviewed at approximately five year intervals, but may be reviewed at smaller intervals for multi-tenant properties), and local municipal sources (local municipal Building Department, Engineering Department, Planning and Zoning Department, Health Department, and Fire Marshal).

### 4.0 Federal, State, and Local File Review

#### 4.1 Summary of Regulatory Database Information

Regulatory databases specified by Standard Practice E 1527-13 are reviewed using an environmental database search service.

The report provided by the environmental database search service is reviewed in detail. Sites that are inferred to present a significant risk to adversely impact the subject site are identified and explained within the ESA report. However, sites inferred to pose little risk to adversely impact the subject site are disclaimed within the attached environmental database search report.

#### 4.2 MassDEP File Review

Limited MassDEP file information is provided for the subject site and nearby properties in an environmental database search report. Reviews of files located at MassDEP Regional offices are not conducted unless specifically requested.

If a file review is to be conducted, files for the subject site and/or nearby properties are requested from the appropriate MassDEP Regional office. If available, these files are reviewed for pertinent information, which is either copied or noted.

#### 4.3 Local File Review

Files for the local municipal Tax Assessor, Building Department, Planning and Zoning Department, Health Department, and Fire Marshal are reviewed.

### 5.0 User Provided Information

Information provided by the user as required by the practice is discussed in this section

### 6.0 Site Reconnaissance, Interviews and Non-Scope Considerations

#### 6.1 Interviews

An attempt needs to be made to interview the owner and/or a key site manager identified by the owner. Note the owner can be the key site manager. Prior to conducting the interview, send the Owner/Key Site Manager Questionnaire. A reasonable attempt needs to be made to interview the owner/key site manager during the site visit.

#### 6.2 Site Reconnaissance

Field observations the results of required interviews are discussed in this section. In addition, surveys conducted to identify non-scope considerations are addressed.

### 7.0 Data Gaps, Findings and Conclusions

Data gaps relevant to the identification of recognized environmental conditions are discussed. In addition, recognized environmental conditions are summarized in this section as well as recommendations for further investigation, if appropriate.

### 8.0 References

References used as part of the ESA are presented here.

### **RESTRICTIONS: EXCEPTIONS TO OR DELETIONS FROM THE SCOPE OF WORK**

- List specific restrictions. Restrictions may also be considered data gaps.



**ALL APPROPRIATE INQUIRY  
PHASE I USER QUESTIONNAIRE  
PAGE 1 of 2**

Site Name and Address:

Completed By: \_\_\_\_\_ Date: \_\_\_\_\_  
(Please Print)

Signature: \_\_\_\_\_

Representing: \_\_\_\_\_ Phone No: \_\_\_\_\_

**ASTM Questions to Address User Responsibilities:**

In order to qualify for one of the *Landowner Liability Protections (LLPs)* offered by the Small Business Liability Relief and Brownfield's Revitalization Act of 2001 (the "*Brownfields Amendments*") the *user* must conduct the following inquiries required by 40 CFR 312.25, 312.28, 312.29, 312.30, 312.31. These inquiries must also be conducted by EPA Brownfield Assessment and Characterization grantees. The *user* should provide the following information to the *environmental professional*. Failure to conduct these inquiries could result in a determination that "*all appropriate inquiries*" is not complete.

**1) Environmental cleanup liens that are file or recorded against the site (40 CFR 312.25).** Did a search of *recorded land title records* (or judicial records where appropriate) identify any environmental liens filed or recorded against the *property* under federal, tribal, state, or local law? If yes, please explain:

**2) Activity and land use limitation (AUL) that are in place on the site or that have been filed or recorded in a registry (40 CFR 312.26(a)(1)(v) and (vi)).** Did a search of *recorded land title records* (or judicial records where appropriate) identify any AULs, such as *engineering controls, land use restrictions or institutional controls* that are in place at the *property* and/or have been filed or recorded against the *property* under federal, tribal, state or local law? If yes, please explain:

**3) Specialized knowledge or experience of the person seeking to qualify for the LLP (40 CFR 312.28).** As the *user* of this *ESA* do you have any specialized knowledge or experience related to the *property* or nearby properties? For example, are you involved in the same line of business as the current or former *occupants* of the *property* or an adjoining *property* so that you would have specialized knowledge of the chemicals and processes used by this type of business? If yes, please explain:

**4) The relationship of the purchase price to the fair market value of the *property* if it were not contaminated (40 CFR 312.29).** Does the purchase price being paid for this *property* reasonably reflect the fair market value of the *property*? If you conclude that there is a difference, have you considered whether the lower purchase price is because contamination is known or believed to be present at the *property*?

**5) Commonly known or *reasonably* ascertainable information about the *property* (40 CFR 312.30).** Are you aware of commonly known or *reasonably ascertainable* information about the *property* that would help the *environmental professional* to identify conditions indicative of releases or threatened releases? If yes, please answer the following questions:

- a) What were the past uses of the *property*?
- b) What chemicals are present or once were present at the *property*?
- c) What spills or other chemical releases that have taken place at the *property*?
- d) Explain any environmental cleanups that have taken place at the *property*.



**ALL APPROPRIATE INQUIRY  
PHASE I USER QUESTIONNAIRE (Continued)  
PAGE 2 of 2**

**6) The degree of obviousness of the presence of likely presence of contamination at the property, and the ability to detect the contamination by appropriate investigation (40 CFR 312.31).** As the *user* of this *ESA*, based on your knowledge and experience related to the *property* are there any *obvious* indicators that point to the presence or likely presence of contamination at the *property*?

**Other Questions:**

ASTM Practice E1527-05 and E1527-13 also requires that the *user* answer the following questions:

**7) As the user of this ESA, are you aware of any pending, threatened, or past litigation relevant to hazardous substances or petroleum products in, on, or from the property?** If so, explain:

**8) As the user of this ESA, are you aware of any pending, threatened, or past administrative proceedings relevant to hazardous substances or petroleum products in, on, or from the property?** If yes, explain:

**9) As the user of this ESA, are you aware of any notices from any governmental entity regarding any possible violation of environmental laws or possible liability related to hazardous substances or petroleum products?** If yes, explain:

**10) We are required to ask you as the user if you have any of the following reports in your possession.** Please place an "X" next to each report that is available:

- Environmental site assessment reports
- Environmental compliance audit reports
- Environmental permits
- Underground storage tank notification forms
- Registrations for underground injection systems
- Material safety data sheets
- Community right to know plans
- Safety plans, preparedness and prevention plans, spill prevention, countermeasure and control plans
- Reports regarding hydrogeologic conditions on the property or surrounding area
- Notices or other correspondence from any governmental agency relating to past or current violations of environmental laws
- Hazardous waste generator notices or reports
- Geotechnical studies
- Risk assessments
- Activity and use restrictions

Please provide Fuss & O'Neill with copies of each report or make these reports available for inspection.



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 26 PM 2:31

CITY CLERK'S OFFICE  
GARDNER, MA

October 18, 2022

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

RE: Free Cash Appropriation Request- Landfill Closure

Dear Madam President and Councilors,

The City is obligated to maintain and monitor the former West Street Landfill for a period of thirty (30) years from the date of closure. The West Street Landfill closed in 2005.

The fund that was previously set up to maintain and monitor the former landfill will be all but exhausted by the end of the fiscal year. In order to maintain and monitor the landfill going forward, I am requesting the transfer of \$75,000 from Free Cash to the Landfill Closure Fund.

I anticipate this will be an annual request to replenish the account. We anticipate the cost to maintain and monitor the former landfill will be approximately \$50,000 a year. By adding \$75,000 a year for the next eleven (11) years, we anticipate we will be able to re-establish a small cushion for the fund. I've included a sample spreadsheet to show the anticipated appropriations and expenses.

Respectfully,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO LANDFILL CLOSURE EXPENDITURES.

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 Landfill Closure Expenditures.

| <b>Fiscal Year</b> | <b>Appropriation</b> | <b>Expenses*</b> | <b>End of Year Balance</b> |
|--------------------|----------------------|------------------|----------------------------|
| 2019               | 0                    | \$ 50,000        | \$ 856                     |
| 2020               | \$ 75,000            | \$ 50,000        | \$ 25,856                  |
| 2021               | \$ 75,000            | \$ 51,250        | \$ 49,606                  |
| 2022               | \$ 75,000            | \$ 52,531        | \$ 72,075                  |
| 2023               | \$ 75,000            | \$ 53,845        | \$ 93,230                  |
| 2024               | \$ 75,000            | \$ 55,191        | \$ 113,040                 |
| 2025               | \$ 75,000            | \$ 56,570        | \$ 131,469                 |
| 2026               | \$ 75,000            | \$ 57,985        | \$ 148,484                 |
| 2027               | \$ 75,000            | \$ 59,434        | \$ 164,050                 |
| 2028               | \$ 75,000            | \$ 60,920        | \$ 178,130                 |
| 2029               | \$ 75,000            | \$ 62,443        | \$ 190,687                 |
| 2030               | \$ 75,000            | \$ 64,004        | \$ 201,683                 |
| 2031               | \$ 75,000            | \$ 65,604        | \$ 211,078                 |
| 2032               | \$ 75,000            | \$ 67,244        | \$ 218,834                 |
| 2033               | \$ 50,000            | \$ 68,926        | \$ 199,908                 |
| 2034               | \$ 25,000            | \$ 70,649        | \$ 154,260                 |
| 2035               | \$ -                 | \$ 72,415        | \$ 81,845                  |

\*2 1/2% annual increase



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 26 PM 2:31

CITY CLERK'S OFFICE  
GARDNER, MA

October 18, 2022

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

RE: Free Cash Appropriation Request – Capped Landfill Repairs

Dear Madam President and Councilors,

As you are aware, the City is obligated to maintain and monitor the West Street Landfill for a period of thirty (30) years from the date of its closure. The West Street Landfill closed in 2005.

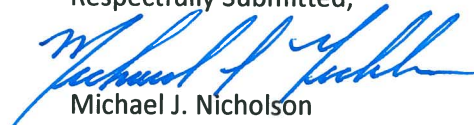
The items that need to be monitored include ground water quality, methane production, and erosion control among other items.

The pumps at the landfill that are used to regulate and monitor these items are in disrepair due to lack of maintenance over the years.

I am requesting that the City Council vote to appropriate half the cost of the project from a free cash appropriation so that the repairs can begin to be made.

I will be submitting an identical request for an appropriation from the solid waste enterprise account in order to cover the remaining half of the project cost.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner





63 South Hunt Road  
P.O. Box 2  
Amesbury MA 01913  
Phone: 978-388-7900  
Fax: 978-388-7270

October 17, 2022

Lauren Saunders  
Director of Public Health  
City of Gardner  
95 Pleasant St  
Gardner, MA 01440

**Subject: Capped Landfill**

Dear Lauren:

It has taken some time to gather useful information with actual current pricing. The following is as brief a description of the leachate collection system without holding a science class with drawings and white board.

This report is limited to the "Leachate Collection System" to include the pumps, buried piping, power and control wiring at each pump location and the electronic control system panel located within the fenced "Sewer Lift Station" yard and not including the wet well or "Sewer Lift Station" that pumps effluent to the sewer treatment plant. Since that portion of the system is scheduled for replacement.

During our visit to the site, I took detailed pictures of the interior of the control panel and sorted out intricacies of the circuitry to have a more complete understanding of the functionality of the system.

The existing system is designed and built to very high standards with quality components. In my opinion this is a "Cadillac" system.

In the briefest description: The leachate collection system consists of a total of six pumps, a primary and secondary for each of three landfill disposal cells. The pumps are controlled by very low voltage signal transducers that converts that signal energy to a useable medium voltage to operate electrical contactors that in turn operate the pumps at high voltage, together the system, controls the liquid leachate elevation within the capped landfill.

Keep in mind the signal transducers are somewhat sensitive to moisture and are somewhat delicate pieces of electronic equipment. Moisture is an issue; this is mitigated by desiccant capsules that are installed in-line at the pump station junction box and again at the control panel. The as-found condition of the in-line desiccant capsules have not been changed out in years. This is a minor maintenance item the lowest component cost however, directly related to reliability of the system. Typically, these would be changed out during regular PM (preventive maintenance) visits that should occur at least every six months (better every four months) or three time a year by your pump maintenance vendor.

There are four main elements of the system.

1. The six pumps.
2. The inaccessible underground piping between pumps and the wet well.
3. The inaccessible wiring (power and control) between the pump stations and the control panel.
4. The control panel.

The inaccessible buried pipes emerge at each pump station and are pitched to drain into the wet well. The six pumps are removable and connect to the underground piping via pit-less connector.

The buried power and control wire emerge at the pump stations within junction boxes and the control panel.

To be clear we could not test the buried piping with out the pumps operational. However, in my experience, I believe the underground piping is functional since all the wiring shows continuity and the wire and piping are typically buried in the same trench and the wire is far more fragile than the piping.

During our visit we opened electrical junction boxes and switch boxes, unbolted pump access covers, and removed each of six pumps to inspect and document the "as found" condition of each pump, including the removable portion of the pump piping and inspection of pipe connections to the pumps, and high voltage wiring and low voltage control wiring.

It was obvious that maintenance has been deferred for several years. Five of six service switches were by-passed. Junction box covers were loose, gaskets missing and not replaced after opening in the past. All pump access covers were loose many bolts missing (not properly closed) therefore open to rodent, and insect nest building etc.

There is some good news, all can be corrected and restored to perform as originally designed. I believe all the underground piping between the pumps and the wet well are functioning. The underground piping and wiring are in useable condition including the control panel.

The control panel is the single most costly item and the intelligence that automatically operates pumping system. Again, the panel is high quality equipment. The control panel components are available therefore, the panel can be restored to original operating condition.

The doors on the control panel front and rear can be adjusted and installation of new gaskets can be installed to make the doors weather tight again currently the rear doors are secured by a rock propped against the doors and the front doors are secured by a fabric bungy cord, the three interior panel heaters can be replaced this would warm and dehumidify the interior of the control panel.

I have checked availability of parts and pricing we could have new pumps in about ten weeks. Most of the electrical components are a week away items, some are day away items.

The only unknown currently is primary pump number one. The electrical service voltage test failed. The test revealed electrical service voltage of 54 volts. Minimum of 277-280 volts is required. If it is a break in the underground wire, it has been my experience that it will be very close to the exterior service switch located at the leachate pump access door.

I am sure you are aware landfill settlement is expected as refuse material decomposes. This settlement sometimes stresses the electrical conduit attached the pump chamber in this case the

pump chamber is large diameter HDPE piping, we observed settlement exerting force on the electrical conduit.

In conclusion I propose a repair be implemented:

1. The control panel shall be fully tested and restored to origin specifications. This portion of the work shall be done on a parallel path during acquisition of pumps and required equipment.
2. Two pumps from each cell shall be removed in turn, and replaced with new equipment including pumps, attached removable piping, high voltage service switches, junction boxes, in-line desiccant capsules associated with control wiring, all new bolts for pump access doors.
3. While pumps are removed and at our shop to be built, each pump chamber shall be vacuumed (by vacuum truck) removing sediment before re-installation of new pumps.
4. Upon reinstallation of the pumps. The pumps shall be tested for proper operation and accepted for the City by the CEC environmental engineers before moving on to the next pair of pumps.
5. Upon completion of the work CSI shall schedule and stand an inspection and testing with CEC for complete functionality of the system and acceptance of the system on the city's behalf.
6. The site shall be left clean and neat (in areas CSI performed any work) and the work complete in all respects.
7. Not included, but however, if the city desires to have a qualified person on staff familiar with the proper operation of the system CSI shall provide training and documentation to city employees responsible for oversight of these systems.

The price for this work is as follows:

|                                              |                    |
|----------------------------------------------|--------------------|
| • Materials                                  | \$70,000.00        |
| • <u>All supervision labor and equipment</u> | <u>\$75,000.00</u> |
| • Total                                      | \$145,000.00       |

Please give me a call if you have any questions.  
Thanks, and take care.

*Frank D'Amato*

Construction Solutions, Inc.

Ph: (978) 388-7900 Fax: (978) 388-7270

Cell 508-962-8217

AN ORDER APPROPRIATING FROM FREE CASH TO LANDFILL REPAIR  
AND MAINTENANCE.

ORDERED:

That there be and is hereby appropriated the sum of Seventy-Two Thousand Five  
Hundred Dollars and No Cents (\$72,500.00) from Free Cash to Landfill Repair and  
Maintenance.



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 26 PM 2:31

CITY CLERK'S OFFICE  
GARDNER, MA

October 17, 2022

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

RE: Solid Waste Retained Earnings Appropriation Request- Trash Garages

Dear Madam President and Councilors,

Over the last two years we have made large strides in helping make our downtown area look better and more welcoming. Part of that work was purchasing the new trash garages from the Department of Corrections MassCOR program.

As a way to increase the work of these efforts in a city-wide capacity, I am requesting that the City Council vote to appropriate funds from the certified retained earnings of the Solid Waste Enterprise Account to purchase an additional 5 trash garages for the South Gardner Center.

We have received very positive feedback on the new flower pots that were installed in the area and the administration would like to continue to work to improve that area over the next few years- particularly with the upcoming sale of Prospect Street School.

Respectfully Submitted,


Michael J. Nicholson  
Mayor, City of Gardner



AN ORDER APPROPRIATING FROM SOLID WASTE SURPLUS TO SOLID  
WASTE TRASH RECEPTACLES/MINOR EQUIPMENT

ORDERED:

That there be and is hereby appropriated the sum of Five Thousand Nine Hundred Eight Dollars and No Cents (\$5,908.00) from Solid Waste Surplus to Solid Waste Trash Receptacles/Minor Equipment.

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |            | <h2>Sales Quote: Q20939</h2> <p><b>*Please refer to Quote No. When Ordering*</b></p>                                                                                                                                                                 |          |      |                   |            |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------|------|-------------------|------------|
| <p>50 Maple Street, Milford, MA, 01757<br/> Phone: 1-800-222-2211<br/> Fax: 508-422-1954<br/> www.masscor.us</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |            |                                                                                                                                                                                                                                                      |          |      |                   |            |
| <p><b>Customer ID:</b> 1293</p> <p><b>Customer Name:</b> Gardner - Office of the Mayor</p> <p><b>Quote Name:</b> FY23 Mayor Nicholson</p> <p><b>Customer Service Rep:</b> Steve Cristol</p> <p><b>Customer Service Rep Contact:</b><br/> No: 774-235-5099</p> <p><b>Customer Service Rep Email:</b> steven.cristol@massmail.state.ma.us</p>                                                                                                                                                                                                                                                                                            |            | <p><b>Quote Date:</b> 10/17/2022</p> <p><b>Quote Status:</b> Created</p> <p><b>Quote Valid To:</b> 11/16/2022</p> <p><b>Quote Valid From:</b> 10/17/2022</p>                                                                                         |          |      |                   |            |
| <b>Quote Items:</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |            |                                                                                                                                                                                                                                                      |          |      |                   |            |
| No.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Product ID | Description/Comments                                                                                                                                                                                                                                 | Quantity | UOM  | Unit Price        | Item Total |
| 1                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                      | 11758      | METAL TRASH GARAGE BIN<br>HOLDS 65 GALLON CONTAINER<br>WITH NARROW OPENING AND<br>LOCKS -<br>Previous Order S 28902 -CUSTOMER<br>WANTS NARROW OPENING SO<br>RESIDENTS CAN NOT THROW<br>TRASH BAGS IN CONTAINER.<br>CUSTOMER WANTS NAVY BLUE<br>PAINT | 5        | Each | \$1,181.47        | \$5,907.35 |
| <p><b>MassCor is pleased to provide the above quotation.</b><br/> Please call our Customer Service Department should you have any questions.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |            |                                                                                                                                                                                                                                                      |          |      | Subtotal          | \$5,907.35 |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |                                                                                                                                                                                                                                                      |          |      | Quote Adjustments | \$0.00     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |                                                                                                                                                                                                                                                      |          |      | Sales Tax         | \$0.00     |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |            |                                                                                                                                                                                                                                                      |          |      | Grand Total       | \$5,907.35 |
| <p><b>Please Note: All deliveries are made to the loading dock/1<sup>st</sup> floor only, unless noted on the quotation.</b><br/> <b>If placement is required, please call for pricing/scheduling.</b><br/> <b>Installation charges are separate and must be quoted.</b><br/> <b>May be subject to additional applicable taxes.</b><br/> <b>For the elimination of sales taxes, a Certificate of Exemption must be provided prior to order entry.</b><br/> <b>All returns are subject to re-stocking fees.</b><br/> <b>Custom and Special Orders will require design / specification approval. These items are non-refundable.</b></p> |            |                                                                                                                                                                                                                                                      |          |      |                   |            |



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

RECEIVED

2022 OCT 26 PM 2:31

CITY CLERK'S OFFICE  
GARDNER, MA

October 18, 2022

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

RE: Solid Waste Retained Earnings Appropriation Request – Capped Landfill Repairs

Dear Madam President and Councilors,

As you are aware, the City is obligated to maintain and monitor the West Street Landfill for a period of thirty (30) years from the date of its closure. The West Street Landfill closed in 2005.

The items that need to be monitored include ground water quality, methane production, and erosion control among other items.

The pumps at the landfill that are used to regulate and monitor these items are in disrepair due to lack of maintenance over the years.

I am requesting that the City Council vote to appropriate half the cost of the project from solid waste retained earnings appropriation so that the repairs can begin to be made.

I will be submitting an identical request for an appropriation from free cash in order to cover the remaining half of the project cost.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SOLID WASTE RETAINED EARNINGS TO CAPPED LANDFILL REPAIRS.

ORDERED:

That there be and is hereby appropriated the sum of Seventy-Two Thousand Five Hundred Dollars and No Cents (\$72,500.00) from Solid Waste Retained Earnings to Capped Landfill Repairs.



63 South Hunt Road  
P.O. Box 2  
Amesbury MA 01913  
Phone: 978-388-7900  
Fax: 978-388-7270

October 17, 2022

Lauren Saunders  
Director of Public Health  
City of Gardner  
95 Pleasant St  
Gardner, MA 01440

**Subject: Capped Landfill**

Dear Lauren:

It has taken some time to gather useful information with actual current pricing. The following is a brief description of the leachate collection system without holding a science class with drawings and white board.

This report is limited to the "Leachate Collection System" to include the pumps, buried piping, power and control wiring at each pump location and the electronic control system panel located within the fenced "Sewer Lift Station" yard and not including the wet well or "Sewer Lift Station" that pumps effluent to the sewer treatment plant. Since that portion of the system is scheduled for replacement.

During our visit to the site, I took detailed pictures of the interior of the control panel and sorted out intricacies of the circuitry to have a more complete understanding of the functionality of the system.

The existing system is designed and built to very high standards with quality components. In my opinion this is a "Cadillac" system.

In the briefest description: The leachate collection system consists of a total of six pumps, a primary and secondary for each of three landfill disposal cells. The pumps are controlled by very low voltage signal transducers that converts that signal energy to a useable medium voltage to operate electrical contactors that in turn operate the pumps at high voltage, together the system, controls the liquid leachate elevation within the capped landfill.

Keep in mind the signal transducers are somewhat sensitive to moisture and are somewhat delicate pieces of electronic equipment. Moisture is an issue; this is mitigated by desiccant capsules that are installed in-line at the pump station junction box and again at the control panel. The as-found condition of the in-line desiccant capsules have not been changed out in years. This is a minor maintenance item the lowest component cost however, directly related to reliability of the system. Typically, these would be changed out during regular PM (preventive maintenance) visits that should occur at least every six months (better every four months) or three time a year by your pump maintenance vendor.



There are four main elements of the system.

1. The six pumps.
2. The inaccessible underground piping between pumps and the wet well.
3. The inaccessible wiring (power and control) between the pump stations and the control panel.
4. The control panel.

The inaccessible buried pipes emerge at each pump station and are pitched to drain into the wet well. The six pumps are removable and connect to the underground piping via pit-less connector.

The buried power and control wire emerge at the pump stations within junction boxes and the control panel.

To be clear we could not test the buried piping with out the pumps operational. However, in my experience, I believe the underground piping is functional since all the wiring shows continuity and the wire and piping are typically buried in the same trench and the wire is far more fragile than the piping.

During our visit we opened electrical junction boxes and switch boxes, unbolted pump access covers, and removed each of six pumps to inspect and document the "as found" condition of each pump, including the removable portion of the pump piping and inspection of pipe connections to the pumps, and high voltage wiring and low voltage control wiring.

It was obvious that maintenance has been deferred for several years. Five of six service switches were by-passed. Junction box covers were loose, gaskets missing and not replaced after opening in the past. All pump access covers were loose many bolts missing (not properly closed) therefore open to rodent, and insect nest building etc.

There is some good news, all can be corrected and restored to perform as originally designed. I believe all the underground piping between the pumps and the wet well are functioning. The underground piping and wiring are in useable condition including the control panel.

The control panel is the single most costly item and the intelligence that automatically operates pumping system. Again, the panel is high quality equipment. The control panel components are available therefore, the panel can be restored to original operating condition.

The doors on the control panel front and rear can be adjusted and installation of new gaskets can be installed to make the doors weather tight again currently the rear doors are secured by a rock propped against the doors and the front doors are secured by a fabric bungy cord, the three interior panel heaters can be replaced this would warm and dehumidify the interior of the control panel.

I have checked availability of parts and pricing we could have new pumps in about ten weeks. Most of the electrical components are a week away items, some are day away items.

The only unknown currently is primary pump number one. The electrical service voltage test failed. The test revealed electrical service voltage of 54 volts. Minimum of 277-280 volts is required. If it is a break in the underground wire, it has been my experience that it will be very close to the exterior service switch located at the leachate pump access door.

I am sure you are aware landfill settlement is expected as refuse material decomposes. This settlement sometimes stresses the electrical conduit attached the pump chamber in this case the

pump chamber is large diameter HDPE piping, we observed settlement exerting force on the electrical conduit.

In conclusion I propose a repair be implemented:

1. The control panel shall be fully tested and restored to origin specifications. This portion of the work shall be done on a parallel path during acquisition of pumps and required equipment.
2. Two pumps from each cell shall be removed in turn, and replaced with new equipment including pumps, attached removable piping, high voltage service switches, junction boxes, in-line desiccant capsules associated with control wiring, all new bolts for pump access doors.
3. While pumps are removed and at our shop to be built, each pump chamber shall be vacuumed (by vacuum truck) removing sediment before re-installation of new pumps.
4. Upon reinstallation of the pumps. The pumps shall be tested for proper operation and accepted for the City by the CEC environmental engineers before moving on to the next pair of pumps.
5. Upon completion of the work CSI shall schedule and stand an inspection and testing with CEC for complete functionality of the system and acceptance of the system on the city's behalf.
6. The site shall be left clean and neat (in areas CSI performed any work) and the work complete in all respects.
7. Not included, but however, if the city desires to have a qualified person on staff familiar with the proper operation of the system CSI shall provide training and documentation to city employees responsible for oversight of these systems.

The price for this work is as follows:

|                                              |                    |
|----------------------------------------------|--------------------|
| • Materials                                  | \$70,000.00        |
| • <u>All supervision labor and equipment</u> | <u>\$75,000.00</u> |
| • Total                                      | \$145,000.00       |

Please give me a call if you have any questions.  
Thanks, and take care.

*Frank D'Amato*

Construction Solutions, Inc.

Ph: (978) 388-7900 Fax: (978) 388-7270

Cell 508-962-8217



**City of Gardner - *Executive Department***  
**Mayor Michael J. Nicholson**

RECEIVED  
2022 NOV -3 PM 12:44  
CITY CLERK'S OFFICE  
GARDNER, MA

October 18, 2022

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

RE: Solid Waste Retained Earnings Request – Capped Landfill Repairs

Dear Madam President and Councilors,

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The items that need to be monitored include ground water quality, methane production, and erosion control among other items.

The pumps at the landfill that are used to regulate and monitor these items are in disrepair due to lack of maintenance over the years.

I am requesting that the City Council vote to appropriate half the cost of the project from a free cash appropriation so that the repairs can begin to be made.

I will be submitting an identical request for an appropriation from Free Cash in order to cover the remaining half of the project cost. Please note that this appropriation request is \$10,000 higher than the free cash appropriation request in order to allow for funding to continue to be allocated in the enterprise budget in order to cover maintenance costs as they arise after this project is completed.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SOLID WASTE SURPLUS TO  
LANDFILL REPAIRS AND MAINTENANCE.

ORDERED:

That there be and is hereby appropriated the sum of Eighty-Two Thousand Five  
Hundred Dollars and No Cents (\$82,500.00) from Solid Waste Surplus to Landfill  
Repairs and Maintenance.



63 South Hunt Road  
P.O. Box 2  
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Phone: 978-388-7900  
Fax: 978-388-7270

October 17, 2022

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Please give me a call if you have any questions.  
Thanks, and take care.

*Frank D'Amato*

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**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

RECEIVED  
2022 NOV -3 PM 12:43  
CITY CLERK'S OFFICE  
GARDNER, MA

October 30, 2022

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

RE: 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, 2022 To June 30, 2023

Dear Madam President and Councilors,

The attached money order is associated with all salary expenditures associated with the Fiscal Year 2023 Supplemental Budget Request.

The explanation of the items listed in this money order can be found in the narrative document of the Fiscal Year 2023 Supplemental Budget.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

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, 2022 TO JUNE 30, 2023.

*ORDERED:*

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2022 to June 30, 2023 sums as designated below for the expenditures of the various departments, Salary and Labor budgets, in the amount of ONE HUNDRED AND SIXTY-SIX THOUSAND ONE HUNDRED TWENTY-SEVEN DOLLARS 00/100 (\$166,127.00):

|                |                          |             |
|----------------|--------------------------|-------------|
| Fire Dept      | Salaries & Wages         | \$77,430.36 |
| Ambulance Dept | Salaries & Wages         | \$48,696.64 |
| BOH Dept       | Food/Housing Insp Salary | \$25,000.00 |
| Police Dept    | DV Advocate Salary       | \$15,000.00 |



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

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October 30, 2022

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Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner



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, 2022 TO JUNE 30, 2023.

*ORDERED:*

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**City of Gardner - Executive Department****Mayor Michael J. Nicholson**

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October 30, 2022

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

RE: A Measure Authorizing Payment for Prior Year Salary Expenditures

Dear Madam President and Councilors,

The attached money order is associated with the retroactive pay from Fiscal Year 2022 associated with the new collective bargaining agreement between the City of Gardner and the Gardner Firefighters Local 2215, affiliated with the International Association of Firefighters A.F.L. - C.I.O. C.L.C.

The explanation of the items listed in this money order can be found in the narrative document of the Fiscal Year 2023 Supplemental Budget.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

## AUTHORIZING PAYMENT OF PRIOR YEAR SALARY EXPENDITURE

*ORDERED:* To authorize payment of prior year FIRE&AMB DEPT salary expenditures account for prior year, as follows:

|        |                         |              |
|--------|-------------------------|--------------|
| FY2022 | CAPTAINS SALARY & WAGES | \$ 3,473.60  |
| FY2022 | PRIVATES SALARY & WAGES | 39,759.89    |
| FY2022 | LIEUTENANTS SAL & WAGES | 14,876.44    |
| FY2022 | OVERTIME                | 21,576.55    |
| FY2022 | HOLIDAY PAY             | 5,520.33     |
| FY2022 | COLLATERAL JOB PAY      | 2,769.75     |
| FY2022 | EDUCATIONAL INCENTIVE   | 438.47       |
| FY2022 | SICK LEAVE INCENTIVE    | 17.90        |
| FY2022 | TERMINATION LEAVE       | 1,673.51     |
| FY2022 | AMBULANCE SERV STIPEND  | 16,488.00    |
|        | TOTAL                   | \$106,594.44 |



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 29 AM 10:08

CITY CLERK'S OFFICE  
GARDNER, MA

October 20, 2022

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

RE: Notification of SK Pierce Mansion Application for National Register of Historic Places

Dear Madam President and Councilors,

I am writing to inform you that the SK Pierce Mansion, located at 4 West Broadway in South Gardner is under consideration to be listed in both the Massachusetts and National Registers of Historic Places.

The Administration has already sent a letter in support of their application for designation, however, I wanted to make sure that the City Council also knew that this process was ongoing.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner



**The Commonwealth of Massachusetts**  
 William Francis Galvin, Secretary of the Commonwealth  
 Massachusetts Historical Commission



October 17, 2022

Joy Beasley  
 Keeper  
 National Register of Historic Places  
 Department of the Interior  
 National Park Service  
 1849 C Street NW, Stop 7228  
 Washington, DC 20240

Dear Ms. Beasley:

Enclosed please find the following nomination form:

Sylvester K. Pierce House, Gardner (Worcester County), Massachusetts

The nomination has been voted eligible by the State Review Board and has been signed by the State Historic Preservation Officer. The owners of the property were notified of pending State Review Board consideration 30 to 75 days before the meeting and were afforded the opportunity to comment.

Sincerely,

A handwritten signature in black ink that reads "Ben Haley".

Ben Haley  
 National Register Director  
 Massachusetts Historical Commission

enclosure

cc: Michael Nicholson, Mayor of Gardner  
 Virginia Adams, PAL  
 Charles LaHaye, Chair, Gardner Historical Commission  
 Mark Schafron, Chair, Gardner Planning Board  
 Robert and Allison Conti





City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 29 AM 10:09

CITY CLERK'S OFFICE  
GARDNER, MA

October 18, 2022

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

RE: Notification of Certification of Property Values

Dear Madam President and Councilors,

I am writing to inform you that the Commonwealth's Department of Revenue has officially certified property values in the City of Gardner.

Our Form LA-4 was certified on October 18, 2022, stating that the total valuation for all taxable real and personal property in the City is currently set at \$1,954,354,540. The valuation for all tax-exempt properties in the City has been certified at \$361,977,000.

A copy of the City's certified Form LA-4 is attached to this correspondence.

From this form you can see that residential properties make up \$1,621,892,966, commercial properties make up \$105,541,334, industrial property comprises \$75,159,200, and personal property is valued at \$106,761,040.

This year's certified valuation represent an increase of approximately 20.9% from last year's certification, largely due in part to market trend valuation increases as required by Massachusetts General Law and Proposition 2 ½.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2022**  
**Fiscal Year 2023**

| Property Type                                 | Parcel Count | Class1 Residential   | Class2 Open Space | Class3 Commercial  | Class4 Industrial | Class5 Pers Prop     |
|-----------------------------------------------|--------------|----------------------|-------------------|--------------------|-------------------|----------------------|
| 101                                           | 4,034        | 1,156,307,700        |                   |                    |                   |                      |
| 102                                           | 545          | 70,539,200           |                   |                    |                   |                      |
| MISC 103,109                                  | 81           | 20,520,500           |                   |                    |                   |                      |
| 104                                           | 545          | 134,798,400          |                   |                    |                   |                      |
| 105                                           | 261          | 73,331,100           |                   |                    |                   |                      |
| 111-125                                       | 179          | 135,126,500          |                   |                    |                   |                      |
| 130-32,106                                    | 456          | 14,669,100           |                   |                    |                   |                      |
| 200-231                                       | 0            |                      | 0                 |                    |                   |                      |
| 300-393                                       | 293          |                      |                   | 139,959,100        |                   |                      |
| 400-442                                       | 135          |                      |                   |                    | 72,632,500        |                      |
| 450-452                                       | 5            |                      |                   |                    | 1,801,800         |                      |
| CH 61 LAND                                    | 4            | 1                    | 0                 | 26,976             |                   |                      |
| CH 61A LAND                                   | 3            | 3                    | 0                 | 31,600             |                   |                      |
| CH 61B LAND                                   | 6            | 6                    | 0                 | 415,300            |                   |                      |
| 012-043                                       | 60           | 16,600,466           | 0                 | 10,108,358         | 724,900           |                      |
| 501                                           | 147          |                      |                   |                    |                   | 10,288,980           |
| 502                                           | 160          |                      |                   |                    |                   | 24,171,630           |
| 503                                           | 0            |                      |                   |                    |                   | 0                    |
| 504                                           | 3            |                      |                   |                    |                   | 56,028,220           |
| 505                                           | 2            |                      |                   |                    |                   | 2,474,500            |
| 506                                           | 0            |                      |                   |                    |                   | 0                    |
| 508                                           | 4            |                      |                   |                    |                   | 906,100              |
| 550-552                                       | 7            |                      |                   |                    |                   | 12,891,610           |
| <b>TOTALS</b>                                 | <b>6,940</b> | <b>1,621,892,966</b> | <b>0</b>          | <b>150,541,334</b> | <b>75,159,200</b> | <b>106,761,040</b>   |
| <b>Real and Personal Property Total Value</b> |              |                      |                   |                    |                   | <b>1,954,354,540</b> |
| <b>Exempt Parcel Count &amp; Value</b>        |              |                      |                   |                    | 507               | <b>361,977,000</b>   |

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

| Signatures                                                                                               |  |
|----------------------------------------------------------------------------------------------------------|--|
| <b>Board of Assessors</b>                                                                                |  |
| Paulette A. Burns, Assessor , Gardner , ckumar@gardner-ma.gov 978-630-4004   10/14/2022 7:07 AM          |  |
| Christine Marie Kumar, City Assessor , Gardner , ckumar@gardner-ma.gov 978-630-4004   10/13/2022 9:57 AM |  |
| Charles R. Leblanc, Assessor , Gardner , ckumar@gardner-ma.gov 978-630-4004   10/14/2022 7:45 AM         |  |

**ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2022**

**Fiscal Year 2023**

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**Comments**

No comments to display.

**Documents**

Documents have been uploaded.

**ASSESSMENT/CLASSIFICATION REPORT as of January 1, 2021**  
**Fiscal Year 2022**

| Property Type                                 | Parcel Count | Class1 Residential   | Class2 Open Space | Class3 Commercial  | Class4 Industrial | Class5 Pers Prop   |
|-----------------------------------------------|--------------|----------------------|-------------------|--------------------|-------------------|--------------------|
| 101                                           | 4,032        | 959,390,400          |                   |                    |                   |                    |
| 102                                           | 545          | 57,905,800           |                   |                    |                   |                    |
| MISC 103,109                                  | 81           | 15,227,300           |                   |                    |                   |                    |
| 104                                           | 546          | 109,279,900          |                   |                    |                   |                    |
| 105                                           | 260          | 55,954,400           |                   |                    |                   |                    |
| 111-125                                       | 181          | 95,620,000           |                   |                    |                   |                    |
| 130-32,106                                    | 460          | 12,059,100           |                   |                    |                   |                    |
| 200-231                                       | 0            |                      | 0                 |                    |                   |                    |
| 300-393                                       | 294          |                      |                   | 122,484,300        |                   |                    |
| 400-442                                       | 134          |                      |                   |                    | 61,621,860        |                    |
| 450-452                                       | 4            |                      |                   |                    | 1,612,900         |                    |
| CH 61 LAND                                    | 3            | 1                    | 0                 | 22,100             |                   |                    |
| CH 61A LAND                                   | 4            | 3                    | 0                 | 34,500             |                   |                    |
| CH 61B LAND                                   | 1            | 11                   | 0                 | 398,500            |                   |                    |
| 012-043                                       | 61           | 12,792,199           | 0                 | 8,034,401          | 711,900           |                    |
| 501                                           | 136          |                      |                   |                    |                   | 8,100,247          |
| 502                                           | 133          |                      |                   |                    |                   | 26,947,217         |
| 503                                           | 0            |                      |                   |                    |                   | 0                  |
| 504                                           | 3            |                      |                   |                    |                   | 51,962,162         |
| 505                                           | 1            |                      |                   |                    |                   | 2,427,400          |
| 506                                           | 0            |                      |                   |                    |                   | 0                  |
| 508                                           | 4            |                      |                   |                    |                   | 1,434,092          |
| 550-552                                       | 6            |                      |                   |                    |                   | 12,350,286         |
| <b>TOTALS</b>                                 | <b>6,904</b> | <b>1,318,229,099</b> | <b>0</b>          | <b>130,973,801</b> | <b>63,946,660</b> | <b>103,221,404</b> |
| <b>Real and Personal Property Total Value</b> |              |                      |                   |                    |                   | 1,616,370,964      |
| <b>Exempt Parcel Count &amp; Value</b>        |              |                      |                   |                    | 502               | 313,906,900        |

For CH 61, 61A and 61B Land: enter the mixed use parcel count in the left-hand box, and enter the 100% Chapter land parcel count in the right-hand box.

| Signatures                                                                                       |
|--------------------------------------------------------------------------------------------------|
| <b>Board of Assessors</b>                                                                        |
| Paulette A. Burns, Assessor , Gardner , cjornet@gardner-ma.gov 978-630-4004   10/5/2021 4:09 PM  |
| Celia Jornet, City Assessor , Gardner , cjornet@gardner-ma.gov 978-630-4004   10/5/2021 4:05 PM  |
| Charles R. Leblanc, Assessor , Gardner , cjornet@gardner-ma.gov 978-630-4004   10/5/2021 4:08 PM |

| Comments                                                                                                                                                                                                  | Is Community Accessible |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------|
| Exempt parcel count increased due to adding 103 parcels that were originally going to be a subdivision but instead were sold to North County Land Trust. Values on average for FY2022 have increased 12%. | Y                       |

| Documents                        |
|----------------------------------|
| No documents have been uploaded. |

NOTE : The information was Approved on 10/6/2021



City of Gardner - *Executive Department*  
 Mayor Michael J. Nicholson

RECEIVED

2022 OCT 29 AM 10:09

CITY CLERK'S OFFICE  
 GARDNER, MA

October 18, 2022

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

RE: Notification of Certification of New Growth

Dear Madam President and Councilors,

I am writing to inform you that the Commonwealth's Department of Revenue has recently certified the City's Form LA-13, thus certifying the amount of New Growth in the City for the current FY2023.<sup>1</sup>

As you are aware, the Commonwealth defines New Growth as properties that are either:

- 1) subject to taxation for the first time
  - a. New items of personal property
  - b. Previously exempt properties that have lost their exemption
- 2) Taxed as separate parcels for the first time
  - a. Subdivided parcels
- 3) Increased in assessed valuation over the prior year due to new construction activity

New Growth, however, does NOT include any increases in valuations due to statutorily required market adjustments or increases in value due to simple upkeep and maintenance.

**Gardner's new growth amount for FY2023 was certified at \$415,336.00**, mainly coming from new construction activity on properties in the City.

This amount is received by the City through real estate taxation due to tax bills being sent to properties based on the increased valuations of properties for the aforementioned reasons. As this money is received through the regular tax billing process, this money falls to the general fund.

We had originally budgeted for \$250,000.00 in New Growth when the FY2023 operating budget was adopted by the City Council in June of 2022. As such, this is very positive for the City financially.

The Administration will be submitting a supplemental budget request to the City Council based off of this increased revenue amount.

Respectfully Submitted,

Michael J. Nicholson  
 Mayor, City of Gardner

<sup>1</sup> "LA" being the designation used by the Department of Revenue Bureau of Local Accounts; Local Accounts: LA



LA13 Tax Base Levy Growth  
 Retain documentation for 5 years in case of DOR audit - Fiscal Year 2023

| Property Class                    | (A)<br>All Prior Year Abatement No. | (B)<br>All Prior Year Abatement Values | (C)<br>New Growth Valuation | (D)<br>PY Tax Rate | (E)<br>Tax Levy Growth |
|-----------------------------------|-------------------------------------|----------------------------------------|-----------------------------|--------------------|------------------------|
| <b>RESIDENTIAL</b>                |                                     |                                        |                             |                    |                        |
| SINGLE FAMILY (101)               | 0                                   | 0                                      | 3,586,800                   |                    |                        |
| CONDOMINIUM (102)                 | 0                                   | 0                                      | 75,500                      |                    |                        |
| TWO & THREE FAMILY (104 & 105)    | 0                                   | 0                                      | 964,100                     |                    |                        |
| MULTI - FAMILY (111-125)          | 0                                   | 0                                      | 338,800                     |                    |                        |
| VACANT LAND (130-132 & 106)       | 0                                   | 0                                      | 27,900                      |                    |                        |
| ALL OTHERS (103, 109, 012-018)    | 0                                   | 0                                      | 77,300                      |                    |                        |
| <b>TOTAL RESIDENTIAL</b>          | <b>0</b>                            | <b>0</b>                               | <b>5,070,400</b>            | <b>18.59</b>       | <b>94,259</b>          |
| OPEN SPACE                        | 0                                   | 0                                      | 0                           |                    |                        |
| OPEN SPACE - CHAPTER 61, 61A, 61B | 0                                   | 0                                      | 0                           |                    |                        |
| <b>TOTAL OPEN SPACE</b>           | <b>0</b>                            | <b>0</b>                               | <b>0</b>                    | <b>0.00</b>        | <b>0</b>               |
| <b>COMMERCIAL</b>                 |                                     |                                        |                             |                    |                        |
| COMMERCIAL - CHAPTER 61, 61A, 61B | 1                                   | 216,100                                | 2,897,500                   |                    |                        |
| <b>TOTAL COMMERCIAL</b>           | <b>1</b>                            | <b>216,100</b>                         | <b>2,897,500</b>            | <b>18.59</b>       | <b>53,865</b>          |
| <b>INDUSTRIAL</b>                 |                                     |                                        |                             |                    |                        |
| INDUSTRIAL                        | 0                                   | 0                                      | 722,400                     | 18.59              | 13,429                 |
| <b>PERSONAL PROPERTY</b>          |                                     |                                        |                             |                    |                        |
| PERSONAL PROPERTY                 | 5                                   | 323,338                                | 13,651,560                  | 18.59              | 253,783                |
| <b>TOTAL REAL &amp; PERSONAL</b>  | <b>6</b>                            | <b>539,438</b>                         | <b>22,341,860</b>           |                    | <b>415,336</b>         |

Community Comments:

COMMERCIAL: 229 Parker Street (Gardner Federal Credit Union) large addition (over 4000sf) and full reno. Full measure and list was done and \$1,236,900 was picked up in value.

10829

**Signatures**

**Board of Assessors**  
 Christine Marie Kumar, City Assessor , Gardner , ckumar@gardner-ma.gov 978-630-4004 | 10/14/2022 2:58 PM

**LA13 Tax Base Levy Growth**

**Retain documentation for 5 years in case of DOR audit - Fiscal Year 2023**

**Signatures**  
Paulette A. Burns, Assessor , Gardner , ckumar@gardner-ma.gov 978-630-4004 | 10/16/2022 3:14 PM  
Charles R. Leblanc, Assessor , Gardner , ckumar@gardner-ma.gov 978-630-4004 | 10/17/2022 6:44 AM

**Documents**  
Documents have been uploaded.



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 OCT 29 AM 10:09

CITY CLERK'S OFFICE  
GARDNER, MA

October 17, 2022

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

RE: Notification of Additional Staff- Gardner Animal Shelter

Dear Madam President and Councilors,

I am writing to notify you that after a review of the Animal Shelter and Animal Control Departments operations, the Administration has decided to add a full time Administrative Coordinator position to the Gardner Animal Shelter who will oversee the financial reporting and clerical work at the Animal Shelter. This position would report to the Police Chief, as he is the department head who oversees shelter operations.

Currently, the Animal Control Officers, part- time shelter attendants, and volunteers are stationed at the Animal Shelter Facility, but would have to step away from their job requirements in order to adequately perform all of the financial and paperwork operations that are required for the shelter to run properly.


In order to fund this position for the current fiscal year, funds were transferred from un-utilized salary appropriations within the Police Department's budget from vacancies that we have had since the beginning of the fiscal year. (see attached transfer document).

As you are aware, under the General Laws of the Commonwealth, appropriation transfers may be made from salary line items to other salary line items with approval from the Administration, but transfers from salary line items to expense line items would require Council approval.

Since this transfer was made from a salary line item to another salary line item, this does not require approval by vote of the City Council. However, as I have done on several occasions before, in the spirit of transparency, I am notifying you of this decision to keep the council informed of these operations.

This will be included in next year's regular operating budget when it gets submitted to the City Council. Please note that since this is a union position, the compensation is governed by the union contract between the City and AFSCME union.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner

BUA 2023-04-146

REQUEST FOR TRANSFER BETWEEN SUB-ACCOUNTS

The POLICE Department requests that \$ \_26,100 be transferred between the following accounts:

|                | <u>ACCOUNT NAME</u>     | <u>ACCOUNT NUMBER</u> |
|----------------|-------------------------|-----------------------|
| Transfer From: | DEPUTY CHIEF SAL        | 12210-51021           |
| Transfer To:   | ANIM SHELТ ADM COOR SAL | 12292-51012           |

The reason for this transfer request is: TRANSF APPROP TO SUB ACCT

Department Head Signature:  Date: 10/13/22  
 Transfer Recorded: City Auditor:  Date: 10/13/2022

Please submit request in Duplicate. One to be returned to you after recorded.

NOTE: Transfers between Salary & Wages and Operating Expenditures or between Departments requires a Council Order.

Transfer of Appropriation   X    
 Reclass of Expenditure

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, 2022 TO JUNE 30, 2023.

*ORDERED:*

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2022 to June 30, 2023 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 THIRTEEN MILLION, SIX HUNDRED TEN THOUSAND, SIX HUNDRED FORTY-ONE DOLLARS 08/100 CENTS (\$13,610,641.08)

*Original  
Appropriation  
Voted 6/21/22*



**City of Gardner**  
*Human Resources Department*  
95 Pleasant Street, Rm. 226  
Gardner, MA 01440  
Phone: 978-630-4001 ♦ Fax: 978-630-4025

**Full Time Administrative Coordinator**  
**POLICE DEPARTMENT – Animal Control Division**

This position will provide day to day operation administrative assistance to the Police Department – Animal Control Division as well as the care and maintenance of the Gardner Animal Shelter.

**Duties & Responsibilities:**

**Clerical**

- Perform a variety of receptionist and administrative duties, including answering the telephone and assisting the general public entering the Animal Shelter.
- Responsible for ordering office and shelter supplies, including but not limited to cat and dog food, cleaning supplies and other shelter related necessities.
- Collect Division weekly payroll and timekeeping records/information from Animal Control Officers and Shelter Attendants; transmit information to the Police Department Administrative Assistant for recording purposes.
- Submit all invoices and back-up documentation to the Police Department Administrative Assistant for payment process.
- Balance daily receipts, prepare and submit turnovers for Treasurer/Tax Collector's Department to the Police Department Administrative Assistant for all adoption and animal retrieval fees.
- Manage all animal adoptions including the acceptance and approval of adoption applications, screening applicant for approval and collecting payment pursuant to established payment schedule.
- Assist with the maintenance of the unlicensed dog database by entering changes as provided by the Animal Control Officers.
- Assist with preparing and mailing of failure to license citations.
- Maintain a list of and make arrangements to pick up all donations and gifts to the Animal Shelter (may be required to pick up donations from time to time utilizing City vehicle).
- Submit a monthly list of gifts and donations to the Police Department Administrative Assistant.
- Manage all volunteer and volunteer assignments after approval of Human Resources Department.
- Handles all other duties that may be required to maintain the efficiency of animal shelter as assigned by the Chief of Police or his/her designee.

**Animal Shelter Attendant**

- Cage and kennel cleaning, animal care and feeding on a daily basis.

*The City of Gardner is an AA/EEO employer and seeks diversity in its workforce.*

- Wash, dry and store all the Animal Shelter laundry.
- Manage part time Animal Shelter Attendant's work schedule.
- In an emergency situation and when an Animal Control Officer is not available, transport animals to the veterinarian's office utilizing a City vehicle.

**Qualifications:** Must possess excellent interpersonal skills, must have at least two years of proven administrative experience and one year of animal care experience. Must have flexibility to deal with a very busy office, ability to work effectively with other City Departments; must possess a Massachusetts driver's license the ability to communicate effectively with the general public as well as other City and Commonwealth officials; demonstrated knowledge of Windows operating systems; competency with Microsoft applications such as Word, excel and database operations. Must be detail oriented, organized and able to work independently. Experience with MUNIS a plus.

AFSCME  
Full Time (37 Hours)  
Pay Rate: \$18.56/Hour

Hours: M-Th: 8:00 AM to 4:30 PM  
Fri: 8:00 AM to 1:00 PM

Benefits: Health, Dental and Life Insurance  
Optional Insurance Products  
Flexible Spending Account  
Retirement Plan  
Clothing Allowance  
Education/Training Opportunities  
Generous Paid Benefit Time Allowance (vacation, sick, personal time)  
Paid Holidays

If you are interested and qualified, please submit an application or resume no later than 1:00 p.m. on Friday, October 14, 2022 to: Debra A. Pond, Director of Human Resources, City of Gardner, 95 Pleasant Street, Rm. 226, Gardner, MA 01440 or via email to [dpond@gardner-ma.gov](mailto:dpond@gardner-ma.gov)

*The City of Gardner is an AA/EEO employer and seeks diversity in its workforce.*



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

RECEIVED

2022 OCT 29 AM 10:09

CITY CLERK'S OFFICE  
GARDNER, MA

October 17, 2022

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

RE: Notification of Certification of Free Cash and Retained Earnings from FY2022

Dear Madam President and Councilors,

The City received notification from the Department of Revenue on October 17, 2022 that the City's Free Cash and Retained Earnings from FY2023 had been certified. (see attached).

As you are aware, free cash and retained earnings come from funding left over from the previous fiscal year due to revenues coming in over budget and expenses coming in under budget. The term "free cash" is used for the general fund, and "retained earnings" are used for enterprise funds. The Department of Revenue states that the best practice for municipal budgeting should be planning for Free Cash to be certified at approximately five percent (5%) of the municipality's annual operating budget.

The majority of the City's Free Cash for FY2022 came from expenses that came in under budget in our insurance, debt, and public safety line items. However, the Department of Revenue did reduce our certified amount, largely due to several reimbursement grants not having their reimbursements submitted to the City before the July 1, 2022 end of the fiscal year. We are working on getting those funds received from the State and Federal Government and once received, those funds will fall back to free cash in next year's certification.

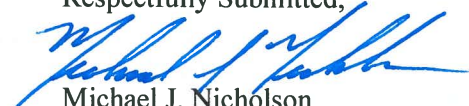
The guidance on the use of Free Cash, issued by the Department of Revenue states:

"Cities and towns generally use free cash to support current-year operations or to provide a revenue source for the ensuing year's budget. As a nonrecurring revenue source, free cash should be restricted to paying one-time expenditures, funding capital projects, or replenishing other reserves." (emphasis added)

In accordance with this guidance, it is the administration's plan to submit proposals for this year's free cash appropriations for one-time expenditures due to the fluctuation of the amount of free cash we receive each year. Furthermore, this allows us to make sure we have an adequate reserve should unexpected expenditures arise during the fiscal year that are not budgeted for.

Whereas we seem to continue to have a long list of needs in the city from capital equipment, road repair, maintenance of facilities and equipment, and other items, it is my plan to put forth proposals that are either inline with the City's Administrative Financial Policies that have been developed by the Administration in conjunction with the City's outside auditing firm or to cover the cost of items that the City has had to put aside due to funding restraints in the past.

Respectfully Submitted,

  
Michael J. Nicholson  
Mayor, City of Gardner

**Free Cash Certification**

**Free Cash Calculation - Fiscal Year 2023**

**Begin:**

**Unreserved Undesignated Fund Balance** 2,901,903.00

**Subtract:**

**Personal Property Tax Receivable** 114,711.00

**Real Estate Tax Receivable** 924,577.00

**Other Receivables in Deferred Revenue**

0.00

**Total** 0.00

**Other Other Receivables, Overdrawn Accounts, Deficits**

**Departmental Receivable** 12.00

**prepaid payroll** 391.00

**prepaid Services** 1,052.00

**Bulletproof vest** 9,102.00

**Shannon grant** 2,297.00

**Bridge state grant** 72,066.00

**municipal bridge IMP** 9,754.00

**Complete street grant** 1,478.00

**fire detail** 27,514.00

**TB RE Neg Receivable** 68.00

**Total** 123,734.00

**Free Cash Voted from Town Meeting Not Recorded** 0.00

**Add:**

**Circuit Breaker, Other Closed Accounts, Adjustments:**

0.00

**Total** 0.00

**Deferred Revenue (Credit Balance+, Debit Balance-)** 877,481.00

**Free Cash Calculation for 2022** 2,616,362.00

**Reviewed By:** David Guzman

**Certified On:** 10/17/2022

Free Cash Certification

Retained Earnings Calculation - SEWER - Fiscal Year 2023

Enterprise Fund Number A-2(1ST)  
Type of Enterprise Fund Sewer  
Name of Enterprise Fund/Statutory Reference SEWER

Part I Cash 7,217,296.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00  
Payroll Payable 0.00  
Warrants Payable 4,039.00  
Encumbrances 1,038,695.00  
Expenditures 0.00  
Continuing Appropriations 0.00

Other Liabilities

0.00

Total 1,042,734.00

Cash less Current Liabilities 6,174,562.00

Part II Retained Earnings, Undesignated 6,174,562.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

0.00

Total 0.00

Undesignated Retained Earnings Less Accounts Receivable 6,174,562.00

Fixed Assets

Debits:

0.00

Total 0.00

Credits:

0.00

Total 0.00

**Free Cash Certification**

**Retained Earnings Calculation - SEWER - Fiscal Year 2023**

---

Fixed Assets Variance (Debits - Credits)

0.00



Free Cash Certification

Retained Earnings Calculation - WATER - Fiscal Year 2023

Enterprise Fund Number A-2(2ND)  
Type of Enterprise Fund Water  
Name of Enterprise Fund/Statutory Reference WATER

Part I Cash 2,839,851.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00  
Payroll Payable 0.00  
Warrants Payable 46,984.00  
Encumbrances 1,116,724.00  
Expenditures 0.00  
Continuing Appropriations 0.00

Other Liabilities

0.00

Total 1,163,708.00

Cash less Current Liabilities 1,676,143.00

Part II Retained Earnings, Undesignated 1,676,143.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

0.00

Total 0.00

Undesignated Retained Earnings Less Accounts Receivable 1,676,143.00

Fixed Assets

Debits:

0.00

Total 0.00

Credits:

0.00

Total 0.00

**Free Cash Certification**

**Retained Earnings Calculation - WATER - Fiscal Year 2023**

Fixed Assets Variance (Debits - Credits)

0.00

Free Cash Certification

Retained Earnings Calculation - GOLF COURSE - Fiscal Year 2023

Enterprise Fund Number A-2(3RD)  
Type of Enterprise Fund GolfCourse  
Name of Enterprise Fund/Statutory Reference GOLF COURSE

Part I Cash 462,824.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00  
Payroll Payable 0.00  
Warrants Payable 19,498.00  
Encumbrances 125,878.00  
Expenditures 0.00  
Continuing Appropriations 0.00

Other Liabilities

0.00

Total 145,376.00

Cash less Current Liabilities 317,448.00

Part II Retained Earnings, Undesignated 317,448.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

0.00

Total 0.00

Undesignated Retained Earnings Less Accounts Receivable 317,448.00

Fixed Assets

Debits:

0.00

Total 0.00

Credits:

0.00

Total 0.00

**Free Cash Certification**

**Retained Earnings Calculation - GOLF COURSE - Fiscal Year 2023**

Fixed Assets Variance (Debits - Credits)

0.00

Free Cash Certification

Retained Earnings Calculation - LANDFILL - Fiscal Year 2023

Enterprise Fund Number A-2(4TH)  
Type of Enterprise Fund TrashDisposal  
Name of Enterprise Fund/Statutory Reference LANDFILL

Part I Cash 163,126.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00  
Payroll Payable 0.00  
Warrants Payable 17,219.00  
Encumbrances 6,243.00  
Expenditures 0.00  
Continuing Appropriations 0.00

Other Liabilities

0.00

Total 23,462.00

Cash less Current Liabilities 139,664.00

Part II Retained Earnings, Undesignated 139,664.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

0.00

Total 0.00

Undesignated Retained Earnings Less Accounts Receivable 139,664.00

Fixed Assets

Debits:

0.00

Total 0.00

Credits:

0.00

Total 0.00

**Free Cash Certification**

**Retained Earnings Calculation - LANDFILL - Fiscal Year 2023**

Fixed Assets Variance (Debits - Credits)

0.00



Free Cash Certification

Retained Earnings Calculation - SOLID WASTE - Fiscal Year 2023

Enterprise Fund Number A-2(5TH)  
Type of Enterprise Fund TrashDisposal  
Name of Enterprise Fund/Statutory Reference SOLID WASTE

Part I Cash 600,429.00

Current Liabilities, Designations of Fund Balance:

Accounts Payable 0.00  
Payroll Payable 0.00  
Warrants Payable 4,372.00  
Encumbrances 184,126.00  
Expenditures 0.00  
Continuing Appropriations 0.00

Other Liabilities

0.00

Total 188,498.00

Cash less Current Liabilities 411,931.00

Part II Retained Earnings, Undesignated 411,931.00

Accounts Receivable (net):

User Fees 0.00

Other Accounts Receivable

0.00

Total 0.00

Undesignated Retained Earnings Less Accounts Receivable 411,931.00

Fixed Assets

Debits:

0.00

Total 0.00

Credits:

0.00

Total 0.00

**Free Cash Certification**

**Retained Earnings Calculation - SOLID WASTE - Fiscal Year 2023**

Fixed Assets Variance (Debits - Credits)

0.00



**City of Gardner - Executive Department**

**Mayor Michael J. Nicholson**

RECEIVED

2022 NOV -3 PM 12:43

CITY CLERK'S OFFICE  
GARDNER, MA

November 2, 2022

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

RE: Notification of Acting Police Appointments and Police Department Staffing

Dear Madam President and Councilors,

With the recent promotions of Chief McAvene and Deputy Chief Maroni, the two lieutenant positions of the Gardner Police Department are now vacant.

Per the City's collective bargaining agreements with the city's patrol officers union and superior officer's union, only an existing patrol officer in the department can fill a vacant sergeant position, and only existing sergeants in the department can fill a vacant lieutenant position.

Whereas the state legislature has not yet voted on the City's home rule petition to remove all positions in the Gardner Police Department under the rank of Deputy Chief from the provisions of Civil Service, permanently filling these vacant position would require the City to promote via the Civil Service procedure. There are currently no members of the Gardner Police Department on an active Civil Service Lieutenants list.

Whereas we are still waiting to see if the Legislature will act on the bill, and since there are no eligible applicants on an existing civil service promotion list for the rank of lieutenant, Chief McAvene and I have made the decision to fill these positions on an acting basis for the time being. Sergeant John Czasnowski has been promoted to be the Acting Lieutenant overseeing the Department's Community Policing Division. Sergeant Matthew Arseneault has been promoted to be the Acting Lieutenant overseeing the Department's Detective Bureau.

These promotions then leave two sergeant positions open. Due to all of the reasons listed above, Chief McAvene and I have made the decision to fill these vacancies on an acting basis as well. Officer Christopher Starzynski and Officer Roger Cormier have been promoted to the rank of Acting Sergeant.

The Legislature has until December 31<sup>st</sup> to act on the City's Home Rule Petition ("the bill") regarding the removal of Civil Service in the Gardner Police Department, or the process filing the legislation will have to begin a new as a new bill filed in the upcoming legislative session. The bill is currently in the House of Representatives Committee on Third Reading, alongside approximately three (3) dozen other home rule petitions related to the removal of police departments from Civil Service from other municipalities around the Commonwealth. The bill

needs to pass this Committee, be voted on by the full membership of the House of Representatives, be voted upon by the Senate, and then signed by the Governor in order to go into effect.

In the event that the bill is not able to be voted on and signed by the Governor in time for the end of the Legislative session, the City is preparing to call for a Civil Service list for our five (5) patrol officer vacancies and to call for a new civil service exam date for officers looking to take both the sergeant and lieutenant exams. Aside from the five (5) existing patrol vacancies, Detective Eugene Kolimaga is scheduled to retire from the Department effective November 30, 2022 and Officer John Lawrence's retirement will be effective in early 2023. As such, the Administration is exploring all options necessary to keep the Department adequately staffed while still monitoring the progress of the Civil Service bill.

We are still hopeful that action on this bill will happen by the end of the year, as home rule petitions are able to be voted on during informal sessions of the legislature and our local delegation of Representative Zlotnik and Senator Gobi have been diligently working to ensure the bill continues to progress through the process.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Michael J. Nicholson".

Michael J. Nicholson  
Mayor, City of Gardner



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED

2022 NOV -3 PM 12:44

CITY CLERK'S OFFICE  
GARDNER, MA

November 2, 2022

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

RE: Renewal of Intermunicipal Agreement for Veterans Services with the Town of Princeton

Dear Madam President and Councilors,

As you are aware, the City of Gardner provides regional veterans services to the residents of Gardner, as well as the Towns of Westminster, Ashburnham, and Princeton.

During the FY 2022 Supplemental Budget process, the City Council voted to allow the Administration to enter into Intermunicipal Agreements for Veterans Services with the Towns of Ashburnham and Westminster for a period of three (3) years and the Town of Princeton for one (1) year. Princeton had requested a one (1) year contract in order to see if they liked the regional system and it fit the needs of their town. This contract expired on July 1, 2022.

At the November 2, 2022 meeting of the Princeton Select Board, the Board voted to accept the City's proposal that the Agreement be renewed for a full three (3) year period with a three percent (3%) increase in assessment each year.

A copy of the Administration's proposed new intermunicipal agreement is attached to this correspondence.

I respectfully ask that the City Council vote to allow the Administration to enter into this agreement and continue the services we are currently providing to the region.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AUTHORIZING AN INTERMUNICIPAL AGREEMENT  
BETWEEN THE CITY OF GARDNER AND  
THE TOWN OF PRINCETON  
FOR VETERAN'S SERVICES

VOTED: To authorize the Mayor to enter into an Intermunicipal Agreement with the Town of Princeton for the purpose of providing Veteran's services among the two communities, under such terms and conditions as the Mayor deems appropriate and in accordance with the provisions of Section 4A of Chapter 40 of the General Laws.



**TOWN OF PRINCETON AND CITY OF GARDNER  
MUNICIPAL AGREEMENT  
VETERAN SERVICES**

This Intermunicipal Agreement, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_ 2022, pursuant to the provisions of Massachusetts General Laws, Chapter 40, Section 4A, by and between the town of Princeton, a municipal corporation within the County of Worcester and the Commonwealth of Massachusetts, acting by and through its Board of Selectmen, hereinafter referred to as "Princeton," and the City of Gardner, a municipal corporation within the County of Worcester and the Commonwealth of Massachusetts, acting by and through its Mayor, hereinafter referred to as "Gardner" (collectively referred to as the "Municipalities").

WITNESSETH

WHEREAS, the Municipalities have determined that they share a need for veteran services; and

WHEREAS, the Municipalities have determined that the sharing of the benefits and costs of those services would be beneficial to each Municipality, and

WHEREAS, this Agreement shall provide for the terms, conditions and liabilities of the parties with respect to these services, including, but not limited to terms of cooperation and obligations of each Municipality relative to cost of shared human resources, training, facilities, and operating costs; and

WHEREAS, the voters at Princeton Town Meeting authorized the Board of Selectmen and the Gardner City Council authorized the Mayor to enter into this agreement in accordance with the provisions of G.L.c. 40, Section 4A.

NOW, THEREFORE, in consideration of the promises and mutual benefits to be derived by the parties hereto, the parties agree as follows:

1. The Princeton Town Administrator and the Gardner Mayor will be the Municipalities respective representatives to oversee the cooperative arrangement. The approval of the Princeton Board of Selectman and Gardner Mayor will be required to amend this Agreement.
2. All the privileges and immunities from liability and exemptions from laws, by-laws, ordinances and regulations that veteran services officers employed by any of the parties hereto have in their own jurisdictions shall be effective in the jurisdiction in which they are giving assistance unless otherwise prohibited by law.
3. The shared veteran services officer shall have all of the authority under the applicable provisions of the Massachusetts General Laws as well as the by-laws of Princeton and the City of Gardner city ordinances in which veteran services are being provided.

4. Term. The term of this Agreement is for three (3) years from FY2022 to FY2022 commencing on July 1, 2022 and ending on June 30, 2025 unless or until terminated by the parties hereto on written notice. Such notice shall be provided one hundred eighty (180) days prior to the end of the then current fiscal year and withdrawal from the agreement will be effective as of the last day of the succeeding fiscal year. In the event that Princeton fails to pay any invoice to Gardner in a timely manner, or in the event Princeton fails to approve a veteran services budget, as provided for herein and that is subject to appropriation by the Princeton Town Meetings, then Gardner may immediately suspend its services under this Agreement for non-performance. Upon receipt of the past due payments, together with adequate assurances of payment for future services, Gardner may commence performing its services again.

5. Cost sharing. During the term of this Agreement, Princeton will bear the costs of the Veteran's Service Officer according to the following fee schedules:

- a. Princeton:
  - i. Fiscal Year 2022: \$6,600.00
  - ii. Fiscal Year 2023: \$6,800.00
  - iii. Fiscal Year 2024: \$7,000.00

with said costs based upon an approved veteran service budget subject to appropriation by Town Meeting and appropriation by the Gardner City Council, which will provide for the complete cost of wages, maintenance of the Veterans Affairs Office, employee stipends, and supplies and training. Any modification(s) to this schedule must be agreed to in writing by each of the respective Town Select Boards and Gardner City Council and will take effect in the following fiscal year.

6. Services and Office Community Hours. Veteran services to be provided as part of the intermunicipal agreement shall be provided in accordance with Massachusetts General Law Chapter 115, the by-laws of Princeton, Gardner ordinances, and the job description of a Veteran Services Officer, incorporated herein by reference.

Gardner, as the host municipality, shall provide office space and adequate support during designated office hours. Each municipality will allow the Veteran Services Officer to assist veterans and other eligible persons from each of the participating municipalities in this agreement during designated office hours to facilitate regional service delivery.

7. Dispute Resolution. In the event any disputes or questions arise between the parties as to the interpretation of the agreement or the satisfactory performance by any of the parties of the services and other responsibilities provided for in the contract, the parties first agree to try in good faith to settle the dispute through negotiation, then try resorting to other dispute resolution procedures, before proceeding to litigation.

8. Reports. In accordance with M.G.L. c. 40, § 4A, Gardner shall, upon request of Princeton, provide Princeton with reports on the services provided to the Town of Princeton residents, inclusive of reports of expenditures and revenues of all accounts related to the services provided in accordance herewith. In addition, Gardner shall annually provide Princeton with

financial statements of the department or departments providing services in accordance with this Agreement. Princeton may, at its sole cost and expense, perform an audit of such records as required by law.

9. Notice. Any and all notices, or other communications required or permitted under this Agreement, shall be in writing and delivered by hand or mailed postage prepaid, return receipt requested, by registered or certified mail or by other reputable delivery service, to the Boards of Selectmen and the Gardner Mayor at the addresses set forth below or furnished from time to time in writing hereafter by one party to the other party. Any such notice or correspondence shall be deemed given when so delivery by hand, if so mailed, when deposited with the U.S. Postal Service or, if sent by private overnight or other delivery service, when deposited with such delivery service.

Town Administrator  
Town of Princeton  
7 Main St., Unit #3  
Princeton, MA 01473

Mayor  
City of Gardner  
95 Pleasant Street  
Gardner, MA 01440

10. This Agreement constitutes the entire agreement of the parties and supersedes any prior agreements or understandings, whether oral or in writing, between them. This Agreement may not be changed or modified except by a written instrument in accordance with the provisions above.

11. This Agreement shall be governed by, construed and enforced in accordance with the laws of the Commonwealth of Massachusetts, the provisions of which shall not be deemed waived by any provision hereof, and the parties hereto submit to the jurisdiction of any of its appropriate courts for the adjudication of disputes arising out of this Agreement.

12. If any provision of this Agreement is declared to be illegal, unenforceable, or void, then the parties shall be relieved of all obligations under that provision provided, however, that the remainder of the Agreement shall be enforced to the fullest extent permitted by law.

In witness thereof, the parties hereto have executed this Agreement as of the first date written above.

**For the City of Gardner**

---

Michael J. Nicholson, Mayor

**For the Princeton Board of Selectmen**

---

Sherry Patch, Town Administrator



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

RECEIVED

2022 NOV -3 PM 12:44  
 CITY CLERK'S OFFICE  
 GARDNER, MA

November 2, 2022

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

RE: Notification of Recent Grant Awards from the Commonwealth

Dear Madam President and Councilors,

The City has recently been awarded several grants from the Commonwealth for different purposes from various programs. While all of these grants are categorized as executive discretionary funds that do not need Council approval, I wanted to keep the Council informed as to projects that will be done as a result of these funds being received.

I would like to thank Representative Zlotnik, Senator Gobi, and the North Central Massachusetts Delegation for their work in helping the City obtain these funds.

**Commonwealth Community Compact: Best Practice Grant for Wage and Classification Plan \$42,500**

This grant was awarded to fund a salary study of all non-union employees of the City, including the School Department. The City has begun to request price quotes for this project. The final price of this salary survey will be funded from both this grant and funds from the Water and Sewer Enterprise Accounts since there are several positions that are funded through the indirect charges of the enterprise account.

We have been notified by most of those responding to our requests for price quotes that this process would mostly likely take six (6) to eight (8) months to complete.

**Commonwealth Community Compact: Best Practice Grant for Climate Change Mitigation \$50,000**

Crystal Lake was identified as a particularly problematic vulnerability at our Community Resilience Building Workshops conducted during our Municipal Vulnerability Preparedness ("MVP") planning process. The lake is formed by the Crystal Lake Dike, an earthen embankment, which remarkably has no spillway aside from two undersized, valve operated, gravity pipes. The pipes are inadequate to drain storm inflow associated with the increased frequency and intensity of precipitation that we are experiencing due to climate change. As a result, the dike is at risk of failure during significant storm events. Failure of the dike could cause an immediate and catastrophic loss of the potable water resource and potentially release a flood wave that could inundate densely developed residential and commercial areas in the city center. These funds will be used to identify and evaluate alternatives to enhance the resiliency of this important public water supply asset against the threat of climate change and mitigate the potential public health risk associated with dike failure.

**Massachusetts Electric Vehicle Incentive Program Grant \$8,400**

These funds are being used to install two (2) new public electric car charging station at the Department of Public Works Headquarters building at 50 Manca Drive.

**MassDevelopment Technical Assistance Program - \$40,000**

Project: District Improvement Financing (DIF) Phase Two

The Department of Community Development and Planning (DCDP) completed phase one of this project in June 2022 in partnership with Camoin Associates and Storrs Associates, two planning agencies under contract with MassDevelopment. Gardner was awarded a \$10,000 grant under this same program to complete a DIF feasibility study and the agencies determined that implementing DIF would be beneficial to the city.

Phase two is the implementation of DIF. Camoin Associates and Storrs Associates will continue their partnership with DCDP to create a DIF plan and financial analysis to present in a public information session and present to City Council for adoption. Funds remain with MassDevelopment to pay their contractors directly.

The DIF is a creation of a new account in the city's budget to allocate funds specifically for economic development projects within designated districts, specifically our Downtown and Mill Street Corridor Urban Renewal Areas. When a developer rehabilitates a building that is underutilized, a portion of the increase in assessed value, property tax, will be allocated to the new account rather than the general fund. DIF funds can be used for soft and hard costs allowing projects to span from planning to infrastructure projects.

**Department of Housing and Community Development (DHCD) Massachusetts Downtown Initiative (MDI) - \$25,000**

Project: Wayfinding Sign Purchase and Installation

This award provides technical assistance in the form of consulting services to assist the city with designing a wayfinding plan. The consultant will be assigned by DHCD to work with the Department of Community Development and Planning to determine the best locations and designs for vehicular, pedestrian, and cyclist traffic to navigate throughout the city. The Lines and Signs department will be included throughout this process.

**MassDevelopment Site Readiness Program - \$150,500**

Project: Business/Industrial Park Study

The award will be utilized to work with a consultant to develop a master plan along with a site survey, wetlands delineation, schematic design and development level documents, and an initial MEPA ENF filing of parcels along Routes 140 and 101. The city has three industrial parks, two at capacity, and one with only two available lots. If the study proves feasible, the city and Gardner Redevelopment Authority can begin planning for the acquisition of the parcels the city does not own.



**MassDevelopment Commonwealth Places - \$30,000 + match**

Project: Downtown Restaurant Parklets

This is a matching 1:1 grant to construct pop-up patios with barriers and tables and chairs for six restaurants in downtown Gardner. Restaurant owners will rent the parking spaces in front of their restaurants where these parklets will be erected seasonally. This is a project that was done in downtown Worcester that the city would like to duplicate to continue to make downtown a place where people want to come to live, work and recreate. The city will partner with Square Two on this project.

**Massachusetts Executive Office of Public Safety and Security Road Safety Grant - \$23,311.50**

Funding received by the Gardner Police Department would be used to pay for overtime patrols aimed at boosting enforcement of seatbelt laws, crosswalk safety, and cutting down on drunk and distracted driving in the city.

**NOT RECEIVED BY THE CITY GOVERNMENT BUT RECEIVED BY ORGANIZATIONS IN THE CITY****Collaborative Workspace Program - \$17,500 (Received by the Wachusett Business Incubator)**

The award funds will be used to create a region-wide Rural High Technology Center in greater north-central Massachusetts, providing designing and prototyping services to 15 entrepreneurs creating startup businesses and new jobs, and job training in CAD, additive manufacturing/3D printing to 15 students/adults improving job skills.

**Youth Tele Behavioral Health Services Grant - \$275,000**

Used to increase Heywood Healthcare's outreach to provide behavioral health services to the region's youth, school aged population.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner

**City of Gardner - Executive Department****Mayor Michael J. Nicholson**

RECEIVED

2022 NOV -3 PM 12:44

CITY CLERK'S OFFICE  
2022 NOV 3 2022

October 18, 2022

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

RE: Resolution to accept the FY2022-2023 Community Development Block Grant ("CDBG") Mini-Entitlement Program

Dear Madam President and Councilors,

Attached, please find the Mini-Entitlement Plan that has been submitted to my office by the Community Development Block Grant ("CDBG") Steering Committee.

These programs are voted upon annually by the CDBG Steering Committee and are required to be ratified by the City Council.

Unlike in years past, where the City has received funding from the CDBG program for a single fiscal year, the Massachusetts Department of Housing and Community Development (DHCD) and the federal Department of Housing and Urban Development (HUD) have notified the City that they are granting this round as funding for two fiscal years (FY22 and FY23) together. As such, rather than the usual \$800,000 we receive per year, the City was awarded just over \$1.6 million.

However, while the program this year is being awarded for a two (2) year program with double the funding, the city is still restricted to only be able to use these funds for a maximum of three (3) development projects, social service grants, and administrative costs associated with the City's Community Development and Planning Department. Due to these restrictions, the Administration and the CDBG Steering Committee have selected projects of a much larger scale compared to what the City has done in the past- including the demolition of the Greenwood Memorial Indoor Pool and the former Rome Furniture building on the corner of Main Street and Willow Street.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**RESOLUTION****FY 2022/23 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 2022/2023 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, and associated administrative costs; and

**WHEREAS,** the activities proposed within the FY 2023 CDBG Mini-Entitlement Plan meet the priorities identified within the City's 2022 Community Development Strategy; 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 2022/2023 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 4. West/Oak/Parker/Nichols Sreet Intersection - Design of crosswalk, sidewalk, and lighting repair and upgrade. | \$230,000.00          | \$0.00               | \$230,000.00          |
| 2                | Community Development & Planning | Demolition of Slum & Blight                                                                                                    | \$921,700.00          |                      | \$921,700.00          |
| 6C               | Community Development & Planning | Greenwood Pavilion design and construction                                                                                     | \$216,820.00          | \$156,180.00         | \$373,000.00          |
| 8B               | Community Development & Planning | GEHM                                                                                                                           | \$5,000.00            |                      | \$5,000.00            |
| 8B               | Community Development & Planning | Project STEAM                                                                                                                  | \$13,980.00           |                      | \$13,980.00           |
| 8B               | Community Development & Planning | GAP                                                                                                                            | \$15,000.00           |                      | \$15,000.00           |
|                  |                                  | <b>Administrative &amp; Delivery costs.</b>                                                                                    | \$247,500.00          | \$0.00               | \$247,500.00          |
| <b>Sub-total</b> |                                  |                                                                                                                                | <b>\$1,650,000.00</b> | <b>\$156,180.00</b>  | <b>\$1,806,180.00</b> |

## City of Gardner

### FY 2022/ 2023 Community Development Block Grant Mini-Entitlement Program Projects Plan

**6 B Streets and Sidewalks – Downtown Phase 4 West/ Oak, Parker, Nichols Street Intersection-  
Construction of crosswalk, sidewalk and lighting repair and upgrade.**

**National Objective Description:**

The project meets the National Objective of Elimination of Slums or Blight on an area basis.

The project is eligible under Title I of the Housing and Community Development Act of 1974, as amended. The applicable section (105 (a) (2)) reads as follows:

*“2. The acquisition, construction, reconstruction, or installation (including design features and improvements with respect to such construction, reconstruction, or installation that promote energy efficiency) of public works, facilities (except for buildings for the general conduct of government), and site or other improvements; “*

The proposed construction of Downtown Phase 4 will be completed with CDBG funding. The Opinion of Probable Cost for the project is \$230,000.

**2 Clearance/ Demolition- Demolition of Slum & Blight- Demolition of Greenwood Memorial Pool and  
205-213 Main Street.**

**National Objective Description:**

The project meets the National Objective of Elimination of Slums or Blight on an area basis.

The project is eligible under Title I of the Housing and Community Development Act of 1974, as amended. The applicable section (105 (a) (2)) reads as follows:

*“2. The acquisition, construction, reconstruction, or installation (including design features and improvements with respect to such construction, reconstruction, or installation that promote energy efficiency) of public works, facilities (except for buildings for the general conduct of government), and site or other improvements; “*

The proposed demolition for Greenwood pool is estimated at \$360,000. The estimate for demolition of 205-213 Main Street is \$561,700.00. CDBG funds will be used for both these projects.

**6C Parks and Recreation- Greenwood Pavilion- Design and Construction 60 x 40 Wood pavilion with Shingle Roofing.**

National Objective Description:

The project meets the National Objective of Elimination of Slums or Blight on an area basis.

The project is eligible under Title I of the Housing and Community Development Act of 1974, as amended. The applicable section (105 (a) (2)) reads as follows:

*"2. The acquisition, construction, reconstruction, or installation (including design features and improvements with respect to such construction, reconstruction, or installation that promote energy efficiency) of public works, facilities (except for buildings for the general conduct of government), and site or other improvements; "*

*The proposed project will be completed with CDBG and City funds. The project is estimated at \$373,000, \$216,820.00 of CDBG funds will be used, \$156,180.00 of City funds will be used.*

**8B – Gardner Public Schools Athletics.** Provide financial assistance to LMI student athletes at Gardner High School and Gardner Middle School.

The proposed public social service project will provide financial assistance to students who are LMI by providing funding for user fees so they can participate in Athletic Programs in the Gardner Middle School and High School. This public social service has been shown to have substantial impact because it provides an opportunity for students who may not otherwise be able to afford to participate in athletics, due to the cost of the user fee.

Project meets the National Objective for (2) Limited clientele activities.

*(v) An activity designed to provide job training and placement and/or other employment support services, including, but not limited to, peer support programs, counseling, child care, transportation, and other similar services, in which the percentage of low- and moderate-income persons assisted is less than 51 percent may qualify under this paragraph in the following limited circumstances:*

*(A) In such cases where such training or provision of supportive services is an integrally-related component of a larger project, the only use of CDBG assistance for the project is to provide the job training and/or supportive services; and*

*(B) The proportion of the total cost of the project borne by CDBG funds is no greater than the proportion of the total number of persons assisted who are low or moderate income.*

*Project is eligible relative to Number 8 from the list of Eligible Activities) Title I of the Housing and Community Development Act of 1974, as amended).*

*The Social Service's proposed budget of \$15,000.*



**8B- Boys & Girls Club- Project Learn STEAM.** Provide after school and summer program to 100 LMI Gardner Students.

The proposed public social service project will provide after school and summer programs to students who are LMI. Project Learn STEAM focuses on preparing youth to be successful in the challenging marketplace and workforce of tomorrow. The programs will run for a 10 week period. The program will apply skills in Oral Presentation, Teamwork, Data Analysis, Advancing Literacy, Technology and Leadership.

Project meets the National Objective for (2) Limited clientele activities.

*(v) An activity designed to provide job training and placement and/or other employment support services, including, but not limited to, peer support programs, counseling, child care, transportation, and other similar services, in which the percentage of low- and moderate-income persons assisted is less than 51 percent may qualify under this paragraph in the following limited circumstances:*

*(A) In such cases where such training or provision of supportive services is an integrally-related component of a larger project, the only use of CDBG assistance for the project is to provide the job training and/or supportive services; and*

*(B) The proportion of the total cost of the project borne by CDBG funds is no greater than the proportion of the total number of persons assisted who are low or moderate income.*

*Project is eligible relative to Number 8 from the list of Eligible Activities) Title I of the Housing and Community Development Act of 1974, as amended).*

*The Social Service's proposed budget of \$13,9980.00 CDBG, \$170,500.00 Non-CDBG.*

**8B- Gardner Emergency Housing Mission (GEHM)-** Provide short term emergency shelter for low to moderate income families with children living within the community.

The proposed public social service project will provide emergency housing assistance to low to moderate income families with children. The program will provide temporary housing units to families. GEHM also assists with paying rent, utilities and furnishing apartments.

Project meets the National Objective for (2) Limited clientele activities.

*(v) An activity designed to provide job training and placement and/or other employment support services, including, but not limited to, peer support programs, counseling, child care, transportation, and other similar services, in which the percentage of low- and moderate-income persons assisted is less than 51 percent may qualify under this paragraph in the following limited circumstances:*

*(A) In such cases where such training or provision of supportive services is an integrally-related component of a larger project, the only use of CDBG assistance for the project is to provide the job training and/or supportive services; and*

*(B) The proportion of the total cost of the project borne by CDBG funds is no greater than the proportion of the total number of persons assisted who are low or moderate income.*

*Project is eligible relative to Number 8 from the list of Eligible Activities) Title I of the Housing and Community Development Act of 1974, as amended).*

*The Social Service's proposed budget of \$11,145.17, \$5,000 CDBG, \$6,145.17 Non-CDBG.*

# CITY OF GARDNER

DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING



RECEIVED  
2022 OCT 25 AM 7:59  
CITY OF GARDNER OFFICE  
GARDNER, MA

## MEETING NOTICE

### Community Development Block Grant Steering Committee Meeting

Friday, October 28, 2022

8:30 a.m.

Meeting Room (2<sup>nd</sup> floor), Manca Annex  
Gardner, Massachusetts

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 a recording shall notify the Chair forthwith. All documents referenced or used during the meeting must be submitted in duplicate to the Chair of the Steering Committee, pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting.

## AGENDA

1. Acceptance of Minutes  
July 22, 2022
2. Old Business  
None
3. New Business
  - 3.1 Update on the FY22/ FY23 Application
  - 3.2 Approval of proposed projects for FY22/23 application
  - 3.3 Financial Summary and project update for FY19, FY20 and FY21
4. Adjournment  
Next Meeting: TBD

*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.*



**City of Gardner - Executive Department**

**Mayor Michael J. Nicholson**

October 18, 2022

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

RE: FY2023 Supplemental Budget Request

Dear Madam President and Councilors,

As you are aware, under the Code of Massachusetts Regulations and the General Laws, a municipality may submit a supplemental budget request to appropriate unobligated funds from local receipts, new growth, and local taxation, up and until the tax rate is set for the upcoming calendar year.

As stated in my previous correspondence to the City Council, new growth was certified on October 18, 2022 at \$415,336.00. When the FY2023 budget was adopted in June of 2022, the administration had budgeted for \$250,000, thus leaving the City with an additional \$165,336.00 in available revenue.

Furthermore, when the City Council adopted the budget at the meeting of June 22, 2022, the City Council voted to reduce the budget by \$84,581.04, which is currently listed as available City Revenue as well.

This leaves the City with a total of \$249,917.04 available to be appropriated for supplemental budget.

The documentation attached to this correspondence all relate to the Administration's supplemental budget request that has been submitted for the City Council's review and consideration.

**Relationship to the Tax Rate and Available Tax Levy/Excess Levy Capacity:**

As I had previously stated at the June 22, 2022 meeting of the City Council, the amount of available funds, if not appropriated would make a negligible difference in the tax rate and how much residents would be saving if not appropriated. If the approximately \$250,000 in revenue was used to reduce the tax rate, with a current average single family home value in Gardner being certified at \$286,640, this would only save the average tax payer in the City approximately \$45.86 per year.

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 CITY CLERK'S OFFICE  
 GARDNER, MA

Furthermore, understanding the financial hardships that many of our residents are facing due to inflation, even with this supplemental budget request, the City is still largely under our Tax Levy Ceiling by an additional 1.5%.

As you may be aware, per the provisions of Proposition 2 ½ as voted on by the voters of the Commonwealth in 1980, any year that a municipality does not increase taxes the full 2.5% allowed by law, they retain the difference in available excess levy capacity without the need of an override vote by the voters of the municipality.

Since Gardner did not increase local taxation the full 2.5% as allowed by law in recent years, Gardner has an excess capacity of an additional 1.5% in funds that the Administration is not looking to utilize, thus keeping us well below the amounts that we are able to increase taxes for the current fiscal year.

## GENERAL FUND SUPPLEMENTAL BUDGET REQUESTS

### **Fire Department Union Contract**

At the June 22, 2022 meeting of the City Council, the Council voted to reduce certain salary line items from the Fire and Ambulance budgets due to the fact that collective bargaining negotiations were still ongoing.

Those negotiations have concluded, and a copy of the new contract is attached.

The attached money orders reflect the negotiated increases for the department.

### **Vehicle Fuel**

It is no secret that over the past year, current inflationary trends have hit the fuel market quite significantly. According to the Federal Bureau of Transportation Statistics, between January 2022 and June 2022, the price of regular motor gasoline rose 49% and the price of diesel fuel rose almost 55%.

The attached \$75,000 request in increased funds for the DPW Fuel account, which pays for fuel used by all city vehicles, is being requested at the recommendation of Director Arnold to meet the forecasted need for the City's overall fleet from now through the end of the fiscal year.

### **Energy and Utilities**

According to the United States Energy Information Administration, energy and utility costs in the United States have risen an average of 8% between 2021 and 2022. This trend has certainly hit the City in its energy and utility costs for our public buildings as well.

The attached request for an additional \$6,000 in funding to cover these costs is based off of forecasting done by Director Arnold to get us through to the end of the fiscal year based on current market trends.



### **Board of Health Full Time Housing & Food Inspector**

Gardner has seen quite a large increase in demand for food and housing inspections over the last few years, and that trend is largely expected to increase.

The Massachusetts State Sanitary Code requires that food establishments be inspected regularly twice a year, and then as needed for any new openings, special events, or investigations of food borne illnesses. Gardner currently issues 130 licenses to establishments that would fall under these requirements.

Furthermore, the State Sanitary Code requires the health department to inspect housing complaints for tenants throughout the City to make sure they are being given adequate housing that meets minimum state standards. The demand for these has increased largely in recent years as well.

All of this is on top of the recent re-vamping of the City's nuisance code, which gave larger inspection and enforcement authority to the health and building departments to prevent public health and safety problems from occurring with properties across the City.

In the last ten (10) months, over a dozen buildings in Downtown alone have changed hands. These plans include approximately 175 newly constructed or currently vacant soon to be renovated apartment units, 46 commercial and office spaces, and up to 4 new restaurants, thus largely increasing the purview of what the Health Department would have authority over.

In order to be a thriving, growing, and economically stable community, we must be ready to meet the needs of our future development while still maintaining an adequate standard of care for the situations the City is currently dealing with. Our current staffing at the Health Department is not sufficient to meet the needs of our existing inspection obligations as it is. This additional staff member would help us catch up to where we need to be and help give us the capacity needed for the future growth we anticipate.

This request for \$25,000 would cover a full-time inspector to work from January through the end of the fiscal year. A request for the full amount will be included in FY 2024 Budget process.

### **Police Department Part-Time Domestic Violence Advocate**

The Gardner Police Department has recently seen an increase in the number of domestic violence calls that they have been responding to on every shift, every day of the week. However, while we see these numbers, these are just the instances in which a 9-1-1 call has been made, and is only a small snap shot of the full issue that is facing several of our residents in the City.

Several years ago, the Gardner Police Department had a Domestic Violence Advocate who was tasked with assisting the victims of domestic violence in navigating court forms, protection order



processes, and finding ways to remove themselves from the harmful and dangerous situations they are going through. This was cut from the budget in the early 2000s.

Since then, the City has been working with the Gardner Domestic Violence Taskforce, the Voices of Truth, and the Spanish American Center to assist victims through these processes.

There are currently over forty (40) Gardner residents who are receiving services from these organizations for this purpose, with the majority of them having to travel to Leominster to the Spanish-American Center for support.

This request for \$15,000 would be to hire a part-time advocate at the Gardner Police Department who would work nineteen (19) hours per week from now to the end of the fiscal year. If the Administration feels the position is being utilized effectively and is seeing a lot of work being done, funding for the full year will be included in the FY2024 budget proposal.

Please note that Deputy Chief Maroni has applied for the City to receive funding for this purpose from the Violence Against Women Act (VAWA), however, we will not hear back from this grant application for some time and even if we were awarded the grant, this amount would be close to what the city would be required to provide for a matching portion, as the grant would pay for a full time position.

### **Community Development Professional Development and Travel**

With the recent large increase in development efforts in the City, I have been encouraging our staff in the Department of Community Development and Planning to attend different professional development events to learn about new opportunities for funding and partnerships, increase our marketing efforts, and see what other municipalities around the Commonwealth and country are doing that could be replicated here.

For the last decade, the Professional Development line item in the Community Development budget has been level funded. As such, with the increased participation in professional development efforts by the department, the budget is close to being fully depleted.

I am requesting an additional \$3,000 be added to this department's professional development line item in order to get the department through the end of the fiscal year.

There will be an increase in this line item reflected in the FY2024 budget cycle as well.

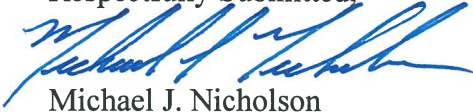
## **ENTERPRISE FUND SUPPLEMENTAL BUDGET**

### **Geographic Information Systems Coordinator Additional Duties**

Director Dane Arnold of the Department of Public Works and City Engineer Robert Oliva have requested that additional duties be assigned to the City's GIS Coordinator position to assist in the operations of the City's water and sewer departments.

This request is to appropriate \$10,000 from each the water enterprise account and the sewer enterprise account in order to compensate the position for these additional duties. An updated job description is included in this packet of information.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner

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*Supplemental Budget Money Orders*

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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, 2022 TO JUNE 30, 2023.

*ORDERED:*

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2022 to June 30, 2023 sums as designated below for the expenditures of the various departments, Salary and Labor budgets, in the amount of ONE HUNDRED AND SIXTY-SIX THOUSAND ONE HUNDRED TWENTY-SEVEN DOLLARS 00/100 (\$166,127.00):

|                |                          |             |
|----------------|--------------------------|-------------|
| Fire Dept      | Salaries & Wages         | \$77,430.36 |
| Ambulance Dept | Salaries & Wages         | \$48,696.64 |
| BOH Dept       | Food/Housing Insp Salary | \$25,000.00 |
| Police Dept    | DV Advocate Salary       | \$15,000.00 |

AN ORDER TO RAISE AND APPROPRIATE A SUM OF MONEY FOR THE VARIOUS DEPARTMENT FOR OPERATING EXPENDITURE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 TO JUNE 30, 2023.

*ORDERED:*

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2022 to June 30, 2023 sums as designated below for the expenditures of the Various departments, Operating Expenditure budget, in the amount of EIGHTY-FOUR THOUSAND DOLLARS 00/100 (\$84,000.00):

|               |                                  |             |
|---------------|----------------------------------|-------------|
| DPW Dept      | Energy & Electric Expense        | \$ 6,000.00 |
| DPW Dept      | Vehicle Fuel Expense             | 75,000.00   |
| Comm Dev Dept | Professional Development Expense | 3,000.00    |

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*Money Order for Fire Department Union  
Retroactive Pay related to new Union Contract  
included in Supplemental Budget*

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## AUTHORIZING PAYMENT OF PRIOR YEAR SALARY EXPENDITURE

*ORDERED:* To authorize payment of prior year FIRE&AMB DEPT salary expenditures account for prior year, as follows:

|        |                         |              |
|--------|-------------------------|--------------|
| FY2022 | CAPTAINS SALARY & WAGES | \$ 3,473.60  |
| FY2022 | PRIVATES SALARY & WAGES | 39,759.89    |
| FY2022 | LIEUTENANTS SAL & WAGES | 14,876.44    |
| FY2022 | OVERTIME                | 21,576.55    |
| FY2022 | HOLIDAY PAY             | 5,520.33     |
| FY2022 | COLLATERAL JOB PAY      | 2,769.75     |
| FY2022 | EDUCATIONAL INCENTIVE   | 438.47       |
| FY2022 | SICK LEAVE INCENTIVE    | 17.90        |
| FY2022 | TERMINATION LEAVE       | 1,673.51     |
| FY2022 | AMBULANCE SERV STIPEND  | 16,488.00    |
|        | TOTAL                   | \$106,594.44 |

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*Fire Department  
Union Contract*

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*Memorandum of Agreement Outlining  
Negotiated Changes to Union Contract*

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## MEMORANDUM OF AGREEMENT

By and Between

City of Gardner

And

**The Gardner Firefighters Local 2215, affiliated with the International Association of  
Firefighters A.F.L. - C.I.O. C.L.C.**

By execution of this Agreement, the City of Gardner (the "City") and the Gardner Firefighters Local 2215 (the "Union") agree that all terms and conditions of the Union and City July 1, 2018 through June 30, 2021 Collective Bargaining Agreement as amended by the following shall remain in full effect for the duration as provided in both Paragraph one below and in Article XXXIV of the Collective Bargaining Agreement.

### City's Proposals:

1. The duration of this contract shall be from July 1, 2021 through midnight on June 30, 2023.

2. There will be wage increases as follows:

2% increase for the July 1, 2021 to June 30, 2022 (FY22) contract period.

2% increase for the July 1, 2022 to June 30, 2023 (FY23) contract period.

(See Attachment A – Wage Schedule).

3. For the period commencing July 1, 2021, the City agrees to increase between steps as follows of the wage schedule as follows:

#### Firefighter:

The difference between Step 3 and Step 4 shall increase from 4% to 4.5%

The difference between Step 4 and Step 5 shall increase from 4% to 4.5%

The difference between Step 5 and Step 6 shall increase from 4% to 4.5%

The difference between Step 6 and Step 7 shall increase from 4% to 4.5%

The difference between Step 7 and Step 8 shall increase from 4% to 4.5%

#### Lieutenant/Captain:

The difference between Step 1 and Step 2 shall increase from 4% to 4.5%

The difference between Step 2 and Step 3 shall increase from 4% to 4.5%

The difference between Step 3 and Step 4 shall increase from 4% to 4.5%

The difference between Step 4 and Step 5 shall increase from 4% to 4.5%

The difference between Step 5 and Step 6 shall increase from 4% to 4.5%

4. For the period commencing July 1, 2022, the City agrees to increase between steps as follows of the wage schedule as follows:

#### Firefighter:

The difference between Step 3 and Step 4 shall increase from 4.5% to 5%

The difference between Step 4 and Step 5 shall increase from 4.5% to 5%

The difference between Step 5 and Step 6 shall increase from 4.5% to 5%  
 The difference between Step 6 and Step 7 shall increase from 4.5% to 5%  
 The difference between Step 7 and Step 8 shall increase from 4.5% to 5%

Lieutenant/Captain:

The difference between Step 1 and Step 2 shall increase from 4.5% to 5%  
 The difference between Step 2 and Step 3 shall increase from 4.5% to 5%  
 The difference between Step 3 and Step 4 shall increase from 4.5% to 5%  
 The difference between Step 4 and Step 5 shall increase from 4.5% to 5%  
 The difference between Step 5 and Step 6 shall increase from 4.5% to 5%

## 5. **ARTICLE 9 – Overtime**

Make the following changes effective upon execution of the contract:

**Section 2.** Whenever a bargaining unit employee is called back to work after having completed his assigned work and left his/her place of employment before his/her next regularly scheduled starting time, he/she shall be paid the overtime rate for all hours worked on such recall and will be guaranteed a minimum of ~~three (3)~~ **four (4)** hours of pay at such rate. **Bargaining unit members that respond to recalls for mutual aid calls, working fires and/or other major incidents will be paid double time and will be guaranteed a minimum of four (4) hours of pay at such rate.** Except if the call back is after 6:59 a.m., then a bargaining unit employee scheduled to work the next shift, being called back shall only be paid one and one half (1 ½) hours of overtime.

Add the following:

**Section 7.** Pre-scheduled overtime (overtime called out a week in advance) shall be offered to all bargaining unit members inclusive of those absent due to vacation, personal, sick or sick leave incentive (unless identified herein, no other time off will be included for the purpose of this paragraph). A refusal to accept overtime by a bargaining unit member absent for any of the reasons identified, will not be marked as such. Acceptance of overtime by a bargaining unit member absent for any of the reasons identified, will be marked as accepted.

## 6. **ARTICLE 21 – Holidays**

**Section 1.** All bargaining unit employees shall receive an additional days pay for each of the following ~~eleven (11)~~ **twelve (12)** holidays in addition to their basic compensation: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Patriots Day, Memorial Day, **Juneteenth**, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.

For the purpose of this Article the term, "an additional days pay" shall be defined as ~~1/11<sup>th</sup> of ten and fifteen hundredths (10.15%)~~ **as 1/12<sup>th</sup> of eleven and seven hundred twenty-five thousandths (11.0725%)** of his/her annual base pay.



~~Example: Employee A earns \$488.14 per week or 25,383.28 per year.~~

~~Then:  $\$25,383.28 \times 10.15\% = \$2,575.40$  (11 Holidays) or 234.22 per Holiday.~~

~~If employee A on August 15 now makes \$545.22 per week or 28,351.44 per year.~~

~~Then:  $\$25,383.28 \times 10.15\% = 2,576.40 / 11$  Holidays times 5 Holidays = \$1,171.09~~

~~$\$28,351.44 \times 10.15\% = 2,877.67 / 11$  Holidays times 6 Holidays = \$1,569.64~~

~~In June the employee would receive \$1,171.09 and at the December payment the employee would receive \$1,569.64.~~

Example: \*Employee A earns \$488.14 per week or \$25,383.28 per year

Then:  $\$25,383.28 \times 11.0725\% = \$2,810.57$  (12 Holidays) or \$234.22 per Holiday

\*If Employee A on July 1<sup>st</sup> now makes \$545.22 per week or \$28,351.44 per year

Then:  $\$25,383.28 \times 11.0725\% = \$2,810.57$  (12 Holidays) x 6 Holidays = \$1,405.32

$\$28,351.44 \times 11.0725\% = \$3,139.22$  (12 Holidays) x 6 Holidays = \$1,569.66

In June the employee would receive \$1,405.32 and at the December payment the employee would receive \$1,569.66.

~~Holiday pay shall be paid in a lump sum, five (5) days payable the last pay period in June and six (6) days payable the first pay period in December of each year.~~

**Holiday pay will be paid in two lump sum payments of six (6) days, the last pay period on June and the first pay period in December with the acknowledgement that any firefighter who leaves prior to December 25<sup>th</sup>, he/she will reimburse the City the payment for that holiday.**

## 7. ARTICLE 22 – Sick Leave

Add the following language as the sixth (6<sup>th</sup>) paragraph:

**In the case where an employee has an approved FMLA leave for the birth of a child, the employee will be authorized to use sick time should he/she elect for the first three (3) weeks following the birth of the child to allow for the provision of care to the parent recovering from childbirth. This time may be extended upon request and the approval of the Mayor in the event of unforeseen medical circumstances requiring additional time for the care of the parent recovering from childbirth or for the child occurs.**

Make the following changes:

### ***Sick Leave Incentive***

All bargaining unit employees who do not use sick leave shall be granted ~~personal~~ **sick leave incentive time** without loss of pay up to four (4) days per calendar year cumulative to nine (9) days in accordance with the following:



Bargaining unit employees shall be granted 1/3 of a day (4 hours) of ~~personal~~ sick leave incentive time without loss of pay for each calendar month during which they do not report out sick.

Bargaining unit employees who have earned ~~personal days~~ sick leave incentive time off for non-use of sick leave may at their discretion have the option of receiving a days pay in lieu of a ~~personal days~~ sick leave incentive day off. A day's pay shall be 1/4 of a bargaining unit employee's basic weekly salary.

Bargaining unit employees will be given an opportunity at the beginning of each quarter to either accumulate or receive compensation for ~~personal days~~ sick leave incentive days earned in the previous quarter only. Bargaining Unit Employees shall be paid any time earned in excess of nine (9) days allowable accumulation.

#### 8. **ARTICLE 23 – Personal Days**

All bargaining unit employees, with the exception of temporary employees, shall be granted three (3) personal days per calendar year.

Effective January 1, 2023, all bargaining unit employees, with the exception of temporary employees, shall be granted ~~three (3)~~ four (4) personal days per calendar year.

#### 9. **ARTICLE 36 - Training/Fire Prevention Officer (Lieutenant)**

Amend as follows:

a. *In the event of a vacancy in this position, This position it will be bid on in the same manner and under the same guidelines as the Department Collateral jobs as outlined in Article 16, however, the officer currently holding the position will have first right of refusal. assignment to this position shall be permanent until such time as the assigned Lieutenant requests to be voluntarily removed from the position or his/her employment with the City of Gardner ends.*

b. *Unless an emergency circumstance exists, a request to voluntarily resign from this assignment (exclusive of full-time employment as a firefighter) shall be made thirty (30) days in advance of effective date of the resignation. The Officer leaving the position shall assume the last assignment of the Officer accepting the position as a result of the resignation.*

~~b-~~ c. Should this position become permanently vacant this position must be filled.

#### 10. Specialty Pay

Effective upon the execution of the contract, bargaining unit members having specialized certifications in Technical Rescue, Hazmat, Fire Investigation, Fire Prevention or SAFE, will receive a \$50.00 per week stipend. Receipt of these stipends will be governed by the following requirements:

- Must provide proof of certification.
- Maintain the required certification.
- Be an active member of the team utilizing the certification.

Effective upon the execution of the contract, bargaining unit members with the appropriate proof of certification in a language other than English, which must be one utilized to communicate with members of the community (language must be of beneficial use to the department), will receive a \$50.00 per week stipend.

11. *ARTICLE 38 – Miscellaneous*

Make the following change effective July 1, 2022:

***Section 5. Military Leave:***

~~Permanent full-time employees who are enlisted in the military (i.e., Marine Corps., Army, Navy, National Guards) are eligible to receive seventeen (17) days annually for the purpose of training, which will be referred to as “Military Benefit Time.” These days shall only be used for those days an eligible employee is regularly scheduled to work. Eligible employees shall receive their regular base pay rate for these benefit days. This benefit will not accrue. Benefit time not utilized at the end of each year will not carry over to the following year. Upon discharge from their respective military unit employees previously eligible for this benefit will no longer receive this benefit. This benefit time will not be used for active duty.~~

Permanent full-time employees who are enlisted in the military (i.e., Marine Corps., Army, Navy, National Guards, etc.) are eligible for the benefits for training and/or active duty as defined in MGL, c. 33, §59, which will be referred to as, non-cumulative “Military Benefit Time.”

- A. Training days shall only be used for those days an eligible employee is regularly scheduled to work. Eligible employees shall receive their regular base pay rate for these benefit days. This benefit will not accrue. Benefit time not utilized at the end of each year will not carry over to the following year. Upon discharge from their respective military unit employees previously eligible for this benefit will no longer receive this benefit. This benefit time will not be used for active duty.
- B. For active-duty purposes, when eligible for continued pay as defined by MGL, c. 33, §59, the eligible employee shall provide the Human Resources Department with the amount that he/she is paid by either the United States or the Commonwealth for military service performed during the same pay period.

Add the following section:

***Section 10: Coaching - Bargaining unit members who are qualified through education and training are eligible to apply for and be hired as athletic coaches for the City of Gardner School Department. Coaching duties will be performed on the bargaining unit member’s own time and will not conflict with his/her regular work schedule. Compensation will be a stipend set and paid for by the School Department.***

12. **ARTICLE 41 – Ambulance**

Section 6: Bargaining unit members assigned to the Ambulance will receive a stipend of ~~one dollar (\$1.00)~~ two dollars (\$2.00) per hour for all hours worked in such assignment. The stipend will not be paid to bargaining unit members on any type of leave. If earned when working overtime, the stipend will only be added to the overtime pay rate otherwise due.

Effective upon the execution of the contract, the overtime language will change as follows:

“If earned when working overtime, the stipend will be added to the base rate for the overtime calculation.”

13. **ARTICLE 42 – Re-Opener**

Eliminate this Article.

~~The bargaining unit can demand to re-open wages if any other City bargaining unit, with the exception of the School Department bargaining units, should receive an across the board wage increase for FY 2015. Negotiations can be re-opened for wage purposes only.~~

14. All references to Call Fire Fighters will be eliminated from the Contract.

15. ***City agrees that some form of COVID compensation will be paid to all first responders who were employed by the City of Gardner for the period commencing 03/01/2020 and ending 12/31/2020, the amount to be determined after a full review of the available ARPA funds.***

In witness whereof, the parties hereto cause this instrument to be executed in their names and on their behalves by the duly authorized representatives thereto this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

CITY OF GARDNER

GARDNER FIRE FIGHTERS UNION  
 – LOCAL 2215

\_\_\_\_\_  
 Michael Nicholson, Mayor

\_\_\_\_\_  
 Jeffrey Chartier, President

\_\_\_\_\_  
 Kenneth Chase, Vice President

\_\_\_\_\_  
 Matthew Phillips, Secretary - Treasurer

---

*Current (Expired) Contract being  
amended through negotiations*

---

**BETWEEN**

**THE CITY OF GARDNER**

**and the**

**GARDNER FIRE FIGHTERS  
Local 2215**

**DURATION**

**JULY 1, 2018 – JUNE 30, 2021**



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## ***PREAMBLE***

This AGREEMENT is entered into by the CITY OF GARDNER hereinafter referred to as the "Employer" or the "City", and the GARDNER FIREFIGHTERS LOCAL 2215, affiliated with the INTERNATIONAL ASSOCIATION OF FIRE FIGHTERS A.F.L. - C.I.O. C.L.C., hereinafter referred to as the "Union".

### ***ARTICLE 1 - Recognition and Scope***

***Section 1. Recognition*** The City hereby recognizes the Union as the exclusive representative for the purpose of collective bargaining with respect to wages, rates of pay, hours of employment, standards of productivity and performance, and any other terms or conditions of employment for all fire fighters, lieutenants, and captains, excluding the Chief of the Department, any other employees of the department who are not classified as a fire fighter, Lieutenant, Captain and all other employees of the City.

#### ***Section 2.***

***a. Scope*** The Agreement includes all of the agreements reached by the parties respecting matters pertaining to wages, hours and other terms of employment of bargaining unit employees covered by this Contract; however, any matter not mentioned in this Contract, any matter for which specific directions are not set forth herein, or any matter mentioned or reserved to the City or the Department Head in Paragraph (c) Section 2 of Article I shall not be subject to the Grievance and Arbitration Procedure provided in this Contract.

***b. Severability*** If any provision of this Contract or any application of this Contract to any bargaining unit employees covered by the terms of this Contract shall be found contrary to law by a Court of competent and final jurisdiction, such provision or application shall have affect only to the extent permitted by law, and all other provisions or applications of this Contract shall continue in full force and effect.

The invalidation of any such provision or application of any such Article by such Court shall be sufficient cause for the parties to meet and renegotiate such provision or application.

***c. Authority*** Except to the extent that there is contained in the Agreement an express and specific provision to the contrary, the City retains, whether exercised or not, all of the authority, powers, rights, jurisdiction and responsibility provided by the laws of the Commonwealth of Massachusetts to such City for the control, direction and management of the City and its work force.

## ***ARTICLE 2 - Employee Rights and Representation***

***Section 1.*** The employer agrees not to discharge, discriminate, interfere with, restrain or coerce any bargaining unit employee because of his/her lawful exercise of the rights set forth in Section 2 of Chapter 150E of the General Law.

***Section 2.*** The Employer agrees that it will not discriminate against, interfere with or coerce against any bargaining unit employee because such bargaining unit employee gives testimony, or takes part in grievance procedure or hearings, negotiations or conferences for or in behalf of the Union or any bargaining unit employee.

***Section 3.*** The members of the Union's bargaining committee limited to three persons who are scheduled to work a tour of duty during collective bargaining negotiations shall be granted time necessary without loss of pay or benefits for all meetings between the City, its agents or representatives and the Union for the purpose of negotiating the terms of the Contract or any supplements thereto.

***Section 4.*** No more than three (3) Union officials designated in advance by the Union to the City shall, during the life of this Contract, be granted time necessary during working hours to process and settle grievances, provided, that such persons shall first request permission from the Chief. Permission may be withheld by the Chief because of operating requirements, but such permission may not be withheld for more than twenty-four (24) hours.

***Section 5.*** No more than two (2) Union members shall be allowed to attend, without loss of pay, no more than two (2) Union conventions or seminars annually.

***Section 6.*** The Union shall inform the City and Department in writing of any changes in the roster of elected officers of the Union, bargaining committee, and stewards.

***Section 7.*** Time necessary, without loss of pay or benefit, shall be granted to an elected officer of the Union if he/she is scheduled to work a tour of duty during hearings before the State Labor Relations Commission or before an Arbitrator and/or if he/she is in receipt of a subpoena from the court of the Commonwealth, on matters related to the negotiations or enforcement of the Agreement between the City and the Union.



### ***ARTICLE 3 - Insurance and Hospitalization***

**Section 1.** Each bargaining unit employee will be offered participation in the City sponsored health, dental and basic life insurance plans. Currently the City offers the HMO Blue New England and Blue Care Elect plans of Blue Cross & Blue Shield.

The City and employees enrolled in the health, dental and/or life insurance plans will share the cost of all premium charges. The premium charges will be paid for as follows:

|                                                   | <u>City</u> | <u>Employee</u> |
|---------------------------------------------------|-------------|-----------------|
| Blue Cross Blue Shield HMO Blue New England       | 75%         | 25%             |
| Blue Cross Blue Shield – Blue Care Elect Plan     | 50%         | 50%             |
| Blue Cross Blue Shield Dental Plan                | 75%         | 25%             |
| Basic Life Insurance (\$10,000 City offered plan) | 75%         | 25%             |

For those bargaining unit employees who elect to include their spouse and/or unmarried dependent children until the age of 19 or if a full time student, as specified by the dental plan and/or their spouse or children until the age of 26, as specified by the health insurance, in the City sponsored health and/or dental plans. The premium charges will be paid for as follows:

|                                               | <u>City</u> | <u>Employee</u> |
|-----------------------------------------------|-------------|-----------------|
| Blue Cross Blue Shield HMO Blue New England   | 75%         | 25%             |
| Blue Cross Blue Shield – Blue Care Elect Plan | 50%         | 50%             |
| Blue Cross Blue Shield Dental Plan            | 75%         | 25%             |

Those bargaining unit employees enrolled in health, dental, and/or life insurance plans may also elect participation in the City's Section 125 Cafeteria plan for the premiums of the health, dental, and/or life insurance plans.

Any claim for payment under said policy shall not be subject to the Grievance and Arbitration Procedures of this Contract.

If the City wishes to change or add plans offered to collective bargaining unit members, it will present such changes or additions to the Insurance Advisory Committee. The Insurance Advisory Committee will evaluate such requests and shall then present their findings to their union membership and a vote shall be taken to determine whether or not the membership wishes to make the requested change or addition. The City will offer the approved changes to all bargaining units, if and only if 2/3 of the City's bargaining units vote to do so.

#### ***ARTICLE 4 - Agency Service Fee or Union Security***

All bargaining unit employees covered by this Agreement shall be required as a condition of employment to make payment on or after the 30th day following the beginning of such employment or the effective date of this Agreement, whichever is later, of an Agency Service Fee to the Union. Such Agency Service Fee shall be in the amount allowed by law.

At the election of the bargaining unit employee, said Agency Service Fee may be deducted from his/her wages upon presentation to the City of a signed authorization. Said authorization may be canceled by sixty (60) days written notice to the City. A bargaining unit employee who does not authorize the City to make weekly payroll deductions as provided herein shall make the Agency Service Fee payment to the Union Treasurer.

#### ***ARTICLE 5 - Union Dues***

The Union dues of bargaining unit employees covered by this Agreement shall be deducted each week from the wages of each bargaining unit employee who has signed an authorization form provided by the Union and presented to the Treasurer of the City in accordance with the provisions of Section 17A of Chapter 180 of the General Laws as amended.

The Treasurer shall transmit all dues deducted in an up-to-date listing from the payroll of all bargaining unit employees, to the Treasurer of Local 2215.

#### ***ARTICLE 6 - Wages***

Wages shall be paid in accordance with Appendix "A" and attached thereto and made a part thereof.

Newly hired firefighters who at the time of hire have successfully completed the full time Massachusetts Recruit Academy and have worked for at least one full year with another municipality as a full time firefighter/EMT (NOT an on-call firefighter) shall commence employment at Step 2 of the Wage Schedule.

#### ***ARTICLE 7 - Grievance Procedure***

Complaints, disputes or controversies which arise between one or more bargaining unit employees and the Employer and/or his/her agent, concerning the application or



interpretation of the terms of this AGREEMENT, are defined as grievances and may be processed as a Grievance under this Article.

**Grievances shall be processed as follows:**

**Step 1.** The bargaining unit employee, with or without his/her steward, shall present the grievance orally to the Captain or other Officer on duty at the time of the incident, within five (5) working days of its occurrence. The Captain or Officer shall attempt to adjust the grievance informally. A settlement of the dispute at this level shall not establish precedent for the resolution of other similar problems between the bargaining unit employee and his Officer or elsewhere throughout the City. In the event that the grievance involved a monetary issue or seeks monetary compensation then Step One (1) shall be bypassed and the grievance shall proceed to Step Two (2) within five (5) working days of the occurrence. "Working Days" shall not include Saturdays or Sundays for the purpose of this paragraph.

**Step 2.** If a grievance is not settled at Step 1, it may be presented to the Chief of the Fire Department or his/her designated representative, provided that it is reduced to writing, signed by the aggrieved bargaining unit employee or bargaining unit employees and/or the authorized representative of the Union, and presented to the Chief of the Department within ten (10) working days after the occurrence of the grievance. A meeting between the Chief of the Department and/or his/her designated representative and the Grievance Committee of the Union and the aggrieved bargaining unit employee or bargaining unit employees, shall be held within five (5) working days after the receipt of the Chief of the Department of the written grievance. The Fire Chief and/or his/her designee shall attempt to resolve the grievance to the satisfaction of the parties involved. The Chief shall give a written response within ten (10) working days of the grievance meeting.

A grievance on behalf of any Officer within the bargaining unit may be presented initially at Step 2, provided that it is reduced to writing and is presented to the Chief of the Department within five (5) calendar days of its occurrence.

**Step 3.** If the grievance is not resolved at Step 2, the Union may present the grievance to the Mayor of the City or his/her designated representative; provided however, that the grievance has been presented in writing five (5) working days following the date of response from the Chief of the Fire Department. The Mayor or his/her designated representative shall meet with the Grievance Committee to discuss and attempt to resolve the grievance, and shall give a written response within 30 days of the receipt of grievance by the Mayor or his/her designated representative.

## ***ELECTION OF REMEDIES***

Where a bargaining unit employee has received a written statement from the EMPLOYER in accordance with Massachusetts General Laws, Chapter 31, Section 43 and 48G in a case involving suspension, dismissal, removal or termination of employment; the bargaining unit employee must make an election in accordance with Section 8, Chapter 150E of the General Laws within seven (7) days after the receipt of said written statement or an adverse decision from the City Retirement Board pursuant to Section 16 of Chapter 32, of his choice of remedies; that is, either the grievance procedure under this contract or the procedures in accordance with Chapter 31 and Chapter 32 of the General Laws. The bargaining unit employee shall make such election in writing and submit it to the Chief of the Fire Department. If the bargaining unit employee elects Arbitration the arbitrator shall be chosen and conducted by the terms of this contract.

## **ARBITRATION**

Any grievance which alleges a violation of the Contract by the EMPLOYER and/or his/her agent which has not been resolved at the Step 3 level in the Grievance Procedure within thirty (30) days from the date of presentation at Step 3 level, may be submitted by the Union to arbitration. Such submission to arbitration must be made within thirty (30) days after the expiration of the thirty (30) days referred to herein. Within the aforesaid thirty (30) day period, written notice of said submission must be given to the EMPLOYER by the UNION, by the delivery in hand, or by mail, postage prepaid. The arbitrator shall be selected by mutual agreement of the parties hereto. If the parties fail to agree on a selection in the first instance, the American Arbitration Association shall be requested to provide a panel of arbitrators from which a selection shall be made in accordance with the applicable rules of the said American Arbitration Association. Expenses for the Arbitrator's services shall be shared equally by the parties.

The arbitrator's award shall be in writing and shall set forth his/her findings of fact, reasoning and conclusion. It shall be submitted to the EMPLOYER and the UNION. It shall be final and binding upon the EMPLOYER, the UNION and the aggrieved bargaining unit employee to the extent permissible by law.

The Arbitrator shall be without power to add to or subtract from the language of this Agreement; or to make a decision or an award which violates the case law of Massachusetts Supreme Judicial Court, or the statutory law of the Commonwealth, excluding, however, those laws referred to in Section 7 of Chapter 150E which provisions are applicable to fire fighters and to the extent that the contract provisions prevail over

them. The Arbitrator will be without power or authority to render an award concerning any matter which is excluded from the Grievance and Arbitration Procedure of this Contract. The decision of the Arbitrator will be final and binding except for review and confirmation as provided by the provisions of Chapter 150C of the General Laws.

Written submission of grievances at Step 2 shall be given in not less than triplicate on forms to be agreed upon jointly, and shall be signed by the representative of the UNION filing the grievance. If a grievance is adjusted at any step of the grievance procedure, the adjustment shall be noted on the grievance form and shall be signed by the Employer's representative and the Union representative reaching the adjustment. At any step of the grievance procedure where no adjustment is reached, the grievance form shall bear a notation that the grievance is unsettled and be signed by the Employer's representative and the Union representative then handling the grievance and shall be referred to the next step in the grievance procedure as provided herein.

If at the end of the ten (10) days next following either the occurrence of any grievance or the date of first knowledge of its occurrence by any bargaining unit employee affected by it, whichever is later, the grievance shall not have been presented at Step 1 and/or Step 2 of the procedure set forth herein, the grievance shall be deemed to have been waived. Furthermore, any grievance in process under such procedure shall also be deemed to have been waived if the action required to process the said grievance to the next step in the procedure shall not have been taken within the time specified therefore in Step 2.

### ***ARTICLE 8 - Hours of Duty and Work Schedule***

***Section 1.*** The employer agrees to regulate the hours of duty of all bargaining unit employees so that the average weekly hours of duty, other than hours during which such bargaining unit employees may be summoned or kept on duty because of conflagration in the City of Gardner, shall not exceed forty-two (42) in number.

The work schedule for bargaining unit employees of the Department shall be a consecutive shift of twenty-four (24) hours. In addition, the work schedule shall be scheduled as follows: one 24 hour shift of work on and three 24 hour shifts (for a total of 72 hours) off. A twenty-four (24) hour shift will constitute two (2) days in reference to overtime, vacation days, sick leave, personal leave and bereavement leave for time accrual and use purposes. One half (1/2) of a twenty-four (24) hour shift will consist of a ten (10) hour day (8:00 AM – 6:00 PM) or fourteen (14) hour night (6:00 PM – 8:00 AM) for overtime and personal leave for scheduling purposes.



**Section 2.** The work week of the Captain shall be set by the Chief of the Department. The work week shall be four (4) or five (5) days excluding Saturday and Sunday and shall not exceed forty-two (42) hours.

**Section 3.** There shall be a shift commander (Lieutenant) on duty at all times. The sixth Lieutenant shall be working in Fire Prevention and shall not be scheduled to work as shift commander, unless a shift commander is on vacation or extended sick or injured leave of three working days or more, then the sixth Lieutenant may be scheduled as a shift commander.

### **ARTICLE 9 - Overtime**

**Section 1.** Whenever any bargaining unit employee is requested by the Chief of the Department or an Officer in charge; is required to work in excess of his/her regularly assigned work week or work schedule, the bargaining unit employee, by this Agreement, shall be paid at the rate of 1 1/2 times his/her hourly rate of pay for work in excess of his/her regularly assigned tour of duty as assigned by the Chief of the Department. Overtime will be calculated at a minimum of fifteen (15) minute increments.

Overtime work opportunities to bargaining unit employees shall be distributed as equitably as possible to the bargaining unit employee of the corresponding rank held by the bargaining unit employee whose absence requires the need for such overtime work to be performed, if such bargaining unit employees are available.

Overtime work offered shall be considered as overtime work actually distributed for purposes of determining the equitable distribution of overtime notwithstanding the provisions of Section 6 of this ARTICLE.

**Section 2.** Whenever a bargaining unit employee is called back to work after having completed his assigned work and left his/her place of employment before his/her next regularly scheduled starting time, he/she shall be paid the overtime rate for all hours worked on such recall and will be guaranteed a minimum of three (3) hours of pay at such rate. Except if the call back is after 6:59 a.m., then a bargaining unit employee scheduled to work the next shift, being called back shall only be paid one and one half (1 1/2) hours of overtime.

**Section 3.** There will be three lists posted in regards to overtime. The first list will be for a Regular Tour of Duty, which will be ten (10) hours or over. The second list will be for other than a Regular Tour of Duty, and will be for anything scheduled under ten hours; e.g., fire watch, mutual aid, etc. The third list will be for Private Function Details that are

required by the City as alternate compliance to M.G.L., c. 148, §26G ½ (sprinkler law for night clubs). The rate of pay for private function details shall be \$45.00 per hour.

**Section 4.** There will be no swapping or mutual agreements amongst any bargaining unit employees scheduled to work overtime under any circumstances.

**Section 5.** The Fire Captain shall be paid at the overtime rate for all hours spent training the call Fire Fighters when this time is not during his/her regular work schedule.

**Section 6.a.** Any bargaining unit employee returning to duty from any leave excluding any leave of absence, for any length of time, the overtime opportunities missed during his/her absence will be in effect.

**b.** It shall be the right of any bargaining unit employee to refuse, without loss of overtime opportunity, any overtime request (regular or other than ordinary) when that request results in a private or officer working two (2) consecutive tours of duty (two (2) consecutive twenty-four (24) hour shifts). These shifts can include a combination of regular tours, overtime tours or mutual agreements. A bargaining unit employee shall not work more than two (2) consecutive tours of duty (two (2) consecutive twenty-four (24) hour shifts), unless in the case of an emergency.

### ***ARTICLE 10 - Seniority***

Seniority as defined by the Civil Service Laws, Rules and Regulations shall be applicable for all Civil Service purposes.

Seniority for purposes of this Contract shall be defined as the length of service of a bargaining unit employee on a continuous basis with the Fire Department. For newly hired firefighters who have the same hire date, seniority shall be calculated in the following order:

- a. Candidates who are full time academy trained (are not required to attend the fire academy) and can start on the job training as a fire fighter/EMT on the first day of employment.
- b. Candidates with the highest civil service list rank/score.
- c. Firefighters who have the same civil service score, seniority will be determined by hire rank determined by the hiring panel, which consists of the Fire Chief, Fire Captain and Human Resources Director.

The Contract seniority will regulate, govern and be applicable to the bargaining unit employees in the distribution of Overtime Opportunities, the assignment of bargaining unit

employees for Fire Watch Duty, the bargaining unit employees selection of Vacation periods in the manner provided for in the Agreement and for bidding purposes according to the collateral job bid section of this agreement.

The Contract seniority list shall be prepared and posted on an appropriate bulletin board within thirty (30) days after the effective date of this Agreement and a copy shall be furnished to the Union.

### ***ARTICLE 11 - Vacancies***

All bargaining unit employees must be out for a period of 30 days due to injury leave, sick leave or leave of absence before he/she can be replaced with a temporary employee.

### ***ARTICLE 12 - Group Assignments and Shift Transfers***

Whenever a bargaining unit employee is required to change his/her group, he/she shall be given three (3) days advanced notice by the Chief of the Department or the Officer in charge of such change in his/her group. When transferring from one group to another group, a bargaining unit member will have at least one twenty-four hour shift off between switching groups.

Whenever bargaining unit employees are required to be transferred from one group to another they shall be transferred equally.

Bargaining unit employees returning from vacation will return to duty on the original group from which their vacation period started unless agreed upon by the bargaining unit employee and the union prior to the start of his/her vacation.

Bargaining unit employees scheduled for duty on the same group may be detailed as a temporary assignment for a bargaining unit employee scheduled for duty on the same group at a station other than the one in which he is regularly assigned to, for the purpose of replacing a bargaining unit employee of equal rank who is absent with pay due to sickness, injury, vacation, bereavement leave or for any other type of leave with pay.

### ***ARTICLE 13 - Fire Watch Duty & Fire Details***

#### **A. Fire Watch Duty**

When a permit to allow demolition burning or controlled burning is granted by the Chief of the Fire Department or any other person authorized to do so, to any person or firm



engaged in such burning, or whenever any person or organization is required to or seek the services of bargaining unit employees for Fire Watch Duty, such work shall be rotated by the Chief of the Department among those off-duty bargaining unit employees, selected in accordance with the Contract seniority list.

No assignment shall be made until the person or organization requesting service has agreed to pay the following rate: One and one-half times the regular rate of pay for a fire fighter for all hours of such work.

All details requiring fire apparatus; the first piece of apparatus will be manned by a minimum of 1 Lieutenant and 2 fire fighters, each additional piece of apparatus at the same detail will be manned by a minimum of 2 fire fighters.

## **B. Fire Details**

Fire details shall be defined as any work performed for third parties. All such fire details shall be distributed as equally as possible among all bargaining unit members of the Gardner Fire Department by roster. Except in emergency situations notice of fire details shall be posted at least forty-eight (48) hours in advance. All bargaining unit employees shall be paid at a rate of \$45.00 per hour. Any detail lasting longer than eight (8) hours shall be paid at time and one half the regular detail rate of all hours after eight (8) hours.

Whenever a permit is issued by the City to a private contractor in accordance with M.G.L. c. 148 §26G1/2 for a public function requiring a fire detail, a regular bargaining unit member of the Gardner Fire Department will be required to be hired.

A specific detail call roster shall be established for the purposes of detail assignments. Detail records shall be updated every two (2) weeks and kept posted in an area open to bargaining unit employees' inspection.

All records used to compute details shall be made easily accessible for all members of the bargaining unit to see whether posted or upon request.

City will assign City Fire Department retirees to work fire details after all bargaining unit members are called. This may be accomplished through special legislation or the designation of retirees as special fire fighters.

Fire details shall not be deemed work for the purposes of overtime.

***ARTICLE 14 - Selection of Employees for Provisional  
and Temporary Appointment***

***Section 1.a.*** In the absence of a Civil Service Certification List for Lieutenant, a provisional or temporary promotion shall be made in accordance with the current contract seniority list. The selection shall be made from one of the three most senior firefighters willing to accept the appointment. If there are not three firefighters willing to accept the appointment, selection shall be made from those firefighters willing to accept.

***b.*** In the absence of the Civil Service Certification List for Captain, a provisional or temporary promotion shall be made in accordance with the current contract seniority list. The selection shall be made from one of the three (3) most senior Lieutenants willing to accept the appointment. If there are not three (3) Lieutenants willing to accept the appointment, selection shall be made from those Lieutenants willing to accept.

***c.*** If the Chief, in his discretion, reasonably and with just cause believes that an out of grade assignment made under the above paragraphs has not proven to be in the best interest of the Fire Department, he may reassign the bargaining unit employee to his former position and assign the next most senior qualified bargaining unit employee desiring such assignment.

***ARTICLE 15 - Working out of Grade***

***a.*** When a bargaining unit employee is directed by the Chief, Captain or a Lieutenant to assume the duties of a higher rank than he/she presently holds, the employee shall be compensated at the rate of pay of the rank he/she is assuming.

This direction will take place in cases of emergency when an officer cannot be found to replace an absent officer, or when a senior officer will be absent and his/her responsibilities are assumed by a junior officer. The bargaining unit employee so directed shall be the senior most, immediately subordinate the position to be filled. If the officer being replaced is a shift officer, he/she shall be replaced by the senior most private on that shift willing to accept. The bargaining unit employee who assumes the position shall be paid for the actual time in such capacity.

***b.*** The Captain shall receive the rate of pay of the Chief when the Chief is on vacation, injury leave, personal leave, sick leave, etc. for two or more consecutive working days. The Captain shall receive the daily rate of pay of the Chief, from the first day of absence, for the duration of the Chiefs' absence. In addition to his regular duties the Captain shall

perform the duties of the Chief and work the Chiefs' regular scheduled hours (Monday-Friday 8:00 am-4:30 pm).

### ***ARTICLE 16 - Collateral Jobs***

Any position created or work performed that is not part of the bargaining unit employee's regularly assigned duties on his/her regularly assigned shift will be reviewed by a Collateral Job Committee consisting of the Fire Chief, Fire Captain, a Union Representative and the Human Resources Director to determine if the new position will be defined as a Collateral Job. The decision of the Collateral Job Committee shall be final and binding and is not subject to Grievance Procedures as set forth herein. All hours worked on a Collateral Job in excess of a bargaining unit employee's regularly assigned work week shall be compensated at his/her overtime rate.

Job Vacancies: Subject to the provisions of this agreement, the following positions shall be filled by permanent full time non-probationary fire fighters. These jobs are: "Motor Officer", "Medical Officer", "Hazardous Materials Officer", "Safety Officer", "Fire Investigator", "Mechanic" and all other collateral jobs. Where qualifications are relatively equal, seniority shall prevail. Jobs shall be awarded provided employee meets the minimum qualifications to perform the job.

**a.** All job vacancies shall be posted for bid for a period of twenty one (21) days, including the day of posting. Jobs will be posted on Thursday and removed at the end of the business day, twenty one (21) days later. A job description and rate of pay will appear on all postings. Posting shall appear on all official Fire Department bulletin boards and also in close proximity to where pay checks are dispensed.

**b.** All permanent full time non-probationary fire fighters shall have the right to bid on all posted job vacancies except those who have successfully won a bid job and served in that position for a period less than one year. Employees who are assigned a job position due to the absence of bids will be permitted the opportunity to transfer out of the job position during the one year period. Inverse order of seniority among the non -bidders for a job position will be the sole standard used in making assignments to job positions for which there have been no bids.

**c.** Each employee submitting a job bid shall do so in writing by submitting two (2) copies of the department bid form to his/her supervisor. The supervisor will sign the forms returning one to the fire fighter and the second copy to the Fire Chief.



- d.* The Fire Chief shall award the job within ten (10) days from the date of expiration of the posted notice. Each employee who wins a job bid will be given the opportunity to obtain training necessary to do that job.
- e.* In the event no employee bids on a posted job, the Fire Chief will assign an employee in inverse order of seniority to that position. Employees who do not bid or employees who are assigned in accordance with this provision due to no bids will have no cause for a grievance.
- f.* Employees assigned or awarded positions pursuant to this procedure shall be given a trial period of one (1) year in which to prove they are capable of performing the duties of the new job in a satisfactory manner.
- g.* If the Fire Chief reasonably and with just cause believes an assignment in accordance with this article has not proved to be in the best interest of the Gardner Fire Department, the Fire Chief may reassign the employee to his/her former position and re-post for further bidding.
- h.* Beginning July 1, 2000, three (3) years from the next anniversary date of an employee's appointment to a collateral job, that collateral job shall be rebid. Thereafter each collateral job will be rebid on the third (3<sup>rd</sup>) anniversary date of appointment. The Chief may post a collateral job thirty (30) calendar days prior to the anniversary date to allow time for the selection process. The selection process contained in this Article shall be used for the rebid appointments.

### ***ARTICLE 17 - Employees Injured in Line of Duty***

Bargaining unit employees shall be protected as to the rights granted to them by the provisions of Chapter 41, Section 100 and Chapter 41, Section 111F of the General Laws.

Subject to the provisions of this Article, employees injured or becoming ill in the line of duty without fault of his or her own shall receive compensation in accordance with the provisions of C.41, s111F of the M.G.L., this Contract, and past practice. Incapacity from performance of duty attributed to heart, lung, or cardiovascular illness, cancer, or contagious disease will be presumed to have been incurred in the line of duty.

The provisions of C.41, s100 of the M.G.L will govern indemnification for medical and related expenses.

Any matter arising out of a claim pursuant to Section 100, shall not be subject to the Grievance and Arbitration procedure of this Contract.

### ***ARTICLE 18 - Uniform and Clothing Allowance***

Any fire fighter on his first day of permanent appointment shall be given one thousand one hundred and twenty-five dollars (\$1,125.00) for that first year. He shall then be given one thousand one hundred and twenty-five dollars (\$1,125.00) for the second year and each subsequent year. In the event that a uniform item (i.e., shirt, pants, etc...) change is required by the City, as approved by the Mayor, all costs incurred for said change shall be paid for by the City over and above the uniform and clothing allowance.

When a Private is permanently promoted to Lieutenant or Captain or a Lieutenant to Captain then in the year of appointment he/she shall receive an additional One Thousand dollars (\$1,000.00) to purchase his/her new uniform. Said payment shall be a one-time payment.

On the first day of temporary appointment a fire fighter shall be given three hundred dollars (\$300.00). The temporary fire fighter shall continue to receive three hundred dollars (\$300.00) each subsequent year of temporary appointment. On the first day of permanent appointment he/she shall be given the balance of the amount due to a new permanent employee.

Payment of the clothing allowance shall be made the last pay period in July of each year via a check to the individual fire fighter.

Uniform articles determined by the Fire Chief to have been destroyed or cannot be decontaminated as a result of actions performed in the line of duty shall be replaced by reimbursement from the city, if properly documented after the incident and upon the submission of receipts for uniform article replacement.

### ***ARTICLE 19 - Bulletin Boards***

The City shall provide bulletin board space in each of the respective fire stations located in the day room or kitchen area for the posting by the Union of notices concerning Union business activities.

## ***ARTICLE 20 - Vacations***

***Section 1.*** All bargaining unit employees shall be granted an annual vacation without loss of pay as follows (Effective January 1, 2010):

After one (1) year and up through four (4) years, each bargaining unit employee shall be entitled to fourteen (14) working days.

After five (5) years and up through nine (9) years, each bargaining unit employee shall be entitled to Twenty (20) working days.

After ten (10) years and up through fourteen (14) years, each bargaining unit employee shall be entitled to Twenty-six (26) working days.

After fifteen (15) years each bargaining unit employee shall be entitled to twenty-eight (28) working days.

***Section 2.*** Each year no later than November 1, the Chief of the Department shall cause to be posted a schedule based on the four platoon grouping of vacations which will be instituted during the following calendar year for all bargaining unit employees. Bargaining unit employees in their order of seniority within rank and classification shall be given the opportunity to select the vacation of their choice, except that each bargaining unit employee shall be limited to a vacation not to exceed two (2) weeks from June 1 through Labor Day on the first selection.

For the purpose of selecting vacation and the distribution of overtime, a fifth group to include all Lieutenants of the Department, with the exception of the Training/Fire Prevention Officer assigned under Article 36 for the purpose of selecting vacation time only, shall be formed. Lieutenants in their order of seniority within rank and classification shall be given the opportunity to select the vacation of their choice. Each selection shall begin with permanent Lieutenants according to time in rank and secondly by other than permanent Lieutenants by time in rank.

No more than one private and one officer in the same group will be allowed vacation on December 24 night shift and 25 both day and night shift.

When a change in rank occurs, bargaining unit employees shall be guaranteed their previously selected vacation, except when it creates a situation in which more than one private and one officer in the same group shall have vacation on December 24 night shift



and December 25 both day and night shift. In this case, the least senior bargaining unit employee within rank and classification shall be requested to re-select.

**Section 3.** Each year no later than October 1, the Chief of the Fire Department or officer in charge of scheduling shall realign each group on paper, according to Contract seniority and each member will pick his vacation in his respective group only.

When realigning group seniority for vacation selections, if two employees from the same group appear on the same seniority line, the employee who has been on that particular group the longest shall be the one to be transferred unless a valid reason is given to transfer the employee with less time on the group.

Each year the Group Seniority list shall be posted for a minimum of two weeks before commencing the vacation selection for the following year.

**Section 4.** The Fire Captain and the Training/Fire Prevention Officer assigned under Article 36 shall pick their vacation upon approval of the Chief of the Department.

**Section 5.** All vacations must be taken in the calendar year in which they are earned. However, a bargaining unit employee may carry over up to four (4) vacation days (two (2) twenty-four (24) hour shifts) to the next calendar year, providing the carry-over days do not result in two (2) bargaining unit employees on the same group being on vacation at the same time. Carry over vacation days shall not be picked on a bargaining unit employee's first vacation selection and will be selected after the completion of the current year's vacation selection process.

There shall be no additional carry-over of vacations except a carry-over shall be permitted if the bargaining unit employee is injured or sick, and it is a work related injury or illness, at the time his/her vacation was to be taken and it is not possible to reschedule the vacation within the calendar year by order of the Chief. A bargaining unit employee on sick leave must verify any sickness or injury, claimed pursuant to this paragraph, as disabling and must be verified by a physician's certificate at the bargaining unit employee's expense. If the Chief determines there are funds available, he may in his discretion, pay a bargaining unit employee his/her regular vacation pay in lieu of carrying the vacation time over into the next calendar year. The final decision as to payment shall be vested in the Chief and in the exercise of his/her discretion he/she shall not be subject to the grievance and arbitration procedures set forth in this Contract. Pay for a vacation day shall be computed as one fourth ( $\frac{1}{4}$ ) of an employee's base weekly salary.

**Section 6.** If a bargaining unit employee is on vacation, then he/she will not be called in for duty until he/she has reported for his/her next regularly scheduled shift after vacation, unless a call in, is necessitated by an emergency or the unavailability of personnel available for duty. This clause shall not operate to prohibit a bargaining unit employee who is on vacation from voluntarily returning to duty in the event of an emergency.

**Section 7.** Upon death or retirement of a bargaining unit employee, he/she shall be compensated for any vacation he/she has earned but not taken. Such payment will be made either to the retired bargaining unit employee or in the case of death, to his/her designated beneficiary. If none, then to his/her estate.

**Section 8.** A twenty-four (24) hour shift shall be equivalent to two (2) days of vacation. Vacation time must be taken in full shift increments. However, in the event that an individual employee has one (1) day (one-half (1/2) of a shift) of vacation time remaining, he/she may take that day in a one-half (1/2) shift increment. Vacation shall continue to be scheduled in accordance with the established policy and procedure of the Fire Department.

**Section 9:** Upon termination, resignation or retirement the annual allotment of vacation time for the year in which the bargaining unit member's employment ends shall be prorated monthly from the date the bargaining unit member's employment ends. (Effective 07/01/2018)

### **ARTICLE 21 - Holidays**

**Section 1.** All bargaining unit employees shall receive an additional days pay for each of the following eleven (11) holidays in addition to their basic compensation: New Year's Day, Martin Luther King Jr.'s Birthday, Washington's Birthday, Patriots Day, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, and Christmas Day.

For the purpose of this Article the term, "an additional days pay" shall be defined as 1/11<sup>th</sup> of ten and fifteen hundredths (10.15%) of his/her annual base pay.

Example: Employee A earns \$488.14 per week or 25,383.28 per year.

Then:  $\$25,383.28 \times 10.15\% = \$2,575.40$  (11 Holidays) or 234.22 per Holiday.

If employee A on August 15 now makes \$545.22 per week or 28,351.44 per year.

Then:  $\$25,383.28 \times 10.15\% = 2,576.40$  / 11 Holidays times 5 Holidays = \$1,171.09  
 $\$28,351.44 \times 10.15\% = 2,877.67$  / 11 Holidays times 6 Holidays = \$ 1,569.64

In June the employee would receive \$1,171.09 and at the December payment the employee would receive \$1,569.64.

Holiday pay shall be paid in a lump sum, five (5) days payable the last pay period in June and six (6) days payable the first pay period in December of each year.

**Section 2.** Any other legal holiday declared by the State shall be included in this Article.

**Section 3.** Upon retirement or death of a bargaining unit employee, such bargaining unit employee shall be paid for any holiday he/she has worked in that year, provided such compensation has not already been made previously. It shall be paid either to the retired bargaining unit employee or in the case of death to his/her designated beneficiary. If none, then to his/her estate.

### ***ARTICLE 22 - Sick Leave***

Sick Leave shall be granted to all bargaining unit employees, except new bargaining unit employees, when entitled thereto, who while in the full time service of the City, are suffering from injury, illness or disability not connected with the performance of their department duties. They shall receive their full pay from the City during such injury, illness or disability but not to exceed the number of days of their accumulated sick leave.

All full-time bargaining unit employees shall earn twelve (12) sick days per year to be allotted on January 1<sup>st</sup> of each year. *(Commencing July 1, 2014)*

Newly hired employees shall earn sick leave at the rate of one day per month worked. Sick time will be credited to all newly hired employees the last day of each calendar month. New employees that start on or before the fifteenth of the month shall be credited with that month's sick leave accrual. In no event shall a new employee be eligible for more than twelve (12) days of sick leave per calendar year. On the first anniversary of the date of employment, they shall be credited with the difference between the number of days of sick leave they have earned up until such date, and twelve (12) sick leave days.

*(Commencing July 1, 2014)*

The number of sick leave days accumulated shall be given in writing to each bargaining unit employee on or before February 15, of each year, and shall contain only the accumulated days as of January 1 of the current year.

A doctors certificate at the expense of the bargaining unit employee may be required by the Department Head if a bargaining unit employee is absent from work for two (2) consecutive twenty-four (24) hour shifts or more at one time or if the Chief of the Department has reasonable cause to believe a bargaining unit employee may be abusing his/her sick leave (i.e., observes a pattern of sick time taken). In addition, if the Chief of



the Department has reasonable cause to believe a bargaining unit employee may be abusing his/her sick leave, he/she may require said bargaining unit employee to submit to an examination at the expense of the City by a physician designated by the City.

Upon termination, resignation or retirement the annual allotment of sick time for the year in which the bargaining unit member's employment ends shall be prorated monthly from the date the bargaining unit member's employment ends. (Effective 07/01/2018)

**Retirement Notice** (Effective July 1, 2015):

Payment for sick leave in the event of retirement and/or death shall remain as it exists in the Contract with the following exception:

Any bargaining unit member hired before July 1, 1999 who has accumulated sick leave upon the date of his/her retirement or the date of his/her death, he/she shall be granted sick leave pay for such accumulation according to the following formula: the first sixty (60) days actually accrued shall be at full pay. The remaining days shall be at fifty (50%) percent.

Any bargaining unit member hired after June 30, 1999 who has accumulated sick leave shall not be entitled to remuneration for any sick leave upon their retirement, resignation, layoff or discharge,

Any bargaining unit member who has accumulated sick leave and provides the City with a minimum of six (6) months' notice of his/her retirement, will be granted sick leave pay for an additional eleven (11) days of actually accrued sick leave upon their retirement.

A day's pay shall be computed as 1/4 basic weekly salary on the date of his retirement or the date of his death. In the event of the death of the bargaining unit employee, such payment shall be made to the bargaining unit employee's designated beneficiary, or if none, to his estate.

A twenty-four (24) hour shift shall be equivalent to two (2) days of sick leave. Sick leave time must be taken in full shift increments, except that in the event a bargaining unit member calls in by 2:00 PM on the day he/she called out sick and informs the Fire Chief, or in the event, that he/she is not available, the shift Officer in charge that he/she can report to work for the second portion of the twenty-four (24) hour shift and he/she will report to duty no later than 6:00 PM, then the member can do so. Sick leave may also be taken in one-third (1/3) or one-half (1/2) day increments with the prior approval of the Fire Chief, or in the event, that he/she is not available, the shift Officer in charge.

Any bargaining unit employee claiming benefits under the injury leave or sick leave provisions of this Agreement shall submit to an examination at the expense of the City by a physician designated by the City. The City shall provide transportation or pay mileage for travel to required examinations at the Internal Revenue Service yearly optional standard mileage rate.

Bargaining unit employees may donate sick leave to another employee of the City of Gardner Fire Department who is in serious need (due to a serious illness or injury and that employee has utilized all of his/her available benefit time, including but not limited to: sick, personal and vacation time). The donated time shall be paid to the employee in need at that employee's rate of pay. Authorization of the donation of this time shall be at the sole discretion of the Mayor. Donated sick time shall not effect the earning of sick leave incentive time by the donating bargaining unit member.

### **Sick Leave Incentive**

All bargaining unit employees who do not use sick leave shall be granted personal leave without loss of pay up to four (4) days per calendar year cumulative to nine (9) days in accordance with the following:

Bargaining unit employees shall be granted 1/3 of a day (4 hours) of personal leave without loss of pay for each calendar month during which they do not report out sick.

Bargaining unit employees who have earned personal days off for non-use of sick leave may at their discretion have the option of receiving a days pay in lieu of a personal day off. A days pay shall be 1/4 of a bargaining unit employee's basic weekly salary.

Bargaining unit employees will be given an opportunity at the beginning of each quarter to either accumulate or receive compensation for personal days earned in the previous quarter only. Bargaining Unit Employees shall be paid any time earned in excess of nine (9) days allowable accumulation.

Upon the death or retirement of a bargaining unit employee, he/she shall be compensated for any days earned, but not taken. Such payment shall be at the above rate and shall be made to either the bargaining unit employee or in the case of death; to his/her designated beneficiary, if none then to his/her estate.

### ***ARTICLE 23 - Personal Days***

All bargaining unit employees, with the exception of temporary employees, shall be granted three (3) personal days per calendar year. Temporary employees shall receive one (1) personal day for every four (4) months of service to be granted on the first day of the temporary employee's original appointment and every four months (4) thereafter for the duration of said temporary appointment. Personal days may not be accumulated. They shall be taken without loss of pay, not chargeable to sick leave or vacation leave, upon approval of the Chief of the Department who has been given twenty-four (24) hours notice, except in an emergency. No reason need be given when requesting a personal day, personal days shall be granted upon request, except in the event of a declared emergency.

In no event shall more than two bargaining unit employees on the same tour of duty be allowed to take a personal day, unless the Chief of the Fire Department gives his/her approval. In the event more than two (2) bargaining unit employees on the same tour of duty, request personal days, the days shall be granted to the first two bargaining unit employees to have made the requests, except in an emergency.

Personal days may be used by thirds: one-third ( $1/3$ , 4 hours), two-thirds ( $2/3$ , 8 hours) between 0800 and 2400 hours; or in full day increments on the day tour (0800 and 1800 hours) or the night tour (1800-0800 hours). Personal days may also be used in full shift (24 hours or 2 days) increments. Personal day segments (one or two thirds) can be used between 2200 and 0759 of the next day, only if coverage can be found.

Personal days shall not be granted on the days listed in ARTICLE 21, Holidays, December 24 night shift and December 31 night shift, unless it shall be deemed an emergency.

ARTICLE 27, Health and Safety, shall be applied to fill any manpower shortage as a result of granting a Personal Day to a bargaining unit employee.

A personal day shall be for the time period specified on the date the personal day has been granted. The employee shall be bypassed for overtime opportunities and shall not be recalled to duty except in cases of emergency or unless any bargaining unit employee voluntarily returns to duty for a working fire or other emergency as declared by the Chief.

Upon termination, resignation or retirement the annual allotment of personal days for the year in which the bargaining unit member's employment ends shall be prorated quarterly from the date the bargaining unit member's employment ends. (Effective 07/01/2018)



### ***ARTICLE 24 - Court Leave***

**a.** Any bargaining unit employee who is required to appear in court (other than jury duty), in a criminal or civil case on behalf of the Fire Department, at any time other than his regular duty hours, shall receive pay at the overtime rate for not less than four (4) hours.

**b. Jury Pay** The employer agrees to make up the difference in a bargaining unit employee's wages between a normal weeks pay and the compensation received for Jury Duty.

### ***ARTICLE 25 - Bereavement Leave***

A twenty-four (24) hour shift shall be equivalent to two (2) days of bereavement leave. Bereavement leave must be taken in full shift increments.

**Section 1.** In the event of a death in the immediate family of a bargaining unit employee, he/she will be granted leave with straight time pay for normally scheduled working hours, not to exceed two (2) consecutive working twenty-four (24) hour shifts, and such leave shall not be charged to sick leave or vacation leave.

The immediate family shall include spouse, parent, step-parent, parent of spouse, children, step children, brother, sister, step brother or sister, grandparents, grandchildren, or a person living in the immediate household of the employee.

**Section 2.** Bereavement leave of one (1) twenty-four (24) hour shift without loss of regular straight-time pay for normally scheduled working hours shall be granted per occurrence for the death of an employee's niece, nephew, brother-in-law, sister-in-law, son-in-law, daughter-in-law, aunt or uncle and such leave shall not be charged to sick leave or vacation leave.

Bereavement leave must be taken at the time of the funeral. In the event that this time as it relates to a non-immediate family member falls in the middle of an individual employee's scheduled time off [i.e., the second day of his/her three days of scheduled time off (this does not include scheduled benefit time off such as vacation, personal or sick time)], said employee shall not be entitled to a bereavement day to be scheduled at a later date. This policy may only be modified under extenuating circumstances with prior approval of the Fire Chief.

Additional days may be taken and charged against the bargaining unit employee's personal days or may be taken non-consecutively with extenuating circumstances and prior approval of the Chief.

*ARTICLE 26 - Educational Incentive Program*

Effective July 1, 2014:

Full time bargaining unit members who have received a degree in Fire Science or Technology from an educational institution accredited by the New England Association of Colleges and Secondary Schools or by the board of higher education, however, under no circumstances shall said agency of board certify any program which grants credits for the following: life experience, courses taught by instructors lacking appropriate educational degrees by said board or agency, an courses lacking appropriate concentration on academic and scholarly research, shall be eligible to receive the following educational incentive:

1. Upon attaining an Associate's degree in Fire Science or Technology a bargaining unit member will receive two thousand dollars (\$2,000).
2. Upon attaining a Baccalaureate degree in Fire Science or Technology a bargaining unit member will receive four thousand dollars (\$4,000).
3. Upon attaining a Master's degree in Fire Science or Technology a bargaining unit member will receive six thousand dollars (\$6,000).

Effective June 30, 2021:

Full time bargaining unit members who have received a degree in Fire Science or Technology or other collegiate emergency services degree as certified by Fire and Emergency Services Higher Education ("FESHE") and approved by the Fire Chief and Mayor, from an educational institution accredited by the New England Association of Colleges and Secondary Schools or by the board of higher education or FESHE however, under no circumstances shall said agency of board certify any program which grants credits for the following: life experience, courses taught by instructors lacking appropriate educational degrees by said board or agency, an courses lacking appropriate concentration on academic and scholarly research, shall be eligible to receive the following educational incentive:

1. Upon attaining an Associate's degree in Fire Science or Technology or a FESHE certified emergency services Associate's degree a bargaining unit member will receive two thousand dollars (\$2,000).
2. Upon attaining a Baccalaureate degree in Fire Science or Technology or a

FESHE certified emergency services Baccalaureate degree a bargaining unit member will receive four thousand dollars (\$4,000).

3. Upon attaining a Master's degree in Fire Science or Technology or a FESHE certified emergency services Master's degree a bargaining unit member will receive six thousand dollars (\$6,000).

Upon receiving his/her degree, but no later than June 20th each bargaining unit employee will be responsible for providing a copy of his/her transcript and/or degree from their respective college and turning it in to the Office of the Chief of the Department.

Payment for such educational incentive shall be made by the City to the bargaining unit employee in a lump sum on the first pay period in July.

Bargaining unit employees who attend, with prior approval of the Chief, certified fire school courses or courses related to fire department operations; other than college courses, E.M.T. and Paramedic certification and re-certification courses, and who receives a certificate of completion or a department training form signed by the instructor, shall be entitled to the regular hourly rate of pay equivalent to the number of course hours.

The City shall pay or reimburse employees for the cost of E.M.T. and/or paramedic training certification or re-certification programs/courses. Payment is contingent upon the successful certification completion. Certificate of the completion shall be presented to the Chief.

### *ARTICLE 27 - Health and Safety*

The City of Gardner agrees to maintain manpower in the Fire Department at such a level which recognizes the health and safety of the Citizens of Gardner and the members of the Gardner Fire Department.

No less than the following pieces of apparatus shall be manned by full-time fire fighters as follows:

|           |                                          |
|-----------|------------------------------------------|
| CAR 2:    | 1 (one) Lieutenant, 1 (one) fire fighter |
| ENGINE 1: | 2 (two) fire fighters                    |
| ENGINE 3: | 2 (two) fire fighters                    |
| Tower 1:  | 2 (two) fire fighters                    |



If for some reason any of the aforementioned pieces of apparatus is taken out of service, (e.g. breakdown, repairs, etc.) the Chief shall at his discretion utilize other unassigned pieces (e.g. Engine 2, Engine 4, Ladder 2, Truck 10) as its replacement.

From time to time it may become necessary for the officer in charge to dispatch equipment to the scene of either a life or property threatening emergency, or for in service inspections. The officer in charge shall at his/her discretion reassign any fire fighter to transport such necessary equipment, or to conduct such in service inspections.

In addition, no current bargaining unit employees will be reduced in rank or position as a result of this Agreement and that the City of Gardner will maintain as part of the force the current number of officers.

Both parties also agree that, if unprecedented or extraordinary State or Federal action, which substantially affects in an adverse manner, the ability of the City to appropriate or raise in the tax levy, sufficient funds to maintain the present levels of manpower and services in the City; then and only then shall reductions in force and manning levels of the Gardner Fire Department be allowed and then only according to the following procedure:

- (1) Personnel shall be laid off only after any one of the above-mentioned assigned pieces of apparatus is taken out of service by a 2/3 vote of the City Council.

### ***ARTICLE 28 - Training***

Each bargaining unit employee shall attend the training necessary to maintain cardiopulmonary resuscitation (CPR) certificate and any other training mandated by law.

- a.** Instruction shall be arranged by the City with reasonable notice, and without cost to the bargaining unit employees.
- b.** If bargaining unit employees are required to attend during off duty hours they shall be compensated at the overtime rate.
- c.** Bargaining unit employees that have the training necessary to satisfy the requirements of the law shall be exempt from training.
- d.** Members may participate in optional monthly group training on a weekday that the group is not assigned to work. Members will be compensated for not less than four (4) hours of regular pay, including setup and cleanup of training materials. Training type, date and time to be decided by the group members and the Training Officer, and approved by

the Fire Chief. Should the group participating in the training be recalled to duty, training hours will stop, and the members in attendance will begin receiving their regular overtime wage rate for the recall.

e. The City shall pay for bargaining unit members' cost for EMT training certification or re-certification programs/courses. The City shall provide all bargaining unit members the opportunity to participate in all required EMT re-certification programs/courses and required Ambulance training programs/courses while on duty. Bargaining unit members who, due to no fault of their own, cannot complete said re-certification and/or required training programs while on duty, shall be compensated at their hourly overtime rate for all course hours completed in said programs/courses. Payment is contingent upon the successful certification completion. Certificate of completion shall be presented to the Fire Chief.

#### ***ARTICLE 29 - Mutual Aid Call In***

Whenever Mutual Aid is dispatched to another community, the Officer in charge shall immediately call in to duty the on-coming group. Called in bargaining unit employees shall be paid at the overtime rate for a minimum of three (3) hours. Except if the call back is after 6:59 a.m., then a bargaining unit employee scheduled to work the next shift, being called back shall only be paid one and one half (1 ½) hours of overtime.

When more than one piece of apparatus is dispatched mutual aid, the officer in charge shall determine if an additional group recall is necessary to provide adequate staffing.

#### ***ARTICLE 30 - Manning of Apparatus***

In the temporary absence of a permanent fire fighter, the call fire fighters may drive/operate any available piece of fire equipment for which they are qualified and trained to operate. A committee consisting of the Fire Chief, Fire Captain, Training Officer and the Safety Committee shall determine and identify, by a majority vote, for each call fire fighter which piece(s) of equipment he/she is qualified and trained to operate.

#### ***ARTICLE 31 - Stability of Agreement***

No amendment, alteration or variation of the terms or provisions of this Agreement shall bind the parties hereto, unless made and executed in writing by the parties hereto.

The failure of the Employer or the Union to insist, in any one or more situations, upon performance of any of the terms or provisions of this Agreement, shall not be considered



as a waiver or relinquishment of the right of the Employer or of the Union to future performance of any such terms or provisions, and the obligation of the Union and the members to such future performance shall continue.

### ***ARTICLE 32 - No Strikes***

During the period of this Agreement no bargaining unit employee or the Union, or its officers, agents or employees shall engage in, induce, or encourage any strike, work stoppage, slow-down or withholding of services by such bargaining unit employees or the Union.

### ***ARTICLE 33 - Bargaining During the Contract***

Each of the parties to this Agreement acknowledge that during the collective bargaining process which preceded the execution of this Contract, they each had the free opportunity to present any and all matters to be raised in the collective bargaining process.

Wherefore, from the date of the execution of this Agreement until the tenth day in January of 2021, neither party shall be required to negotiate any matter.

### ***ARTICLE 34- Duration***

This Agreement and its provisions shall be effective upon the date of execution and shall remain in full force and effect up to and including June 30, 2021. Either party may, no earlier than January 10, 2021, and no later than February 15, 2021, give written notice to the other of its desire to amend or revise this Agreement for the period to commence July 1, 2021. Within a reasonable period of time following the notification, the parties shall meet for the purpose of negotiating such amendments or modifications.

Either party may terminate this Agreement by such notice as is described above, any time, following the termination date set forth above by written notice.

### ***ARTICLE 35 - Expiration***

In the event the expiration date of this Agreement passes, it is recognized by both parties that this Agreement shall remain valid and in force until such time as a new Agreement is negotiated and signed by both parties.

***ARTICLE 36 - Training/Fire Prevention Officer (Lieutenant)***

- a. This position will be bid on in the same manner and under the same guidelines as the Department Collateral jobs as outlined in Article 16, however, the officer currently holding the position will have first right of refusal.
- b. Should this position become permanently vacant this position must be filled.
- c. Subject to the second sentence, the work week of the Training/Fire Prevention Officer shall be set by the Chief of the Department. The work week shall be four (4) or five (5) days excluding Saturday and Sunday and shall not exceed forty-two (42) hours.
- d. The Training/Fire Prevention Officer shall not be scheduled to work as shift commander, unless a shift commander is on extended sick or injured leave of three working days or more, then the Training/Fire Prevention Officer may be scheduled as a shift commander, but not for more than a thirty (30) day period of time.
- e. In the event that the Training/Fire Prevention Officer is out on leave, the position will not be filled unless the Chief of the Department determines that it is necessary.

***ARTICLE 37 - Drug and Alcohol Testing***

A Supervisor, with the approval of the Chief, may order a drug or alcohol test when there is documentation that a bargaining unit employee is, or has been, impaired or incapable of performing his or her assigned duties, or is displaying behavior which is inconsistent with previous performance. Refusal to undergo an ordered test is subject to disciplinary action. The contents of documentation shall be made available to the bargaining unit employee.

This Drug and Alcohol testing will become effective upon mutual agreement of a policy set forth by the bargaining unit of the Union, Local 2215 and the City of Gardner. This Article will become null and void if the policy is changed without the mutual consent of both parties.

***ARTICLE 38 - Miscellaneous***

***Section 1.*** Any new employee hired as a permanent full time fire fighter, as a condition of employment for the City of Gardner shall successfully complete the next available class of recruit training at the Massachusetts Fire Fighting Academy.

New employees, who have not completed the recruit training at the Massachusetts Fire Fighting Academy, will work Monday-Friday 0800-1600 for an initial training period of at least four (4) weeks. The new employee may then be assigned to a group, but will not be considered part of the firefighting force until completing said recruit training.

Three (3) months from his/her date of hire, the Union and City will review the new recruit's performance to determine whether or not to include said recruit to be part of the firefighting force for the purpose of being eligible for regularly schedule overtime and/or to meet the minimum group requirements as defined in Article 27.

The City shall provide transportation or pay mileage for travel to required training at the Internal Revenue Service yearly optional standard mileage rate.

**Section 2.** All bargaining unit employees shall be appointed and promoted according to Civil Service rules and regulations.

**Section 3. Physical Fitness Program:** This program is voluntary. Any bargaining unit employee who successfully completes this program shall be entitled to a stipend not to exceed four hundred dollars (\$400.00) per fiscal year. A bargaining unit employee will be paid two hundred dollars (\$200.00) for each physical fitness test passed. Physical fitness tests will be offered in April and October each year. Payment for successful completion of the physical fitness program will be made in the month following the test. The test shall be taken on the bargaining unit member's own time, and he/she will not be compensated by the City for the time to take the physical fitness test. The City shall not be liable for an injury, which might occur during the performance of this test.

The test which is 85% of the national standards according to age, will consist of the following:

**Lower back and Upper Body:**

1. Sit –ups                      two (2) minutes - bent knee
2. Push – ups                two (2) minutes – rest upwards
3. Dumbbell press
 

|                           |                             |
|---------------------------|-----------------------------|
| Male: 45 lbs. strong hand | Female: 35 lbs. strong hand |
| 40 lbs. weak hand         | 30 lbs. weak hand           |
4. Bench Press
 

|                                              |  |
|----------------------------------------------|--|
| Male: 85% body weight – two (2) repetitions  |  |
| Female 65% body weight – two (2) repetitions |  |

**Cardiovascular:**

1. One and one half (1½) mile run.
  - 12.5 minutes – age 18 - 31
  - 13.5 minutes – age 32 – 50
  - 14.5 minutes – age 51 to retirement



The Chief will conduct the testing. With the approval of the Mayor, the Chief may designate an Officer of the department to conduct physical fitness testing.

***Section 4. Dispatch:***

Upon the granting of special municipal employment status:

- a. Firefighters who meet all 911 emergency dispatch training requirements shall be allowed to work shifts in the unified dispatch center as follows:
  - While on modified duty status at the firefighters regular hourly rate of pay.
  - Overtime shifts when available paid at the firefighter's overtime rate of pay.

***Section 5. Military Leave:*** Permanent full-time employees who are enlisted in the military (i.e., Marine Corps., Army, Navy, National Guards) are eligible to receive seventeen (17) days annually for the purpose of training, which will be referred to as "Military Benefit Time." These days shall only be used for those days an eligible employee is regularly scheduled to work. Eligible employees shall receive their regular base pay rate for these benefit days. This benefit will not accrue. Benefit time not utilized at the end of each year will not carry over to the following year. Upon discharge from their respective military unit employees previously eligible for this benefit will no longer receive this benefit. This benefit time will not be used for active duty.

***Section 6. New Employees:*** As of July 1, 2006 all newly hired fire fighters shall commence and successfully complete E.M.T. certification training during his/her probationary period and maintain said E.M.T. Certification as a condition of continued employment with the City. As of execution date of the 2008-2011 Contract, whenever a fire fighter is scheduled to work when he/she is scheduled to be at required E.M.T. training/testing, he/she shall be granted time off without loss of pay for such training/testing. This time off shall not be charged against the employee's benefit leave time (i.e., vacation time).

***Section 7. Fire Officer Training:*** All newly promoted or hired fire officers either must have already attended or will attend within one (1) year of date of hire or promotion Fire Officer I training at the Massachusetts Fire Academy. Said fire officers must successfully complete the Fire Officer I training course or be subject to demotion. The City shall provide transportation or pay mileage for travel to required training at the Internal Revenue Service yearly optional standard mileage rate.

***Section 8. Meals Allowance:*** Permanent full-time employees shall be provided with a daily meal allowance for attendance at required training and/or pre-approved (by the Chief

or his/her designee) schools or courses (other than college courses) which require five (5) or more hours of attendance (not including travel time) as follows:

Up to a maximum of\* - Breakfast: \$5.00  
Lunch: \$10.00  
Dinner: \$15.00

(\*Meal allowance can be combined for a maximum total of \$30.00 for a full day.)

Reimbursement is contingent upon the submission of meal receipts.

**Section 9. Personnel Files:** The maintenance and review of personnel files shall be conducted in accordance with Massachusetts General Law governing personnel file maintenance and review requirements.

#### ***Article 39 - Procedures For Injured Leave/ Return to Work***

In an effort to insure fairness, provide for full recovery of injured employees and protect the rights of the bargaining unit members and the City of Gardner, these procedures and practices are hereby agreed to by the City and the Union.

It shall be the responsibility of the employee to assist in case management in the following ways:

- a. Employees shall promptly report all incidents of injury or illness while on duty, and shall provide an Accident Reporting and Treatment Form and any other documentation from his/her physician to substantiate the injury, to the Chief. While awaiting that documentation, an employee shall be placed on "injured on duty pending" status. Upon receipt by the Chief of the above documentation, he/she shall immediately review it and make a determination of whether the employee will be placed on injured on duty leave.
- b. During any period of injured on duty leave an employee shall be available for examinations by a City designated physician at intervals of not less than three months.
- c. If a question exists as to whether an employee is injured or incapacitated pursuant to this Article the employee shall provide to the City's physician a medical release.
- d. The employee shall engage only in activities allowed by the employee's physician as not to hinder his/her recovery.



### *Article 40 - Modified Duty For Return To Work*

There are injuries or illness, which may be sustained on or off the job, which may permit a bargaining unit member to perform certain modified, and job related duties which will improve the Department, provide meaningful work activities for the injured employee, and improve the employees' opportunity to achieve full psychological and physical recovery from the injury.

If after fifteen (15) calendar days, a firefighter out on injury leave is unable to return to full duty status, the Chief, after review with the individual employee and the Union, may assign an officer/firefighter who is recovering from a job related sickness or injury to modified duty. This shall be done after review by the employee's physician and the City's physician, who shall have approved such modified duty, after having been provided with a written job description of the modified duty assignment. If unable to agree, a third physician from the appropriate medical specialty, agreed to by the employee's and the City's physician, shall, if he/she deems necessary, examine the employee and make a determination which shall be binding on both parties. The City would pay the third physician.

Employees experiencing injury or illness in a non-duty status shall participate in a modified duty program subject to the conditions of this agreement.

A modified duty assignment may, by agreement of the Chief, the Union and the individual employee, begin prior to the normal fifteen (15) calendar day waiting period.

Once application for retirement is made, the employee shall return to his/her prior injury leave status or sick leave, whatever his/her status was prior to modified duty status. If the local retirement board denies his/her application, the employee shall return to modified duty only to fill the remainder of his/her one-year term and then shall revert to injury leave or sick leave, whatever his/her status was prior to modified duty status. (The one-year term shall not include that period of time that his/her application for retirement was pending.)

Employees on modified duty shall not be considered part of the fire suppression forces.

Benefits accruing to employees by law, Contract, and practice shall not be diminished by virtue of injured on duty or modified duty status.

In the event a bargaining unit member has a scheduled vacation during the course of time he/she is working on modified duty, although it is the preference of the City that the member utilize the vacation as scheduled, the member may request that he/she be allowed to reschedule vacation time. Said request shall be made to the Fire Chief or his designee and must be presented with a valid reason for said request (i.e., member has scheduled a vacation which involves physical abilities of which he/she is not capable of utilizing due to the circumstances upon which his/her modified duty status is based upon). Fire Chief shall not unreasonably withhold authorization. Future vacation rescheduling shall be conducted in such a manner so as to avoid causing any overtime costs to the Fire Department.

### ***ARTICLE 41 – Ambulance***

The City and the Union agreed to establishment of a Basic Life Support Ambulance (the “Ambulance”) to be operated by the City through the Fire Department and manned by Firefighter/EMTs who are bargaining unit members.

**Section 1:** The Ambulance, when available, will respond as a Fire Company to all first alarm assignments (building fires, box alarms, central station alarms, or other multiple company responses) and/or any incident the shift commander determines that additional manpower is required.

**Section 2:** There will be two (2) bargaining unit members assigned to the Ambulance at all times.

**Section 3:** The Captain and Lieutenants will not be assigned to the Ambulance.

**Section 4:** Fire Lieutenants may work the Ambulance. The procedure language regarding Lieutenants working the Ambulance will be included in Fire Department Procedure Manual.

**Section 5:** Staffing or manning requirements will not be reduced unless the Ambulance is taken out of service first.

**Section 6:** Bargaining unit members assigned to the Ambulance will receive a stipend of one dollar (\$1.00) per hour for all hours worked in such assignment. The stipend will not be paid to bargaining unit members on any type of leave. If earned when working overtime, the stipend will only be added to the overtime pay rate otherwise due.

The Chief will make modified duty assignments to minimize public contact and in any event no employee will be held responsible for failure to render emergency assistance when prevented from doing so by the condition necessitating the modified duty status.

Modified duty assignments shall be, so far as practical, particularized to the individual abilities and limitations of each employee so assigned.

Modified duty shall not include driving of fire suppression or rescue emergency vehicles.

The employee on modified duty shall be released by the Chief to attend physician appointments or therapy. Such requests for release shall not be unreasonably withheld.

Unless the employee is assigned to a group, work hours of modified duty assignments under this article shall be the same as the Fire Prevention Officer.

Employees on modified duty status shall be eligible for regular overtime opportunities as long as he/she is able to provide the appropriate supporting medical authorization and no more than one employee on modified duty status works on the same shift. Employees on modified duty status, with the appropriate supporting medical authorization, may return for duty for group callbacks and working fires to assume dispatch duties at fire headquarters.

The following list of modified duty assignments may be modified by mutual consent of both the City and the Union.

a. **MODIFIED DUTY ASSIGNMENTS**

1. Computer aided dispatch data entry.
2. Equipment inventory and condition reports.
3. Inspection reports data entry.
4. Handicapped occupancy identification.
5. Alarm system update reports.
6. Pre fire planning.
7. Assist Fire Prevention Officer (for the purpose of adding to but not replacing current position).
8. May be assigned to apparatus as per Contract to satisfy manning. His/her primary duties shall be dispatch when assigned to a group. He/she shall assume dispatch duties during any fire department response.

Nothing in this Article shall preclude an employee from returning to regular duty or from returning from injury leave or sick leave to modified duty on the advice of his/her own physician.

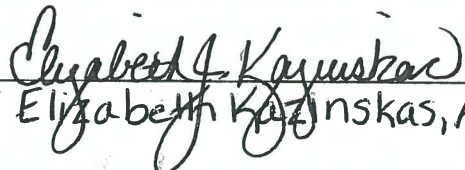
**ARTICLE 42 - Re-Opener**

The bargaining unit can demand to re-open wages if any other City bargaining unit, with the exception of the School Department bargaining units, should receive an across the board wage increase for FY 2015. Negotiations can be re-opened for wage purposes only.

IN WITNESS WHEREOF, the parties hereto cause this instrument to be executed in their names and on their behalves by the duly authorize officers there to this 12<sup>th</sup> day of February, 2020.

**CITY OF GARDNER**

**GARDNER FIRE FIGHTERS UNION  
LOCAL 2215**

  
Elizabeth Kazinskas, Acting Mayor

  
Jeremy Salo, President


  
Matthew Bettez, Vice President

  
Mark Bettez, Secretary - Treasurer

Approved as to form:

**CITY AUDITOR:**

  
John Flick, City Solicitor

  
John Richard  
City Auditor who certifies, pursuant to Massachusetts General Law C.44, §31C, that the proposed expenditure is not in excess of the appropriation or the unexpended balance thereof and that the Mayor is authorized to sign this contract.



**APPENDIX A  
Firefighter's Wage Schedule  
EMT Rates - 2018-2021**

| RANK           |                                       | 2% (AMB)<br>07/01/18 | 2.0%<br>07/01/18 | 3% (AMB)<br>07/01/19 | 2.0%<br>07/01/19 | 2.0%<br>07/01/20 | 06/30/21    |
|----------------|---------------------------------------|----------------------|------------------|----------------------|------------------|------------------|-------------|
| <b>Captain</b> |                                       |                      |                  |                      |                  |                  |             |
|                | Step 1                                | \$ 1,254.71          | \$ 1,279.80      | \$ 1,318.20          | \$ 1,344.56      | \$ 1,371.45      | \$ 1,371.45 |
|                | Step 2<br>(5 to 9 Yrs of Service)     | \$ 1,304.78          | \$ 1,330.88      | \$ 1,370.80          | \$ 1,398.22      | \$ 1,426.18      | \$ 1,426.18 |
|                | Step 3<br>(10 to 19 Yrs of Service)   | \$ 1,355.73          | \$ 1,382.84      | \$ 1,424.33          | \$ 1,452.81      | \$ 1,481.87      | \$ 1,481.87 |
|                | Step 4<br>(20 to 25 Yrs of Service)   | \$ 1,408.72          | \$ 1,436.89      | \$ 1,480.00          | \$ 1,509.60      | \$ 1,539.79      | \$ 1,539.79 |
|                | Step 5<br>(25 or more Yrs of Service) | \$ 1,465.07          | \$ 1,494.37      | \$ 1,539.21          | \$ 1,569.99      | \$ 1,601.39      | \$ 1,601.39 |
|                |                                       |                      |                  |                      |                  | \$ 1,665.45      | \$ 1,665.45 |

| RANK              |                                       | 2% (AMB)<br>07/01/18 | 2.0%<br>07/01/18 | 3% (AMB)<br>07/01/19 | 2.0%<br>07/01/19 | 2.0%<br>07/01/20 | 06/30/21    |
|-------------------|---------------------------------------|----------------------|------------------|----------------------|------------------|------------------|-------------|
| <b>Lieutenant</b> |                                       |                      |                  |                      |                  |                  |             |
|                   | Step 1                                | \$ 1,158.72          | \$ 1,181.89      | \$ 1,217.35          | \$ 1,241.70      | \$ 1,266.53      | \$ 1,266.53 |
|                   | Step 2<br>(5 to 9 Yrs of Service)     | \$ 1,205.13          | \$ 1,229.24      | \$ 1,266.11          | \$ 1,291.44      | \$ 1,317.26      | \$ 1,317.26 |
|                   | Step 3<br>(10 to 19 Yrs of Service)   | \$ 1,252.54          | \$ 1,277.60      | \$ 1,315.92          | \$ 1,342.24      | \$ 1,369.09      | \$ 1,369.09 |
|                   | Step 4<br>(20 to 25 Yrs of Service)   | \$ 1,301.85          | \$ 1,327.89      | \$ 1,367.73          | \$ 1,395.08      | \$ 1,422.98      | \$ 1,422.98 |
|                   | Step 5<br>(25 or more Yrs of Service) | \$ 1,353.93          | \$ 1,381.01      | \$ 1,422.44          | \$ 1,450.88      | \$ 1,479.90      | \$ 1,479.90 |
|                   |                                       |                      |                  |                      |                  | \$ 1,539.10      | \$ 1,539.10 |

| RANK            |                                       | 2% (AMB)<br>07/01/18 | 2.0%<br>07/01/18 | 3% (AMB)<br>07/01/19 | 2.0%<br>07/01/19 | 2.0%<br>07/01/20 | 06/30/21    |
|-----------------|---------------------------------------|----------------------|------------------|----------------------|------------------|------------------|-------------|
| <b>Private</b>  |                                       |                      |                  |                      |                  |                  |             |
| *1 Year between | Step 1                                | \$ 763.45            | \$ 778.71        | \$ 802.08            | \$ 818.12        | \$ 834.48        | \$ 834.48   |
| Step 1 & Step 2 | Step 2                                | \$ 824.52            | \$ 841.01        | \$ 866.24            | \$ 883.56        | \$ 901.23        | \$ 901.23   |
| and Step 2 &    | Step 3                                | \$ 893.30            | \$ 911.17        | \$ 938.50            | \$ 957.27        | \$ 976.42        | \$ 976.42   |
| Step 3          | Step 4<br>(5 to 9 Yrs of Service)     | \$ 928.99            | \$ 947.57        | \$ 976.00            | \$ 995.52        | \$ 1,015.43      | \$ 1,015.43 |
|                 | Step 5<br>(10 to 19 Yrs of Service)   | \$ 965.35            | \$ 984.66        | \$ 1,014.20          | \$ 1,034.49      | \$ 1,055.18      | \$ 1,055.18 |
|                 | Step 6<br>(20 to 25 Yrs of Service)   | \$ 1,003.18          | \$ 1,023.25      | \$ 1,053.94          | \$ 1,075.02      | \$ 1,096.52      | \$ 1,096.52 |
|                 | Step 7<br>(25 or more Yrs of Service) | \$ 1,043.31          | \$ 1,064.18      | \$ 1,096.10          | \$ 1,118.02      | \$ 1,140.38      | \$ 1,140.38 |
|                 |                                       |                      |                  |                      |                  | \$ 1,186.00      | \$ 1,186.00 |



**APPENDIX A**  
**Firefighter's Wage Schedule**  
**No EMT Rates - 2018-2021**

| RANK           |                                       | 07/01/17    | 2.0%<br>07/01/18 | 2.0%<br>07/01/19 | 2.0%<br>07/01/20 | 06/30/21                    |
|----------------|---------------------------------------|-------------|------------------|------------------|------------------|-----------------------------|
| <b>Captain</b> |                                       |             |                  |                  |                  |                             |
|                | Step 1                                | \$ 1,199.08 | \$ 1,223.06      | \$ 1,247.52      | \$ 1,272.47      | \$ 1,272.47                 |
|                | Step 2<br>(5 to 9 Yrs of Service)     | \$ 1,247.10 | \$ 1,272.04      | \$ 1,297.48      | \$ 1,323.43      | \$ 1,323.43                 |
|                | Step 3<br>(10 to 19 Yrs of Service)   | \$ 1,296.56 | \$ 1,322.49      | \$ 1,348.94      | \$ 1,375.92      | \$ 1,375.92                 |
|                | Step 4<br>(20 to 25 Yrs of Service)   | \$ 1,347.99 | \$ 1,374.95      | \$ 1,402.45      | \$ 1,430.50      | \$ 1,430.50                 |
|                | Step 5<br>(25 or more Yrs of Service) | \$ 1,401.91 | \$ 1,429.95      | \$ 1,458.55      | \$ 1,487.72      | \$ 1,487.72                 |
|                |                                       |             |                  |                  | \$ 1,547.23      | \$ 1,547.23                 |
|                |                                       |             |                  |                  |                  | (25 or more Yrs of Service) |

| Lieutenant |                                       |             |             |             |             |                             |
|------------|---------------------------------------|-------------|-------------|-------------|-------------|-----------------------------|
|            | Step 1                                | \$ 1,105.91 | \$ 1,128.03 | \$ 1,150.59 | \$ 1,173.60 | \$ 1,173.60                 |
|            | Step 2<br>(5 to 9 Yrs of Service)     | \$ 1,150.59 | \$ 1,173.60 | \$ 1,197.07 | \$ 1,221.02 | \$ 1,221.02                 |
|            | Step 3<br>(10 to 19 Yrs of Service)   | \$ 1,196.61 | \$ 1,220.54 | \$ 1,244.95 | \$ 1,269.85 | \$ 1,269.85                 |
|            | Step 4<br>(20 to 25 Yrs of Service)   | \$ 1,244.47 | \$ 1,269.36 | \$ 1,294.75 | \$ 1,320.64 | \$ 1,320.64                 |
|            | Step 5<br>(25 or more Yrs of Service) | \$ 1,294.25 | \$ 1,320.14 | \$ 1,346.54 | \$ 1,373.47 | \$ 1,373.47                 |
|            |                                       |             |             |             | \$ 1,428.41 | \$ 1,428.41                 |
|            |                                       |             |             |             |             | (25 or more Yrs of Service) |

| Private         |                                       |           |             |             |             |                             |
|-----------------|---------------------------------------|-----------|-------------|-------------|-------------|-----------------------------|
| *1 Year between | Step 1                                | \$ 722.21 | \$ 736.65   | \$ 751.39   | \$ 766.42   | \$ 766.42                   |
| Step 1 & Step 2 | Step 2                                | \$ 779.99 | \$ 795.59   | \$ 811.50   | \$ 827.73   | \$ 827.73                   |
| and Step 2 &    | Step 3                                | \$ 848.27 | \$ 865.24   | \$ 882.54   | \$ 900.19   | \$ 900.19                   |
| Step 3          | Step 4                                | \$ 882.53 | \$ 900.18   | \$ 918.18   | \$ 936.55   | \$ 936.55                   |
|                 | (5 to 9 Yrs of Service)               |           |             |             | \$ 974.02   | \$ 974.02                   |
|                 | Step 5<br>(10 to 19 Yrs of Service)   | \$ 917.84 | \$ 936.20   | \$ 954.92   | \$ 974.02   | \$ 974.02                   |
|                 | Step 6<br>(20 to 25 Yrs of Service)   | \$ 954.55 | \$ 973.64   | \$ 993.11   | \$ 1,012.98 | \$ 1,012.98                 |
|                 | Step 7<br>(25 or more Yrs of Service) | \$ 992.73 | \$ 1,012.58 | \$ 1,032.84 | \$ 1,053.49 | \$ 1,053.49                 |
|                 |                                       |           |             |             | \$ 1,095.63 | \$ 1,095.63                 |
|                 |                                       |           |             |             |             | (25 or more Yrs of Service) |

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*Vehicle Fuel*

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**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

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

October 19, 2022

Dear Mayor Nicholson:

The Department of Public Works is requesting **\$80,000** from the **Available City Funds** to the **Vehicle Fuel** line item (**14421-52243**). This is an estimate of what may be needed for vehicle fuel for the Fiscal Year. This is only an estimate and is based on the City using approximately \$25,000 per month in fuel for the last three months (3). The Vehicle Fuel line item in the DPW's budget is for fuel for all City vehicles, including Police, Fire, School, City Hall, and DPW departments.

Again, this is an estimate based on \$25,000 per month x 12 months = \$300,000  
The Vehicle Fuel line item in the DPW budget is currently funded at \$220,000 for FY2023. If fuel costs increase or average more than what they have over the past three (3) months, this deficit would be more.

If you have any questions on any of these requests, please do not hesitate to contact my office.

Sincerely

Dane E. Arnold, Director  
Department of Public Works

Pc: Public Service Committee  
John Richard, City Auditor

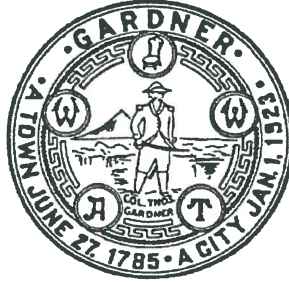
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*Energy and Utilities*

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**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

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

October 19, 2022

Dear Mayor Nicholson:

The Department of Public Works is requesting **\$5,000** from the **Available City Funds** to the **Energy and Utilities** line item (14421-52110). This request is based on a nearly 60% increase forecasted in electricity and natural gas costs for the winter of 2022-2023. This is only an estimate.

If you have any questions on any of these requests, please do not hesitate to contact my office.

Sincerely

Dane E. Arnold, Director  
Department of Public Works

Pc: Public Service Committee  
John Richard, City Auditor



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*Board of Health Inspector*

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# CITY OF GARDNER

10842



OFFICE OF THE  
**BOARD OF HEALTH ROOM 29, CITY HALL**  
GARDNER, MASSACHUSETTS 01440  
(978) 630-4013  
FAX (978) 632-4682

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October 19, 2022

Mayor Michael J. Nicholson  
Executive Department  
Gardner City Hall  
95 Pleasant St.  
Gardner, MA 01440

RE: Request for BOH inspector funding

I am respectfully requesting an increase of funding to assist with inspectional services in the Health Department. I am requesting \$25,000 for an additional inspector in the department to assist with property and food inspections. As the demands of the department continue to grow an additional inspector is necessary to keep us in compliance with the required food inspection schedule and property/housing demands.

The volume of housing calls has increased drastically recently and the majority of the inspectors time has been dedicated to housing. The department is trying to keep food inspections current but due to the high volume of housing issues, we have recently only been able to complete complaint inspections or new opening inspections. There are over 130 food licenses in the city of Gardner and per state requirements these should be inspected twice a year (260 food inspections). The number of routine inspections required do not include any special events that occur in the City or any complaints or food borne illness investigation. As businesses continue to come into the City and housing increases, the number of inspections we need to complete is slowly but steadily increasing. We want to continue to keep everyone in the City safe and stay in compliance with our inspectional services so at this time we are requesting additional inspector funding to assist us in accomplishing this. Thank you for your consideration.

Sincerely,

Lauren Saunders  
Director of Public Health

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*Police Department  
Domestic Violence Advocate*

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**CITY OF GARDNER POLICE DEPARTMENT**

200 Main Street  
Gardner, Massachusetts 01440  
Phone: (978) 632-5600  
Fax: (978) 632-9045



Eric P. McAvene  
Chief of Police

October 24, 2022

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

Re: Support for Domestic Violence Advocate

Dear Mayor,

Gardner, like many other communities, suffers from high rates of domestic violence. It has been an issue that has been front and center for the police department for years. On average, it is not uncommon for patrol officers to handle multiple domestic-related situations per shift, in addition to other service calls. In the past, officers have done follow ups after these type incidents but could only do so when regular calls permit.

A dedicated domestic violence advocate will be able to follow up and provide higher level victim resources in a more efficient manner. Helping a victim open a door for assistance is sometimes all that is needed to prevent a tragic situation. This is not a new program for Gardner. Gardner had a domestic advocate for much of the 1990's and early 2000's but lost the position due to budget constraints. This program will supplement other initiatives the Gardner Police Department are currently either providing or researching to provide soon. Such as, the Post Overdose Follow-up Program and Mental Health Advocate/Diversion Program.

This is a program that will provide much needed assistance to our community and one I am proud to support. Please feel free to contact me should you have any questions or concerns.

Very truly yours,

A handwritten signature in black ink, appearing to read "Eric P. McAvene".

Eric P. McAvene  
Chief of Police



**Commonwealth of Massachusetts Executive Office of Public Safety & Security  
Guidelines for Specialized Domestic Violence Civilian Advocates in Police Departments**

**A. EMPLOYMENT CRITERIA:**

1. **Education:** *Minimum* of an Associate's Degree preferred. May be replaced by relevant work or volunteer experience, preferably a *minimum of one year* with a victim service program such as:
  - Battered women/rape crisis programs (Domestic Violence/Sexual Assault programs)
  - Certified batterer intervention programs
  - Victim witness assistance programs (District Attorney's offices or a post-conviction agency)
  - Other local victim service programs which specialize in rape crisis or domestic violence services
2. **Hiring Process:** Open posting with notices to victim service programs (see above list).
3. **Language/Cultural Background:** Advocate must possess strong communication skills (both written and oral). When appropriate, preference will be given to candidates who are bilingual/bicultural (reflective of population served).

**B. TRAINING REQUIREMENTS:**

1. It is imperative that civilian advocates within Police Departments be **well trained** in domestic violence/sexual assault issues particularly as they pertain to victims. Advocates must receive training (either before or after hire) by:
  - A newly funded VAWA Civilian Advocate in Police Department Training;
  - A certified SAFEPLAN Program;
  - A certified Department of Public Health Batterer Intervention Program;
  - A qualified Domestic Violence Victims service program;
  - Department of Social Services Domestic Violence Specialist Training;
  - Other training authorized in advance by the VAWA STOP Grant office; or
  - **Police departments are required to send a minimum of one veteran officer to a Domestic Violence or Sexual Assault specialized training sponsored by the Municipal Police Training Committee on an annual basis.**
2. Each Advocate must receive **orientation** to the department's organization and operation.
3. Opportunities must be provided to the Advocate to receive additional **annual on-going training**<sup>1</sup> (i.e., through District Attorney's Office, Dangerousness Assessment, High Risk Response Team Development, Office of the Attorney General, conferences, or SAFEPLAN).

**C. SUPERVISION:** Each Police Department hosting or hiring a civilian domestic violence/sexual assault advocate must designate an officer within that department to supervise the advocate.

- **The Supervisor's name** must be included in the grant application, including a description of the supervisor's background and training in domestic violence. Whenever possible, supervision should be provided by the department's specialized domestic violence officer.
- **Regularly scheduled technical assistance** must be provided for the advocate from a local domestic violence/sexual assault program.

**D. JOB RESPONSIBILITIES:** To assist police departments by providing emotional and support services to victims of domestic abuse, sexual assault, and stalking. Appropriate assistance to victims includes, but is not limited to, the following:

- Short-term victim support and crisis intervention;
- Safety planning and risk assessment;

<sup>1</sup> Funding for such trainings may be requested within VAWA grant application, or can be part of department's matching contribution.



- **If the advocate is an employee of a Domestic Violence/Sexual Assault Program**, the advocate's communications **MAY** have a higher degree of protection if they qualify under MGL, Ch. 233, § 20K.

**J. REGIONAL COLLABORATION:** A significant goal of VAWA funds is to encourage collaboration among different victim service providers, law enforcement agencies, district attorney offices, and community based partners. **Therefore, it is highly recommended that the police department form a collaborative relationship with the local domestic violence/sexual assault program to hire an advocate and participate in local domestic violence roundtables or meetings of such nature.**

**A SIGNED MEMORANDUM OF AGREEMENT** with the local domestic violence/sexual assault program must be provided with the application. If the civilian advocate to be hired is not an employee of the program, additional details *must be* addressed in the MOA, to include the role of the program in providing technical assistance to the advocate, and the guidelines for making referrals. The MOA must also outline the role for the police department's advocate in relation to the advocates from the domestic violence program and the District Attorney's Office.

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# VOICES OF TRUTH

*Empowering Healthy Relationships*

To: Mayor Michael J. Nicholson  
95 Pleasant Street  
Gardner, MA 01440

**Ref: Funding Request for a Police Department-Based Domestic Violence Advocate**

Dear Mayor Nicholson,

Although it may be lengthy, this will serve the purpose of our community and be an asset to the Gardner Police Department in decreasing the workload for the officer while serving our community. Thank you for your consideration in this position.

Since domestic violence became recognized as a serious issue worthy of public attention and resources in the late 1970s, law enforcement agencies have come to play a significant role in our societal response. Although not all victims wish to seek justice through the judicial system, those who do have little choice but to go through their local police department to start the process. This means that the police serve as a critical connector to justice for victims and hold a substantial role in the successful prosecution of offenders. This is often a heavy burden as domestic violence cases are sensitive, complex, and time consuming. In recognition of these unique challenges, some law enforcement agencies have developed specialized domestic violence units. According to the National Institute of Justice (NIJ) Special Report police departments with specialized units achieve significantly higher rates of prosecution, conviction, and sentencing of violent offenders as compared to departments without specialized units. Funding a civilian domestic violence advocate based out of the police department would be an important first step towards developing a specialized response to domestic violence that will increase victim safety and offender accountability in our community. Below are some specific benefits of having an in-house domestic violence advocate:

## INCREASED CAPACITY

- 24 hours following a police-involved incident of domestic violence is a critical period wherein an advocate can help the victim learn about domestic violence and the available community supports before the abuser has a chance to attempt to manipulate the victim into minimizing the incident and/or recanting their statements entirely thus hindering prosecution.



PO BOX 873  
GARDNER, MA 01440

PHONE 978.230.6446  
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WEBSITE [www.voicesoftruthcenter.org](http://www.voicesoftruthcenter.org)

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- Unlike police officers who have many other duties to attend to, an advocate would have the time to make that critical contact with victims and provide education and referrals. Ideally this education and information on available resources will help the victim to be less vulnerable to the abuser's manipulation.
- Additionally, advocates can address victims' needs that fall outside the purview of the police including shelter, health needs, food and other basic needs. Advocates can also assist directly with accessing needed resources including helping with applications for assistance, such as victim compensation funds.
- An in-house advocate can also help police officers themselves through providing education on the complicated dynamics of domestic violence and offering support in handling the inherent frustrations of working on domestic violence cases. Advocates can also help departments identify and obtain relevant professional training for staff.

#### BETTER COMMUNICATION WITH VICTIMS

- Sometimes law enforcement and victims speak different languages, and it can be hard for each side to understand the other. An advocate can bridge this divide by serving as a liaison between victims and the police to increase mutual understanding and ideally cooperation with investigations and prosecution.
- Advocates can take the necessary time to ensure victims understand their rights and the legal process, as well as the limits in that process.
- Advocates can provide emotional support when the legal system is unable to help further. This is a task officers often do not have the time to offer but providing this type of support can build trust with the victim and increase the likelihood of reporting future incidents.
- On-going supportive communication with the victims can also lead to learning more information that may be relevant to the investigation or prosecution.

#### IMPROVED OUTCOMES

- Increased capacity to support victims and better on-going communication with victims are not only beneficial for the reasons already described, but they also can improve outcomes on cases.
- Domestic violence victims often find themselves feeling hopeless and powerless to change their circumstances. Advocates can help victims realize they have options and support is available. Victims will be more likely to cooperate if they feel empowered and have trust that the process will be worthwhile.
- Advocates taking the time to explain the process to victims not only helps with buy in, it can also help the victim resist believing the abuser's lies and manipulations about how the system works.
- Increased evidence gathering is associated with higher rates of convictions (NIJ). Information or evidence being discovered through the advocates' relationship with the victim can bolster the likelihood of successful prosecution of the offender.
- According to the NIJ, specialized units are associated with increased victim cooperation with prosecution, higher victim reporting for re-assaults, and victims being more likely to leave the relationship sooner. Advocates support these outcomes.

**Sources:**

National District Attorneys Association. (2017). (rep.). *National Domestic Violence Prosecution Best Practices Guide*. Retrieved October 25, 2022, from <https://ndaa.org/wp-content/uploads/NDAA-DV-White-Paper-FINAL-revised-July-17-2017-1.pdf>.

Office of Justice Programs, Klein, A. R., & Rose, K., Practice implications of current domestic violence research: For law enforcement, prosecutors, and judges (2009). National Institute of Justice. Retrieved October 25, 2022, from <https://www.ojp.gov/pdffiles1/nij/225722.pdf>.

Warnken, H. (n.d.). *What Does the Data Tell Us About Law Enforcement-Based Victim Services?* *Policechiefmagazine.org*. Retrieved October 25, 2022, from <https://www.policechiefmagazine.org/what-does-the-data-tell-us/>

Thank you,

*Bernice Richard*

Bernice Richard

Voices of Truth, President



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*Community Development and Planning  
Professional Development and Travel*

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**Mayor**

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**From:** Trevor Beauregard  
**Sent:** Monday, October 31, 2022 3:39 PM  
**To:** Mayor  
**Subject:** Professional Development and Travel Budget

Mayor,

As you are well aware, I encourage Community Development personnel to participate in workshops and conferences that will enhance their ability to perform their work. The Community Development Professional Development and Travel Account is below \$100 at this time. I respectfully request additional funds be placed in this account in order for Department personnel to continue to participate in professional development opportunities between now and June 30, 2023.

Thank you for your consideration,  
Trevor

Trevor Beauregard  
Director  
Dept. Community Development and Planning  
115 Pleasant Street  
Gardner, MA 01440  
978-630-4014, x2

Executive Director  
Gardner Redevelopment Authority

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*GIS Coordinator Increased Duties  
Water/Sewer Enterprise Account*

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**CITY OF GARDNER**  
**Department of Public Works**



Highway  
 Water  
 Sewer  
 Forestry  
 Parks/Playgrounds  
 Cemeteries

Dane E. Arnold, Director  
 50 Manca Drive  
 Gardner, MA 01440-2687  
 Telephone (978) 630-8195  
 darnold@gardner-ma.gov

Mayor Nicholson and City Council Members  
 95 Pleasant Street  
 Gardner, MA 01440

October 19, 2022

Dear Mayor and City Council Members

As you are aware, the Department of Public Works and Engineering Department have been working together out of the newly constructed Administration Building at 50 Manca Drive. Since the merger, we have made some changes to try and increase efficiency and reduce operating costs. The most recent change was the elimination of the Senior Civil Engineers position with the salary of \$75,000 on July 1, 2022.

The intent was to place some of the responsibilities of Senior Civil Engineering position and merge them with the GIS Coordinator, who also works at the Administration Building with the City Engineer and DPW Director. This change would include an increase in job responsibilities, as outlined in the attached Job Description and a \$20,000 increase in salary. This ultimately equals a \$55,000 decrease in salaries between the two positions. The additional salary will be paid out of the Water and Sewer Enterprise Accounts and not affect the City's budget.

If you have any questions, please feel free to contact our office.

Dane Arnold, Director of Public Works

Rob Oliva, City Engineer

PC: Public Service Committee  
 John Richard

## JOB DESCRIPTION

### GIS Coordinator and DPW Assistant

Reporting to the City Engineer (Engineer) and assists the Director of Public Works (Director), this position plans, organizes, coordinates and participates in the development, maintenance, and implementation of the City's geographic information system (GIS), providing support to both the public and City departments on a wide variety of GIS related projects. Additionally, this position performs a variety of professional administrative and managerial duties aiding the Director and Engineer with a heavy emphasis on the Water and Sewer Division. The position requires coordination and implementation of a variety of Public Works projects. This position serves as a community liaison, staff liaison to various Departments and Commissions, and assists with community projects.

### DUTIES AND RESPONSIBILITIES:

- Provides the administration of the GIS System. Plans directs and participates in the installation, administration and operation of the City's GIS system. Oversees software installation and updates.
- Performs complex cadastral and GIS data maintenance, manipulation, analysis extractions and generation assignments; performs data research, investigation and verification; performs record keeping and inventory. Develops and maintains data layers using GIS tools and relational databases. Performs detailed spatial analysis including buffering, zone consolidation, address matching and geocoding and boundary analysis.
- Develops maps and figures. Prepares plans, produces, maintains and updates a variety of maps drawings, plans and other graphic representatives displaying layers and attribute data from databases using cartographic techniques to represent spatial data.
- Maintains the accuracy of the GIS land-based information by interpreting and using traditional survey data. Maintains City Assessor's maps and database using commercial software.
- Administers interactive mapping website. Manages the City's online GIS mapping website for both public and internal use. Develops custom mapping applications as needed. Works with realtors and the general public to explain and assist on the use of the website.
- Provides interdepartmental support. Works with a variety of departments to develop and maintain specific GIS data layers, including Public Works, Community Development, Conservation, Building, Mayor, Engineering, Clerk, Assessor, Police and Fire.
- Provides engineering support as needed with field work and data retrieval related to stormwater, sewers and environmental issues.
- Assist in federal, state, and local permitting and compliance where applicable. Including but not limited to electronic filings and submissions and assisting in the

review and implementation of new or modified regulations within the relevant department.

- Attends staff and City meetings as required and makes recommendations of subjects under discussion; Staff liaison to boards and commissions as assigned.
- Completes routine administrative functions and special assignments by preparing detailed reports and analysis, identifying and recommending process improvements, and recommending alternatives.
- Manages water meter replacement.
- Prepare clear and concise reports, memoranda, directives and other forms of correspondence.
- Develop comprehensive plans from general instructions.
- Perform assigned administrative tasks with a minimum of supervision and with only general direction.
- Assist in the development and implementation of modernizing water and sewer technology and assisting DPW personnel with technical field projects such as utility location and equipment procurement.
- Work cohesively and communicate effectively with the Executive Department, City department directors and staff, state and federal officials, City Council members and the general public.
- Responsible for handling all other duties and responsibilities that may be required to maintain the efficiency of the Engineering Department and Department of Public Works, as assigned by the Engineer or Director.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Routinely required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; climb or balance; and stoop, kneel, crouch, or crawl
- Occasionally lift and/or move up to 50 pounds.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential job functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions. The noise level in the work environment is usually moderate. Extensive use of computers, video displays, keyboards, and adding machine. Employee will be around heavy equipment and construction sites.

**SAFETY:** Safety adherence of performance will be considered an important measure of employee performance evaluation. As such, the position must:

- Comply with established safe work rules.
- Serve as the Department's liaison to the Water and Sewer Division.



- Report all accidents and injuries immediately and cooperate in all accident and injury investigations, supplying full and complete information.
- Submit recommendations for Safety and efficiency, as well as report defective equipment and unsafe conditions.
- Know their exact duties in case of fire or catastrophe.
- Provide public protection from unsafe conditions and hazards.

### **QUALIFICATIONS:**

- Bachelor of Science in relevant sciences (Geography, Computer Science, Planning, Civil Engineering)
- 3-5 years of progressively responsible supervisory, management, and Water/Sewer oversight preferred. An alternate combination of education, experience, and expertise will be considered.
- Ability to read, analyze, and interpret the most complex documents and plans. Ability to respond effectively to the most sensitive inquiries or complaints.
- Ability to work with mathematical concepts such as probability and statistical inference. Ability to apply concepts such as fractions, percentages, ratios, and proportions to practical situations.
- Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.
- Ability to work effectively with other City Departments.
- Ability to communicate effectively with the general public as well as with City and Commonwealth officials.
- GIS concepts and analytical techniques, including computerized mapping and digital data conversion, database administration, manipulation and analysis. Knowledge of standard cartographic survey procedures; knowledge of general construction specifications and blueprints. Knowledge of GIS software tools and applications including but not limited to ArcGIS, ARGIS Server, and applications of MS Office Suite.

Annual Salary: \$75,000

COMPENSATION CLASS: G

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*FY 2023 Budget as  
Adopted by the  
City Council on  
June 21, 2022*

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| Line # | FY2020 ACTUALS                             | FY2021 ACTUALS | FY2022 CUR ACTUALS | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAJOR | FY2023 CITY COUNCIL | FY2023 BUDGET APPROVED AS OF JUNE 21, 2022 |                |
|--------|--------------------------------------------|----------------|--------------------|---------------|-------------------|--------------|---------------------|--------------------------------------------|----------------|
|        |                                            |                |                    |               |                   |              |                     | FY2020 ACTUALS                             | FY2021 ACTUALS |
| 1      | 11111 CITY COUNCIL                         |                |                    |               |                   |              |                     |                                            |                |
| 2      | 11111 51010 COUNCLORS SALARIES             | 79,693.50      | 76,641.00          | 69,643.75     | 83,967.00         | 83,967.00    | 83,967.00           | 83,967.00                                  | 83,967.00      |
| 3      | 11111 51012 CLERK/ASST SAL & WAGES         | 3,566.92       | 3,564.83           | 3,261.93      | 4,000.00          | 6,000.00     | 6,000.00            | 6,000.00                                   | 6,000.00       |
| 4      | 11111 51023 TEMP SALARY & WAGES            | -              | -                  | -             | -                 | 1,500.00     | 1,500.00            | 1,500.00                                   | 1,500.00       |
| 5      | 11111 52050 MINOR EQUIPMENT                | 500.00         | 256.61             | -             | 500.00            | 500.00       | 500.00              | 500.00                                     | 500.00         |
| 6      | 11111 52150 COMMUNICATIONS                 | 5,169.22       | 6,275.76           | 8,338.36      | 10,500.00         | 10,500.00    | 10,500.00           | 10,500.00                                  | 10,500.00      |
| 7      | 11111 52170 PROFESSIONAL DEV & TRAVEL      | 389.36         | 529.93             | 503.06        | 2,585.00          | 2,900.00     | 2,900.00            | 2,585.00                                   | 2,585.00       |
| 8      | 11111 52190 PROFESSIONAL SERVICES          | 262.50         | 970.09             | -             | 2,000.00          | 2,000.00     | 2,000.00            | 2,000.00                                   | 2,000.00       |
| 9      | 11111 52230 OFFICE SUPPLIES                | 625.84         | 230.47             | 368.93        | 1,000.00          | 1,000.00     | 1,000.00            | 1,000.00                                   | 1,000.00       |
| 10     | 11111 55010 GOVERNMENT PICTURE             | -              | -                  | -             | 1,000.00          | 1,000.00     | 1,000.00            | 1,000.00                                   | 1,000.00       |
| 11     | 11111 62050 ENCUMB MINOR EQUIPMENT         | -              | -                  | -             | -                 | -            | -                   | -                                          | -              |
| 12     | 11111 62150 ENCUMB COMMUNICATIONS          | -              | -                  | -             | -                 | -            | -                   | -                                          | -              |
| 13     | 11111 62190 ENCUMB PROFESSIONAL SERV       | 153.50         | -                  | 868.21        | -                 | -            | -                   | -                                          | -              |
| 14     | 11111 62230 ENCUMB OFFICE SUPPLIES         | -              | -                  | 527.42        | -                 | -            | -                   | -                                          | -              |
| 15     | 11111 65010 ENCUMB GOV PICTURE             | -              | -                  | 1,215.00      | -                 | -            | -                   | -                                          | -              |
| 16     | 11111 68308 ENCUMB CC CHAMBER AUGMNT EXP   | -              | -                  | -             | -                 | -            | -                   | -                                          | -              |
| 17     | TOTAL CITY COUNCIL                         | 90,360.84      | 88,438.69          | 84,726.66     | 105,552.00        | 109,367.00   | 109,052.00          | 109,052.00                                 | 109,052.00     |
| 18     | 11121 MAYOR                                |                |                    |               |                   |              |                     |                                            |                |
| 19     | 11121 51010 MAYOR SALARY & WAGES           | 52,183.70      | 89,819.62          | 82,367.19     | 93,297.04         | 94,961.88    | 93,297.01           | 93,297.01                                  | 93,297.01      |
| 20     | 11121 51011 EXECUTIVE AIDE SAL & WAGE      | -              | 47,579.28          | 48,567.03     | 54,534.63         | 56,062.82    | 55,518.56           | 55,518.56                                  | 55,518.56      |
| 21     | 11121 51012 EXECUTIVE ASSIST SALARY & WAGE | 47,948.94      | 48,660.84          | 44,360.98     | 49,812.70         | 51,207.64    | 50,710.48           | 50,710.48                                  | 50,710.48      |
| 22     | 11121 51023 TEMP SALARY & WAGES            | -              | 1,523.60           | -             | 2,500.00          | 2,500.00     | 2,500.00            | 2,500.00                                   | 2,500.00       |
| 23     | 11121 51460 LONGEVITY                      | 150.00         | 180.00             | -             | 210.00            | 240.00       | 240.00              | 240.00                                     | 240.00         |
| 24     | 11121 51551 TERMINATION LEAVE              | -              | -                  | -             | -                 | -            | -                   | -                                          | -              |
| 25     | 11121 52030 REPAIRS & MAINTENANCE          | -              | 169.99             | -             | 500.00            | 500.00       | 500.00              | 500.00                                     | 500.00         |
| 26     | 11121 52050 MINOR EQUIPMENT                | 31.47          | 699.99             | -             | 300.00            | 300.00       | 300.00              | 300.00                                     | 300.00         |
| 27     | 11121 52150 COMMUNICATIONS                 | 1,039.76       | 2,120.41           | 1,550.14      | 1,200.00          | 2,500.00     | 2,500.00            | 2,500.00                                   | 2,500.00       |
| 28     | 11121 52151 TELECOMMUNICATIONS             | 1,138.59       | 1,163.57           | 990.02        | 3,650.00          | 3,650.00     | 3,650.00            | 3,650.00                                   | 3,650.00       |
| 29     | 11121 52170 PROFESSIONAL DEV & TRAVEL      | 603.00         | 4,066.77           | 6,031.89      | 3,000.00          | 3,000.00     | 3,000.00            | 3,000.00                                   | 3,000.00       |
| 30     | 11121 52190 PROFESSIONAL SERVICES          | 12,124.47      | 13,823.71          | 13,964.38     | 13,000.00         | 14,000.00    | 13,000.00           | 13,000.00                                  | 13,000.00      |
| 31     | 11121 52230 OFFICE SUPPLIES                | 1,192.13       | 1,684.25           | 1,975.83      | 1,500.00          | 1,500.00     | 1,500.00            | 1,500.00                                   | 1,500.00       |
| 32     | 11121 52240 VEHICLE SUPPLIES               | 35.00          | 264.09             | 432.93        | 100.00            | 100.00       | 100.00              | 100.00                                     | 100.00         |
| 33     | 11121 55010 MAYOR'S PORTRAIT               | -              | 350.00             | 242.08        | 2,500.00          | 2,500.00     | 1,000.00            | 1,000.00                                   | 1,000.00       |
| 34     | TOTAL MAYOR                                | 116,447.06     | 212,106.12         | 200,482.47    | 226,104.37        | 233,022.34   | 227,816.05          | 227,816.05                                 | 227,816.05     |
| 35     | 11135 CITY AUDITOR                         |                |                    |               |                   |              |                     |                                            |                |
| 36     | 11135 51010 DEPT HEAD SALARY & WAGES       | 81,951.89      | 83,168.55          | 75,820.78     | 85,137.21         | 89,651.12    | 89,651.12           | 89,651.12                                  | 89,651.12      |
| 37     | 11135 51011 ASSISTANT SALARY & WAGES       | 46,657.00      | 45,084.96          | 45,398.24     | 51,098.08         | 56,915.22    | 57,120.04           | 57,120.04                                  | 57,120.04      |
| 38     | 11135 51460 LONGEVITY                      | -              | 690.00             | -             | 180.00            | 360.00       | 360.00              | 360.00                                     | 360.00         |
| 39     | 11135 51551 TERMINATION LEAVE              | -              | 2,469.10           | -             | -                 | -            | -                   | -                                          | -              |
| 40     | 11135 52030 REPAIRS & MAINTENANCE          | -              | -                  | -             | 200.00            | 200.00       | 200.00              | 200.00                                     | 200.00         |
| 41     | 11135 52050 MINOR EQUIPMENT                | 797.00         | 395.00             | -             | 200.00            | 200.00       | 100.00              | 100.00                                     | 100.00         |
| 42     | 11135 52170 PROFESSIONAL DEV & TRAVEL      | 1,626.69       | 165.00             | 1,184.19      | 2,500.00          | 3,000.00     | 3,000.00            | 3,000.00                                   | 3,000.00       |
| 43     | 11135 52190 PROFESSIONAL SERVICES          | 55,002.10      | 54,360.00          | 61,438.95     | 66,300.00         | 63,250.00    | 63,250.00           | 63,250.00                                  | 63,250.00      |
| 44     | 11135 52230 OFFICE SUPPLIES                | 19.82          | 965.56             | 188.21        | 1,000.00          | 1,000.00     | 1,000.00            | 1,000.00                                   | 1,000.00       |
| 45     | 11135 62190 ENCUMB PROFESSIONAL SERV       | -              | 3,000.00           | 5,045.00      | -                 | -            | -                   | -                                          | -              |
| 46     | TOTAL CITY AUDITOR                         | 186,054.50     | 190,298.17         | 189,075.37    | 206,615.29        | 214,576.34   | 209,681.16          | 209,681.16                                 | 209,681.16     |
| 47     | 11138 PURCHASING                           |                |                    |               |                   |              |                     |                                            |                |
| 48     | TOTAL                                      |                |                    |               |                   |              |                     |                                            |                |
| 49     | 11138 PURCHASING                           |                |                    |               |                   |              |                     |                                            |                |
| 50     | TOTAL                                      |                |                    |               |                   |              |                     |                                            |                |
| 51     | 11138 PURCHASING                           |                |                    |               |                   |              |                     |                                            |                |
| 52     | TOTAL                                      |                |                    |               |                   |              |                     |                                            |                |
| 53     | 11138 PURCHASING                           |                |                    |               |                   |              |                     |                                            |                |

FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |       |                | FY2020 ACTUALS | FY2021 ACTUALS | FY2022 CUR ACTUALS | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAYOR | FY2023 CITY COUNCIL |
|--------|-------|----------------|----------------|----------------|--------------------|---------------|-------------------|--------------|---------------------|
| 54     | 11138 | 51010          | 61,963.21      | 75,358.66      | 68,700.92          | 77,142.62     | 78,685.47         | 78,534.21    | 78,534.21           |
| 55     | 11138 | 51012          | 35,852.82      | 34,328.53      | 35,996.62          | 40,596.42     | 42,655.08         | 42,655.08    | 42,655.08           |
| 56     | 11138 | 51460          | 210.00         | 240.00         | -                  | 270.00        | 300.00            | 300.00       | 300.00              |
| 57     | 11138 | 51551          | -              | -              | -                  | -             | -                 | -            | -                   |
| 58     | 11138 | 52150          | 484.75         | 696.50         | 415.54             | 700.00        | 500.00            | 500.00       | 500.00              |
| 59     | 11138 | 52151          | 767.73         | 697.88         | 414.90             | 740.00        | 700.00            | 700.00       | 700.00              |
| 60     | 11138 | 52170          | 1,346.03       | 2,226.60       | 817.79             | 2,000.00      | 2,000.00          | 2,500.00     | 2,500.00            |
| 61     | 11138 | 52190          | -              | -              | 300.00             | 500.00        | 500.00            | 500.00       | 500.00              |
| 62     | 11138 | 52230          | 1,004.78       | 901.48         | 726.20             | 1,100.00      | 1,100.00          | 1,000.00     | 1,000.00            |
| 63     |       |                |                |                |                    |               |                   |              |                     |
| 64     | TOTAL | PURCHASING     | 101,609.32     | 114,449.65     | 107,371.97         | 123,049.04    | 126,240.55        | 126,689.29   | 126,689.29          |
| 65     |       |                |                |                |                    |               |                   |              |                     |
| 66     | 11141 | ASSESSORS      |                |                |                    |               |                   |              |                     |
| 67     | 11141 | 51010          | 73,746.22      | 70,537.23      | 65,288.02          | 76,612.60     | 78,145.00         | 77,994.79    | 77,994.79           |
| 68     | 11141 | 51012          | 11,852.01      | 23,874.03      | 26,988.11          | 36,652.20     | 37,385.00         | 38,504.82    | 38,504.82           |
| 69     | 11141 | 51014          | 4,000.08       | 4,000.08       | 3,666.74           | 4,001.00      | 4,001.00          | 4,001.00     | 4,001.00            |
| 70     | 11141 | 51023          | 3,755.14       | 180.00         | -                  | -             | -                 | -            | -                   |
| 71     | 11141 | 51460          | 180.00         | 210.00         | -                  | -             | -                 | -            | -                   |
| 72     | 11141 | 51551          | -              | 1,766.10       | 9,533.75           | -             | -                 | -            | -                   |
| 73     | 11141 | 52151          | -              | 556.32         | 344.04             | 1,000.00      | 1,000.00          | 1,000.00     | 1,000.00            |
| 74     | 11141 | 52170          | 1,020.90       | 222.00         | 125.00             | 2,500.00      | 2,500.00          | 2,500.00     | 2,500.00            |
| 75     | 11141 | 52190          | 261.00         | 87.00          | 980.88             | 2,500.00      | 2,500.00          | 2,500.00     | 2,500.00            |
| 76     | 11141 | 52230          | 1,244.49       | 549.24         | 1,203.66           | 1,200.00      | 1,200.00          | 1,500.00     | 1,500.00            |
| 77     | 11141 | 55030          | -              | -              | -                  | -             | 1,000.00          | 1,000.00     | 1,000.00            |
| 78     | 11141 | 55040          | -              | -              | -                  | -             | 9,400.00          | 9,400.00     | 9,400.00            |
| 79     | 11141 | 55050          | 12,878.49      | 22,899.79      | 91,547.52          | 85,676.00     | 85,000.00         | 85,000.00    | 85,000.00           |
| 80     | 11141 | 62190          | -              | -              | -                  | -             | -                 | -            | -                   |
| 81     | 11141 | 62230          | -              | -              | 112.67             | -             | -                 | -            | -                   |
| 82     | 11141 | 65050          | 13,741.51      | 4,700.00       | -                  | -             | -                 | -            | -                   |
| 83     |       |                |                |                |                    |               |                   |              |                     |
| 84     | TOTAL | ASSESSORS      | 122,679.84     | 129,581.79     | 199,790.39         | 210,141.80    | 222,131.00        | 223,400.61   | 223,400.61          |
| 85     |       |                |                |                |                    |               |                   |              |                     |
| 86     | 11145 | CITY TREASURER |                |                |                    |               |                   |              |                     |
| 87     | 11145 | 51010          | 83,586.70      | 84,635.07      | 78,425.74          | 86,638.55     | 89,651.12         | 89,650.86    | 89,650.86           |
| 88     | 11145 | 51011          | 53,814.55      | 54,613.73      | 42,393.33          | 55,906.54     | 57,024.67         | 56,915.10    | 56,915.10           |
| 89     | 11145 | 51012          | 37,904.87      | 40,727.22      | 37,304.93          | 40,596.40     | 41,408.33         | 42,655.08    | 42,655.08           |
| 90     | 11145 | 51015          | 64,339.84      | 65,295.45      | 55,678.04          | 66,840.99     | -                 | -            | -                   |
| 91     | 11145 | 51018          | 10,142.33      | 16,251.89      | 12,917.59          | 14,508.39     | 14,500.00         | 14,766.34    | 14,766.34           |
| 92     | 11145 | 51030          | 503.62         | -              | -                  | 1,000.00      | 500.00            | 500.00       | 500.00              |
| 93     | 11145 | 51460          | 2,400.00       | 1,770.00       | 1,290.00           | 1,770.00      | 570.00            | 570.00       | 570.00              |
| 94     | 11145 | 51540          | -              | 1,251.65       | -                  | -             | -                 | -            | -                   |
| 95     | 11145 | 51551          | 101,654.33     | -              | 43,610.33          | -             | -                 | -            | -                   |
| 96     | 11145 | 52030          | 26.99          | -              | -                  | 500.00        | 500.00            | 500.00       | 500.00              |
| 97     | 11145 | 52033          | 18,711.45      | 19,531.23      | 15,886.01          | 25,000.00     | 25,000.00         | 25,000.00    | 25,000.00           |
| 98     | 11145 | 52050          | 258.38         | -              | 1,500.00           | 1,000.00      | 1,000.00          | 1,000.00     | 1,000.00            |
| 99     | 11145 | 52170          | 100.00         | 546.84         | 512.75             | 750.00        | 750.00            | 750.00       | 750.00              |
| 100    | 11145 | 52190          | 27,290.44      | 40,380.46      | 9,858.61           | 35,000.00     | 35,000.00         | 35,000.00    | 35,000.00           |
| 101    | 11145 | 52230          | 10,092.86      | 5,775.04       | 5,637.11           | 11,000.00     | 11,000.00         | 11,000.00    | 11,000.00           |
| 102    | 11145 | 52250          | 38,913.71      | 49,663.34      | 46,332.12          | 55,000.00     | 55,000.00         | 55,000.00    | 55,000.00           |
| 103    | 11145 | 62190          | -              | -              | -                  | -             | -                 | -            | -                   |
| 104    |       |                |                |                |                    |               |                   |              |                     |
| 105    | TOTAL | CITY TREASURER | 449,740.07     | 380,441.92     | 351,346.56         | 395,510.87    | 331,904.12        | 333,307.38   | 333,307.38          |
| 106    |       |                |                |                |                    |               |                   |              |                     |
| 107    | 11151 | LAW            |                |                |                    |               |                   |              |                     |



FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |       |                        |                                | FY2020 ACTUALS | FY2021 ACTUALS | FY2022 CUR ACTUALS | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAJOR  | FY2023 CITY COUNCIL |
|--------|-------|------------------------|--------------------------------|----------------|----------------|--------------------|---------------|-------------------|---------------|---------------------|
| 108    | 11151 | 51010                  | DEPT HEAD SALARY & WAGES       | \$ 81,302.78   | \$ 82,509.78   | \$ 75,220.38       | \$ 84,463.08  | \$ 84,463.08      | \$ 84,463.08  | \$ 84,463.08        |
| 109    | 11151 | 51011                  | ASSISTANT SALARY & WAGES       | \$ 44,569.20   | \$ 45,474.05   | \$ 41,577.96       | \$ 46,686.71  | \$ 46,686.71      | \$ 46,686.71  | \$ 46,686.71        |
| 110    | 11151 | 51460                  | LONGEVITY                      | \$ 360.00      | \$ 390.00      | \$ -               | \$ 420.00     | \$ 450.00         | \$ 450.00     | \$ 450.00           |
| 111    | 11151 | 52170                  | PROFESSIONAL DEV & TRAVEL      | \$ 610.26      | \$ 575.70      | \$ 17.78           | \$ 1,500.00   | \$ 1,500.00       | \$ 1,000.00   | \$ 1,000.00         |
| 112    | 11151 | 52172                  | LEGAL RESEARCH                 | \$ 3,112.46    | \$ 3,401.02    | \$ 3,718.21        | \$ 5,000.00   | \$ 5,000.00       | \$ 5,000.00   | \$ 5,000.00         |
| 113    | 11151 | 52191                  | OUTSIDE COUNSEL                | \$ 2,204.36    | \$ 2,389.50    | \$ 812.50          | \$ 2,000.00   | \$ 2,000.00       | \$ 2,000.00   | \$ 2,000.00         |
| 114    | 11151 | 52193                  | ARBITRATION                    | \$ -           | \$ -           | \$ -               | \$ 100.00     | \$ 100.00         | \$ 100.00     | \$ 100.00           |
| 115    | 11151 | 52230                  | OFFICE SUPPLIES                | \$ 3,636.50    | \$ 3,505.00    | \$ 3,300.00        | \$ 3,600.00   | \$ 36,000.00      | \$ 3,600.00   | \$ 3,600.00         |
| 116    | 11151 | 55051                  | DEPOSITION & DISCOVERY         | \$ 216.93      | \$ 400.00      | \$ 35.00           | \$ 500.00     | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 117    | 11151 | 55052                  | LEGAL FEES/CLOSING COST        | \$ 670.32      | \$ 228.99      | \$ -               | \$ -          | \$ 2,500.00       | \$ 2,500.00   | \$ 2,500.00         |
| 118    | 11151 | 62191                  | ENCUMB OUTSIDE COUNSEL         | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 119    |       |                        |                                |                |                |                    |               |                   |               |                     |
| 120    | TOTAL | LAW                    |                                | \$ 136,682.81  | \$ 138,874.04  | \$ 124,681.83      | \$ 144,269.79 | \$ 197,513.08     | \$ 164,613.08 | \$ 164,613.08       |
| 121    |       |                        |                                |                |                |                    |               |                   |               |                     |
| 122    | 11152 | PERSONNEL              |                                |                |                |                    |               |                   |               |                     |
| 123    | 11152 | 51010                  | DEPT HEAD SALARY & WAGES       | \$ 89,319.17   | \$ 90,645.78   | \$ 82,637.26       | \$ 92,791.40  | \$ 102,000.00     | \$ 102,000.00 | \$ 102,000.00       |
| 124    | 11152 | 51012                  | CLERK/ASST SAL & WAGES         | \$ 27,608.88   | \$ 40,205.59   | \$ 33,108.36       | \$ 55,603.60  | \$ 56,715.68      | \$ 56,153.57  | \$ 56,153.57        |
| 125    | 11152 | 51460                  | LONGEVITY                      | \$ 750.00      | \$ 570.00      | \$ -               | \$ 600.00     | \$ 630.00         | \$ 630.00     | \$ 630.00           |
| 126    | 11152 | 51540                  | VACATION BUYBACK               | \$ -           | \$ 3,475.18    | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 127    | 11152 | 51551                  | TERMINATION LEAVE              | \$ 4,308.06    | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 128    | 11152 | 52050                  | MINOR EQUIPMENT                | \$ -           | \$ -           | \$ -               | \$ 500.00     | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 129    | 11152 | 52150                  | COMMUNICATIONS                 | \$ 1,107.40    | \$ 1,750.29    | \$ 3,373.56        | \$ 3,000.00   | \$ 5,000.00       | \$ 3,000.00   | \$ 3,000.00         |
| 130    | 11152 | 52170                  | PROFESSIONAL DEV & TRAVEL      | \$ 725.72      | \$ 1,091.88    | \$ 1,615.40        | \$ 2,000.00   | \$ 2,000.00       | \$ 2,000.00   | \$ 2,000.00         |
| 131    | 11152 | 52190                  | PROFESSIONAL SERVICES          | \$ 550.00      | \$ -           | \$ -               | \$ 400.00     | \$ 400.00         | \$ 400.00     | \$ 400.00           |
| 132    | 11152 | 52191                  | V.I.P.S. PROGRAM               | \$ 1,144.11    | \$ 916.21      | \$ 1,481.16        | \$ 1,400.00   | \$ 1,400.00       | \$ 1,400.00   | \$ 1,400.00         |
| 133    | 11152 | 52192                  | MEDICAL EXAMS                  | \$ 24,737.00   | \$ 22,547.00   | \$ 32,052.00       | \$ 20,000.00  | \$ 25,000.00      | \$ 20,000.00  | \$ 20,000.00        |
| 134    | 11152 | 52230                  | OFFICE SUPPLIES                | \$ 800.60      | \$ 980.22      | \$ 1,133.01        | \$ 1,200.00   | \$ 1,500.00       | \$ 1,200.00   | \$ 1,200.00         |
| 135    | 11152 | 62192                  | ENCUMB MEDICAL EXAMS           | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 136    |       |                        |                                |                |                |                    |               |                   |               |                     |
| 137    | TOTAL | PERSONNEL              |                                | \$ 151,050.94  | \$ 162,182.15  | \$ 156,385.75      | \$ 177,495.00 | \$ 195,145.68     | \$ 187,283.57 | \$ 187,283.57       |
| 138    |       |                        |                                |                |                |                    |               |                   |               |                     |
| 139    | 11155 | INFORMATION TECHNOLOGY |                                |                |                |                    |               |                   |               |                     |
| 140    | 11155 | 51010                  | DEPT HEAD SALARY & WAGES       | \$ 48,355.29   | \$ 49,637.41   | \$ 89,475.44       | \$ 100,469.47 | \$ 102,981.21     | \$ 102,282.34 | \$ 102,282.34       |
| 141    | 11155 | 51013                  | P/T CLERK/ASST SAL & WAGES     | \$ -           | \$ -           | \$ -               | \$ -          | \$ 3,800.00       | \$ 3,800.00   | \$ 3,800.00         |
| 142    | 11155 | 51015                  | COMP PROG/OP SAL & WAGES       | \$ -           | \$ -           | \$ -               | \$ -          | \$ 68,380.00      | \$ 68,380.00  | \$ 68,380.00        |
| 143    | 11155 | 51460                  | LONGEVITY                      | \$ 240.00      | \$ 270.00      | \$ -               | \$ 300.00     | \$ 330.00         | \$ 330.00     | \$ 330.00           |
| 144    | 11155 | 51540                  | VACATION BUYBACK               | \$ -           | \$ 3,762.60    | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 145    | 11155 | 52040                  | INFORMATION TECHNOLOGY         | \$ 28,857.30   | \$ 31,920.45   | \$ 36,359.89       | \$ 35,000.00  | \$ 36,750.00      | \$ 36,750.00  | \$ 36,750.00        |
| 146    | 11155 | 52041                  | SOFTWARE/SERVICE/LISC RENEWALS | \$ 143,240.77  | \$ 167,280.76  | \$ 223,709.29      | \$ 182,600.00 | \$ 273,230.00     | \$ 223,230.00 | \$ 223,230.00       |
| 147    | 11155 | 52151                  | TELECOMMUNICATIONS             | \$ 7,691.38    | \$ 11,385.64   | \$ 11,030.68       | \$ 11,575.00  | \$ 12,153.75      | \$ 12,153.75  | \$ 12,153.75        |
| 148    | 11155 | 52170                  | PROFESSIONAL DEV & TRAVEL      | \$ 1,370.36    | \$ 1,258.74    | \$ 316.25          | \$ 1,500.00   | \$ 1,575.00       | \$ 1,575.00   | \$ 1,575.00         |
| 149    | 11155 | 52230                  | OFFICE SUPPLIES                | \$ 440.44      | \$ 409.96      | \$ 447.77          | \$ 500.00     | \$ 750.00         | \$ 750.00     | \$ 750.00           |
| 150    | 11155 | 52231                  | PRINTER/COPIER SUPPLIES        | \$ 6,451.08    | \$ 7,200.61    | \$ 8,842.43        | \$ 8,000.00   | \$ 10,420.00      | \$ 9,000.00   | \$ 9,000.00         |
| 151    | 11155 | 62040                  | ENC INFORMATION TECH           | \$ -           | \$ 13,642.70   | \$ 6,407.88        | \$ -          | \$ -              | \$ -          | \$ -                |
| 152    | 11155 | 62041                  | ENCUB SOFTW/SERVICE/LISC RENEW | \$ -           | \$ 8,662.22    | \$ 3,801.25        | \$ -          | \$ -              | \$ -          | \$ -                |
| 153    | 11155 | 62230                  | ENCUMB OFFICE SUPPLIES         | \$ -           | \$ -           | \$ 61.66           | \$ -          | \$ -              | \$ -          | \$ -                |
| 154    | 11155 | 62231                  | ENCUMB PRINTER/COPIER SUP      | \$ -           | \$ -           | \$ 487.35          | \$ -          | \$ -              | \$ -          | \$ -                |
| 155    |       |                        |                                |                |                |                    |               |                   |               |                     |
| 156    | TOTAL | INFORMATION TECHNOLOGY |                                | \$ 236,646.62  | \$ 295,431.09  | \$ 380,939.89      | \$ 339,944.47 | \$ 510,369.96     | \$ 458,251.09 | \$ 458,251.09       |
| 157    |       |                        |                                |                |                |                    |               |                   |               |                     |
| 158    | 11161 | CITY CLERK             |                                |                |                |                    |               |                   |               |                     |
| 159    | 11161 | 51010                  | DEPT HEAD SALARY & WAGES       | \$ 80,377.35   | \$ 82,000.55   | \$ 74,364.34       | \$ 83,501.91  | \$ 83,501.92      | \$ 85,008.27  | \$ 85,008.27        |
| 160    | 11161 | 51011                  | ASSISTANT SALARY & WAGES       | \$ 86,252.40   | \$ 89,135.23   | \$ 81,374.27       | \$ 91,404.79  | \$ 113,830.44     | \$ 93,021.55  | \$ 93,021.55        |
| 161    | 11161 | 51013                  | PT CLERK/ASST SAL & WAGES      | \$ -           | \$ -           | \$ -               | \$ -          | \$ 20,000.00      | \$ 20,280.00  | \$ 20,280.00        |



FY2023 BUDGET APPROVED

AS OF JUNE 21, 2022

| Line # | DESCRIPTION                                | FY2020  |        | FY2021        |        | FY2022        |        | FY2023        |       | FY2023       |      |
|--------|--------------------------------------------|---------|--------|---------------|--------|---------------|--------|---------------|-------|--------------|------|
|        |                                            | ACTUALS | BUDGET | ACTUALS       | BUDGET | ACTUALS       | BUDGET | DEPARTMENT    | MAYOR | CITY COUNCIL |      |
| 162    | 11161 51023 TEMP CLERK SALARY & WAGES      | \$ -    | \$ -   | \$ 6,240.90   | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 163    | 11161 51030 OVERTIME                       | \$ -    | \$ -   | \$ 732.66     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 164    | 11161 51460 LONGEVITY                      | \$ -    | \$ -   | \$ 780.00     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 165    | 11161 51540 VACATION BUYBACK               | \$ -    | \$ -   | \$ 855.81     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 166    | 11161 51551 TERMINATION LEAVE              | \$ -    | \$ -   | \$ 30,015.37  | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 167    | 11161 52050 MINOR EQUIPMENT                | \$ -    | \$ -   | \$ 888.32     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 168    | 11161 52151 TELECOMMUNICATIONS             | \$ -    | \$ -   | \$ -          | \$ -   | \$ 491.34     | \$ -   | \$ 500.00     | \$ -  | \$ -         | \$ - |
| 169    | 11161 52170 PROFESSIONAL DEV & TRAVEL      | \$ -    | \$ -   | \$ 275.00     | \$ -   | \$ 450.00     | \$ -   | \$ 500.00     | \$ -  | \$ -         | \$ - |
| 170    | 11161 52190 PROFESSIONAL SERVICES          | \$ -    | \$ -   | \$ 4,637.15   | \$ -   | \$ 5,575.24   | \$ -   | \$ 8,000.00   | \$ -  | \$ -         | \$ - |
| 171    | 11161 52230 OFFICE SUPPLIES                | \$ -    | \$ -   | \$ 1,343.48   | \$ -   | \$ 948.88     | \$ -   | \$ 4,000.00   | \$ -  | \$ -         | \$ - |
| 172    | 11161 62190 ENCUMB PROFESSIONAL SERV       | \$ -    | \$ -   | \$ 6,863.48   | \$ -   | \$ 340.00     | \$ -   | \$ 2,000.00   | \$ -  | \$ -         | \$ - |
| 173    | TOTAL CITY CLERK                           | \$ -    | \$ -   | \$ 181,327.18 | \$ -   | \$ 164,711.48 | \$ -   | \$ 182,586.70 | \$ -  | \$ -         | \$ - |
| 174    | 11162 ELECTION & REGISTRATION              | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 175    | 11162 51010 BD OF REGISTRATION SAL&WA      | \$ -    | \$ -   | \$ 3,050.00   | \$ -   | \$ 2,379.13   | \$ -   | \$ 3,050.00   | \$ -  | \$ -         | \$ - |
| 176    | 11162 51013 ELECTION OFFICERS SAL&WGS      | \$ -    | \$ -   | \$ 94,608.13  | \$ -   | \$ 22,889.13  | \$ -   | \$ 50,000.00  | \$ -  | \$ -         | \$ - |
| 177    | 11162 52050 MINOR EQUIPMENT                | \$ -    | \$ -   | \$ 765.02     | \$ -   | \$ 1,263.42   | \$ -   | \$ 750.00     | \$ -  | \$ -         | \$ - |
| 178    | 11162 52150 COMMUNICATIONS                 | \$ -    | \$ -   | \$ 4,170.64   | \$ -   | \$ -          | \$ -   | \$ 1,040.00   | \$ -  | \$ -         | \$ - |
| 179    | 11162 52190 PROFESSIONAL SERVICES          | \$ -    | \$ -   | \$ 40,791.73  | \$ -   | \$ 22,128.76  | \$ -   | \$ 15,000.00  | \$ -  | \$ -         | \$ - |
| 180    | 11162 52230 OFFICE SUPPLIES                | \$ -    | \$ -   | \$ 3,682.95   | \$ -   | \$ (167.53)   | \$ -   | \$ 1,500.00   | \$ -  | \$ -         | \$ - |
| 181    | 11162 55202 VOTING EQUIPMENT               | \$ -    | \$ -   | \$ 68,500.00  | \$ -   | \$ 2,017.87   | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 182    | 11162 62190 ENCUMB PROFESSIONAL SERV       | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 183    | 11162 65202 ENCUMB VOTING EQUIPMENT        | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 184    | TOTAL ELECTION & REGISTRATIO               | \$ -    | \$ -   | \$ 215,568.47 | \$ -   | \$ 70,252.27  | \$ -   | \$ 71,340.00  | \$ -  | \$ -         | \$ - |
| 185    | 11165 LICENSE COMMISSION                   | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 186    | 11165 51014 LICENSE BD SALARY & WAGES      | \$ -    | \$ -   | \$ 2,500.00   | \$ -   | \$ 1,875.00   | \$ -   | \$ 2,500.00   | \$ -  | \$ -         | \$ - |
| 187    | 11165 51030 OVERTIME                       | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ 500.00     | \$ -  | \$ -         | \$ - |
| 188    | 11165 52150 COMMUNICATIONS                 | \$ -    | \$ -   | \$ 94.18      | \$ -   | \$ -          | \$ -   | \$ 100.00     | \$ -  | \$ -         | \$ - |
| 189    | 11165 52190 PROFESSIONAL SERVICES          | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ 200.00     | \$ -  | \$ -         | \$ - |
| 190    | 11165 52230 OFFICE SUPPLIES                | \$ -    | \$ -   | \$ 53.78      | \$ -   | \$ 71.23      | \$ -   | \$ 200.00     | \$ -  | \$ -         | \$ - |
| 191    | TOTAL LICENSE COMMISSION                   | \$ -    | \$ -   | \$ 2,647.96   | \$ -   | \$ 1,875.00   | \$ -   | \$ 3,500.00   | \$ -  | \$ -         | \$ - |
| 192    | 11171 CONSERVATION COMMISSION              | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 193    | 11171 51011 CONSERVATION AGENT SAL&WGS     | \$ -    | \$ -   | \$ 27,481.54  | \$ -   | \$ 23,436.34  | \$ -   | \$ 30,908.03  | \$ -  | \$ -         | \$ - |
| 194    | 11171 51014 BOARD & COMM SAL & WAGES       | \$ -    | \$ -   | \$ 5,500.00   | \$ -   | \$ 4,125.00   | \$ -   | \$ 5,500.00   | \$ -  | \$ -         | \$ - |
| 195    | 11171 51030 OVERTIME                       | \$ -    | \$ -   | \$ 463.29     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 196    | 11171 51460 LONGEVITY                      | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 197    | 11171 52170 PROFESSIONAL DEV & TRAVEL      | \$ -    | \$ -   | \$ 322.23     | \$ -   | \$ 740.25     | \$ -   | \$ 750.00     | \$ -  | \$ -         | \$ - |
| 198    | 11171 52230 OFFICE SUPPLIES                | \$ -    | \$ -   | \$ 14.70      | \$ -   | \$ 26.35      | \$ -   | \$ 100.00     | \$ -  | \$ -         | \$ - |
| 199    | 11171 62170 ENCUMB PROF DEVELOPMENT & TRAV | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 200    | TOTAL CONSERVATION COMMISSIO               | \$ -    | \$ -   | \$ 33,781.76  | \$ -   | \$ 28,327.94  | \$ -   | \$ 37,258.03  | \$ -  | \$ -         | \$ - |
| 201    | 11175 PLANNING BOARD                       | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 202    | 11175 51011 PLANNING AGENT SALARY & WAGES  | \$ -    | \$ -   | \$ 27,482.01  | \$ -   | \$ 23,349.87  | \$ -   | \$ 30,908.03  | \$ -  | \$ -         | \$ - |
| 203    | 11175 51014 BOARD & COMM SAL & WAGES       | \$ -    | \$ -   | \$ 3,812.50   | \$ -   | \$ 3,000.00   | \$ -   | \$ 4,000.00   | \$ -  | \$ -         | \$ - |
| 204    | 11175 52030 REPAIRS & MAINTENANCE          | \$ -    | \$ -   | \$ 102.87     | \$ -   | \$ 112.28     | \$ -   | \$ 200.00     | \$ -  | \$ -         | \$ - |
| 205    | 11175 52150 COMMUNICATIONS                 | \$ -    | \$ -   | \$ 1,735.65   | \$ -   | \$ 1,760.54   | \$ -   | \$ 2,000.00   | \$ -  | \$ -         | \$ - |
| 206    | 11175 52170 PROFESSIONAL DEV & TRAVEL      | \$ -    | \$ -   | \$ 145.00     | \$ -   | \$ 95.29      | \$ -   | \$ 200.00     | \$ -  | \$ -         | \$ - |
| 207    | 11175 52198 OPEN SPACE PLAN                | \$ -    | \$ -   | \$ -          | \$ -   | \$ 29,500.00  | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 208    | TOTAL PLANNING BOARD                       | \$ -    | \$ -   | \$ 27,482.01  | \$ -   | \$ 26,952.47  | \$ -   | \$ 30,908.03  | \$ -  | \$ -         | \$ - |
| 209    | 11175 51011 PLANNING AGENT SALARY & WAGES  | \$ -    | \$ -   | \$ 27,481.54  | \$ -   | \$ 23,436.34  | \$ -   | \$ 30,908.03  | \$ -  | \$ -         | \$ - |
| 210    | 11175 51014 BOARD & COMM SAL & WAGES       | \$ -    | \$ -   | \$ 5,500.00   | \$ -   | \$ 4,125.00   | \$ -   | \$ 5,500.00   | \$ -  | \$ -         | \$ - |
| 211    | 11175 51030 OVERTIME                       | \$ -    | \$ -   | \$ 463.29     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 212    | 11175 51460 LONGEVITY                      | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 213    | 11175 52170 PROFESSIONAL DEV & TRAVEL      | \$ -    | \$ -   | \$ 322.23     | \$ -   | \$ 740.25     | \$ -   | \$ 750.00     | \$ -  | \$ -         | \$ - |
| 214    | 11175 52230 OFFICE SUPPLIES                | \$ -    | \$ -   | \$ 14.70      | \$ -   | \$ 26.35      | \$ -   | \$ 100.00     | \$ -  | \$ -         | \$ - |
| 215    | 11175 62170 ENCUMB PROF DEVELOPMENT & TRAV | \$ -    | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 216    | TOTAL PLANNING BOARD                       | \$ -    | \$ -   | \$ 33,781.76  | \$ -   | \$ 28,327.94  | \$ -   | \$ 37,258.03  | \$ -  | \$ -         | \$ - |
| 217    | 11175 51011 PLANNING AGENT SALARY & WAGES  | \$ -    | \$ -   | \$ 27,482.01  | \$ -   | \$ 23,349.87  | \$ -   | \$ 30,908.03  | \$ -  | \$ -         | \$ - |
| 218    | 11175 51014 BOARD & COMM SAL & WAGES       | \$ -    | \$ -   | \$ 3,812.50   | \$ -   | \$ 3,000.00   | \$ -   | \$ 4,000.00   | \$ -  | \$ -         | \$ - |
| 219    | 11175 52030 REPAIRS & MAINTENANCE          | \$ -    | \$ -   | \$ 102.87     | \$ -   | \$ 112.28     | \$ -   | \$ 200.00     | \$ -  | \$ -         | \$ - |
| 220    | 11175 52150 COMMUNICATIONS                 | \$ -    | \$ -   | \$ 1,735.65   | \$ -   | \$ 1,760.54   | \$ -   | \$ 2,000.00   | \$ -  | \$ -         | \$ - |
| 221    | 11175 52170 PROFESSIONAL DEV & TRAVEL      | \$ -    | \$ -   | \$ 145.00     | \$ -   | \$ 95.29      | \$ -   | \$ 200.00     | \$ -  | \$ -         | \$ - |
| 222    | 11175 52198 OPEN SPACE PLAN                | \$ -    | \$ -   | \$ -          | \$ -   | \$ 29,500.00  | \$ -   | \$ -          | \$ -  | \$ -         | \$ - |
| 223    | TOTAL PLANNING BOARD                       | \$ -    | \$ -   | \$ 27,482.01  | \$ -   | \$ 26,952.47  | \$ -   | \$ 30,908.03  | \$ -  | \$ -         | \$ - |

| Line # | 11175 | 62198                  | ENCUMB OPEN SPACE PLAN        | FY2020  |            | FY2021  |            | FY2022 |            | FY2023 |            | MAYOR | CITY COUNCIL |
|--------|-------|------------------------|-------------------------------|---------|------------|---------|------------|--------|------------|--------|------------|-------|--------------|
|        |       |                        |                               | ACTUALS |            | ACTUALS |            | BUDGET | DEPARTMENT |        |            |       |              |
| 216    | 11175 | 62198                  | ENCUMB OPEN SPACE PLAN        | \$      | \$         | \$      | \$         | \$     | \$         | \$     | \$         | \$    | \$           |
| 217    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 218    | TOTAL | PLANNING BOARD         |                               | \$      | 33,278.03  | \$      | 33,322.47  | \$     | 57,817.98  | \$     | 37,308.03  | \$    | 37,865.45    |
| 219    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 220    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 221    | 11176 | 51014                  | BOARD & COMM SAL & WAGES      | \$      | 2,900.00   | \$      | 2,900.00   | \$     | 2,175.00   | \$     | 2,900.00   | \$    | 2,900.00     |
| 222    | 11176 | 52150                  | COMMUNICATIONS                | \$      | 893.75     | \$      | 2,213.76   | \$     | 1,847.13   | \$     | 3,000.00   | \$    | 3,000.00     |
| 223    | 11176 | 52170                  | PROFESSIONAL DEV & TRAVEL     | \$      | -          | \$      | -          | \$     | -          | \$     | 200.00     | \$    | 200.00       |
| 224    | 11176 | 52230                  | OFFICE SUPPLIES               | \$      | 734.98     | \$      | 229.55     | \$     | 131.52     | \$     | 300.00     | \$    | 300.00       |
| 225    | 11176 | 62150                  | ENCUMB COMMUNICATIONS         | \$      | -          | \$      | 500.50     | \$     | -          | \$     | -          | \$    | -            |
| 226    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 227    | TOTAL | ZONING BOARD OF APPEAL |                               | \$      | 4,528.73   | \$      | 5,843.81   | \$     | 4,153.65   | \$     | 6,400.00   | \$    | 6,400.00     |
| 228    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 229    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 230    | 11182 | 51010                  | DEPT HEAD SALARY & WAGES      | \$      | 68,701.17  | \$      | 69,988.17  | \$     | 63,558.67  | \$     | 72,848.19  | \$    | 73,173.69    |
| 231    | 11182 | 51011                  | ASST DIR/GRANTS ADMINISTRATOR | \$      | 2,984.68   | \$      | 2,582.44   | \$     | 2,480.28   | \$     | 3,501.62   | \$    | 2,697.69     |
| 232    | 11182 | 51012                  | CLERK/ASST SAL & WAGES        | \$      | 34,379.95  | \$      | 34,889.31  | \$     | 36,135.92  | \$     | 35,062.97  | \$    | 43,403.52    |
| 233    | 11182 | 51013                  | PROJ MNGR/FINANCIAL ADMIN     | \$      | 2,108.08   | \$      | 1,659.76   | \$     | 2,206.76   | \$     | 2,795.32   | \$    | 1,513.66     |
| 234    | 11182 | 51015                  | ECON DEV COORD SALARY         | \$      | 57,202.99  | \$      | 53,905.00  | \$     | 33,502.04  | \$     | 61,030.48  | \$    | 62,131.59    |
| 235    | 11182 | 51460                  | LONGEVITY                     | \$      | 690.00     | \$      | 210.00     | \$     | -          | \$     | 630.00     | \$    | 420.00       |
| 236    | 11182 | 51540                  | VACATION BUYBACK              | \$      | -          | \$      | 1,818.85   | \$     | -          | \$     | -          | \$    | -            |
| 237    | 11182 | 51551                  | TERMINATION LEAVE             | \$      | -          | \$      | 14,848.40  | \$     | -          | \$     | -          | \$    | -            |
| 238    | 11182 | 52030                  | REPAIRS & MAINTENANCE         | \$      | 102.86     | \$      | 102.73     | \$     | 112.23     | \$     | 200.00     | \$    | 250.00       |
| 239    | 11182 | 52151                  | TELECOMMUNICATIONS            | \$      | 1,935.71   | \$      | 1,732.31   | \$     | 2,134.58   | \$     | 2,600.00   | \$    | 2,100.00     |
| 240    | 11182 | 52170                  | PROFESSIONAL DEV & TRAVEL     | \$      | 2,965.54   | \$      | 1,213.56   | \$     | 3,475.68   | \$     | 3,500.00   | \$    | 3,500.00     |
| 241    | 11182 | 52230                  | OFFICE SUPPLIES               | \$      | 400.00     | \$      | 339.76     | \$     | 366.36     | \$     | 400.00     | \$    | 400.00       |
| 242    | 11182 | 62190                  | ENCUMB PROFESSIONAL SERV      | \$      | -          | \$      | -          | \$     | -          | \$     | -          | \$    | -            |
| 243    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 244    | TOTAL | COMMUNITY DEVELOPMENT  |                               | \$      | 171,470.98 | \$      | 183,290.29 | \$     | 143,972.52 | \$     | 182,568.58 | \$    | 189,590.15   |
| 245    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 246    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 247    | 11192 | 51016                  | CUSTODIAN SALARY & WAGES      | \$      | 78,417.98  | \$      | 86,605.37  | \$     | 74,577.71  | \$     | 88,079.78  | \$    | 96,390.86    |
| 248    | 11192 | 51030                  | OVERTIME                      | \$      | 2,606.09   | \$      | 2,599.43   | \$     | 3,805.43   | \$     | 4,000.00   | \$    | 4,000.00     |
| 249    | 11192 | 51031                  | ON-CALL/STANDBY               | \$      | -          | \$      | -          | \$     | 100.00     | \$     | -          | \$    | 1,000.00     |
| 250    | 11192 | 51090                  | CLOTH/UNIFORM ALLOWANCE       | \$      | 1,312.50   | \$      | 1,000.00   | \$     | 1,000.00   | \$     | 700.00     | \$    | 1,000.00     |
| 251    | 11192 | 51100                  | SHIFT DIFFERENTIAL            | \$      | 635.16     | \$      | 634.68     | \$     | 449.38     | \$     | 1,000.00   | \$    | 1,000.00     |
| 252    | 11192 | 51551                  | TERMINATION LEAVE             | \$      | -          | \$      | -          | \$     | 4,657.63   | \$     | -          | \$    | -            |
| 253    | 11192 | 52030                  | REPAIRS & MAINTENANCE         | \$      | 22,987.25  | \$      | 32,894.95  | \$     | 31,091.82  | \$     | 25,000.00  | \$    | 25,000.00    |
| 254    | 11192 | 52050                  | MINOR EQUIPMENT               | \$      | 402.40     | \$      | 17,511.05  | \$     | 220.40     | \$     | 3,000.00   | \$    | 3,450.00     |
| 255    | 11192 | 52110                  | ENERGY & UTILITIES            | \$      | 40,506.44  | \$      | 42,825.06  | \$     | 38,597.51  | \$     | 35,000.00  | \$    | 35,000.00    |
| 256    | 11192 | 52151                  | TELECOMMUNICATIONS            | \$      | 1,235.76   | \$      | 1,195.76   | \$     | 941.03     | \$     | 1,500.00   | \$    | 1,500.00     |
| 257    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 258    | TOTAL | CITY HALL MAINTENANCE  |                               | \$      | 148,103.58 | \$      | 185,266.30 | \$     | 155,440.91 | \$     | 158,279.78 | \$    | 168,340.86   |
| 259    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 260    |       |                        |                               |         |            |         |            |        |            |        |            |       |              |
| 261    | 11194 | 51010                  | DEPT HEAD SALARY & WAGES      | \$      | 65,004.68  | \$      | 65,970.87  | \$     | 59,293.25  | \$     | 67,531.71  | \$    | 69,085.50    |
| 262    | 11194 | 51011                  | ASSISTANT SALARY & WAGES      | \$      | 48,788.38  | \$      | 49,512.84  | \$     | 44,289.27  | \$     | 50,684.22  | \$    | 56,850.00    |
| 263    | 11194 | 51013                  | PART TIME PRODUCTION ASST     | \$      | 8,758.62   | \$      | 12,196.16  | \$     | 11,652.32  | \$     | 16,095.51  | \$    | 16,095.51    |
| 264    | 11194 | 51460                  | LONGEVITY                     | \$      | 600.00     | \$      | 630.00     | \$     | -          | \$     | 660.00     | \$    | 690.00       |
| 265    | 11194 | 51551                  | TERMINATION LEAVE             | \$      | -          | \$      | -          | \$     | -          | \$     | -          | \$    | -            |
| 266    | 11194 | 52030                  | REPAIRS & MAINTENANCE         | \$      | -          | \$      | -          | \$     | -          | \$     | -          | \$    | -            |
| 267    | 11194 | 52040                  | INFORMATION TECHNOLOGY        | \$      | 2,700.00   | \$      | 2,700.00   | \$     | 2,700.00   | \$     | 3,500.00   | \$    | 3,500.00     |
| 268    | 11194 | 52050                  | MINOR EQUIPMENT               | \$      | -          | \$      | 554.12     | \$     | -          | \$     | 1,000.00   | \$    | 1,000.00     |
| 269    | 11194 | 52151                  | TELECOMMUNICATIONS            | \$      | 2,563.27   | \$      | 1,859.85   | \$     | 1,276.36   | \$     | 2,500.00   | \$    | 2,500.00     |

FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |       |                      | FY2020                         |                 | FY2021          |                 | FY2022          |              | FY2023          |                 | FY2023 |              |
|--------|-------|----------------------|--------------------------------|-----------------|-----------------|-----------------|-----------------|--------------|-----------------|-----------------|--------|--------------|
|        |       |                      | ACTUALS                        | BUDGET          | ACTUALS         | BUDGET          | DEPARTMENT      | MAVOR        | CITY COUNCIL    |                 |        |              |
| 270    | 11194 | 52170                | PROFESSIONAL DEV & TRAVEL      | \$ -            | \$ -            | \$ -            | \$ -            | 200.00       | \$ -            | 200.00          | \$ -   | 200.00       |
| 271    | 11194 | 52190                | PROFESSIONAL SERVICES          | \$ -            | \$ -            | \$ -            | \$ -            | 1,000.00     | \$ -            | 1,000.00        | \$ -   | 1,000.00     |
| 272    | 11194 | 52230                | OFFICE SUPPLIES                | \$ 359.98       | \$ -            | \$ 398.62       | \$ -            | 1,000.00     | \$ -            | 1,000.00        | \$ -   | 1,000.00     |
| 273    | 11194 | 52380                | INDIRECT COSTS REIMBURSE       | \$ -            | \$ -            | \$ -            | \$ -            | 12,000.00    | \$ -            | 12,000.00       | \$ -   | 12,000.00    |
| 274    | 11194 | 55123                | NEW EQUIPMENT                  | \$ 1,773.03     | \$ -            | \$ 2,238.00     | \$ -            | 25,000.00    | \$ -            | 20,000.00       | \$ -   | 20,000.00    |
| 275    | 11194 | 62050                | ENCUMB MINOR EQUIPMENT         | \$ -            | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 276    | 11194 | 65123                | ENCUMB NEW EQUIPMENT           | \$ -            | \$ -            | \$ 2,764.75     | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 277    |       |                      |                                | \$ -            | \$ -            | \$ 174,214.00   | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 278    | TOTAL | CABLE COMMISSION     |                                | \$ 130,547.96   | \$ 138,825.21   | \$ 296,033.19   | \$ 182,671.44   | 184,921.01   | \$ 184,921.01   | \$ 184,921.01   | \$ -   | 184,921.01   |
| 279    |       |                      |                                | \$ -            | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 280    | 11199 | MAVOR'S UNCLASSIFIED |                                | \$ -            | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 281    | 11199 | 51551                | TERMINATION LEAVE - RESERVE    | \$ -            | \$ -            | \$ -            | \$ -            | 293,116.94   | \$ -            | 148,500.00      | \$ -   | 148,500.00   |
| 282    | 11199 | 52110                | ENERGY & UTILITIES - P55       | \$ -            | \$ -            | \$ 6,022.43     | \$ -            | -            | \$ -            | 36,000.00       | \$ -   | 36,000.00    |
| 283    | 11199 | 52152                | TELEPHONE                      | \$ 48,755.17    | \$ 48,015.51    | \$ 50,067.97    | \$ 50,000.00    | 50,000.00    | \$ -            | 50,000.00       | \$ -   | 50,000.00    |
| 284    | 11199 | 52153                | VIRUS PANDEMIC SERV/COVID-19   | \$ 61,638.49    | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 285    | 11199 | 52171                | MASS MUNICIPAL DUES            | \$ 2,874.00     | \$ 2,874.00     | \$ 2,932.00     | \$ 3,000.00     | 3,500.00     | \$ -            | 3,500.00        | \$ -   | 3,500.00     |
| 286    | 11199 | 52193                | ARBITRATION/LEGAL FEES         | \$ 7,102.50     | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 287    | 11199 | 52195                | BUILDING DEMOLITION            | \$ -            | \$ 225,500.00   | \$ -            | \$ -            | -            | \$ -            | 23,000.00       | \$ -   | 23,000.00    |
| 288    | 11199 | 56900                | MCNT REG PLANN COMMISSION      | \$ 6,635.65     | \$ 6,801.54     | \$ 6,971.58     | \$ 6,800.00     | 7,232.87     | \$ -            | 7,232.87        | \$ -   | 7,232.87     |
| 289    | 11199 | 56902                | TAXES OTHER TOWNS              | \$ 1,760.17     | \$ 1,690.60     | \$ 1,599.05     | \$ 2,600.00     | 2,600.00     | \$ -            | 2,600.00        | \$ -   | 2,600.00     |
| 290    | 11199 | 57303                | WATER                          | \$ 12,403.14    | \$ 16,226.28    | \$ 8,697.13     | \$ 19,000.00    | 19,000.00    | \$ -            | 19,000.00       | \$ -   | 19,000.00    |
| 291    | 11199 | 57500                | DAMAGES PERS & PROPERTY        | \$ 500.00       | \$ 428.72       | \$ 471.00       | \$ 3,000.00     | 3,000.00     | \$ -            | 3,000.00        | \$ -   | 3,000.00     |
| 292    | 11199 | 57511                | S. GRAVES VS. CITY LAWSUIT EXP | \$ -            | \$ -            | \$ 16,699.31    | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 293    | 11199 | 58000                | CAPITAL IMPR PLAN/RESEARCH     | \$ 27,379.81    | \$ 47,685.57    | \$ 52,079.72    | \$ 52,500.00    | 52,500.00    | \$ -            | 52,500.00       | \$ -   | 52,500.00    |
| 294    | 11199 | 58220                | RENOVATIONS                    | \$ -            | \$ -            | \$ 9,400.00     | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 295    | 11199 | 62152                | ENCUMB TELEPHONE               | \$ 1,480.00     | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 296    | 11199 | 62153                | ENCUM COVID-19 EXPENSE         | \$ -            | \$ 11,024.81    | \$ 189.99       | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 297    | 11199 | 68000                | ENCUMB CAPITAL PROJECTS/RESEAR | \$ 6,385.00     | \$ 20,504.74    | \$ 4,283.95     | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 298    |       |                      |                                | \$ -            | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 299    | TOTAL | MAVOR'S UNCLASSIFIED |                                | \$ 176,913.93   | \$ 380,751.77   | \$ 159,414.13   | \$ 453,016.94   | 345,332.87   | \$ 322,332.87   | \$ 322,332.87   | \$ -   | 322,332.87   |
| 300    |       |                      |                                | \$ -            | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 301    | 12210 | POLICE               |                                | \$ -            | \$ -            | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 302    | 12210 | 51010                | DEPT HEAD SALARY & WAGES       | \$ 104,077.85   | \$ 105,623.24   | \$ 114,316.93   | \$ 108,123.65   | 143,277.71   | \$ 110,074.44   | \$ 110,074.44   | \$ -   | 110,074.44   |
| 303    | 12210 | 51012                | SENIOR CLERKS SAL & WGS        | \$ 108,960.07   | \$ 112,055.92   | \$ 93,468.08    | \$ 106,833.59   | 108,960.00   | \$ 112,796.68   | \$ 112,796.68   | \$ -   | 112,796.68   |
| 304    | 12210 | 51013                | POLICE OFFICERS SAL & WGS      | \$ 1,163,529.72 | \$ 1,242,688.42 | \$ 1,028,528.39 | \$ 1,470,975.21 | 1,487,639.79 | \$ 1,498,897.80 | \$ 1,498,897.80 | \$ -   | 1,498,897.80 |
| 305    | 12210 | 51014                | POLICE SERGEANTS SAL&WGS       | \$ 329,234.20   | \$ 338,644.76   | \$ 310,239.00   | \$ 369,704.56   | 361,898.75   | \$ 392,740.77   | \$ 392,740.77   | \$ -   | 392,740.77   |
| 306    | 12210 | 51015                | PUB SAFETY COMM DIR SAL & WAGE | \$ 74,284.60    | \$ 61,771.23    | \$ 40,968.87    | \$ 77,813.86    | 77,317.04    | \$ 79,217.89    | \$ 79,217.89    | \$ -   | 79,217.89    |
| 307    | 12210 | 51016                | CUSTODIAN SALARY & WAGES       | \$ 40,150.36    | \$ 41,804.53    | \$ 43,705.23    | \$ 42,608.72    | 42,608.72    | \$ 53,487.20    | \$ 53,487.20    | \$ -   | 53,487.20    |
| 308    | 12210 | 51017                | POL LIEUTENANTS SAL & WGS      | \$ 148,471.87   | \$ 150,597.84   | \$ 136,765.99   | \$ 175,010.09   | 157,701.77   | \$ 183,994.50   | \$ 183,994.50   | \$ -   | 183,994.50   |
| 309    | 12210 | 51021                | DEPUTY CHIEF SAL & WGS         | \$ 90,178.02    | \$ 91,466.97    | \$ 83,482.15    | \$ 93,683.62    | 114,622.17   | \$ 95,373.88    | \$ 95,373.88    | \$ -   | 95,373.88    |
| 310    | 12210 | 51030                | OVERTIME                       | \$ 240,996.11   | \$ 279,366.20   | \$ 291,799.23   | \$ 330,000.00   | 330,000.00   | \$ 330,000.00   | \$ 330,000.00   | \$ -   | 330,000.00   |
| 311    | 12210 | 51031                | ON-CALL/STANDBY                | \$ -            | \$ -            | \$ 200.00       | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 312    | 12210 | 51032                | COMPENSATORY TIME              | \$ 18,535.55    | \$ (1,752.46)   | \$ (5,628.53)   | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 313    | 12210 | 51050                | HOLIDAY PAY                    | \$ 134,905.92   | \$ 146,780.08   | \$ 74,716.73    | \$ 239,664.69   | 239,664.69   | \$ 247,887.98   | \$ 247,887.98   | \$ -   | 247,887.98   |
| 314    | 12210 | 51090                | CLOTH/UNIFORM ALLOWANCE        | \$ 34,490.00    | \$ 35,565.00    | \$ 35,565.00    | \$ 50,000.00    | 50,000.00    | \$ 60,000.00    | \$ 60,000.00    | \$ -   | 60,000.00    |
| 315    | 12210 | 51100                | SHIFT DIFFERENTIAL             | \$ 139,776.87   | \$ 140,611.90   | \$ 121,391.36   | \$ 176,892.32   | 176,892.32   | \$ 180,250.15   | \$ 180,250.15   | \$ -   | 180,250.15   |
| 316    | 12210 | 51101                | COLLEGE CREDITS                | \$ 90,371.41    | \$ 94,280.12    | \$ 96,954.00    | \$ 25,225.91    | 110,730.64   | \$ 25,932.83    | \$ 25,932.83    | \$ -   | 25,932.83    |
| 317    | 12210 | 51102                | WORKING OUT OF GRADE           | \$ 1,056.96     | \$ 619.24       | \$ 2,453.81     | \$ 2,000.00     | 2,000.00     | \$ 2,000.00     | \$ 2,000.00     | \$ -   | 2,000.00     |
| 318    | 12210 | 51460                | LONGEVITY                      | \$ 2,070.00     | \$ 1,440.00     | \$ -            | \$ 1,500.00     | 1,500.00     | \$ 1,560.00     | \$ 1,560.00     | \$ -   | 1,560.00     |
| 319    | 12210 | 51540                | VACATION BURBACK               | \$ -            | \$ 2,024.69     | \$ -            | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 320    | 12210 | 51551                | TERMINATION LEAVE              | \$ 106,979.59   | \$ 73,300.11    | \$ 1,973.28     | \$ -            | -            | \$ -            | -               | \$ -   | -            |
| 321    | 12210 | 52030                | REPAIRS & MAINTENANCE          | \$ 26,597.50    | \$ 15,037.54    | \$ 17,078.48    | \$ 21,500.00    | 21,500.00    | \$ 21,500.00    | \$ 21,500.00    | \$ -   | 21,500.00    |
| 322    | 12210 | 52033                | PARKING METER MAINTENANCE      | \$ 4,592.75     | \$ 2,975.96     | \$ 2,747.04     | \$ 21,500.00    | 21,500.00    | \$ 21,500.00    | \$ 21,500.00    | \$ -   | 21,500.00    |
| 323    | 12210 | 52040                | INFORMATION TECHNOLOGY         | \$ 37,943.98    | \$ 28,712.20    | \$ 27,369.84    | \$ 45,000.00    | 45,000.00    | \$ 45,000.00    | \$ 45,000.00    | \$ -   | 45,000.00    |



FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |       | FY2020  |        | FY2021  |        | FY2022  |        | FY2022     |       | FY2023       |  | FY2023 |  |
|--------|-------|---------|--------|---------|--------|---------|--------|------------|-------|--------------|--|--------|--|
|        |       | ACTUALS | BUDGET | ACTUALS | BUDGET | ACTUALS | BUDGET | DEPARTMENT | MAVOR | CITY COUNCIL |  |        |  |
| 324    | 12210 | 52050   |        |         |        |         |        |            |       |              |  |        |  |
| 325    | 12210 | 52110   |        |         |        |         |        |            |       |              |  |        |  |
| 326    | 12210 | 52150   |        |         |        |         |        |            |       |              |  |        |  |
| 327    | 12210 | 52151   |        |         |        |         |        |            |       |              |  |        |  |
| 328    | 12210 | 52170   |        |         |        |         |        |            |       |              |  |        |  |
| 329    | 12210 | 52190   |        |         |        |         |        |            |       |              |  |        |  |
| 330    | 12210 | 52230   |        |         |        |         |        |            |       |              |  |        |  |
| 331    | 12210 | 52240   |        |         |        |         |        |            |       |              |  |        |  |
| 332    | 12210 | 55060   |        |         |        |         |        |            |       |              |  |        |  |
| 333    | 12210 | 55080   |        |         |        |         |        |            |       |              |  |        |  |
| 334    | 12210 | 55090   |        |         |        |         |        |            |       |              |  |        |  |
| 335    | 12210 | 55145   |        |         |        |         |        |            |       |              |  |        |  |
| 336    | 12210 | 57090   |        |         |        |         |        |            |       |              |  |        |  |
| 337    | 12210 | 57800   |        |         |        |         |        |            |       |              |  |        |  |
| 338    | 12210 | 62030   |        |         |        |         |        |            |       |              |  |        |  |
| 339    | 12210 | 62033   |        |         |        |         |        |            |       |              |  |        |  |
| 340    | 12210 | 62040   |        |         |        |         |        |            |       |              |  |        |  |
| 341    | 12210 | 62151   |        |         |        |         |        |            |       |              |  |        |  |
| 342    | 12210 | 62190   |        |         |        |         |        |            |       |              |  |        |  |
| 343    | 12210 | 62230   |        |         |        |         |        |            |       |              |  |        |  |
| 344    | 12210 | 62240   |        |         |        |         |        |            |       |              |  |        |  |
| 345    | 12210 | 65060   |        |         |        |         |        |            |       |              |  |        |  |
| 346    | 12210 | 65080   |        |         |        |         |        |            |       |              |  |        |  |
| 347    | 12210 | 65090   |        |         |        |         |        |            |       |              |  |        |  |
| 348    | 12210 | 65145   |        |         |        |         |        |            |       |              |  |        |  |
| 349    | 12210 | 67090   |        |         |        |         |        |            |       |              |  |        |  |
| 350    | TOTAL | POLICE  |        |         |        |         |        |            |       |              |  |        |  |
| 351    | 12220 | 51010   |        |         |        |         |        |            |       |              |  |        |  |
| 352    | 12220 | 51030   |        |         |        |         |        |            |       |              |  |        |  |
| 353    | 12220 | 51050   |        |         |        |         |        |            |       |              |  |        |  |
| 354    | 12220 | 51011   |        |         |        |         |        |            |       |              |  |        |  |
| 355    | 12220 | 51012   |        |         |        |         |        |            |       |              |  |        |  |
| 356    | 12220 | 51013   |        |         |        |         |        |            |       |              |  |        |  |
| 357    | 12220 | 51014   |        |         |        |         |        |            |       |              |  |        |  |
| 358    | 12220 | 51016   |        |         |        |         |        |            |       |              |  |        |  |
| 359    | 12220 | 51020   |        |         |        |         |        |            |       |              |  |        |  |
| 360    | 12220 | 51021   |        |         |        |         |        |            |       |              |  |        |  |
| 361    | 12220 | 51030   |        |         |        |         |        |            |       |              |  |        |  |
| 362    | 12220 | 51050   |        |         |        |         |        |            |       |              |  |        |  |
| 363    | 12220 | 51090   |        |         |        |         |        |            |       |              |  |        |  |
| 364    | 12220 | 51101   |        |         |        |         |        |            |       |              |  |        |  |
| 365    | 12220 | 51102   |        |         |        |         |        |            |       |              |  |        |  |
| 366    | 12220 | 51103   |        |         |        |         |        |            |       |              |  |        |  |
| 367    | 12220 | 51105   |        |         |        |         |        |            |       |              |  |        |  |
| 368    | 12220 | 51200   |        |         |        |         |        |            |       |              |  |        |  |
| 369    | 12220 | 51460   |        |         |        |         |        |            |       |              |  |        |  |
| 370    | 12220 | 51540   |        |         |        |         |        |            |       |              |  |        |  |
| 371    | 12220 | 51551   |        |         |        |         |        |            |       |              |  |        |  |
| 372    | 12220 | 52030   |        |         |        |         |        |            |       |              |  |        |  |
| 373    | 12220 | 52037   |        |         |        |         |        |            |       |              |  |        |  |
| 374    | 12220 | 52040   |        |         |        |         |        |            |       |              |  |        |  |
| 375    | 12220 | 52050   |        |         |        |         |        |            |       |              |  |        |  |
| 376    | 12220 | 52110   |        |         |        |         |        |            |       |              |  |        |  |
| 377    | 12220 |         |        |         |        |         |        |            |       |              |  |        |  |

FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |                                             | FY2020 ACTUALS  | FY2021 ACTUALS  | FY2022 CUR ACTUALS | FY2022 BUDGET   | FY2023 DEPARTMENT | FY2023 MAJOR    | FY2023 CITY COUNCIL |
|--------|---------------------------------------------|-----------------|-----------------|--------------------|-----------------|-------------------|-----------------|---------------------|
| 378    | 12220 52150 COMMUNICATIONS                  | \$ 127.84       | \$ 36.53        | \$ -               | \$ 500.00       | \$ 500.00         | \$ 500.00       | \$ 500.00           |
| 379    | 12220 52151 TELECOMMUNICATIONS              | \$ 3,801.26     | \$ 4,690.12     | \$ 3,707.82        | \$ 4,800.00     | \$ 4,800.00       | \$ 4,800.00     | \$ 4,800.00         |
| 380    | 12220 52170 PROFESSIONAL DEV & TRAVEL       | \$ 9,399.90     | \$ 5,201.95     | \$ 8,364.60        | \$ 10,000.00    | \$ 10,000.00      | \$ 10,000.00    | \$ 10,000.00        |
| 381    | 12220 52190 PROFESSIONAL SERVICES           | \$ -            | \$ 2,500.00     | \$ 2,315.00        | \$ 2,500.00     | \$ 5,000.00       | \$ 5,000.00     | \$ 5,000.00         |
| 382    | 12220 52230 OFFICE SUPPLIES                 | \$ 3,650.35     | \$ 5,295.47     | \$ 3,550.77        | \$ 5,000.00     | \$ 6,000.00       | \$ 6,000.00     | \$ 6,000.00         |
| 383    | 12220 52238 FIRE PREVENT/TRAINING SUPPLIES  | \$ 570.00       | \$ 1,881.90     | \$ 1,791.69        | \$ 2,200.00     | \$ 2,200.00       | \$ 2,200.00     | \$ 2,200.00         |
| 384    | 12220 52240 VEHICLE SUPPLIES                | \$ 17,980.04    | \$ 20,135.67    | \$ 15,080.42       | \$ 22,000.00    | \$ 25,000.00      | \$ 25,000.00    | \$ 25,000.00        |
| 385    | 12220 52995 PHYSICAL FITNESS                | \$ 2,052.35     | \$ 2,000.00     | \$ 131.75          | \$ 2,000.00     | \$ 2,000.00       | \$ 2,000.00     | \$ 2,000.00         |
| 386    | 12220 55090 NEW FIRE VEHICLES               | \$ 58,415.76    | \$ 40,000.00    | \$ -               | \$ -            | \$ -              | \$ -            | \$ -                |
| 387    | 12220 55114 NEW PROTECTIVE FF CLOTHING      | \$ 11,023.89    | \$ 64,689.31    | \$ 36,801.89       | \$ 37,000.00    | \$ 40,000.00      | \$ 40,000.00    | \$ 40,000.00        |
| 388    | 12220 55123 NEW EQUIPMENT                   | \$ -            | \$ 24,818.18    | \$ -               | \$ -            | \$ -              | \$ -            | \$ -                |
| 389    | 12220 55146 STUDENT AWARE OF FIRE EDU       | \$ 1,476.94     | \$ -            | \$ 119.99          | \$ 2,000.00     | \$ 2,000.00       | \$ 2,000.00     | \$ 2,000.00         |
| 390    | 12220 62030 ENCUMB REPAIRS & MAINTEN        | \$ 2,371.25     | \$ 5,203.51     | \$ -               | \$ -            | \$ -              | \$ -            | \$ -                |
| 391    | 12220 65090 ENC NEW VEHICLES                | \$ -            | \$ 1,584.24     | \$ -               | \$ -            | \$ -              | \$ -            | \$ -                |
| 392    | 12220 65114 ENC PROTECT FF CLOTHES          | \$ 10,291.22    | \$ 18,565.04    | \$ 21,947.32       | \$ -            | \$ -              | \$ -            | \$ -                |
| 393    | TOTAL FIRE                                  | \$ 2,962,824.07 | \$ 3,235,520.81 | \$ 2,715,414.23    | \$ 2,940,007.66 | \$ 3,210,949.00   | \$ 3,046,041.95 | \$ 2,992,566.29     |
| 394    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 395    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 396    | 12231 51013 PRIVATE AMBULANCE SAL&WAGES     | \$ 353,284.97   | \$ 365,327.75   | \$ 321,749.55      | \$ 408,051.27   | \$ 368,286.00     | \$ 418,515.38   | \$ 411,232.52       |
| 397    | 12231 51030 OVERTIME                        | \$ 102,317.94   | \$ 112,894.53   | \$ 99,191.31       | \$ 75,000.00    | \$ 100,000.00     | \$ 75,000.00    | \$ 72,769.90        |
| 398    | 12231 51050 HOLIDAY PAY                     | \$ 33,761.52    | \$ 38,876.02    | \$ 18,298.71       | \$ 42,262.45    | \$ 42,756.00      | \$ 43,944.12    | \$ 43,178.15        |
| 399    | 12231 51090 CLOTH/UNIFORM ALLOWANCE         | \$ 7,875.00     | \$ 9,000.00     | \$ 9,000.00        | \$ 9,000.00     | \$ 9,000.00       | \$ 9,000.00     | \$ 9,000.00         |
| 400    | 12231 51101 COLLEGE CREDITS                 | \$ -            | \$ -            | \$ -               | \$ -            | \$ 4,000.00       | \$ 4,000.00     | \$ 4,000.00         |
| 401    | 12231 51102 COLLATERAL JOBS                 | \$ 39,989.20    | \$ 37,134.27    | \$ 36,695.24       | \$ 30,000.00    | \$ 40,000.00      | \$ 30,000.00    | \$ 29,173.55        |
| 402    | 12231 51103 EDUCATIONAL INCENTIVE           | \$ 112.34       | \$ -            | \$ -               | \$ 2,000.00     | \$ 2,000.00       | \$ 2,000.00     | \$ 2,000.00         |
| 403    | 12231 51415 AMBULANCE SERV/STPEND           | \$ 17,396.00    | \$ 17,667.00    | \$ 15,998.00       | \$ 17,520.00    | \$ 17,472.00      | \$ 17,520.00    | \$ 17,520.00        |
| 404    | 12231 52030 REPAIRS & MAINTENANCE           | \$ 4,452.27     | \$ 14,979.39    | \$ 5,340.07        | \$ 10,000.00    | \$ 15,000.00      | \$ 10,000.00    | \$ 10,000.00        |
| 405    | 12231 52037 AMBULANCE SUPP/EXPENSES         | \$ 14,975.81    | \$ 21,109.89    | \$ 16,904.29       | \$ 20,000.00    | \$ 22,000.00      | \$ 20,000.00    | \$ 20,000.00        |
| 406    | 12231 52040 INFORMATION TECHNOLOGY          | \$ 5,855.13     | \$ 2,730.99     | \$ 6,500.00        | \$ 6,500.00     | \$ 13,500.00      | \$ 10,500.00    | \$ 10,500.00        |
| 407    | 12231 52041 LISC RENEWALS/FEEES/ INSPECTION | \$ 6,381.83     | \$ 5,622.69     | \$ 6,760.32        | \$ 5,000.00     | \$ 7,000.00       | \$ 7,000.00     | \$ 7,000.00         |
| 408    | 12231 52050 MINOR EQUIPMENT                 | \$ -            | \$ -            | \$ -               | \$ 3,500.00     | \$ 3,500.00       | \$ 3,500.00     | \$ 3,500.00         |
| 409    | 12231 52151 TELECOMMUNICATIONS              | \$ 1,620.61     | \$ 2,518.01     | \$ 2,205.99        | \$ 2,700.00     | \$ 2,700.00       | \$ 2,700.00     | \$ 2,700.00         |
| 410    | 12231 52170 PROFESSIONAL DEV & TRAVEL       | \$ 3,334.25     | \$ 3,619.68     | \$ 2,594.55        | \$ 6,000.00     | \$ 6,000.00       | \$ 6,000.00     | \$ 6,000.00         |
| 411    | 12231 52190 PROFESSIONAL SERVICES           | \$ 308,788.81   | \$ 306,901.25   | \$ 286,900.00      | \$ 320,000.00   | \$ 320,000.00     | \$ 320,000.00   | \$ 320,000.00       |
| 412    | 12231 52230 OFFICE SUPPLIES                 | \$ 368.46       | \$ 471.38       | \$ 243.75          | \$ 500.00       | \$ 500.00         | \$ 500.00       | \$ 500.00           |
| 413    | 12231 52240 VEHICLE SUPPLIES                | \$ 2,709.10     | \$ 1,846.22     | \$ 3,542.81        | \$ 4,000.00     | \$ 4,000.00       | \$ 4,000.00     | \$ 4,000.00         |
| 414    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 415    | TOTAL AMBULANCE                             | \$ 903,223.24   | \$ 940,699.07   | \$ 830,623.99      | \$ 962,033.72   | \$ 977,714.00     | \$ 984,179.50   | \$ 973,074.12       |
| 416    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 417    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 418    | 12240 51010 DISPATCH SUPERN SALARY & WAGES  | \$ 153,216.85   | \$ 101,962.40   | \$ 12,838.94       | \$ 160,521.55   | \$ 160,521.55     | \$ -            | \$ -                |
| 419    | 12240 51013 FULL TIME DISPATCHERS SAL       | \$ 310,441.70   | \$ 324,194.71   | \$ 317,774.12      | \$ 326,851.75   | \$ 326,851.74     | \$ 484,203.20   | \$ 484,203.20       |
| 420    | 12240 51022 PART TIME DISPATCHERS SAL       | \$ 42,154.48    | \$ 48,001.56    | \$ 49,996.25       | \$ 42,759.64    | \$ 42,759.65      | \$ 65,988.00    | \$ 65,988.00        |
| 421    | 12240 51030 OVERTIME                        | \$ 170,317.39   | \$ 158,313.78   | \$ 144,616.03      | \$ 120,000.00   | \$ 120,000.00     | \$ 120,000.00   | \$ 120,000.00       |
| 422    | 12240 51032 COMPENSATORY TIME               | \$ (2,862.33)   | \$ (1,960.21)   | \$ (5,723.46)      | \$ -            | \$ -              | \$ -            | \$ -                |
| 423    | 12240 51050 HOLIDAY PAY                     | \$ 45,174.02    | \$ 42,183.49    | \$ 16,198.55       | \$ 56,978.05    | \$ 56,978.05      | \$ 57,770.08    | \$ 57,770.08        |
| 424    | 12240 51090 CLOTH/UNIFORM ALLOWANCE         | \$ 7,600.00     | \$ 5,875.00     | \$ 6,687.50        | \$ 9,800.00     | \$ 9,800.00       | \$ 9,000.00     | \$ 9,000.00         |
| 425    | 12240 51100 SHIFT DIFFERENTIAL              | \$ 36,235.47    | \$ 35,554.41    | \$ 31,157.42       | \$ 30,000.00    | \$ 30,000.00      | \$ 30,000.00    | \$ 30,000.00        |
| 426    | 12240 51200 PHYSICAL FITNESS                | \$ -            | \$ -            | \$ -               | \$ 200.00       | \$ 200.00         | \$ 200.00       | \$ 200.00           |
| 427    | 12240 51551 TERMINATION LEAVE               | \$ -            | \$ 1,536.03     | \$ 645.44          | \$ -            | \$ -              | \$ -            | \$ -                |
| 428    | 12240 52170 PROFESSIONAL DEV & TRAVEL       | \$ 1,031.25     | \$ 8,195.65     | \$ 4,528.80        | \$ 17,000.00    | \$ 17,000.00      | \$ 17,000.00    | \$ 17,000.00        |
| 429    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 430    |                                             |                 |                 |                    |                 |                   |                 |                     |
| 431    | TOTAL DISPATCHERS                           | \$ 763,308.83   | \$ 723,856.82   | \$ 578,719.59      | \$ 764,110.99   | \$ 764,110.99     | \$ 784,161.28   | \$ 784,161.28       |



| Line # |                                            | FY2020 ACTUALS | FY2021 ACTUALS | FY2022 CUR ACTUALS | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAJOR  | FY2023 CITY COUNCIL |
|--------|--------------------------------------------|----------------|----------------|--------------------|---------------|-------------------|---------------|---------------------|
| 432    |                                            |                |                |                    |               |                   |               |                     |
| 433    |                                            |                |                |                    |               |                   |               |                     |
| 434    | 12241 BUILDING INSPECTOR                   |                |                |                    |               |                   |               |                     |
| 434    | 12241 51010 DEPT HEAD SALARY & WAGES       | \$ 78,801.75   | \$ 79,971.42   | \$ 72,906.44       | \$ 81,864.63  | \$ 81,864.63      | \$ 83,341.66  | \$ 83,341.66        |
| 435    | 12241 51011 LOCAL BLDG INSP SAL & WGS      | \$ 60,831.06   | \$ 65,114.08   | \$ 62,404.07       | \$ 94,004.61  | \$ 94,004.61      | \$ 128,670.00 | \$ 128,670.00       |
| 436    | 12241 51012 CLERK/ASST SAL & WAGES         | \$ 39,944.60   | \$ 40,534.20   | \$ 36,549.39       | \$ 40,201.59  | \$ 40,201.59      | \$ 46,733.96  | \$ 46,733.96        |
| 437    | 12241 51013 P/T CLERK/ASST SAL & WGS       | \$ 27,963.48   | \$ 35,189.60   | \$ 30,778.83       | \$ 36,468.59  | \$ 36,468.59      | \$ 45,367.92  | \$ 45,367.92        |
| 438    | 12241 51018 PLUMBING & GAS INSP SAL & WAGE | \$ 31,871.94   | \$ 33,371.82   | \$ 30,690.28       | \$ 34,156.24  | \$ 34,156.24      | \$ 34,773.02  | \$ 34,773.02        |
| 439    | 12241 51019 WIRE INSPECTOR SAL & WAGES     | \$ 60,819.00   | \$ 61,727.80   | \$ 56,275.26       | \$ 63,189.04  | \$ 63,189.04      | \$ 64,330.09  | \$ 64,330.09        |
| 440    | 12241 51023 ALTERNATE INSPECTOR SALARY     | \$ 3,577.82    | \$ 350.00      | \$ 5,970.05        | \$ 9,726.49   | \$ 9,726.49       | \$ 9,795.27   | \$ 9,795.27         |
| 441    | 12241 51030 OVERTIME                       | \$ 125.42      | \$ 226.95      | \$ -               | \$ 1,800.00   | \$ 1,800.00       | \$ 1,800.00   | \$ 1,800.00         |
| 442    | 12241 51090 CLOTH/UNIFORM ALLOWANCE        | \$ 1,350.00    | \$ 1,175.00    | \$ 1,525.00        | \$ 2,050.00   | \$ 2,050.00       | \$ 2,050.00   | \$ 2,050.00         |
| 443    | 12241 51460 LONGEVITY                      | \$ 750.00      | \$ 690.00      | \$ 1,525.00        | \$ 780.00     | \$ 870.00         | \$ 870.00     | \$ 870.00           |
| 444    | 12241 51551 TERMINATION LEAVE              | \$ -           | \$ -           | \$ 871.15          | \$ -          | \$ -              | \$ -          | \$ -                |
| 445    | 12241 52020 ABANDONED BUILDING MAINT       | \$ 1,031.37    | \$ 531.13      | \$ 139.98          | \$ 1,100.00   | \$ 1,100.00       | \$ 1,100.00   | \$ 1,100.00         |
| 446    | 12241 52030 REPAIRS & MAINTENANCE          | \$ 377.60      | \$ 1,060.79    | \$ 186.62          | \$ 2,500.00   | \$ 2,875.00       | \$ 2,875.00   | \$ 2,875.00         |
| 447    | 12241 52031 REPAIRS TO POLES & LIGHTS      | \$ 5,305.06    | \$ 4,984.52    | \$ 1,465.58        | \$ 9,000.00   | \$ 10,350.00      | \$ 10,350.00  | \$ 10,350.00        |
| 448    | 12241 52050 MINOR EQUIPMENT                | \$ 541.68      | \$ 3,350.00    | \$ 537.75          | \$ 3,350.00   | \$ 3,853.00       | \$ 3,853.00   | \$ 3,853.00         |
| 449    | 12241 52110 ENERGY & UTILITIES             | \$ 8,256.59    | \$ 8,428.24    | \$ 6,789.57        | \$ 7,500.00   | \$ 7,500.00       | \$ 8,500.00   | \$ 8,500.00         |
| 450    | 12241 52151 TELECOMMUNICATIONS             | \$ 2,616.37    | \$ 2,383.54    | \$ 1,709.60        | \$ 3,500.00   | \$ 3,500.00       | \$ 3,500.00   | \$ 3,500.00         |
| 451    | 12241 52170 PROFESSIONAL DEV & TRAVEL      | \$ 2,009.28    | \$ 684.00      | \$ 827.60          | \$ 4,000.00   | \$ 4,000.00       | \$ 4,000.00   | \$ 4,000.00         |
| 452    | 12241 52230 OFFICE SUPPLIES                | \$ 1,176.92    | \$ 758.99      | \$ 409.99          | \$ 2,000.00   | \$ 2,300.00       | \$ 2,000.00   | \$ 2,000.00         |
| 453    | 12241 52240 VEHICLE SUPPLIES               | \$ 7,011.46    | \$ 2,166.59    | \$ 1,770.50        | \$ 3,000.00   | \$ 3,450.00       | \$ 3,000.00   | \$ 3,000.00         |
| 454    | 12241 52280 COPIER EXPENSES                | \$ 158.20      | \$ 253.84      | \$ 42.37           | \$ 500.00     | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 455    | 12241 55120 NEW VEHICLE EXPENSE            | \$ -           | \$ 30,000.00   | \$ 39,811.00       | \$ -          | \$ -              | \$ -          | \$ -                |
| 456    | 12241 62030 ENCUMB REPAIRS & MAINTEN       | \$ 1,200.00    | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 457    | 12241 62031 ENC REPAIRS TO POLES & LIGHTS  | \$ -           | \$ 3,214.12    | \$ 3,982.44        | \$ -          | \$ -              | \$ -          | \$ -                |
| 458    | 12241 62050 ENCUMB MINOR EQUIPMENT         | \$ -           | \$ -           | \$ 8,545.00        | \$ -          | \$ -              | \$ -          | \$ -                |
| 459    | 12241 62170 ENCUMB PROF DEVELOPMENT & TRAV | \$ -           | \$ 1,470.00    | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 460    | TOTAL BUILDING INSPECTOR                   | \$ 335,719.60  | \$ 377,636.63  | \$ 364,138.47      | \$ 400,691.19 | \$ 403,759.19     | \$ 457,409.92 | \$ 457,409.92       |
| 462    |                                            |                |                |                    |               |                   |               |                     |
| 463    | 12244 WEIGHTS & MEASURES                   |                |                |                    |               |                   |               |                     |
| 464    | 12244 51010 DEPT HEAD SALARY & WAGES       | \$ 9,341.40    | \$ 9,528.23    | \$ 8,952.57        | \$ 9,785.19   | \$ 9,785.19       | \$ 9,961.77   | \$ 9,961.77         |
| 465    | 12244 52230 OFFICE SUPPLIES                | \$ 64.08       | \$ 63.94       | \$ 77.56           | \$ 200.00     | \$ 200.00         | \$ 200.00     | \$ 200.00           |
| 466    |                                            |                |                |                    |               |                   |               |                     |
| 467    | TOTAL WEIGHTS & MEASURES                   | \$ 9,405.48    | \$ 9,592.17    | \$ 9,030.13        | \$ 9,985.19   | \$ 9,985.19       | \$ 10,161.77  | \$ 10,161.77        |
| 468    |                                            |                |                |                    |               |                   |               |                     |
| 469    | 12290 ANIMAL CONTROL OFFICER               |                |                |                    |               |                   |               |                     |
| 470    | 12290 51010 SENIOR ANIMAL OFFICER SAL & WA | \$ 40,940.89   | \$ 41,529.26   | \$ 40,723.56       | \$ 42,327.76  | \$ 48,464.00      | \$ 47,528.00  | \$ 47,528.00        |
| 471    | 12290 51011 ANIMAL CONT OFF SAL & WAGES    | \$ 61,115.79   | \$ 69,323.32   | \$ 68,967.55       | \$ 70,655.92  | \$ 80,121.80      | \$ 80,121.60  | \$ 80,121.60        |
| 472    | 12290 51030 OVERTIME                       | \$ 3,840.80    | \$ 6,064.90    | \$ 5,358.03        | \$ 3,000.00   | \$ 5,000.00       | \$ 3,000.00   | \$ 3,000.00         |
| 473    | 12290 51031 ON-CALL/STANDBY                | \$ -           | \$ -           | \$ 10,390.00       | \$ -          | \$ -              | \$ 20,060.00  | \$ 20,060.00        |
| 474    | 12290 51090 CLOTH/UNIFORM ALLOWANCE        | \$ 1,166.67    | \$ 1,050.00    | \$ 1,500.00        | \$ 1,500.00   | \$ 1,500.00       | \$ 1,950.00   | \$ 1,950.00         |
| 475    | 12290 51460 LONGEVITY                      | \$ 210.00      | \$ -           | \$ 240.00          | \$ 270.00     | \$ -              | \$ -          | \$ -                |
| 476    | 12290 51551 TERMINATION LEAVE              | \$ 838.89      | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 477    | 12290 52030 REPAIRS & MAINTENANCE          | \$ -           | \$ 3,930.39    | \$ 1,954.35        | \$ 4,000.00   | \$ 4,000.00       | \$ 4,000.00   | \$ 4,000.00         |
| 478    | 12290 52151 TELECOMMUNICATIONS             | \$ 1,524.87    | \$ 1,595.79    | \$ 1,595.79        | \$ 3,000.00   | \$ 3,000.00       | \$ 3,000.00   | \$ 3,000.00         |
| 479    | 12290 52170 PROFESSIONAL DEV & TRAVEL      | \$ 725.00      | \$ 350.00      | \$ 481.90          | \$ 2,500.00   | \$ 2,500.00       | \$ 2,500.00   | \$ 2,500.00         |
| 480    | 12290 52240 VEHICLE SUPPLIES               | \$ 1,693.20    | \$ 1,448.57    | \$ 682.56          | \$ 2,600.00   | \$ 2,600.00       | \$ 2,600.00   | \$ 2,600.00         |
| 481    | 12290 55090 NEW VEHICLES                   | \$ -           | \$ 36,000.00   | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 482    | 12290 62240 ENCUMB VEHICLE SUPPLIES        | \$ -           | \$ 1,020.45    | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 483    | 12290 65090 ENC NEW VEHICLES               | \$ -           | \$ -           | \$ 34,936.80       | \$ -          | \$ -              | \$ -          | \$ -                |
| 484    |                                            |                |                |                    |               |                   |               |                     |
| 485    | TOTAL ANIMAL CONTROL OFFICER               | \$ 112,056.11  | \$ 162,312.68  | \$ 168,234.75      | \$ 129,853.68 | \$ 147,185.80     | \$ 164,759.60 | \$ 164,759.60       |

| Line # |                                            | FY2023 BUDGET APPROVED<br>AS OF JUNE 21, 2022 |                   |                       |                  |                      |                 |                        |  |  |  |  |  |
|--------|--------------------------------------------|-----------------------------------------------|-------------------|-----------------------|------------------|----------------------|-----------------|------------------------|--|--|--|--|--|
|        |                                            | FY2020<br>ACTUALS                             | FY2021<br>ACTUALS | FY2022<br>CUR ACTUALS | FY2022<br>BUDGET | FY2023<br>DEPARTMENT | FY2023<br>MAYOR | FY2023<br>CITY COUNCIL |  |  |  |  |  |
| 487    | 12291 CIVIL DEFENSE                        |                                               |                   |                       |                  |                      |                 |                        |  |  |  |  |  |
| 488    | 12291 51010 DEPT HEAD SALARY & WAGES       | \$ 9,171.84                                   | \$ 9,355.32       | \$ 8,790.10           | \$ 9,607.64      | \$ 9,607.64          | \$ 9,542.43     | \$ 9,542.43            |  |  |  |  |  |
| 489    | 12291 52040 INFORMATION TECHNOLOGY         | \$ 1,357.94                                   | \$ 79.95          | \$ -                  | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 490    | 12291 52050 MINOR EQUIPMENT                | \$ 221.69                                     | \$ -              | \$ -                  | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 491    | 12291 52230 OFFICE SUPPLIES                | \$ -                                          | \$ 337.60         | \$ 22.57              | \$ 500.00        | \$ 500.00            | \$ 500.00       | \$ 500.00              |  |  |  |  |  |
| 492    | 12291 52996 EMERGENCY FUND                 | \$ -                                          | \$ 144.72         | \$ -                  | \$ 500.00        | \$ 500.00            | \$ 500.00       | \$ 500.00              |  |  |  |  |  |
| 493    | 12291 62040 ENC INFORMATION TECH           | \$ -                                          | \$ -              | \$ 1,420.05           | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 494    | TOTAL CIVIL DEFENSE                        | \$ 10,751.47                                  | \$ 9,917.59       | \$ 10,232.72          | \$ 13,607.64     | \$ 13,607.64         | \$ 13,542.43    | \$ 13,542.43           |  |  |  |  |  |
| 495    | 12292 ANIMAL SHELTER                       |                                               |                   |                       |                  |                      |                 |                        |  |  |  |  |  |
| 496    | 12292 51023 ALT ANIMAL CONT OFF SAL&W      | \$ 24,584.21                                  | \$ 25,910.54      | \$ 29,142.65          | \$ 30,379.03     | \$ 30,379.03         | \$ 31,606.34    | \$ 31,606.34           |  |  |  |  |  |
| 497    | 12292 51030 OVERTIME                       | \$ -                                          | \$ 274.85         | \$ -                  | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 499    | 12292 52030 REPAIRS & MAINTENANCE          | \$ 6,700.00                                   | \$ 2,977.06       | \$ 2,623.40           | \$ 4,200.00      | \$ 4,200.00          | \$ 4,200.00     | \$ 4,200.00            |  |  |  |  |  |
| 500    | 12292 52040 INFORMATION TECHNOLOGY         | \$ 477.96                                     | \$ 734.76         | \$ 966.06             | \$ 1,300.00      | \$ 1,300.00          | \$ 1,300.00     | \$ 1,300.00            |  |  |  |  |  |
| 501    | 12292 52050 MINOR EQUIPMENT                | \$ 1,051.48                                   | \$ 99.95          | \$ 2,200.00           | \$ 2,200.00      | \$ 2,200.00          | \$ 2,200.00     | \$ 2,200.00            |  |  |  |  |  |
| 502    | 12292 52110 ENERGY & UTILITIES             | \$ 7,930.78                                   | \$ 6,382.12       | \$ 6,566.51           | \$ 9,000.00      | \$ 9,000.00          | \$ 9,000.00     | \$ 9,000.00            |  |  |  |  |  |
| 503    | 12292 52190 PROFESSIONAL SERVICES          | \$ -                                          | \$ 3,200.00       | \$ 654.00             | \$ 1,200.00      | \$ 1,200.00          | \$ 1,200.00     | \$ 1,200.00            |  |  |  |  |  |
| 504    | 12292 52230 OFFICE SUPPLIES                | \$ 748.54                                     | \$ 885.65         | \$ 82.37              | \$ 750.00        | \$ 750.00            | \$ 750.00       | \$ 750.00              |  |  |  |  |  |
| 505    | 12292 52240 VEHICLE SUPPLIES               | \$ -                                          | \$ -              | \$ -                  | \$ 1,000.00      | \$ 1,000.00          | \$ 1,000.00     | \$ 1,000.00            |  |  |  |  |  |
| 506    | 12292 52997 ANIMAL CARE & DISPOSAL         | \$ 26,189.86                                  | \$ 29,208.94      | \$ 7,652.96           | \$ 33,000.00     | \$ 33,000.00         | \$ 33,000.00    | \$ 33,000.00           |  |  |  |  |  |
| 507    | 12292 62030 ENCLUMB REPAIRS & MAINTEN      | \$ -                                          | \$ 12,910.00      | \$ 205.32             | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 508    | 12292 62190 ENCLUMB PROFESSIONAL SERV      | \$ -                                          | \$ 2,187.20       | \$ 25,561.23          | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 509    | 12292 62997 ENCLUMB ANIMAL CARE & DISPOSAL | \$ -                                          | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 510    | TOTAL ANIMAL SHELTER                       | \$ 67,682.83                                  | \$ 84,771.07      | \$ 75,654.50          | \$ 84,529.03     | \$ 84,529.03         | \$ 85,756.34    | \$ 85,756.34           |  |  |  |  |  |
| 511    | 12293 CIVIL ENFORCEMENT                    |                                               |                   |                       |                  |                      |                 |                        |  |  |  |  |  |
| 512    | 12293 51010 DEPT HEAD SALARY & WAGES       | \$ 2,083.30                                   | \$ 2,499.96       | \$ 2,291.63           | \$ 2,500.00      | \$ 2,500.00          | \$ 2,500.00     | \$ 2,500.00            |  |  |  |  |  |
| 513    | 12293 51013 GIS / AUTOCAD TECHNICIAN       | \$ 4,285.00                                   | \$ 2,212.50       | \$ 807.50             | \$ 8,500.00      | \$ 8,500.00          | \$ 8,500.00     | \$ 8,500.00            |  |  |  |  |  |
| 514    | 12293 62190 ENCLUMB PROFESSIONAL SERV      | \$ -                                          | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 515    | TOTAL CIVIL ENFORCEMENT                    | \$ 6,368.30                                   | \$ 4,712.46       | \$ 3,099.13           | \$ 11,000.00     | \$ 11,000.00         | \$ 11,000.00    | \$ 11,000.00           |  |  |  |  |  |
| 516    | 13999 REGIONAL SCHOOL DISTRICTS            |                                               |                   |                       |                  |                      |                 |                        |  |  |  |  |  |
| 517    | 13999 56500 9500-MONT VOC TECH SCH ASSESS  | \$ 1,155,223.00                               | \$ 1,183,237.08   | \$ 1,068,430.14       | \$ 1,187,518.00  | \$ 1,253,518.00      | \$ 1,134,654.00 | \$ 1,134,654.00        |  |  |  |  |  |
| 518    | TOTAL REGIONAL SCHOOL DISTRI               | \$ 1,155,223.00                               | \$ 1,183,237.08   | \$ 1,068,430.14       | \$ 1,187,518.00  | \$ 1,253,518.00      | \$ 1,134,654.00 | \$ 1,134,654.00        |  |  |  |  |  |
| 519    | 14410 SURVEY                               |                                               |                   |                       |                  |                      |                 |                        |  |  |  |  |  |
| 520    | 14410 51010 DEPT HEAD SALARY & WAGES       | \$ 42,941.64                                  | \$ 43,579.30      | \$ 39,474.90          | \$ 44,611.08     | \$ 44,611.09         | \$ 45,415.97    | \$ 45,415.97           |  |  |  |  |  |
| 521    | 14410 51013 GIS / AUTOCAD TECHNICIAN       | \$ 51,307.78                                  | \$ 29,976.74      | \$ 43,161.90          | \$ 48,745.19     | \$ 48,745.19         | \$ 49,624.66    | \$ 49,624.66           |  |  |  |  |  |
| 522    | 14410 51460 LONGEVITY                      | \$ 420.00                                     | \$ 470.00         | \$ 270.00             | \$ 270.00        | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 523    | 14410 51551 TERMINATION LEAVE              | \$ -                                          | \$ 2,782.73       | \$ 2,640.52           | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 524    | 14410 52030 REPAIRS & MAINTENANCE          | \$ 83.10                                      | \$ 744.52         | \$ 537.61             | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 525    | 14410 52040 INFORMATION TECHNOLOGY         | \$ 5,845.00                                   | \$ -              | \$ 3,618.49           | \$ 6,000.00      | \$ 6,000.00          | \$ 6,000.00     | \$ 6,000.00            |  |  |  |  |  |
| 526    | 14410 52050 MINOR EQUIPMENT                | \$ 113.09                                     | \$ -              | \$ -                  | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 527    | 14410 52150 COMMUNICATIONS                 | \$ 20.00                                      | \$ -              | \$ 192.50             | \$ 400.00        | \$ 400.00            | \$ 400.00       | \$ 400.00              |  |  |  |  |  |
| 528    | 14410 52170 TELECOMMUNICATIONS             | \$ 450.16                                     | \$ 646.32         | \$ -                  | \$ 1,000.00      | \$ 1,000.00          | \$ 1,000.00     | \$ 1,000.00            |  |  |  |  |  |
| 529    | 14410 52190 PROFESSIONAL DEV & TRAVEL      | \$ 150.00                                     | \$ 75.00          | \$ -                  | \$ 600.00        | \$ 600.00            | \$ 600.00       | \$ 600.00              |  |  |  |  |  |
| 530    | 14410 52230 PROFESSIONAL SERVICES          | \$ 15,568.01                                  | \$ 6,912.43       | \$ 4,415.00           | \$ 18,000.00     | \$ 18,000.00         | \$ 18,000.00    | \$ 18,000.00           |  |  |  |  |  |
| 531    | 14410 52230 OFFICE SUPPLIES                | \$ 1,100.27                                   | \$ 514.69         | \$ 458.91             | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 532    | TOTAL SURVEY                               | \$ 42,941.64                                  | \$ 43,579.30      | \$ 39,474.90          | \$ 44,611.08     | \$ 44,611.09         | \$ 45,415.97    | \$ 45,415.97           |  |  |  |  |  |
| 533    | 14410 51010 DEPT HEAD SALARY & WAGES       | \$ 42,941.64                                  | \$ 43,579.30      | \$ 39,474.90          | \$ 44,611.08     | \$ 44,611.09         | \$ 45,415.97    | \$ 45,415.97           |  |  |  |  |  |
| 534    | 14410 51013 GIS / AUTOCAD TECHNICIAN       | \$ 51,307.78                                  | \$ 29,976.74      | \$ 43,161.90          | \$ 48,745.19     | \$ 48,745.19         | \$ 49,624.66    | \$ 49,624.66           |  |  |  |  |  |
| 535    | 14410 51460 LONGEVITY                      | \$ 420.00                                     | \$ 470.00         | \$ 270.00             | \$ 270.00        | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 536    | 14410 51551 TERMINATION LEAVE              | \$ -                                          | \$ 2,782.73       | \$ 2,640.52           | \$ -             | \$ -                 | \$ -            | \$ -                   |  |  |  |  |  |
| 537    | 14410 52030 REPAIRS & MAINTENANCE          | \$ 83.10                                      | \$ 744.52         | \$ 537.61             | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 538    | 14410 52040 INFORMATION TECHNOLOGY         | \$ 5,845.00                                   | \$ -              | \$ 3,618.49           | \$ 6,000.00      | \$ 6,000.00          | \$ 6,000.00     | \$ 6,000.00            |  |  |  |  |  |
| 539    | 14410 52050 MINOR EQUIPMENT                | \$ 113.09                                     | \$ -              | \$ -                  | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |
| 540    | 14410 52150 COMMUNICATIONS                 | \$ 20.00                                      | \$ -              | \$ 192.50             | \$ 400.00        | \$ 400.00            | \$ 400.00       | \$ 400.00              |  |  |  |  |  |
| 541    | 14410 52170 TELECOMMUNICATIONS             | \$ 450.16                                     | \$ 646.32         | \$ -                  | \$ 1,000.00      | \$ 1,000.00          | \$ 1,000.00     | \$ 1,000.00            |  |  |  |  |  |
| 542    | 14410 52190 PROFESSIONAL DEV & TRAVEL      | \$ 150.00                                     | \$ 75.00          | \$ -                  | \$ 600.00        | \$ 600.00            | \$ 600.00       | \$ 600.00              |  |  |  |  |  |
| 543    | 14410 52230 PROFESSIONAL SERVICES          | \$ 15,568.01                                  | \$ 6,912.43       | \$ 4,415.00           | \$ 18,000.00     | \$ 18,000.00         | \$ 18,000.00    | \$ 18,000.00           |  |  |  |  |  |
| 544    | 14410 52230 OFFICE SUPPLIES                | \$ 1,100.27                                   | \$ 514.69         | \$ 458.91             | \$ 1,500.00      | \$ 1,500.00          | \$ 1,500.00     | \$ 1,500.00            |  |  |  |  |  |

| Line # | DESCRIPTION                    | FY2020        |        | FY2021        |        | FY2022        |        | FY2023          |                 | FY2023          |                 |
|--------|--------------------------------|---------------|--------|---------------|--------|---------------|--------|-----------------|-----------------|-----------------|-----------------|
|        |                                | ACTUALS       | BUDGET | ACTUALS       | BUDGET | ACTUALS       | BUDGET | DEPARTMENT      | MAVOR           | CITY COUNCIL    |                 |
| 540    | VEHICLE SUPPLIES               | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ 500.00       | \$ -            | \$ -            | \$ 500.00       |
| 541    | CAPITAL IMPROVEMENT PLAN       | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 542    | EPA NPDES                      | \$ 2,500.00   | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ 40,000.00    | \$ -            | \$ 40,000.00    | \$ -            |
| 543    | HONEYWELL MV FEE               | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 544    | ENCUMB PROF DEVELOPMENT & TRAV | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 545    | ENCUMB PROFESSIONAL SERV       | \$ 33,341.75  | \$ -   | \$ 8,447.25   | \$ -   | \$ 5,465.67   | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 546    | ENCUMB EPA NPDES               | \$ 7,500.00   | \$ -   | \$ 33,683.08  | \$ -   | \$ 16,816.92  | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 547    |                                | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 548    | TOTAL SURVEY                   | \$ 161,340.80 | \$ -   | \$ 127,832.06 | \$ -   | \$ 118,152.42 | \$ -   | \$ 164,856.28   | \$ 166,040.63   | \$ 166,040.63   | \$ -            |
| 549    |                                | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 550    | 14421 PUBLIC WORKS             | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 551    | DEPT HEAD SALARY & WAGES       | \$ 50,462.55  | \$ -   | \$ 51,212.26  | \$ -   | \$ 45,837.94  | \$ -   | \$ 52,424.40    | \$ 53,472.89    | \$ 53,370.26    | \$ 53,370.26    |
| 552    | CLERK/ASST SAL & WAGES         | \$ 24,926.45  | \$ -   | \$ 24,169.19  | \$ -   | \$ 22,021.22  | \$ -   | \$ 24,178.39    | \$ 24,661.96    | \$ 25,531.48    | \$ 25,531.48    |
| 553    | MAINTENANCE CREW SAL & WAGES   | \$ 987,839.86 | \$ -   | \$ 971,498.11 | \$ -   | \$ 859,575.09 | \$ -   | \$ 1,118,961.30 | \$ 1,211,675.00 | \$ 1,149,593.64 | \$ 1,149,593.64 |
| 554    | BOARD & COMM SAL & WAGES       | \$ 2,062.50   | \$ -   | \$ 2,500.00   | \$ -   | \$ 1,875.00   | \$ -   | \$ 3,100.00     | \$ 3,100.00     | \$ 3,100.00     | \$ 3,100.00     |
| 555    | OVERTIME                       | \$ 72,469.93  | \$ -   | \$ 67,728.21  | \$ -   | \$ 46,177.94  | \$ -   | \$ 50,000.00    | \$ 50,000.00    | \$ 50,000.00    | \$ 50,000.00    |
| 556    | WEEK-END STANDBY               | \$ 22,900.00  | \$ -   | \$ 21,539.29  | \$ -   | \$ 19,447.03  | \$ -   | \$ 20,000.00    | \$ 22,650.00    | \$ 20,000.00    | \$ 20,000.00    |
| 557    | CLOTH/UNIFORM ALLOWANCE        | \$ 26,360.00  | \$ -   | \$ 21,990.00  | \$ -   | \$ 21,730.00  | \$ -   | \$ 21,730.00    | \$ 22,260.00    | \$ 26,020.00    | \$ 26,020.00    |
| 558    | SHIFT DIFFERENTIAL             | \$ 315.50     | \$ -   | \$ 610.65     | \$ -   | \$ 59.43      | \$ -   | \$ 1,000.00     | \$ 1,000.00     | \$ 1,000.00     | \$ 1,000.00     |
| 559    | WORKING OUT OF GRADE           | \$ 8,175.51   | \$ -   | \$ 9,385.10   | \$ -   | \$ 8,844.66   | \$ -   | \$ 12,000.00    | \$ 12,000.00    | \$ 12,000.00    | \$ 12,000.00    |
| 560    | SICK LEAVE INCENTIVE           | \$ 3,956.55   | \$ -   | \$ 4,921.18   | \$ -   | \$ 3,947.44   | \$ -   | \$ 3,500.00     | \$ 4,200.00     | \$ 3,500.00     | \$ 3,500.00     |
| 561    | LONGEVITY                      | \$ 570.00     | \$ -   | \$ 600.00     | \$ -   | \$ -          | \$ -   | \$ 630.00       | \$ 660.00       | \$ 660.00       | \$ 660.00       |
| 562    | TERMINATION LEAVE              | \$ 31,169.77  | \$ -   | \$ 10,493.31  | \$ -   | \$ 5,861.33   | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 563    | REPAIRS & MAINTENANCE          | \$ 157,598.85 | \$ -   | \$ 207,276.92 | \$ -   | \$ 153,639.77 | \$ -   | \$ 200,000.00   | \$ 220,000.00   | \$ 200,000.00   | \$ 200,000.00   |
| 564    | TRAFFIC MAINTENANCE            | \$ 30,175.24  | \$ -   | \$ 29,711.49  | \$ -   | \$ 12,113.76  | \$ -   | \$ 40,000.00    | \$ 40,000.00    | \$ 40,000.00    | \$ 40,000.00    |
| 565    | PARKING METER MAINTENANCE      | \$ 6,858.78   | \$ -   | \$ 4,135.37   | \$ -   | \$ 2,236.88   | \$ -   | \$ 20,000.00    | \$ 20,000.00    | \$ 20,000.00    | \$ 20,000.00    |
| 566    | CRUSHER MAINTENANCE            | \$ 1,489.54   | \$ -   | \$ 43.17      | \$ -   | \$ -          | \$ -   | \$ 2,000.00     | \$ 2,000.00     | \$ 2,000.00     | \$ 2,000.00     |
| 567    | CEMETERY MAINTENANCE           | \$ 9,000.00   | \$ -   | \$ 8,999.12   | \$ -   | \$ 9,000.00   | \$ -   | \$ 9,000.00     | \$ 9,000.00     | \$ 9,000.00     | \$ 9,000.00     |
| 568    | UNACCEPTED ROAD MAINTENAN      | \$ 4,773.00   | \$ -   | \$ 2,704.20   | \$ -   | \$ 1,326.10   | \$ -   | \$ 5,000.00     | \$ 5,000.00     | \$ 5,000.00     | \$ 5,000.00     |
| 569    | INFORMATION TECHNOLOGY         | \$ 2,428.62   | \$ -   | \$ 7,157.57   | \$ -   | \$ 1,221.11   | \$ -   | \$ 2,500.00     | \$ 2,500.00     | \$ 2,500.00     | \$ 2,500.00     |
| 570    | MINOR EQUIPMENT                | \$ 6,659.02   | \$ -   | \$ 1,000.00   | \$ -   | \$ -          | \$ -   | \$ 1,000.00     | \$ 1,000.00     | \$ 1,000.00     | \$ 1,000.00     |
| 571    | EQUIPMENT RENTAL               | \$ 3,507.25   | \$ -   | \$ 26,598.77  | \$ -   | \$ 25,487.26  | \$ -   | \$ 25,000.00    | \$ 25,000.00    | \$ 25,000.00    | \$ 25,000.00    |
| 572    | ENERGY & UTILITIES             | \$ 25,728.19  | \$ -   | \$ 14,106.62  | \$ -   | \$ 117,716.40 | \$ -   | \$ 90,000.00    | \$ 120,000.00   | \$ 100,000.00   | \$ 100,000.00   |
| 573    | STREET LIGHTING                | \$ 136,676.61 | \$ -   | \$ 134,752.65 | \$ -   | \$ 117,716.40 | \$ -   | \$ 90,000.00    | \$ 120,000.00   | \$ 100,000.00   | \$ 100,000.00   |
| 574    | COMMUNICATIONS                 | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ 3,000.00     | \$ 3,000.00     | \$ 3,000.00     | \$ 3,000.00     |
| 575    | TELECOMMUNICATIONS             | \$ 6,893.93   | \$ -   | \$ 7,337.69   | \$ -   | \$ 6,937.32   | \$ -   | \$ 9,000.00     | \$ 9,000.00     | \$ 9,000.00     | \$ 9,000.00     |
| 576    | PROFESSIONAL DEV & TRAVEL      | \$ 3,527.37   | \$ -   | \$ 4,172.69   | \$ -   | \$ 2,172.05   | \$ -   | \$ 5,000.00     | \$ 5,000.00     | \$ 5,000.00     | \$ 5,000.00     |
| 577    | PROFESSIONAL SERVICES          | \$ 14,106.62  | \$ -   | \$ 28,938.94  | \$ -   | \$ 11,305.99  | \$ -   | \$ 15,000.00    | \$ 15,000.00    | \$ 15,000.00    | \$ 15,000.00    |
| 578    | TREE PLANTING                  | \$ -          | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ 10,000.00    | \$ 10,000.00    | \$ 10,000.00    | \$ 10,000.00    |
| 579    | SNOW & ICE                     | \$ 571,851.71 | \$ -   | \$ 562,124.54 | \$ -   | \$ 648,008.23 | \$ -   | \$ 300,000.00   | \$ 300,000.00   | \$ 300,000.00   | \$ 300,000.00   |
| 580    | OFFICE SUPPLIES                | \$ 3,766.82   | \$ -   | \$ 4,000.00   | \$ -   | \$ 2,779.34   | \$ -   | \$ 4,500.00     | \$ 4,500.00     | \$ 4,500.00     | \$ 4,500.00     |
| 581    | VEHICLE FUEL                   | \$ 177,274.23 | \$ -   | \$ 189,743.66 | \$ -   | \$ 210,680.60 | \$ -   | \$ 220,000.00   | \$ 240,000.00   | \$ 220,000.00   | \$ 220,000.00   |
| 582    | ROAD MAINTENANCE               | \$ 120,279.72 | \$ -   | \$ 116,674.53 | \$ -   | \$ 118,163.59 | \$ -   | \$ 120,000.00   | \$ 120,000.00   | \$ 120,000.00   | \$ 120,000.00   |
| 583    | NEW VEHICLES                   | \$ 148,860.00 | \$ -   | \$ -          | \$ -   | \$ 249,115.00 | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 584    | NEW EQUIPMENT                  | \$ -          | \$ -   | \$ -          | \$ -   | \$ (6,162.32) | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 585    | BUILDING REHAB                 | \$ 10,650.35  | \$ -   | \$ 1,908.77   | \$ -   | \$ 1,601.54   | \$ -   | \$ 10,000.00    | \$ 10,000.00    | \$ 10,000.00    | \$ 10,000.00    |
| 586    | ROAD RESURFACING EXPENSES      | \$ 142,311.99 | \$ -   | \$ 385,290.97 | \$ -   | \$ 563,541.90 | \$ -   | \$ 150,000.00   | \$ 150,000.00   | \$ 150,000.00   | \$ 150,000.00   |
| 587    | ENCUMB REPAIRS & MAINTEN       | \$ 161.08     | \$ -   | \$ 42,970.64  | \$ -   | \$ 24,219.59  | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 588    | ENCUMB TRAFFIC MAINTENANCE     | \$ 8,665.19   | \$ -   | \$ 11,235.85  | \$ -   | \$ 15,129.83  | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 589    | ENC PARKING METER MAINTENANCE  | \$ 7,196.58   | \$ -   | \$ 21,441.85  | \$ -   | \$ 19,936.14  | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 590    | ENC CEMETERY MAINTENANCE       | \$ 649.98     | \$ -   | \$ -          | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 591    | ENCUMB MINOR EQUIPMENT         | \$ 7,396.84   | \$ -   | \$ 5,000.00   | \$ -   | \$ 1,272.73   | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 592    | ENCUMB TELECOMMUNICATIONS      | \$ -          | \$ -   | \$ 0.50       | \$ -   | \$ -          | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |
| 593    | ENCUMB PROFESSIONAL SERV       | \$ -          | \$ -   | \$ -          | \$ -   | \$ 480.00     | \$ -   | \$ -            | \$ -            | \$ -            | \$ -            |



FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |                                           | FY2020       |              | FY2021       |              | FY2022       |              | FY2023     |            | FY2023       |  | FY2023 |  |
|--------|-------------------------------------------|--------------|--------------|--------------|--------------|--------------|--------------|------------|------------|--------------|--|--------|--|
|        |                                           | ACTUALS      | BUDGET       | ACTUALS      | BUDGET       | ACTUALS      | BUDGET       | DEPARTMENT | MAJOR      | CITY COUNCIL |  |        |  |
| 604    | TOTAL PUBLIC WORKS                        | 2,962,729.78 | 3,516,013.27 | 3,750,847.30 | 2,568,524.09 | 3,941,679.85 | 2,615,775.38 |            |            | 2,601,775.38 |  |        |  |
| 605    |                                           |              |              |              |              |              |              |            |            |              |  |        |  |
| 606    | 14482 AIRPORT                             |              |              |              |              |              |              |            |            |              |  |        |  |
| 607    | 14482 51010 DEPT HEAD MANAGER SAL & WAGES |              |              |              |              |              |              | 25,000.00  | 25,000.00  | 25,000.00    |  |        |  |
| 608    | 14482 52030 REPAIRS & MAINTENANCE         | 5,301.89     | 3,861.20     | 915.00       | 11,000.00    | 11,000.00    | 11,000.00    | 100.00     | 100.00     | 5,000.00     |  |        |  |
| 609    | 14482 52050 MINOR EQUIPMENT               |              |              |              | 100.00       | 100.00       | 100.00       |            |            | 100.00       |  |        |  |
| 610    | 14482 52110 ENERGY & UTILITIES            |              | 4,853.36     | 4,024.20     | 3,500.00     | 3,500.00     | 3,500.00     | 100.00     | 100.00     | 3,500.00     |  |        |  |
| 611    | 14482 52150 COMMUNICATIONS                | 3,301.02     |              | 675.91       | 100.00       | 100.00       | 100.00       | 600.00     | 600.00     | 600.00       |  |        |  |
| 612    | 14482 52151 TELECOMMUNICATIONS            |              | 1,556.29     | 738.32       | 600.00       | 600.00       | 600.00       | 100.00     | 100.00     | 600.00       |  |        |  |
| 613    | 14482 52190 PROFESSIONAL SERVICES         | 596.46       | 889.67       | 100.00       | 100.00       | 100.00       | 100.00       | 100.00     | 100.00     | 100.00       |  |        |  |
| 614    | 14482 52230 OFFICE SUPPLIES               |              | 3.09         |              |              | 100.00       | 100.00       |            |            | 100.00       |  |        |  |
| 615    | 14482 52240 VEHICLE SUPPLIES              | 520.35       | 541.89       | 2,755.23     | 100.00       | 500.00       | 500.00       |            |            | 500.00       |  |        |  |
| 616    | 14482 62030 ENCUMB REPAIRS & MAINTEN      | 2,221.99     | 4,828.65     | 2,054.01     | 500.00       |              |              |            |            | 500.00       |  |        |  |
| 617    | 14482 62190 ENCUMB PROFESSIONAL SERV      | 730.53       | 26,594.52    | 1,103.40     |              |              |              |            |            |              |  |        |  |
| 618    |                                           |              |              |              |              |              |              |            |            |              |  |        |  |
| 619    | TOTAL AIRPORT                             | 12,672.24    | 43,128.67    | 12,366.07    | 16,000.00    | 41,000.00    | 41,000.00    |            |            | 35,000.00    |  |        |  |
| 620    |                                           |              |              |              |              |              |              |            |            |              |  |        |  |
| 621    | 15512 HEALTH                              |              |              |              |              |              |              |            |            |              |  |        |  |
| 622    | 15512 51010 DEPT HEAD SALARY & WAGES      | 51,177.82    | 58,791.24    | 51,429.58    | 58,464.61    | 58,464.62    | 58,464.62    | 63,033.72  | 63,033.72  | 63,033.72    |  |        |  |
| 623    | 15512 51011 P/T AST SANI INSPR SAL&WG     | 31,893.44    | 41,103.21    | 36,491.36    | 41,929.89    | 41,929.89    | 41,929.89    | 42,686.40  | 42,686.40  | 42,686.40    |  |        |  |
| 624    | 15512 51012 CLERK/ASST SAL & WAGES        | 20,211.84    | 7,627.10     | 10,952.52    | 19,790.58    | 39,045.76    | 39,045.76    | 39,045.76  | 39,045.76  | 39,045.76    |  |        |  |
| 625    | 15512 51013 PREVENT COORD SALARY & WAGES  |              | 23,653.88    | 45,788.58    | 51,250.00    | 51,250.00    | 51,250.00    | 52,275.00  | 52,275.00  | 52,275.00    |  |        |  |
| 626    | 15512 51014 BOARD & COMM SAL & WAGES      | 2,916.68     | 3,776.88     | 3,000.00     | 4,000.00     | 4,000.00     | 4,000.00     | 4,000.00   | 4,000.00   | 4,000.00     |  |        |  |
| 627    | 15512 51030 OVERTIME                      |              |              | 264.87       | 500.00       | 500.00       | 500.00       | 500.00     | 500.00     | 500.00       |  |        |  |
| 628    | 15512 51090 CLOTH/UNIFORM ALLOWANCE       | 350.00       | 112.50       | 350.00       | 700.00       | 700.00       | 700.00       | 700.00     | 700.00     | 700.00       |  |        |  |
| 629    | 15512 51460 LONGEVITY                     |              | 1,459.72     |              | 180.00       | 210.00       | 210.00       |            |            | 210.00       |  |        |  |
| 630    | 15512 51540 VACATION BUYBACK              |              |              |              |              |              |              |            |            |              |  |        |  |
| 631    | 15512 51551 TERMINATION LEAVE             |              |              |              |              |              |              |            |            |              |  |        |  |
| 632    | 15512 52030 REPAIRS & MAINTENANCE         |              | 175.00       | 170.00       | 500.00       | 500.00       | 500.00       | 500.00     | 500.00     | 500.00       |  |        |  |
| 633    | 15512 52040 INFORMATION TECHNOLOGY        |              |              |              | 600.00       | 600.00       | 600.00       | 600.00     | 600.00     | 600.00       |  |        |  |
| 634    | 15512 52041 SOFTWARE EXPENSE              |              | 19,896.53    |              |              |              |              |            |            |              |  |        |  |
| 635    | 15512 52050 MINOR EQUIPMENT               |              |              | 362.49       | 500.00       | 500.00       | 500.00       | 500.00     | 500.00     | 500.00       |  |        |  |
| 636    | 15512 52150 COMMUNICATIONS                | 72.00        |              | 219.32       | 300.00       | 300.00       | 300.00       | 300.00     | 300.00     | 300.00       |  |        |  |
| 637    | 15512 52151 TELECOMMUNICATIONS            | 2,111.82     | 1,343.49     | 1,730.21     | 3,000.00     | 3,000.00     | 3,000.00     | 3,000.00   | 3,000.00   | 3,000.00     |  |        |  |
| 638    | 15512 52170 PROFESSIONAL DEV & TRAVEL     | 1,205.00     | 428.42       | 2,348.53     | 2,500.00     | 2,500.00     | 2,500.00     | 2,500.00   | 2,500.00   | 2,500.00     |  |        |  |
| 639    | 15512 52190 PROFESSIONAL SERVICES         | 3,143.65     | 5,683.40     | 2,974.52     | 6,500.00     | 6,500.00     | 6,500.00     | 6,500.00   | 6,500.00   | 6,500.00     |  |        |  |
| 640    | 15512 52230 OFFICE SUPPLIES               | 1,883.00     | 1,305.68     | 1,011.00     | 4,000.00     | 4,000.00     | 4,000.00     | 4,000.00   | 4,000.00   | 4,000.00     |  |        |  |
| 641    | 15512 52240 VEHICLE SUPPLIES              | 205.00       | 184.00       | 1,419.99     | 750.00       | 750.00       | 750.00       | 750.00     | 750.00     | 750.00       |  |        |  |
| 642    | 15512 54100 NURSING SERVICES              | 2,675.00     |              | 2,500.00     | 5,000.00     | 5,000.00     | 5,000.00     | 5,000.00   | 5,000.00   | 5,000.00     |  |        |  |
| 643    | 15512 55371 MUNICIPAL DUMPSTER COLLECTION | 14,498.79    | 18,664.46    |              | 20,000.00    | 20,000.00    | 20,000.00    | 20,000.00  | 20,000.00  | 20,000.00    |  |        |  |
| 644    | 15512 62190 ENCUMB PROFESSIONAL SERV      | 75.00        |              |              |              |              |              |            |            |              |  |        |  |
| 645    | 15512 62230 ENCUMB OFFICE SUPPLIES        | 121.34       | 37.99        |              |              |              |              |            |            |              |  |        |  |
| 646    |                                           |              |              |              |              |              |              |            |            |              |  |        |  |
| 647    | TOTAL HEALTH                              | 132,540.38   | 184,263.50   | 161,012.97   | 220,465.08   | 240,350.27   | 246,100.88   | 246,100.88 | 246,100.88 | 246,100.88   |  |        |  |

FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |                                           | FY2020 ACTUALS | FY2021 ACTUALS | FY2022 CUR ACTUALS | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAJOR  | FY2023 CITY COUNCIL |
|--------|-------------------------------------------|----------------|----------------|--------------------|---------------|-------------------|---------------|---------------------|
| 648    |                                           |                |                |                    |               |                   |               |                     |
| 649    |                                           |                |                |                    |               |                   |               |                     |
| 650    | 15541 COUNCIL ON AGING                    |                |                |                    |               |                   |               |                     |
| 651    | 15541 51010 DEPT HEAD SALARY & WAGES      | \$ 58,066.82   | \$ 39,725.40   | \$ 53,722.45       | \$ 60,323.70  | \$ 62,000.00      | \$ 61,412.08  | \$ 61,412.08        |
| 652    | 15541 51012 CLERKS/DISPATCHER SAL&WAG     | \$ 37,361.72   | \$ 33,563.11   | \$ 30,542.09       | \$ 37,827.78  | \$ 37,827.78      | \$ 37,383.32  | \$ 37,383.32        |
| 653    | 15541 51016 CUSTODIAN SALARY & WAGES      | \$ 40,002.80   | \$ 40,516.73   | \$ 42,805.01       | \$ 40,278.16  | \$ 50,062.48      | \$ 51,062.96  | \$ 51,062.96        |
| 654    | 15541 51030 OVERTIME                      | \$ 216.51      | \$ 422.09      | \$ 513.80          | \$ 500.00     | \$ 750.00         | \$ 500.00     | \$ 500.00           |
| 655    | 15541 51031 ON-CALL/STANDBY               | \$ -           | \$ -           | \$ 100.00          | \$ -          | \$ -              | \$ -          | \$ -                |
| 656    | 15541 51090 CLOTH/UNIFORM ALLOWANCE       | \$ 350.00      | \$ 500.00      | \$ 500.00          | \$ 350.00     | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 657    | 15541 51328 COA MEAL SITE MGR             | \$ 9,140.16    | \$ 8,352.03    | \$ 14,904.23       | \$ 9,368.00   | \$ 9,750.00       | \$ 9,542.76   | \$ 9,542.76         |
| 658    | 15541 51540 VACATION BUYBACK              | \$ -           | \$ 664.48      | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 659    | 15541 51551 TERMINATION LEAVE             | \$ -           | \$ 3,499.89    | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 660    | 15541 52030 REPAIRS & MAINTENANCE         | \$ 9,040.56    | \$ 15,450.57   | \$ 10,070.05       | \$ 13,500.00  | \$ 13,500.00      | \$ 13,500.00  | \$ 13,500.00        |
| 661    | 15541 52040 INFORMATION TECHNOLOGY        | \$ 3,080.86    | \$ 2,584.87    | \$ 2,227.95        | \$ 3,000.00   | \$ 3,000.00       | \$ 3,000.00   | \$ 3,000.00         |
| 662    | 15541 52050 MINOR EQUIPMENT               | \$ 312.00      | \$ -           | \$ -               | \$ 500.00     | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 663    | 15541 52110 ENERGY & UTILITIES            | \$ 13,853.51   | \$ 16,352.93   | \$ 12,650.89       | \$ 15,000.00  | \$ 16,500.00      | \$ 15,000.00  | \$ 15,000.00        |
| 664    | 15541 52151 TELECOMMUNICATIONS            | \$ -           | \$ -           | \$ -               | \$ 600.00     | \$ 600.00         | \$ 600.00     | \$ 600.00           |
| 665    | 15541 52170 PROFESSIONAL DEV & TRAVEL     | \$ -           | \$ 44.85       | \$ -               | \$ -          | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 666    | 15541 52230 OFFICE SUPPLIES               | \$ 1,321.03    | \$ 1,979.71    | \$ 1,008.45        | \$ 2,000.00   | \$ 2,000.00       | \$ 2,000.00   | \$ 2,000.00         |
| 667    | 15541 62030 ENCUMB REPAIRS & MAINTEN      | \$ 98.98       | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 668    | TOTAL COUNCIL ON AGING                    | \$ 172,844.95  | \$ 163,656.66  | \$ 169,044.92      | \$ 183,247.64 | \$ 197,490.26     | \$ 195,501.12 | \$ 195,501.12       |
| 669    |                                           |                |                |                    |               |                   |               |                     |
| 670    | 15542 YOUTH COMMISSION                    |                |                |                    |               |                   |               |                     |
| 671    | 15542 52230 OFFICE SUPPLIES               | \$ -           | \$ -           | \$ -               | \$ 100.00     | \$ 100.00         | \$ 100.00     | \$ 100.00           |
| 672    | 15542 52995 YOUTH ACTIVITIES              | \$ -           | \$ -           | \$ -               | \$ 900.00     | \$ 900.00         | \$ 900.00     | \$ 900.00           |
| 673    |                                           |                |                |                    |               |                   |               |                     |
| 674    | TOTAL YOUTH COMMISSION                    | \$ -           | \$ -           | \$ -               | \$ 1,000.00   | \$ 1,000.00       | \$ 1,000.00   | \$ 1,000.00         |
| 675    |                                           |                |                |                    |               |                   |               |                     |
| 676    | 15543 VETERANS                            |                |                |                    |               |                   |               |                     |
| 677    | 15543 51010 DEPT HEAD SALARY & WAGES      | \$ 58,491.00   | \$ 59,359.41   | \$ 48,788.18       | \$ 60,764.64  | \$ 61,861.08      | \$ 61,860.97  | \$ 61,860.97        |
| 678    | 15543 51012 CLERK/ASST SAL & WAGES        | \$ -           | \$ -           | \$ 7,407.40        | \$ 900.00     | \$ 64,018.48      | \$ 65,000.00  | \$ 65,000.00        |
| 679    | 15543 51460 LONGEVITY                     | \$ 840.00      | \$ 870.00      | \$ 900.00          | \$ -          | \$ -              | \$ -          | \$ -                |
| 680    | 15543 51540 VACATION BUYBACK              | \$ -           | \$ 1,137.86    | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 681    | 15543 51551 TERMINATION LEAVE             | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 682    | 15543 52040 INFORMATION TECHNOLOGY        | \$ -           | \$ -           | \$ 52,049.53       | \$ -          | \$ -              | \$ -          | \$ -                |
| 683    | 15543 52050 MINOR EQUIPMENT               | \$ -           | \$ 2,112.90    | \$ 449.00          | \$ -          | \$ -              | \$ -          | \$ -                |
| 684    | 15543 52170 PROFESSIONAL DEV & TRAVEL     | \$ 35.00       | \$ 35.00       | \$ 545.00          | \$ 35.00      | \$ 1,000.00       | \$ 1,000.00   | \$ 1,000.00         |
| 685    | 15543 52190 PROFESSIONAL SERVICES         | \$ -           | \$ -           | \$ 12,881.25       | \$ -          | \$ -              | \$ -          | \$ -                |
| 686    | 15543 52230 OFFICE SUPPLIES               | \$ 1,743.49    | \$ 1,833.94    | \$ 10,104.01       | \$ 2,000.00   | \$ 3,000.00       | \$ 2,000.00   | \$ 2,000.00         |
| 687    | 15543 57100 VETERANS BENEFITS             | \$ 710,027.57  | \$ 516,208.32  | \$ 439,316.03      | \$ 700,000.00 | \$ 600,000.00     | \$ 600,000.00 | \$ 600,000.00       |
| 688    | 15543 67100 ENCUMB VETERANS BENEFITS      | \$ 1,634.50    | \$ 1,318.87    | \$ 8,564.37        | \$ -          | \$ -              | \$ -          | \$ -                |
| 689    |                                           |                |                |                    |               |                   |               |                     |
| 690    | TOTAL VETERANS                            | \$ 772,771.56  | \$ 582,876.30  | \$ 581,004.77      | \$ 763,699.64 | \$ 729,879.56     | \$ 729,860.97 | \$ 729,860.97       |
| 691    |                                           |                |                |                    |               |                   |               |                     |
| 692    | 15549 DISABILITIES COMMISSION             |                |                |                    |               |                   |               |                     |
| 693    | 15549 52170 PROFESSIONAL DEV & TRAVEL     | \$ -           | \$ -           | \$ -               | \$ 250.00     | \$ 250.00         | \$ 250.00     | \$ 250.00           |
| 694    | 15549 52230 OFFICE SUPPLIES               | \$ -           | \$ -           | \$ -               | \$ 250.00     | \$ 250.00         | \$ 250.00     | \$ 250.00           |
| 695    |                                           |                |                |                    |               |                   |               |                     |
| 696    | TOTAL DISABILITIES COMMISSIO              | \$ -           | \$ -           | \$ -               | \$ 500.00     | \$ 500.00         | \$ 500.00     | \$ 500.00           |
| 697    |                                           |                |                |                    |               |                   |               |                     |
| 698    | 16610 LIBRARY                             |                |                |                    |               |                   |               |                     |
| 699    | 16610 51010 DEPT HEAD SALARY & WAGES      | \$ 76,038.56   | \$ 77,167.45   | \$ 70,350.21       | \$ 78,994.05  | \$ 78,994.05      | \$ 80,419.28  | \$ 80,419.28        |
| 700    | 16610 51011 ASST LIBRARY DIRECTOR SAL&WAG | \$ 60,165.11   | \$ 61,004.02   | \$ 52,701.97       | \$ 61,196.83  | \$ 61,196.83      | \$ 62,300.78  | \$ 62,300.78        |
| 701    | 16610 51012 LIBRARY TECHNICIAN SAL&WAG    | \$ 131,843.72  | \$ 131,976.74  | \$ 77,843.87       | \$ 147,522.68 | \$ 56,681.04      | \$ 98,182.56  | \$ 98,182.56        |



FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |       |                         | FY2020     |        | FY2021     |        | FY2022     |            | FY2023 |            | MAJOR | CITY COUNCIL |
|--------|-------|-------------------------|------------|--------|------------|--------|------------|------------|--------|------------|-------|--------------|
|        |       |                         | ACTUALS    | BUDGET | ACTUALS    | BUDGET | DEPARTMENT | DEPARTMENT |        |            |       |              |
| 702    | 16610 | 51013                   |            |        |            |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 703    | 16610 | 51014                   | 78,345.02  |        | 82,308.21  |        | 81,345.69  | 121,797.00 |        | 124,232.94 |       | 124,232.94   |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 704    | 16610 | 51015                   | 140,149.95 |        | 132,355.54 |        | 146,275.75 | 197,241.20 |        | 156,344.38 |       | 156,344.38   |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 705    | 16610 | 51016                   | 4,442.10   |        | 2,597.39   |        | 6,068.13   | 6,136.00   |        | 6,258.72   |       | 6,258.72     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 706    | 16610 | 51030                   | 45,789.99  |        | 52,175.33  |        | 58,715.39  | 55,543.32  |        | 60,108.64  |       | 60,108.64    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 707    | 16610 | 51060                   | 1,993.92   |        | 3,037.89   |        | 500.00     | 500.00     |        | 500.00     |       | 500.00       |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 708    | 16610 | 51551                   | 3,660.00   |        | 4,155.00   |        | 4,425.00   | 3,360.00   |        | 3,360.00   |       | 3,360.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 709    | 16610 | 52030                   |            |        |            |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 710    | 16610 | 52040                   | 12,261.24  |        | 18,047.49  |        | 100.00     | 100.00     |        | 100.00     |       | 100.00       |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 711    | 16610 | 52110                   | 6,702.85   |        | 5,935.77   |        | 4,000.00   | 7,200.00   |        | 7,200.00   |       | 7,200.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 712    | 16610 | 52150                   | 40,625.74  |        | 43,670.27  |        | 43,000.00  | 43,000.00  |        | 43,000.00  |       | 43,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 713    | 16610 | 52151                   | 825.00     |        | 616.00     |        | 900.00     | 1,000.00   |        | 1,000.00   |       | 1,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 714    | 16610 | 52190                   | 5,591.05   |        | 6,249.26   |        | 6,000.00   | 6,000.00   |        | 6,000.00   |       | 6,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 715    | 16610 | 52230                   | 37,465.00  |        | 38,252.00  |        | 37,366.00  | 37,704.00  |        | 37,704.00  |       | 37,704.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 716    | 16610 | 52231                   | 11,030.05  |        | 9,494.74   |        | 10,000.00  | 10,000.00  |        | 10,000.00  |       | 10,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 717    | 16610 | 52270                   | 5,217.69   |        | 5,430.13   |        | 5,000.00   | 7,000.00   |        | 7,000.00   |       | 7,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 718    | 16610 | 53333                   | 89,005.78  |        | 78,827.94  |        | 95,000.00  | 100,000.00 |        | 100,000.00 |       | 100,000.00   |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 719    | 16610 | 57500                   | 11,768.60  |        | 10,776.40  |        | 12,000.00  | 12,500.00  |        | 12,500.00  |       | 12,500.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 720    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 721    | TOTAL | LIBRARY                 | 762,921.37 |        | 764,077.57 |        | 798,409.72 | 805,953.44 |        | 814,211.30 |       | 814,211.30   |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 722    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 723    | 16620 | 52112                   | 15,000.00  |        | 15,000.00  |        | 17,500.00  | 17,500.00  |        | 17,500.00  |       | 17,500.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 724    | 16620 | 55057                   | 125.00     |        |            |        | 1,000.00   | 1,000.00   |        | 1,000.00   |       | 1,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 725    | 16620 | 58150                   | 19,414.44  |        | 25,975.62  |        | 20,000.00  | 100,000.00 |        | 20,000.00  |       | 20,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 726    | 16620 | 68150                   | 15,315.35  |        | 4,493.83   |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 727    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 728    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 729    | TOTAL | RECREATION              | 49,854.79  |        | 45,469.45  |        | 38,500.00  | 118,500.00 |        | 38,500.00  |       | 38,500.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 730    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 731    | 16621 | 51013                   | 42,112.88  |        | 55,538.89  |        | 46,000.00  | 50,000.00  |        | 50,000.00  |       | 50,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 732    | 16621 | 51030                   | 66.33      |        | 518.59     |        | 600.00     | 600.00     |        | 600.00     |       | 600.00       |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 733    | 16621 | 52030                   | 2,297.86   |        | 3,843.78   |        | 4,000.00   | 4,000.00   |        | 4,000.00   |       | 4,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 734    | 16621 | 52050                   |            |        |            |        | 500.00     | 500.00     |        | 500.00     |       | 500.00       |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 735    | 16621 | 52110                   | 9,709.16   |        | 8,097.79   |        | 9,000.00   | 9,000.00   |        | 9,000.00   |       | 9,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 736    | 16621 | 52151                   |            |        |            |        | 500.00     | 500.00     |        | 500.00     |       | 500.00       |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 737    | 16621 | 52230                   | 464.46     |        | 158.76     |        | 200.00     | 200.00     |        | 200.00     |       | 200.00       |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 738    | 16621 | 52231                   | 11,269.86  |        | 10,982.21  |        | 15,000.00  | 20,000.00  |        | 15,000.00  |       | 15,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 739    | 16621 | 62110                   |            |        | 77.84      |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 740    | 16621 | 62231                   |            |        | 2,678.68   |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 741    | 16621 | 65161                   |            |        |            |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 742    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 743    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 744    | TOTAL | GREENWOOD MEMORIAL POOL | 65,920.55  |        | 81,896.54  |        | 75,800.00  | 84,800.00  |        | 79,800.00  |       | 79,800.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 745    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 746    | 16625 | 51010                   | 30,000.00  |        | 30,000.00  |        | 30,000.00  | 30,000.00  |        | 30,000.00  |       | 30,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 747    | 16625 | 51011                   | 4,024.17   |        | 93.66      |        | 4,000.00   | 4,000.00   |        | 4,000.00   |       | 4,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 748    | 16625 | 51014                   |            |        |            |        | 3,500.00   | 3,500.00   |        | 3,500.00   |       | 3,500.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 749    | 16625 | 51020                   | 19,570.00  |        | 2,135.25   |        | 26,400.00  | 32,500.00  |        | 28,000.00  |       | 28,000.00    |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 750    | 16625 | 51090                   |            |        |            |        | 500.00     | 1,000.00   |        | 1,000.00   |       | 1,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 751    | 16625 | 52050                   |            |        | 18,087.55  |        | 1,000.00   | 1,000.00   |        | 1,000.00   |       | 1,000.00     |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 752    | 16625 | 62050                   |            |        |            |        |            |            |        |            |       |              |
|        |       |                         |            |        |            |        |            |            |        |            |       |              |
| 753    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 754    |       |                         |            |        |            |        |            |            |        |            |       |              |
| 755    | TOTAL | MUNICIPAL RECREATION    | 53,594.17  |        | 50,316.46  |        | 65,400.00  | 74,000.00  |        | 67,500.00  |       | 67,500.00    |

| Line # |                                            | FY2023 BUDGET APPROVED<br>AS OF JUNE 21, 2022 |                   |                       |                  |                      |                 |                        |                 |      |                 |
|--------|--------------------------------------------|-----------------------------------------------|-------------------|-----------------------|------------------|----------------------|-----------------|------------------------|-----------------|------|-----------------|
|        |                                            | FY2020<br>ACTUALS                             | FY2021<br>ACTUALS | FY2022<br>CUR ACTUALS | FY2022<br>BUDGET | FY2023<br>DEPARTMENT | FY2023<br>MAYOR | FY2023<br>CITY COUNCIL |                 |      |                 |
| 757    | 16650 HISTORICAL COMMISSION                |                                               |                   |                       |                  |                      |                 |                        |                 |      |                 |
| 758    | 16650 52230 OFFICE SUPPLIES                | \$ -                                          | \$ -              | \$ -                  | \$ -             | \$ 100.00            | \$ 100.00       | \$ -                   | \$ 100.00       | \$ - | \$ 100.00       |
| 759    | 16650 65141 ENCUMB CEMETERY RESTORATION    | \$ -                                          | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -            | \$ -                   | \$ -            | \$ - | \$ -            |
| 760    | TOTAL HISTORICAL COMMISSION                | \$ -                                          | \$ -              | \$ -                  | \$ -             | \$ 100.00            | \$ 100.00       | \$ -                   | \$ 100.00       | \$ - | \$ 100.00       |
| 761    | 17710 DEBT SERVICE                         |                                               |                   |                       |                  |                      |                 |                        |                 |      |                 |
| 762    | 17710 57600 PRINCIPAL - INSIDE DEBT        | \$ 1,672,013.32                               | \$ 522,360.02     | \$ 784,360.71         | \$ 1,690,000.00  | \$ 1,538,000.00      | \$ 1,983,740.00 | \$ 380,000.00          | \$ 1,983,740.00 | \$ - | \$ 1,983,740.00 |
| 763    | 17710 57605 LEASE PURCH AGREEMENT          | \$ 380,000.00                                 | \$ 380,000.00     | \$ 380,000.00         | \$ 380,000.00    | \$ 380,000.00        | \$ 380,000.00   | \$ 380,000.00          | \$ 380,000.00   | \$ - | \$ 380,000.00   |
| 764    | 17710 57610 INTEREST - INSIDE DEBT         | \$ 523,150.85                                 | \$ 522,796.36     | \$ 657,897.55         | \$ 625,000.00    | \$ 741,000.00        | \$ 741,000.00   | \$ 741,000.00          | \$ 741,000.00   | \$ - | \$ 741,000.00   |
| 765    | 17710 57621 INTEREST TEMPORARY LOANS       | \$ -                                          | \$ -              | \$ -                  | \$ 50,000.00     | \$ 50,000.00         | \$ 25,000.00    | \$ 25,000.00           | \$ 25,000.00    | \$ - | \$ 25,000.00    |
| 766    | 17710 67600 ENCUMB PRINCIPAL - INSIDE DEBT | \$ -                                          | \$ -              | \$ 500,000.00         | \$ -             | \$ -                 | \$ -            | \$ -                   | \$ -            | \$ - | \$ -            |
| 767    | 17710 67610 ENCUMB INTEREST - INSIDE DEBT  | \$ -                                          | \$ -              | \$ 102,203.64         | \$ -             | \$ -                 | \$ -            | \$ -                   | \$ -            | \$ - | \$ -            |
| 768    | TOTAL DEBT SERVICE                         | \$ 2,575,164.17                               | \$ 1,425,156.38   | \$ 2,424,461.90       | \$ 2,745,000.00  | \$ 2,709,000.00      | \$ 3,129,740.00 | \$ 3,129,740.00        | \$ 3,129,740.00 | \$ - | \$ 3,129,740.00 |
| 771    | 18810 STATE & COUNTY ASSESSMENT            |                                               |                   |                       |                  |                      |                 |                        |                 |      |                 |
| 772    | 18810 56100 COUNTY ASSES-COUNTY TAX        | \$ 65,463.00                                  | \$ 65,255.00      | \$ 56,200.00          | \$ 67,437.00     | \$ 69,122.00         | \$ 69,122.00    | \$ 69,122.00           | \$ 69,122.00    | \$ - | \$ 69,122.00    |
| 773    | 18810 56202 RMV NON-RENEWAL SURCHARGE      | \$ 39,620.00                                  | \$ 41,260.00      | \$ 29,030.00          | \$ 41,260.00     | \$ 34,560.00         | \$ 34,560.00    | \$ 34,560.00           | \$ 34,560.00    | \$ - | \$ 34,560.00    |
| 774    | 18810 56204 AIR POLLUTION ASSESSMENT       | \$ 4,747.00                                   | \$ 4,877.00       | \$ 4,180.00           | \$ 5,005.00      | \$ 5,164.00          | \$ 5,164.00     | \$ 5,164.00            | \$ 5,164.00     | \$ - | \$ 5,164.00     |
| 775    | 18810 56205 MONT RTA ASSESSMENT            | \$ 219,666.00                                 | \$ 263,311.00     | \$ 198,500.00         | \$ 238,194.00    | \$ 232,531.00        | \$ 232,531.00   | \$ 232,531.00          | \$ 232,531.00   | \$ - | \$ 232,531.00   |
| 776    | 18810 56206 SPECIAL EDUCATION ASSESS       | \$ 6,954.00                                   | \$ 5,103.00       | \$ 4,430.00           | \$ 5,232.00      | \$ 4,834.00          | \$ 4,994.00     | \$ 4,994.00            | \$ 4,994.00     | \$ - | \$ 4,994.00     |
| 777    | 18810 56209 CHARTER SCHOOL TUITION ASSESSM | \$ 331,272.00                                 | \$ 444,737.00     | \$ 295,286.00         | \$ 502,072.00    | \$ 401,870.00        | \$ 387,712.00   | \$ 387,712.00          | \$ 387,712.00   | \$ - | \$ 387,712.00   |
| 778    | 18810 56210 SCHOOL CHOICE ASSESSMENT       | \$ 1,488,959.00                               | \$ 1,370,593.00   | \$ 1,106,585.00       | \$ 1,348,221.00  | \$ 1,319,961.00      | \$ 1,319,961.00 | \$ 1,319,961.00        | \$ 1,319,961.00 | \$ - | \$ 1,319,961.00 |
| 779    | TOTAL STATE & COUNTY ASSESSM               | \$ 2,156,681.00                               | \$ 2,195,136.00   | \$ 1,694,211.00       | \$ 2,207,421.00  | \$ 2,068,042.00      | \$ 2,054,044.00 | \$ 2,054,044.00        | \$ 2,054,044.00 | \$ - | \$ 2,054,044.00 |
| 781    | 19910 CONTRIBUTORY RETIREMENT              |                                               |                   |                       |                  |                      |                 |                        |                 |      |                 |
| 782    | 19910 51011 BOARD ADMINISTR SAL & WAGES    | \$ 63,019.59                                  | \$ 65,310.81      | \$ 59,579.73          | \$ 67,600.00     | \$ 71,000.00         | \$ 71,000.00    | \$ 71,000.00           | \$ 71,000.00    | \$ - | \$ 71,000.00    |
| 783    | 19910 51014 BOARD & COMM SAL & WAGES       | \$ 17,837.65                                  | \$ 17,800.20      | \$ 16,316.85          | \$ 17,800.00     | \$ 17,800.00         | \$ 17,800.00    | \$ 17,800.00           | \$ 17,800.00    | \$ - | \$ 17,800.00    |
| 784    | 19910 51023 TEMP SALARY & WAGES            | \$ 2,383.76                                   | \$ 5,282.79       | \$ 2,827.26           | \$ 8,000.00      | \$ 4,000.00          | \$ 4,000.00     | \$ 4,000.00            | \$ 4,000.00     | \$ - | \$ 4,000.00     |
| 785    | 19910 51460 LONGEVITY                      | \$ 180.00                                     | \$ 210.00         | \$ -                  | \$ 240.00        | \$ 270.00            | \$ 270.00       | \$ 270.00              | \$ 270.00       | \$ - | \$ 270.00       |
| 786    | 19910 57070 CONTRIB RETIRE ASSESSMENT      | \$ 4,074,610.00                               | \$ 4,424,510.00   | \$ 4,799,440.00       | \$ 4,799,440.00  | \$ 5,163,798.00      | \$ 5,163,798.00 | \$ 5,163,798.00        | \$ 5,163,798.00 | \$ - | \$ 5,163,798.00 |
| 787    | TOTAL CONTRIBUTORY RETIREMEN               | \$ 4,158,031.00                               | \$ 4,513,113.80   | \$ 4,878,163.84       | \$ 4,893,080.00  | \$ 5,256,868.00      | \$ 5,256,868.00 | \$ 5,256,868.00        | \$ 5,256,868.00 | \$ - | \$ 5,256,868.00 |
| 788    | 19914 EMPLOYEE BENEFITS                    |                                               |                   |                       |                  |                      |                 |                        |                 |      |                 |
| 789    | 19914 52200 11IF CLAIMS REVIEW             | \$ 30,443.00                                  | \$ 31,190.00      | \$ 35,170.00          | \$ 30,000.00     | \$ 40,000.00         | \$ 40,000.00    | \$ 40,000.00           | \$ 40,000.00    | \$ - | \$ 40,000.00    |
| 790    | 19914 57010 WORKER'S COMPENSATION          | \$ 95,815.84                                  | \$ 113,788.00     | \$ 163,076.89         | \$ 120,000.00    | \$ 170,000.00        | \$ 120,000.00   | \$ 120,000.00          | \$ 120,000.00   | \$ - | \$ 120,000.00   |
| 791    | 19914 57011 WORKER'S COMPENSATION-SCHOOL   | \$ 119,870.00                                 | \$ 170,682.00     | \$ 109,399.11         | \$ 125,284.00    | \$ 131,626.94        | \$ 120,000.00   | \$ 120,000.00          | \$ 120,000.00   | \$ - | \$ 120,000.00   |
| 792    | 19914 57021 UNEMPLOYMENT COMPENSATION      | \$ 53,757.76                                  | \$ 75,617.45      | \$ 57,294.54          | \$ 79,000.00     | \$ 79,000.00         | \$ 79,000.00    | \$ 79,000.00           | \$ 79,000.00    | \$ - | \$ 79,000.00    |
| 793    | 19914 57022 UNEMPLOYMENT COMPENSATION-SCH  | \$ 81,768.33                                  | \$ 123,524.52     | \$ 68,430.85          | \$ 102,000.00    | \$ 102,818.76        | \$ 102,818.76   | \$ 102,818.76          | \$ 102,818.76   | \$ - | \$ 102,818.76   |
| 794    | 19914 57040 MEDICARE                       | \$ 180,187.49                                 | \$ 190,484.06     | \$ 207,692.26         | \$ 210,000.00    | \$ 210,000.00        | \$ 210,000.00   | \$ 210,000.00          | \$ 210,000.00   | \$ - | \$ 210,000.00   |
| 795    | 19914 57041 MEDICARE-SCHOOL                | \$ 279,569.20                                 | \$ 290,189.77     | \$ 228,649.09         | \$ 295,000.00    | \$ 317,206.80        | \$ 295,000.00   | \$ 295,000.00          | \$ 295,000.00   | \$ - | \$ 295,000.00   |
| 796    | 19914 57051 LIFE INSURANCE                 | \$ 28,619.05                                  | \$ 28,332.13      | \$ 52,595.57          | \$ 32,000.00     | \$ 35,000.00         | \$ 35,000.00    | \$ 35,000.00           | \$ 35,000.00    | \$ - | \$ 35,000.00    |
| 797    | 19914 57052 LIFE INSURANCE-SCHOOL          | \$ 36,538.10                                  | \$ 36,538.13      | \$ 9,138.29           | \$ 37,882.13     | \$ 38,129.77         | \$ 38,129.77    | \$ 38,129.77           | \$ 38,129.77    | \$ - | \$ 38,129.77    |
| 798    | 19914 57060 HEALTH INSURANCE               | \$ 2,881,822.62                               | \$ 3,058,961.38   | \$ 2,838,035.92       | \$ 3,452,863.77  | \$ 3,483,939.55      | \$ 3,452,863.77 | \$ 3,452,863.77        | \$ 3,452,863.77 | \$ - | \$ 3,452,863.77 |
| 799    | 19914 57061 HEALTH INSURANCE-SCHOOL        | \$ 4,455,883.27                               | \$ 4,317,046.53   | \$ 4,372,107.71       | \$ 4,668,038.13  | \$ 4,671,926.80      | \$ 4,668,038.13 | \$ 4,668,038.13        | \$ 4,668,038.13 | \$ - | \$ 4,668,038.13 |
| 800    | 19914 57062 CHAP 41 MEDICAL ALLOWANCE      | \$ 54,566.03                                  | \$ 9,625.23       | \$ 15,396.95          | \$ 55,000.00     | \$ 55,000.00         | \$ 55,000.00    | \$ 55,000.00           | \$ 55,000.00    | \$ - | \$ 55,000.00    |
| 801    | TOTAL EMPLOYEE BENEFITS                    | \$ 8,298,835.69                               | \$ 8,445,979.42   | \$ 8,156,987.18       | \$ 9,206,568.03  | \$ 9,334,648.62      | \$ 9,215,850.43 | \$ 9,215,850.43        | \$ 9,215,850.43 | \$ - | \$ 9,215,850.43 |
| 802    | 19945 PROPERTY INSURANCES                  |                                               |                   |                       |                  |                      |                 |                        |                 |      |                 |
| 803    | TOTAL                                      | \$ -                                          | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -            | \$ -                   | \$ -            | \$ - | \$ -            |

FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |       | FY2020 ACTUALS                  | FY2021 ACTUALS               | FY2022 CUR ACTUALS      | FY2022 BUDGET           | FY2023 DEPARTMENT       | FY2023 MAYOR            | FY2023 CITY COUNCIL     |                         |
|--------|-------|---------------------------------|------------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|-------------------------|
| 810    | 19945 | 57501                           | PROP & GEN LIABILITY INS     | \$ 402,841.59           | \$ 426,519.76           | \$ 437,452.12           | \$ 575,000.00           | \$ 575,000.00           |                         |
| 811    | 19945 | 57503                           | PUBLIC OFFIC LIABILITY       | \$ 87,148.38            | \$ 64,903.51            | \$ 64,142.50            | \$ 95,000.00            | \$ 95,000.00            |                         |
| 812    | 19945 | 57504                           | MOTOR VEHICLE FLOATER        | \$ 70,649.95            | \$ 65,808.00            | \$ 57,937.00            | \$ 95,000.00            | \$ 95,000.00            |                         |
| 813    | TOTAL | PROPERTY INSURANCES             | \$ 560,639.92                | \$ 557,231.27           | \$ 559,531.62           | \$ 765,000.00           | \$ 765,000.00           | \$ 765,000.00           |                         |
| 814    | 61440 | 51010                           | DEPT HEAD SALARY & WAGES     | \$ 25,231.54            | \$ 25,606.07            | \$ 23,343.74            | \$ 26,212.20            | \$ 26,685.13            |                         |
| 817    | 61440 | 51011                           | CITY ENGINEER SALARY & WAGES | \$ 21,471.08            | \$ 21,789.90            | \$ 19,864.77            | \$ 22,305.54            | \$ 22,707.98            |                         |
| 818    | 61440 | 51012                           | CLERK/ASST SAL & WAGES       | \$ 61,185.83            | \$ 53,701.38            | \$ 38,292.54            | \$ 59,380.88            | \$ 57,883.54            |                         |
| 819    | 61440 | 51013                           | PT/CLERK/GIS                 | \$ 31,857.24            | \$ 36,122.49            | \$ 36,100.05            | \$ 50,132.24            | \$ 50,036.02            |                         |
| 820    | 61440 | 51014                           | MAINTENANCE CREW-SAL&WGS     | \$ 215,825.46           | \$ 251,600.59           | \$ 259,070.55           | \$ 348,460.00           | \$ 372,185.72           |                         |
| 821    | 61440 | 51015                           | DPW CLERK SALARY & WAGES     | \$ 12,463.47            | \$ 12,086.79            | \$ 11,401.38            | \$ 12,416.89            | \$ 12,666.00            |                         |
| 822    | 61440 | 51016                           | ASSISTANT DIR SALARY & WAGES | \$ 36,873.11            | \$ 13,345.48            | \$ 28,426.23            | \$ 38,306.68            | \$ 12,765.74            |                         |
| 823    | 61440 | 51019                           | BUSINESS MANAGER SAL & WAGES | \$ -                    | \$ -                    | \$ 3,703.10             | \$ 13,510.82            | \$ -                    |                         |
| 824    | 61440 | 51020                           | ENGINEERS SALARY & WAGES     | \$ 5,330.99             | \$ -                    | \$ -                    | \$ -                    | \$ 19,641.63            |                         |
| 825    | 61440 | 51030                           | OVERTIME                     | \$ 2,563.41             | \$ 7,822.12             | \$ 4,929.99             | \$ 25,000.00            | \$ 13,781.04            |                         |
| 826    | 61440 | 51031                           | WEEK-END STANDBY             | \$ 14,041.11            | \$ 14,563.27            | \$ 11,919.82            | \$ 20,000.00            | \$ 20,000.00            |                         |
| 827    | 61440 | 51090                           | CLOTH/UNIFORM ALLOWANCE      | \$ 2,760.00             | \$ 1,500.00             | \$ 750.00               | \$ 5,200.00             | \$ 7,230.00             |                         |
| 828    | 61440 | 51102                           | WORKING OUT OF GRADE         | \$ 141.96               | \$ -                    | \$ -                    | \$ 5,000.00             | \$ 5,000.00             |                         |
| 829    | 61440 | 51105                           | SICK LEAVE INCENTIVE         | \$ -                    | \$ -                    | \$ -                    | \$ 2,500.00             | \$ 2,500.00             |                         |
| 830    | 61440 | 51151                           | TERMINATION LEAVE            | \$ 18,701.49            | \$ -                    | \$ 1,237.87             | \$ -                    | \$ -                    |                         |
| 831    | 61440 | 52030                           | REPAIRS & MAINTENANCE        | \$ 26,558.85            | \$ 25,342.16            | \$ 7,208.30             | \$ 20,000.00            | \$ 20,000.00            |                         |
| 832    | 61440 | 52031                           | REPAIRS TO MAINS             | \$ 31,784.41            | \$ 23,784.97            | \$ 5,322.76             | \$ 100,000.00           | \$ 100,000.00           |                         |
| 833    | 61440 | 52031                           | INFORMATION TECHNOLOGY       | \$ 1,875.01             | \$ 3,092.07             | \$ -                    | \$ 5,000.00             | \$ 5,000.00             |                         |
| 834    | 61440 | 52050                           | NEW EQUIPMENT                | \$ 4,265.00             | \$ 103,815.19           | \$ 21,874.52            | \$ 50,000.00            | \$ 50,000.00            |                         |
| 835    | 61440 | 52110                           | ENERGY & UTILITIES           | \$ 188,959.93           | \$ 185,058.47           | \$ 104,968.02           | \$ 216,300.00           | \$ 222,789.00           |                         |
| 836    | 61440 | 52150                           | COMMUNICATIONS               | \$ 1,374.50             | \$ 1,140.43             | \$ 2,474.91             | \$ 4,000.00             | \$ 4,000.00             |                         |
| 837    | 61440 | 52170                           | TELECOMMUNICATIONS           | \$ 2,920.92             | \$ 3,269.26             | \$ 3,118.97             | \$ 10,000.00            | \$ 10,000.00            |                         |
| 838    | 61440 | 52190                           | PROFESSIONAL DEV & TRAVEL    | \$ 75.00                | \$ 20.00                | \$ 732.50               | \$ 10,000.00            | \$ 10,000.00            |                         |
| 839    | 61440 | 52230                           | PROFESSIONAL SERVICES        | \$ 23,290.08            | \$ 23,013.90            | \$ 13,455.86            | \$ 28,000.00            | \$ 38,000.00            |                         |
| 840    | 61440 | 52231                           | OFFICE SUPPLIES              | \$ 19,370.05            | \$ 19,818.20            | \$ 10,694.21            | \$ 20,000.00            | \$ 20,000.00            |                         |
| 841    | 61440 | 52240                           | CHEMICALS/LAB SUPPLIES       | \$ 34,919.59            | \$ 155,206.96           | \$ 167,001.85           | \$ 217,485.00           | \$ 224,010.00           |                         |
| 842    | 61440 | 52240                           | VEHICLE SUPPLIES             | \$ 5,581.17             | \$ 6,929.47             | \$ 14,483.43            | \$ 10,000.00            | \$ 10,000.00            |                         |
| 843    | 61440 | 52360                           | AWWTF CONTRACT OPERATIONS    | \$ 667,239.38           | \$ 746,592.98           | \$ 739,491.76           | \$ 778,240.00           | \$ 801,590.00           |                         |
| 844    | 61440 | 52380                           | INDIRECT COSTS REIMBURSE     | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ 340,000.00           |                         |
| 845    | 61440 | 52380                           | SEWER SYSTEM MODEL SOFTWARE  | \$ 18,500.00            | \$ 6,163.61             | \$ -                    | \$ -                    | \$ -                    |                         |
| 846    | 61440 | 52380                           | NPDES REPORT/WWTF STUDY      | \$ 6,400.00             | \$ 2,500.00             | \$ -                    | \$ 10,000.00            | \$ -                    |                         |
| 847    | 61440 | 55163                           | FACILITY MAINTENANCE         | \$ -                    | \$ 33,383.48            | \$ 699.50               | \$ 50,000.00            | \$ 50,000.00            |                         |
| 848    | 61440 | 55163                           | TAXES OTHER TOWNS            | \$ -                    | \$ -                    | \$ -                    | \$ 300.00               | \$ 300.00               |                         |
| 849    | 61440 | 55692                           | PRINCIPAL - INSIDE DEBT      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 850    | 61440 | 55692                           | PRINCIPAL - OUTSIDE DEBT     | \$ 239,117.80           | \$ 241,220.80           | \$ 564,061.16           | \$ 777,352.00           | \$ 694,502.00           |                         |
| 851    | 61440 | 57610                           | INTEREST - INSIDE DEBT       | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 852    | 61440 | 57610                           | INTEREST - OUTSIDE DEBT      | \$ 95,271.02            | \$ 88,002.69            | \$ 167,997.76           | \$ 189,461.00           | \$ 218,660.00           |                         |
| 853    | 61440 | 57611                           | SLUDGE LANDFILL              | \$ 139,640.97           | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 854    | 61440 | 58616                           | ENCUMB REPAIRS & MAINTEN     | \$ 975.00               | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 855    | 61440 | 62030                           | ENCUMB REPAIRS TO MAINS      | \$ 27,139.06            | \$ 125,389.11           | \$ 96,588.80            | \$ -                    | \$ -                    |                         |
| 856    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 857    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 858    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 859    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 860    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 861    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
| 862    | 61440 | 62031                           | ENCUMB REPAIRS TO MAINS      | \$ -                    | \$ -                    | \$ -                    | \$ -                    | \$ -                    |                         |
|        |       | <b>TOTAL GENERAL GOVERNMENT</b> | <b>\$ 32,964,766.51</b>      | <b>\$ 33,507,398.62</b> | <b>\$ 33,302,599.15</b> | <b>\$ 35,836,105.92</b> | <b>\$ 38,477,137.53</b> | <b>\$ 37,064,929.46</b> | <b>\$ 36,980,348.42</b> |



FY2023 BUDGET APPROVED

AS OF JUNE 21, 2022

| Line # | DESCRIPTION                    | FY2020 ACTUALS |              | FY2021 ACTUALS |              | FY2022 CUR ACTUALS |              | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAJOR | FY2023 CITY COUNCIL |
|--------|--------------------------------|----------------|--------------|----------------|--------------|--------------------|--------------|---------------|-------------------|--------------|---------------------|
|        |                                | ACTUALS        |              | ACTUALS        |              | CUR ACTUALS        |              |               |                   |              |                     |
| 878    | TOTAL SEWER EXPENSES           |                |              |                |              |                    |              |               |                   |              |                     |
| 879    | TOTAL SEWER EXPENSES           |                | 2,289,615.07 |                | 2,797,080.91 |                    | 3,445,783.51 | 3,124,563.25  | 3,417,387.11      | 3,454,267.80 | 3,441,267.80        |
| 880    | TOTAL SEWER EXPENSES           |                |              |                |              |                    |              |               |                   |              |                     |
| 881    | 61999 SEWER OTHER EXPENDITURES |                |              |                |              |                    |              |               |                   |              |                     |
| 882    | 61999 SEWER OTHER EXPENDITURES |                | 95,500.00    |                | -            |                    | -            | -             | -                 | -            | -                   |
| 883    | 61999 SEWER OTHER EXPENDITURES |                | 246,762.00   |                | 352,600.00   |                    | 340,000.00   | 340,000.00    | -                 | -            | -                   |
| 884    | 61999 SEWER OTHER EXPENDITURES |                |              |                |              |                    |              |               |                   |              |                     |
| 885    | TOTAL SEWER OTHER EXPENDITURES |                | 342,262.00   |                | 352,600.00   |                    | 340,000.00   | 340,000.00    | 3,417,387.11      | 3,454,267.80 | 3,441,267.80        |
| 886    | TOTAL SEWER OTHER EXPENDITURES |                | 2,631,877.07 |                | 3,149,680.91 |                    | 3,785,783.51 | 3,464,563.25  | 3,417,387.11      | 3,454,267.80 | 3,441,267.80        |
| 887    | TOTAL SEWER OTHER EXPENDITURES |                |              |                |              |                    |              |               |                   |              |                     |
| 888    | 62450 WATER EXPENSES           |                |              |                |              |                    |              |               |                   |              |                     |
| 889    | 62450 WATER EXPENSES           |                | 25,231.54    |                | 25,592.05    |                    | 23,357.76    | 26,212.20     | 26,684.00         | 26,685.13    | 26,685.13           |
| 890    | 62450 WATER EXPENSES           |                | 21,471.08    |                | 21,777.96    |                    | 19,876.70    | 22,305.54     | 22,599.00         | 22,707.98    | 22,707.98           |
| 891    | 62450 WATER EXPENSES           |                | 58,757.70    |                | 52,791.93    |                    | 51,032.85    | 57,601.68     | 61,905.00         | 57,883.54    | 57,883.54           |
| 892    | 62450 WATER EXPENSES           |                | 4,072.41     |                | 2,377.25     |                    | 3,446.44     | 3,850.24      | -                 | 3,977.54     | 3,977.54            |
| 893    | 62450 WATER EXPENSES           |                | 275,988.47   |                | 251,940.12   |                    | 257,548.13   | 386,670.42    | 352,586.11        | 352,586.11   | 352,586.11          |
| 894    | 62450 WATER EXPENSES           |                | 12,463.47    |                | 12,086.78    |                    | 11,401.38    | 12,416.89     | 12,766.00         | 13,148.71    | 13,148.71           |
| 895    | 62450 WATER EXPENSES           |                | 36,873.11    |                | 13,345.50    |                    | 28,426.60    | 38,306.68     | -                 | -            | -                   |
| 896    | 62450 WATER EXPENSES           |                |              |                |              |                    | 3,703.20     | 13,510.82     | 19,260.00         | 19,641.63    | 19,641.63           |
| 897    | 62450 WATER EXPENSES           |                | 5,331.20     |                | -            |                    | -            | -             | 9,690.00          | 13,781.04    | 13,781.04           |
| 898    | 62450 WATER EXPENSES           |                | 32,244.37    |                | 51,209.99    |                    | 36,240.29    | 35,000.00     | 35,000.00         | 35,000.00    | 35,000.00           |
| 899    | 62450 WATER EXPENSES           |                | 14,134.77    |                | 15,056.78    |                    | 12,475.00    | 20,000.00     | 20,000.00         | 20,000.00    | 20,000.00           |
| 900    | 62450 WATER EXPENSES           |                | 3,780.00     |                | 2,520.00     |                    | 2,520.00     | 5,200.00      | 5,940.00          | 5,940.00     | 5,940.00            |
| 901    | 62450 WATER EXPENSES           |                | 331.73       |                | 525.45       |                    | -            | 5,000.00      | 5,000.00          | 5,000.00     | 5,000.00            |
| 902    | 62450 WATER EXPENSES           |                |              |                |              |                    |              | 2,500.00      | 2,500.00          | 2,500.00     | 2,500.00            |
| 903    | 62450 WATER EXPENSES           |                | 464.55       |                | -            |                    | -            | -             | -                 | -            | -                   |
| 904    | 62450 WATER EXPENSES           |                | 31,954.29    |                | 26,244.57    |                    | 18,845.61    | 25,000.00     | 25,000.00         | 25,000.00    | 25,000.00           |
| 905    | 62450 WATER EXPENSES           |                | 66,062.94    |                | 55,868.54    |                    | 105,647.04   | 125,000.00    | 125,000.00        | 125,000.00   | 125,000.00          |
| 906    | 62450 WATER EXPENSES           |                | 1,418.64     |                | 2,673.40     |                    | 2,229.46     | 5,000.00      | 5,000.00          | 5,000.00     | 5,000.00            |
| 907    | 62450 WATER EXPENSES           |                | 56,999.45    |                | 106,142.55   |                    | 176,550.67   | 50,000.00     | 50,000.00         | 50,000.00    | 50,000.00           |
| 908    | 62450 WATER EXPENSES           |                | 252,140.26   |                | 262,454.79   |                    | 162,432.04   | 319,300.00    | 328,880.00        | 328,880.00   | 328,880.00          |
| 909    | 62450 WATER EXPENSES           |                | 4,374.50     |                | 1,520.91     |                    | 2,929.90     | 10,000.00     | 10,000.00         | 10,000.00    | 10,000.00           |
| 910    | 62450 WATER EXPENSES           |                | 5,946.05     |                | 3,259.33     |                    | 3,118.98     | 15,000.00     | 15,000.00         | 15,000.00    | 15,000.00           |
| 911    | 62450 WATER EXPENSES           |                | 2,381.38     |                | 4,911.52     |                    | 2,493.31     | 8,000.00      | 8,000.00          | 8,000.00     | 8,000.00            |
| 912    | 62450 WATER EXPENSES           |                | 13,987.10    |                | 10,692.37    |                    | 10,188.92    | 25,000.00     | 25,000.00         | 25,000.00    | 25,000.00           |
| 913    | 62450 WATER EXPENSES           |                | 4,325.00     |                | 6,159.10     |                    | 8,060.44     | 12,300.00     | 12,300.00         | 12,300.00    | 12,300.00           |
| 914    | 62450 WATER EXPENSES           |                | 33,798.72    |                | 5,841.46     |                    | -            | 12,000.00     | 6,000.00          | 6,000.00     | 6,000.00            |
| 915    | 62450 WATER EXPENSES           |                | 19,156.69    |                | 20,095.10    |                    | 3,295.08     | 20,000.00     | 20,000.00         | 20,000.00    | 20,000.00           |
| 916    | 62450 WATER EXPENSES           |                | 20,312.86    |                | 61,834.87    |                    | 67,171.03    | 112,000.00    | 114,740.00        | 114,740.00   | 114,740.00          |

| Line # | DESCRIPTION                    | FY2020          |        | FY2021          |        | FY2022          |        | FY2022          |                 | FY2023          |      | FY2023          |                 |
|--------|--------------------------------|-----------------|--------|-----------------|--------|-----------------|--------|-----------------|-----------------|-----------------|------|-----------------|-----------------|
|        |                                | ACTUALS         | BUDGET | ACTUALS         | BUDGET | ACTUALS         | BUDGET | DEPARTMENT      | MAJOR           | CITY COUNCIL    |      |                 |                 |
| 917    | VEHICLE SUPPLIES               | \$ 5,204.45     | \$ -   | \$ 8,175.85     | \$ -   | \$ 15,595.74    | \$ -   | \$ 10,000.00    | \$ 10,000.00    | \$ 10,000.00    | \$ - | \$ 81,657.13    | \$ 81,657.13    |
| 918    | CONTRACT OPERATIONS            | \$ 625,558.35   | \$ -   | \$ 746,451.79   | \$ -   | \$ 739,350.57   | \$ -   | \$ 801,587.00   | \$ 801,587.00   | \$ 801,587.00   | \$ - | \$ 51,805.43    | \$ 51,805.43    |
| 919    | INDIRECT COSTS REIMBURSE       | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ 350,000.00   | \$ 350,000.00   | \$ 350,000.00   | \$ - | \$ 19,634.61    | \$ 19,634.61    |
| 920    | WATER SYSTEM SOFTWARE MODEL    | \$ 2,031.02     | \$ -   | \$ 11,924.50    | \$ -   | \$ 4,825.50     | \$ -   | \$ 40,000.00    | \$ 40,000.00    | \$ 40,000.00    | \$ - | \$ 198,128.00   | \$ 198,128.00   |
| 921    | FACILITY MAINTENANCE           | \$ -            | \$ -   | \$ 33,503.36    | \$ -   | \$ 75,540.34    | \$ -   | \$ 50,000.00    | \$ 50,000.00    | \$ 50,000.00    | \$ - | \$ 30,000.00    | \$ 30,000.00    |
| 922    | TAXES OTHER TOWNS              | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ 3,000.00     | \$ 3,000.00     | \$ 3,000.00     | \$ - | \$ 2,150.00     | \$ 2,150.00     |
| 923    | PRINCIPAL - INSIDE DEBT        | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 924    | PRINCIPAL - OUTSIDE DEBT       | \$ 1,059,369.87 | \$ -   | \$ 470,777.02   | \$ -   | \$ 539,062.40   | \$ -   | \$ 1,022,350.00 | \$ 1,022,350.00 | \$ 1,022,350.00 | \$ - | \$ 8,900.00     | \$ 8,900.00     |
| 925    | INTEREST - INSIDE DEBT         | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 926    | INTEREST - OUTSIDE DEBT        | \$ 80,843.61    | \$ -   | \$ 52,949.70    | \$ -   | \$ 59,095.45    | \$ -   | \$ 150,045.00   | \$ 150,045.00   | \$ 150,045.00   | \$ - | \$ 6,000.00     | \$ 6,000.00     |
| 927    | ENCUMB REPAIRS & MAINTEN       | \$ 975.00       | \$ -   | \$ -            | \$ -   | \$ 2,818.29     | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 928    | ENCUMB REPAIRS TO MAINS        | \$ 153,090.14   | \$ -   | \$ 103,665.49   | \$ -   | \$ 104,568.60   | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 929    | ENCUMB NEW EQUIPMENT           | \$ 2,842.00     | \$ -   | \$ 50,202.24    | \$ -   | \$ 162,167.76   | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 930    | ENCUMB ENERGY & UTILITIES      | \$ -            | \$ -   | \$ 11,298.08    | \$ -   | \$ 84,106.87    | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 931    | ENCUMB COMMUNICATIONS          | \$ -            | \$ -   | \$ 3,000.00     | \$ -   | \$ 548.62       | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 932    | ENCUMB TELECOMMUNICATIONS      | \$ -            | \$ -   | \$ 3,309.95     | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 933    | ENCUMB PROFESSIONAL SERV       | \$ 1,015.26     | \$ -   | \$ 505.29       | \$ -   | \$ 33,396.72    | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 934    | ENCUMB DAM INSPECTIONS         | \$ -            | \$ -   | \$ 7,417.53     | \$ -   | \$ 1,583.75     | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 935    | ENCUMB OFFICE SUPPLIES         | \$ -            | \$ -   | \$ -            | \$ -   | \$ 19,370.03    | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 936    | ENCUMB CHEMICAL TREATMENT      | \$ -            | \$ -   | \$ 39,888.70    | \$ -   | \$ 60,426.57    | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 937    | ENCUMB CONTRACT OPERATIONS     | \$ -            | \$ -   | \$ -            | \$ -   | \$ 9,120.21     | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 938    | ENCUMB WATER SYS SOFTWARE MODI | \$ -            | \$ -   | \$ 30,401.40    | \$ -   | \$ 7,567.58     | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 939    | ENCUMB NEW EQUIPMENT           | \$ -            | \$ -   | \$ 48,287.01    | \$ -   | \$ 7,033.10     | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 940    | ENCUMB BUILDING REHAB          | \$ -            | \$ -   | \$ 144,149.26   | \$ -   | \$ 355,180.23   | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 941    | ENCUMB PRINCIPAL-OUTSIDE DEBT  | \$ -            | \$ -   | \$ 70,000.00    | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 942    | ENCUMB DESIGN & ENGINEERING    | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 943    | ENC FACILITY PLANNING          | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 944    | TOTAL WATER EXPENSES           | \$ 2,934,931.98 | \$ -   | \$ 2,852,829.49 | \$ -   | \$ 3,294,295.16 | \$ -   | \$ 3,426,108.47 | \$ 3,745,832.11 | \$ 3,750,753.68 | \$ - | \$ 3,735,253.68 | \$ 3,735,253.68 |
| 946    | TOTAL WATER OTHER EXPENDITURES | \$ 286,318.00   | \$ -   | \$ 330,000.00   | \$ -   | \$ 350,000.00   | \$ -   | \$ 350,000.00   | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 948    | TRANSFER TO GENERAL FUND       | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 949    | TOTAL WATER OTHER EXPENDITUR   | \$ 286,318.00   | \$ -   | \$ 330,000.00   | \$ -   | \$ 350,000.00   | \$ -   | \$ 350,000.00   | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 950    | TOTAL WATER FUND               | \$ 3,221,249.98 | \$ -   | \$ 3,182,829.49 | \$ -   | \$ 3,644,295.16 | \$ -   | \$ 3,776,108.47 | \$ 3,745,832.11 | \$ 3,750,753.68 | \$ - | \$ 3,735,253.68 | \$ 3,735,253.68 |
| 952    | TOTAL GOLF COURSE EXPENSES     | \$ 77,208.85    | \$ -   | \$ 78,313.17    | \$ -   | \$ 71,477.56    | \$ -   | \$ 80,209.95    | \$ 78,500.00    | \$ 81,657.13    | \$ - | \$ 81,657.13    | \$ 81,657.13    |
| 954    | DEPT HEAD SALARY & WAGES       | \$ 45,744.72    | \$ -   | \$ 44,077.49    | \$ -   | \$ 39,740.44    | \$ -   | \$ 50,887.49    | \$ 49,551.00    | \$ 51,805.43    | \$ - | \$ 51,805.43    | \$ 51,805.43    |
| 955    | GOLF PRO SALARY & WAGES        | \$ 11,852.00    | \$ -   | \$ 17,424.74    | \$ -   | \$ 17,186.27    | \$ -   | \$ 19,190.64    | \$ 20,953.00    | \$ 19,634.61    | \$ - | \$ 19,634.61    | \$ 19,634.61    |
| 956    | CLERK/ASST SAL & WAGES         | \$ 181,013.87   | \$ -   | \$ 207,743.17   | \$ -   | \$ 176,784.94   | \$ -   | \$ 194,744.42   | \$ 190,000.00   | \$ 198,128.00   | \$ - | \$ 30,000.00    | \$ 30,000.00    |
| 957    | LABORERS SALARY & WAGES        | \$ 2,400.07     | \$ -   | \$ -            | \$ -   | \$ 6,729.59     | \$ -   | \$ 30,000.00    | \$ 30,000.00    | \$ 30,000.00    | \$ - | \$ 8,900.00     | \$ 8,900.00     |
| 958    | PRO SHOP STAFF SALARY & WAGES  | \$ 6,054.16     | \$ -   | \$ 8,226.65     | \$ -   | \$ 9,993.05     | \$ -   | \$ 8,900.00     | \$ 8,900.00     | \$ 8,900.00     | \$ - | \$ 2,150.00     | \$ 2,150.00     |
| 959    | OVERTIME                       | \$ 2,150.00     | \$ -   | \$ 2,150.00     | \$ -   | \$ 2,150.00     | \$ -   | \$ 2,150.00     | \$ 2,150.00     | \$ 2,150.00     | \$ - | \$ 2,150.00     | \$ 2,150.00     |
| 960    | CLOTH/UNIFORM ALLOWANCE        | \$ 2,760.00     | \$ -   | \$ 2,820.00     | \$ -   | \$ 1,050.00     | \$ -   | \$ 2,880.00     | \$ 2,150.00     | \$ 2,150.00     | \$ - | \$ 2,150.00     | \$ 2,150.00     |
| 961    | LONGEVITY                      | \$ 2,981.01     | \$ -   | \$ 4,096.41     | \$ -   | \$ 21,287.01    | \$ -   | \$ 22,000.00    | \$ 22,000.00    | \$ 22,000.00    | \$ - | \$ 38,000.00    | \$ 38,000.00    |
| 962    | TERMINATION LEAVE              | \$ 36,973.05    | \$ -   | \$ 43,639.14    | \$ -   | \$ 53,798.52    | \$ -   | \$ 40,000.00    | \$ 38,000.00    | \$ 38,000.00    | \$ - | \$ 60,000.00    | \$ 60,000.00    |
| 963    | REPAIRS & MAINTENANCE          | \$ 50,306.24    | \$ -   | \$ 71,616.22    | \$ -   | \$ 54,541.36    | \$ -   | \$ 50,000.00    | \$ 60,000.00    | \$ 60,000.00    | \$ - | \$ 6,000.00     | \$ 6,000.00     |
| 964    | GOLF CART RENT & MAINTENANCE   | \$ -            | \$ -   | \$ -            | \$ -   | \$ 193,714.49   | \$ -   | \$ 32,000.00    | \$ 27,000.00    | \$ 27,000.00    | \$ - | \$ 27,000.00    | \$ 27,000.00    |
| 965    | EQUIPMENT                      | \$ 33,858.19    | \$ -   | \$ 25,385.12    | \$ -   | \$ 22,350.38    | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 966    | ENERGY & UTILITIES             | \$ 325.00       | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 967    | COMMUNICATIONS                 | \$ 5,611.93     | \$ -   | \$ 6,180.34     | \$ -   | \$ 5,799.58     | \$ -   | \$ 4,000.00     | \$ 6,000.00     | \$ 6,000.00     | \$ - | \$ 6,000.00     | \$ 6,000.00     |
| 968    | TELECOMMUNICATIONS             | \$ 1,245.88     | \$ -   | \$ 400.00       | \$ -   | \$ 2,026.88     | \$ -   | \$ 2,500.00     | \$ 2,000.00     | \$ 2,000.00     | \$ - | \$ 2,000.00     | \$ 2,000.00     |
| 969    | PROFESSIONAL DEV & TRAVEL      | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -   | \$ -            | \$ -            | \$ -            | \$ - | \$ -            | \$ -            |
| 970    | PROFESSIONAL SERVICES          | \$ 15,181.60    | \$ -   | \$ 32,419.88    | \$ -   | \$ 27,754.40    | \$ -   | \$ 13,200.00    | \$ 33,200.00    | \$ 33,200.00    | \$ - | \$ 33,200.00    | \$ 33,200.00    |



FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |                                             | FY2020 ACTUALS | FY2021 ACTUALS | FY2022 CUR ACTUALS | FY2022 BUDGET | FY2023 DEPARTMENT | FY2023 MAYOR  | FY2023 CITY COUNCIL |
|--------|---------------------------------------------|----------------|----------------|--------------------|---------------|-------------------|---------------|---------------------|
| 971    | 63640 52230 OFFICE SUPPLIES                 | \$ 1,350.00    | \$ 1,996.23    | \$ 1,242.63        | \$ 1,000.00   | \$ -              | \$ -          | \$ -                |
| 972    | 63640 52231 GOLF COURSE SUPPLIES            | \$ 33,198.53   | \$ 30,721.21   | \$ 89,602.66       | \$ 66,500.00  | \$ 49,000.00      | \$ 23,000.00  | \$ 49,000.00        |
| 973    | 63640 52240 VEHICLE SUPPLIES                | \$ 8,111.96    | \$ 20,671.84   | \$ 29,628.31       | \$ 25,000.00  | \$ 23,000.00      | \$ 205,000.00 | \$ 205,000.00       |
| 974    | 63640 52380 INDIRECT COSTS REIMBURSE        | \$ -           | \$ -           | \$ -               | \$ -          | \$ 10,000.00      | \$ 10,000.00  | \$ 10,000.00        |
| 975    | 63640 57303 WATER                           | \$ 9,497.47    | \$ 9,262.14    | \$ 7,643.63        | \$ 15,000.00  | \$ -              | \$ -          | \$ -                |
| 976    | 63640 62030 ENCUMB REPAIRS & MAINTEN        | \$ -           | \$ 17.01       | \$ 10,000.00       | \$ -          | \$ -              | \$ -          | \$ -                |
| 977    | 63640 62151 ENCUMB TELECOMMUNICATIONS       | \$ -           | \$ 100.00      | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 978    | 63640 62190 ENCUMB PROFESSIONAL SERV        | \$ -           | \$ 487.00      | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 979    | 63640 62240 ENCUMB VEHICLE SUPPLIES         | \$ -           | \$ 24.50       | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 980    | TOTAL GOLF COURSE EXPENSES                  | \$ 527,823.93  | \$ 607,712.26  | \$ 844,501.70      | \$ 644,162.50 | \$ 863,404.00     | \$ 853,625.17 | \$ 853,625.17       |
| 981    |                                             |                |                |                    |               |                   |               |                     |
| 982    | 63999 GOLF COURSE OTHER EXPENDITURES        |                |                |                    |               |                   |               |                     |
| 983    | 63999 59996 TRANSFER TO GENERAL FUND        | \$ 180,000.00  | \$ 190,000.00  | \$ 195,000.00      | \$ 195,000.00 | \$ -              | \$ -          | \$ -                |
| 984    |                                             |                |                |                    |               |                   |               |                     |
| 985    | TOTAL GOLF COURSE OTHER EXPE                | \$ 180,000.00  | \$ 190,000.00  | \$ 195,000.00      | \$ 195,000.00 | \$ -              | \$ -          | \$ -                |
| 986    |                                             |                |                |                    |               |                   |               |                     |
| 987    | 64433 LANDFILL CLOSURE EXPENSES             | \$ 707,823.93  | \$ 797,712.26  | \$ 1,039,501.70    | \$ 839,162.50 | \$ 863,404.00     | \$ 853,625.17 | \$ 853,625.17       |
| 988    |                                             |                |                |                    |               |                   |               |                     |
| 989    | 64433 52031 REPAIRS TO PUMPS                | \$ 10,000.00   | \$ 11,254.94   | \$ 11,011.52       | \$ 11,600.00  | \$ 12,000.00      | \$ 12,000.00  | \$ 12,000.00        |
| 990    | 64433 52110 ENERGY & UTILITIES              | \$ 6,397.85    | \$ 8,412.74    | \$ 7,728.49        | \$ 12,000.00  | \$ 12,000.00      | \$ 12,000.00  | \$ 12,000.00        |
| 991    | 64433 52151 TELECOMMUNICATIONS              | \$ 2,656.18    | \$ 2,445.33    | \$ 2,037.14        | \$ 3,000.00   | \$ 3,000.00       | \$ 3,000.00   | \$ 3,000.00         |
| 992    | 64433 52190 PROFESSIONAL SERVICES           | \$ 16,450.00   | \$ 13,774.27   | \$ 15,744.13       | \$ 17,200.00  | \$ 18,000.00      | \$ 18,000.00  | \$ 18,000.00        |
| 993    | 64433 52270 AIR POLLUTION CONTROL MAINTENNA | \$ 10,000.00   | \$ 18,725.00   | \$ 25,809.44       | \$ 22,800.00  | \$ 24,255.00      | \$ 24,255.00  | \$ 24,255.00        |
| 994    | 64433 52271 GROUNDWATER MONITORING          | \$ 9,828.24    | \$ 7,152.63    | \$ 16,352.64       | \$ 12,600.00  | \$ 13,500.00      | \$ 13,500.00  | \$ 13,500.00        |
| 995    | 64433 62110 ENCUMB ENERGY & UTILITIES       | \$ 555.82      | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 996    | 64433 62190 ENCUMB PROFESSIONAL SERV        | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 997    | 64433 62270 ENC AIR POLLUTION CONTROL       | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 998    | 64433 62271 ENCUMB GROUND WATER MONITRNG    | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 999    |                                             |                |                |                    |               |                   |               |                     |
| 1000   | TOTAL LANDFILL CLOSURE EXPEN                | \$ 55,888.09   | \$ 61,764.91   | \$ 78,683.36       | \$ 79,200.00  | \$ 82,755.00      | \$ 82,755.00  | \$ 82,755.00        |
| 1001   |                                             |                |                |                    |               |                   |               |                     |
| 1002   | 64999 LANDFILL OTHER EXPENDITURES           |                |                |                    |               |                   |               |                     |
| 1003   | 64999 59996 TRANSFER TO GENERAL FUND        | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 1004   |                                             |                |                |                    |               |                   |               |                     |
| 1005   | TOTAL LANDFILL OTHER EXPENDI                | \$ -           | \$ -           | \$ -               | \$ -          | \$ -              | \$ -          | \$ -                |
| 1006   |                                             |                |                |                    |               |                   |               |                     |
| 1007   | 65430 SOLID WASTE EXPENSES                  | \$ 55,888.09   | \$ 61,764.91   | \$ 78,683.36       | \$ 79,200.00  | \$ 82,755.00      | \$ 82,755.00  | \$ 82,755.00        |
| 1008   |                                             |                |                |                    |               |                   |               |                     |
| 1009   | 65430 51010 DEPT HEAD SALARY & WAGES        | \$ 17,059.27   | \$ 17,358.85   | \$ 17,143.21       | \$ 19,488.21  | \$ 19,488.21      | \$ 21,011.24  | \$ 21,011.24        |
| 1010   | 65430 51011 TRANSFER STATTN SUPER SALARY    | \$ 51,885.47   | \$ 47,155.08   | \$ 38,739.12       | \$ 48,297.22  | \$ 48,297.21      | \$ 49,178.69  | \$ 49,178.69        |
| 1011   | 65430 51012 ASST/STAFF SAL & WAGES          | \$ 5,242.42    | \$ 13,970.95   | \$ 12,447.34       | \$ 13,976.63  | \$ 13,976.63      | \$ 14,228.80  | \$ 14,228.80        |
| 1012   | 65430 51013 ACCOUNT CLERK SALARY & WAGES    | \$ 35,401.42   | \$ 36,770.31   | \$ 33,270.57       | \$ 36,652.20  | \$ 36,652.20      | \$ 38,499.24  | \$ 38,499.24        |
| 1013   | 65430 51018 TRANSFER STATTN MONITOR SAL     | \$ 17,384.15   | \$ 17,891.64   | \$ 12,358.50       | \$ 20,826.98  | \$ 20,826.98      | \$ 21,216.00  | \$ 21,216.00        |
| 1014   | 65430 51030 OVERTIME                        | \$ 671.67      | \$ 691.25      | \$ 239.70          | \$ 1,000.00   | \$ 1,000.00       | \$ 1,000.00   | \$ 1,000.00         |
| 1015   | 65430 51090 CLOTH/UNIFORM ALLOWANCE         | \$ 962.50      | \$ 1,400.00    | \$ 1,050.00        | \$ 1,050.00   | \$ 1,050.00       | \$ 1,050.00   | \$ 1,050.00         |
| 1016   | 65430 51460 LONGEVITY                       | \$ 585.00      | \$ 667.50      | \$ 480.00          | \$ 630.00     | \$ -              | \$ -          | \$ -                |
| 1017   | 65430 51551 TERMINATION LEAVE               | \$ -           | \$ 4,587.30    | \$ 11,893.66       | \$ -          | \$ -              | \$ -          | \$ -                |
| 1018   | 65430 52030 REPAIRS & MAINTENANCE           | \$ 1,521.80    | \$ 21,257.26   | \$ 249.00          | \$ 20,000.00  | \$ 20,000.00      | \$ 20,000.00  | \$ 20,000.00        |
| 1019   | 65430 52050 MINOR EQUIPMENT                 | \$ 47.04       | \$ 15.62       | \$ 24,810.87       | \$ 1,000.00   | \$ 5,000.00       | \$ 5,000.00   | \$ 5,000.00         |
| 1020   | 65430 52110 ENERGY & UTILITIES              | \$ 5,287.03    | \$ 1,973.87    | \$ 2,679.33        | \$ 6,000.00   | \$ 6,000.00       | \$ 6,000.00   | \$ 6,000.00         |
| 1021   | 65430 52150 COMMUNICATIONS                  | \$ -           | \$ -           | \$ -               | \$ 300.00     | \$ 300.00         | \$ 300.00     | \$ 300.00           |
| 1022   | 65430 52170 PROFESSIONAL DEV & TRAVEL       | \$ 699.49      | \$ 150.00      | \$ 595.00          | \$ 700.00     | \$ 800.00         | \$ 800.00     | \$ 800.00           |
| 1023   | 65430 52190 PROFESSIONAL SERVICES           | \$ 6,825.75    | \$ 4,163.88    | \$ 7,185.13        | \$ 10,000.00  | \$ 15,000.00      | \$ 15,000.00  | \$ 15,000.00        |
| 1024   |                                             |                |                |                    |               |                   |               |                     |

FY2023 BUDGET APPROVED  
AS OF JUNE 21, 2022

| Line # |                                            | FY2020<br>ACTUALS | FY2021<br>ACTUALS | FY2022<br>CUR ACTUALS | FY2022<br>BUDGET | FY2023<br>DEPARTMENT | FY2023<br>MAVOR  | FY2023<br>CITY COUNCIL |
|--------|--------------------------------------------|-------------------|-------------------|-----------------------|------------------|----------------------|------------------|------------------------|
| 1025   | 65430 52230 OFFICE SUPPLIES                | \$ 226.87         | \$ 2,466.78       | \$ 1,620.03           | \$ 2,000.00      | \$ 2,000.00          | \$ 2,000.00      | \$ 2,000.00            |
| 1026   | 65430 52232 TRASH BAGS                     | \$ 12,220.00      | \$ 6,817.50       | \$ 8,148.00           | \$ 15,000.00     | \$ 15,000.00         | \$ 15,000.00     | \$ 15,000.00           |
| 1027   | 65430 52240 VEHICLE SUPPLIES               | \$ 1,559.99       | \$ 2,068.72       | \$ -                  | \$ 6,500.00      | \$ 6,500.00          | \$ 6,500.00      | \$ 6,500.00            |
| 1028   | 65430 52361 TRASH DISPOSAL                 | \$ 433,363.50     | \$ 402,156.94     | \$ 960,881.83         | \$ 450,000.00    | \$ 961,000.00        | \$ 961,000.00    | \$ 961,000.00          |
| 1029   | 65430 52362 RECYCLING PROCESSING EXP       | \$ 138,575.55     | \$ 110,454.14     | \$ 34,611.79          | \$ 154,530.00    | \$ 32,000.00         | \$ 32,000.00     | \$ 32,000.00           |
| 1030   | 65430 52380 INDIRECT COSTS REIMBURSE       | \$ -              | \$ -              | \$ -                  | \$ -             | \$ 120,000.00        | \$ 120,000.00    | \$ 120,000.00          |
| 1031   | 65430 55126 CURBSIDE RECYCLING             | \$ 208,537.70     | \$ 211,577.53     | \$ 51,615.58          | \$ 219,437.00    | \$ 108,150.00        | \$ 108,150.00    | \$ 108,150.00          |
| 1032   | 65430 55361 CURBSIDE RUBBISH COLLECT       | \$ 424,060.08     | \$ 527,781.10     | \$ 400,000.00         | \$ 508,815.00    | \$ 407,900.00        | \$ 407,900.00    | \$ 407,900.00          |
| 1033   | 65430 55363 CURBSIDE YARD WASTE COLLECTION | \$ 64,556.70      | \$ 53,886.40      | \$ 13,471.60          | \$ 68,000.00     | \$ -                 | \$ -             | \$ -                   |
| 1034   | 65430 55365 HOUSEHOLD HAZARDOUS WASTE      | \$ 17,311.52      | \$ 18,200.00      | \$ -                  | \$ 18,200.00     | \$ -                 | \$ -             | \$ -                   |
| 1035   | 65430 62030 ENCUMB REPAIRS & MAINTEN       | \$ -              | \$ 17,347.35      | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1036   | 65430 62150 ENCUMB COMMUNICATIONS          | \$ -              | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1037   | 65430 62240 ENCUMB VEHICLE SUPPLIES        | \$ -              | \$ 95.88          | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1038   | 65430 62361 ENCUMB TRASH DISPOSAL          | \$ 27,294.46      | \$ -              | \$ 50,000.00          | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1039   | 65430 62362 ENCUMB RECYCLING PROCESSING    | \$ 9,521.10       | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1040   | 65430 65126 ENCUMB CURBSIDE RECYCLING      | \$ 4,889.45       | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1041   | 65430 65361 ENCUMB CURBSIDE RUBBISH C      | \$ 34,129.63      | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1042   | 65430 65363 ENC CURBSIDE YARD WASTE COLLEC | \$ 6,212.86       | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1043   | 65430 65365 ENCUMB HOUSEHOLD HAZARDOUS WA  | \$ -              | \$ -              | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1044   | TOTAL SOLID WASTE EXPENSES                 | \$ 1,526,032.76   | \$ 1,520,635.85   | \$ 1,683,490.26       | \$ 1,622,403.24  | \$ 1,840,941.23      | \$ 1,845,833.97  | \$ 1,845,833.97        |
| 1046   | 65999 59996 TRANSFER TO GENERAL FUND       | \$ 105,000.00     | \$ 115,000.00     | \$ 120,000.00         | \$ 120,000.00    | \$ -                 | \$ -             | \$ -                   |
| 1047   | TOTAL SOLID WASTE OTHER EXPE               | \$ 105,000.00     | \$ 115,000.00     | \$ 120,000.00         | \$ 120,000.00    | \$ -                 | \$ -             | \$ -                   |
| 1048   | TOTAL SOLID WASTE FUND                     | \$ 1,631,032.76   | \$ 1,635,635.85   | \$ 1,803,490.26       | \$ 1,742,403.24  | \$ 1,840,941.23      | \$ 1,845,833.97  | \$ 1,845,833.97        |
| 1051   | TOTAL ENTERPRISE ACCOUNTS TOTALS           | \$ 8,247,871.83   | \$ 8,827,623.42   | \$ 10,351,753.99      | \$ 9,901,437.46  | \$ 9,950,319.45      | \$ 9,987,235.62  | \$ 9,958,735.62        |
| 1052   | 13960 50000 SCHOOL EXPENSES                | \$ 22,072,502.67  | \$ 22,591,174.53  | \$ 21,736,734.52      | \$ 23,122,415.52 | \$ 26,162,528.29     | \$ 25,322,400.29 | \$ 25,322,400.29       |
| 1053   | 13960 51000 ADDITIONAL SCHOOL SPENDING     | \$ 1,070,794.00   | \$ 1,097,563.85   | \$ 500,000.00         | \$ 500,000.00    | \$ 359,872.00        | \$ 500,000.00    | \$ 500,000.00          |
| 1054   | 13960 51207 5550-CROSSING GUARDS           | \$ 59,384.29      | \$ 45,965.34      | \$ 60,438.20          | \$ 58,000.00     | \$ 63,740.00         | \$ 63,740.00     | \$ 63,740.00           |
| 1055   | 13960 51362 3300-SPEED BUS MONITOR SALARY  | \$ 43,778.56      | \$ 3,862.50       | \$ -                  | \$ -             | \$ -                 | \$ -             | \$ -                   |
| 1056   | 13960 51362 3300-SPEED BUS MONITOR SALARY  | \$ 106,824.78     | \$ 88,725.30      | \$ 150,586.00         | \$ 110,000.00    | \$ 157,000.00        | \$ 157,000.00    | \$ 157,000.00          |
| 1057   | 13960 52800 3300-REGULAR TRANSPORTATION    | \$ 466,534.69     | \$ 515,028.00     | \$ 388,815.00         | \$ 406,300.00    | \$ 657,000.00        | \$ 657,000.00    | \$ 657,000.00          |
| 1058   | 13960 52801 3300-MCKINNEY-VENTO TRANSPORT  | \$ 63,371.01      | \$ 21,012.21      | \$ 97,046.47          | \$ 90,000.00     | \$ 90,000.00         | \$ 90,000.00     | \$ 90,000.00           |
| 1059   | 13960 55804 3300-SPEED TRANSPORTATION      | \$ 503,382.61     | \$ 520,435.84     | \$ 465,349.31         | \$ 765,490.00    | \$ 1,029,536.00      | \$ 1,029,536.00  | \$ 1,029,536.00        |
| 1066   | TOTAL SCHOOL EXPENSES                      | \$ 24,386,572.61  | \$ 24,883,767.57  | \$ 23,398,969.50      | \$ 25,052,205.52 | \$ 28,519,676.29     | \$ 27,819,676.29 | \$ 27,819,676.29       |
| 1067   | TOTAL GENERAL GOVERNMENT                   | \$ 32,964,766.51  | \$ 33,507,398.62  | \$ 33,302,599.15      | \$ 35,836,105.92 | \$ 38,477,137.53     | \$ 37,064,929.46 | \$ 36,980,348.42       |
| 1068   | ENTERPRISE ACCOUNTS TOTALS                 | \$ 8,247,871.83   | \$ 8,827,623.42   | \$ 10,351,753.99      | \$ 9,901,437.46  | \$ 9,950,319.45      | \$ 9,987,235.62  | \$ 9,958,735.62        |
| 1070   | TOTAL SCHOOL EXPENSES                      | \$ 24,386,572.61  | \$ 24,883,767.57  | \$ 23,398,969.50      | \$ 25,052,205.52 | \$ 28,519,676.29     | \$ 27,819,676.29 | \$ 27,819,676.29       |
| 1071   | CITY OF GARDNER TOTAL                      | \$ 65,599,210.95  | \$ 67,218,789.61  | \$ 67,053,322.64      | \$ 70,789,748.90 | \$ 76,947,133.27     | \$ 74,871,841.37 | \$ 74,758,760.33       |

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*FY 2023 Budget  
Year to Date Expenditures  
As of 10/20/2022*

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FY 2023 BUDGET

YEAR TO DATE AS OF 10/20/2022

| ORG                    | OBI   | ACCOUNT DESCRIPTION            | REVISED BUDGET | YTD EXPENDED | ENCUMBRANCES | AVAILABLE BUDGET | % USED |
|------------------------|-------|--------------------------------|----------------|--------------|--------------|------------------|--------|
| <b>42 City Council</b> |       |                                |                |              |              |                  |        |
| 11111                  | 51010 | COUNCILORS SALARIES            | 83,967         | 19,160.25    | 0.00         | 64,807           | 22.80  |
| 11111                  | 51012 | CLERK/ASST SAL & WAGES         | 6,000          | 911.46       | 0.00         | 5,089            | 15.20  |
| 11111                  | 51023 | TEMP SALARY & WAGES            | 1,500          | 0.00         | 0.00         | 1,500            | 0.00   |
| 11111                  | 52050 | MINOR EQUIPMENT                | 500            | 418.99       | 0.00         | 81               | 83.80  |
| 11111                  | 52150 | COMMUNICATIONS                 | 10,500         | 2,564.71     | 0.00         | 7,935            | 24.40  |
| 11111                  | 52170 | PROFESSIONAL DEV & TRAVEL      | 2,585          | 77.00        | 0.00         | 2,508            | 3.00   |
| 11111                  | 52190 | PROFESSIONAL SERVICES          | 2,000          | 0.00         | 0.00         | 2,000            | 0.00   |
| 11111                  | 52230 | OFFICE SUPPLIES                | 1,000          | 395.00       | 0.00         | 605              | 39.50  |
| 11111                  | 55010 | GOVERNMENT PICTURE             | 1,000          | 0.00         | 0.00         | 1,000            | 0.00   |
| 11111                  | 62050 | ENCUMB MINOR EQUIPMENT         | 500            | 0.00         | 0.00         | 500              | 0.00   |
| 11111                  | 62150 | ENCUMB COMMUNICATIONS          | 1,494          | 1,493.62     | 0.00         | 0                | 100.00 |
| 11111                  | 65010 | ENCUMB GOV PICTURE             | 1,390          | 0.00         | 0.00         | 1,390            | 0.00   |
| 11111                  | 68308 | ENCUMB CC CHAMBER AUGMT EXP    | 35,000         | 18,000.00    | 0.00         | 17,000           | 51.40  |
|                        |       | Total 11111 CITY COUNCIL       | 147,436        | 43,021.03    | 0.00         | 104,415          | 29.20  |
| <b>MAYOR</b>           |       |                                |                |              |              |                  |        |
| 11121                  | 51010 | MAYOR SALARY & WAGES           | 93,297         | 26,834.36    | 0.00         | 66,463           | 28.80  |
| 11121                  | 51011 | EXECUTIVE AIDE SAL & WAGE      | 55,519         | 16,161.46    | 0.00         | 39,357           | 29.10  |
| 11121                  | 51012 | EXECUTIVE ASSIST SALARY & WAGE | 50,710         | 14,759.96    | 0.00         | 35,951           | 29.10  |
| 11121                  | 51023 | TEMP SALARY & WAGES            | 2,500          | 3,184.40     | 0.00         | -684             | 127.40 |
| 11121                  | 51460 | LONGEVITY                      | 240            | 0.00         | 0.00         | 240              | 0.00   |
| 11121                  | 52030 | REPAIRS & MAINTENANCE          | 500            | 242.70       | 0.00         | 257              | 48.50  |
| 11121                  | 52050 | MINOR EQUIPMENT                | 300            | 0.00         | 0.00         | 300              | 0.00   |
| 11121                  | 52150 | COMMUNICATIONS                 | 2,500          | 702.60       | 0.00         | 1,797            | 28.10  |
| 11121                  | 52151 | TELECOMMUNICATIONS             | 3,650          | 255.10       | 0.00         | 3,395            | 7.00   |
| 11121                  | 52170 | PROFESSIONAL DEV & TRAVEL      | 3,000          | 62.96        | 0.00         | 2,937            | 2.10   |
| 11121                  | 52190 | PROFESSIONAL SERVICES          | 13,000         | 14,700.23    | 0.00         | -1,700           | 113.10 |
| 11121                  | 52230 | OFFICE SUPPLIES                | 1,500          | 65.53        | 0.00         | 1,434            | 4.40   |
| 11121                  | 52240 | VEHICLE SUPPLIES               | 100            | 0.00         | 0.00         | 100              | 0.00   |
| 11121                  | 55010 | MAYOR'S PORTRAIT               | 1,000          | 0.00         | 0.00         | 1,000            | 0.00   |
| 11121                  | 62190 | ENCUMB PROFESSIONAL SERV       | 2,408          | 2,407.95     | 0.00         | 0                | 100.00 |
|                        |       | Total 11121 MAYOR              | 230,224        | 79,377.25    | 0.00         | 150,847          | 34.50  |



FY 2023 BUDGET  
 YEAR TO DATE AS OF 10/20/2022

| AUDITOR |       |                           |         |           |           |         |        |  |  |  |
|---------|-------|---------------------------|---------|-----------|-----------|---------|--------|--|--|--|
| 11135   | 51010 | DEPT HEAD SALARY & WAGES  | 89,651  | 26,093.66 | 0.00      | 63,557  | 29.10  |  |  |  |
| 11135   | 51011 | ASSISTANT SALARY & WAGES  | 52,120  | 15,105.18 | 0.00      | 37,015  | 29.00  |  |  |  |
| 11135   | 51460 | LONGEVITY                 | 360     | 0.00      | 0.00      | 360     | 0.00   |  |  |  |
| 11135   | 52030 | REPAIRS & MAINTENANCE     | 200     | 0.00      | 0.00      | 200     | 0.00   |  |  |  |
| 11135   | 52050 | MINOR EQUIPMENT           | 100     | 0.00      | 0.00      | 100     | 0.00   |  |  |  |
| 11135   | 52170 | PROFESSIONAL DEV & TRAVEL | 3,000   | 253.50    | 0.00      | 2,747   | 8.50   |  |  |  |
| 11135   | 52190 | PROFESSIONAL SERVICES     | 63,250  | 34,388.95 | 24,000.00 | 4,861   | 92.30  |  |  |  |
| 11135   | 52230 | OFFICE SUPPLIES           | 1,000   | 0.00      | 0.00      | 1,000   | 0.00   |  |  |  |
| 11135   | 62190 | ENCUMB PROFESSIONAL SERV  | 21,361  | 20,361.05 | 1,000.00  | 0       | 100.00 |  |  |  |
|         |       | Total 11135 CITY AUDITOR  | 231,042 | 96,202.34 | 25,000.00 | 109,840 | 52.50  |  |  |  |

| PURCHASING |       |                                |         |           |      |        |        |
|------------|-------|--------------------------------|---------|-----------|------|--------|--------|
| 11138      | 51010 | DEPT HEAD SALARY & WAGES       | 78,534  | 22,858.09 | 0.00 | 55,676 | 29.10  |
| 11138      | 51012 | SENIOR ACCOUNT CLERK SAL & WAG | 42,655  | 12,415.09 | 0.00 | 30,240 | 29.10  |
| 11138      | 51460 | LONGEVITY                      | 300     | 0.00      | 0.00 | 300    | 0.00   |
| 11138      | 52150 | COMMUNICATIONS                 | 500     | 0.00      | 0.00 | 500    | 0.00   |
| 11138      | 52151 | TELECOMMUNICATIONS             | 700     | 124.47    | 0.00 | 576    | 17.80  |
| 11138      | 52170 | PROFESSIONAL DEV & TRAVEL      | 2,500   | 788.62    | 0.00 | 1,711  | 31.50  |
| 11138      | 52190 | PROFESSIONAL SERVICES          | 500     | 0.00      | 0.00 | 500    | 0.00   |
| 11138      | 52230 | OFFICE SUPPLIES                | 1,000   | 0.00      | 0.00 | 1,000  | 0.00   |
| 11138      | 62150 | ENCUMB COMMUNICATIONS          | 405     | 405.02    | 0.00 | 0      | 100.00 |
|            |       | Total 11138 PURCHASING         | 127,094 | 36,591.29 | 0.00 | 90,503 | 28.80  |

| ASSESSOR |       |                           |        |           |      |        |       |
|----------|-------|---------------------------|--------|-----------|------|--------|-------|
| 11141    | 51010 | CHAIRMAN ASSESS SAL&WAGES | 77,995 | 22,700.99 | 0.00 | 55,294 | 29.10 |
| 11141    | 51012 | CLERK/ASST SAL & WAGES    | 38,505 | 10,393.51 | 0.00 | 28,111 | 27.00 |
| 11141    | 51014 | BOARD & COMM SAL & WAGES  | 4,001  | 1,000.02  | 0.00 | 3,001  | 25.00 |
| 11141    | 52151 | TELECOMMUNICATIONS        | 1,000  | 0.00      | 0.00 | 1,000  | 0.00  |
| 11141    | 52170 | PROFESSIONAL DEV & TRAVEL | 2,500  | 638.13    | 0.00 | 1,862  | 25.50 |
| 11141    | 52190 | PROFESSIONAL SERVICES     | 2,500  | 0.00      | 0.00 | 2,500  | 0.00  |
| 11141    | 52230 | OFFICE SUPPLIES           | 1,500  | 168.60    | 0.00 | 1,331  | 11.20 |
| 11141    | 55030 | COMPUTER SOFTWARE         | 1,000  | 0.00      | 0.00 | 1,000  | 0.00  |
| 11141    | 55040 | VALUATION MAINTENANCE     | 9,400  | 0.00      | 0.00 | 9,400  | 0.00  |



FY 2023 BUDGET  
 YEAR TO DATE AS OF 10/20/2022

|       |       |                       |         |            |           |      |         |        |
|-------|-------|-----------------------|---------|------------|-----------|------|---------|--------|
| 11141 | 55050 | VALUATION UPDATE      | 85,000  | 65,752.61  | 22,531.49 | 0.00 | -3,284  | 103.90 |
| 11141 | 65050 | ENCUMB UPDATE PROGRAM | 1,948   | 0.00       | 0.00      | 0.00 | 1,948   | 0.00   |
| 11141 |       | Total 11141 ASSESSORS | 225,348 | 100,653.86 | 22,531.49 | 0.00 | 102,163 | 54.70  |

TREASURER/COLLECTOR

|       |       |                               |         |            |      |      |         |        |
|-------|-------|-------------------------------|---------|------------|------|------|---------|--------|
| 11145 | 51010 | DEPT HEAD SALARY & WAGES      | 89,651  | 26,093.65  | 0.00 | 0.00 | 63,557  | 29.10  |
| 11145 | 51011 | ASSISTANT SALARY & WAGES      | 56,915  | 16,565.56  | 0.00 | 0.00 | 40,350  | 29.10  |
| 11145 | 51012 | SENIOR ACCT CLERK SAL & WAGES | 42,655  | 12,415.09  | 0.00 | 0.00 | 30,240  | 29.10  |
| 11145 | 51015 | COMP PROG/OP SAL & WAGES      | 0       | 176.67     | 0.00 | 0.00 | -177    | 100.00 |
| 11145 | 51018 | PARKING METER CLERK           | 14,766  | 2,982.01   | 0.00 | 0.00 | 11,784  | 20.20  |
| 11145 | 51030 | OVERTIME                      | 500     | 0.00       | 0.00 | 0.00 | 500     | 0.00   |
| 11145 | 51460 | LONGEVITY                     | 570     | 0.00       | 0.00 | 0.00 | 570     | 0.00   |
| 11145 | 52030 | REPAIRS & MAINTENANCE         | 500     | 275.00     | 0.00 | 0.00 | 225     | 55.00  |
| 11145 | 52033 | PARKING METER MAINTENANCE     | 25,000  | 4,328.16   | 0.00 | 0.00 | 20,672  | 17.30  |
| 11145 | 52050 | MINOR EQUIPMENT               | 1,000   | 0.00       | 0.00 | 0.00 | 1,000   | 0.00   |
| 11145 | 52170 | PROFESSIONAL DEV & TRAVEL     | 750     | 335.00     | 0.00 | 0.00 | 415     | 44.70  |
| 11145 | 52190 | PROFESSIONAL SERVICES         | 35,000  | 22,813.34  | 0.00 | 0.00 | 12,187  | 65.20  |
| 11145 | 52230 | OFFICE SUPPLIES               | 11,000  | 3,239.21   | 0.00 | 0.00 | 7,761   | 29.40  |
| 11145 | 52250 | POSTAGE                       | 55,000  | 19,180.63  | 0.00 | 0.00 | 35,819  | 34.90  |
|       |       | Total 11145 CITY TREASURER    | 333,307 | 108,404.32 | 0.00 | 0.00 | 224,903 | 32.50  |

LAW

|       |       |                           |         |           |      |      |         |        |
|-------|-------|---------------------------|---------|-----------|------|------|---------|--------|
| 11151 | 51010 | DEPT HEAD SALARY & WAGES  | 84,463  | 23,359.17 | 0.00 | 0.00 | 61,104  | 27.70  |
| 11151 | 51011 | ASSISTANT SALARY & WAGES  | 62,000  | 3,779.47  | 0.00 | 0.00 | 58,221  | 6.10   |
| 11151 | 51460 | LONGEVITY                 | 450     | 0.00      | 0.00 | 0.00 | 450     | 0.00   |
| 11151 | 52170 | PROFESSIONAL DEV & TRAVEL | 1,000   | 78.06     | 0.00 | 0.00 | 922     | 7.80   |
| 11151 | 52172 | LEGAL RESEARCH            | 5,000   | 1,494.81  | 0.00 | 0.00 | 3,505   | 29.90  |
| 11151 | 52191 | OUTSIDE COUNSEL           | 5,000   | 0.00      | 0.00 | 0.00 | 5,000   | 0.00   |
| 11151 | 52193 | ARBITRATION               | 100     | 0.00      | 0.00 | 0.00 | 100     | 0.00   |
| 11151 | 52230 | OFFICE SUPPLIES           | 3,600   | 1,200.00  | 0.00 | 0.00 | 2,400   | 33.30  |
| 11151 | 55051 | DEPOSITION & DISCOVERY    | 500     | 1,000.00  | 0.00 | 0.00 | -500    | 200.00 |
| 11151 | 55052 | LEGAL FEES/CLOSING COST   | 2,500   | 312.93    | 0.00 | 0.00 | 2,187   | 12.50  |
| 11151 | 62191 | ENCUMB OUTSIDE COUNSEL    | 5,387   | 483.34    | 0.00 | 0.00 | 4,904   | 9.00   |
|       |       | Total 11151 LAW           | 170,000 | 31,707.78 | 0.00 | 0.00 | 138,293 | 18.70  |

FY 2023 BUDGET  
 YEAR TO DATE AS OF 10/20/2022

HUMAN RESOURCES

|       |       |                           |         |           |      |         |       |
|-------|-------|---------------------------|---------|-----------|------|---------|-------|
| 11152 | 51010 | DEPT HEAD SALARY & WAGES  | 102,000 | 27,495.00 | 0.00 | 74,505  | 27.00 |
| 11152 | 51012 | CLERK/ASST SAL & WAGES    | 56,154  | 13,569.09 | 0.00 | 42,584  | 24.20 |
| 11152 | 51460 | LONGEVITY                 | 630     | 0.00      | 0.00 | 630     | 0.00  |
| 11152 | 52050 | MINOR EQUIPMENT           | 500     | 0.00      | 0.00 | 500     | 0.00  |
| 11152 | 52150 | COMMUNICATIONS            | 3,000   | 275.00    | 0.00 | 2,725   | 9.20  |
| 11152 | 52170 | PROFESSIONAL DEV & TRAVEL | 2,000   | 207.61    | 0.00 | 1,792   | 10.40 |
| 11152 | 52190 | PROFESSIONAL SERVICES     | 400     | 0.00      | 0.00 | 400     | 0.00  |
| 11152 | 52191 | V.I.P.S. PROGRAM          | 1,400   | 0.00      | 1.00 | 1,399   | 0.10  |
| 11152 | 52192 | MEDICAL EXAMS             | 20,000  | 12,152.00 | 0.00 | 7,848   | 60.80 |
| 11152 | 52230 | OFFICE SUPPLIES           | 1,200   | 259.37    | 0.00 | 941     | 21.60 |
|       |       | Total 11152 PERSONNEL     | 187,284 | 53,958.07 | 1.00 | 133,325 | 28.80 |

INFORMATION TECHNOLOGY

|       |       |                                    |         |            |           |         |       |
|-------|-------|------------------------------------|---------|------------|-----------|---------|-------|
| 11155 | 51010 | DEPT HEAD SALARY & WAGES           | 102,282 | 31,438.01  | 0.00      | 70,844  | 30.70 |
| 11155 | 51013 | P/T CLERK/ASST SAL & WAGES         | 3,800   | 0.00       | 0.00      | 3,800   | 0.00  |
| 11155 | 51015 | COMP PROG/OP SAL & WAGES           | 68,380  | 19,629.00  | 0.00      | 48,751  | 28.70 |
| 11155 | 51460 | LONGEVITY                          | 330     | 0.00       | 0.00      | 330     | 0.00  |
| 11155 | 52040 | INFORMATION TECHNOLOGY             | 36,750  | 5,794.28   | 0.00      | 30,956  | 15.80 |
| 11155 | 52041 | SOFTWARE/SERVICE/LISC RENEWALS     | 223,230 | 151,859.92 | 12,271.80 | 59,098  | 73.50 |
| 11155 | 52151 | TELECOMMUNICATIONS                 | 12,154  | 2,339.23   | 0.00      | 9,815   | 19.20 |
| 11155 | 52170 | PROFESSIONAL DEV & TRAVEL          | 1,575   | 425.00     | 0.00      | 1,150   | 27.00 |
| 11155 | 52230 | OFFICE SUPPLIES                    | 750     | 0.00       | 0.00      | 750     | 0.00  |
| 11155 | 52231 | PRINTER/COPIER SUPPLIES            | 9,000   | 2,110.42   | 1,381.89  | 5,508   | 38.80 |
|       |       | Total 11155 INFORMATION TECHNOLOGY | 458,251 | 213,595.86 | 13,653.69 | 231,002 | 49.60 |

CITY CLERK

|       |       |                           |        |           |      |        |       |
|-------|-------|---------------------------|--------|-----------|------|--------|-------|
| 11161 | 51010 | DEPT HEAD SALARY & WAGES  | 85,008 | 24,742.40 | 0.00 | 60,266 | 29.10 |
| 11161 | 51011 | ASSISTANT SALARY & WAGES  | 93,022 | 27,078.64 | 0.00 | 65,943 | 29.10 |
| 11161 | 51013 | PT CLERK/ASST SAL & WAGES | 20,280 | 1,704.22  | 0.00 | 18,576 | 8.40  |
| 11161 | 51460 | LONGEVITY                 | 540    | 0.00      | 0.00 | 540    | 0.00  |
| 11161 | 52050 | MINOR EQUIPMENT           | 500    | 0.00      | 0.00 | 500    | 0.00  |
| 11161 | 52151 | TELECOMMUNICATIONS        | 700    | 150.36    | 0.00 | 550    | 21.50 |
| 11161 | 52170 | PROFESSIONAL DEV & TRAVEL | 500    | 125.00    | 0.00 | 375    | 25.00 |
| 11161 | 52190 | PROFESSIONAL SERVICES     | 4,000  | 1,450.56  | 0.00 | 2,549  | 36.30 |

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|       |       |                          |         |           |      |         |       |       |
|-------|-------|--------------------------|---------|-----------|------|---------|-------|-------|
| 11161 | 52230 | OFFICE SUPPLIES          | 1,500   | 998.15    | 0.00 | 0.00    | 502   | 66.50 |
| 11161 | 62190 | ENCUMB PROFESSIONAL SERV | 824     | 0.00      | 0.00 | 824     | 0.00  |       |
| 11161 | 62230 | ENCUMB OFFICE SUPPLIES   | 1,044   | 0.00      | 0.00 | 1,044   | 0.00  |       |
|       |       | Total 11161 CITY CLERK   | 207,917 | 56,249.33 | 0.00 | 151,668 | 27.10 |       |

**ELECTION & REGISTRATION**

|       |       |                                     |        |           |          |        |        |
|-------|-------|-------------------------------------|--------|-----------|----------|--------|--------|
| 11162 | 51010 | BD OF REGISTRATION SAL&WA           | 3,050  | 762.49    | 0.00     | 2,288  | 25.00  |
| 11162 | 51013 | ELECTION OFFICERS SAL&WGS           | 50,000 | 34,368.22 | 0.00     | 15,632 | 68.70  |
| 11162 | 52050 | MINOR EQUIPMENT                     | 2,000  | 0.00      | 0.00     | 2,000  | 0.00   |
| 11162 | 52150 | COMMUNICATIONS                      | 1,040  | 0.00      | 0.00     | 1,040  | 0.00   |
| 11162 | 52190 | PROFESSIONAL SERVICES               | 20,000 | 12,424.36 | 3,250.00 | 4,326  | 78.40  |
| 11162 | 52230 | OFFICE SUPPLIES                     | 1,500  | 1,743.31  | 0.00     | -243   | 116.20 |
| 11162 | 62190 | ENCUMB PROFESSIONAL SERV            | 4,424  | 7,229.52  | 0.00     | -2,805 | 163.40 |
| 11162 | 62230 | ENCUMB OFFICE SUPPLIES              | 1,668  | 360.46    | 0.00     | 1,307  | 21.60  |
| 11162 | 65202 | ENCUMB VOTING EQUIPMENT             | 1,500  | 0.00      | 0.00     | 1,500  | 0.00   |
|       |       | Total 11162 ELECTION & REGISTRATION | 85,182 | 56,888.36 | 3,250.00 | 25,043 | 70.60  |

**LICENSE COMMISSION**

|       |       |                                |       |        |      |       |       |
|-------|-------|--------------------------------|-------|--------|------|-------|-------|
| 11165 | 51014 | LICENSE BD SALARY & WAGES      | 2,500 | 625.00 | 0.00 | 1,875 | 25.00 |
| 11165 | 51030 | OVERTIME                       | 500   | 0.00   | 0.00 | 500   | 0.00  |
| 11165 | 52150 | COMMUNICATIONS                 | 100   | 0.00   | 0.00 | 100   | 0.00  |
| 11165 | 52190 | PROFESSIONAL SERVICES          | 200   | 0.00   | 0.00 | 200   | 0.00  |
| 11165 | 52230 | OFFICE SUPPLIES                | 200   | 0.00   | 0.00 | 200   | 0.00  |
|       |       | Total 11165 LICENSE COMMISSION | 3,500 | 625.00 | 0.00 | 2,875 | 17.90 |

**CONSERVATION COMMISSION**

|       |       |                                     |        |          |      |        |        |
|-------|-------|-------------------------------------|--------|----------|------|--------|--------|
| 11171 | 51011 | CONSERVATION AGENT SAL&WGS          | 31,465 | 5,184.23 | 0.00 | 26,281 | 16.50  |
| 11171 | 51014 | BOARD & COMM SAL & WAGES            | 5,500  | 1,187.50 | 0.00 | 4,313  | 21.60  |
| 11171 | 51551 | TERMINATION LEAVE                   | 0      | 1,615.80 | 0.00 | -1,616 | 100.00 |
| 11171 | 52170 | PROFESSIONAL DEV & TRAVEL           | 750    | 0.00     | 0.00 | 750    | 0.00   |
| 11171 | 52230 | OFFICE SUPPLIES                     | 100    | 0.00     | 0.00 | 100    | 0.00   |
|       |       | Total 11171 CONSERVATION COMMISSION | 37,815 | 7,987.53 | 0.00 | 29,828 | 21.10  |

**PLANNING BOARD**

|       |       |                               |        |          |      |        |       |
|-------|-------|-------------------------------|--------|----------|------|--------|-------|
| 11175 | 51011 | PLANNING AGENT SALARY & WAGES | 31,465 | 5,184.22 | 0.00 | 26,281 | 16.50 |
|-------|-------|-------------------------------|--------|----------|------|--------|-------|



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|       |       |                            |        |           |           |        |       |
|-------|-------|----------------------------|--------|-----------|-----------|--------|-------|
| 11175 | 51014 | BOARD & COMM SAL & WAGES   | 4,000  | 1,000.00  | 0.00      | 3,000  | 25.00 |
| 11175 | 52030 | REPAIRS & MAINTENANCE      | 200    | 24.91     | 0.00      | 175    | 12.50 |
| 11175 | 52150 | COMMUNICATIONS             | 2,000  | 126.24    | 0.00      | 1,874  | 6.30  |
| 11175 | 52170 | PROFESSIONAL DEV & TRAVEL  | 200    | 0.00      | 0.00      | 200    | 0.00  |
| 11175 | 62198 | ENCUMB OPEN SPACE PLAN     | 25,223 | 6,817.19  | 16,878.15 | 1,528  | 93.90 |
|       |       | Total 11175 PLANNING BOARD | 63,089 | 13,152.56 | 16,878.15 | 33,058 | 47.60 |

**ZONING BOARD OF APPEALS**

|       |       |                                     |       |        |       |       |       |
|-------|-------|-------------------------------------|-------|--------|-------|-------|-------|
| 11176 | 51014 | BOARD & COMM SAL & WAGES            | 2,900 | 725.00 | 0.00  | 2,175 | 25.00 |
| 11176 | 52150 | COMMUNICATIONS                      | 3,000 | 216.31 | 0.00  | 2,784 | 7.20  |
| 11176 | 52170 | PROFESSIONAL DEV & TRAVEL           | 200   | 0.00   | 0.00  | 200   | 0.00  |
| 11176 | 52230 | OFFICE SUPPLIES                     | 300   | 29.94  | 29.94 | 240   | 20.00 |
|       |       | Total 11176 ZONING BOARD OF APPEALS | 6,400 | 971.25 | 29.94 | 5,399 | 15.60 |

**COMMUNITY DEVELOPMENT**

|       |       |                                   |         |           |          |         |       |
|-------|-------|-----------------------------------|---------|-----------|----------|---------|-------|
| 11182 | 51010 | DEPT HEAD SALARY & WAGES          | 73,174  | 21,266.80 | 0.00     | 51,907  | 29.10 |
| 11182 | 51011 | ASST DIR/GRANTS ADMINISTRATOR     | 2,698   | 785.44    | 0.00     | 1,912   | 29.10 |
| 11182 | 51012 | CLERK/ASST SAL & WAGES            | 43,404  | 12,611.38 | 0.00     | 30,792  | 29.10 |
| 11182 | 51013 | PROJ MNGR/FINANCIAL ADMIN         | 1,514   | 734.17    | 0.00     | 779     | 48.50 |
| 11182 | 51015 | ECON DEV COORD SALARY             | 62,132  | 18,083.91 | 0.00     | 44,048  | 29.10 |
| 11182 | 51460 | LONGEVITY                         | 420     | 0.00      | 0.00     | 420     | 0.00  |
| 11182 | 52030 | REPAIRS & MAINTENANCE             | 250     | 24.90     | 0.00     | 225     | 10.00 |
| 11182 | 52151 | TELECOMMUNICATIONS                | 2,100   | 594.96    | 0.00     | 1,505   | 28.30 |
| 11182 | 52170 | PROFESSIONAL DEV & TRAVEL         | 3,500   | 2,349.00  | 1,045.44 | 106     | 97.00 |
| 11182 | 52230 | OFFICE SUPPLIES                   | 400     | 0.00      | 0.00     | 400     | 0.00  |
|       |       | Total 11182 COMMUNITY DEVELOPMENT | 189,590 | 56,450.56 | 1,045.44 | 132,094 | 30.30 |

**CITY HALL MAINTENANCE**

|       |       |                          |        |           |          |        |       |
|-------|-------|--------------------------|--------|-----------|----------|--------|-------|
| 11192 | 51016 | CUSTODIAN SALARY & WAGES | 96,391 | 17,475.64 | 0.00     | 78,915 | 18.10 |
| 11192 | 51030 | OVERTIME                 | 4,000  | 437.91    | 0.00     | 3,562  | 10.90 |
| 11192 | 51031 | ON-CALL/STANDBY          | 1,000  | 0.00      | 0.00     | 1,000  | 0.00  |
| 11192 | 51090 | CLOTH/UNIFORM ALLOWANCE  | 1,000  | 500.00    | 0.00     | 500    | 50.00 |
| 11192 | 51100 | SHIFT DIFFERENTIAL       | 1,000  | 0.00      | 0.00     | 1,000  | 0.00  |
| 11192 | 52030 | REPAIRS & MAINTENANCE    | 25,000 | 4,398.12  | 1,402.63 | 19,199 | 23.20 |
| 11192 | 52050 | MINOR EQUIPMENT          | 3,450  | 0.00      | 0.00     | 3,450  | 0.00  |

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|       |       |                                   |         |           |          |      |         |        |
|-------|-------|-----------------------------------|---------|-----------|----------|------|---------|--------|
| 11192 | 52110 | ENERGY & UTILITIES                | 35,000  | 5,619.88  | 0.00     | 0.00 | 29,380  | 16.10  |
| 11192 | 52151 | TELECOMMUNICATIONS                | 1,500   | 170.08    | 0.00     | 0.00 | 1,330   | 11.30  |
| 11192 | 62110 | ENCUMB ENERGY & UTILITIES         | 0       | 1,074.16  | 0.00     | 0.00 | -1,074  | 100.00 |
|       |       | Total 11192 CITY HALL MAINTENANCE | 168,341 | 29,675.79 | 1,402.63 | 0.00 | 137,262 | 18.50  |

**CABLE COMMISSION**

|       |       |                              |         |           |      |      |         |       |
|-------|-------|------------------------------|---------|-----------|------|------|---------|-------|
| 11194 | 51010 | DEPT HEAD SALARY & WAGES     | 69,086  | 20,194.27 | 0.00 | 0.00 | 48,891  | 29.20 |
| 11194 | 51011 | ASSISTANT SALARY & WAGES     | 56,850  | 16,617.71 | 0.00 | 0.00 | 40,232  | 29.20 |
| 11194 | 51013 | PART TIME PRODUCTION ASST    | 16,096  | 3,816.08  | 0.00 | 0.00 | 12,279  | 23.70 |
| 11194 | 51460 | LONGEVITY                    | 690     | 0.00      | 0.00 | 0.00 | 690     | 0.00  |
| 11194 | 52030 | REPAIRS & MAINTENANCE        | 1,000   | 0.00      | 0.00 | 0.00 | 1,000   | 0.00  |
| 11194 | 52040 | INFORMATION TECHNOLOGY       | 3,500   | 0.00      | 0.00 | 0.00 | 3,500   | 0.00  |
| 11194 | 52050 | MINOR EQUIPMENT              | 1,000   | 0.00      | 0.00 | 0.00 | 1,000   | 0.00  |
| 11194 | 52151 | TELECOMMUNICATIONS           | 2,500   | 345.72    | 0.00 | 0.00 | 2,154   | 13.80 |
| 11194 | 52170 | PROFESSIONAL DEV & TRAVEL    | 200     | 0.00      | 0.00 | 0.00 | 200     | 0.00  |
| 11194 | 52190 | PROFESSIONAL SERVICES        | 1,000   | 0.00      | 0.00 | 0.00 | 1,000   | 0.00  |
| 11194 | 52230 | OFFICE SUPPLIES              | 1,000   | 0.00      | 0.00 | 0.00 | 1,000   | 0.00  |
| 11194 | 52380 | INDIRECT COSTS REIMBURSE     | 12,000  | 0.00      | 0.00 | 0.00 | 12,000  | 0.00  |
| 11194 | 55123 | NEW EQUIPMENT                | 20,000  | 0.00      | 0.00 | 0.00 | 20,000  | 0.00  |
| 11194 | 65123 | ENCUMB NEW EQUIPMENT         | 39,156  | 6,072.00  | 0.00 | 0.00 | 33,084  | 15.50 |
|       |       | Total 11194 CABLE COMMISSION | 224,077 | 47,045.78 | 0.00 | 0.00 | 177,031 | 21.00 |

**MAYOR'S UNCLASSIFIED**

|       |       |                             |         |           |          |      |         |       |
|-------|-------|-----------------------------|---------|-----------|----------|------|---------|-------|
| 11199 | 51551 | TERMINATION LEAVE - RESERVE | 148,500 | 0.00      | 0.00     | 0.00 | 148,500 | 0.00  |
| 11199 | 52110 | ENERGY & UTILITIES - PSS    | 36,000  | 2,256.79  | 0.00     | 0.00 | 33,743  | 6.30  |
| 11199 | 52152 | TELEPHONE                   | 50,000  | 10,045.39 | 8,880.00 | 0.00 | 31,075  | 37.90 |
| 11199 | 52171 | MASS MUNICIPAL DUES         | 3,500   | 2,991.00  | 0.00     | 0.00 | 509     | 85.50 |
| 11199 | 52189 | OPIOID PROF SERV EXPENSES   | 46,144  | 0.00      | 0.00     | 0.00 | 46,144  | 0.00  |
| 11199 | 56900 | MONT REG PLANN COMMISSION   | 7,232   | 7,091.05  | 0.00     | 0.00 | 141     | 98.10 |
| 11199 | 56902 | TAXES OTHER TOWNS           | 2,600   | 67.45     | 0.00     | 0.00 | 2,533   | 2.60  |
| 11199 | 57303 | WATER                       | 19,000  | 4,931.12  | 0.00     | 0.00 | 14,069  | 26.00 |
| 11199 | 57500 | DAMAGES PERS & PROPERTY     | 3,000   | 0.00      | 0.00     | 0.00 | 3,000   | 0.00  |
| 11199 | 58000 | CAPITAL IMPR PLAN/RESEARCH  | 52,500  | 6,679.92  | 0.00     | 0.00 | 45,820  | 12.70 |
| 11199 | 62110 | ENCUMB ENERGY & UTILITIES   | 24,543  | 0.00      | 0.00     | 0.00 | 24,543  | 0.00  |
| 11199 | 62152 | ENCUMB TELEPHONE            | 4,297   | 2,283.25  | 0.00     | 0.00 | 2,014   | 53.10 |



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|       |       |                                  |         |           |           |         |         |      |
|-------|-------|----------------------------------|---------|-----------|-----------|---------|---------|------|
| 11199 | 62195 | ENCUMB BUILDING DEMOLITIO        | 40,100  | 0.00      | 0.00      | 0.00    | 40,100  | 0.00 |
| 11199 | 62993 | ENCUMB SUMMER CELEBRATION        | 100,000 | 0.00      | 0.00      | 0.00    | 100,000 | 0.00 |
| 11199 | 67511 | ENCUMB S. GRAVE VS CITY LAWSUI   | 3,301   | 0.00      | 0.00      | 0.00    | 3,301   | 0.00 |
| 11799 | 68000 | ENCUMB CAPITAL PROJECTS/RESEAR   | 42,695  | 817.34    | 14,910.64 | 26,967  | 36.80   |      |
|       |       | Total 11199 MAYOR'S UNCLASSIFIED | 583,412 | 37,163.31 | 23,790.64 | 522,458 | 10.40   |      |

POLICE

|       |       |                                |           |            |           |        |           |        |
|-------|-------|--------------------------------|-----------|------------|-----------|--------|-----------|--------|
| 12210 | 51010 | DEPT HEAD SALARY & WAGES       | 110,074   | 35,693.43  | 0.00      | 0.00   | 74,381    | 32.40  |
| 12210 | 51012 | SENIOR CLERKS SAL & WGS        | 112,797   | 37,163.18  | 0.00      | 0.00   | 75,634    | 32.90  |
| 12210 | 51013 | POLICE OFFICERS SAL & WGS      | 1,498,898 | 275,581.58 | 0.00      | 0.00   | 1,223,316 | 18.40  |
| 12210 | 51014 | POLICE SERGEANTS SAL&WGS       | 392,741   | 60,449.32  | 0.00      | 0.00   | 332,291   | 15.40  |
| 12210 | 51015 | PUB SAFETY COMM DIR SAL & WAGE | 79,218    | 23,281.00  | 0.00      | 0.00   | 55,937    | 29.40  |
| 12210 | 51016 | CUSTODIAN SALARY & WAGES       | 53,487    | 15,567.86  | 0.00      | 0.00   | 37,919    | 29.10  |
| 12210 | 51017 | POL LIEUTENANTS SAL & WGS      | 183,995   | -4,790.73  | 0.00      | 0.00   | 188,785   | -2.60  |
| 12210 | 51021 | DEPUTY CHIEF SAL & WGS         | 69,274    | 0.00       | 0.00      | 0.00   | 69,274    | 0.00   |
| 12210 | 51030 | OVERTIME                       | 330,000   | 81,905.16  | 0.00      | 0.00   | 248,095   | 24.80  |
| 12210 | 51032 | COMPENSATORY TIME              | 0         | 5,082.15   | 0.00      | 0.00   | -5,082    | 100.00 |
| 12210 | 51050 | HOLIDAY PAY                    | 247,888   | 0.00       | 0.00      | 0.00   | 247,888   | 0.00   |
| 12210 | 51090 | CLOTH/UNIFORM ALLOWANCE        | 60,000    | 1,412.50   | 0.00      | 0.00   | 58,588    | 2.40   |
| 12210 | 51100 | SHIFT DIFFERENTIAL             | 180,250   | 22,303.32  | 0.00      | 0.00   | 157,947   | 12.40  |
| 12210 | 51101 | COLLEGE CREDITS                | 25,933    | 0.00       | 0.00      | 0.00   | 25,933    | 0.00   |
| 12210 | 51102 | WORKING OUT OF GRADE           | 2,000     | 466.68     | 0.00      | 0.00   | 1,533     | 23.30  |
| 12210 | 51460 | LONGEVITY                      | 1,560     | 0.00       | 0.00      | 0.00   | 1,560     | 0.00   |
| 12210 | 52030 | REPAIRS & MAINTENANCE          | 25,000    | 7,798.78   | 8,802.50  | 8,399  | 66.40     |        |
| 12210 | 52033 | PARKING METER MAINTENANCE      | 21,500    | 686.76     | 2,060.28  | 18,753 | 12.80     |        |
| 12210 | 52040 | INFORMATION TECHNOLOGY         | 45,000    | 8,100.33   | 2,925.00  | 33,975 | 24.50     |        |
| 12210 | 52050 | MINOR EQUIPMENT                | 5,000     | 0.00       | 0.00      | 5,000  | 0.00      |        |
| 12210 | 52110 | ENERGY & UTILITIES             | 36,000    | 3,802.87   | 0.00      | 0.00   | 32,197    | 10.60  |
| 12210 | 52150 | COMMUNICATIONS                 | 1,500     | 0.00       | 0.00      | 1,500  | 0.00      |        |
| 12210 | 52151 | TELECOMMUNICATIONS             | 30,000    | 5,944.72   | 17,444.60 | 6,611  | 78.00     |        |
| 12210 | 52170 | PROFESSIONAL DEV & TRAVEL      | 33,100    | 1,703.50   | 0.00      | 0.00   | 31,397    | 5.10   |
| 12210 | 52190 | PROFESSIONAL SERVICES          | 36,100    | 7,016.00   | 0.00      | 0.00   | 29,084    | 19.40  |
| 12210 | 52230 | OFFICE SUPPLIES                | 16,500    | 964.92     | 8,549.82  | 6,985  | 57.70     |        |
| 12210 | 52240 | VEHICLE SUPPLIES               | 18,000    | 6,634.50   | 8,637.72  | 2,728  | 84.80     |        |
| 12210 | 55060 | ARMORY EQUIPMENT               | 18,000    | 134.40     | 0.00      | 0.00   | 17,866    | 0.70   |

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|       |       |                                |           |            |           |           |       |
|-------|-------|--------------------------------|-----------|------------|-----------|-----------|-------|
| 12210 | 55080 | PORTABLE RADIOS                | 10,000    | 467.13     | 0.00      | 9,533     | 4.70  |
| 12210 | 55090 | NEW POLICE VEHICLES            | 50,000    | 0.00       | 4,200.00  | 45,800    | 8.40  |
| 12210 | 57090 | CLOTH/UNIFORM ALLOWANCE        | 6,000     | 711.37     | 2,975.00  | 2,314     | 61.40 |
| 12210 | 57800 | BUILDING REPAIRS               | 9,500     | 0.00       | 0.00      | 9,500     | 0.00  |
| 12210 | 62030 | ENCUMB REPAIRS & MAINTEN       | 5,244     | 450.00     | 0.00      | 4,794     | 8.60  |
| 12210 | 62033 | ENC PARKING METER MAINTENANCE  | 8,310     | 228.92     | 0.00      | 8,081     | 2.80  |
| 12210 | 62110 | ENCUMB ENERGY & UTILITIES      | 16,346    | 488.00     | 0.00      | 15,858    | 3.00  |
| 12210 | 62151 | ENCUMB TELECOMMUNICATIONS      | 1,637     | 0.00       | 1,486.67  | 150       | 90.80 |
| 12210 | 62170 | ENCUMB PROF DEVELOPMENT & TRAV | 9,783     | 4,910.20   | 0.00      | 4,873     | 50.20 |
| 12210 | 62230 | ENCUMB OFFICE SUPPLIES         | 5,918     | 4,998.28   | 0.00      | 920       | 84.50 |
| 12210 | 65080 | ENCUMB PORTABLE RADIOS         | 10,000    | 1,631.02   | 6,771.09  | 1,598     | 84.00 |
| 12210 | 65090 | ENC NEW VEHICLES               | 7,559     | 0.00       | 700.00    | 6,859     | 9.30  |
| 12210 | 65145 | ENCUMB RADIO SYSTEM UPGRADE    | 110,633   | 0.00       | 0.00      | 110,633   | 0.00  |
|       |       | Total 12210 POLICE             | 3,884,745 | 610,787.15 | 64,552.68 | 3,209,405 | 17.40 |

FIRE

|       |       |                          |           |            |          |           |        |
|-------|-------|--------------------------|-----------|------------|----------|-----------|--------|
| 12220 | 51010 | DEPT HEAD SALARY & WAGES | 105,596   | 31,316.27  | 0.00     | 74,279    | 29.70  |
| 12220 | 51011 | CAPTAINS SALARY & WAGES  | 84,938    | 24,709.45  | 0.00     | 60,229    | 29.10  |
| 12220 | 51012 | SENIOR CLERK SAL & WAGES | 52,602    | 16,386.29  | 0.00     | 36,216    | 31.20  |
| 12220 | 51013 | PRIVATEES SALARY & WAGES | 1,335,099 | 329,339.32 | 0.00     | 1,005,760 | 24.70  |
| 12220 | 51016 | LIEUTENANTS SALARY&WAGES | 519,266   | 127,922.10 | 0.00     | 391,344   | 24.60  |
| 12220 | 51030 | OVERTIME                 | 296,427   | 216,315.32 | 0.00     | 80,112    | 73.00  |
| 12220 | 51050 | HOLIDAY PAY              | 203,260   | 1,788.55   | 0.00     | 201,472   | 0.90   |
| 12220 | 51090 | CLOTH/UNIFORM ALLOWANCE  | 39,050    | 32,545.00  | 0.00     | 6,505     | 83.30  |
| 12220 | 51101 | COLLEGE CREDITS          | 35,440    | 26,000.00  | 0.00     | 9,440     | 73.40  |
| 12220 | 51102 | COLLATERAL JOBS          | 54,164    | 18,801.33  | 0.00     | 35,363    | 34.70  |
| 12220 | 51103 | EDUCATIONAL INCENTIVE    | 9,718     | 2,685.39   | 0.00     | 7,032     | 27.60  |
| 12220 | 51105 | SICK LEAVE INCENTIVE     | 3,485     | 349.08     | 0.00     | 3,136     | 10.00  |
| 12220 | 51200 | PHYSICAL FITNESS         | 12,800    | 0.00       | 0.00     | 12,800    | 0.00   |
| 12220 | 51460 | LONGEVITY                | 1,220     | 0.00       | 0.00     | 1,220     | 0.00   |
| 12220 | 51551 | TERMINATION LEAVE        | 0         | 689.12     | 0.00     | -689      | 100.00 |
| 12220 | 52030 | REPAIRS & MAINTENANCE    | 85,000    | 10,153.10  | 1,929.84 | 72,917    | 14.20  |
| 12220 | 52040 | INFORMATION TECHNOLOGY   | 10,000    | 3,651.50   | 0.00     | 6,349     | 36.50  |
| 12220 | 52050 | MINOR EQUIPMENT          | 15,000    | 22.50      | 0.00     | 14,978    | 0.20   |
| 12220 | 52110 | ENERGY & UTILITIES       | 32,000    | 2,686.41   | 0.00     | 29,314    | 8.40   |

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|       |       |                                |           |            |           |           |       |      |
|-------|-------|--------------------------------|-----------|------------|-----------|-----------|-------|------|
| 12220 | 52150 | COMMUNICATIONS                 | 500       | 0.00       | 0.00      | 0.00      | 500   | 0.00 |
| 12220 | 52151 | TELECOMMUNICATIONS             | 4,800     | 1,036.68   | 0.00      | 3,763     | 21.60 |      |
| 12220 | 52170 | PROFESSIONAL DEV & TRAVEL      | 10,000    | 6,430.33   | 0.00      | 3,570     | 64.30 |      |
| 12220 | 52190 | PROFESSIONAL SERVICES          | 5,000     | 0.00       | 0.00      | 5,000     | 0.00  |      |
| 12220 | 52230 | OFFICE SUPPLIES                | 6,000     | 872.10     | 0.00      | 5,128     | 14.50 |      |
| 12220 | 52238 | FIRE PREVENT/TRAINING SUPPLIES | 2,200     | 439.44     | 0.00      | 1,761     | 20.00 |      |
| 12220 | 52240 | VEHICLE SUPPLIES               | 25,000    | 2,967.75   | 2,258.39  | 19,774    | 20.90 |      |
| 12220 | 52995 | PHYSICAL FITNESS               | 2,000     | 0.00       | 0.00      | 2,000     | 0.00  |      |
| 12220 | 55114 | PROTECTIVE FF CLOTHING         | 40,000    | 383.56     | 0.00      | 39,616    | 1.00  |      |
| 12220 | 55146 | STUDENT AWARE OF FIRE EDU      | 2,000     | 0.00       | 0.00      | 2,000     | 0.00  |      |
| 12220 | 62030 | ENCUMB REPAIRS & MAINTEN       | 29,849    | 0.00       | 26,201.54 | 3,647     | 87.80 |      |
| 12220 | 62050 | ENCUMB MINOR EQUIPMENT         | 4,750     | 3,773.74   | 0.00      | 976       | 79.50 |      |
| 12220 | 62110 | ENCUMB ENERGY & UTILITIES      | 3,642     | 0.00       | 0.00      | 3,642     | 0.00  |      |
| 12220 | 65114 | ENC PROTECT FF CLOTHES         | 4,553     | 4,162.00   | 0.00      | 391       | 91.40 |      |
|       |       | Total 12220 FIRE               | 3,035,359 | 865,426.33 | 30,389.77 | 2,139,543 | 29.50 |      |

AMBULANCE

|       |       |                                |         |           |            |         |        |
|-------|-------|--------------------------------|---------|-----------|------------|---------|--------|
| 12231 | 51013 | PRIVATE AMBULANCE SAL&WAGES    | 411,233 | 92,875.55 | 0.00       | 318,357 | 22.60  |
| 12231 | 51030 | OVERTIME                       | 72,770  | 24,721.27 | 0.00       | 48,049  | 34.00  |
| 12231 | 51050 | HOLIDAY PAY                    | 43,178  | 0.00      | 0.00       | 43,178  | 0.00   |
| 12231 | 51090 | CLOTH/UNIFORM ALLOWANCE        | 9,000   | 7,875.00  | 0.00       | 1,125   | 87.50  |
| 12231 | 51101 | COLLEGE CREDITS                | 4,000   | 2,000.00  | 0.00       | 2,000   | 50.00  |
| 12231 | 51102 | COLLATERAL JOBS                | 29,174  | 7,186.10  | 0.00       | 21,987  | 24.60  |
| 12231 | 51103 | EDUCATIONAL INCENTIVE          | 2,000   | 238.42    | 0.00       | 1,762   | 11.90  |
| 12231 | 51415 | AMBULANCE SERV STIPEND         | 17,520  | 5,180.48  | 0.00       | 12,340  | 29.60  |
| 12231 | 52030 | REPAIRS & MAINTENANCE          | 10,000  | 3,007.60  | 8,901.40   | -1,909  | 119.10 |
| 12231 | 52037 | AMBULANCE SUPP/EXPENSES        | 20,000  | 4,440.35  | 0.00       | 7,181   | 64.10  |
| 12231 | 52040 | INFORMATION TECHNOLOGY         | 10,500  | 0.00      | 0.00       | 10,500  | 0.00   |
| 12231 | 52041 | LISC RENEWALS/FEES/ INSPECTION | 7,000   | 300.00    | 0.00       | 6,700   | 4.30   |
| 12231 | 52050 | MINOR EQUIPMENT                | 3,500   | 0.00      | 0.00       | 3,500   | 0.00   |
| 12231 | 52151 | TELECOMMUNICATIONS             | 2,700   | 594.20    | 0.00       | 2,106   | 22.00  |
| 12231 | 52170 | PROFESSIONAL DEV & TRAVEL      | 6,000   | 448.00    | 0.00       | 5,552   | 7.50   |
| 12231 | 52190 | PROFESSIONAL SERVICES          | 320,000 | 93,240.76 | 204,028.07 | 22,731  | 92.90  |
| 12231 | 52230 | OFFICE SUPPLIES                | 500     | 0.00      | 0.00       | 500     | 0.00   |
| 12231 | 52240 | VEHICLE SUPPLIES               | 4,000   | 1,161.40  | 0.00       | 2,839   | 29.00  |



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|       |       |                          |           |            |            |         |       |
|-------|-------|--------------------------|-----------|------------|------------|---------|-------|
| 12231 | 62190 | ENCUMB PROFESSIONAL SERV | 30,618    | 0.00       | 0.00       | 30,618  | 0.00  |
| 08    |       | Total 12231 AMBULANCE    | 1,003,692 | 243,269.13 | 221,307.99 | 539,115 | 46.30 |

|                 |       |                                |         |            |      |         |        |
|-----------------|-------|--------------------------------|---------|------------|------|---------|--------|
| <b>DISPATCH</b> |       |                                |         |            |      |         |        |
| 12240           | 51010 | DISPATCH SUPERV SALARY & WAGES | 0       | -2,219.37  | 0.00 | 2,219   | 100.00 |
| 12240           | 51013 | FULL TIME DISPATCHERS SAL      | 484,203 | 81,637.01  | 0.00 | 402,566 | 16.90  |
| 12240           | 51022 | PART TIME DISPATCHERS SAL      | 65,988  | 12,082.94  | 0.00 | 53,905  | 18.30  |
| 12240           | 51030 | OVERTIME                       | 120,000 | 42,159.71  | 0.00 | 77,840  | 35.10  |
| 12240           | 51032 | COMPENSATORY TIME              | 0       | 10.21      | 0.00 | -10     | 100.00 |
| 12240           | 51050 | HOLIDAY PAY                    | 57,770  | -1,710.14  | 0.00 | 59,480  | -3.00  |
| 12240           | 51090 | CLOTH/UNIFORM ALLOWANCE        | 9,000   | 0.00       | 0.00 | 9,000   | 0.00   |
| 12240           | 51100 | SHIFT DIFFERENTIAL             | 30,000  | 7,768.76   | 0.00 | 22,231  | 25.90  |
| 12240           | 51200 | PHYSICAL FITNESS               | 200     | 0.00       | 0.00 | 200     | 0.00   |
| 12240           | 51551 | TERMINATION LEAVE              | 0       | 950.54     | 0.00 | -951    | 100.00 |
| 12240           | 52170 | PROFESSIONAL DEV & TRAVEL      | 17,000  | 1,553.50   | 0.00 | 15,447  | 9.10   |
|                 |       | Total 12240 DISPATCHERS        | 784,161 | 142,233.16 | 0.00 | 641,928 | 18.10  |

|                 |       |                                |         |           |        |         |       |
|-----------------|-------|--------------------------------|---------|-----------|--------|---------|-------|
| <b>BUILDING</b> |       |                                |         |           |        |         |       |
| 12241           | 51010 | DEPT HEAD SALARY & WAGES       | 83,342  | 24,257.18 | 0.00   | 59,084  | 29.10 |
| 12241           | 51011 | LOCAL BLDG INSP SAL & WGS      | 128,670 | 18,725.33 | 0.00   | 109,945 | 14.60 |
| 12241           | 51012 | CLERK/ASST SAL & WAGES         | 46,734  | 0.00      | 0.00   | 46,734  | 0.00  |
| 12241           | 51013 | P/T CLERK/ASST SAL & WGS       | 45,368  | 10,393.51 | 0.00   | 34,974  | 22.90 |
| 12241           | 51018 | PLUMBING & GAS INSP SAL & WAGE | 34,773  | 10,121.63 | 172.10 | 24,479  | 29.60 |
| 12241           | 51019 | WIRE INSPECTOR SAL & WAGES     | 64,330  | 18,723.52 | 0.00   | 45,607  | 29.10 |
| 12241           | 51023 | ALTERNATE INSPECTOR SALARY     | 9,795   | 2,541.06  | 0.00   | 7,254   | 25.90 |
| 12241           | 51030 | OVERTIME                       | 1,800   | 55.68     | 0.00   | 1,744   | 3.10  |
| 12241           | 51090 | CLOTH/UNIFORM ALLOWANCE        | 2,050   | 1,525.00  | 0.00   | 525     | 74.40 |
| 12241           | 51460 | LONGEVITY                      | 870     | 0.00      | 0.00   | 870     | 0.00  |
| 12241           | 52020 | ABANDONED BUILDING MAINT       | 1,100   | 224.38    | 0.00   | 876     | 20.40 |
| 12241           | 52030 | REPAIRS & MAINTENANCE          | 2,875   | 396.00    | 0.00   | 2,479   | 13.80 |
| 12241           | 52031 | REPAIRS TO POLES & LIGHTS      | 10,350  | 342.54    | 0.00   | 10,007  | 3.30  |
| 12241           | 52050 | MINOR EQUIPMENT                | 3,853   | 0.00      | 0.00   | 3,853   | 0.00  |
| 12241           | 52110 | ENERGY & UTILITIES             | 8,500   | 2,536.89  | 0.00   | 5,963   | 29.80 |
| 12241           | 52151 | TELECOMMUNICATIONS             | 3,500   | 776.70    | 0.00   | 2,723   | 22.20 |
| 12241           | 52170 | PROFESSIONAL DEV & TRAVEL      | 4,000   | 102.35    | 0.00   | 3,898   | 2.60  |

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|-------|-------|--------------------------------|---------|-----------|--------|---------|--------|
| 12241 | 52230 | OFFICE SUPPLIES                | 2,000   | 277.34    | 0.00   | 1,723   | 13.90  |
| 12241 | 52240 | VEHICLE SUPPLIES               | 3,000   | 70.00     | 0.00   | 2,930   | 2.30   |
| 12241 | 52280 | COPIER EXPENSES                | 500     | 0.00      | 0.00   | 500     | 0.00   |
| 12241 | 62020 | ENCUM ABANDONED BUILDING MAINT | 0       | 4.99      | 0.00   | -5      | 100.00 |
| 12241 | 62030 | ENCUMB REPAIRS & MAINTEN       | 2,313   | 59.36     | 0.00   | 2,254   | 2.60   |
| 12241 | 62031 | ENC REPAIRS TO POLES & LIGHTS  | 7,533   | 0.00      | 0.00   | 7,533   | 0.00   |
| 12241 | 62050 | ENCUMB MINOR EQUIPMENT         | 2,397   | 0.00      | 0.00   | 2,397   | 0.00   |
| 12241 | 62110 | ENCUMB ENERGY & UTILITIES      | 0       | 327.65    | 0.00   | -328    | 100.00 |
|       |       | Total 12241 BUILDING INSPECTOR | 469,653 | 91,461.11 | 172.10 | 378,020 | 19.50  |

**WEIGHTS AND MEASURE**

|       |       |                                |        |          |      |       |       |
|-------|-------|--------------------------------|--------|----------|------|-------|-------|
| 12244 | 51010 | DEPT HEAD SALARY & WAGES       | 9,962  | 2,490.45 | 0.00 | 7,471 | 25.00 |
| 12244 | 52230 | OFFICE SUPPLIES                | 200    | 0.00     | 0.00 | 200   | 0.00  |
|       |       | Total 12244 WEIGHTS & MEASURES | 10,162 | 2,490.45 | 0.00 | 7,671 | 24.50 |

**ANIMAL CONTROL**

|       |       |                                    |         |           |          |         |        |
|-------|-------|------------------------------------|---------|-----------|----------|---------|--------|
| 12290 | 51010 | SENIOR ANIMAL OFFICER SAL & WA     | 47,528  | 0.00      | 0.00     | 47,528  | 0.00   |
| 12290 | 51011 | ANIMAL CONT OFF SAL & WAGES        | 80,122  | 29,151.03 | 0.00     | 50,971  | 36.40  |
| 12290 | 51030 | OVERTIME                           | 3,000   | 1,771.17  | 0.00     | 1,229   | 59.00  |
| 12290 | 51031 | ON-CALL/STANDBY                    | 20,060  | 4,837.60  | 0.00     | 15,222  | 24.10  |
| 12290 | 51090 | CLOTH/UNIFORM ALLOWANCE            | 1,950   | 1,500.00  | 0.00     | 450     | 76.90  |
| 12290 | 51551 | TERMINATION LEAVE                  | 0       | 343.70    | 0.00     | -344    | 100.00 |
| 12290 | 52030 | REPAIRS & MAINTENANCE              | 4,000   | 220.00    | 0.00     | 3,780   | 5.50   |
| 12290 | 52151 | TELECOMMUNICATIONS                 | 3,000   | 363.78    | 1,246.22 | 1,390   | 53.70  |
| 12290 | 52170 | PROFESSIONAL DEV & TRAVEL          | 2,500   | 0.00      | 0.00     | 2,500   | 0.00   |
| 12290 | 52240 | VEHICLE SUPPLIES                   | 2,600   | 39.79     | 0.00     | 2,560   | 1.50   |
| 12290 | 62151 | ENCUMB TELECOMMUNICATIONS          | 1,668   | 0.00      | 2,200.00 | -532    | 131.90 |
| 12290 | 65090 | ENC NEW VEHICLES                   | 63      | 63.20     | 0.00     | 0       | 100.00 |
|       |       | Total 12290 ANIMAL CONTROL OFFICER | 166,491 | 38,290.27 | 3,446.22 | 124,754 | 25.10  |

**CIVIL DEFENSE**

|       |       |                          |       |          |      |       |       |
|-------|-------|--------------------------|-------|----------|------|-------|-------|
| 12291 | 51010 | DEPT HEAD SALARY & WAGES | 9,542 | 2,445.24 | 0.00 | 7,097 | 25.60 |
| 12291 | 52040 | INFORMATION TECHNOLOGY   | 1,500 | 513.65   | 0.00 | 986   | 34.20 |
| 12291 | 52050 | MINOR EQUIPMENT          | 1,500 | 0.00     | 0.00 | 1,500 | 0.00  |
| 12291 | 52230 | OFFICE SUPPLIES          | 500   | 0.00     | 0.00 | 500   | 0.00  |



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|-------|-------|---------------------------|--------|----------|------|--------|--------|------|
| 12291 | 52996 | EMERGENCY FUND            | 500    | 0.00     | 0.00 | 0.00   | 500    | 0.00 |
| 12291 | 62040 | ENC INFORMATION TECH      | 2,625  | 2,625.00 | 0.00 | 0      | 100.00 |      |
| 12291 |       | Total 12291 CIVIL DEFENSE | 16,167 | 5,583.89 | 0.00 | 10,584 | 34.50  |      |

**ANIMAL SHELTER**

|       |       |                               |         |           |           |         |        |
|-------|-------|-------------------------------|---------|-----------|-----------|---------|--------|
| 12292 | 51012 | ADM COORD SAL & WAGES         | 26,100  | 0.00      | 0.00      | 26,100  | 0.00   |
| 12292 | 51023 | ALT ANIMAL CONT OFF SAL&W     | 31,606  | 11,156.30 | 0.00      | 20,450  | 35.30  |
| 12292 | 51030 | OVERTIME                      | 1,500   | 0.00      | 0.00      | 1,500   | 0.00   |
| 12292 | 52030 | REPAIRS & MAINTENANCE         | 4,200   | 61.17     | 0.00      | 4,139   | 1.50   |
| 12292 | 52040 | INFORMATION TECHNOLOGY        | 1,300   | 407.28    | 0.00      | 893     | 31.30  |
| 12292 | 52050 | MINOR EQUIPMENT               | 2,200   | 0.00      | 0.00      | 2,200   | 0.00   |
| 12292 | 52110 | ENERGY & UTILITIES            | 9,000   | 1,805.70  | 0.00      | 7,194   | 20.10  |
| 12292 | 52190 | PROFESSIONAL SERVICES         | 1,200   | 0.00      | 0.00      | 1,200   | 0.00   |
| 12292 | 52230 | OFFICE SUPPLIES               | 750     | 140.44    | 0.00      | 610     | 18.70  |
| 12292 | 52240 | VEHICLE SUPPLIES              | 1,000   | 0.00      | 0.00      | 1,000   | 0.00   |
| 12292 | 52997 | ANIMAL CARE & DISPOSAL        | 33,000  | 3,381.45  | 15,264.84 | 14,354  | 56.50  |
| 12292 | 62050 | ENCUMB MINOR EQUIPMENT        | 2,200   | 0.00      | 605.20    | 1,595   | 27.50  |
| 12292 | 62110 | ENCUMB ENERGY & UTILITIES     | 64      | 64.11     | 0.00      | 0       | 100.00 |
| 12292 | 62230 | ENCUMB OFFICE SUPPLIES        | 483     | 362.91    | 0.00      | 120     | 75.20  |
| 12292 | 62997 | ENCUMB ANIMAL CARE & DISPOSAL | 29,622  | 4,831.89  | 1,573.75  | 23,217  | 21.60  |
|       |       | Total 12292 ANIMAL SHELTER    | 144,225 | 22,211.25 | 17,443.79 | 104,570 | 27.50  |

**CIVIL ENFORCEMENT**

|       |       |                               |        |        |      |        |       |
|-------|-------|-------------------------------|--------|--------|------|--------|-------|
| 12293 | 51010 | DEPT HEAD SALARY & WAGES      | 2,500  | 624.99 | 0.00 | 1,875  | 25.00 |
| 12293 | 52190 | PROFESSIONAL SERVICES         | 8,500  | 0.00   | 0.00 | 8,500  | 0.00  |
|       |       | Total 12293 CIVIL ENFORCEMENT | 11,000 | 624.99 | 0.00 | 10,375 | 5.70  |

**GARDNER HIGH SCHOOL**

|       |       |                              |           |            |              |        |        |
|-------|-------|------------------------------|-----------|------------|--------------|--------|--------|
| 13110 | 51025 | 2800-OUTREACH SOCIAL WORKER  | 61,200    | 18,830.80  | 42,369.30    | 0      | 100.00 |
| 13110 | 51101 | 2210-PRINCIPAL/VP GHS        | 333,253   | 102,539.52 | 230,713.92   | 0      | 100.00 |
| 13110 | 51102 | 2210-SECRETARY GHS           | 105,419   | 7,968.00   | 30,159.36    | 67,292 | 36.20  |
| 13110 | 51103 | 2305-TEACHERS GHS            | 2,693,841 | 413,520.30 | 2,280,320.35 | 0      | 100.00 |
| 13110 | 51104 | 2330-PARAPROFESSIONALS-GHS   | 0         | 0.00       | 0.00         | 0      | 0.00   |
| 13110 | 51107 | 2325-SUBSTITUTE SPED TEACHER | 6,900     | 50.00      | 0.00         | 6,850  | 0.70   |
| 13110 | 51108 | 2325-SUBSTITUTE TEACHER GHS  | 15,000    | 8,070.00   | 0.00         | 6,930  | 53.80  |

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| 13110 | 51115 | 2305-GHS SUMMER SCHOOL SAL&W    | 18,000  | 0.00       | 0.00       | 18,000  | 0.00   |
| 13110 | 51117 | 2324-LG TERM SUB SE TEACH SAL   | 2,000   | 0.00       | 0.00       | 2,000   | 0.00   |
| 13110 | 51118 | 2324-LONG TERM SUB TEACH SAL    | 19,500  | 0.00       | 0.00       | 19,500  | 0.00   |
| 13110 | 51203 | 2710-GUIDANCE COUNSEL SAL & WA  | 315,489 | 62,097.91  | 253,391.27 | 0       | 100.00 |
| 13110 | 51204 | 2710-GUIDANCE CLERICAL PARAP    | 43,696  | 1,021.85   | 0.00       | 42,674  | 2.30   |
| 13110 | 51205 | 3510-COACHES GHS                | 263,825 | 57,829.82  | 82,145.22  | 123,850 | 53.10  |
| 13110 | 51206 | 3520-EXTRA-CURRICULAR GHS       | 43,188  | 3,000.00   | 40,988.00  | -800    | 101.90 |
| 13110 | 51207 | 2210-ATHLETIC DIR GHS SCHOOL    | 61,800  | 28,246.16  | 63,553.86  | -30,000 | 148.50 |
| 13110 | 51211 | 3200-SCHOOL NURSE SAL & WAGES   | 59,001  | 8,979.44   | 49,387.00  | 634     | 98.90  |
| 13110 | 51215 | 2325-SUBSTITUTE NURS SAL&WAGES  | 4,000   | 0.00       | 0.00       | 4,000   | 0.00   |
| 13110 | 51218 | 3510-POLICE & FIRE DETAIL       | 6,000   | 1,404.50   | 0.00       | 4,596   | 23.40  |
| 13110 | 51310 | 2305-SPED TEACHERS SAL & WAGES  | 899,746 | 141,112.17 | 668,473.00 | 90,161  | 90.00  |
| 13110 | 51355 | 2330-SPED TUTOR'S SALARY & WAGE | 6,250   | 0.00       | 0.00       | 6,250   | 0.00   |
| 13110 | 51360 | 2330-SPED PARAPROFESSIONAL SAL  | 3,188   | -0.01      | 0.00       | 3,188   | 0.00   |
| 13110 | 51361 | 2330-SUBSTITUTE SPED PARAP SAL  | 3,600   | 0.00       | 0.00       | 3,600   | 0.00   |
| 13110 | 51363 | 2330-REGISTERED BEH TECH SAL&W  | 136,542 | 24,734.88  | 111,807.02 | 0       | 100.00 |
| 13110 | 51370 | 2440-HOME INSTRUCTION GHS       | 13,300  | 975.00     | 0.00       | 12,325  | 7.30   |
| 13110 | 52001 | 2210-POSTAGE                    | 3,900   | 0.00       | 0.00       | 3,900   | 0.00   |
| 13110 | 52002 | 2210-OFFICE SUPPLIES            | 7,532   | 0.00       | 0.00       | 7,532   | 0.00   |
| 13110 | 52004 | 2210-COPIER SUPPLIES            | 15,478  | 3,869.46   | 11,608.38  | 0       | 100.00 |
| 13110 | 52005 | 5300-COPIER/POSTAGE - OTHER     | 21,490  | 5,372.46   | 16,117.38  | 0       | 100.00 |
| 13110 | 53015 | 2410-TEXTBOOKS-ENG/LANG ART     | 522     | 592.96     | 140.69     | -212    | 140.50 |
| 13110 | 53025 | 2410-TEXTBOOKS-FOREIGN LANG     | 1,139   | 72.16      | 28.59      | 1,038   | 8.80   |
| 13110 | 53040 | 2410-TEXTBOOKS-HISTORY          | 1,721   | 884.60     | 53.22      | 783     | 54.50  |
| 13110 | 53080 | 2410-TEXTBOOKS-SCIENCE          | 2,616   | 2,572.05   | 0.00       | 44      | 98.30  |
| 13110 | 53205 | 2415-CURRICULUM MATLS-ART       | 4,905   | 4,783.43   | 43.97      | 78      | 98.40  |
| 13110 | 53217 | 2410-CURRICULUM MATERIALS-ELL   | 500     | 0.00       | 0.00       | 500     | 0.00   |
| 13110 | 53220 | 2410-CURRIC MATLS-FAMIL/LIVING  | 300     | 0.00       | 300.00     | 0       | 100.00 |
| 13110 | 53230 | 2710-CURRICULUM MATLS-GUIDANCE  | 3,431   | 520.26     | 2,197.03   | 714     | 79.20  |
| 13110 | 53235 | 2415-CURRICULUM MATLS-HEALTH    | 11,139  | 4,869.54   | 1,638.34   | 4,631   | 58.40  |
| 13110 | 53240 | 2410-CURRICULUM MATLS-HISTORY   | 178     | 0.00       | 183.18     | -5      | 102.90 |
| 13110 | 53255 | 2410-CURRICULUM MATLS-MATH      | 645     | 574.17     | 0.00       | 71      | 89.00  |
| 13110 | 53260 | 2415-CURRICULUM MATLS-MUSIC     | 5,223   | 1,917.44   | 2,257.82   | 1,048   | 79.90  |
| 13110 | 53265 | 2415-CURRICULUM MATLS-PHYS EDU  | 4,270   | 2,124.38   | 10.98      | 2,135   | 50.00  |
| 13110 | 53280 | 2410-CURRICULUM MATLS-SCIENCE   | 7,774   | 5,968.03   | 968.92     | 837     | 89.20  |

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| 13110 | 53285 | 2410-CURRICULUM MATLS-SPED      | 816       | 0.00         | 816.00       | 0       | 100.00 |
| 13110 | 53295 | 2455-CURRICULUM MATLS-TECH/ENG  | 21,576    | 16,377.44    | 3,008.10     | 2,190   | 89.80  |
| 13110 | 53350 | 2415-1BOOKS & PERIODICALS-LIBR  | 606       | 515.33       | 7.29         | 83      | 86.20  |
| 13110 | 53500 | 2720-ASSESSMENT MATERIALS       | 10,780    | 0.00         | 0.00         | 10,780  | 0.00   |
| 13110 | 53600 | 2430-GENERAL SUPPLIES           | 17,500    | 4,287.19     | 1,978.71     | 11,234  | 35.80  |
| 13110 | 53685 | 2410-GENERAL SUPPLIES-SPED      | 250       | 0.00         | 196.28       | 54      | 78.50  |
| 13110 | 53900 | 2455-COMPUTER SOFTWARE          | 24,998    | 8,021.61     | 8,150.00     | 8,826   | 64.70  |
| 13110 | 53955 | 2455-COMPUTER SOFTWARE-MATH     | 4,033     | 1,318.00     | 0.00         | 2,715   | 32.70  |
| 13110 | 53960 | 2455-COMPUTER SOFTWARE-MUSIC    | 250       | 0.00         | 249.00       | 1       | 99.60  |
| 13110 | 54100 | 3205-SCHOOL NURSING             | 1,392     | 1,013.59     | 0.00         | 378     | 72.80  |
| 13110 | 54202 | 3510-ATHLETICS-TRANSPORTATION   | 46,700    | 619.50       | 0.00         | 46,081  | 1.30   |
| 13110 | 54205 | 3510-ATHLETICS - DUES & MEMBER  | 23,250    | 4,425.00     | 300.00       | 18,525  | 20.30  |
| 13110 | 54206 | 3510-ATHLETICS - MISCELLANEOUS  | 19,000    | 8,150.00     | 0.00         | 10,850  | 42.90  |
| 13110 | 54310 | 3520-EXTRA-CURRICULAR EXPENSES  | 6,505     | 0.00         | 0.00         | 6,505   | 0.00   |
| 13110 | 54500 | 2440-STUDENT ACT/FIELD TRIPS    | 15,745    | 0.00         | 6,140.00     | 9,605   | 39.00  |
| 13110 | 56300 | 1210-ADMIN TRAVEL               | 300       | 0.00         | 0.00         | 300     | 0.00   |
| 13110 | 56700 | 2356-DUES & MEMBERSHIPS         | 8,265     | 5,560.00     | 25.00        | 2,680   | 67.60  |
| 13110 | 56800 | 2356-PROFESSIONAL DEVELOPMENT   | 9,960     | 0.00         | 0.00         | 9,960   | 0.00   |
| 13110 | 57100 | 4110-CUSTODIAL SUPPLIES         | 8,100     | 2,340.40     | 399.90       | 5,360   | 33.80  |
| 13110 | 57200 | 4110-CLEANING CONTRACT          | 279,174   | 77,603.20    | 201,570.80   | 0       | 100.00 |
| 13110 | 57301 | 4130-GAS                        | 97,532    | 1,400.50     | 93,599.50    | 2,532   | 97.40  |
| 13110 | 57302 | 4130-ELECTRIC                   | 67,676    | 22,449.43    | 45,226.57    | 0       | 100.00 |
| 13110 | 57303 | 4130-WATER                      | 6,310     | 684.25       | 5,625.75     | 0       | 100.00 |
| 13110 | 57801 | 4220-ELECTRICAL REPAIRS         | 18,056    | 2,058.51     | 849.82       | 15,148  | 16.10  |
| 13110 | 57802 | 4220-PLUMBING REPAIRS           | 16,056    | 4,758.03     | 700.86       | 10,597  | 34.00  |
| 13110 | 57803 | 4220-HVAC REPAIRS               | 25,556    | 0.00         | 0.00         | 25,556  | 0.00   |
| 13110 | 57804 | 4220-GLASS REPAIRS              | 4,000     | 0.00         | 500.00       | 3,500   | 12.50  |
| 13110 | 57805 | 4220-OTHER REPAIRS              | 24,329    | 6,868.55     | 2,100.11     | 15,360  | 36.90  |
| 13110 | 57806 | 4220-SOLID WASTE REMOVAL        | 17,074    | 4,202.74     | 12,871.26    | 0       | 100.00 |
| 13110 | 57901 | 4220-BUILDING MAINT CONTRACTS   | 7,214     | 1,996.00     | 1,980.00     | 3,238   | 55.10  |
|       |       | Total 13110 GARDNER HIGH SCHOOL | 5,990,505 | 1,089,150.55 | 4,275,151.75 | 626,203 | 89.50  |

GARDNER MIDDLE SCHOOL

|       |       |                        |         |           |            |        |        |
|-------|-------|------------------------|---------|-----------|------------|--------|--------|
| 13220 | 51101 | 2210-PRINCIPAL/VP GMS  | 286,806 | 88,248.00 | 198,558.00 | 0      | 100.00 |
| 13220 | 51102 | 2210-SECRETARY MID SCH | 46,800  | 0.00      | 0.00       | 46,800 | 0.00   |



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| 13220 | 51103 | 2305-TEACHERS MID SCH           | 2,291,854 | 336,302.95 | 1,841,157.02 | 114,394 | 95.00  |
| 13220 | 51107 | 2325-SUBSTITUTE SPED TEACHER    | 6,900     | 0.00       | 0.00         | 6,900   | 0.00   |
| 13220 | 51108 | 2325-SUBSTITUTE TEACHER GMS     | 15,000    | 5,015.00   | 0.00         | 9,985   | 33.40  |
| 13220 | 51117 | 2324-LG TERM SUB SE TEACH SAL   | 2,000     | 0.00       | 0.00         | 2,000   | 0.00   |
| 13220 | 51118 | 2324-LONG TERM SUB TEACH SAL    | 19,500    | 0.00       | 0.00         | 19,500  | 0.00   |
| 13220 | 51203 | 2710-GUIDANCE COUNSEL SAL & WA  | 250,266   | 30,854.14  | 123,275.44   | 96,137  | 61.60  |
| 13220 | 51204 | 2710-GUIDAN CLERICAL PARAP SAL  | 39,624    | 299.04     | 0.00         | 39,325  | 0.80   |
| 13220 | 51205 | 3510-COACHES MID SCH            | 64,400    | 16,100.00  | 18,112.50    | 30,188  | 53.10  |
| 13220 | 51206 | 3520-EXTRA-CURRICULAR MID SCH   | 14,059    | 1,346.00   | 12,713.00    | 0       | 100.00 |
| 13220 | 51211 | 3200-SCHOOL NURSE SAL & WAGES   | 86,727    | 18,103.36  | 69,697.26    | -1,073  | 101.20 |
| 13220 | 51215 | 2325-SUBSTITUTE NURSE SAL&WAG   | 2,000     | 0.00       | 0.00         | 2,000   | 0.00   |
| 13220 | 51310 | 2305-SPED TEACHERS SAL & WAGES  | 765,898   | 138,182.04 | 605,418.02   | 22,298  | 97.10  |
| 13220 | 51355 | 2330-SPED TUTOR'S SALARY & WAGE | 218,707   | 0.00       | 0.00         | 218,707 | 0.00   |
| 13220 | 51360 | 2330-SPED PARAPROFESSIONAL SAL  | 3,804     | 0.00       | 0.00         | 3,804   | 0.00   |
| 13220 | 51361 | 2330-SUBSTITUTE SPED PARAP SAL  | 4,320     | 735.00     | 0.00         | 3,585   | 17.00  |
| 13220 | 51363 | 2330-REGISTERED BEH TECH SAL&W  | 137,399   | 24,945.28  | 112,453.72   | 0       | 100.00 |
| 13220 | 51370 | 2440-HOME INSTRUCTION MID SCH   | 3,243     | 0.00       | 0.00         | 3,243   | 0.00   |
| 13220 | 52001 | 2210-POSTAGE                    | 2,100     | 0.00       | 0.00         | 2,100   | 0.00   |
| 13220 | 52002 | 2210-OFFICE SUPPLIES            | 3,000     | 1,205.69   | 1,525.25     | 269     | 91.00  |
| 13220 | 52004 | 2420-COPIER SUPPLIES            | 5,968     | 1,491.93   | 4,475.79     | 0       | 100.00 |
| 13220 | 52005 | 5300-COPIER/POSTAGE - OTHER     | 14,049    | 3,512.22   | 10,536.66    | 0       | 100.00 |
| 13220 | 53205 | 2415-CURRICULUM MATIS-ART       | 1,200     | 995.07     | 119.11       | 86      | 92.80  |
| 13220 | 53215 | 2410-CURRICULUM MATIS-ENGL/LA   | 600       | 0.00       | 252.34       | 348     | 42.10  |
| 13220 | 53217 | 2410-CURRICULUM MATERIALS-ELL   | 600       | 0.00       | 214.28       | 386     | 35.70  |
| 13220 | 53235 | 2415-CURRICULUM MATIS-HEALTH    | 2,000     | 0.00       | 0.00         | 2,000   | 0.00   |
| 13220 | 53260 | 2415-CURRICULUM MATIS-MUSIC     | 2,660     | 0.00       | 0.00         | 2,660   | 0.00   |
| 13220 | 53265 | 2415-CURRICULUM MATIS-PHY EDUC  | 550       | 0.00       | 0.00         | 550     | 0.00   |
| 13220 | 53280 | 2410-CURRICULUM MATIS-SCIENCE   | 500       | 210.13     | 0.00         | 290     | 42.00  |
| 13220 | 53285 | 2410-CURRICULUM MATIS-SPED      | 500       | 209.68     | 75.99        | 214     | 57.10  |
| 13220 | 53295 | 2451-CURRICULUM MATIS-TECH/ENG  | 1,500     | 634.75     | 117.51       | 748     | 50.20  |
| 13220 | 53600 | 2430-GENERAL SUPPLIES           | 10,573    | 6,525.20   | 1,917.76     | 2,130   | 79.90  |
| 13220 | 53700 | 2453-COMPUTER HARDWARE          | 3,000     | 0.00       | 0.00         | 3,000   | 0.00   |
| 13220 | 53900 | 2455-COMPUTER SOFTWARE          | 7,500     | 0.00       | 0.00         | 7,500   | 0.00   |
| 13220 | 54100 | 3205-SCHOOL NURSING             | 1,600     | 158.67     | 181.72       | 1,260   | 21.30  |
| 13220 | 54202 | 3510-ATHLETIC - TRANSPORTATION  | 12,100    | 0.00       | 0.00         | 12,100  | 0.00   |

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|       |       |                               |           |            |              |          |         |        |
|-------|-------|-------------------------------|-----------|------------|--------------|----------|---------|--------|
| 13220 | 56300 | 1210-ADMIN TRAVEL             | 250       | 0.00       | 0.00         | 0.00     | 250     | 0.00   |
| 13220 | 56700 | 2356-DUES & MEMBERSHIPS       | 1,047     | 0.00       | 0.00         | 0.00     | 1,047   | 0.00   |
| 13220 | 56800 | 2356-PROFESSIONAL DEVELOPMENT | 3,000     | 0.00       | 0.00         | 1,125.00 | 1,875   | 37.50  |
| 13220 | 57100 | 4110-CUSTODIAL SUPPLIES       | 5,500     | 2,644.84   | 0.00         | 0.00     | 2,855   | 48.10  |
| 13220 | 57200 | 4110-CLEANING CONTRACT        | 241,435   | 63,665.34  | 177,769.66   | 0        | 0       | 100.00 |
| 13220 | 57301 | 4130-GAS                      | 46,677    | 1,652.75   | 44,347.25    | 677      | 677     | 98.50  |
| 13220 | 57302 | 4130-ELECTRIC                 | 56,344    | 18,799.66  | 37,544.34    | 0        | 0       | 100.00 |
| 13220 | 57303 | 4130-WATER                    | 7,904     | 1,265.00   | 6,639.00     | 0        | 0       | 100.00 |
| 13220 | 57801 | 4220-ELECTRICAL REPAIRS       | 9,056     | 0.00       | 1,000.00     | 8,056    | 8,056   | 11.00  |
| 13220 | 57802 | 4220-PLUMBING REPAIRS         | 9,056     | 339.65     | 660.35       | 8,056    | 8,056   | 11.00  |
| 13220 | 57803 | 4220-HVAC REPAIRS             | 16,389    | 3,768.85   | 0.00         | 12,620   | 12,620  | 23.00  |
| 13220 | 57804 | 4220-GLASS REPAIRS            | 3,911     | 422.67     | 77.33        | 3,411    | 3,411   | 12.80  |
| 13220 | 57805 | 4220-OTHER REPAIRS            | 20,529    | 168.81     | 1,331.19     | 19,029   | 19,029  | 7.30   |
| 13220 | 57806 | 4220-SOLID WASTE REMOVAL      | 9,935     | 2,250.00   | 7,685.00     | 0        | 0       | 100.00 |
| 13220 | 57901 | 4220-BUILDING MAINT CONTRACTS | 7,842     | 2,200.50   | 2,430.00     | 3,212    | 3,212   | 59.00  |
|       |       | Total 13220 MIDDLE SCHOOL     | 4,768,182 | 772,252.22 | 3,281,410.49 | 714,519  | 714,519 | 85.00  |

|                          |       |                               |        |           |          |        |        |        |  |
|--------------------------|-------|-------------------------------|--------|-----------|----------|--------|--------|--------|--|
| <b>ELM STREET SCHOOL</b> |       |                               |        |           |          |        |        |        |  |
| 13330                    | 57200 | 4110-CLEANING CONTRACT        | 20,841 | 20,841.00 | 0.00     | 0      | 0      | 100.00 |  |
| 13330                    | 57301 | 4130-GAS                      | 9,038  | 460.79    | 1,039.21 | 7,538  | 7,538  | 16.60  |  |
| 13330                    | 57302 | 4130-ELECTRIC                 | 2,610  | 2,125.15  | 395.20   | 90     | 90     | 96.60  |  |
| 13330                    | 57303 | 4130-WATER                    | 1,180  | 759.00    | 421.00   | 0      | 0      | 100.00 |  |
| 13330                    | 57805 | 4220-OTHER REPAIRS            | 0      | 171.54    | 28.46    | -200   | -200   | 100.00 |  |
| 13330                    | 57806 | 4220-SOLID WASTE REMOVAL      | 2,457  | 2,457.00  | 0.00     | 0      | 0      | 100.00 |  |
| 13330                    | 57901 | 4220-BUILDING MAINT CONTRACTS | 0      | 1,354.50  | 0.00     | -1,355 | -1,355 | 100.00 |  |
|                          |       | Total 13330 ELM STREET SCHOOL | 36,126 | 28,168.98 | 1,883.87 | 6,073  | 6,073  | 83.20  |  |

|                                |       |                               |       |          |          |      |      |        |  |
|--------------------------------|-------|-------------------------------|-------|----------|----------|------|------|--------|--|
| <b>HELEN MAE SAUTER SCHOOL</b> |       |                               |       |          |          |      |      |        |  |
| 13430                          | 57200 | 4110-CLEANING CONTRACT        | 2,272 | 2,272.00 | 0.00     | 0    | 0    | 100.00 |  |
| 13430                          | 57301 | 4130-GAS                      | 1,255 | 597.97   | 502.03   | 155  | 155  | 87.60  |  |
| 13430                          | 57302 | 4130-ELECTRIC                 | 1,255 | 1,294.86 | 17.35    | -57  | -57  | 104.60 |  |
| 13430                          | 57303 | 4130-WATER                    | 1,123 | 83.75    | 1,039.65 | 0    | 0    | 100.00 |  |
| 13430                          | 57805 | 4220-OTHER REPAIRS            | 0     | 200.00   | 0.00     | -200 | -200 | 100.00 |  |
| 13430                          | 57806 | 4220-SOLID WASTE REMOVAL      | 1,150 | 1,150.00 | 0.00     | 0    | 0    | 100.00 |  |
| 13430                          | 57901 | 4220-BUILDING MAINT CONTRACTS | 0     | 939.50   | 0.00     | -940 | -940 | 100.00 |  |



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Total 13430 HELEN MAE SAUTER SCHOOL 7,055 6,538.08 1,559.03 -1,042 114.80

|       |       |                                |         |            |            |         |        |
|-------|-------|--------------------------------|---------|------------|------------|---------|--------|
| 13530 | 51101 | 2210-PRINCIPAL                 | 112,064 | 34,481.28  | 77,582.88  | 0       | 100.00 |
| 13530 | 51102 | 2210-SECRETARY SALARY & WAGES  | 20,315  | 0.00       | 0.00       | 20,315  | 0.00   |
| 13530 | 51103 | 2305-TEACHERS                  | 416,187 | 48,520.46  | 253,306.25 | 114,361 | 72.50  |
| 13530 | 51108 | 2325-SUBSTITUTE TEACHER        | 5,000   | 720.00     | 0.00       | 4,280   | 14.40  |
| 13530 | 51203 | 2710-GUIDANCE COUNSEL SAL & WA | 75,575  | 12,078.42  | 63,496.99  | 0       | 100.00 |
| 13530 | 51211 | 3200-SCHOOL NURSE SAL & WAGES  | 56,097  | 8,583.64   | 47,210.14  | 303     | 99.50  |
| 13530 | 51215 | 2325-SUBSTITUTE NURSE SAL&WAGE | 1,400   | 0.00       | 0.00       | 1,400   | 0.00   |
| 13530 | 51310 | 2305-SPED TEACHERS SAL & WAGES | 65,218  | 9,995.08   | 55,222.93  | 0       | 100.00 |
| 13530 | 51370 | 2440-HOME INSTRUCTION          | 3,000   | 0.00       | 0.00       | 3,000   | 0.00   |
| 13530 | 52001 | 2210-POSTAGE                   | 500     | 0.00       | 0.00       | 500     | 0.00   |
| 13530 | 52002 | 2210-OFFICE SUPPLIES           | 800     | 0.00       | 0.00       | 800     | 0.00   |
| 13530 | 52003 | 4230-PHOTOCOPY MAINTENANCE     | 1,492   | 0.00       | 0.00       | 1,492   | 0.00   |
| 13530 | 52004 | 2420-COPIER SUPPLIES           | 1,500   | 0.00       | 0.00       | 1,500   | 0.00   |
| 13530 | 53015 | 2410-TEXTBOOKS-ENG/LANG ART    | 600     | 0.00       | 0.00       | 600     | 0.00   |
| 13530 | 53600 | 2430-GENERAL SUPPLIES          | 1,800   | 219.70     | 0.00       | 1,580   | 12.20  |
| 13530 | 54100 | 3200-SCHOOL NURSING            | 300     | 0.00       | 253.87     | 46      | 84.60  |
| 13530 | 54500 | 2440-STUDENT ACT/EXP LEARNING  | 2,000   | 0.00       | 0.00       | 2,000   | 0.00   |
| 13530 | 56800 | 2356-PROFESSIONAL DEVELOPMENT  | 1,000   | 300.00     | 0.00       | 700     | 30.00  |
| 13530 | 57100 | 4110-CUSTODIAL SUPPLIES        | 1,300   | 0.00       | 0.00       | 1,300   | 0.00   |
|       |       | Total 13530 GALT               | 766,149 | 114,898.58 | 497,073.06 | 154,177 | 79.90  |

WATERFORD ST SCHOOL

|       |       |                                     |        |           |          |        |        |
|-------|-------|-------------------------------------|--------|-----------|----------|--------|--------|
| 13630 | 57200 | 4110-CLEANING CONTRACT              | 16,077 | 16,077.00 | 0.00     | 0      | 100.00 |
| 13630 | 57301 | 4130-GAS                            | 14,994 | 179.53    | 2,793.24 | 12,021 | 19.80  |
| 13630 | 57302 | 4130-ELECTRIC                       | 3,745  | 2,248.74  | 771.61   | 725    | 80.70  |
| 13630 | 57303 | 4130-WATER                          | 1,012  | 1,012.00  | 0.00     | 0      | 100.00 |
| 13630 | 57805 | 4220-OTHER REPAIRS                  | 0      | 175.00    | 0.00     | -175   | 100.00 |
| 13630 | 57806 | 4220-SOLID WASTE REMOVAL            | 1,733  | 1,733.00  | 0.00     | 0      | 100.00 |
| 13630 | 57901 | 4220-BUILDING MAINT CONTRACTS       | 0      | 481.50    | 0.00     | -482   | 100.00 |
|       |       | Total 13630 WATERFORD STREET SCHOOL | 37,561 | 21,906.77 | 3,564.85 | 12,089 | 67.80  |

GARDNER ELEMENTARY SCHOOL

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|       |       |                                |           |            |              |         |        |
|-------|-------|--------------------------------|-----------|------------|--------------|---------|--------|
| 13730 | 51101 | 2210-PRINCIPAL/VP GES          | 402,652   | 115,479.81 | 255,055.51   | 32,116  | 92.00  |
| 13730 | 51102 | 2210-SECRETARY SALARY & WAGES  | 166,590   | 692.68     | 0.00         | 165,897 | 0.40   |
| 13730 | 51103 | 2305-TEACHERS GES              | 3,749,389 | 563,250.20 | 3,145,430.32 | 40,709  | 98.90  |
| 13730 | 51107 | 2325-SUBSTITUTE SPED TEACHER   | 16,200    | 442.50     | 0.00         | 15,758  | 2.70   |
| 13730 | 51108 | 2325-SUBSTITUTE TEACHER-GES    | 30,000    | 2,180.00   | 0.00         | 27,820  | 7.30   |
| 13730 | 51117 | 2324-LG TERM SUB SE TEACH SAL  | 4,000     | 0.00       | 0.00         | 4,000   | 0.00   |
| 13730 | 51118 | 2324-LONG TERM SUB TEACH SAL   | 39,000    | 0.00       | 0.00         | 39,000  | 0.00   |
| 13730 | 51203 | 2710-GUIDANCE COUNSEL SAL & WA | 185,054   | 32,776.49  | 111,356.42   | 40,921  | 77.90  |
| 13730 | 51206 | 3520-EXTRA-CURRICULAR GES      | 8,365     | 0.00       | 6,376.00     | 1,989   | 76.20  |
| 13730 | 51211 | 3200-SCHOOL NURSE SAL & WAGES  | 127,493   | 19,981.21  | 107,878.95   | -367    | 100.30 |
| 13730 | 51215 | 2325-SUBSTITUTE NURSE SAL&WAGE | 3,600     | 0.00       | 0.00         | 3,600   | 0.00   |
| 13730 | 51310 | 2305-SPED TEACHERS SAL & WAGES | 1,543,285 | 264,891.33 | 1,278,393.31 | 0       | 100.00 |
| 13730 | 51355 | 2330-SPED TUTORS SALARY & WAGE | 82,846    | 0.00       | 0.00         | 82,846  | 0.00   |
| 13730 | 51360 | 2330-SPED PARAPROFESSIONAL SAL | 20,484    | 0.00       | 0.00         | 20,484  | 0.00   |
| 13730 | 51361 | 2330-SUBSTIT SPED PARAPROF SAL | 28,080    | 5,778.75   | 0.00         | 22,301  | 20.60  |
| 13730 | 51363 | 2330-REGISTERED BEH TECH SAL&W | 379,049   | 66,563.32  | 300,034.86   | 12,450  | 96.70  |
| 13730 | 51370 | 2440-HOME INSTRUCTION          | 5,160     | 0.00       | 0.00         | 5,160   | 0.00   |
| 13730 | 52001 | 2210-POSTAGE                   | 0         | 0.00       | 0.00         | 0       | 0.00   |
| 13730 | 52002 | 2210-OFFICE SUPPLIES           | 2,000     | 1,653.91   | 210.27       | 136     | 93.20  |
| 13730 | 52004 | 2210-COPIER SUPPLIES           | 13,813    | 3,453.03   | 10,359.09    | 1       | 100.00 |
| 13730 | 52005 | 5300-COPIER/POSTAGE - OTHER    | 23,356    | 5,838.99   | 17,516.97    | 0       | 100.00 |
| 13730 | 53015 | 2410-TEXTBOOKS-ENGLISH/LAN ART | 3,864     | 0.00       | 0.00         | 3,864   | 0.00   |
| 13730 | 53085 | 2410-TEXTBOOKS-SPED            | 12,488    | 0.00       | 0.00         | 12,488  | 0.00   |
| 13730 | 53205 | 2410-CURRICULUM MATIS-ART      | 5,000     | 2,227.07   | 574.25       | 2,199   | 56.00  |
| 13730 | 53215 | 2410-CURRICULUM MATIS-ENG/LA   | 8,163     | 3,240.00   | 3,673.71     | 1,249   | 84.70  |
| 13730 | 53217 | 2410-CURRICULUM MATERIALS-ELL  | 1,400     | 85.74      | 83.05        | 1,231   | 12.10  |
| 13730 | 53245 | 2410-CURRICULUM MATIS-KINDERG  | 14,862    | 5,504.03   | 5,131.13     | 4,227   | 71.60  |
| 13730 | 53255 | 2410-CURRICULUM MATIS-MATH     | 8,341     | 0.00       | 0.00         | 8,341   | 0.00   |
| 13730 | 53260 | 2410-CURRICULUM MATIS-MUSIC    | 6,194     | 435.35     | 324.93       | 5,434   | 12.30  |
| 13730 | 53270 | 2410-CURRICULUM MATIS-PRE-K    | 3,909     | 2,764.54   | 31.98        | 1,112   | 71.50  |
| 13730 | 53275 | 2410-CURRIC MATL-STUD ACAD SUP | 13,133    | 6,869.87   | 3,514.93     | 2,748   | 79.10  |
| 13730 | 53280 | 2410-CURRICULUM MATIS-SCIEN    | 800       | 0.00       | 0.00         | 800     | 0.00   |
| 13730 | 53285 | 2415-CURRICULUM MATIS-SPED     | 8,805     | 255.47     | 0.00         | 8,550   | 2.90   |
| 13730 | 53600 | 2430-GENERAL SUPPLIES          | 30,510    | 8,433.95   | 8,347.37     | 13,729  | 55.00  |
| 13730 | 53900 | 2455-COMPUTER SOFTWARE         | 14,189    | 0.00       | 0.00         | 14,189  | 0.00   |

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|       |       |                                     |           |              |              |         |        |      |
|-------|-------|-------------------------------------|-----------|--------------|--------------|---------|--------|------|
| 13730 | 54100 | 2440-SCHOOL NURSING                 | 3,660     | 0.00         | 0.00         | 0.00    | 3,660  | 0.00 |
| 13730 | 56300 | 2353-TRAVEL EXPENSE                 | 600       | 0.00         | 0.00         | 0.00    | 600    | 0.00 |
| 13730 | 56700 | 2356-DUES & MEMBERSHIPS             | 2,740     | 0.00         | 0.00         | 0.00    | 2,740  | 0.00 |
| 13730 | 56800 | 4110-PROF DEV                       | 10,600    | 0.00         | 0.00         | 0.00    | 10,600 | 0.00 |
| 13730 | 57100 | 4110-CUSTODIAL SUPPLIES             | 20,000    | 621.60       | 4,306.87     | 15,072  | 24.60  |      |
| 13730 | 57200 | 4130-CLEANING CONTRACT              | 321,815   | 42,041.59    | 279,773.41   | 0       | 100.00 |      |
| 13730 | 57301 | 4130-GAS                            | 99,232    | 0.00         | 40,000.00    | 59,232  | 40.30  |      |
| 13730 | 57302 | 4130-ELECTRIC                       | 80,469    | 6,653.24     | 33,346.76    | 40,469  | 49.70  |      |
| 13730 | 57303 | 4120-WATER                          | 10,000    | 1,513.06     | 8,486.94     | 0       | 100.00 |      |
| 13730 | 57801 | 4220-ELECTRICAL REPAIRS             | 7,500     | 1,278.82     | 907.03       | 5,314   | 29.10  |      |
| 13730 | 57802 | 4220-PLUMBING REPAIRS               | 11,250    | 40.13        | 1,000.00     | 10,210  | 9.20   |      |
| 13730 | 57803 | 4220-HVAC REPAIRS                   | 12,500    | 0.00         | 0.00         | 12,500  | 0.00   |      |
| 13730 | 57804 | 4220-GLASS REPAIRS                  | 2,250     | 0.00         | 500.00       | 1,750   | 22.20  |      |
| 13730 | 57805 | 4220-OTHER REPAIRS                  | 16,500    | 234.76       | 1,444.23     | 14,821  | 10.20  |      |
| 13730 | 57806 | 4220-SOLID WASTE REMOVAL            | 16,000    | 3,859.16     | 12,140.84    | 0       | 100.00 |      |
| 13730 | 57901 | 4220-BUILDING MAINT CONTRACTS       | 25,000    | 0.00         | 2,178.00     | 22,822  | 8.70   |      |
|       |       | Total 13730 GARDNER ELEMENTARY SCHO | 7,602,189 | 1,169,040.60 | 5,638,377.13 | 794,771 | 89.50  |      |

**GARDNER PUBLIC SCHOOLS**

|       |       |                                |         |            |            |         |        |
|-------|-------|--------------------------------|---------|------------|------------|---------|--------|
| 13960 | 51000 | 2305-SCHOOL SAL UNDISTRIBUTED  | 100,000 | 0.00       | 0.00       | 100,000 | 0.00   |
| 13960 | 51001 | 1210-SUPERINTENDENT SAL & WGS  | 175,140 | 52,419.92  | 117,944.82 | 4,776   | 97.30  |
| 13960 | 51002 | 1210-SECRETARY SUPT OFFICE SAL | 56,244  | 2,102.82   | 0.00       | 54,141  | 3.70   |
| 13960 | 51003 | 1110-SCHOOL COMMITTEE          | 30,000  | 7,500.06   | 0.00       | 22,500  | 25.00  |
| 13960 | 51004 | 1220-CHIEF ACADEM OFF SAL& WGS | 106,566 | 32,789.52  | 73,776.38  | 0       | 100.00 |
| 13960 | 51005 | 1110-RECORDING SECRETA SAL & W | 1,800   | 0.00       | 0.00       | 1,800   | 0.00   |
| 13960 | 51090 | 4210-CLOTH/UNIFORM ALLOWANCE   | 3,650   | 3,650.00   | 0.00       | 0       | 100.00 |
| 13960 | 51100 | 1410-BUSINESS ADMIN SAL & WGS  | 127,500 | 39,230.80  | 88,269.30  | 0       | 100.00 |
| 13960 | 51101 | 1410-SR ACCOUNT CLERKS SAL&WGS | 133,271 | 0.00       | 0.00       | 133,271 | 0.00   |
| 13960 | 51103 | 2305-TEACHERS                  | 590,430 | 101,907.37 | 488,522.70 | 0       | 100.00 |
| 13960 | 51110 | 2320-BOARD CERTIF BA SAL&WAGS  | 338,682 | 34,798.02  | 70,959.59  | 232,924 | 31.20  |
| 13960 | 51111 | 2320-SPEECH/OCCUPATI THERAPIST | 607,909 | 86,374.84  | 458,854.66 | 62,680  | 89.70  |
| 13960 | 51112 | 2110-ESL TRANSLATION SALARY    | 5,100   | 0.00       | 0.00       | 5,100   | 0.00   |
| 13960 | 51206 | 3520-EXTRA-CURRI ADVISORS SALA | 10,126  | 0.00       | 0.00       | 10,126  | 0.00   |
| 13960 | 51207 | 5550-CROSSING GUARDS           | 65,000  | 7,965.00   | 0.00       | 57,035  | 12.30  |
| 13960 | 51209 | 4400-COMPUTER TECHNICIAN SAL   | 266,488 | 817.16     | 0.00       | 265,671 | 0.30   |



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|       |       |                                |         |            |            |         |        |
|-------|-------|--------------------------------|---------|------------|------------|---------|--------|
| 13960 | 51211 | 3200-SCHOOL NURSE SAL & WAGE   | 153,750 | 36,362.40  | 117,005.44 | 382     | 99.80  |
| 13960 | 51223 | 2305-TEACHER EARLY RETIREM PAY | 35,044  | 0.00       | 0.00       | 35,044  | 0.00   |
| 13960 | 51301 | 2110-PUPIL PERSONI SERVICE DIR | 127,500 | 39,230.80  | 88,269.30  | 0       | 100.00 |
| 13960 | 51302 | 2110-PPS SECRETARY SAL & WAGE  | 146,418 | 36,845.54  | 0.00       | 109,572 | 25.20  |
| 13960 | 51303 | 2320-DIRECT SERVICE SAL & WAGE | 76,834  | 76,834.27  | 0.00       | 0       | 100.00 |
| 13960 | 51304 | 2320-SUMMER SPEECH THERAPY SAL | 17,588  | 17,587.50  | 0.00       | 0       | 100.00 |
| 13960 | 51305 | 2800-SCHL PSYCHOLOGIST SAL & W | 278,813 | 42,704.53  | 231,048.24 | 5,061   | 98.20  |
| 13960 | 51307 | 2800-ADJUSTMENT COUNSEL SAL    | 389,621 | 55,513.50  | 334,107.51 | 0       | 100.00 |
| 13960 | 51419 | 4220-FACILITIES DIRECT SAL&WGS | 92,856  | 28,570.96  | 64,284.66  | 0       | 100.00 |
| 13960 | 51420 | 4210-GROUNDSKEEPERS            | 53,768  | 16,544.00  | 37,224.00  | 0       | 100.00 |
| 13960 | 51421 | 4220-BUILDING MAINT CRAFTSMAN  | 56,855  | 1,297.96   | 0.00       | 55,557  | 2.30   |
| 13960 | 51430 | 4220-OVERTIME                  | 12,000  | 6,102.48   | 0.00       | 5,898   | 50.90  |
| 13960 | 51440 | 4220-VACATION WORKCREW         | 18,900  | 18,899.50  | 0.00       | 0       | 100.00 |
| 13960 | 51520 | 2305-STAY WELL BUYBACK         | 177,602 | 170,693.14 | 0.00       | 6,909   | 96.10  |
| 13960 | 51530 | 5150-SICK LEAVE BUYBACK        | 39,293  | 0.00       | 0.00       | 39,293  | 0.00   |
| 13960 | 51552 | 1230-ITINERANT TRAVEL          | 11,400  | 0.00       | 8,300.00   | 3,100   | 72.80  |
| 13960 | 52001 | 1210-POSTAGE                   | 3,650   | 0.00       | 0.00       | 3,650   | 0.00   |
| 13960 | 52002 | 1210-OFFICE SUPPLIES           | 5,000   | 510.20     | 98.68      | 4,391   | 12.20  |
| 13960 | 52004 | 2420-COPIER SUPPLIES           | 4,543   | 1,108.08   | 3,324.24   | 111     | 97.60  |
| 13960 | 52005 | 5300-COPIER/POSTAGE - OTHER    | 10,087  | 5,757.41   | 7,677.80   | -3,348  | 133.20 |
| 13960 | 52006 | 1450-OFFICE SUPPLIES-INFO TECH | 21,176  | 5,451.21   | 10,278.63  | 5,446   | 74.30  |
| 13960 | 52103 | 3200-CONTRACTED TEACHING SERV  | 7,000   | 0.00       | 0.00       | 7,000   | 0.00   |
| 13960 | 52190 | 2250-PROFESSIONAL SERVICES     | 38,100  | 14,994.30  | 5,336.60   | 17,769  | 53.40  |
| 13960 | 52195 | 1450-MANAGEMENT & INFO SYSTEM  | 102,542 | 30,952.06  | 64,671.94  | 6,918   | 93.30  |
| 13960 | 52362 | 3300-FOSTER CARE TRANSP EXP    | 157,000 | 1,571.00   | 0.00       | 155,429 | 1.00   |
| 13960 | 52800 | 3300-REGULAR TRANSPORTATION    | 657,000 | 59,130.00  | 532,170.00 | 65,700  | 90.00  |
| 13960 | 52801 | 3300-MCKINNEY-VENTO TRANSPORT  | 90,000  | 2,450.00   | 24,322.20  | 63,228  | 29.70  |
| 13960 | 53200 | 2415-CURRICULUM MATERIALS      | 5,000   | 0.00       | 0.00       | 5,000   | 0.00   |
| 13960 | 53217 | 2410-CURRICULUM MATERIALS-FLL  | 5,000   | 4,606.80   | 0.00       | 393     | 92.10  |
| 13960 | 53285 | 2410-CURRICULUM MATLS-SPED     | 9,334   | 2,014.93   | 735.32     | 6,584   | 29.50  |
| 13960 | 53485 | 2420-INSTRUCT EQUIP-SPED       | 7,192   | 0.00       | 995.14     | 6,197   | 13.80  |
| 13960 | 53585 | 2720-ASSESSMENT MATLS-SPED     | 20,222  | 1,512.50   | 2,131.90   | 16,578  | 18.00  |
| 13960 | 53600 | 2430-GENERAL SUPPLIES          | 1,524   | 0.00       | 0.00       | 1,524   | 0.00   |
| 13960 | 53700 | 2453-COMPUTER HARDWARE         | 15,000  | 2,379.92   | 129.97     | 12,490  | 16.70  |
| 13960 | 53900 | 2455-COMPUTER SOFTWARE         | 222,521 | 82,338.66  | 27,500.00  | 112,682 | 49.40  |

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|       |       |                                |           |           |            |         |        |
|-------|-------|--------------------------------|-----------|-----------|------------|---------|--------|
| 13960 | 54100 | 3200-SCHOOL NURSING            | 3,335     | -1.11     | 180.00     | 3,156   | 5.40   |
| 13960 | 54110 | 3200-SCHOOL PHYSICIAN          | 5,000     | 0.00      | 0.00       | 5,000   | 0.00   |
| 13960 | 54150 | 5550-CROSSING GUARD EXPENSE    | 500       | 0.00      | 0.00       | 500     | 0.00   |
| 13960 | 55801 | 9300-OUT OF DIST TUITION-PRIVA | 710,173   | 37,930.74 | 305,060.16 | 367,182 | 48.30  |
| 13960 | 55802 | 9400-TUITION - COLLABORATIVE   | 331,714   | 0.00      | 0.00       | 331,714 | 0.00   |
| 13960 | 55804 | 3300-SPED TRANSPORTATION       | 1,029,536 | 73,852.88 | 284,266.00 | 671,417 | 34.80  |
| 13960 | 56002 | 2110-OFFICE SUPPLIES-INSTRUCT  | 1,200     | 269.69    | 0.00       | 930     | 22.50  |
| 13960 | 56005 | 5300-COPY PAPER-INSTRUCTION    | 1,089     | 0.00      | 0.00       | 1,089   | 0.00   |
| 13960 | 56190 | 2320-PROFESSIONAL SERVICE-INST | 123,003   | 33,852.25 | 104,510.25 | -15,360 | 112.50 |
| 13960 | 56300 | 1210-ADMIN TRAVEL              | 5,100     | 2,146.58  | 1,200.00   | 1,753   | 65.60  |
| 13960 | 56305 | 1210-TRAVEL EXP-INSTRUCTION    | 900       | 0.00      | 0.00       | 900     | 0.00   |
| 13960 | 56400 | 1210-ADVERTISING               | 7,416     | 0.00      | 191.99     | 7,224   | 2.60   |
| 13960 | 56501 | 5200-INSURANCE                 | 28,574    | 0.00      | 1,120.00   | 27,454  | 3.90   |
| 13960 | 56600 | 1430-LEGAL                     | 30,000    | 3,256.00  | 1,744.00   | 25,000  | 16.70  |
| 13960 | 56605 | 1430-LEGAL EXPENSE-INSTRUCTION | 10,000    | 1,290.00  | 0.00       | 8,710   | 12.90  |
| 13960 | 56700 | 1230-DUES & MEMBERSHIPS        | 23,438    | 10,812.00 | 799.00     | 11,827  | 49.50  |
| 13960 | 56800 | 2356-PROFESSIONAL DEVEL EXPEN  | 56,900    | 18,237.13 | 2,736.30   | 35,927  | 36.90  |
| 13960 | 56800 | 4400-E-RATE EXPENSES           | 43,419    | 4,245.22  | 31,204.10  | 7,970   | 81.60  |
| 13960 | 56801 | 2356-PROF DEVELOPMT-INFO TECH  | 1,750     | 0.00      | 0.00       | 1,750   | 0.00   |
| 13960 | 56900 | 1110-SCHOOL COMMITTEE EXPENSES | 7,936     | 6,729.00  | 595.00     | 612     | 92.30  |
| 13960 | 57100 | 4110-CUSTODIAL SUPPLIES        | 1,800     | 0.00      | 0.00       | 1,800   | 0.00   |
| 13960 | 57200 | 4110-CLEANING CONTRACT         | 80,000    | 18,245.67 | 61,754.33  | 0       | 100.00 |
| 13960 | 57301 | 4130-GAS                       | 50,000    | 0.00      | 30,000.00  | 20,000  | 60.00  |
| 13960 | 57302 | 4130-ELECTRIC                  | 15,000    | 1,995.97  | 4,004.03   | 9,000   | 40.00  |
| 13960 | 57303 | 4130-WATER                     | 5,000     | 0.00      | 5,000.00   | 0       | 100.00 |
| 13960 | 57304 | 4130-TELEPHONE                 | 30,600    | 7,306.74  | 23,203.34  | 90      | 99.70  |
| 13960 | 57305 | 4210-GASOLINE                  | 8,200     | 4,333.45  | 0.00       | 3,867   | 52.80  |
| 13960 | 57402 | 4230-EQUIPMENT MAINTENANCE     | 16,000    | 715.84    | 0.00       | 15,284  | 4.50   |
| 13960 | 57403 | 4450-EQUIP REPAIRS-INFO TECH   | 15,000    | 1,589.00  | 0.00       | 13,411  | 10.60  |
| 13960 | 57500 | 4210-GROUNDS MAINTENANCE       | 23,000    | 2,126.99  | 2,256.61   | 18,616  | 19.10  |
| 13960 | 57700 | 4210-PLOWING & SANDING         | 55,000    | 0.00      | 0.00       | 55,000  | 0.00   |
| 13960 | 57801 | 4220-ELECTRICAL REPAIRS        | 3,000     | 418.95    | 581.05     | 2,000   | 33.30  |
| 13960 | 57802 | 4220-PLUMBING REPAIRS          | 3,500     | 0.00      | 1,000.00   | 2,500   | 28.60  |
| 13960 | 57803 | 4220-HVAC REPAIRS              | 4,488     | 0.00      | 0.00       | 4,488   | 0.00   |
| 13960 | 57804 | 4220-GLASS REPAIRS             | 2,000     | 0.00      | 500.00     | 1,500   | 25.00  |



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|       |       |                                     |           |              |              |           |        |
|-------|-------|-------------------------------------|-----------|--------------|--------------|-----------|--------|
| 13960 | 57805 | 4220-OTHER REPAIRS                  | 10,000    | 64.40        | 1,435.60     | 8,500     | 15.00  |
| 13960 | 57806 | 4220-SOLID WASTE REMOVAL            | 10,000    | 835.00       | 9,165.00     | 0         | 100.00 |
| 13960 | 57901 | 4400-BUILDING MAINT CONTRACTS       | 7,500     | 465.00       | 1,515.00     | 5,520     | 26.40  |
| 13960 | 58010 | 7300-ACQUISITION OF EQUIPMENT       | 30,000    | 10,668.44    | 11,940.00    | 7,392     | 75.40  |
| 13960 | 58020 | 2451-REPLACEMENT OF IT EQUIP        | 132,800   | 25,453.82    | 42,549.53    | 64,797    | 51.20  |
| 13960 | 68000 | ENCUMB SCHEDULE 1 SCHOOL EXP        | 707,585   | 562,454.48   | 120,825.60   | 24,305    | 96.60  |
|       |       | Total 13960 EDUCATION UNDISTRIBUTED | 9,319,494 | 1,960,813.29 | 3,907,275.91 | 3,451,405 | 63.00  |

REGIONAL VOCATIONAL SCHOOLS

|       |       |                                     |           |            |      |         |       |
|-------|-------|-------------------------------------|-----------|------------|------|---------|-------|
| 13999 | 56500 | 9500-MONT VOC TEC SCH ASSESS        | 1,134,654 | 567,326.96 | 0.00 | 567,327 | 50.00 |
|       |       | Total 13999 REGIONAL SCHOOL DISTRIC | 1,134,654 | 567,326.96 | 0.00 | 567,327 | 50.00 |

ENGINEERING

|       |       |                                |        |           |           |        |        |
|-------|-------|--------------------------------|--------|-----------|-----------|--------|--------|
| 14410 | 51010 | DEPT HEAD SALARY & WAGES       | 45,416 | 13,131.42 | 0.00      | 32,285 | 28.90  |
| 14410 | 51013 | GIS / AUTOCAD TECHNICIAN       | 49,625 | 14,442.60 | 0.00      | 35,182 | 29.10  |
| 14410 | 52030 | REPAIRS & MAINTENANCE          | 1,500  | 594.62    | 0.00      | 905    | 39.60  |
| 14410 | 52040 | INFORMATION TECHNOLOGY         | 6,000  | 3,500.00  | 0.00      | 2,500  | 58.30  |
| 14410 | 52050 | MINOR EQUIPMENT                | 1,500  | 0.00      | 0.00      | 1,500  | 0.00   |
| 14410 | 52150 | COMMUNICATIONS                 | 400    | 0.00      | 0.00      | 400    | 0.00   |
| 14410 | 52151 | TELECOMMUNICATIONS             | 1,000  | 237.31    | 804.10    | -41    | 104.10 |
| 14410 | 52170 | PROFESSIONAL DEV & TRAVEL      | 600    | 0.00      | 0.00      | 600    | 0.00   |
| 14410 | 52190 | PROFESSIONAL SERVICES          | 18,000 | 1,750.00  | 0.00      | 16,250 | 9.70   |
| 14410 | 52230 | OFFICE SUPPLIES                | 1,500  | 7.95      | 0.00      | 1,492  | 0.50   |
| 14410 | 52240 | VEHICLE SUPPLIES               | 500    | 0.00      | 0.00      | 500    | 0.00   |
| 14410 | 58100 | EPA NPDES                      | 40,000 | 0.00      | 0.00      | 40,000 | 0.00   |
| 14410 | 62030 | ENCUMB REPAIRS & MAINTEN       | 911    | 0.00      | 0.00      | 911    | 0.00   |
| 14410 | 62040 | ENC INFORMATION TECH           | 2,382  | 0.00      | 0.00      | 2,382  | 0.00   |
| 14410 | 62050 | ENCUMB MINOR EQUIPMENT         | 1,500  | 0.00      | 0.00      | 1,500  | 0.00   |
| 14410 | 62150 | ENCUMB COMMUNICATIONS          | 205    | 0.00      | 0.00      | 205    | 0.00   |
| 14410 | 62170 | ENCUMB PROF DEVELOPMENT & TRAV | 520    | 0.00      | 0.00      | 520    | 0.00   |
| 14410 | 62190 | ENCUMB PROFESSIONAL SERV       | 30,784 | 3,480.00  | 7,078.71  | 20,226 | 34.30  |
| 14410 | 62230 | ENCUMB OFFICE SUPPLIES         | 946    | 181.09    | 0.00      | 765    | 19.10  |
| 14410 | 62240 | ENCUMB VEHICLE SUPPLIES        | 500    | 0.00      | 0.00      | 500    | 0.00   |
| 14410 | 68000 | ENCUMB CAPT PROJ EXPENSES      | 13,320 | 0.00      | 13,320.00 | 0      | 100.00 |
| 14410 | 68100 | ENCUMB EPA NPDES               | 64,797 | 9,512.01  | 53,275.99 | 2,009  | 96.90  |

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**PUBLIC WORKS**

|       |       | Total 14410 SURVEY           |           |            |           |         |        |  |  |
|-------|-------|------------------------------|-----------|------------|-----------|---------|--------|--|--|
| 14421 | 51010 | DEPT HEAD SALARY & WAGES     | 53,370    | 15,533.67  | 0.00      | 37,837  | 29.10  |  |  |
| 14421 | 51012 | CLERK/ASST SAL & WAGES       | 25,531    | 7,953.26   | 0.00      | 17,578  | 31.20  |  |  |
| 14421 | 51013 | MAINTENANCE CREW SAL & WAGES | 1,149,594 | 296,895.57 | 0.00      | 852,698 | 25.80  |  |  |
| 14421 | 51014 | BOARD & COMM SAL & WAGES     | 3,100     | 1,477.72   | 0.00      | 1,622   | 47.70  |  |  |
| 14421 | 51030 | OVERTIME                     | 50,000    | 29,853.96  | 0.00      | 20,146  | 59.70  |  |  |
| 14421 | 51031 | WEEK-END STANDBY             | 20,000    | 6,850.00   | 0.00      | 13,150  | 34.30  |  |  |
| 14421 | 51090 | CLOTH/UNIFORM ALLOWANCE      | 26,020    | 17,790.00  | 0.00      | 8,230   | 68.40  |  |  |
| 14421 | 51100 | SHIFT DIFFERENTIAL           | 1,000     | 856.94     | 0.00      | 143     | 85.70  |  |  |
| 14421 | 51102 | WORKING OUT OF GRADE         | 12,000    | 5,742.14   | 0.00      | 6,258   | 47.90  |  |  |
| 14421 | 51105 | SICK LEAVE INCENTIVE         | 3,500     | 906.56     | 0.00      | 2,593   | 25.90  |  |  |
| 14421 | 51460 | LONGEVITY                    | 660       | 0.00       | 0.00      | 660     | 0.00   |  |  |
| 14421 | 51551 | TERMINATION LEAVE            | 0         | 512.17     | 0.00      | -512    | 100.00 |  |  |
| 14421 | 52030 | REPAIRS & MAINTENANCE        | 200,000   | 39,141.47  | 6,266.67  | 154,592 | 22.70  |  |  |
| 14421 | 52032 | TRAFFIC MAINTENANCE          | 40,000    | 6,191.02   | 5,360.72  | 28,448  | 28.90  |  |  |
| 14421 | 52033 | PARKING METER MAINTENANCE    | 20,000    | 1,634.20   | 328.94    | 18,037  | 9.80   |  |  |
| 14421 | 52034 | CRUSHER MAINTENANCE          | 2,000     | 0.00       | 2,000.00  | 0       | 100.00 |  |  |
| 14421 | 52035 | CEMETERY MAINTENANCE         | 9,000     | 0.00       | 0.00      | 9,000   | 0.00   |  |  |
| 14421 | 52038 | UNACCEPTED ROAD MAINTENAN    | 1,000     | 0.00       | 0.00      | 1,000   | 0.00   |  |  |
| 14421 | 52040 | INFORMATION TECHNOLOGY       | 2,500     | 275.51     | 0.00      | 2,224   | 11.00  |  |  |
| 14421 | 52050 | MINOR EQUIPMENT              | 20,000    | 0.00       | 0.00      | 20,000  | 0.00   |  |  |
| 14421 | 52070 | EQUIPMENT RENTAL             | 1,000     | 0.00       | 1,000.00  | 0       | 100.00 |  |  |
| 14421 | 52110 | ENERGY & UTILITIES           | 25,000    | 2,987.22   | 0.00      | 22,013  | 11.90  |  |  |
| 14421 | 52120 | STREET LIGHTING              | 100,000   | 34,959.95  | 148.34    | 64,892  | 35.10  |  |  |
| 14421 | 52150 | COMMUNICATIONS               | 3,000     | 1,167.54   | 0.00      | 1,832   | 38.90  |  |  |
| 14421 | 52151 | TELECOMMUNICATIONS           | 9,000     | 1,626.09   | 3,016.13  | 4,358   | 51.60  |  |  |
| 14421 | 52170 | PROFESSIONAL DEV & TRAVEL    | 5,000     | 695.64     | 0.00      | 4,304   | 13.90  |  |  |
| 14421 | 52190 | PROFESSIONAL SERVICES        | 15,000    | 8,620.29   | 3,300.00  | 3,080   | 79.50  |  |  |
| 14421 | 52210 | SNOW & ICE                   | 300,000   | 2,442.74   | 0.00      | 297,557 | 0.80   |  |  |
| 14421 | 52230 | OFFICE SUPPLIES              | 4,500     | 519.18     | 0.00      | 3,981   | 11.50  |  |  |
| 14421 | 52243 | VEHICLE FUEL                 | 220,000   | 72,803.30  | 0.00      | 147,197 | 33.10  |  |  |
| 14421 | 52700 | ROAD MAINTENANCE             | 120,000   | 15,343.21  | 51,362.68 | 53,294  | 55.60  |  |  |
| 14421 | 55163 | BUILDING REHAB               | 10,000    | 0.00       | 0.00      | 10,000  | 0.00   |  |  |
|       |       |                              | 281,906   | 46,837.00  | 74,478.80 | 160,590 | 43.00  |  |  |

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|       |       |                               |           |            |            |           |        |
|-------|-------|-------------------------------|-----------|------------|------------|-----------|--------|
| 14421 | 58602 | ROAD RESURFACING EXPENSES     | 150,000   | 19,000.08  | 6,467.16   | 124,533   | 17.00  |
| 14421 | 62030 | ENCUMB REPAIRS & MAINTEN      | 33,517    | 33,517.06  | 0.00       | 0         | 100.00 |
| 14421 | 62032 | ENCUMB TRAFFIC MAINTENANCE    | 14,053    | 3,671.65   | 10,381.76  | 0         | 100.00 |
| 14421 | 62033 | ENC PARKING METER MAINTENANCE | 14,903    | 2,772.20   | 12,131.03  | 0         | 100.00 |
| 14421 | 62035 | ENC CEMETERY MAINTENANCE      | 1,601     | 1,601.00   | 0.00       | 0         | 100.00 |
| 14421 | 62110 | ENCUMB ENERGY & UTILITIES     | 1         | 0.92       | 0.00       | 0         | 100.00 |
| 14421 | 62120 | ENCUMB STREET LIGHTING        | 8,800     | 8,800.00   | 0.00       | 0         | 100.00 |
| 14421 | 62192 | ENC TREE PLANTING             | 20,071    | 2,252.97   | 0.00       | 17,818    | 11.20  |
| 14421 | 62230 | ENCUMB OFFICE SUPPLIES        | 4,162     | 771.73     | 0.00       | 3,390     | 18.50  |
| 14421 | 62243 | ENCUMB VEHICLE FUEL EXP       | 4,033     | 1,033.46   | 0.00       | 3,000     | 25.60  |
| 14421 | 62700 | ENCUMB ROAD MAINTENANCE       | 23,144    | 0.00       | 0.00       | 23,144    | 0.00   |
| 14421 | 65090 | ENC NEW VEHICLES              | 249,115   | 0.00       | 249,115.00 | 0         | 100.00 |
| 14421 | 65123 | ENCUMB NEW EQUIPMENT          | 66,897    | 0.00       | 0.00       | 66,897    | 0.00   |
| 14421 | 65163 | ENCUMB BUILDING REHAB         | 11,348    | 2,938.49   | 3,750.00   | 4,660     | 58.90  |
| 14421 | 68602 | ENC ROAD RESURFACE EXP        | 237,019   | 4,624.00   | 61,869.44  | 170,525   | 28.10  |
| 14421 | 68626 | ENCUMB TIP - PEARSON BLVD     | 5,323     | 0.00       | 0.00       | 5,323     | 0.00   |
|       |       | Total 14421 PUBLIC WORKS      | 3,295,763 | 653,762.91 | 416,497.87 | 2,225,502 | 32.50  |

AIRPORT

|       |       |                               |        |           |      |        |        |
|-------|-------|-------------------------------|--------|-----------|------|--------|--------|
| 14482 | 51010 | DEPT HEAD MANAGER SAL & WAGES | 25,000 | 0.00      | 0.00 | 25,000 | 0.00   |
| 14482 | 52030 | REPAIRS & MAINTENANCE         | 5,000  | 1,245.33  | 0.00 | 3,755  | 24.90  |
| 14482 | 52050 | MINOR EQUIPMENT               | 100    | 0.00      | 0.00 | 100    | 0.00   |
| 14482 | 52110 | ENERGY & UTILITIES            | 3,500  | 740.78    | 0.00 | 2,759  | 21.20  |
| 14482 | 52150 | COMMUNICATIONS                | 100    | 0.00      | 0.00 | 100    | 0.00   |
| 14482 | 52151 | TELECOMMUNICATIONS            | 600    | 132.64    | 0.00 | 467    | 22.10  |
| 14482 | 52190 | PROFESSIONAL SERVICES         | 100    | 0.00      | 0.00 | 100    | 0.00   |
| 14482 | 52230 | OFFICE SUPPLIES               | 100    | 0.00      | 0.00 | 100    | 0.00   |
| 14482 | 52240 | VEHICLE SUPPLIES              | 500    | 265.99    | 0.00 | 234    | 53.20  |
| 14482 | 62030 | ENCUMB REPAIRS & MAINTEN      | 1,014  | 2,153.76  | 0.00 | -1,139 | 212.30 |
| 14482 | 62110 | ENCUMB ENERGY & UTILITIES     | 502    | 316.65    | 0.00 | 185    | 63.10  |
| 14482 | 62190 | ENCUMB PROFESSIONAL SERV      | 10,993 | 10,993.20 | 0.00 | 0      | 100.00 |
|       |       | Total 14482 AIRPORT           | 47,510 | 15,848.35 | 0.00 | 31,661 | 33.40  |

HEALTH

|       |       |                          |        |           |      |        |       |
|-------|-------|--------------------------|--------|-----------|------|--------|-------|
| 15512 | 51010 | DEPT HEAD SALARY & WAGES | 63,034 | 17,323.53 | 0.00 | 45,710 | 27.50 |
|-------|-------|--------------------------|--------|-----------|------|--------|-------|



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|       |       |                               |         |            |          |         |        |
|-------|-------|-------------------------------|---------|------------|----------|---------|--------|
| 15512 | 51011 | P/T AST SANI INSPE SAL&WG     | 42,686  | 9,850.68   | 0.00     | 32,836  | 23.10  |
| 15512 | 51012 | CLERK/ASST SAL & WAGES        | 39,046  | 10,393.51  | 0.00     | 28,652  | 26.60  |
| 15512 | 51013 | PREVENT COORD SALARY & WAGES  | 52,275  | 14,916.75  | 0.00     | 37,358  | 28.50  |
| 15512 | 51014 | BOARD & COMM SAL & WAGES      | 4,000   | 1,000.00   | 0.00     | 3,000   | 25.00  |
| 15512 | 51030 | OVERTIME                      | 500     | 0.00       | 0.00     | 500     | 0.00   |
| 15512 | 51090 | CLOTH/UNIFORM ALLOWANCE       | 700     | 350.00     | 0.00     | 350     | 50.00  |
| 15512 | 51460 | LONGEVITY                     | 210     | 0.00       | 0.00     | 210     | 0.00   |
| 15512 | 52030 | REPAIRS & MAINTENANCE         | 500     | 70.00      | 0.00     | 430     | 14.00  |
| 15512 | 52040 | INFORMATION TECHNOLOGY        | 600     | 0.00       | 0.00     | 600     | 0.00   |
| 15512 | 52050 | MINOR EQUIPMENT               | 500     | 0.00       | 0.00     | 500     | 0.00   |
| 15512 | 52150 | COMMUNICATIONS                | 300     | 0.00       | 0.00     | 300     | 0.00   |
| 15512 | 52151 | TELECOMMUNICATIONS            | 3,000   | 390.89     | 0.00     | 2,609   | 13.00  |
| 15512 | 52170 | PROFESSIONAL DEV & TRAVEL     | 2,500   | 1,790.00   | 730.00   | -20     | 100.80 |
| 15512 | 52190 | PROFESSIONAL SERVICES         | 14,900  | 9,515.00   | 2,985.00 | 2,400   | 83.90  |
| 15512 | 52230 | OFFICE SUPPLIES               | 4,000   | 795.95     | 0.00     | 3,204   | 19.90  |
| 15512 | 52240 | VEHICLE SUPPLIES              | 750     | 310.92     | 0.00     | 439     | 41.50  |
| 15512 | 54100 | NURSING SERVICES              | 5,000   | 0.00       | 0.00     | 5,000   | 0.00   |
| 15512 | 55371 | MUNICIPAL DUMPSTER COLLECTION | 11,600  | 0.00       | 0.00     | 11,600  | 0.00   |
| 15512 | 65120 | ENCUMB NEW VEHICLE EXP        | 47,645  | 40,645.00  | 0.00     | 7,000   | 85.30  |
|       |       | Total 15512 HEALTH            | 293,746 | 107,352.23 | 3,715.00 | 182,679 | 37.80  |

**COUNCIL ON AGING**

|       |       |                           |        |           |          |        |        |
|-------|-------|---------------------------|--------|-----------|----------|--------|--------|
| 15541 | 51010 | DEPT HEAD SALARY & WAGES  | 61,412 | 17,874.44 | 0.00     | 43,538 | 29.10  |
| 15541 | 51012 | CLERKS/DISPATCER SAL&WAG  | 37,383 | 10,393.51 | 0.00     | 26,990 | 27.80  |
| 15541 | 51016 | CUSTODIAN SALARY & WAGES  | 51,063 | 15,567.86 | 0.00     | 35,495 | 30.50  |
| 15541 | 51030 | OVERTIME                  | 500    | -204.45   | 0.00     | 704    | -40.90 |
| 15541 | 51090 | CLOTH/UNIFORM ALLOWANCE   | 500    | 500.00    | 0.00     | 0      | 100.00 |
| 15541 | 51328 | COA MEAL SITE MGR         | 9,543  | 1,430.46  | 7,222.31 | 890    | 90.70  |
| 15541 | 52030 | REPAIRS & MAINTENANCE     | 13,500 | 919.42    | 0.00     | 12,581 | 6.80   |
| 15541 | 52040 | INFORMATION TECHNOLOGY    | 3,000  | 458.95    | 0.00     | 2,541  | 15.30  |
| 15541 | 52050 | MINOR EQUIPMENT           | 500    | 0.00      | 0.00     | 500    | 0.00   |
| 15541 | 52110 | ENERGY & UTILITIES        | 15,000 | 2,291.96  | 0.00     | 12,708 | 15.30  |
| 15541 | 52151 | TELECOMMUNICATIONS        | 600    | 0.00      | 0.00     | 600    | 0.00   |
| 15541 | 52170 | PROFESSIONAL DEV & TRAVEL | 500    | 0.00      | 0.00     | 500    | 0.00   |
| 15541 | 52230 | OFFICE SUPPLIES           | 2,000  | 188.01    | 0.00     | 1,812  | 9.40   |

FY 2023 BUDGET  
YEAR TO DATE AS OF 10/20/2022

|       |       |                                |         |           |          |         |       |
|-------|-------|--------------------------------|---------|-----------|----------|---------|-------|
| 15541 | 62328 | ENCUM COA MEAL SITE MGR PROF S | 1,624   | 1,430.46  | 0.00     | 193     | 88.10 |
| 820   |       | Total 15541 COUNCIL ON AGING   | 197,125 | 50,850.62 | 7,222.31 | 139,052 | 29.50 |

|                         |       |                              |       |      |      |       |      |
|-------------------------|-------|------------------------------|-------|------|------|-------|------|
| <b>YOUTH COMMISSION</b> |       |                              |       |      |      |       |      |
| 15542                   | 52230 | OFFICE SUPPLIES              | 100   | 0.00 | 0.00 | 100   | 0.00 |
| 15542                   | 52995 | YOUTH ACTIVITIES             | 900   | 0.00 | 0.00 | 900   | 0.00 |
|                         |       | Total 15542 YOUTH COMMISSION | 1,000 | 0.00 | 0.00 | 1,000 | 0.00 |

|                          |       |                           |         |            |      |         |        |
|--------------------------|-------|---------------------------|---------|------------|------|---------|--------|
| <b>VETERANS SERVICES</b> |       |                           |         |            |      |         |        |
| 15543                    | 51010 | DEPT HEAD SALARY & WAGES  | 61,861  | 18,005.05  | 0.00 | 43,856  | 29.10  |
| 15543                    | 51012 | CLERK/ASST SAL & WAGES    | 65,000  | 14,280.77  | 0.00 | 50,719  | 22.00  |
| 15543                    | 52040 | INFORMATION TECHNOLOGY    | 0       | 1,347.00   | 0.00 | -1,347  | 100.00 |
| 15543                    | 52170 | PROFESSIONAL DEV & TRAVEL | 1,000   | 0.00       | 0.00 | 1,000   | 0.00   |
| 15543                    | 52230 | OFFICE SUPPLIES           | 2,000   | 544.08     | 0.00 | 1,456   | 27.20  |
| 15543                    | 57100 | VETERANS BENEFITS         | 600,000 | 159,068.22 | 0.00 | 440,932 | 26.50  |
| 15543                    | 67100 | ENCUMB VETERANS BENEFITS  | 6,000   | 2,036.69   | 0.00 | 3,963   | 33.90  |
|                          |       | Total 15543 VETERANS      | 735,861 | 195,281.81 | 0.00 | 540,579 | 26.50  |

|                              |       |                                     |     |      |      |     |      |
|------------------------------|-------|-------------------------------------|-----|------|------|-----|------|
| <b>DISABILITY COMMISSION</b> |       |                                     |     |      |      |     |      |
| 15549                        | 52170 | PROFESSIONAL DEV & TRAVEL           | 250 | 0.00 | 0.00 | 250 | 0.00 |
| 15549                        | 52230 | OFFICE SUPPLIES                     | 250 | 0.00 | 0.00 | 250 | 0.00 |
|                              |       | Total 15549 DISABILITIES COMMISSION | 500 | 0.00 | 0.00 | 500 | 0.00 |

|                |       |                                |         |           |      |         |          |
|----------------|-------|--------------------------------|---------|-----------|------|---------|----------|
| <b>LIBRARY</b> |       |                                |         |           |      |         |          |
| 16610          | 51010 | DEPT HEAD SALARY & WAGES       | 80,419  | 23,633.56 | 0.00 | 56,786  | 29.40    |
| 16610          | 51011 | ASST LIBRARY DIRECTOR SAL&WAG  | 62,301  | 18,852.20 | 0.00 | 43,449  | 30.30    |
| 16610          | 51012 | LIBRARY TECHNICIAN SAL&WAG     | 98,183  | 28,007.64 | 0.00 | 70,175  | 28.50    |
| 16610          | 51013 | SENIOR LIBRARY TECH SAL&WA     | 124,233 | 31,205.71 | 0.00 | 93,027  | 25.10    |
| 16610          | 51014 | STAFF LIBRARIAN SALARY & WAG   | 156,344 | 44,424.38 | 0.00 | 111,920 | 28.40    |
| 16610          | 51015 | LIBRARY CLERICAL STAFF SAL&WAG | 6,259   | 1,671.69  | 0.00 | 4,587   | 26.70    |
| 16610          | 51016 | CUSTODIAN SALARY & WAGES       | 60,109  | 14,712.16 | 0.00 | 45,396  | 24.50    |
| 16610          | 51030 | OVERTIME                       | 500     | 1,742.25  | 0.00 | -1,242  | 348.50   |
| 16610          | 51460 | LONGEVITY                      | 3,360   | 0.00      | 0.00 | 3,360   | 0.00     |
| 16610          | 51551 | TERMINATION LEAVE              | 0       | 5,388.92  | 0.00 | -5,389  | 100.00   |
| 16610          | 52030 | REPAIRS & MAINTENANCE          | 100     | 2,557.00  | 0.00 | -2,457  | 2,557.00 |



FY 2023 BUDGET  
YEAR TO DATE AS OF 10/20/2022

|       |       |                         |         |            |      |         |        |
|-------|-------|-------------------------|---------|------------|------|---------|--------|
| 16610 | 52040 | INFORMATION TECHNOLOGY  | 7,200   | 4,116.00   | 0.00 | 3,084   | 57.20  |
| 16610 | 52110 | ENERGY & UTILITIES      | 43,000  | 10,705.20  | 0.00 | 32,295  | 24.90  |
| 16610 | 52150 | COMMUNICATIONS          | 1,000   | 180.00     | 0.00 | 820     | 18.00  |
| 16610 | 52151 | TELECOMMUNICATIONS      | 6,000   | 1,503.26   | 0.00 | 4,497   | 25.10  |
| 16610 | 52190 | PROFESSIONAL SERVICES   | 37,704  | 37,704.00  | 0.00 | 0       | 100.00 |
| 16610 | 52230 | OFFICE SUPPLIES         | 10,000  | 1,822.93   | 0.00 | 8,177   | 18.20  |
| 16610 | 52231 | LIBRARY SUPPLIES        | 5,000   | 2,999.11   | 0.00 | 2,001   | 60.00  |
| 16610 | 52270 | BOOKS & PERIODICALS     | 100,000 | 18,521.19  | 0.00 | 81,479  | 18.50  |
| 16610 | 53333 | LIBRARY DRAW IN TRANSIT | 0       | 65,565.96  | 0.00 | -65,566 | 100.00 |
| 16610 | 57500 | GENERAL LIABILITY       | 12,500  | 4,325.35   | 0.00 | 8,175   | 34.60  |
|       |       | Total 16610 LIBRARY     | 814,211 | 319,638.51 | 0.00 | 494,573 | 39.30  |

|                   |       |                                |        |          |      |        |       |
|-------------------|-------|--------------------------------|--------|----------|------|--------|-------|
| <b>RECREATION</b> |       |                                |        |          |      |        |       |
| 16620             | 52112 | HOLIDAY LIGHT & DECORAT        | 17,500 | 0.00     | 0.00 | 17,500 | 0.00  |
| 16620             | 55057 | CELEBRATIONS&SPEC EVENTS       | 1,000  | 0.00     | 0.00 | 1,000  | 0.00  |
| 16620             | 58150 | PLAYGROUND IMPROVEMENTS        | 20,000 | 0.00     | 0.00 | 20,000 | 0.00  |
| 16620             | 62050 | ENCUMB MINOR EQUIPMENT         | 15,000 | 0.00     | 0.00 | 15,000 | 0.00  |
| 16620             | 68150 | ENCUMB PLAYGROUND IMPROVEMENTS | 6,175  | 2,621.27 | 0.00 | 3,553  | 42.50 |
|                   |       | Total 16620 RECREATION         | 59,675 | 2,621.27 | 0.00 | 57,053 | 4.40  |

|                       |       |                                     |         |           |          |        |        |
|-----------------------|-------|-------------------------------------|---------|-----------|----------|--------|--------|
| <b>GREENWOOD POOL</b> |       |                                     |         |           |          |        |        |
| 16621                 | 51013 | P/T LIFE GUARDS SAL&WGS             | 50,000  | 35,033.64 | 0.00     | 14,966 | 70.10  |
| 16621                 | 51030 | OVERTIME                            | 600     | 2,015.88  | 0.00     | -1,416 | 336.00 |
| 16621                 | 52030 | REPAIRS & MAINTENANCE               | 4,000   | 188.04    | 0.00     | 3,812  | 4.70   |
| 16621                 | 52050 | MINOR EQUIPMENT                     | 500     | 0.00      | 0.00     | 500    | 0.00   |
| 16621                 | 52110 | ENERGY & UTILITIES                  | 9,000   | 2,367.18  | 0.00     | 6,633  | 26.30  |
| 16621                 | 52151 | TELECOMMUNICATIONS                  | 500     | 0.00      | 0.00     | 500    | 0.00   |
| 16621                 | 52230 | OFFICE SUPPLIES                     | 200     | 0.00      | 0.00     | 200    | 0.00   |
| 16621                 | 52231 | POOL SUPPLIES                       | 15,000  | 9,614.66  | 2,608.00 | 2,777  | 81.50  |
| 16621                 | 62030 | ENCUMB REPAIRS & MAINTEN            | 1,666   | 0.00      | 0.00     | 1,666  | 0.00   |
| 16621                 | 62110 | ENCUMB ENERGY & UTILITIES           | 1,284   | 0.00      | 0.00     | 1,284  | 0.00   |
| 16621                 | 62231 | ENCUMB POOL SUPPLIES                | 6,193   | 3,629.50  | 0.00     | 2,563  | 58.60  |
| 16621                 | 65161 | ENCUM NEW POOL FILTRATION SYST      | 77,951  | 42,172.20 | 6,024.60 | 29,754 | 61.80  |
|                       |       | Total 16621 GREENWOOD MEMORIAL POOL | 166,893 | 95,021.10 | 8,632.60 | 63,240 | 62.10  |

FY 2023 BUDGET  
YEAR TO DATE AS OF 10/20/2022

**MUNICIPAL RECREATION**

|       |       |                                  |        |           |      |         |        |      |
|-------|-------|----------------------------------|--------|-----------|------|---------|--------|------|
| 16625 | 51010 | DEPT HEAD SALARY & WAGES         | 30,000 | 0.00      | 0.00 | 0.00    | 30,000 | 0.00 |
| 16625 | 51011 | SUPERVISOR SALARY & WAGES        | 4,000  | 12,268.16 | 0.00 | -8,268  | 306.70 | 0.00 |
| 16625 | 51014 | COACHES SAL & WAGES              | 3,500  | 0.00      | 0.00 | 3,500   | 0.00   | 0.00 |
| 16625 | 51020 | P/T PLAYGROUNDS SAL&WGS          | 28,000 | 76,486.87 | 0.00 | -48,487 | 273.20 | 0.00 |
| 16625 | 51090 | CLOTH/JUNIFORM ALLOWANCE         | 1,000  | 0.00      | 0.00 | 1,000   | 0.00   | 0.00 |
| 16625 | 52050 | MINOR EQUIPMENT                  | 1,000  | 0.00      | 0.00 | 1,000   | 0.00   | 0.00 |
|       |       | Total 16625 MUNICIPAL RECREATION | 67,500 | 88,755.03 | 0.00 | -21,255 | 131.50 | 0.00 |

**HISTORICAL COMMISSION**

|       |       |                                   |       |      |      |       |      |      |
|-------|-------|-----------------------------------|-------|------|------|-------|------|------|
| 16650 | 52230 | OFFICE SUPPLIES                   | 100   | 0.00 | 0.00 | 100   | 0.00 | 0.00 |
| 16650 | 65141 | ENCUMB CEMETERY RESTORATION       | 3,952 | 0.00 | 0.00 | 3,952 | 0.00 | 0.00 |
|       |       | Total 16650 HISTORICAL COMMISSION | 4,052 | 0.00 | 0.00 | 4,052 | 0.00 | 0.00 |

**DEBT SERVICE**

|       |       |                                |           |              |      |           |       |      |
|-------|-------|--------------------------------|-----------|--------------|------|-----------|-------|------|
| 17710 | 57600 | PRINCIPAL - INSIDE DEBT        | 1,983,740 | 643,000.00   | 0.00 | 1,340,740 | 32.40 | 0.00 |
| 17710 | 57605 | LEASE PURCH AGREEMENT          | 380,000   | 190,000.00   | 0.00 | 190,000   | 50.00 | 0.00 |
| 17710 | 57610 | INTEREST - INSIDE DEBT         | 741,000   | 445,531.27   | 0.00 | 295,469   | 60.10 | 0.00 |
| 17710 | 57621 | INTEREST TEMPORARY LOANS       | 25,000    | 0.00         | 0.00 | 25,000    | 0.00  | 0.00 |
| 17710 | 67600 | ENCUMB PRINCIPAL - INSIDE DEBT | 835,693   | 0.00         | 0.00 | 835,693   | 0.00  | 0.00 |
|       |       | Total 17710 DEBT SERVICE       | 3,965,433 | 1,278,531.27 | 0.00 | 2,686,902 | 32.20 | 0.00 |

**STATE & COUNTY ASSESSMENTS**

|       |       |                                    |           |            |      |           |       |      |
|-------|-------|------------------------------------|-----------|------------|------|-----------|-------|------|
| 18810 | 56100 | COUNTY ASSESS-COUNTY TAX           | 69,122    | 17,286.00  | 0.00 | 51,836    | 25.00 | 0.00 |
| 18810 | 56202 | RMV NON-RENEWAL SURCHARGE          | 34,560    | 8,640.00   | 0.00 | 25,920    | 25.00 | 0.00 |
| 18810 | 56204 | AIR POLLUTION ASSESSMENT           | 5,164     | 1,293.00   | 0.00 | 3,871     | 25.00 | 0.00 |
| 18810 | 56205 | MONT RTA ASSESSMENT                | 232,531   | 58,134.00  | 0.00 | 174,397   | 25.00 | 0.00 |
| 18810 | 56206 | SPECIAL EDUCATION ASSESS           | 4,994     | 1,251.00   | 0.00 | 3,743     | 25.10 | 0.00 |
| 18810 | 56209 | CHARTER SCHOOL TUITION ASSESSM     | 387,712   | 96,906.00  | 0.00 | 290,806   | 25.00 | 0.00 |
| 18810 | 56210 | SCHOOL CHOICE ASSESSMENT           | 1,319,961 | 341,043.00 | 0.00 | 978,918   | 25.80 | 0.00 |
|       |       | Total 18810 STATE & COUNTY ASSESME | 2,054,044 | 524,553.00 | 0.00 | 1,529,491 | 25.50 | 0.00 |

**CONTRIBUTORY RETIREMENT**

|       |       |                             |        |           |      |        |       |      |
|-------|-------|-----------------------------|--------|-----------|------|--------|-------|------|
| 19910 | 51011 | BOARD ADMINISTR SAL & WAGES | 71,000 | 20,659.28 | 0.00 | 50,341 | 29.10 | 0.00 |
| 19910 | 51014 | BOARD & COMM SAL & WAGES    | 17,800 | 4,450.05  | 0.00 | 13,350 | 25.00 | 0.00 |

FY 2023 BUDGET  
YEAR TO DATE AS OF 10/20/2022

|       |       |                                     |           |              |      |        |        |
|-------|-------|-------------------------------------|-----------|--------------|------|--------|--------|
| 19910 | 51023 | TEMP SALARY & WAGES                 | 4,000     | 1,680.00     | 0.00 | 2,320  | 42.00  |
| 19910 | 51460 | LONGEVITY                           | 270       | 0.00         | 0.00 | 270    | 0.00   |
| 19910 | 57070 | CONTRIB RETIRE ASSESSMENT           | 5,163,798 | 5,163,798.00 | 0.00 | 0      | 100.00 |
|       |       | Total 19910 CONTRIBUTORY RETIREMENT | 5,256,868 | 5,190,587.33 | 0.00 | 66,281 | 98.70  |

**EMPLOYEE BENEFITS**

|       |       |                                |           |              |      |           |        |
|-------|-------|--------------------------------|-----------|--------------|------|-----------|--------|
| 19914 | 52200 | 111F CLAIMS REVIEW             | 40,000    | 36,170.00    | 0.00 | 3,830     | 90.40  |
| 19914 | 57010 | WORKER'S COMPENSATION          | 120,000   | 109,987.15   | 0.00 | 10,013    | 91.70  |
| 19914 | 57011 | WORKER'S COMPENSATION-SCHOOL   | 120,000   | 138,290.85   | 0.00 | -18,291   | 115.20 |
| 19914 | 57021 | UNEMPLOYMENT COMPENSATION      | 79,000    | 3,582.49     | 0.00 | 75,418    | 4.50   |
| 19914 | 57022 | UNEMPLOYMENT COMPENSATION-SCHL | 102,819   | 4,356.33     | 0.00 | 98,462    | 4.20   |
| 19914 | 57040 | MEDICARE                       | 210,000   | 133,163.98   | 0.00 | 76,836    | 63.40  |
| 19914 | 57041 | MEDICARE-SCHOOL                | 295,000   | 0.00         | 0.00 | 295,000   | 0.00   |
| 19914 | 57051 | LIFE INSURANCE                 | 35,000    | 22,131.15    | 0.00 | 12,869    | 63.20  |
| 19914 | 57052 | LIFE INSURANCE-SCHOOL          | 38,130    | 0.00         | 0.00 | 38,130    | 0.00   |
| 19914 | 57060 | HEALTH INSURANCE               | 3,452,865 | 1,545,168.60 | 0.00 | 1,907,696 | 44.80  |
| 19914 | 57061 | HEALTH INSURANCE-SCHOOL        | 4,668,038 | 0.00         | 0.00 | 4,668,038 | 0.00   |
| 19914 | 57062 | CHAP 41 MEDICAL ALLOWANCE      | 55,000    | 2,342.01     | 0.00 | 52,658    | 4.30   |
|       |       | Total 19914 EMPLOYEE BENEFITS  | 9,215,852 | 1,995,192.56 | 0.00 | 7,220,659 | 21.60  |

**PROPERTY INSURANCES**

|       |       |                                 |         |            |      |         |        |
|-------|-------|---------------------------------|---------|------------|------|---------|--------|
| 19945 | 57501 | PROP & GEN LIABILITY INS        | 575,000 | 591,659.00 | 0.00 | -16,659 | 102.90 |
| 19945 | 57503 | PUBLIC OFFIC LIABILITY          | 95,000  | 1,750.00   | 0.00 | 93,250  | 1.80   |
| 19945 | 57504 | MOTOR VEHICLE FLOATER           | 95,000  | 0.00       | 0.00 | 95,000  | 0.00   |
|       |       | Total 19945 PROPERTY INSURANCES | 765,000 | 593,409.00 | 0.00 | 171,591 | 77.60  |

Total 100 GENERAL FUND 70,089,819 19,980,437.02 18,561,738.20 31,547,644 55.00





City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

RECEIVED  
2022 NOV -3 PM 12:44  
CITY CLERK'S OFFICE  
GARDNER, MA

November 1, 2022

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

RE: Response regarding New Business Comments Regarding Electrical Rates

Dear Madam President and Councilors,

At the regular meeting of the City Council of October 17, 2022, during "New Business," Councilor James Boone stated the following:

"Next thing I wanted to talk about- many of us may have received this postcard in the mail about the electrical rates going up more than double, from 10.5 cents to nearly 24 cents per kilowatt hour. I'm curious, I thought there were laws against utilities going up that much. I thought there was some kind of protection for consumers. With that said I had another Resident tell me that they could get a rate of 18 cents from Constellation Energy which kind of surprised me. I haven't checked into it, but that's what they told me they could lock in for three years. They didn't have to remain. But why is the city almost 24 cents and this one resident can get it for 18 cents - even though that's ridiculous too but you know everything's gone through the roof. So I just wanted to point that out, and I guess I want to ask a question why the city isn't given a better rate than this individual resident. It just doesn't make any sense."

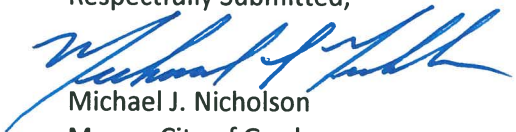
Attached to this letter is an email that I sent to the City Council on Friday, September 30, 2022 at 9:34am. This email explained the bidding process the City undertook for our next municipal aggregation contract, explained why we entered into a one (1) year contract agreement, and even included a copy of the postcard that Councilor Boone referenced in his comments as an attachment. Please note that Councilor Boone was included on this email with the answers to his questions on the process included in the contents of the email eighteen (18) days before the Council Meeting. Furthermore, please note that in a request for proposal ("RFP") process, the City cannot take into account any company/supplier that does not submit a bid/response to the City through the formal process.

Additionally, at this meeting, Councilor Boone stated"

"The next thing I wanted to mention briefly anybody look at their electric bill lately? Electrical vehicle charge. Distributed solar charge. Renewable energy charge. Energy Efficiency charge. I guess I don't pay attention to it that much, but once I, you know, the rates went up it was just like I said I'm going to look at the bill a little more closely."

Please note that none of the aforementioned charges are associated with the City, nor our electrical aggregation program and are issued by National Grid directly through regulations promulgated by different agencies at the Commonwealth and Federal levels.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner



**Mayor**

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**From:** Mayor  
**Sent:** Friday, September 30, 2022 9:34 AM  
**To:** Elizabeth Kazinskas  
**Cc:** Rachel Roberts (Mayor's Office); Colin Smith; Titi Siriphan  
**Subject:** City Electrical Aggregation Rates  
**Attachments:** Gardner New Rate+Term Postcard COLOR -- Back.pdf

Good Morning Madam President and Councilors,

As you may be aware, the City's three-year electrical aggregation contract expires on November 1<sup>st</sup> of this year.

If you are unaware with this process, the City, on behalf of its residents, has the ability to go out to bid for electrical rates to help residents assist in savings over the long term by obtaining a fixed rate for residents rather than utilizing a variable electricity rate through National Grid. This program is an option for residents of the City for the electricity that they use. The City does not make or expend any money in this program, it is simply a service we provide. Furthermore, residents have the option to opt in or opt out of this program at any time with no charge or fee from the City's provider.

Back in 2019, when the last contract was signed, the rate per kilowatt hour (kWh) was approximately \$0.13 per kWh. As with most things in the recent years, electric rates have gone up since then substantially. After going out to bid three separate times, the lowest bid the City was able to obtain for our new contract is \$0.23787 per kWh. While this is approximately a ten cent per kilowatt hour increase, National Grid released their new rate to for the year at \$0.33891 per kWh- ten cents higher than our new rate. Therefore, the City's electrical aggregation rate is still a better option for our residents at this time.

Understanding that the anomalies in the market are what they are currently and that inflationary trends in the market right now are causing prices to be higher, I have decided to go with the recommendations of our consultant – Constellation Power Group – and have signed this as a one-year contract instead of a three year contract to see if we can obtain a lower rate next summer. Several municipalities have opted for similar contract lengths in order to try to watch the market and obtain a better rate for our residents.

The attached post card will be mailed out to all residents next week regarding this program and its changes.

Respectfully,

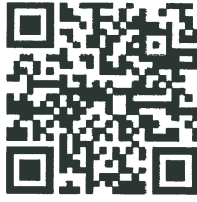
Mike Nicholson

**Michael J. Nicholson, J.D.**

Mayor, City of Gardner  
Gardner City Hall, Rm 125  
95 Pleasant St  
Gardner, MA 01440



## THE CITY OF GARDNER'S COMMUNITY CHOICE POWER SUPPLY PROGRAM



The City of Gardner is announcing the new rate and term for its Community Choice Power Supply Program through its current electricity supplier, NextEra Energy Services. The City's new aggregation rate is fixed for all rate classes for 12 months as follows:

| Term                                                                                                                                                      | New Rate (Supply Only) | Renewable Energy Content               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------|
| November 2022 to November 2023                                                                                                                            | \$0.23787 per kWh      | Meets MA renewable energy requirements |
| <i>[Rate applies to service beginning and ending on the days of the month that your meter is read in your service area. This date varies by account.]</i> |                        |                                        |

For comparison purposes, National Grid's Residential Basic Service rate is fixed at \$0.33891 per kWh from November 1, 2022 thru April 30, 2023. Due to economic and geo-political conditions worldwide, electricity prices are higher now than in prior years. However, the City's new rate is fixed which provides protection against market spikes over the 12-month term but doesn't lock the City into the elevated prices beyond that should the market stabilize.

It is important to note that **no action will be required** by individual consumers. All accounts currently enrolled in the City's Program will continue to see NextEra printed under the "Supply Services" section of their monthly bill. This rate change will be seen on the December 2022 bills. Consumers with questions about the Program should call Colonial Power Group, the City's aggregation consultant, at (866) 485-5858 ext. 1.

For more detailed information about the City's Program, including how to OPT-OUT or OPT-IN, or to access National Grid's Basic Service rates, please visit [colonialpowergroup.com/gardner](http://colonialpowergroup.com/gardner) or call NextEra at (855) 639-8076. You may OPT-OUT or OPT-IN at any time in the future with NO CHARGE.

National Grid has several programs to help income-eligible families and customers needing special assistance meet their energy needs. To learn more, please visit [nationalgridus.com/MA-Home/Bill-Help/Payment-Assistance-Programs](http://nationalgridus.com/MA-Home/Bill-Help/Payment-Assistance-Programs).

*Basic Service rates change twice a year or more, depending on rate class. As a result, the aggregation rate may not always be lower than the Basic Service rate. The goal of the aggregation is to deliver savings over the life of the Program against National Grid Basic Service. However, such savings and future savings cannot be guaranteed.*

November 1, 2022

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

RE: Response to New Business Comments Regarding South Main Street Bridge

Dear Madam President and Councilors,

At the October 17, 2022 meeting of the City Council, Councilor James Boone stated the following during the "New Business" portion of the meeting:

"Thank you Madam President. A few days ago, I sent an email to the Mayor's Office and DPW Director regarding the bridge on South Main Street. We all probably received the email wondering what's going on, and I'm wondering what's going on, and I haven't got a response so I'm hoping that maybe we can get clarification on what's going on that bridge. In fact, Travers Street was blocked on West Broadway, and I went by Knights of Columbus and started driving down, and go "oh damn I forgot that bridge is out," so I'm just looking for an update, but I appreciate if I can get a response and a reply as to what what is going on, and maybe the entire Council deserves a response, so I appreciate that." (quote from YouTube subtitle transcription).

While I had intended to reply to Councilor Boone via email, as he had originally done, whereas the Councilor chose to bring this item up in an open, public forum and whereas the Councilor chose to specifically note my response time to the Council, I felt the need to reply to the Councilor's comments in the same manner in which he chose to bring this matter forward. Furthermore, since the Councilor stated that this should be an item presented to the full council, after speaking about it in an open meeting, I am responding via this method, in order to avoid any potential violations of the Open Meeting Law. Lastly, I feel as though this issue and instance have made it where I feel compelled to bring up other issues related to how this situation was brought forward.

To address the matter regarding the bridge, as has been stated multiple times since the bridge was first closed in the Spring of 2017, after it was listed as being in critical failure following its mandatory safety and structural inspection. (See Attachment 1). Notice of the closure, along with the written recommendation of the City Engineer was then forwarded to the City Council, including Councilor Boone, by former Mayor Mark Hawke via email on Wednesday, February 21, 2018 10:50 AM, with the subject line "South Main Street Bridge Closure." (See attachments 2 and 3).

Councilor Boone even responded to this email, asking for a copy of the inspection report and a map of the area stating, "Can we get a map of where it is located. Also the report from Mass DOT." (See attachment 4). The requested items were sent and Councilor Boone responded, "Thank you. Didn't even realize there was a bridge there." (See attachment 5).

That same year, the previous administration sent out a newsletter to residents of the City, which included an announcement of the bridge closure. (See attachment 6.)

As you are likely aware, the City and the Commonwealth have very limited jurisdiction over a railroad. The Article 1, Section 8, Clause 3 of the Constitution of the United States (more commonly referred to as the Interstate Commerce Clause), Chapter 33 of the United States Code, the Federal Interstate Commerce Act of 1887, and the Department of Transportation Act of 1966 (which created the Federal Railroad Administration) placed full jurisdiction over railroads with the Federal Government of the United States.

The issue regarding this structure is that the City owned bridge itself is in such critical condition that it no longer meets the safety standards set by both the Federal and Massachusetts Departments of Transportation for vehicular traffic. However, there are two separate bridges in this location- one owned by the City, and one owned by the Railroad. The City bridge, unfortunately, shares an abutment with the railroad bridge, and is mostly contained within the railroads right-of-way. The City would need the Railroad's express, written permission and obtain a legally documented construction easement to perform any work on the bridge. The City reached out to the railroad shortly after the bridge was closed and was quickly denied any access from the railroad for the abutments or their right of way.

The reasoning given by the Railroad for this denial was that in 2015, the Federal Railroad Administration issued a mandate to the Railroad that over the course of the subsequent ten (10) years, a certain number of at-grade street crossings had to be discontinued, as a result of a jump in the number of accidents regarding trains and cars nationwide. As such, since April of 2015, the Railroad had been requesting permission from the City to discontinue the road in the area as a way to comply with that mandate. The City had continuously denied this request, however, when the City bridge had to be closed due to its structural instability, and the City then needed permission from the Railroad in order to keep the intersection open, the Railroad then had the upper hand.

While the City has reached out on multiple occasions since then requesting permission, the Railroad has held firm to their denial. Since the City has no jurisdiction over the railroad, the City cannot order the railroad to allow the City onto the Railroad's property in order to make the necessary repairs to abutting property owned by the City.

Since the bridge was closed in the Spring of 2017, this item has been discussed at three (3) meetings of the Gardner Redevelopment Authority, five (5) meetings of the Gardner Traffic Commission, two (2) meetings of the City Council Public Safety Committee, and three (3) meetings of the City Council Public Service Committee. Also, during my two years as Mayor, I

have also discussed this topic in two (2) of my Weekly Mayor's Update videos. As such, to say that the Administration (both mine and the previous administration) have not provided any updates regarding this matter is simply false and uninformed.

Furthermore, I also feel compelled to address the way in which this topic was brought forward both to my office and at the City Council meeting.

This topic was brought forward after a resident of the City of Clearwater, Florida sent an email to several different parties on October 11, 2022 at 10:10am, regarding concerns about the bridge closure. (See attachment 7). Councilor Boone responded to this email on October 12, 2022 at 8:25am, in which he discussed an experience driving in the area stating, "No big deal had to turn around. But I would be interested in and update." (grammatical error copied directly from email) (See attachment 8).

While the Councilor stated that he was interested in receiving an update, there was no direct request for information regarding the matter, nor was there an update to give other than what had already been provided on several different occasions.

On Friday, October 14, 2022 at 12:15pm, only two (2) days after his first email, Councilor Boone sent a rather churlish email stating, "Cat got your tongue? As a City Councilor I deserve a reply. I would think. In fact the entire council should be updated." (See attachment 9).

During my tenure in office, I feel as though I have been extremely differential and cooperative to the City Council in providing information about topics regarding the City and actions taken by the Administration. On several occasions, I have shared information with the City Council, simply for the sake of keeping everyone on the same page, whether there was action required to be taken by the City Council or not.

Furthermore, if an elected official cares enough about a topic to be as passionate about it as Councilor Boone is claiming to be, one would expect they would explore every avenue possible to obtain such information. Following a records request search, even though Councilor Boone's initial inquiry was made before the Council's agenda was posted for the October 17, 2022 meeting, at no point did Councilor Boone reach out to the Council President and request that the topic be placed on the Council Calendar for the meeting. For a Councilor to state that this topic was important enough to be presented to the entire Council, Councilor Boone certainly did not make an effort to accomplish his own goal. Including when a resident and registered voter of the City of Clearwater, Florida requested that Councilor Boone bring this item up under new business in an email sent on Wednesday, October 12, 2022 at 9:59am. (See Attachment 10).

Furthermore, Councilor Boone, as a member of the Public Safety Committee of the City Council which oversees operations of the Police Department and has a representative to the City's Traffic Commission has not once brought up this topic for discussion in those forums.



In addition to the above, the Charter of the City of Gardner has a method for which the Council can formally request information of the Administration, as follows:

SECTION 25. The city council may at any time request from the mayor specific information upon any municipal matter within its jurisdiction, and may request his presence to answer written questions relating thereto at a meeting to be held not earlier than one week after the date of the receipt by the mayor of said questions. The mayor shall personally, or through a head of a department or a member of a board, attend such meeting and publicly answer all such questions. The person so attending shall not be obliged to answer questions relating to any other matter... The council, or any committee thereof duly authorized by the council so to do, may investigate the financial transactions of any office or department of the city government, and the official acts and conduct of any official, and, by similar investigations, may secure information upon any matter.

As previously stated, in the last two (2) years since I was first sworn into office, I have had no qualms in not requiring this process and have simply provided the Council with information as things come up. However, while I have respected the Council's role in the governance of the City and have worked to build a collaborative working relationship between the branches of the City's Government, I do ask that the Councilor respect the fact that the Mayor's Office is a highly trafficked office, busy with overseeing the full operations of the City that it may take more than a mere two days to be able to respond to an email. Anyone who has truly paid attention to the amount of progress that has been made recently in the City and the project planned for the future can see that there is a lot of work being done to move this City forward, which takes time. While things may not take the full week's notice, as outlined in the Charter above, the duties of the Office of Mayor cannot always be dropped to respond to an email right away.

This is also not the first time that Councilor Boone has taken a rude/condescending tone in a public email correspondence. (See Attachments 11-17).

Nor is this the first time that Councilor Boone has made statements publicly without actually doing the research behind the topic to make an informed and accurate statement (Attachment 18-20), or asked someone else to conduct the research on the topic for him. (See Attachments 21-32)

Lastly, there have been other Councilors who have asked how this situation was faring in the past, particularly Councilor Dernalowicz, but whereas this was brought up during New Business and Councilor Dernalowicz had already had is time, he was unable to speak on this matter with the information he had already obtained on his own.

As I have stated before, my goal has always been to work with the City Council in a respectful, collaborative, and cooperative manner, as we share the same goal of advancing our City to a better future. I will continue to work and perform my duties as Mayor in this manner, and

respectfully ask that other officials in the City return the same level of professional respect in return.

Respectfully,

Michael J. Nicholson  
Mayor, City of Gardner

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*Attachment 1:  
MassDOT National Bridge  
Inspection Standards Bridge  
Inspection Report 04/24/2017*

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Charles D. Baker, Governor  
 Karyn E. Polito, Lieutenant Governor  
 Stephanie Pollack, Secretary & CEO  
 Thomas J. Tinlin, Administrator



July 26, 2017

City of Gardner  
 Mayor Mark Hawke  
 95 Pleasant St.  
 Gardner, MA 01440

Attn: Dane Arnold, DPW Director

SUBJECT: NATIONAL BRIDGE INSPECTION STANDARDS (NBIS)  
BRIDGE INSPECTION REPORTS

G-01-045

(6PN) S MAIN ST / TRAVERS POND INLET

Dated: 04/24/17

Dear Mr. Arnold:

As a courtesy, MassDOT has performed the inspection of the above referenced "BRI" structure, owned by your municipality. A "BRI" is a structure with clear span of less than 20 feet. These structures do not have a set inspection frequency and any future inspections are the responsibility of the municipality.

**In review of attached report please note the deficiencies highlighted.**

For your records are copies of recent bridge inspection field reports for the referenced structures. Repair, rehabilitation or reconstruction of any bridges to address the deficiencies reported is the owner/custodian's responsibility. Chapter 90 funds may be used for these purposes.

Questions regarding the content of the reports may be directed to the District Bridge Inspection Engineer, Mahmood Azizi, at 508-929-3822.

Sincerely,

Barry Lorion  
 Acting District 3 Highway Director

MA/ma  
 cc: BIE (2), DHD D-3, DBIE D-3  
 Enclosure

Report Date: April 25, 2017

| State Information                          |                                       |                       |           | Classification                         |                          |                |                    | Code       |         |
|--------------------------------------------|---------------------------------------|-----------------------|-----------|----------------------------------------|--------------------------|----------------|--------------------|------------|---------|
| BDEPT#=                                    | G01045                                | Agency Br.No.         |           | (112) NBIS Bridge Length               |                          |                |                    | N          |         |
| Town=                                      | Gardner                               | L.O.                  |           | (104) Highway System                   |                          |                |                    | N          |         |
| B.I.N=                                     | 6PN                                   | AASHTO=               | 035.0     | (26) Functional Class -                | Urban Local              |                |                    | 19         |         |
| RANK=                                      | 0                                     | H.I.=                 | NA        | (100) Defense Highway                  |                          |                |                    | 0          |         |
| Identification                             |                                       |                       |           | FHWA Select List=                      |                          |                |                    | N          |         |
| (8) Structure Number                       | G010456PNMUNBRI                       |                       |           | (101) Parallel Structure               |                          |                |                    | N          |         |
| (5) Inventory Route                        | 151000000                             |                       |           | (102) Direction of Traffic -           | 2-way traffic            |                |                    | 2          |         |
| (2) State Highway Department District      | 03                                    |                       |           | (103) Temporary Structure              |                          |                |                    | N          |         |
| (3) County Code                            | 027                                   | (4) Place code        | 25485     | (105) Federal Lands Highways           |                          |                |                    | 0          |         |
| (6) Features Intersected                   | WATER TRAVERS POND INLET              |                       |           | (110) Designated National Network      |                          |                |                    | N          |         |
| (7) Facility Carried                       | HWY S MAIN ST                         |                       |           | (20) Toll -                            | On free road             |                |                    | 3          |         |
| (9) Location                               | .1 MI. N OF PEARSON BLVD.             |                       |           | (21) Maintain -                        | City/Municipal Highway A |                |                    | 04         |         |
| (11) Kilometerpoint                        | 0000.161                              |                       |           | (22) Owner -                           | City/Municipal Highway A |                |                    | 04         |         |
| (12) Base Highway Network                  | N                                     |                       |           | (37) Historical Significance           | undetermined             |                |                    |            |         |
| (13) LRS Inventory Route & Subroute        | 000000000000                          |                       |           | Condition                              |                          |                |                    | Code       |         |
| (16) Latitude                              | 42DEG                                 | 33MIN                 | 38.70 SEC | (58) Deck                              |                          |                |                    | 5          |         |
| (17) Longitude                             | 71DEG                                 | 58MIN                 | 55.91 SEC | (59) Superstructure                    |                          |                |                    | 3          |         |
| (98) Border Bridge State Code              | Share                                 |                       | %         | (60) Substructure                      |                          |                |                    | 5          |         |
| (99) Border Bridge Structure No. #         |                                       |                       |           | (61) Channel & Channel Protection      |                          |                |                    | 6          |         |
| Structure Type and Material                |                                       |                       |           | Load Rating and Posting                |                          |                |                    | Code       |         |
| (43) Structure Type Main:                  | Steel                                 | Code                  | 302       | (31) Design Load -                     | Unknown                  |                |                    | 0          |         |
| Stringer/Girder                            | Jointless bridge type: Not applicable |                       |           | (63) Operating Rating Method -         | Allowable Stress (AS)    |                |                    | 2          |         |
| (44) Structure Type Appr:                  | Other                                 |                       |           | (64) Operating Rating                  |                          |                |                    | 00.0       |         |
| (45) Number of spans in main unit          | 001                                   |                       |           | (65) Inventory Rating Method -         | Allowable Stress (AS)    |                |                    | 2          |         |
| (46) Number of approach spans              | 0000                                  |                       |           | (66) Inventory Rating                  |                          |                |                    | 00.0       |         |
| (107) Deck Structure Type -                | Concrete Cast-in-Place                | Code                  | 1         | (70) Bridge Posting                    |                          |                |                    | 0          |         |
| (108) Wearing Surface / Protective System: |                                       |                       |           | (41) Structure -                       | Open                     |                |                    | A          |         |
| A) Type of wearing surface -               | Bituminous                            | Code                  | 6         | Appraisal                              |                          |                |                    | Code       |         |
| B) Type of membrane -                      | None                                  | Code                  | 0         | (67) Structural Evaluation             |                          |                |                    | 3          |         |
| C) Type of deck protection -               | None                                  | Code                  | 0         | (68) Deck Geometry                     |                          |                |                    | 5          |         |
| Age and Service                            |                                       |                       |           | (69) Underclearances, vert. and horiz. |                          |                |                    | N          |         |
| (27) Year Built                            | 1938                                  |                       |           | (71) Waterway adequacy                 |                          |                |                    | 7          |         |
| (106) Year Reconstructed                   | 0000                                  |                       |           | (72) Approach Roadway Alignment        |                          |                |                    | 7          |         |
| (42) Type of Service: On -                 | Highway-Ped                           | Code                  | 55        | (36) Traffic Safety Features           |                          |                |                    | 0 0 0 0    |         |
| Under -                                    | Waterway                              | Code                  | 00        | (113) Scour Critical Bridges           |                          |                |                    | 6          |         |
| (28) Lanes: On Structure                   | 02                                    | Under structure       | 00        | Inspections                            |                          |                |                    |            |         |
| (29) Average Daily Traffic                 | 001300                                |                       |           | (90) Inspection Date                   | 04/25/16                 | (91) Frequency | 24                 | MO         |         |
| (30) Year of ADT                           | 2000                                  | (109) Truck ADT       | 06 %      | (92) Critical Feature Inspection:      |                          | (93) CFI DATE  |                    |            |         |
| (19) Bypass, detour length                 | 001 KM                                |                       |           | (A) Fracture Critical Detail           | N 00                     | MO A)          |                    | 00/00/00   |         |
| Geometric Data                             |                                       |                       |           | (B) Underwater Inspection              | N 00                     | MO B)          |                    | 00/00/00   |         |
| (48) Length of maximum span                | 0005.2M                               |                       |           | (C) Other Special Inspection           | Y 06                     | MO C)          |                    | 04/24/17   |         |
| (49) Structure Length                      | 00006.7M                              |                       |           | (*) Other Inspection ()                | N 00                     | MO *)          |                    | 00/00/00   |         |
| (50) Curb or sidewalk:                     | Left                                  | 00.7 M                | Right     | (*) Closed Bridge                      | N 00                     | MO *)          |                    | 00/00/00   |         |
| (51) Bridge Roadway Width Curb to Curb     | 009.1M                                |                       |           | (*) UW Special Inspection              | N 00                     | MO *)          |                    | 00/00/00   |         |
| (52) Deck Width Out to Out                 | 012.5M                                |                       |           | (*) Damage Inspection                  |                          | MO *)          |                    | 00/00/00   |         |
| (32) Approach Roadway Width (w/shoulders)  | 009.1M                                |                       |           | Rating Loads                           |                          |                |                    |            |         |
| (33) Bridge Median -                       | No median                             | Code                  | 0         | Report Date                            | 00/00/00                 | H20            | Type 3             | Type 3S2   | Type HS |
| (34) Skew                                  | 25 DEG                                | (35) Structure Flared | N         | Operating                              | 0.0                      | 0.0            | 0.0                | 0.0        |         |
| (10) Inventory Route MIN Vert Clear        | 99.99M                                |                       |           | Inventory                              | 0.0                      | 0.0            | 0.0                | 0.0        |         |
| (47) Inventory Route Total Horiz Clear     | 09.1M                                 |                       |           | Field Posting                          |                          |                |                    |            |         |
| (53) Min Vert Clear Over Bridge Rdwy       | 99.99M                                |                       |           | Status                                 |                          | Posting Date   | 00/00/00           |            |         |
| (54) Min Vert Underclear ref               | N                                     |                       | 00.00M    | Actual                                 | 2 Axle                   | 3 Axle         | 5 Axle             |            |         |
| (55) Min Lat Underclear RT ref             | N                                     |                       | 00.00M    | Recommended                            |                          |                |                    |            |         |
| (56) Min Lat Underclear LT                 |                                       |                       | 00.00M    | Missing Signs                          | N                        |                |                    |            |         |
| Navigation Data                            |                                       |                       |           | Misc.                                  |                          |                |                    |            |         |
| (38) Navigation Control -                  | No navigation control on waterway     | Code                  | 0         | Bridge Name                            | N Anti-missile fence     | N Acrow Panel  | N Jointless Bridge |            |         |
| (111) Pier Protection                      |                                       | Code                  |           | Freeze/Thaw                            | N : Not Applicable       |                |                    |            |         |
| (39) Navigation Vertical Clearance         |                                       | 000.0M                |           | Accessibility (Needed/Used)            |                          |                |                    |            |         |
| (116) Vert-lift Bridge Nav Min Vert Clear  |                                       | M                     |           | N / N                                  | Liftbucket               | N / N          | Rigging            | N / N      | Other   |
| (40) Navigation Horizontal Clearance       |                                       | 0000.0M               |           | Y / Y                                  | Ladder                   | N / N          | Staging            |            |         |
|                                            |                                       |                       |           | N / N                                  | Boat                     | N / N          | Traffic Control    |            |         |
|                                            |                                       |                       |           | Y / Y                                  | Wader                    | N / N          | RR Flagperson      | Inspection |         |
|                                            |                                       |                       |           | N / N                                  | Inspector 50             | N / N          | Police             | Hours:     | 008     |



STRUCTURES INSPECTION FIELD REPORT

BR. DEPT. NO.  
G-01-045

2-DIST  
03

B.I.N.  
6PN

SPECIAL MEMBER INSPECTION

|                                                     |                                       |                                                       |                                      |                                         |
|-----------------------------------------------------|---------------------------------------|-------------------------------------------------------|--------------------------------------|-----------------------------------------|
| CITY/TOWN<br>GARDNER                                | 8-STRUCTURE NO.<br>G01045-6PN-MUN-BRI | 11-Kilo POINT<br>000.161                              | 90-ROUTINE INSP DATE<br>Apr 25, 2016 | 93*-SPEC MEMB INSP DATE<br>Apr 24, 2017 |
| 07-FACILITY CARRIED<br>HWY S MAIN ST                | MEMORIAL NAME/LOCAL NAME              | 27-YR BUILT<br>1938                                   | 106-YR REBUILT<br>0000               | *YR REHAB'D (NON 106)<br>0000           |
| 06-FEATURES INTERSECTED<br>WATER TRAVERS POND INLET | 26-FUNCTIONAL CLASS<br>Urban Local    | DIST BRIDGE INSPECTION ENGINEER<br><i>[Signature]</i> |                                      |                                         |
| 43-STRUCTURE TYPE<br>302 : Steel Stringer/Girder    | 22-OWNER<br>City/ Municipal Highway A | 21-MAINTAINER<br>City/ Municipal Highway A            | TEAM LEADER R. Ojano                 |                                         |
| 107-DECK TYPE<br>1 : Concrete Cast-in-Place         | WEATHER<br>Clear                      | TEMP. (air)<br>18°C                                   | TEAM MEMBERS<br>D. SMITH             |                                         |

WEIGHT POSTING  Not Applicable  X

|                     |   |   |     |        |
|---------------------|---|---|-----|--------|
| Actual Posting      | H | 3 | 3S2 | Single |
|                     | N | N | N   | N      |
| Recommended Posting | N | N | N   | N      |

Signs in Place (Y=Yes, N=No, NR=Not Required)

|                          |                          |
|--------------------------|--------------------------|
| At bridge                | Advance                  |
| N S                      | N S                      |
| <input type="checkbox"/> | <input type="checkbox"/> |
| <input type="checkbox"/> | <input type="checkbox"/> |

Legibility/Visibility

PLANS (Y/N):  N

(V.C.R.) (Y/N):  N

TAPE#: \_\_\_\_\_

Waived Date: 00/00/0000 EJDMT Date: 00/00/0000

RATING

Rating Report (Y/N):  N Date: \_\_\_\_\_

Request for Rating or Rerating (Y/N):  N

If YES please give priority: HIGH ( ) MEDIUM ( ) LOW ( )

REASON: *[Handwritten: U/A]*

Inspection data at time of existing rating  
158: - 159: - 160: - 162: - Date: 00/00/0000

SPECIAL MEMBER(S):

|   | MEMBER                       | CRACK (Y/N) | WELD'S CONDITION (0-9) | LOCATION OF CORROSION, SECTION LOSS (%), CRACKS, COLLISION DAMAGE, STRESS CONCENTRATION, ETC. | CONDITION      |               | INV. RATING OF MEMBER FROM RATING ANALYSIS |   |     | Deficiencies |
|---|------------------------------|-------------|------------------------|-----------------------------------------------------------------------------------------------|----------------|---------------|--------------------------------------------|---|-----|--------------|
|   |                              |             |                        |                                                                                               | PREVIOUS (0-9) | PRESENT (0-9) | H-20                                       | 3 | 3S2 |              |
| A | Item 59.4 - Girders or Beams | N           | N                      | See remarks in comments section.                                                              | 3              | 3             | Not Rated                                  |   |     | S-A          |
| B |                              |             |                        |                                                                                               |                |               |                                            |   |     |              |
| C |                              |             |                        |                                                                                               |                |               |                                            |   |     |              |
| D |                              |             |                        |                                                                                               |                |               |                                            |   |     |              |
| E |                              |             |                        |                                                                                               |                |               |                                            |   |     |              |

List of field tests performed:

-

|                    |      |      |      |      |
|--------------------|------|------|------|------|
|                    | I-58 | I-59 | I-60 | I-62 |
| (Overall Previous) | 5    | 3    | 5    | -    |
| (Overall Current)  | 5    | 3    | 5    | -    |

**DEFICIENCY** - A defect in a structure that requires corrective action.

**CATEGORIES OF DEFICIENCIES:**

**M= Minor Deficiency** - Deficiencies which are minor in nature, generally do not impact the structural integrity of the bridge and could easily be repaired. Examples include but are not limited to: Spalled concrete, Minor pot holes, Minor corrosion of steel, Minor scouring, Clogged drainage, etc.

**S= Severe/Major Deficiency** - Deficiencies which are more extensive in nature and need more planning and effort to repair. Examples include but are not limited to: Moderate to major deterioration in concrete. Exposed and corroded rebar, Considerable settlement, Considerable scouring or undermining, Moderate to extensive corrosion to structural steel with measurable loss of section, etc.

**C-S= Critical Structural Deficiency** - A deficiency in a structural element of a bridge that poses an extreme unsafe condition due to the failure or imminent failure of the element which will affect the structural integrity of the bridge.

**C-H= Critical Hazard Deficiency** - A deficiency in a component or element of a bridge that poses an extreme hazard or unsafe condition to the public, but does not impair the structural integrity of the bridge. Examples include but are not limited to: Loose concrete hanging down over traffic or pedestrians, A hole in a sidewalk that may cause injuries to pedestrians, Missing section of bridge railing, etc.

**URGENCY OF REPAIR:**

**I = Immediate-** [Inspector(s) immediately contact District Bridge Inspection Engineer (DBIE) to report the Deficiency and to receive further instruction from him/her]

**A = ASAP-** [Action/Repair should be initiated by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) upon receipt of the Inspection Report].

**P = Prioritize-** [Shall be prioritized by District Maintenance Engineer or the Responsible Party (if not a State owned bridge) and repairs made when funds and/or manpower is available]

X=UNKNOWN      N=NOT APPLICABLE      H=HIDDEN/INACCESSIBLE      R=REMOVED

|                      |               |                           |                                        |                                 |
|----------------------|---------------|---------------------------|----------------------------------------|---------------------------------|
| CITY/TOWN<br>GARDNER | B.I.N.<br>6PN | BR. DEPT. NO.<br>G-01-045 | 8.-STRUCTURE NO.<br>G01045-6PN-MUN-BRI | INSPECTION DATE<br>APR 24, 2017 |
|----------------------|---------------|---------------------------|----------------------------------------|---------------------------------|

### REMARKS

#### BRIDGE ORIENTATION

According to the compass the approaches are North and South and the elevations are East and West. This is a single span steel beam and concrete jack arch bridge. The roadway section of the bridge consists of 25 beams and 24 arch bays numbered West to East. The East and West sidewalks consist of 3 steel beams and 3 arch bays numbered separately West to East. All bays consist of concrete jack arches formed with corrugated galvanized steel. The brook flows East to West.

#### ITEM 59 - SUPERSTRUCTURE

##### Item 59.4 - Girders or Beams

The beams under the roadway are assumed to be 10 in. standard beams. Original flange thickness is 0.31 in. at the edge tapering to 0.67 in. at centerline.

The extreme ends of all the beams are hidden by concrete encasement above the bridge seats. The North ends of beams #1 through #7, #13, and #18 through #25 have up to 100% section loss to the bottom flanges, up to 8 in. long x 1.75 in. wide. **See Photos 1 and 2.**

Beam #1: The South half of the East edge of the bottom flange has 100% section loss, up to 0.5 in. wide. **See Photo 3.** The North half of the East edge has an average of 0.2 in. remaining.

Beam #13: There is moderate rust flaking throughout the North half of the bottom flange, with an average of 0.22 in. remaining.

Beam #25: The West edge of the bottom flange has full length 100% section loss, up to 1 in. wide. **See Photo 4.** The East edge has an average of 0.2 in. remaining.

Many of the remaining North beam ends and the South ends of beams #2 and #24 have moderate to heavy rust flaking to the bottom flanges, up to 12 in. out from the breastwall faces with as little as 0.12 in. remaining to the bottom flanges. **See Photo 5.** The remainder of the beams have heavy surface rusting to the bottom flanges. **See Photo 6.**

#### Photo Log

- Photo 1 : North end of beams #1 and #2.
- Photo 2 : North end of beams #5 - #7.
- Photo 3 : East edge of the North half of beam #1.
- Photo 4 : West edge of the bottom flange of beam #25.
- Photo 5 : Typical North ends of the beams.
- Photo 6 : Typical condition of the beams away from the North abutment.



|                      |               |                           |                                       |                                 |
|----------------------|---------------|---------------------------|---------------------------------------|---------------------------------|
| CITY/TOWN<br>GARDNER | B.I.N.<br>6PN | BR. DEPT. NO.<br>G-01-045 | 8-STRUCTURE NO.<br>G01045-6PN-MUN-BRI | INSPECTION DATE<br>APR 24, 2017 |
|----------------------|---------------|---------------------------|---------------------------------------|---------------------------------|

**PHOTOS**

**Photo 3: East edge of the North half of beam #1.**

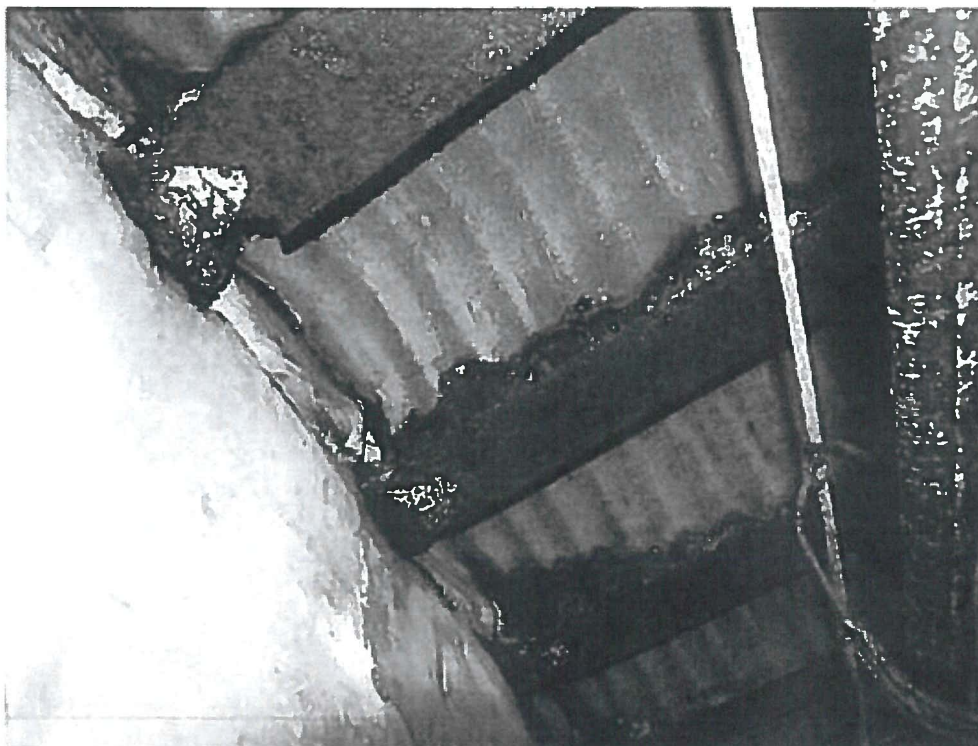


**Photo 4: West edge of the bottom flange of beam #25.**

|                      |               |                           |                                        |                                 |
|----------------------|---------------|---------------------------|----------------------------------------|---------------------------------|
| CITY/TOWN<br>GARDNER | B.I.N.<br>6PN | BR. DEPT. NO.<br>G-01-045 | 8.-STRUCTURE NO.<br>G01045-6PN-MUN-BRI | INSPECTION DATE<br>APR 24, 2017 |
|----------------------|---------------|---------------------------|----------------------------------------|---------------------------------|

**PHOTOS**

**Photo 1: North end of beams #1 and #2.**



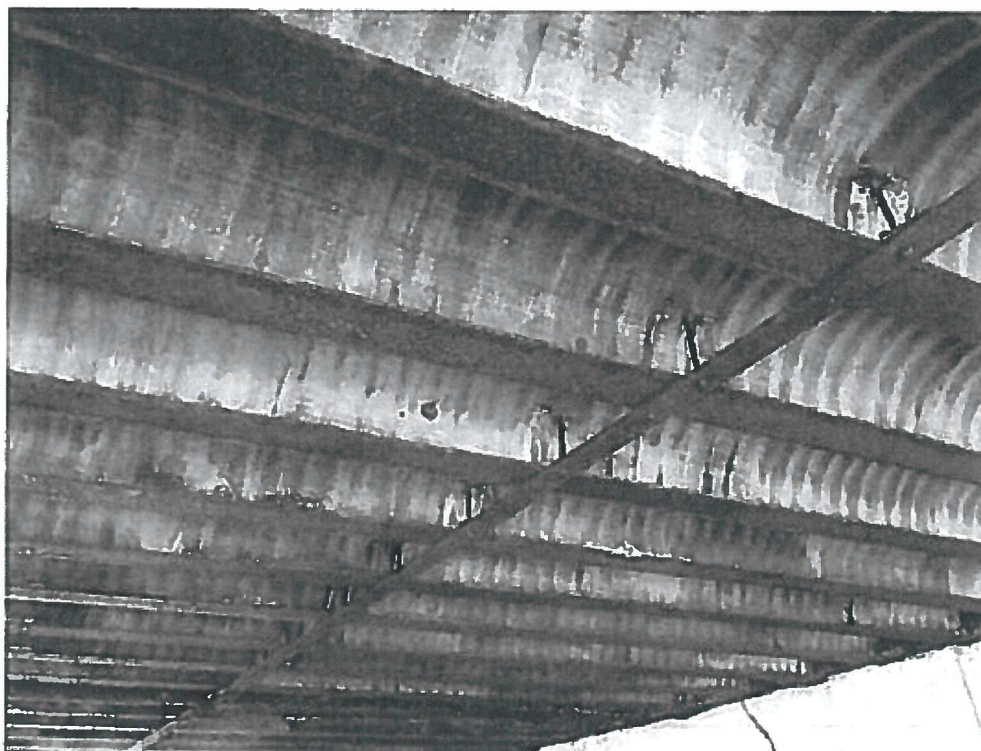
**Photo 2: North end of beams #5 - #7.**



|                      |               |                           |                                       |                                 |
|----------------------|---------------|---------------------------|---------------------------------------|---------------------------------|
| CITY/TOWN<br>GARDNER | B.I.N.<br>6PN | BR. DEPT. NO.<br>G-01-045 | 8-STRUCTURE NO.<br>G01045-6PN-MUN-BRI | INSPECTION DATE<br>APR 24, 2017 |
|----------------------|---------------|---------------------------|---------------------------------------|---------------------------------|

**PHOTOS**

**Photo 5: Typical North ends of the beams.**



**Photo 6: Typical condition of the beams away from the North abutment.**



Report Date: March 30, 2017

| State Information                                           |                                       |                                        |                          | Classification     | Code                    |
|-------------------------------------------------------------|---------------------------------------|----------------------------------------|--------------------------|--------------------|-------------------------|
| BDEPT#= G01045                                              | Agency Br.No.                         | (112) NBIS Bridge Length               |                          |                    | N                       |
| Town= Gardner                                               | L.O.                                  | (104) Highway System                   |                          |                    | N                       |
| B.I.N= 6PN                                                  | AASHTO= 035.0                         | (26) Functional Class -                | Urban Local              |                    | 19                      |
| RANK= 0 H.I.= NA                                            | Identification                        | FHWA Select List= N                    | (100) Defense Highway    |                    | 0                       |
| (8) Structure Number                                        | G01045PNMUNBRI                        | (101) Parallel Structure               |                          |                    | N                       |
| (5) Inventory Route                                         | 151000000                             | (102) Direction of Traffic -           | 2-way traffic            |                    | 2                       |
| (2) State Highway Department District                       | 03                                    | (103) Temporary Structure              |                          |                    | N                       |
| (3) County Code 027 (4) Place code                          | 25485                                 | (105) Federal Lands Highways           |                          |                    | 0                       |
| (6) Features Intersected                                    | WATER TRAVERS POND INLET              | (110) Designated National Network      |                          |                    | N                       |
| (7) Facility Carried                                        | HWY S MAIN ST                         | (20) Toll -                            | On free road             |                    | 3                       |
| (9) Location                                                | .1 MI. N OF PEARSON BLVD.             | (21) Maintain -                        | City/Municipal Highway A |                    | 04                      |
| (11) Kilometerpoint                                         | 0000.161                              | (22) Owner -                           | City/Municipal Highway A |                    | 04                      |
| (12) Base Highway Network                                   | N                                     | (37) Historical Significance           | undetermined             |                    |                         |
| (13) LRS Inventory Route & Subroute                         | 000000000000                          | Condition                              |                          |                    | Code                    |
| (16) Latitude                                               | 42DEG 33MIN 38.70 SEC                 | (58) Deck                              |                          |                    | 5                       |
| (17) Longitude                                              | 71DEG 58MIN 55.91 SEC                 | (59) Superstructure                    |                          |                    | 3                       |
| (98) Border Bridge State Code                               | Share %                               | (60) Substructure                      |                          |                    | 5                       |
| (99) Border Bridge Structure No. #                          |                                       | (61) Channel & Channel Protection      |                          |                    | 6                       |
| Structure Type and Material                                 |                                       | (62) Culverts                          |                          |                    | N                       |
| (43) Structure Type Main: Steel                             | Code 302                              | Load Rating and Posting                |                          |                    | Code                    |
| Stringer/Girder                                             | Jointless bridge type: Not applicable | (31) Design Load -                     | Unknown                  |                    | 0                       |
| (44) Structure Type Appr:                                   |                                       | (63) Operating Rating Method -         | Allowable Stress (AS)    |                    | 2                       |
| Other                                                       | Code 000                              | (64) Operating Rating                  |                          |                    | 00.0                    |
| (45) Number of spans in main unit                           | 001                                   | (65) Inventory Rating Method -         | Allowable Stress (AS)    |                    | 2                       |
| (46) Number of approach spans                               | 0000                                  | (66) Inventory Rating                  |                          |                    | 00.0                    |
| (107) Deck Structure Type - Concrete Cast-in-Place          | Code 1                                | (70) Bridge Posting                    |                          |                    | 0                       |
| (108) Wearing Surface / Protective System:                  |                                       | (41) Structure -                       | Open                     |                    | A                       |
| A) Type of wearing surface - Bituminous                     | Code 6                                | Appraisal                              |                          |                    | Code                    |
| B) Type of membrane - None                                  | Code 0                                | (67) Structural Evaluation             |                          |                    | 3                       |
| C) Type of deck protection - None                           | Code 0                                | (68) Deck Geometry                     |                          |                    | 5                       |
| Age and Service                                             |                                       | (69) Underclearances, vert. and horiz. |                          |                    | N                       |
| (27) Year Built                                             | 1938                                  | (71) Waterway adequacy                 |                          |                    | 7                       |
| (106) Year Reconstructed                                    | 0000                                  | (72) Approach Roadway Alignment        |                          |                    | 7                       |
| (42) Type of Service: On - Highway-Ped                      |                                       | (36) Traffic Safety Features           | 0 0 0 0                  |                    |                         |
| Under - Waterway                                            | Code 55                               | (113) Scour Critical Bridges           |                          |                    | 6                       |
| (28) Lanes: On Structure 02 Under structure 00              |                                       | Inspections                            |                          |                    |                         |
| (29) Average Daily Traffic                                  | 001300                                | (90) Inspection Date                   | 04/25/16                 | (91) Frequency     | 24 MO                   |
| (30) Year of ADT 2000 (109) Truck ADT 06 %                  |                                       | (92) Critical Feature Inspection:      |                          | (93) CFI DATE      |                         |
| (19) Bypass, detour length                                  | 001KM                                 | (A) Fracture Critical Detail           | N 00 MO A)               |                    | 00/00/00                |
| Geometric Data                                              |                                       | (B) Underwater Inspection              | N 00 MO B)               |                    | 00/00/00                |
| (48) Length of maximum span                                 | 0005.2M                               | (C) Other Special Inspection           | Y 06 MO C)               | 4/24/17            | 10/17/16                |
| (49) Structure Length                                       | 00006.7M                              | (*) Other Inspection ( )               | N 00 MO *)               |                    | 00/00/00                |
| (50) Curb or sidewalk: Left 00.7 M Right 01.7M              |                                       | (*) Closed Bridge                      | N 00 MO *)               |                    | 00/00/00                |
| (51) Bridge Roadway Width Curb to Curb                      | 009.1M                                | (*) UW Special Inspection              | N 00 MO *)               |                    | 00/00/00                |
| (52) Deck Width Out to Out                                  | 012.5M                                | (*) Damage Inspection                  |                          |                    | MO *) 00/00/00          |
| (32) Approach Roadway Width (w/shoulders)                   | 009.1M                                | Rating Loads                           |                          |                    |                         |
| (33) Bridge Median - No median                              | Code 0                                | Report Date                            | 00/00/00                 | H20                | Type 3 Type 3S2 Type HS |
| (34) Skew 25 DEG (35) Structure Flared                      | N                                     | Operating                              | 0.0                      | 0.0                | 0.0 0.0                 |
| (10) Inventory Route MIN Vert Clear                         | 99.99M                                | Inventory                              | 0.0                      | 0.0                | 0.0 0.0                 |
| (47) Inventory Route Total Horiz Clear                      | 09.1M                                 | Field Posting                          |                          |                    |                         |
| (53) Min Vert Clear Over Bridge Rdwy                        | 99.99M                                | Status                                 |                          | Posting Date       | 00/00/00                |
| (54) Min Vert Underclear ref                                | N 00.00M                              | Actual                                 | 2 Axle                   | 3 Axle             | 5 Axle                  |
| (55) Min Lat Underclear RT ref                              | N 00.0M                               | Recommended                            |                          |                    |                         |
| (56) Min Lat Underclear LT                                  | 00.0M                                 | Missing Signs                          | N                        |                    |                         |
| Navigation Data                                             |                                       | Misc.                                  |                          |                    |                         |
| (38) Navigation Control - No navigation control on waterway | Code 0                                | Bridge Name                            |                          |                    |                         |
| (111) Pier Protection                                       | Code                                  | N Anti-missile fence                   | N Acrow Panel            | N Jointless Bridge |                         |
| (39) Navigation Vertical Clearance                          | 000.0M                                | Freeze/Thaw                            | N : Not Applicable       |                    |                         |
| (116) Vert-lift Bridge Nav Min Vert Clear                   | M                                     | Accessibility (Needed/Used)            |                          |                    |                         |
| (40) Navigation Horizontal Clearance                        | 0000.0M                               | N / N Liftbucket                       | N / N Rigging            | N / N Other        |                         |
|                                                             |                                       | Y / Y Ladder                           | N / N Staging            |                    |                         |
|                                                             |                                       | N / N Boat                             | N / N Traffic Control    |                    |                         |
|                                                             |                                       | Y / Y Wader                            | N / N RR Flagperson      | Inspection         |                         |
|                                                             |                                       | N / N Inspector 50                     | N / N Police             | Hours:             | 008                     |

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*Attachment 2:  
Email from Former Mayor Hawke  
to City Council notifying the  
Council of the Closure of South  
Main Street Bridge*

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**Mayor**

---

**From:** Mayor  
**Sent:** Wednesday, February 21, 2018 10:50 AM  
**To:** Alan Agnelli; Councillor Christine A. Johnson; Councillor J Johnson; Councillor K Hardern; Councillor R Cormier; Councillor S Graves; Craig Cormier; e\_gravel@comcast.net; Elizabeth Kazinskas; James Boone; James M. Walsh; Nathan R. Boudreau  
**Cc:** 'rstephano@Gardner-ma.gov'; Michael Nicholson  
**Subject:** FW: South Main Street Bridge Closure  
**Attachments:** Closure Recommendation.pdf

Councilors,

Please see the attached. The DPW will be preparing for the closure of the South Main Street bridge to vehicular traffic sometime next week.

We have a grant application pending for the Municipally Owned Small Bridge Repair Program. The application was submitted in 2015 and is funded once a year. The application stays in que until funded. The closure of the bridge will strengthen our application, but it is not the reason for closure. The grant will pay for up to \$500k, however, the anticipated cost may far exceed that cost. The main reason for the high cost is that the railroad bridge actually rests on one of our bridge abutments. This will greatly complicate not only the design and rebuild, but it will greatly complicate everything about the project as dealing with the railroad is next to an impossible task.

The bridge is scheduled for its next inspection in April and every six (6) months after that until it is deemed critical, then the inspections fall to every three (3) months.

Mark

**From:** Chris Coughlin  
**Sent:** Friday, February 16, 2018 12:49 PM  
**To:** Mayor <Mayor@gardner-ma.gov>  
**Cc:** Dane Arnold <darnold@gardner-ma.gov>  
**Subject:** South Main Street Bridge Closure

Please find my letter attached with my recommendation to close South Main Street Bridge to vehicular traffic.

-Chris



Chris Coughlin  
 City Engineer – Room 226  
 City Hall  
 978.630.4010  
[ccoughlin@gardner-ma.gov](mailto:ccoughlin@gardner-ma.gov)

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*Attachment 3:  
Correspondence from City  
Engineer Recommending the  
Closure of the South Main Street  
Bridge*

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## CITY OF GARDNER

## SURVEY DEPARTMENT

Room 226, City Hall - Gardner Ma 01440-2688

Chris Coughlin  
City EngineerTel: (978) 630-4010  
FAX: (978) 630-4896

---

Mayor Mark P. Hawke  
City Hall  
95 Pleasant Street  
Gardner, MA 01440

RE: South Main Street Bridge over Travers Pond Inlet

February 16, 2018

Dear Mayor Hawke:

As you may know, the bridge located on South Main Street over the Travers Pond Inlet is in a state of disrepair. MassDOT provides courtesy inspections for municipally-owned bridges. In their latest report the bridge was determined to have severe/major deficiencies. This rating is on the cusp of a critical structural deficiency. My recommendation is to close the bridge to vehicular traffic once we properly notify the public.

I will direct the DPW to prepare for the appropriate signage and roadblocks to secure the area.

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

Sincerely,

Chris Coughlin  
City Engineer

CC:  
Dane Arnold, Director of Public Works



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*Attachment 4:  
Email from Councilor Boone to  
Former Mayor Hawke requesting  
a map of the proposed closure*

---

**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Wednesday, February 21, 2018 10:53 AM  
**To:** Mayor  
**Subject:** Re: South Main Street Bridge Closure

Can we get a map of where it is located. Also the report from Mass DOT.

Thank you,

*Jim Boone*  
 Gardner Councilor At-Large

---

**From:** Mayor  
**Sent:** Wednesday, February 21, 2018 10:49 AM  
**To:** Alan Agnelli; Councillor Christine A. Johnson; Councillor J Johnson; Councillor K Hardern; Councillor R Cormier; Councillor S Graves; Craig Cormier; e\_gravel@comcast.net; Elizabeth Kazinskas; James Boone; James M. Walsh; Nathan R. Boudreau  
**Cc:** Rachel Stephano (Mayor's Office); Michael Nicholson  
**Subject:** FW: South Main Street Bridge Closure

Councilors,

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We have a grant application pending for the Municipally Owned Small Bridge Repair Program. The application was submitted in 2015 and is funded once a year. The application stays in que until funded. The closure of the bridge will strengthen our application, but it is not the reason for closure. The grant will pay for up to \$500k, however, the anticipated cost may far exceed that cost. The main reason for the high cost is that the railroad bridge actually rests on one of our bridge abutments. This will greatly complicate not only the design and rebuild, but it will greatly complicate everything about the project as dealing with the railroad is next to an impossible task.

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**Cc:** Dane Arnold <darnold@gardner-ma.gov>  
**Subject:** South Main Street Bridge Closure

Please find my letter attached with my recommendation to close South Main Street Bridge to vehicular traffic.

---

*Attachment 5:  
Email from Councilor Boone to  
Former Mayor Hawke indicating  
he did not know there was a  
bridge at this location*

---

**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Wednesday, February 21, 2018 11:41 AM  
**To:** Mayor  
**Subject:** Re: South Main Street Bridge Closure

Thank you. Didn't even realize there was a bridge there.

---

**From:** Mayor  
**Sent:** Wednesday, February 21, 2018 11:06 AM  
**To:** James Boone  
**Subject:** RE: South Main Street Bridge Closure

I'll try to track down the report, but I just sent the map.

**From:** James Boone  
**Sent:** Wednesday, February 21, 2018 10:53 AM  
**To:** Mayor <Mayor@gardner-ma.gov>  
**Subject:** Re: South Main Street Bridge Closure

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 Gardner Councilor At-Large

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**To:** Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>

**Cc:** Dane Arnold <[darnold@gardner-ma.gov](mailto:darnold@gardner-ma.gov)>

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-Chris



Chris Coughlin  
City Engineer – Room 226  
City Hall  
978.630.4010  
[ccoughlin@gardner-ma.gov](mailto:ccoughlin@gardner-ma.gov)



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*Attachment 6:  
“Update from the Corner Office”  
Newsletter from Former Mayor  
Mark Hawke, written by Former  
Executive Aide Michael  
Nicholson. Notification of Bridge  
Closure found on Page 3*

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# Update From The Corner Office

March 2018

## Winter Parking Ban is in Effect

The annual winter parking ban is currently in effect in the City of Gardner. By city ordinance, on street parking is not allowed between 2:00AM and 6:00AM from November 15th to April 1st. This is to allow plow crews to be able to fully clear the roadways in the event of inclement weather. During those hours, parking is available in all city parking lots on a first come- first serve basis. Vehicles parked in city parking lots during this time period must be moved, daily, between the hours of 7:00AM and 9:00AM to allow plow crews to clear the parking lots of snow as well. Residents are encouraged to read the rules and regulations posted on signs in the City Municipal Parking Lots for further information, or consult the City Code Book on the City's website under Chapter 600-23.

## Boys and Girls Club Running Strong in Gardner

The Gardner Chapter of the Boys and Girls Club has been off to a great start at Gardner Middle School. During the month of September, about 40 students signed up to participate in the program, with about 22 students attending daily, due to attendance restrictions due to current location requirements. Students who participate in these programs have an opportunity to receive help with school assignments, take part in programs that teach young boys and girls about positive role modeling and healthy life styles, join a book club, participate in robotics programs and much more. Middle School Students looking to enroll in the program should reach out to the Administration at Gardner Middle School for further information.



**BOYS & GIRLS CLUBS**

## Open Burning Season

The City of Gardner Fire Department would like to remind residents that Open Burning Season begins on January 15th and runs until April 30th. Those wishing to burn yard waste during this time period are required to receive a free permit from the Fire Department. Permits can be obtained either in person at the Fire Station (70 City Hall Ave.) or residents can apply online at the City's Website ([gardner-ma.gov](http://gardner-ma.gov)). Those who apply online may use the same permit throughout the season, and will only need to go online to re-activate the permit for each use. This is so the Fire Department can monitor where burnings are taking place throughout the city. Residents will not be allowed to re-activate permits on days when the Department has prohibited burning due to weather conditions. Once the restriction is listed, permits may be activated again. For more information on this, please contact the Gardner Fire Department at 978-630-4051.



Update from the Corner Office

## Register Your Dogs: Reminder from the City Clerk

Gardner residents who keep or own dogs are reminded that 2017 dog licenses expire on March 31, 2018. Licenses may be purchased in the City Clerk's Office, Room 121, City Hall (Mon. - Thur. 8:00 AM to 4:30 PM, Fri. 8:00 AM to 1:00 PM), or by mail through a form that can be found on the City's website. Fees are \$11.00 for spayed/neutered dogs and \$15.00 for unaltered dogs. Proof of alteration must be provided when first licensed and rabies vaccination must be current. Questions? Call 978-630-4058 or visit the City Clerk's page on the City's website.



## Mayor Sworn into Historic Sixth Term

Gardner Mayor Mark Hawke was sworn into his sixth term as Mayor of Gardner on New Year's Day, breaking the record previously set by Mayors Cyrille Landry and Charles Manca for Gardner's longest serving mayor. The mayor along with the Councilors- and School Committee Members- Elect took their Oaths of Office in a small ceremony in the City Council Chambers on the morning of January 1st, in accordance with the requirements of Massachusetts General Laws and the City Charter. A larger ceremony was held the following day at Gardner High School, attended by members of the public, the Class of 2018, and the Class of 2023. The ceremony featured Congresswoman Niki Tsongas (D-Lowell) and Lt. Governor Karyn Polito (R-Shrewsbury) as guest speakers at the event. In his address, Mayor Hawke thanked the Polito and Tsongas for their continued service to the people of Gardner and the Commonwealth. Hawke also pointed to many accomplishments the city has seen since he took office in 2008, including playground renovations, economic development measures, the new school building project, and the creation of the Williams-Rockwell Educational Gift Fund. A copy of Mayor Hawke's Inaugural Address can be found on the City's website.



## Applications Available for Senior Tax Work Off Program

The City of Gardner is now accepting applications for the Senior 2018 VIPS Program. Residents of Gardner can volunteer for public service and receive a maximum credit of \$750 against their property tax bill for the Fiscal Year 2019. Credit earned is based upon number of volunteer hours worked. If you are a resident of Gardner, 60 years of age or over please consider applying for this program. You must be the homeowner or spouse of the homeowner and occupy the home for which you are seeking a property tax credit.

Applications are available in the Human Resources Department (Room 14) at City Hall or on the City of Gardner website and must be submitted no later than 1:00 pm on March 30, 2018. Twenty applicants will be chosen to fill positions in a variety of City Departments.

## City to Hold Second Annual Food Truck Festival

The Mayor's Office has announced that the Second Annual Gardner Food Truck Festival will be held on Saturday, June 9th from 4:00pm to 8:30pm. The event will take place on the front lawn of Gardner City Hall, with the trucks being parked along Pleasant Street and City Hall Avenue. The Committee overseeing the event has made some adjustments to the lay out of the event, based on feedback that was received after last year's festival. Over 4,000 people attended the event last year, exceeding the 1,000 attendee prediction that the City gave to the attending trucks prior to the event. All the trucks who attended last year are expected to attend again, as well as several other new trucks as well. Similar to last year, the event will be a BYOC (Bring your own Chair) picnic on the front lawn of City Hall with music and other activities going on as well. Truck announcements and other information on the event can be found on both the City's Website and City's Facebook Page.



Update from the Corner Office

## Bridge Closure:

The South Main Street Bridge over the Travers Pond Inlet has been closed to all vehicular traffic for the foreseeable future. MassDOT latest inspection has shown major deficiencies leading to the City Engineer's decision to close the bridge. The City is currently pursuing options to repair/replace the bridge.



## Update from the City Engineer:

In the last newsletter, we sent out some information on some of the projects being undertaken by the City Engineering Department. Here are some updates since the last issue:

- Construction on the new City Engineering/Department of Public Works Facility is underway and is expected to be completed in Spring of 2018.
- The design for the new LED Street Light Retrofit has begun. The new LED lights should be operational during the upcoming Spring. You will see the Victorian lights in Downtown also updated to LED lights as well.
- The proposed design for the changes to the Uptown Rotary are 25% complete. The City is hoping to begin construction on this project in 2022.
- The Pleasant Street Bridge Plans, Specs, and Estimates Phase is nearing completion with a proposed bid date sometime this month.

## Land being marketed for Development:

Progress is continuing to move forward at the Garbose Site on Rt. 68 in Gardner. Final remediation of contaminated soil was completed in early September of 2017. In total, 420 tons of soils contaminated with lead, PCBs and other heavy metals were removed offsite. This project was funded through a MassDevelopment grant of \$500,000.00, EPA Clean-Up funding in the amount of \$600,000.00 MassWorks funding or \$1,450,000, and \$340,000 in Brownfields Revolving Loan Fund money. The area is currently being marketed by Keller Williams Commercial for commercial development. Keller Williams is also currently marketing the Rt 140-South Main and the Mill Street Corridor locations.

## City of Gardner Receives Heart Safe Community Status

The Massachusetts Department of Public Health Office of Emergency Medical Services has named the City of Gardner a HeartSafe Community. This designation is awarded to municipalities who undertake efforts to "encourage and promote community awareness of the potential for saving the lives of sudden cardiac arrest victims through the use of CPR and increased public access to defibrillation." (HeartSafe Community Application) Receiving designation as a HeartSafe Community determines on the number of points a community receives based on CPR Training Sessions, placements of automatic external defibrillators (AEDs), training undertaken by first responders, and work with organizations to increase awareness of heart safe practices in order to improve the City's "chain of survival." The number of points needed to be earned by each community is determined by the area's population. Whereas the 2010 US Census placed Gardner's population at 20,221, The City of Gardner was required to submit proof of 60 points in order to receive HeartSafe Designation. Upon review of the City's application, the city received 415 points from the Office of Emergency Medical Services, largely exceeding its minimum requirement.



## Update on Rear Main Street:

Phase I of the Rear Main Street Corridor Revitalization Project is expected to be completed soon. This project received a \$1,750,000 MassWorks Grant from the Commonwealth of Massachusetts in late 2015. The grant has funded the acquisition and demolition of the last remaining mill building at 158 Rear Main Street, which was completed in June of 2016. Bids were received for construction of Derby Drive in September of the same year. Additional funding of \$500,000 was awarded by the State to cover the costs of roadway construction, which began in June of 2017. Completion of Derby Drive along with a ten-foot wide multi-use path is expected in May of 2018. The city is also exploring the possibility of installing electric car charging stations at this location once completed.



Update from the Corner Office

# Department Spotlight:

Conservation Commission

Conservation Agent: Jeffrey Legros

Phone: 978-630-4014, ext. 3

Fax: 978-632-1905

## Crystal Lake Community Forest, Wellness Path, and Natural Learning Area



Beginning in August of 2016 with the award of a \$7,500 Forest Stewardship Implementation Grant from the Department of Conservation and Recreation, the Gardner Conservation Commission and several local partners, supporters, and volunteers began their efforts to turn a recently logged patch of forest between Heywood Hospital and Crystal Lake into a place for recreation, teaching, learning, and overall health and wellness. After several volunteer planting and trail maintenance days, the area has blossomed into a forested garden of unique and important wildlife habitats including pollinator habitat for butterflies and bees, a wetland habitat raingarden for biological diversity and water quality, and native shrub habitat for wildlife forage.

The Crystal Lake Community Forest, Wellness Path, and Nature Learning Area will offer countless opportunities for the people of Gardner and the surrounding region.

The Crystal Lake Community Forest is located along the North Central Pathway between the Veterans Memorial Skating Rink and Green Street. The Wellness Path and Natural Learning Area can be accessed from the North Central Pathway between Heywood Hospital and Crystal Lake. Parking is located off of Green Street, across from Mount Wachusett Community College between the radio station and Municipal Golf Course.

### Get Out and Enjoy what Gardner Has to Offer:

The City of Gardner has recently acquired more than 200 acres of Conservation Land perfect for hiking, fishing, hunting, mountain biking, birdwatching, wildlife & nature photography, or just exploring and enjoying the great outdoors. The Conservation Commission encourages you to get out and enjoy the area and its miles of trails and access to Baily Brook, a pristine Cold Water Fish Resource Area.


The Alisaukas Conservation Area is located along Howard Street off of Clark Street near the Winchendon town line. Parking is available at the entrance to the Field near the Conservation Area sign and trails can be accessed from the northwest corner of the field.

The Gardner Conservation Commission, Department of Community Development and Planning, Engineering and Survey Department, and Department of Public Works are continuing to collaborate on a City-wide trail enhancement project including trail signs, maps, new trails, improved parking areas, and trail maintenance and access improvements. Recent efforts have included trail mapping by a student intern from Fitchburg State College GIS Department, and a student volunteer from Mount Wachusett Community College's Natural Resources Program.

If you are interested in helping to protect and manage your Gardner Conservation Commission lands contact the Conservation Commission to inquire about making a donation through the Conservation Trust or volunteering as a land and trail steward.



Update from the Corner Office



*You're Invited*

Join us for the 12th Annual  
**Senior Citizens Prom**  
Sponsored by the Gardner High School Staff

WHEN  
*Tuesday, May 8, 2018*  
5:30-8:30 p.m.

WHERE  
*Gardner High School Cafeteria*

Music Provided by: Platinum Productions  
Light Refreshments will be served  
Photographer available to take photos

Bring your dancing shoes!

**4<sup>th</sup> Annual Lions Club**  
**Easter Egg Hunt**

Saturday, March 31, 2018

10:00AM – 12:00PM

Gardner City Hall

There will be one hunt for Children under 5 years old and a separate hunt for Children between the ages of 5 and 10.

In the event of inclement weather, the hunt will be moved to the City Hall Auditorium.

## City of Gardner's New Mobile App Introduced

The City of Gardner is constantly trying to find ways to better reach our citizens with important information. We are proud to announce the City's new mobile app designed for both iOS and Android devices through CivicPlus. Need to find out when the next City Council Meeting is or perhaps you need to order a birth certificate? You can now do both with a tap on your handheld device. App users can also access job postings, city maps, property cards and much more. If you cannot find what you want, there is a helpful 'Search' icon. Download it today and discover all the ways this great new tool can make doing business with Gardner City Hall easier than ever!



### iOS Device

Download the CivicMobile app from the App Store. Upon opening CivicMobile, users have the option to enter Gardner, MA or to use the "Find Your Location" feature. The City of Gardner app will display on the device as CivicMobile. Upon opening the app, users have the option to sign up for notifications.

### Android Device

Download the myGardnerMA app from the Play Store. Upon opening the app, users have the option to sign up for notifications.

## Stay Up to Date!

The City would like to remind residents of the different ways in which they are able to stay up to date with important notifications that the City sends out.

### **CodeRED:**

The City of Gardner has contracted with Emergency Communications Network to deliver Emergency Notification Messages through the CodeRED high-speed notification solution. The CodeRED system provides city officials the ability to quickly deliver messages to targeted areas or the entire city. Residents will receive messages pertaining to water main breaks, road closures, trash delays, Amber Alerts, Police and Fire Emergencies and other such actionable items.

To register for this service, go to the City's Website under the City Services tab.

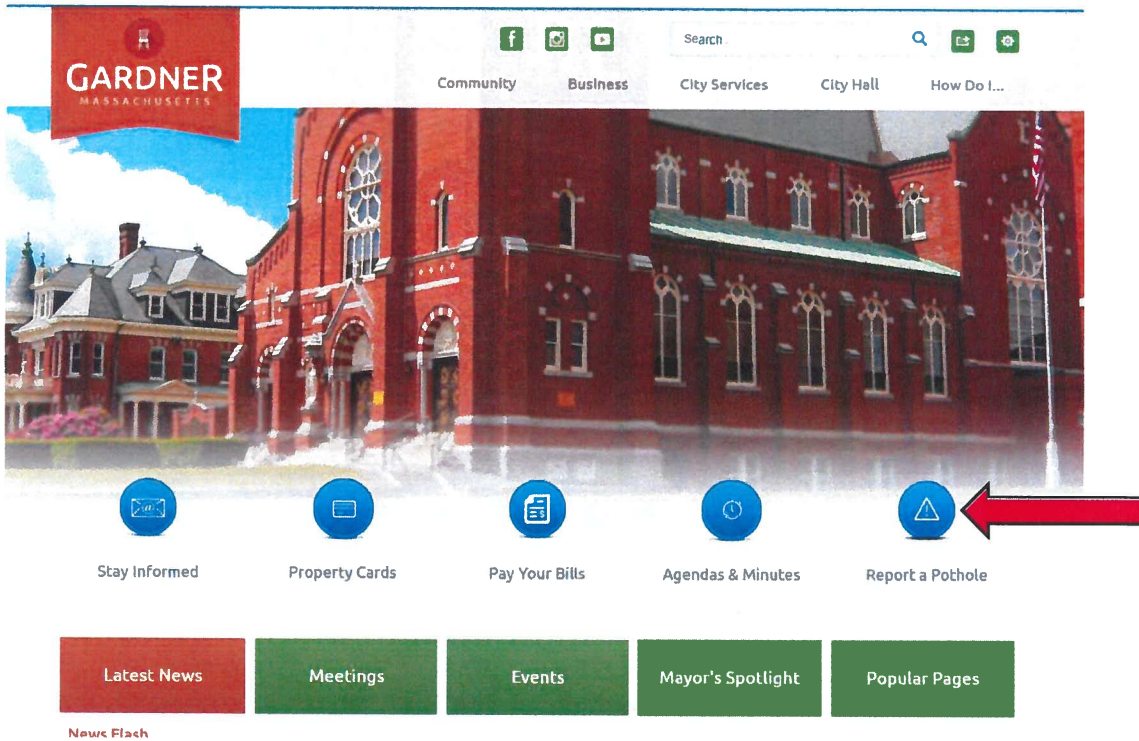
### **City Website Notifications:**

Members of the Public may register to receive notifications directly from the city's website. These notifications include newsflashes, bid opportunities, job and meeting postings, and more. You can register for this service under the "Stay Informed" button on the City website's homepage.

Update from the Corner Office

# How Do I Report a Pothole?

**Step 1:** Go to [www.Gardner-MA.gov](http://www.Gardner-MA.gov) and click on “Report a Pothole”



**Step 2:** Fill Out Form and Click “Submit”

**Report a Pothole** Sign in to Save Progress

Pothole Address\*

Additional Information

First Name\* Last Name\*

Phone Number\* Email Address

Upload a Photo  
 No file chosen  
 Use this to upload a photo of the pothole

If you do not have access to the internet, call the DPW at 978-632-7661

Office of Mayor Mark P. Hawke  
 Gardner City Hall, Room 125  
 95 Pleasant Street  
 Gardner, MA 01440

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*Attachment 7:  
Email from Mr. Paul N. DeMeo  
regarding South Main Street  
Bridge*

---



**Mayor**

---

**From:** PAUL DEMEO <ryanrealty@comcast.net>  
**Sent:** Tuesday, October 11, 2022 10:11 PM  
**To:** Mayor; Titi Siriphan; Alek Dernalowicz  
**Cc:** James Boone; Nate Boudreau; Craig Cormier; Ronald Cormier; Karen Hardern; Elizabeth Kazinskas; James M. Walsh; Dana Heath; Alek Dernalowicz; Judy Mack; gtyros@gmail.com; Scott Graves; Scott Graves; Bruce Chester; anne.gobi@masenate.gov; PAUL DEMEO; cенаe-pa@usace.army.mil; Samantha.K.Hutchins@usace.army.mil; AGO@state.ma.us  
**Subject:** [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way  
**Attachments:** South Main 2.jpg; South Main 1.jpg; EPSON424.PDF; South Main 3.jpg  
**Importance:** High

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Mayor Nicholson,

As you are well aware, the South Main Street Bridge in South Gardner has been closed for some time with no clear efforts on your part to either repair/replace it. This is a Defect in a Public Way as defined by Massachusetts General Laws. (attached). It is also a danger to the waterway if it collapses and poses a flooding danger. This is a tributary (Mahoney Brook) which flows from Wrights Reservoir (under Army Corps of Engineers control) to the Otter and Miller's Rivers and Birch Hill Dam. (42.560711, -71.982183 location of bridge)

It was brought to my attention by a neighbor how unsafe the barricades are with little notice to motorists the road is blocked. This neighbor spoke of cars going off the road at night due to poor driving conditions. GPS shows it as an active and open road. She asked for my help.

You and the city council should either fix the bridge or discontinue the road.

It's a poor excuse that the Worcester and Providence Railroad won't cooperate in the repair of the bridge. How about removing the bridge and putting in a culvert?

Would the Army Corps of Engineers assist as they control this waterway?

Senator Anne Gobi has been copied to make her aware of the issue.

As the bridge has been left by the DPW Director Arnold, it is unsafe and a danger to motorists. It is apparent a resident has spray painted DANGER, as it surely is.

Thank you for your prompt attention to this public safety hazard and danger.

Regards,  
 Paul DeMeo

---

*Attachment 8:  
Email from Councilor Boone to  
Mr. Paul DeMeo stating detour  
“no big deal”*

---



**Mayor**

---

**From:** James Boone  
**Sent:** Wednesday, October 12, 2022 8:26 AM  
**To:** PAUL DEMEO; Mayor; Dane Arnold; Nathan R. Boudreau  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

Recently I made the mistake of trying to get to Travers St forgetting the bridge was still closed. No big deal had to turn around. But I would be interested in and update.

---

**From:** PAUL DEMEO <ryanrealty@comcast.net>  
**Sent:** Tuesday, October 11, 2022 10:10 PM  
**To:** Mayor <Mayor@gardner-ma.gov>; Titi Siriphan <tsiriphan@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>  
**Cc:** James Boone <jboone@gardner-ma.gov>; Nate Boudreau <n8boudreau@gmail.com>; Craig Cormier <ccormier@gardner-ma.gov>; Ronald Cormier <railron@aol.com>; Karen Hardern <karenhardern@hotmail.com>; Elizabeth Kazinkas <ekazinkas@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; Dana Heath <dheath@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; gtyros@gmail.com <gtyros@gmail.com>; Scott Graves <sgraveslawoffice37@gmail.com>; Scott Graves <scott.graves.info@gmail.com>; Bruce Chester <bkchester@yahoo.com>; anne.gobi@masenate.gov <anne.gobi@masenate.gov>; PAUL DEMEO <ryanrealty@comcast.net>; cenae-pa@usace.army.mil <cenae-pa@usace.army.mil>; Samantha.K.Hutchins@usace.army.mil <Samantha.K.Hutchins@usace.army.mil>; AGO@state.ma.us <AGO@state.ma.us>  
**Subject:** [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

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Mayor Nicholson,

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It was brought to my attention by a neighbor how unsafe the barricades are with little notice to motorists the road is blocked. This neighbor spoke of cars going off the road at night due to poor driving conditions. GPS shows it as an active and open road. She asked for my help.

You and the city council should either fix the bridge or discontinue the road.

It's a poor excuse that the Worcester and Providence Railroad won't cooperate in the repair of the bridge. How about removing the bridge and putting in a culvert?

Would the Army Corps of Engineers assist as they control this waterway?

Senator Anne Gobi has been copied to make her aware of the issue.

As the bridge has been left by the DPW Director Arnold, it is unsafe and a danger to motorists. It is apparent a resident has spray painted DANGER, as it surely is.

Thank you for your prompt attention to this public safety hazard and danger.

Regards,  
Paul DeMeo

---

*Attachment 9:  
Email from Councilor Boone to  
Mayor Nicholson and DPW  
Director Arnold*

---

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Friday, October 14, 2022 12:16 PM  
**To:** Mayor; Dane Arnold  
**Cc:** WERNER POEGEL; Titi Siriphan; Elizabeth Kazinskas; PAUL DEMEO; Nathan R. Boudreau; James M. Walsh  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

Hello,

Cat got your tongue? As a City Councilor I deserve a reply. I would think. In fact the entire council should be updated.

Councilor Boone

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Wednesday, October 12, 2022 8:25 AM  
**To:** PAUL DEMEO <ryanrealty@comcast.net>; Mayor <Mayor@gardner-ma.gov>; Dane Arnold <darnold@gardner-ma.gov>; Nathan R. Boudreau <nboudreau@gardner-ma.gov>  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

Recently I made the mistake of trying to get to Travers St forgetting the bridge was still closed. No big deal had to turn around. But I would be interested in and update.

---

**From:** PAUL DEMEO <ryanrealty@comcast.net>  
**Sent:** Tuesday, October 11, 2022 10:10 PM  
**To:** Mayor <Mayor@gardner-ma.gov>; Titi Siriphan <tsiriphan@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>  
**Cc:** James Boone <jboone@gardner-ma.gov>; Nate Boudreau <n8boudreau@gmail.com>; Craig Cormier <ccormier@gardner-ma.gov>; Ronald Cormier <railron@aol.com>; Karen Hardern <karenhardern@hotmail.com>; Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; Dana Heath <dheath@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; gtyros@gmail.com <gtyros@gmail.com>; Scott Graves <sgraveslawoffice37@gmail.com>; Scott Graves <scott.graves.info@gmail.com>; Bruce Chester <bkchester@yahoo.com>; anne.gobi@masenate.gov <anne.gobi@masenate.gov>; PAUL DEMEO <ryanrealty@comcast.net>; cnae-pa@usace.army.mil <cnae-pa@usace.army.mil>; Samantha.K.Hutchins@usace.army.mil <Samantha.K.Hutchins@usace.army.mil>; AGO@state.ma.us <AGO@state.ma.us>  
**Subject:** [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

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Mayor Nicholson,

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Reservoir (under Army Corps of Engineers control) to the Otter and Miller's Rivers and Birch Hill Dam. (42.560711, -71.982183 location of bridge)

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Senator Anne Gobi has been copied to make her aware of the issue.

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Thank you for your prompt attention to this public safety hazard and danger.

Regards,  
Paul DeMeo



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*Attachment 10:  
Email request from Mr. Paul  
DeMeo requesting Councilor  
Boone bring the item up under  
New Business at the Oct 17 City  
Council Meeting*

---

**Mayor**

---

**From:** PAUL DEMEO <ryanrealty@comcast.net>  
**Sent:** Wednesday, October 12, 2022 9:59 AM  
**To:** James Boone  
**Subject:** [EXTERNAL] Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Jim, please ask under new business at the next city council meeting.

On 10/12/2022 8:25 AM James Boone <jboone@gardner-ma.gov> wrote:

Recently I made the mistake of trying to get to Travers St forgetting the bridge was still closed. No big deal had to turn around. But I would be interested in and update.

---

**From:** PAUL DEMEO <ryanrealty@comcast.net>  
**Sent:** Tuesday, October 11, 2022 10:10 PM  
**To:** Mayor <Mayor@gardner-ma.gov>; Titi Siriphan <tsiriphan@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>  
**Cc:** James Boone <jboone@gardner-ma.gov>; Nate Boudreau <n8boudreau@gmail.com>; Craig Cormier <ccormier@gardner-ma.gov>; Ronald Cormier <railron@aol.com>; Karen Hardern <karenhardern@hotmail.com>; Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; Dana Heath <dheath@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; gtyros@gmail.com <gtyros@gmail.com>; Scott Graves <sgraveslawoffice37@gmail.com>; Scott Graves <scott.graves.info@gmail.com>; Bruce Chester <bchester@yahoo.com>; anne.gobi@masenate.gov <anne.gobi@masenate.gov>; PAUL DEMEO <ryanrealty@comcast.net>; cenaepa@usace.army.mil <cenaepa@usace.army.mil>; Samantha.K.Hutchins@usace.army.mil <Samantha.K.Hutchins@usace.army.mil>; AGO@state.ma.us <AGO@state.ma.us>  
**Subject:** [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

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at night due to poor driving conditions. GPS shows it as an active and open road. She asked for my help.

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Would the Army Corps of Engineers assist as they control this waterway?

Senator Anne Gobi has been copied to make her aware of the issue.

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Thank you for your prompt attention to this public safety hazard and danger.

Regards,  
Paul DeMeo

---

## *Attachment 11-17: Emails sent by Councilor Boone*

---

|           | <b>Date</b>                                   | <b>Sent To</b>                                       | <b>Summary</b>                                                          |
|-----------|-----------------------------------------------|------------------------------------------------------|-------------------------------------------------------------------------|
| <b>11</b> | May 27, 2022 -9:42AM<br>May 12, 2022 – 5:55pm | Council President Kazinskas<br>Fmr. Mayor Mark Hawke | Comments regarding Monty Tech Appointment                               |
| <b>12</b> | Feb 18, 2022- 6:46am                          | Mayor Mike Nicholson                                 | Asking Mayor Nicholson if he was angry at him                           |
| <b>13</b> | Sept 14, 2021 – 8:41pm                        | IT Director Bob O’Keefe                              | Comments regarding City IT Help Desk system                             |
| <b>14</b> | Nov 21, 2021 – 7:30am                         | Mayor Mike Nicholson                                 | Questions regarding school properties owned by the City                 |
| <b>15</b> | April 23, 2020 –<br>6:04pm                    | Acting Mayor Kazinskas                               | Use of Code Red System to notify residents of upcoming special election |
| <b>16</b> | April 2, 2020- 11:02am                        | Fmr City Clerk Alan Agnelli                          | In Person Meeting Format during Pandemic Shut Down                      |
| <b>17</b> | March 17, 2020 –<br>1:51pm                    | Fmr City Councilor Scott Graves                      | Response to email regarding solid waste fee assessments                 |

AH 11

**Mayor**

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**From:** Elizabeth Kazinskas  
**Sent:** Saturday, May 28, 2022 12:08 PM  
**To:** 'hawkem@gardnerk12.org'  
**Cc:** Mayor  
**Subject:** Fw: [EXTERNAL] Fwd: Nice move

Below is the first response I received from Councillor Boone. It was not included in the thread of my previous email to you.

Best,  
Lizzy

Elizabeth Kazinskas  
City Council President  
Councillor at-Large  
City of Gardner  
Cell: (978) 337-1533  
ekazinskas@gardner-ma.gov

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Friday, May 27, 2022 9:42 AM  
**To:** Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>  
**Subject:** Re: [EXTERNAL] Fwd: Nice move

Understood, mistake made by not waiting a day before sending an email.

---

**From:** Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>  
**Sent:** Friday, May 27, 2022 6:13 AM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Subject:** Fw: [EXTERNAL] Fwd: Nice move

Dear Councillor Boone,

Please see the emails below. As City Council President, a fellow City Councillor, and a proud Gardner resident, I would sincerely appreciate it if you would please be respectful and courteous in your correspondence. The language you used and tone you implied in your email is unacceptable in my opinion, and the people we represent and community we lead do not deserve that type of conduct from their City Councillors.

Thank you for your consideration of this email.

Best,  
Lizzy

Elizabeth Kazinskas  
City Council President  
Councillor at-Large



City of Gardner  
Cell: (978) 337-1533  
[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)

---

**From:** Mark Hawke <[hawkem@gardnerk12.org](mailto:hawkem@gardnerk12.org)>  
**Sent:** Wednesday, May 18, 2022 12:04 PM  
**To:** Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>; Elizabeth Kazinskas <[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)>  
**Subject:** [EXTERNAL] Fwd: Nice move

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

FYI

----- Forwarded message -----

**From:** Mark Hawke <[hawkem@gardnerk12.org](mailto:hawkem@gardnerk12.org)>  
**Date:** Thu, May 12, 2022 at 9:15 PM  
**Subject:** Re: Nice move  
**To:** James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)>

Councilor,

You might as well blame the City Council (you included) for appropriating the funds for meters that were chosen by a committee (including a City Councilor) and procured by the Purchasing Agent that the City Council confirmed the appointment of.

For that matter, I wanted to remove the street meters and have kiosks in the parking lots, but the City Council shot that idea down.

I voted for you as the MT Rep. that's the end of my plan for anything related to that.

All the best,

Mark

Mark Hawke

On May 12, 2022, at 5:55 PM, James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)> wrote:

Way to go Mark, put in meters that are no longer working in 5 years. Not to mention the piece of shit plan to eliminate me from MT after you talked me into the BS position.

*The Gardner Public Schools does not discriminate due to race, color, sex, gender identity, religion, national origin, sexual orientation, disability, age, homelessness or limited English proficiency.*

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Friday, February 18, 2022 6:46 AM  
**To:** Mayor  
**Subject:** Re: Angry at me?

Forgot to send this yesterday.

Mike,

Usually you are very responsive. I know you are super busy and I should be more patient. Wanted to be sure we are still in good "graces" if you will. Certainly no need to respond to this. Thank you for all you are doing for Gardner.

Very Best Regards,  
Jim

---

**From:** Mayor <Mayor@gardner-ma.gov>  
**Sent:** Thursday, February 17, 2022 8:39 AM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Subject:** RE: Angry at me?

Jim,

I'm a little confused by your email. I was just responding to emails from you the other day.

If I don't respond to an email right away it usually because I have other meetings or things going on in the office like the few ordinance proposals that were submitted for Tuesday's Council meeting this morning.

I saw your other town comparison email and am seeing what can be done.

Mike

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, February 17, 2022 8:31 AM  
**To:** Mayor <Mayor@gardner-ma.gov>  
**Subject:** Angry at me?

Hi Mike,

Are you angry at me. You don't respond to my emails any more?

Jim

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Tuesday, September 14, 2021 8:41 PM  
**To:** Bob OKeefe  
**Subject:** Re: HelpDesk

tickets@gardner-ma.gov really? why not helpdesk@gardner-ma.gov sheez

---

**From:** Bob OKeefe <rokeefe@gardner-ma.gov>  
**Sent:** Tuesday, September 14, 2021 11:17 AM  
**To:** Bob OKeefe <rokeefe@gardner-ma.gov>  
**Subject:** HelpDesk

Hello,

Our HelpDesk system has now been linked to our IT Management system. You now have two ways to enter a helpdesk ticket, go to this website <http://ithelpdesk.gardner.local:81/helpdesk/> and use your normal computer username and password. You should go to that site now and bookmark/favorite it.

At this site you may create, review, track, modify and close your tickets. If that website is unavailable you may also email [tickets@gardner-ma.gov](mailto:tickets@gardner-ma.gov), do not email if the site is available.

Please be as descriptive as you can. Include screen shots or error messages.

Thank you,

Bob

A# 14

**Mayor**

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**From:** James Boone  
**Sent:** Saturday, November 21, 2020 7:30 AM  
**To:** Mayor  
**Subject:** Re: School Properties

Mr. Mayor?

---

**From:** James Boone  
**Sent:** Tuesday, November 17, 2020 9:58 AM  
**To:** Mayor  
**Subject:** Re: School Properties

Oh one more Mayor Hawke used to talk about. MWCC college dorm... or extension of UMASS :)

---

**From:** Mayor  
**Sent:** Monday, November 16, 2020 7:11 PM  
**To:** James Boone  
**Subject:** RE: School Properties

Hi Councilor,

No problem. Not sure what happened there with the reply I sent but I can get how things like that get lost.

The City is planning on maintaining ownership of all buildings but Prospect. Helen Mae will be the new Superintendent's Office and Elm will be the new GALT. We have to keep them, because there has been MSBA grants that have been obtained for things for the building over the past 20 years and if we turn over ownership of any schools that we have to pay all that money back to the MSBA. (close to \$2.1 million)

The other plan is to lease Waterford to the Boys and Girls Club for a community center and possibly moving the senior center to the other half of that since it's a one floor building.

Prospect we're still trying to see what we can do with it and if we can sell it great, but we are still very preliminarily on in that project to make sure there are no financial traps in that (for lack of a better word) like there would be with the other schools.

Best,

Mike

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Monday, November 16, 2020 7:08 PM  
**To:** Mayor <Mayor@gardner-ma.gov>  
**Subject:** Re: School Properties

I know you have a lot on your plate. Maybe some of your quick thought on this. Thank you. My apologies is I missed your reply.

A# 15

**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Thursday, April 23, 2020 6:04 PM  
**To:** sgraveslawoffice37@gmail.com  
**Subject:** Fw: CodeRed system message

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**From:** Mayor  
**Sent:** Thursday, April 23, 2020 3:05 PM  
**To:** James Boone; Alan Agnelli  
**Subject:** RE: CodeRed system message

Dear Councillor Boone,

Thank you for your suggestion regarding the CodeRED notification in relation to the City election procedures. I don't appreciate your "asking a lot" comment, and would appreciate your patience. The City Clerk's Office is extremely busy, as you are aware of their mailing of approximately 12,000 early voting applications to voters at the end of last week. Completed applications continue to be received and processed this week at a large volume. With respect to the Clerk's Office's attention to their regular office operations along with their work on the City election, it should be expected that City Clerk Agnelli and I had our first chance to speak today regarding your email. His recommendation is to send a CodeRED call next week. I agree with his recommendation and will do so.

Thank you, again, for your suggestion.

Best,  
Lizzy

Elizabeth Kazinskas  
Acting Mayor, City of Gardner  
95 Pleasant Street, Room 125  
Gardner, MA 01440  
(O) 978-630-1490

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**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, April 23, 2020 11:41 AM  
**To:** Alan Agnelli <aagnelli@gardner-ma.gov>; Mayor <Mayor@gardner-ma.gov>  
**Subject:** Re: CodeRed system message

Be nice if the "acting" Mayor would reply but I guess that is asking a lot.

---

**From:** James Boone  
**Sent:** Wednesday, April 22, 2020 12:40 PM  
**To:** Alan Agnelli; Mayor  
**Subject:** CodeRed system message

I think it would be helpful to use our Call system to remind/engage voters to use Early Voting/Remote Voting. Your thoughts?



In light of Covid-19 virus, the risk of voting in person and making it easier for you to vote we've sent Early voting application forms to all registered voters. In order to do early voting please follow the instructions sent to you. If you have question call... Chamber? to help alleviate Clerks office(just a thought).

Once received we will do xxx and then send you a Voting ballot with a self addressed stamped envelope. Yada yada

Please note: Polls will be open. 3A has been moved to Acadien club for safety reasons.

Date of primary, date of Mayoral election

yada yada

Thoughts?

Thanks,  
Jim

AH16

**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Thursday, April 2, 2020 11:02 AM  
**To:** sgraveslawoffice37@gmail.com  
**Cc:** sjgraves@gardner-ma.gov  
**Subject:** Fw: Welfare meeting

---

**From:** Alan Agnelli  
**Sent:** Thursday, April 2, 2020 8:27 AM  
**To:** James Boone  
**Subject:** RE: Welfare meeting

Hi Jim,

I am unable to answer your question. Feel free to contact the Council President/Acting Mayor.

Sincerely,

Alan

Alan L. Agnelli  
City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
Tel 978-630-4058  
Fax 978-630-2589

*When writing or responding, please remember that the MA Secretary of State's Office has determined that email is a public record and therefore subject to public access under the Mass Public Records Law. M.G.L.c.66§10.*

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Wednesday, April 1, 2020 4:15 PM  
**To:** Alan Agnelli <aagnelli@gardner-ma.gov>  
**Cc:** Councillor S Graves <sgraveslawoffice37@gmail.com>  
**Subject:** Welfare meeting

Hi Alan,

Councilor Graves asked if we can hold an in person Welfare meeting on Monday at 6:30. Is this currently allowed?

Best and stay well,  
JimB

**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Tuesday, March 17, 2020 1:51 PM  
**To:** sgraveslawoffice37@gmail.com  
**Subject:** Re:

Agree. Wtf.

Sent from my iPad

On Mar 17, 2020, at 8:49 AM, Scott Joseph Graves <sgraveslawoffice37@gmail.com> wrote:

Mr. President:

I just wanted to follow up on my comment about the Mayor approving the solid waste fee assessment.

You had stated at the Meeting last night that Charter Section 30 requires that all ordinances be presented to the Mayor for approval. That Charter requirement is not what I was talking about. I'll get to what I mean.

But, back to Section 30 - as this is clearly not a matter not admitting of delay, what is your opinion as to Section 30's 10-day presentment period? My opinion is that the 10 days does not begin until the Elected Mayor is in office, but you may disagree?

Back to what I meant about the Mayor's input on the new Ordinance: Section 30 of the Charter does not change the fact that Ordinance 560-3A requires that **both** the Mayor and the City Council "shall" assess the amount of the user fees, together. That is, it takes both branches of government to come up with the new assessment of fees. There is no Charter provision that conflicts with this, obviously. So, this must be complied with. As the Mayor did not have any input in the Public Safety Committee's ideas about staggering the fees, the City

Council adopted something that is not in compliance with the said Ordinance. Also, it is not in compliance with M.G.L. c. 44, sec. 28C for the same reason.

I pointed this all out on March 2, 2022 at our Public Meeting, and last night at our Public Meeting.

Therefore, I suggest that you, as President (not as Acting Mayor) provide the City Council with guidance in this regard. It looks to me that the law is not legitimate as passed for these reasons.

Please advise.

SG

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*Attachment 18-20:  
Corrections from Administration  
regarding comments by Councilor  
Boone*

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| #  | Date | Sent To | Summary                                                                                                                                                                                                                                                                                                                                                                                    |
|----|------|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 18 |      |         | Email dialogue between Mayor Nicholson and Councilor Boone in which Councilor Boone was confused about an ordinance proposal regarding Fire Department Fee changes due to looking at the wrong document. Email sent in response to comments made at the February 7, 2022 Regular Meeting of the City Council. - February 10, 2022- 4:01pm                                                  |
| 19 |      |         | Formal Notification from Mayor Nicholson to City Council correcting misinformation regarding the use of Free Cash stated by Councilor James Boone at the October 3, 2022 regular meeting of the City Council. Council voted to place item on file at the October 17, 2022 regular City Council Meeting.                                                                                    |
| 20 |      |         | Response from Mayor Nicholson to Councilor James Boone's Comments at the October 17, 2022 Regular Meeting of the City Council regarding the City's electrical aggregation rates, pointing out that Mayor Nicholson had notified the City Council of the changes Councilor Boone mentioned and forwarded the advance copy of the postcard Councilor Boone referenced on September 30, 2022. |



AH 18

**Mayor**

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**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, February 10, 2022 4:01 PM  
**To:** Mayor  
**Subject:** Re: Fee Comparisons

I apologize Mr. Mayor. I didn't read far enough into the document. You are right the ordinance threw me off. Sorry, Jim

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**From:** Mayor <Mayor@gardner-ma.gov>  
**Sent:** Thursday, February 10, 2022 3:11 PM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Subject:** RE: Fee Comparisons

Dear Councilor Boone,

If a student failed to look at the second page of their assignment and didn't do the work on that page, they would be graded poorly as well.

The information you are looking for was already provided to you. Please see the screenshots that are attached and after reviewing that material please let me know if you have any questions.

The new fees were already marked N/A in the packet.

Best,

Mike

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, February 10, 2022 1:59 PM  
**To:** Mayor <Mayor@gardner-ma.gov>  
**Subject:** Re: Fee Comparisons

Dear Mr. Mayor,

Thank you for sharing links to the websites. Respectfully, if I was to give a report to my manager with New fees and left out the corresponding old fees he would not be happy. If a student did the same on a report the teacher would grade them poorly. I respectfully request for each new fee to show the old fee adjacent to the new fee. Of course if it is new then old can be marked n/a or something else. Appreciate your consideration of my expectation. Department heads get paid a great deal of money and they should be able to provide such a report or your staff should be able to compile. Do you agree? Am I expecting too much?

Thank you,  
Jim

**From:** Mayor <Mayor@gardner-ma.gov>  
**Sent:** Monday, February 7, 2022 8:51 PM  
**To:** Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>  
**Cc:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Fee Comparisons

Good Evening Madam President and Councilors,

My apologies for not having the comparison pages directly in front of me at this evening's meeting, however, they were included in the packet.

For Fire Department Fees, they were included on pages 30-33 of the packet. For Building Department Fees, pages 60-61.

The packet can be found here: <http://www.gardner-ma.gov/AgendaCenter/ViewFile/Agenda/02072022-3273>

Due to the fees being part of the ordinance themselves, it may have caused confusion as to what was the actual ordinance amendment and what was the comparison.

I am happy to re-send these to the Council if it would be easier to find.

The current fees can also be found in the City Code here:

Fire Fees: <https://ecode360.com/15378457>

Building: <https://ecode360.com/15378316>

Plumbing and Gas: <https://ecode360.com/15378422>

Electrical: <https://ecode360.com/15378510>

Best,

Mike

**Michael J. Nicholson, J.D.**

Mayor, City of Gardner  
Gardner City Hall, Rm 125  
95 Pleasant St  
Gardner, MA 01440

A# 19



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

October 6, 2022

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

RE: Correspondence regarding Municipal Finances and Free Cash Regulations

Dear Madam President and Councilors,

At the meeting of the City Council on October 3, 2022, during new business, Councilor James Boone stated the following:

“The second thing I wanted to mention, in our Public Safety meeting the Board of Health Director, Lauren Saunders, mentioned she's going to need about \$200,000 to fix the pumps at the landfill and she was hoping to get money from our free cash. But last I heard, we spent almost all of our free cash, so I'm hoping that the Finance Committee can deliberate on this and the Mayor and figure out what needs to be done for the landfill”

And,

“Follow-up: Mr. Mayor, if I'm not mistaken, that Leominster used to keep tons of free cash available and they had all this excess funds and we're down I think last I saw \$60,000.”

And,

“Last follow-up if I may Madam President, Mr. Mayor, so there will be money in case it's needed to spend at the landfill?”

As a reminder to the Council, as I have stated in the past on several occasions, the regulations regarding the use of Free Cash, issued by the Massachusetts Department of Revenue state that free cash **cannot be used** between the period from June 30<sup>th</sup> of any given year until the Division of Local Services Director of Accounts certifies a community's free cash from the previous fiscal year.

Furthermore, free cash is a one-time funding source, not a revolving account, therefore it renews with a different amount every year, as it is solely based on the amounts certified from the previous fiscal year.

As such, statements like, “we spent almost all of our free cash,” are misleading, as free cash is different every year. The Department of Revenue does recommend that municipalities spend their certified free cash amounts down to as close to \$0 annually as they can, as it is a one-time revenue source. However, any remaining balances at the end of the fiscal year do carry over into the next year. Though any carry-over amounts are still restricted to not be used or appropriated until the full aggregate amount is certified by the Commonwealth's Division of Local Services Director of Accounts.

Attached, please find the guidance and regulations issued by the Commonwealth on these matters, previous correspondence I have sent to the City Council regarding this matter, and the City's free cash history from 2015 to present showing 1) how much the City has had certified in free cash each year, 2) how much of that year's free cash was expended, 3) the amount of free cash that was carried over to the next year (listed as “remainder”), and 4) where that free cash amount came from in that year's certification calculation.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

2022 OCT 6 PM 1:04  
RECEIVED



City of Gardner - *Executive Department*  
Mayor Michael J. Nicholson

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November 1, 2022

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

RE: Response regarding New Business Comments Regarding Electrical Rates

Dear Madam President and Councilors,

At the regular meeting of the City Council of October 17, 2022, during "New Business," Councilor James Boone stated the following:

"Next thing I wanted to talk about- many of us may have received this postcard in the mail about the electrical rates going up more than double, from 10.5 cents to nearly 24 cents per kilowatt hour. I'm curious, I thought there were laws against utilities going up that much. I thought there was some kind of protection for consumers. With that said I had another Resident tell me that they could get a rate of 18 cents from Constellation Energy which kind of surprised me. I haven't checked into it, but that's what they told me they could lock in for three years. They didn't have to remain. But why is the city almost 24 cents and this one resident can get it for 18 cents - even though that's ridiculous too but you know everything's gone through the roof. So I just wanted to point that out, and I guess I want to ask a question why the city isn't given a better rate than this individual resident. It just doesn't make any sense."

Attached to this letter is an email that I sent to the City Council on Friday, September 30, 2022 at 9:34am. This email explained the bidding process the City undertook for our next municipal aggregation contract, explained why we entered into a one (1) year contract agreement, and even included a copy of the postcard that Councilor Boone referenced in his comments as an attachment. Please note that Councilor Boone was included on this email with the answers to his questions on the process included in the contents of the email eighteen (18) days before the Council Meeting. Furthermore, please note that in a request for proposal ("RFP") process, the City cannot take into account any company/supplier that does not submit a bid/response to the City through the formal process.

Additionally, at this meeting, Councilor Boone stated"

"The next thing I wanted to mention briefly anybody look at their electric bill lately? Electrical vehicle charge. Distributed solar charge. Renewable energy charge. Energy Efficiency charge. I guess I don't pay attention to it that much, but once I, you know, the rates went up it was just like I said I'm going to look at the bill a little more closely."

Please note that none of the aforementioned charges are associated with the City, nor our electrical aggregation program and are issued by National Grid directly through regulations promulgated by different agencies at the Commonwealth and Federal levels.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner



**Mayor**

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**From:** Mayor  
**Sent:** Friday, September 30, 2022 9:34 AM  
**To:** Elizabeth Kazinskas  
**Cc:** Rachel Roberts (Mayor's Office); Colin Smith; Titi Siriphan  
**Subject:** City Electrical Aggregation Rates  
**Attachments:** Gardner New Rate+Term Postcard COLOR -- Back.pdf

Good Morning Madam President and Councilors,

As you may be aware, the City's three-year electrical aggregation contract expires on November 1<sup>st</sup> of this year.

If you are unaware with this process, the City, on behalf of its residents, has the ability to go out to bid for electrical rates to help residents assist in savings over the long term by obtaining a fixed rate for residents rather than utilizing a variable electricity rate through National Grid. This program is an option for residents of the City for the electricity that they use. The City does not make or expend any money in this program, it is simply a service we provide. Furthermore, residents have the option to opt in or opt out of this program at any time with no charge or fee from the City's provider.

Back in 2019, when the last contract was signed, the rate per kilowatt hour (kWh) was approximately \$0.13 per kWh. As with most things in the recent years, electric rates have gone up since then substantially. After going out to bid three separate times, the lowest bid the City was able to obtain for our new contract is \$0.23787 per kWh. While this is approximately a ten cent per kilowatt hour increase, National Grid released their new rate to for the year at \$0.33891 per kWh- ten cents higher than our new rate. Therefore, the City's electrical aggregation rate is still a better option for our residents at this time.

Understanding that the anomalies in the market are what they are currently and that inflationary trends in the market right now are causing prices to be higher, I have decided to go with the recommendations of our consultant – Constellation Power Group – and have signed this as a one-year contract instead of a three year contract to see if we can obtain a lower rate next summer. Several municipalities have opted for similar contract lengths in order to try to watch the market and obtain a better rate for our residents.

The attached post card will be mailed out to all residents next week regarding this program and its changes.

Respectfully,

Mike Nicholson

**Michael J. Nicholson, J.D.**

Mayor, City of Gardner  
Gardner City Hall, Rm 125  
95 Pleasant St  
Gardner, MA 01440



# THE CITY OF GARDNER'S COMMUNITY CHOICE POWER SUPPLY PROGRAM



The City of Gardner is announcing the new rate and term for its Community Choice Power Supply Program through its current electricity supplier, NextEra Energy Services. The City's new aggregation rate is fixed for all rate classes for 12 months as follows:

| Term                                                                                                                                                      | New Rate (Supply Only) | Renewable Energy Content               |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|----------------------------------------|
| November 2022 to November 2023                                                                                                                            | \$0.23787 per kWh      | Meets MA renewable energy requirements |
| <i>[Rate applies to service beginning and ending on the days of the month that your meter is read in your service area. This date varies by account.]</i> |                        |                                        |

For comparison purposes, National Grid's Residential Basic Service rate is fixed at \$0.33891 per kWh from November 1, 2022 thru April 30, 2023. Due to economic and geo-political conditions worldwide, electricity prices are higher now than in prior years. However, the City's new rate is fixed which provides protection against market spikes over the 12-month term but doesn't lock the City into the elevated prices beyond that should the market stabilize.

It is important to note that **no action will be required** by individual consumers. All accounts currently enrolled in the City's Program will continue to see NextEra printed under the "Supply Services" section of their monthly bill. This rate change will be seen on the December 2022 bills. Consumers with questions about the Program should call Colonial Power Group, the City's aggregation consultant, at (866) 485-5858 ext. 1.

For more detailed information about the City's Program, including how to OPT-OUT or OPT-IN, or to access National Grid's Basic Service rates, please visit [colonialpowergroup.com/gardner](http://colonialpowergroup.com/gardner) or call NextEra at (855) 639-8076. You may OPT-OUT or OPT-IN at any time in the future with NO CHARGE.

National Grid has several programs to help income-eligible families and customers needing special assistance meet their energy needs. To learn more, please visit [nationalgridus.com/MA-Home/Bill-Help/Payment-Assistance-Programs](http://nationalgridus.com/MA-Home/Bill-Help/Payment-Assistance-Programs).

*Basic Service rates change twice a year or more, depending on rate class. As a result, the aggregation rate may not always be lower than the Basic Service rate. The goal of the aggregation is to deliver savings over the life of the Program against National Grid Basic Service. However, such savings and future savings cannot be guaranteed.*

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*Attachment 21-32:  
Corrections from Administration  
regarding comments by Councilor  
Boone*

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| #  | Date                    | Sent To                                                                | Summary                                                                                                                             |
|----|-------------------------|------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------|
| 21 | Oct 24, 2022 – 9:03am   | Scott Graves                                                           | Request for instructions on public records request                                                                                  |
| 22 | Oct 19, 2022 – 2:31pm   | City Clerk Siriphan                                                    | Request for Summary of Public Record Request                                                                                        |
| 23 | Feb 10, 2022 – 2:58pm   | City Clerk Siriphan                                                    | Inquiry as to which seat on the Monty Tech School Committee is expired                                                              |
| 24 | Feb 7, 2022 – 7:08pm    | City Clerk Siriphan                                                    | Inquiry as to which seat on the Monty Tech School Committee is expired                                                              |
| 25 | Jan 31, 2022 – 6:26pm   | City Clerk Siriphan                                                    | Inquiry as to whether or not the City Council was meeting at 7:30 that evening                                                      |
| 26 | Nov 11, 2021 – 7:39pm   | Mayor Nicholson                                                        | Inquiry as to where Chair City Church is located                                                                                    |
| 27 | Nov 6, 2021- 8:36am     | City Clerk Siriphan                                                    | Request for City Clerk to ask Fitchburg and Leominster regarding Police presence and public comment period at City Council meetings |
| 28 | Sept 10, 2022 – 10:53am | City Clerk Siriphan                                                    | Request for City Clerk to ask area municipalities about public comment periods during meetings                                      |
| 29 | Sept 29, 2021 – 2:04pm  | City Clerk Siriphan                                                    | Request for a list of the holidays listed in the City's ordinances                                                                  |
| 30 | April 5, 2021 – 12:12pm | Fmr Councilor Scott Graves                                             | Request for shorter emails                                                                                                          |
| 31 | March 4, 2021 – 1:46pm  | Fmr Councilor Scott Graves                                             | Request for City Clerk to do research for Councilor Boone regarding subject topic before the City Council                           |
| 32 | Oct 24, 2019 – 2:20pm   | Fmr Councilor Graves<br>Fmr City Clerk Agnelli<br>City Solicitor Flick | Request for Instructions on how to respond to public records request                                                                |

**Mayor**

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**From:** Scott Joseph Graves <sgraveslawoffice37@gmail.com>  
**Sent:** Monday, October 24, 2022 9:03 AM  
**To:** James Boone  
**Subject:** [EXTERNAL] Re: [EXTERNAL] Re: Fw: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Jimmy: Seriously, if you don't even know how to respond to a Public Records Request, you really shouldn't be there - and you should resign. This role of a City Councillor is not so easy as putting up some lawn signs, holding a sign and waving at cars for about 4 hours. It isn't just showing up at a Meeting, and "going through the motions," and sending the Mayor an email once in awhile with some juvenile turd about "cat gotcha tongue?" Please.

What have you done as a City Councillor? Are you making a difference? It's all going downhill, and you even sit back and let the intellectually-challenged and obsequious politician wanna-be important person, Kazinskas, give you a spanking in a global email - and you do nothing about it. You've been made irrelevant, and they're laughing at you.

Resign, and I'll take your seat. We'll see how Kazinskas will try to correct me, or spank me, out of some power-trip of keeping the herd in line like some pied piper. It won't happen - or, it won't happen without some serious ramifications about her utter incompetence and lack of leadership. We don't have a Legislative Branch anymore, thanks to her - and silent sleepwalkers like you.

How about this for a response, you might want to use this one: "Dear President: you should be concentrating on assisting the Legislative Branch



of the City Council, including by helping Councillors obtain information from the Executive Branch, instead of maintaining politeness and groupthink in blind allegiance to the present Executive Branch regime."

SG

On Sun, Oct 23, 2022 at 4:25 PM James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)> wrote:

LOL Thanks for the advice. 😊

p.s. What do I have to send you for your public records request?

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**From:** Scott Joseph Graves <[sgraveslawoffice37@gmail.com](mailto:sgraveslawoffice37@gmail.com)>

**Sent:** Friday, October 21, 2022 7:08 AM

**To:** PAUL DEMEO <[ryanrealty@comcast.net](mailto:ryanrealty@comcast.net)>

**Cc:** Elizabeth Kazinskas <[elizabeth.kazinskas@gmail.com](mailto:elizabeth.kazinskas@gmail.com)>; Elizabeth Kazinskas <[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)>; Titi Siriphan <[tsiriphan@gardner-ma.gov](mailto:tsiriphan@gardner-ma.gov)>; James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)>; Nate Boudreau <[n8boudreau@gmail.com](mailto:n8boudreau@gmail.com)>; Craig Cormier <[ccormier@gardner-ma.gov](mailto:ccormier@gardner-ma.gov)>; Ronald Cormier <[railron@aol.com](mailto:railron@aol.com)>; Karen Hardern <[karenhardern@hotmail.com](mailto:karenhardern@hotmail.com)>; James M. Walsh <[jwalsh@gardner-ma.gov](mailto:jwalsh@gardner-ma.gov)>; gtyros@gmail.com <[gtyros@gmail.com](mailto:gtyros@gmail.com)>; Judy Mack <[jmack@gardner-ma.gov](mailto:jmack@gardner-ma.gov)>; Dana Heath <[dheath@gardner-ma.gov](mailto:dheath@gardner-ma.gov)>; Scott Graves <[scott.graves.info@gmail.com](mailto:scott.graves.info@gmail.com)>; Bruce Chester <[bkchester@yahoo.com](mailto:bkchester@yahoo.com)>; [newstips@wbztv.com](mailto:newstips@wbztv.com) <[newstips@wbztv.com](mailto:newstips@wbztv.com)>; [newstips@whdh.com](mailto:newstips@whdh.com) <[newstips@whdh.com](mailto:newstips@whdh.com)>; [newsroom@wcvb.com](mailto:newsroom@wcvb.com) <[newsroom@wcvb.com](mailto:newsroom@wcvb.com)>; [senditto7@whdh.com](mailto:senditto7@whdh.com) <[senditto7@whdh.com](mailto:senditto7@whdh.com)>; [news@wgaw1340.com](mailto:news@wgaw1340.com) <[news@wgaw1340.com](mailto:news@wgaw1340.com)>; News NBC Boston <[Tips@nbcboston.com](mailto:Tips@nbcboston.com)>; Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>; [MikeNicholsonMA@gmail.com](mailto:MikeNicholsonMA@gmail.com) <[MikeNicholsonMA@gmail.com](mailto:MikeNicholsonMA@gmail.com)>; [ryan.kath@nbcuni.com](mailto:ryan.kath@nbcuni.com) <[ryan.kath@nbcuni.com](mailto:ryan.kath@nbcuni.com)>; Fiandaca, Cheryl <[cfiandaca@cbs.com](mailto:cfiandaca@cbs.com)>; Bent, Nancy <[nbent@hearst.com](mailto:nbent@hearst.com)>; Alan <[rousseaua@verizon.net](mailto:rousseaua@verizon.net)>; [spotlight@globe.com](mailto:spotlight@globe.com) <[spotlight@globe.com](mailto:spotlight@globe.com)>; [patricia.wen@globe.com](mailto:patricia.wen@globe.com) <[patricia.wen@globe.com](mailto:patricia.wen@globe.com)>; [Carissapervier0905@gmail.com](mailto:Carissapervier0905@gmail.com) <[Carissapervier0905@gmail.com](mailto:Carissapervier0905@gmail.com)>

**Subject:** [EXTERNAL] Re: Fw: [EXTERNAL] South Main Street Bridge is a Public Safety Hazard and Defect in Legal Public Way

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Dear Mr. DeMeo:

What was Boone thinking? When your voice is disregarded and muted by the machinery controlled by the ones with the power, you must remain silent.

If you don't get a response to your inquiries, it's because you do not deserve a response. What is so hard to understand about this?

Being rude will only get you quickly eradicated.



So, Boone, put on your pom-poms. "If you're cheerleading, you're with us . . . If you're not cheerleading, you're against us."

It's simple.

Boone, get with the program. Put on a smile, ask how everyone's weekends were, and shut the hell up.

SG

On Thu, Oct 20, 2022 at 8:10 PM PAUL DEMEO <[ryanrealty@comcast.net](mailto:ryanrealty@comcast.net)> wrote:

Dear Gardner City Council President Elizabeth Kazinskas,

Your email to Councilor Boone was shameful. He deserves a Public apology.

Mayor Nicholson is a twenty-eight year old man and can fight his own battles without you "stepping in to the ring" to defend him.

You have violated Massachusetts State Law on numerous occasions while serving as council president so you should be the last one to chastise a fellow councilor who is truly representing the people who elected him.

It is courteous for the mayor to respond to a sitting city councilor but we have a mayor who believes he does not need to respond to anybody in the city including the media. We have a mayor who is not respectful and courteous.

The Gardner City Council is run like a "three ring circus" with you as the ringmaster. **There is no longer any separation of power between the city council and executive office as you have created the 12th seat on the city council, for the mayor!**

The Public Safety issue and defect in a public way has not been addressed though the city is now liable as it has been brought to the attention of the city. There have already been numerous accidents at this abutment.

**The NEWS media has been copied so hopefully someone will investigate WHY a safety hazard has not been addressed with a timeline for repair/replacement of a bridge on a legal public way.**

Gardner City Councilor Jim Boone is the only one left with an independent voice on the city council with the other ten supporting whatever the mayor wants with you paving the way. Boone truly represents the people who elected him.

Regards,  
Paul DeMeo

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, October 20, 2022 11:23 AM  
**To:** Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>  
**Cc:** Titi Siriphan <tsiriphan@gardner-ma.gov>; Mayor <Mayor@gardner-ma.gov>; Dane Arnold <darnold@gardner-ma.gov>  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

As an elected City Councilor of the people of Gardner it would be common courtesy to respond to a councilor in a timely manner or at least acknowledge the request. I realize everyone is busy however I asked for an update 8 days ago and still don't have any update.

---

**From:** Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>  
**Sent:** Thursday, October 20, 2022 9:44 AM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Cc:** Titi Siriphan <tsiriphan@gardner-ma.gov>; Mayor <Mayor@gardner-ma.gov>; Dane Arnold <darnold@gardner-ma.gov>  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

**Dear Councilor Boone,**

**As City Council President, a fellow City Councilor, and a proud Gardner resident, I would sincerely appreciate it if you would please be respectful and courteous in your correspondence. Your choice of words and implied tone in your email to Mayor Nicholson are unacceptable. The people we represent and community we lead, along with Mayor Nicholson and every other City employee or elected official, do not deserve this type of conduct from a City Councilor.**

**I do not appreciate this being the second instance, never mind within the past 5 months, where I've read an email like this from you. Common courtesy and professionalism should be expected from every City Councilor, no matter the issue.**

**Thank you for your consideration of this email.**

**Best,  
Lizzy**

Elizabeth Kazinskas  
City Council President  
Councillor at-Large  
City of Gardner  
Cell: (978) 337-1533  
[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)

---

**From:** James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)>  
**Sent:** Friday, October 14, 2022 12:15 PM  
**To:** Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>; Dane Arnold <[darnold@gardner-ma.gov](mailto:darnold@gardner-ma.gov)>  
**Cc:** WERNER POEGEL <[wernerpoegel@comcast.net](mailto:wernerpoegel@comcast.net)>; Titi Siriphan <[tsiriphan@gardner-ma.gov](mailto:tsiriphan@gardner-ma.gov)>; Elizabeth Kazinskas <[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)>; PAUL DEMEO <[ryanrealty@comcast.net](mailto:ryanrealty@comcast.net)>; Nathan R. Boudreau <[nboudreau@gardner-ma.gov](mailto:nboudreau@gardner-ma.gov)>; James M. Walsh <[jwalsh@gardner-ma.gov](mailto:jwalsh@gardner-ma.gov)>  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

Hello,

Cat got your tongue? As a City Councilor I deserve a reply. I would think. In fact the entire council should be updated.

Councilor Boone

---

**From:** James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)>  
**Sent:** Wednesday, October 12, 2022 8:25 AM  
**To:** PAUL DEMEO <[ryanrealty@comcast.net](mailto:ryanrealty@comcast.net)>; Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>; Dane Arnold <[darnold@gardner-ma.gov](mailto:darnold@gardner-ma.gov)>; Nathan R. Boudreau <[nboudreau@gardner-ma.gov](mailto:nboudreau@gardner-ma.gov)>  
**Subject:** Re: [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

Recently I made the mistake of trying to get to Travers St forgetting the bridge was still closed. No big deal had to turn around. But I would be interested in and update.

---

**From:** PAUL DEMEO <[ryanrealty@comcast.net](mailto:ryanrealty@comcast.net)>  
**Sent:** Tuesday, October 11, 2022 10:10 PM  
**To:** Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>; Titi Siriphan <[tsiriphan@gardner-ma.gov](mailto:tsiriphan@gardner-ma.gov)>; Alek Dernalowicz <[adernalowicz@gardner-ma.gov](mailto:adernalowicz@gardner-ma.gov)>  
**Cc:** James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)>; Nate Boudreau <[n8boudreau@gmail.com](mailto:n8boudreau@gmail.com)>; Craig Cormier <[ccormier@gardner-ma.gov](mailto:ccormier@gardner-ma.gov)>; Ronald Cormier <[railron@aol.com](mailto:railron@aol.com)>; Karen Hardern <[karenhardern@hotmail.com](mailto:karenhardern@hotmail.com)>; Elizabeth Kazinskas <[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)>; James M. Walsh <[jwalsh@gardner-ma.gov](mailto:jwalsh@gardner-ma.gov)>; Dana Heath <[dheath@gardner-ma.gov](mailto:dheath@gardner-ma.gov)>; Alek Dernalowicz <[adernalowicz@gardner-ma.gov](mailto:adernalowicz@gardner-ma.gov)>; Judy Mack <[jmack@gardner-ma.gov](mailto:jmack@gardner-ma.gov)>; [gtyros@gmail.com](mailto:gtyros@gmail.com) <[gtyros@gmail.com](mailto:gtyros@gmail.com)>; Scott Graves <[sgraveslawoffice37@gmail.com](mailto:sgraveslawoffice37@gmail.com)>; Scott Graves <[scott.graves.info@gmail.com](mailto:scott.graves.info@gmail.com)>; Bruce Chester <[bkchester@yahoo.com](mailto:bkchester@yahoo.com)>; [anne.gobi@masenate.gov](mailto:anne.gobi@masenate.gov) <[anne.gobi@masenate.gov](mailto:anne.gobi@masenate.gov)>; PAUL DEMEO <[ryanrealty@comcast.net](mailto:ryanrealty@comcast.net)>; [cenae-pa@usace.army.mil](mailto:cenae-pa@usace.army.mil) <[cenae-pa@usace.army.mil](mailto:cenae-pa@usace.army.mil)>; [Samantha.K.Hutchins@usace.army.mil](mailto:Samantha.K.Hutchins@usace.army.mil) <[Samantha.K.Hutchins@usace.army.mil](mailto:Samantha.K.Hutchins@usace.army.mil)>; [AGO@state.ma.us](mailto:AGO@state.ma.us) <[AGO@state.ma.us](mailto:AGO@state.ma.us)>  
**Subject:** [EXTERNAL] South Main Street Bridge is a Public Safety Hazzard and Defect in Legal Public Way

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**Mayor Nicholson,**

**As you are well aware, the South Main Street Bridge in South Gardner has been closed for some time with no clear efforts on your part to either repair/replace it. This is a Defect in a Public Way as defined by Massachusetts General Laws. (attached). It is also a danger to the waterway if it collapses and poses a flooding danger. This is a tributary (Mahoney Brook) which flows from Wrights Reservoir (under Army Corps of Engineers control) to the Otter and Miller's Rivers and Birch Hill Dam. (42.560711, -71.982183 location of bridge)**

**It was brought to my attention by a neighbor how unsafe the barricades are with little notice to motorists the road is blocked. This neighbor spoke of cars going off the road at night due to poor driving conditions. GPS shows it as an active and open road. She asked for my help.**

**You and the city council should either fix the bridge or discontinue the road.**

**It's a poor excuse that the Worcester and Providence Railroad won't cooperate in the repair of the bridge. How about removing the bridge and putting in a culvert?**

**Would the Army Corps of Engineers assist as they control this waterway?**

**Senator Anne Gobi has been copied to make her aware of the issue.**

**As the bridge has been left by the DPW Director Arnold, it is unsafe and a danger to motorists. It is apparent a resident has spray painted DANGER, as it surely is.**

**Thank you for your prompt attention to this public safety hazard and danger.**

**Regards,  
Paul DeMeo**

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Wednesday, October 19, 2022 2:31 PM  
**To:** Titi Siriphan  
**Subject:** Re: [EXTERNAL] Fwd: Free Pass Defamation - Public Records Request

Can you summarize.

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Wednesday, October 19, 2022 9:05 AM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Subject:** RE: [EXTERNAL] Fwd: Free Pass Defamation - Public Records Request

Morning Councillor Boone,

This a public records request. You will need to respond to the requestor by November 1<sup>st</sup>.

If you read the public request in it's entirety, it lists what the requestor is asking for.

Best,

Ti

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Tuesday, October 18, 2022 3:28 PM  
**To:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Re: [EXTERNAL] Fwd: Free Pass Defamation - Public Records Request

I don't understand. What do we have to specifically do?

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Tuesday, October 18, 2022 1:43 PM  
**To:** CityCouncil <[CityCouncil@gardner-ma.gov](mailto:CityCouncil@gardner-ma.gov)>; John Flick <[jflick@flicklawgroup.com](mailto:jflick@flicklawgroup.com)>; Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)>  
**Cc:** Scott Joseph Graves - City of Gardner ([sgraveslawoffice37@gmail.com](mailto:sgraveslawoffice37@gmail.com)) <[sgraveslawoffice37@gmail.com](mailto:sgraveslawoffice37@gmail.com)>  
**Subject:** FW: [EXTERNAL] Fwd: Free Pass Defamation - Public Records Request

Dear Department and City Councillors,

Please see Public Record Request attached.

If I have missed any other department head that should be included with this public records request, please feel free to forward this email to them as well.

The deadline to respond is November 1, 2022, which is the 10 day requirement per Massachusetts Public Records Law.

Regards,



Ti

Titi Siriphan  
City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
Tel 978-630-4058  
Fax 978-630-2589

*When writing or responding, please remember that the MA Secretary of State's Office has determined that email is a public record and therefore subject to public access under the Mass Public Records Law. M.G.L.c.66§10.*

**From:** Scott Joseph Graves <[sgraveslawoffice37@gmail.com](mailto:sgraveslawoffice37@gmail.com)>  
**Sent:** Monday, October 17, 2022 8:07 PM  
**To:** Titi Siriphan <[tsiriphan@gardner-ma.gov](mailto:tsiriphan@gardner-ma.gov)>  
**Subject:** [EXTERNAL] Fwd: Free Pass Defamation - Public Records Request

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----- Forwarded message -----

**From:** Scott Joseph Graves <[sgraveslawoffice37@gmail.com](mailto:sgraveslawoffice37@gmail.com)>  
**Date:** Mon, Oct 17, 2022 at 8:07 PM  
**Subject:** Free Pass Defamation - Public Records Request  
**To:** John Flick <[jflick@flicklawgroup.com](mailto:jflick@flicklawgroup.com)>, James M. Walsh <[jwalsh@gardner-ma.gov](mailto:jwalsh@gardner-ma.gov)>, James Boone <[jboone@gardner-ma.gov](mailto:jboone@gardner-ma.gov)>, Judy Mack <[jmack@gardner-ma.gov](mailto:jmack@gardner-ma.gov)>, Nathan R. Boudreau <[nboudreau@gardner-ma.gov](mailto:nboudreau@gardner-ma.gov)>, <[dheath@gardner-ma.gov](mailto:dheath@gardner-ma.gov)>, Karen G. Hardern <[khardern@gardner-ma.gov](mailto:khardern@gardner-ma.gov)>, Craig Cormier <[ccormier@gardner-ma.gov](mailto:ccormier@gardner-ma.gov)>, Alek Dernalowicz <[adernalowicz@gardner-ma.gov](mailto:adernalowicz@gardner-ma.gov)>, George Tyros <[gtyros@gardner-ma.gov](mailto:gtyros@gardner-ma.gov)>, Councillor R Cormier <[railron@aol.com](mailto:railron@aol.com)>, Elizabeth Kazinskas <[ekazinskas@gardner-ma.gov](mailto:ekazinskas@gardner-ma.gov)>

Dear Public Servants:

Enclosed is my Public Records Request concerning your recent global City of Gardner Government defamation of me.

Scott Graves, Citizen

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, February 10, 2022 2:58 PM  
**To:** Titi Siriphan  
**Subject:** Re: Joint Convention of City Council and School Committee - February 22, 2022

Ti, is Vance term expiring? (wish mine was) 😊

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Monday, February 7, 2022 7:07 PM  
**To:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Re: Joint Convention of City Council and School Committee - February 22, 2022

Am I up for Vance?

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Monday, February 7, 2022 10:20 AM  
**To:** Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Craig Cormier <ccormier@gardner-ma.gov>; Dana Heath <dheath@gardner-ma.gov>; Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>; George Tyros <gtyros@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; James Boone <jboone@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; Councillor Karen G. Hardern <karenhardern@hotmail.com>; Karen G. Hardern <khardern@gardner-ma.gov>; Nathan R. Boudreau <nboudreau@gardner-ma.gov>; Councillor Ronald F. Cormier <railron@aol.com>; Ronald F Cormier <roncormier@gardner-ma.gov>  
**Subject:** Joint Convention of City Council and School Committee - February 22, 2022

President Kazinskas and Councillors:

Please see attached Joint Convention of City Council and School Committee notice.

Meeting notice is also posted on the City's website. Link to agenda: <http://www.gardner-ma.gov/AgendaCenter/ViewFile/Agenda/02222022-3274>

Regards,

Ti

Titi Siriphan  
City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
Tel 978-630-4058  
Fax 978-630-2589

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**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Monday, February 7, 2022 7:08 PM  
**To:** Titi Siriphan  
**Subject:** Re: Joint Convention of City Council and School Committee - February 22, 2022

Am I up for Vance?

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Monday, February 7, 2022 10:20 AM  
**To:** Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Craig Cormier <ccormier@gardner-ma.gov>; Dana Heath <dheath@gardner-ma.gov>; Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>; George Tyros <gtyros@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; James Boone <jboone@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; Councillor Karen G. Hardern <karenhardern@hotmail.com>; Karen G. Hardern <khardern@gardner-ma.gov>; Nathan R. Boudreau <nboudreau@gardner-ma.gov>; Councillor Ronald F. Cormier <railron@aol.com>; Ronald F Cormier <roncormier@gardner-ma.gov>  
**Subject:** Joint Convention of City Council and School Committee - February 22, 2022

President Kazinskas and Councillors:

Please see attached Joint Convention of City Council and School Committee notice.

Meeting notice is also posted on the City's website. Link to agenda: <http://www.gardner-ma.gov/AgendaCenter/ViewFile/Agenda/02222022-3274>

Regards,

Ti

Titi Siriphan  
City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
Tel 978-630-4058  
Fax 978-630-2589

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**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Monday, January 31, 2022 6:26 PM  
**To:** Titi Siriphan  
**Subject:** Re: Vincent Alfano, Acting Police Chief

Ti do we have a meeting tonight?

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Monday, January 31, 2022 4:49 PM  
**To:** Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Craig Cormier <ccormier@gardner-ma.gov>; Dana Heath <dheath@gardner-ma.gov>; Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>; George Tyros <gtyros@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; James Boone <jboone@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; Councillor Karen G. Hardern <karenhardern@hotmail.com>; Karen G. Hardern <khardern@gardner-ma.gov>; Nathan R. Boudreau <nboudreau@gardner-ma.gov>; Councillor Ronald F. Cormier <railron@aol.com>; Ronald F Cormier <roncormier@gardner-ma.gov>  
**Subject:** Vincent Alfano, Acting Police Chief

President Kazinskas and Councillors:

The Mayor has filed a Certificate of Appointment for Vincent Alfano for the position of Acting Police Chief. The Appointment is for a 60-day period. A scan of the Certificate is attached.

Regards,

Ti

Titi Siriphan  
City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
Tel 978-630-4058  
Fax 978-630-2589

***When writing or responding, please remember that the MA Secretary of State's Office has determined that email is a public record and therefore subject to public access under the Mass Public Records Law. M.G.L.c.66§10.***

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Thursday, November 11, 2021 7:39 PM  
**To:** Mayor  
**Subject:** Re: Upcoming Vaccine Clinics

Where is Chair City church?

---

**From:** Mayor <Mayor@gardner-ma.gov>  
**Sent:** Wednesday, November 10, 2021 7:08 PM  
**To:** Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>  
**Cc:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Upcoming Vaccine Clinics

Good Evening Madam President, Councilors, Senator Gobi, and Rep Zlotnik,

I wanted to let you know about two vaccination clinics we have coming up. Both clinics will have Moderna, Pfizer, and Johnson and Johnson Vaccines available. Those who receive Moderna or Pfizer must have had their last dose 6 months ago. Johnson and Johnson has a 2 month waiting period.

**Tuesday, Nov 16-**

There will be a vaccination clinic at Gardner City Hall next Tuesday, November 16th, from 9am to 3pm. This clinic is open to the public and is being offered on a walk-in basis with no appointments.

**Wednesday, Nov 17-**

There will be another clinic on Wednesday at Chair City Church sponsored by the Gardner Senior Center. This will be from 9am-2:45pm.

**This clinic requires advanced registration.**

The graphics for the posters for these clinics are attached to this email.

Best,

Mike

Michael J Nicholson  
Mayor, City of Gardner, MA



AH 27

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Wednesday, October 6, 2021 8:36 AM  
**To:** Titi Siriphan  
**Subject:** Re: Can you ask local City clerks

Hi Ti,

Can you ask both Fitchburg and Leominster if they have a police officer at there meeting. Also do they ask for public comment at the beginning of the meeting?

Thanks,  
Jim

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Monday, September 20, 2021 10:54 AM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Subject:** RE: Can you ask local City clerks

Morning Jim,

I apologize for the late response. I called out sick on Friday and catching up on my emails now. I've been a busy with election preparations and cleaning of my "to do" piles. At some point I'd like to see the top of my desk.

I was able to reach out to Leominster and Fitchburg and here are their responses below:

**LEOMINSTER**

Hello,

We allow a public comment period at the beginning of the City Council meeting. The public comment period is restricted to items only listed on the agenda and a 2 minute time period. No other comment from the public is allowed during the meeting unless otherwise accepted by the city council president, and then the vote to go to recess to do so.

OML states that while public comment is ENCOURAGED it is NOT REQUIRED unless during a public hearing, at the designated time the chair/president calls for it. So in the end, except for public hearings it is the president/chair's discretion.

**FITCHBURG**

Ti,

The public is always heard at the discretion of the Council President. Here, in Fitchburg, we have a "public comment" section, but it's only for anything on the Agenda, so if the topic isn't on the Agenda, they won't hear it.

Best,

Mary

Titi Siriphan  
City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
Tel 978-630-4058  
Fax 978-630-2589

*When writing or responding, please remember that the MA Secretary of State's Office has determined that email is a public record and therefore subject to public access under the Mass Public Records Law. M.G.L.c.66§10.*

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Wednesday, September 15, 2021 10:11 PM  
**To:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Re: Can you ask local City clerks

Hi Ti, any update? Thanks, Jim

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Friday, September 10, 2021 4:36 PM  
**To:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Re: Can you ask local City clerks

Thanks Ti, enjoy the time off.

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**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Friday, September 10, 2021 12:34 PM  
**To:** James Boone <jboone@gardner-ma.gov>  
**Subject:** RE: Can you ask local City clerks

Hi Jim!

I am off today and Monday, but check my emails periodically and work remotely when I can. Didn't want you to think I'm ignoring you.

When I get back to the office, I will contact other clerks and select boards to get their opinions.

Best,

Ti

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Friday, September 10, 2021 10:53 AM  
**To:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Subject:** Can you ask local City clerks

Hi Ti,

Can you ask local City clerks if City Councils and Select boards allow the public to comment at there regular meetings?

Thanks,  
Jim

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Friday, September 10, 2021 10:53 AM  
**To:** Titi Siriphan  
**Subject:** Can you ask local City clerks

Hi Ti,

Can you ask local City clerks if City Councils and Select boards allow the public to comment at there regular meetings?

Thanks,  
Jim

**Mayor**

---

**From:** James Boone <jboone@gardner-ma.gov>  
**Sent:** Wednesday, September 29, 2021 2:04 PM  
**To:** Titi Siriphan  
**Subject:** Re: Finance Committee Agenda - Thursday, September 30, 2021 - 8:00 AM

Hi Ti,

Can I get a list of official holidays today. I guess the proposed is to add Juneteenth.

Thanks,  
 Jim

---

**From:** Titi Siriphan <tsiriphan@gardner-ma.gov>  
**Sent:** Monday, September 27, 2021 3:54 PM  
**To:** Alek Dernalowicz <adernalowicz@gardner-ma.gov>; Craig Cormier <ccormier@gardner-ma.gov>; Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>; George Tyros <gtyros@gardner-ma.gov>; James M. Walsh <jwalsh@gardner-ma.gov>; James Boone <jboone@gardner-ma.gov>; Judy Mack <jmack@gardner-ma.gov>; Councillor Karen G. Hardern <karenhardern@hotmail.com>; Karen G. Hardern <khardern@gardner-ma.gov>; Nathan R. Boudreau <nboudreau@gardner-ma.gov>; Councillor Ronald F. Cormier <railron@aol.com>; Ronald F Cormier <roncormier@gardner-ma.gov>; Scott Joseph Graves - City of Gardner (sgraveslawoffice37@gmail.com) <sgraveslawoffice37@gmail.com>  
**Subject:** Finance Committee Agenda - Thursday, September 30, 2021 - 8:00 AM

President Kazinskas and Councillors:

Please find attached the Finance Committee Agenda for Thursday's Meeting.

Link to packet: <http://www.gardner-ma.gov/AgendaCenter/ViewFile/Agenda/09302021-3144>

Regards,

Ti

Titi Siriphan  
 City Clerk  
 95 Pleasant Street, Room 121  
 Gardner, MA 01440  
 Tel 978-630-4058  
 Fax 978-630-2589

*When writing or responding, please remember that the MA Secretary of State's Office has determined that email is a public record and therefore subject to public access under the Mass Public Records Law. M.G.L.c.66§10.*



**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Monday, April 5, 2021 12:12 PM  
**To:** sgraveslawoffice37@gmail.com  
**Subject:** Re: Waste Management - Proposal to the City of Gardner - Solid Waste & Recycling Collection Services

Scotty,

Although I am still irritated from a public records request that was sent to me with you chewing me out I still respect you. As an opinion your emails are too long. At least I, being dumb, lose interest. My opinion for what it is worth. Keep it short. Send multiple short emails if necessary. Again my opinion.

Best,  
Jimmy

---

**From:** Scott Joseph Graves <sgraveslawoffice37@gmail.com>  
**Sent:** Sunday, April 4, 2021 12:07 PM  
**To:** Mayor  
**Cc:** Pacek, Ed; James M. Walsh; James Boone; Nathan R. Boudreau; Joshua Cormier  
**Subject:** Re: Waste Management - Proposal to the City of Gardner - Solid Waste & Recycling Collection Services

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Dear Mr. Mayor:

First of all, I don't know how you can say that "Harvey's proposal simply offered cheaper prices than Waste Management's proposal" because, objectively, it is not "cheaper."

Also, so as to cut down on the confusion, you did not request, nor did you receive, a "proposal" from Waste Management in whatever process it is you are using. At FinCom you told the Public that you received "proposals" from 2 or 3 companies. That would be *one* company: E.L. Harvey (because, you say, Shaw's did not provide one).

The bottom line is this: your email statements to Mr. Pacek/Waste Management indicate that your interest is to teach Waste Management a lesson.

I once suggested that an outsider like me might perceive the way WM handled the situation last early summer as kind of putting the City over a barrel. Of course, I was on the outside of that entire process, and did not have any of the background facts regarding that appearance - like you had then, and have now. Though you have refused to give me *any* information, I have new information that my prior perception was not the reality of the situation.

That being said, let's all remember that this whole thing was caused because the Law Department erroneously told Acting Mayor Kazinskas that the CC was not able to give her authority to execute a 5-year contract. So she signed a one-year contract - which put us in a costly and sordid bind, to say the least. A.M. Kazinskas had every discretion in the circumstances to do the 3 or 5-year contract. But, as we know, the Law Department said otherwise - quite incorrectly. So, if you want to teach someone a lesson, maybe your dunce cap is placed on the wrong head.

But, does it even matter now?

Take your hurt feelings, and the adrenaline of power, out of it for now. Let's admit, for the sake of argument, that WM used strong-arm tactics. If the City gets a financially beneficial contract right now from WM, for the next 3 or 5 years or 20 years, who cares? What are we doing here? Teaching lessons?

Are we going to reward a stranger (Harvey) just to punish our long-time partner? "Better the devil you know than the one you don't" . . . "Don't cut off your nose to spite your face." Do we need to resort to Aesop's Fables here?

Look what happened when Mayor Hawke appointed himself the "legislative body" of the City (under the advice of John Flick) - and canned Wood's Ambulance Service.

But, let's get beyond the emotion and look at the actual substance of your email to Ed Pacek (I myself did not get a response to my emails to you on this subject - so he should consider himself somehow special in this regard).

The Mayor seems to be issuing another legal opinion based on some statute other than G.L. c. 30B.

Chapter 30B unequivocally and unambiguously states this: "This chapter shall *not* apply to: ... solid waste removal services."

I highlighted "chapter" because you place some emphasis on the applicability of some "section(s)" of the said Law. The entire "chapter" is not applicable - which means that zero "*sections*" of chapter 30B apply to contracts for solid waste removal services.

Also, I can't find where the Attorney General has "interpreted" the statute? Did you mean the *Inspector* General. Either way, do you have a cite where I can read this "interpretation"?

Even though it is irrelevant (because the statute does not apply to this situation), you say that the statute defines the phrase, "Public Bidding Process." I wonder what you are reading, because I don't see that.

I am interested to see how an AG (Executive Branch) "interpretation" swallows express statutory exemptions adopted by the Commonwealth's General Court (Legislative Branch)

- and how the AG (Executive Branch) can render statutory language (Legislative Branch) entirely superfluous.

You go on to write this to Mr. Pacek: "While exempt from 30B, we followed a process for this task that for the most part mimicked this procedure but still asked for competitive bids provided for consideration for the awardance of a contract- this this exemption of the records law applies."

I truly have no idea what that means.

Do you believe (as does the Commonwealth's General Court (Legislative Branch)) that the exemption applies, or, do you believe (as does, according to you, the Attorney General (Executive Branch)), that it doesn't?

This is all very important because I have a duty to explain to the People what is going on here - and, right now, I don't know.

You malign (wrongfully, I think) Director Saunders for sharing "proposals" - and you interjected yourself to interfere with my request for information from her. But, was that wrong of her to share proposals between competing businesses in a situation where c. 30B does not apply? I have copied Councillor Josh Cormier (Purchasing Agent) on this - he would know.

Maybe you, as the Executive, would see a benefit to the Citizenry in not going back and forth between companies to get the lowest price for the Ratepayers. That is, maybe loyalty to a decades-long partner in this City gets us an unbeatable bargain now or down the road. But, in a situation like this one, *where c. 30B is not applicable*, and if everything is open and above board, I do not see what would be wrong in going back and forth between companies - as long as all interested suitors/vendors knew that this was what you were doing. That way there, if one company did not like that - it would be free to remove itself from the competition. Maybe I am missing something, which would hardly be the first time.

You might see fit to cut the City Council out of the process by going with a 3-year contract. That is your prerogative as the Executive. But, as I have said, it can be a 20-year contract and the Mayor does not need CC approval in this regard (again, c. 30B does not apply).

But, not sharing information with elected City Councillors, in my opinion, is not only a bad idea - it is anti-democratic. If I am dead-wrong about anything here, it's probably because you cut me off from all the information that I have requested.

Thank you.

Scott J. Graves, Esq., City of Gardner City Councillor at Large

On Sat, Apr 3, 2021 at 11:58 PM Mayor <[Mayor@gardner-ma.gov](mailto:Mayor@gardner-ma.gov)> wrote:

Dear Mr Pacek,

Your email contains several factual errors that I would like to correct.

**Contracting Authority:**

Firstly, I apologize if you misunderstood our conversation in my office on March 16th. In the City of Gardner, the authority to award, negotiate, and sign contracts for services lies solely with the Mayor (with some few exceptions as required by law). The City Council has the authority to authorize the City through my office to extend the life of the contract from three (3) years to five (5) years, and to approve the appropriation to pay the contract in the annual budget. The item before the Council for vote on Monday evening is to authorize my office to enter into a contract for up to five (5) years, instead of the three (3) years that does not require approval for execution. The item is not who should be awarded the contract nor evaluating proposals submitted- those are Executive roles are functions. Since, as we saw last year, the length and duration of the contract can have a large impact on the pricing included in a contract, this must be done prior to any agreement being signed as currently, I only have the authority to award for three (3) years, where adding an additional two (2) could reduce prices that are negotiated.

Even with all of that said, I would like to go further into how we got to where we are today for the benefit of the other recipients of your email understanding the background of the situation and clearing up any confusion.

**Notice of Options to Extend:**

Last year, while Council President Kazinskas was serving as Acting Mayor, the City entered into a one (1) year contract with the option to extend for four (4) years for solid waste removal services. Written into that contract was language that stated that by April 1st, the City must have notified Waste Management whether or not it was going to continue with the four (4) year option. This one (1) year contract had quite a large increase that caused several concerning discussions during the City's budget process this past year. This was particularly concerning to many as the City had largely increased its program fees that it charges to the public following votes of the City Council in February of 2020, when the Director requested an increase to make sure revenue met the rising costs of the services being provided.

These discussions began again when the Administration had to place an additional appropriation request of \$200,000 before the City Council on December 7th, 2020 because the costs of the services were coming in much larger than the Director had initially anticipated.

While you are correct that the service provided to the City is of high quality, the prices, particularly in this last contract, just keep going up. Furthermore, I, as Mayor, did not appreciate the substantial increase that was included in this last contract. Even with the credit that was included, the costs are much larger than before.

As such, per the language of the contract that stated that by April 1, 2021, the City had to notify Waste Management as to whether it was going to continue beyond the one (1) year lifespan of the initial contract, I sent a notice on behalf of the City of Gardner to Waste Management contractually notifying you of our decision to forego the extension options listed in the document. As such I do not understand why you claim



that Waste Management was given no prior warning, as we were contractually obligated to let you know one way or the other by April 1st.

**Proposals received:**

The City was notified from three (3) vendors that they were interested in performing Solid Waste Removal services for the City.

The initial response from Waste Management mimicked the items listed in the original options to extend that was in the original contract.

We then received a proposal from Harvey, and Shaws decided they were not going to submit a proposal.

You then requested a copy of the proposal from Harvey. I learned after the fact that this was sent to you. This should not have been as it was not a public record at that time. I have spoken to that employee about that situation. However what happened happened.

(Please note that while solid waste removal services is exempt from Chapter 30B of the General Laws, the public records law simply states "Public Bidding Process" and does not site a specific section of the law so this has been interpreted by the Attorney General's office to mean any time a bidding process for a competitive process is followed, whether required by 30B or not. While exempt from 30B, we followed a process for this task that for the most part mimicked this procedure but still asked for competitive bids provided for consideration for the awardance of a contract- this this exemption of the records law applies).

After seeing the other company's proposal, Waste Management then submitted a newly revised proposal that had different numbers in it. (Ironically, that is the type of action for which the public records law exempts proposals for a competitive contract to prevent bidding wars among entities). It was then that I learned that the proposal from Harvey was sent to you by a staff member who was unaware of that exemption of the public records law. As such, in order to correct the inappropriate disclosure and maintain fairness in the process, Harvey was given the opportunity, just like Waste Management did, to submit a second proposal. However, I can assure you Harvey was never sent a copy of Waste Management's newly revised proposal.

After reviewing the proposals submitted, Waste Management simply was not the proposal in the best financial interest of the City and its *rate* payers (italics added to show this contract is paid out of the fees for service and not money raised through taxation). Please note that the proposal you attached to this email is not the most recent proposal the City received from Harvey and is the original one that was sent to you which should not have been.

It should also be mentioned that all of this took place before our meeting of March 16th, prior to you bringing your financial analysis to my attention. Furthermore, the numbers in the proposals were reviewed by multiple staff members in the City whom I trust greatly in their review of the documents and acknowledgement of the fiduciary responsibility we have to our tax payers and rate payers.

**Other:**

Your materials falsely imply Harvey will not provide dumpster services through their proposal.



The other day I received a phone call from Director Saunders inquiring whether or not the proposals are considered public record in order to ensure there were no inadvertent disclosures as there had been before. Responding to her, as there was no context as to whether or not anyone had requested the information of her, I had said no as I believed the proposals to be privileged until a contract is executed. After reviewing an email I received from Councilor Graves, he correctly pointed out that I was incorrect and that the proposals became public when we notified Harvey that we were going to move forward with their proposals. I do not have access to these files at home and do not plan on being in the office during the weekend but am happy to share them with the council and the public when access to them is available.

Harvey is a company local to the region who, while they do not have experience in the City of Gardner, have extensive experience in other municipalities for solid waste removal services. Furthermore the Health Department was a constant member in the discussions and decision making processes of this past contract proposal review.

**Inability to accept a further proposal:**

The proposal that you have attached here is different from the aforementioned two (2) proposals that Waste Management submitted to the City. Whereas we allowed, while breaking from usual procedure, Waste Management to present a second proposal already, I do not believe it right, fair, or in the spirit of the public bidding process to accept an additional proposal at this time.

**Final thoughts:**

You state in your email that for the past twenty five (25) years, Waste Management has been a great partner for the City. This is true. Waste Management has provided quality services to the City during the duration of a contract that was initially signed when I was but two (2) years old. Anyone who sees/heard that would believe and state that such a relationship is quite a partnership.

As such, I'm sure you can understand the surprise, disappointment, and dismay that I, as mayor, and many others had when a long standing partner, like Waste Management, strong armed the City into a contract with substantial increases with credit incentives in place to try to strong arm the City and its rate payers once again into a contract that simply was not a good contract - all at the onset of a global pandemic like the world has never seen before and the City was going through a situation like the City has never gone before with the mayoral vacancy.

That to me is not a good partnership, and I can tell you that that played a large role in my part of the decision making process for this contract. Waste Management was a good partner to work with for twenty five (25) years, but when it came to the City asking if Waste Management would work with us when the City was going through several unprecedented situations, Waste Management offered dollar signs instead of conversations and understanding. As you stated in your email below- was that really worth laddening the Health Department with burdensome cost increases and contract terms in the midst of a pandemic?

Then to see Waste Management only thought to lower their pricing proposals, to a partner of twenty five (25) years, to reasonable amounts AFTER seeing a proposal from a competitor (which again should not have been sent to Waste Management in the first place) shows that the contract presented last year was not what Waste Management could truly offer to work with the City in its situation at that time and still now.

On top of all of that, the largest factor was still that Harvey's proposal simply offered cheaper prices than Waste Management's proposal and the City needs to be financially responsible when it comes to spending the money of those who live here and utilize the services we offer.

**Conclusion:**

With all of that said, I would like to thank Waste Management for the work that you have provided to the City and it's residents over the course of the past 25 years.

Have a blessed and Happy Easter,

Michael J Nicholson, MCPPO  
Mayor, City of Gardner, MA

On Apr 3, 2021, at 6:14 PM, Pacek, Ed <[EPacek@wm.com](mailto:EPacek@wm.com)> wrote:

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Dear Mayor Nicholson, President Kazinskas and Chairperson Cormier,

For the past 25 years, Waste Management has been the City of Gardner's partner in solid waste and recycling collection. We are appreciative of this long-lived and successful relationship and believe that our track record of service, environmental stewardship and industry-leading safety have added value to the City and its residents over these many years. We are especially proud of our recent performance where we have offered uninterrupted sanitation services throughout the pandemic – a time when collection volumes have spiked as a result of so many residents staying home. Despite these challenging circumstances, we have also received positive feedback from City Staff and in the spirit of partnership we have made contributions promoting Gardner as a great place to live and work.

Therefore, when we received notice – with no prior warning – that the City had terminated it is relationship with us effective 6/30/2021 (see attached) we were completely dismayed. We also learned that the City had received a proposal from a competitor allowing it to save ~\$200,000. I requested a copy of this proposal (see attached) to ensure that it encapsulated the full scope of services currently performed and that it was fairly evaluated against our existing contract extension. Upon review, I conclusively discovered that our competitor would, in fact, cost Gardner \$541,289 more than if the City did nothing and allowed our existing contract to extend. Realizing that the City had just terminated a decades-long relationship in favor of an offer that would increase costs to residents by over \$0.5 Million, I was truly shocked.

After sharing my findings with the Mayor and Director of Public Health, I was informed via email that "Waste Management's proposal had a larger cost than others submitted". It is significant to point out that the City never asked Waste Management – it's partner of 25-years – for a proposal and consequently we had never submitted one. The only pricing the City could have used in its evaluation was the pricing that already existed in our current contract extension. Furthermore, because I had definitively proved that the competition's pricing was over \$0.5 Million more than our extension pricing, I am forced to conclude that our competitor either modified their proposal after I presented my analysis or the City's analysis remains incorrect.

While we are disappointed that, up to this point, the City has not engaged Waste Management in any negotiations for the next contract term, we still believe that our firm offers the City and its residents a greater value than anyone else. To prove this, I have attached a proposal offering the City both 5-year and 3-year options (plus extensions). While, this proposal saves the City even more – \$922,534 to be precise – finances are only one measure of value. Waste Management provides over 11,000 services to the residents of Gardner – each and every week. What is it worth to have this important service continue seamlessly into the future? What is it worth to avoid the risk of entrusting this essential service to a company who has never worked for the City and has no experience offering curbside service in Gardner? What is it worth to avoid lading the Health Department with burdensome transition responsibilities in the midst of the pandemic?

It is truly my hope that the City finds the best value in the offer presented today. When Mayor Nicholson and I met, he indicated that the City Council was driving the decision to consider other solid waste collection offers and that the City Council would ultimately vote on the next contract. For this reason, I have included the entire Council and furthermore I welcome and encourage each of you to contact me either by phone (508-873-3204) or email should you have any questions about what I have presented. Additionally, I would be more than happy to make a presentation before the Public Safety Committee or the full Council.

I deeply appreciate all of your time and consideration of this important matter impacting all City residents both in their pockets and at the curb and, in the meantime, I wish all of you Happy Easter.

Sincerely,

Ed Pacek

Public Sector Solutions

Waste Management

Cell: 508-873-3204

[epacek@wm.com](mailto:epacek@wm.com)

<Waste Management Proposal 4-3-2021.pdf>

<EL Harvey - Gardner Proposal 2021.docx>

<Waste Management & EL Harvey Comparative Analysis.xlsx>

<Termination Letter to Waste Mgmt.pdf>

**Mayor**

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**From:** jboone@gardner-ma.gov  
**Sent:** Thursday, March 4, 2021 1:46 PM  
**To:** sgraveslawoffice37@gmail.com  
**Cc:** James M. Walsh; Judy Mack; Nathan R. Boudreau; Titi Siriphan  
**Subject:** Re: Asking the City Clerk to be a City Councillor

Councillor Graves: Does the City Clerk not help us with matters pertaining to CC business?

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**From:** Scott Joseph Graves <sgraveslawoffice37@gmail.com>  
**Sent:** Thursday, March 4, 2021 1:33 PM  
**To:** James Boone  
**Cc:** James M. Walsh; Judy Mack; Nathan R. Boudreau; Titi Siriphan  
**Subject:** Asking the City Clerk to be a City Councillor

**CAUTION:** This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Councillor Boone: you sent an email to the City Clerk at noon today to "find out how many years went by with a hole in the roof of the Maki Building . . . (and the) theatre building."

Am I missing something? How would the City Clerk have this information?

If there are no documents to retrieve in the City Council's records on "holes in roofs of buildings," and I have no knowledge that there are any such documents, how is it the City Clerk's job to do this kind of leg work for the City Council? I'm lost (as usual).

SG, at Large



**Mayor**

---

**From:** jboone@gardner-ma.gov  
**Sent:** Thursday, October 24, 2019 2:20 PM  
**To:** Councillor S Graves; Alan Agnelli; John M. Flick  
**Subject:** Fw: Public Records Request

Please advise.

---

**From:** PAUL DEMEO <ryanrealty@comcast.net>  
**Sent:** Thursday, October 24, 2019 1:37 PM  
**To:** James Boone; jimmy.boone@verizon.net  
**Cc:** william.galvin@sec.state.ma.us; cathy.molta@sec.state.ma.us; openmeeting@state.ma.us; ryanrealty  
**Subject:** Public Records Request

Greetings Councilor Boone,

This is an official "Public Records" request.

I am requesting copies of any and all correspondence you received from Gardner City Councilor Christine Johnson on August 1, 2019 and September 4th, 2019.

The Massachusetts Secretary of States Office has been copied on this specific request.

Thank you for your timely response.

Best Regards,  
Paul DeMeo



City of Gardner - *Executive Department*  
 Mayor Michael J. Nicholson

RECEIVED

2022 OCT 29 PM 1:00

CITY CLERK'S OFFICE  
 GARDNER, MA

October 20, 2022

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

RE: An Ordinance to Amend Chapter 423 of the Code of the City of Gardner

Dear Madam President and Councilors,

Attached, please find a proposed ordinance amendment regarding Chapter 423 of the Code of the City of Gardner, entitled Hackney and other Carriages.

This chapter of the City Code governs the processes by which taxi cabs and livery vehicles must register with the Police Department and how they must operate within the City.

However, recently, there has been some confusion regarding drivers who wish to operate ride share options – such as Uber or Lyft – and whether or not those programs fall under the provisions of this ordinance.

Since 2019, ride share services have been governed in the Commonwealth under Chapter 159A ½ of the General Laws. (See attached).

I am requesting that the City Council vote to adopt the attached proposed language to make it clear that this section of the City Code does not relate to the operations of ride share services in order to make it easier for people to engage in this market.

As a reminder, the City does receive a financial benefit from ride share services initiated in the City through the aforementioned chapter of the General Laws. I have attached the disbursement records for how much the City has received from ride share services in 2020 and 2021 from the Department of Public Utilities.

Respectfully Submitted,

Michael J. Nicholson  
 Mayor, City of Gardner

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*Ordinance Legislative Document*

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**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER  
CHAPTER 423, ENTITLED “HACKNEY AND OTHER CARRIAGES”**

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

**Section 1:** Section 1 of Chapter 423, entitled “Purpose and Scope,” be amended by adding the following to the end of the section:

Ride Share vehicles, as defined herein, are excluded from this ordinance.

**Section 2:** Section 2 of Chapter 423, entitled “Definitions,” be amended by adding the following:

RIDE SHARE VEHICLE

A vehicle employed by a company that, via websites and mobile apps, matches passengers with drivers of vehicles which unlike taxicabs, cannot legally be hailed from the street and which, unlike livery vehicles, are generally privately owned. Payment for transportation service is made before the ride begins.

**Section 3:** Section 3 of Chapter 423, entitled “Rules and regulations for taxi or livery owners/operators,” be amended by deleting subsection (A) in its entirety and replacing it with the following:

A. Vehicles; exclusion. Every taxi or livery vehicle as defined herein which is dispatched from a place of business is subject to this chapter, excluding funeral vehicles and ride share vehicles.

**Section 4:** Chapter 423 of the Code of the City of Gardner be amended by adding a new section 12, to be entitled, “Ride Share Services Exempt,” as follows:

§ 423-12: Ride Share Services Exempt

The contracting and operation of rideshare vehicles, as defined herein, within the City of Gardner, is excluded from the rules and regulations applied to taxi and livery vehicles in this ordinance.

**Section 5:** This ordinance shall take effect upon passage and publication as required by law.

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*Letter from Chief Eric McAvene*

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**CITY OF GARDNER POLICE DEPARTMENT**

200 Main Street  
Gardner, Massachusetts 01440  
Phone: (978) 632-5600  
Fax: (978) 632-9045



Eric P. McAvene  
Chief of Police

October 24, 2022

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

Re: Ride Share Ordinance/Code Change

Dear Mayor,

I have reviewed the changes to the City Ride Share Ordinance/Code changes. There are no issues or concerns with the updates as they mirror state law.

If you have any questions or concerns, please do not hesitate to contact me.

Very truly yours,

A handwritten signature in black ink, appearing to read "Eric P. McAvene".

Eric P. McAvene  
Chief of Police

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*Chapter 423 Amendments outlined in  
green*

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### § 423-1 **Purpose and scope.**

In order to promote public safety and provide for the safe passage of vehicles on public ways within the City of Gardner, the following chapter is established regulating taxi and livery businesses located in the City of Gardner and their respective vehicles, and operators and drivers. This chapter applies to all businesses with physical locations within the City of Gardner, including but not limited to garages, waiting rooms, taxi stands, offices, or terminals from which a taxi or livery business is operated as defined herein. Ride Share vehicles, as defined herein, are excluded from this ordinance.

### § 423-2 **Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

#### **CITY**

The City of Gardner, Massachusetts.

#### **DRIVER**

The person, licensed hereunder, employed by or otherwise contracted with the taxi/livery business to drive a licensed taxi/livery vehicle to pick up and transport the passenger(s) from one place to another. As specified in the definition below for "operator," as used the word "driver" does not mean "operator."

#### **LICENSE AUTHORITY**

City of Gardner Chief of Police, or his or her designee.

#### **RIDE SHARE VEHICLE**

A vehicle employed by a company that, via websites and mobile apps, matches passengers with drivers of vehicles which unlike taxicabs, cannot legally be hailed from the street and which, unlike livery vehicles, are generally privately owned. Payment for transportation service is made before the ride begins.

#### **LIVERY VEHICLE**

A vehicle, as licensed hereunder, marked as such which engages in the transportation of passengers only at a predetermined rate pursuant to a prearranged contract for hire, does not operate on a fixed route or roving basis, is hired by means of a telephone request or contract arranged in advance of the time designated for pickup, does not and is not available for picking up passengers upon being hailed or solicited by means other than direct contact by the customer and has livery plates issued by the Commonwealth of Massachusetts. Such vehicles shall generally be

engaged as private transport vehicles for private functions or assignments not traditionally associated with a hackney or taxi vehicle or regularly available for transportation services within the City of Gardner. Vehicles used to provide services to funeral homes shall not be considered livery vehicles under this chapter.

### **OPERATOR**

Any person, partnership, unincorporated association, company, or entity licensed hereunder who manages or otherwise operates a taxi business and/or a livery business on behalf of, or as an agent of, the owner of such business. As used in this chapter "operator" does not mean "driver," which is defined above, but an individual operator may also be a driver if he or she is also licensed as such under this chapter.

### **OWNER**

The legal owner, whether an individual, partnership, unincorporated association, company, or entity, of any business which offers taxi or livery services in the City of Gardner as defined herein. As set forth below, the owner must be licensed as set forth hereunder in order to conduct or operate said taxi/livery business in the City of Gardner. It is expected, but not required, that the owner also be the operator (definition above) of said taxi or livery service business, but the owner need not necessarily be the operator if said business is being professionally managed and/or operated by some other person or legal entity, as licensed hereunder.

### **PLACE OF BUSINESS**

The physical location within the City of Gardner from which the business of a taxi or livery service is conducted.

### **PUBLIC PLACE**

Public property or private property to which the public has lawful access.

### **TAXI VEHICLE**

A passenger car, station wagon or van used for the transportation of persons for compensation. Taxi vehicles, licensed hereunder, shall be marked with the taxi company name and telephone number. Such vehicle does not operate on a fixed route and is hired by means of a telephone request to the taxi company or by hailing or soliciting the taxi by a person(s) in the open at the time transportation is needed. Payment for transportation service is made at the time of taxi service.

## **§ 423-3 Rules and regulations for taxi or livery owners/operators.**

### **A.**

Vehicles; exclusion. Every taxi or livery vehicle as defined herein which is dispatched from a place of business is subject to this chapter, excluding funeral vehicles and ride share vehicles.

**B.**

Taxi/livery driver's license required. No person or persons shall establish, use or drive any taxi or livery vehicle for the conveyance of persons for hire, from a place of business, unless such person(s) shall have obtained a license to do so as hereinafter provided.

**C.**

Owner's license and operator's license. Each owner of a taxi or livery service business and each operator of a taxi or livery service business shall not conduct or operate any such taxi or livery business without a license as provided hereunder. Prior to conducting or operating any such taxi or livery business, each such owner of a taxi or livery service business shall apply for a City of Gardner owner's license, and each such operator of a taxi or livery service business shall apply for an operator's license, on a form provided by the City of Gardner Police Department. The owner and/or operator shall complete the application fully, accurately and truthfully. The Chief of Police, or his or her designee, may grant the license as herein provided under this chapter. The fee for each license granted shall be \$25, payable to the City Clerk. Each license shall be effective for a period of one year, beginning April 1. Any license granted between April 1 of one year and April 1 of the next year shall be effective for only that portion of the year remaining until the next April 1, and the fee for such mid-term license shall also be \$25.

**D.**

Taxi stands. Taxi stands may be assigned by the Chief of Police under the direction of the City Council.

**E.**

Fares and rates; display. Each owner, operator and driver of any taxi vehicle shall be responsible for displaying the fares and/or rates conspicuously within each such vehicle, and the same shall be posted at the place of business of each taxi service. All changes to taxi fares and/or rates shall be presented to the Chief of Police, or his or her designee, three business days prior to the resulting change, subject to his or her approval.

**F.**



Maximum fares; prior approval. No owner or person having charge of any taxi vehicle shall demand or receive a higher rate than that presented to and approved by the Chief of Police as provided hereunder.

**G.**

Open display of taxi/livery driver's license. Each owner, operator and driver, or any other person having charge of or control over any taxi or livery vehicle, shall display at all times when operating or standing awaiting a fare the license issued by the City of Gardner to drive such taxi/livery vehicle, and such license shall be clearly visible to the occupant(s) in the back seat.

**H.**

Violations. Whoever violates any of the provisions above shall be punished by a fine not exceeding \$100 for each offense. For violations consisting of operating a taxi or livery service without a license as required herein, each day such business is operated without a license shall constitute a separate offence. Fines are more fully set forth under § **423-10** of this chapter, below.

**§ 423-4 Taxi and/or livery owner and operator responsibilities.**

**A.**

Taxi/livery vehicle licenses; cost of license. The owner of a taxi or livery business shall apply for a taxi/livery vehicle license with the Chief of Police, or his or her designee, for each vehicle used in said business. Every application for a license authorizing the use of a taxi or livery vehicle shall state the rated number of passengers which such vehicle is designed to carry, the vehicle identification number of the vehicle, the Massachusetts automobile registration number, and such other matters of information as the Chief of Police, or his or her designee, may from time to time require. Taxi and livery vehicles shall be licensed from the garage or location at which they are kept, and the license shall also contain the address of the place of business of the taxi or livery business for which the vehicle is in use, and in no case from stands, public or private. The cost of each taxi/livery vehicle license shall be \$100. A taxi/livery vehicle license is nontransferable and may not be assumed or assigned.

**B.**

Time of applications; forms. New applications for taxi/livery vehicle licenses may be filed at any time, but applications for renewal of licenses already in force shall be filed annually on or before April 1. Applications shall be on official forms provided by the Chief of Police obtainable at the Police Department and they shall contain all the information therein required, and the application fee shall be paid at the time the application is made.

**C.**

Driver information. Every owner, and operator, if any, of a taxi or livery business shall furnish the Chief of Police, in writing, the name, address and valid driver's license number of each driver employed by the owner. An owner, and an operator, if any, of a taxi or livery business shall not employ a driver, nor allow a driver to operate a taxi or livery vehicle, unless the driver has obtained a City of Gardner taxi/livery driver's license as provided herein. A copy of each taxi driver license and each livery driver license of each driver employed by the taxi or livery business is to be kept by the owner, and by the operator, if any, of said taxi or livery business during the period that the driver is employed. The owner, and the operator, if any, of a taxi business or a livery business shall return immediately to the Chief of Police the City of Gardner taxi or livery driver's license of any driver that ceases to be in the owner's employ.

**D.**

Daily check of identities of drivers. Before employing a taxi vehicle driver or a livery vehicle driver, the owner, and the operator, if any, of the taxi business or livery business shall compare the driver's Massachusetts driver's license with his or her photograph and his or her taxi/livery driver's license to verify that he or she is legally licensed to operate a motor vehicle in Massachusetts. This procedure shall be repeated daily, and no vehicle shall be assigned to a driver who does not possess all of his or her credentials, or who does not fully comply with all the requirements, as set forth herein.

**E.**

Surrender of vehicle licenses upon divesting ownership. Any licensee who shall cease to be the owner of a taxi or livery vehicle shall at once surrender to the Chief of Police the taxi/livery vehicle license in connection with the vehicle no longer owned.

**F.**

Change of location of business. When a licensed owner, and/or a licensed operator, if any, changes the place of business of the taxi/livery business, or the place within the City of Gardner at which a taxi or livery vehicle owned by such owner/operator is garaged, the owner/operator shall, within 24 hours of such change, notify the Chief of Police in writing and shall at the same time provide the new address accordingly. As set forth above, the place of business must be within the City of Gardner.

**G.**

Required signage on taxi vehicles. There shall be affixed on the center of each front door and on the rear of every licensed taxi vehicle the taxi business name and license number and the business telephone number in figures not less than five inches by five inches in size in legible and clearly visible lettering. Livery vehicles are exempt from this subsection.

**H.**

Cleanliness; upkeep. The interior and exterior of every vehicle licensed as taxi or livery vehicle is to be kept clean. All taxi or livery vehicles shall be thoroughly cleaned, inspected and repaired, if necessary, by the owner at least once a week. Owners shall also be responsible for general upkeep of each vehicle.

**I.**

No advertising on vehicles. No advertising matter shall be permitted in or upon taxi or livery vehicles without written permission of the Chief of Police.

**J.**

Immediate removal of unsafe vehicles from service. The Chief of Police or his or her designee shall be authorized to order the owner, operator, if any, and driver of any taxi or livery vehicle to immediately remove from public use and from all public ways any unsafe vehicle or any vehicle in a dangerous condition.

**K.**

Intercepting communications/fares of other taxi businesses prohibited. No owner, operator, if any, or driver of a taxi vehicle or a livery vehicle shall have in the vehicle, place of business, or on his or her person at any time, or use, any scanning device, telephone, radio, or any other apparatus or instrument to intercept communications and/or fares intended for other taxi companies.

**§ 423-5Taxi and/or livery driver responsibilities.**

**A.**

Taxi/livery driver licenses; fee. Every person employed by any taxi/livery business in the City of Gardner as a driver shall apply for a City of Gardner taxi/livery driver's license. Every applicant for a taxi/livery driver's license shall present for examination a valid Massachusetts driver's license issued to him by the Massachusetts Registry of Motor Vehicles and shall agree to submit to a CORI check and a Massachusetts driver's history check, to which each such prospective taxi/livery vehicle driver shall agree on his or her application for such license. An applicant possessing an out-of-state driver's license may be granted a license at the discretion of the Chief of Police or his/her designee. The date and number thereof shall be entered on the application and on the taxi/livery driver's license granted by the Chief of Police. The application fee for

each taxi/livery driver's license shall be \$25. Each such license shall be effective for one year from date of issue, at which time the driver shall renew the license if he or she will continue to be employed as a taxi/livery driver by a taxi/livery business doing business in the City of Gardner.

**B.**

Maximum passengers. A person licensed to drive a taxi or livery vehicle shall not permit a greater number of passengers to be carried in the vehicle than designed or rated for such vehicle. No person shall be permitted to ride outside the body of such licensed vehicle.

**C.**

Payments in advance of service; receipts. The driver of a taxi or livery vehicle may demand the legal rate of fare in advance and has the right to refuse transport unless so paid. When requested to do so, a driver of a taxi/livery vehicle shall provide the person paying the fare a receipt for the fare paid.

**D.**

Trip logs; lost property. Every licensed driver of any taxi or livery vehicle shall keep a record of all trips made on a form approved by the Chief of Police. At the termination of each trip, the driver shall search his vehicle for any property which may have been lost or left therein. Articles thus found, unless sooner claimed by the owner, must be reported to and provided to Police Headquarters immediately.

**E.**

Decorum of drivers; compliance with laws. All drivers shall be courteous to the public, clean and neat in appearance, shall not smoke or use tobacco in any form while transporting passengers, shall not drink intoxicating liquors during their hours of employment or within two hours of the start of a shift or the pickup of a passenger, shall operate their vehicles at a reasonable rate of speed, and shall obey and be in compliance with all applicable state and local rules, regulations, ordinances and laws.

**F.**

Surrender of license upon cessation of employment. Any licensed driver who ceases to be employed as a driver of a taxi or livery vehicle licensed hereunder shall immediately surrender his City of Gardner taxi/livery driver's license to the Chief of Police.

**G.**



Violation of liquor or drug laws; revocation and suspension. The City of Gardner taxi/livery driver's license of any driver who violates any local, state or federal liquor law and/or any local, state or federal narcotic drug law shall be subject to immediate revocation and/or suspension by the Chief of Police, or his or her designee, at his or her sole discretion.

**H.**

Change of vehicle registration. Upon any change in the certificate of registration issued by the Massachusetts Registry of Motor Vehicles of a motor vehicle licensed as a taxi vehicle or as a livery vehicle hereunder, the licensed owner, and operator, if any, of such vehicle shall immediately present to the Chief of Police such certificate of registration, together with the corresponding City of Gardner taxi or livery vehicle license.

**I.**

Cooperation; inquiries. The licensee of a taxi/livery driver's license hereunder shall answer fully and civilly any questions or other inquiries asked of him or her by a police officer.

**§ 423-6 Inspections.**

Inspections of taxi and livery vehicles used in accordance with the requirement of this chapter in the City of Gardner are to be made under the direction of the Chief of Police under the following procedures:

**A.**

Every taxi or livery vehicle shall be submitted for an annual inspection in the month of May, unless otherwise directed at the discretion of the Chief of Police. These inspections shall be under the supervision of specially designated police officers assigned by the Chief of Police. Taxi or livery establishments will be made aware of the exact date and times for these inspections to allow sufficient time to prepare for said inspections.

**B.**

Upon successful completion of inspection, each taxi or livery vehicle shall have affixed to the right rear window of the vehicle an inspection label with an expiration date, along with the taxi or livery vehicle number.

**C.**

A permanent taxi vehicle license number shall be assigned to each licensed taxi vehicle, and a permanent livery vehicle license number shall be assigned to each licensed livery vehicle.

**D.**



It shall be a requirement for any taxi/livery vehicle license that the owner, and operator, if any, submit each such vehicle for inspection before placing the vehicle into taxi or livery service. Upon successful completion, said vehicle shall have the aforementioned inspection label affixed to it.

**E.**

At the sole discretion of the Chief of Police or his or her designee, all taxi and livery vehicles are subject to immediate inspection when he or she believes any taxi or livery vehicle may be unsafe or otherwise unsuitable for taxi or livery operation.

**F.**

The Chief of Police or his or her designee shall have the power to remove any unsafe taxi/livery vehicle, as well as any taxi/livery vehicle otherwise in a dangerous condition, from the road immediately, and at that time the vehicle shall not be used in any taxi or livery business in the City of Gardner until further notice and approval from the Chief of Police.

**G.**

No owner, operator, if any, or driver of a taxi vehicle or a livery vehicle shall have in the vehicle, place of business, or on his or her person at any time, or use, any scanning device, telephone, radio, or any other apparatus or instrument to intercept communications and/or fares intended for other taxi companies.

**§ 423-7 Suspension or revocation of licenses.**

A City of Gardner license to operate or conduct a taxi or livery service business, and any City of Gardner taxi/livery driver's license, may be suspended or revoked by the Chief of Police, or his or her designee, after notice to the holder of such license. The Chief of Police or his or her designee is authorized to suspend or revoke an owner's, and operator's, if any, license if the Police Chief or his or her designee determines that the license holder:

**A.**

Has knowingly made a false or inaccurate statement on any record or application required by any of the provisions of this chapter;

**B.**

Is or has been, in any jurisdiction, convicted or subject to a finding of sufficient facts for a finding of guilty in regard to any felony offense;

**C.**

Is or has been, in any jurisdiction, convicted or subject to a finding of guilty in regard to any misdemeanor offense involving assault, assault and battery, threatening, larceny, fraud, prostitution, solicitation of prostitution, gaming, illegal sale or distribution of an alcoholic beverage, or any statute, rule, ordinance, bylaw or other regulation relative to taxi and/or livery services;

D.

Has knowingly permitted the operation/driving of a taxi or livery vehicle by a person who is not the holder of a valid City of Gardner taxi or livery license to operate a taxi or livery vehicle;

E.

Has permitted or otherwise allowed a vehicle to be utilized for the transportation of passengers of a taxi or livery service, or otherwise to be used for hire as a taxi/livery service, without a taxi or livery vehicle license;

F.

Has knowingly permitted any taxi or livery vehicle to be used in the commission or furtherance of any criminal conduct;

G.

Has refused to permit any inspection authorized or required by the provisions of this chapter or otherwise as ordered by the Chief of Police or his or her designee;

H.

Has failed to prepare, maintain or file any report, record or notice required by the provisions of this chapter or otherwise as ordered by the Chief of Police or his or her designee; or

I.

Has failed to comply with any provision of this chapter.

**§ 423-8 Denial or revocation of taxi/livery driver's license.**

The Chief of Police or his or her designee reserves the right to revoke any taxi/livery driver's license and/or to deny any taxi/livery driver's license application if the licensee/applicant:

A.

Has not fully and accurately completed the application;

B.

Has not attained the age of 18 years;

C.

Is not the holder of a valid Massachusetts motor vehicle operator's license authorizing the operation of passenger-type motor vehicles;

D.

Has, in any jurisdiction, been convicted of a felony or, in regard to any felony offense, has a finding of sufficient facts for a finding of guilty;

E.

Has, in any jurisdiction, been convicted of distribution of any controlled substance;

F.

Has, in any jurisdiction, been convicted of or subject to a finding of sufficient facts for a finding of guilty relative to a criminal offense that involved causing death or serious bodily injury in a motor vehicle accident;

G.

Has, in any jurisdiction, during the past five years been convicted of a misdemeanor offense or, in regard to a misdemeanor offense, had a finding of sufficient facts for a finding of guilty, if said misdemeanor offense involved assault, assault and battery, threatening, larceny, fraud, prostitution, solicitation of prostitution, gaming, illegal sale or distribution of an alcoholic beverage, use or possession of a controlled substance, operating a motor vehicle while under the influence of liquor or drugs, operating a motor vehicle in a race or in a negligent or reckless manner, leaving the scene of a motor vehicle accident, or refusing to stop or submit to a police officer;

H.

Has, in any jurisdiction, during the past five years been involved in two or more at-fault motor vehicle accidents;

I.

Has, in any jurisdiction, during the past five years been found responsible for or guilty of two or more civil or criminal violations of motor vehicle law relating to the unsafe or dangerous operation of a motor vehicle;

J.

Has, in any jurisdiction, a driving record indicating the unsafe or dangerous operation of a motor vehicle or a disregard for motor vehicle law; or

K.

Has, within the previous five years, had a permit to operate a taxi or livery vehicle revoked for any reason.

**§ 423-9 Notice of suspension or revocation.**

Upon the suspension or revocation of a license to operate or conduct a taxi or livery service business, or to drive a taxi/livery vehicle, the Chief of Police shall give written notice of such suspension or revocation, and the reason therefor, to the taxi or livery service business owner and driver, if applicable.

**§ 423-10 Violations and penalties.****A.**

In addition to all other remedies and sanctions imposed under this chapter and by law, there is hereby imposed a civil penalty in the amount of \$100 for failure to observe the standards established, and requirements and restrictions imposed, under this chapter. For each subsequent offense within any given twelve-month time frame, the civil penalty shall be increased by \$50, not to exceed any amounts as provided in MGL c. 40, § 21, and any amendments thereto. All penalties and fines may be recovered by noncriminal disposition in accordance with MGL c. 40, § 21D, and any person taking cognizance of a violation of this chapter which he or she is empowered to enforce, as an alternative to initiating criminal proceedings, may give to the offender a written notice to appear before the clerk of the district court having jurisdiction thereof at any time during office hours, not later than 21 days after the date of such notice.

**B.**

Civil penalties shall be paid within 15 days at the Gardner City Hall Collector's office. If not so paid, the City may initiate a civil action in the name of the City in the nature of debt to collect the unpaid penalties, as provided under the City of Gardner's ordinances and/or state law. In the event that the civil penalty is not paid within that time, and unless an appeal has been properly filed and is pending, each owner's, operator's and/or driver's license shall be revoked or suspended, at the discretion of the Chief of Police or his or her designee, until the entire debt is paid.

**C.**

Any license properly to be otherwise issued or renewed under the terms of this chapter shall not be issued or renewed in the event civil penalties for violations are overdue and remain unpaid by the applicant or license holder.

**D.**

In addition to the levying of civil penalties for violations of this chapter, violations shall also be punishable as a misdemeanor offense under Chapter **1**, General

Provisions, Article I, Enforcement, of this Code and/or state law, and each day's continuing violation shall constitute a separate offense.

**§ 423-11 Grievance procedure.**

**A.**

The levying of civil penalties shall be initiated by any police officer, whereupon the license holder shall be given written notice of the infraction committed, along with a statement that a civil penalty is being imposed. The notice shall inform the license holder that he or she may appeal the civil penalty within 10 days to the Chief of Police or his or her designee. If an appeal is made, a hearing will be held before the Chief of Police or his or her designee, who shall within 15 days of the hearing affirm, reverse or take any other action as to the imposition of the penalty based upon his or her sole discretion.

**B.**

It shall be the applicant's responsibility and burden to produce substantial evidence at the time of the hearing that the officer's decision was unfounded or was otherwise inconsistent with the provisions of this chapter.

**C.**

Any license subsequently issued in this manner may be limited or conditioned as the Chief of Police or his or her designee sees fit at his or her sole discretion in the best interest of public safety.

**§ 423-12: Ride Share Services Exempt**

The contracting and operation of rideshare vehicles, as defined herein, within the City of Gardner, is excluded from the rules and regulations applied to taxi and livery vehicles in this ordinance.



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*Massachusetts General Laws  
Governing Ride Share Services*

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**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 1** DEFINITIONS

Section 1. As used in this chapter, the following words shall have the following meanings unless the context clearly requires otherwise:

"Background check clearance certificate", verification issued by the division to a transportation network company and driver applicant, electronically or otherwise, that a driver applicant successfully completed the background check required under section 3 and is suitable to provide transportation network services.

"Cruising", the driving of a vehicle on the streets, alleys or public places of motorized travel in search of or soliciting hails from a person in the street.

"Department", the department of public utilities.

"Digital network", any online-enabled application, software, website or system offered or utilized by a transportation network company that enables pre-arranged rides with transportation network drivers.

"Division", the division established in section 23 of chapter 25.

"Pre-arranged ride", a period of time that begins when a transportation network driver accepts a requested ride through a digital network, continues while the driver transports the transportation network company rider and ends when the rider safely departs from the vehicle.

"Transportation network company", a corporation, partnership, sole proprietorship or other entity that uses a digital network to connect riders to drivers to pre-arrange and provide transportation.

"Transportation network company permit" or "permit", a document that may be issued by the division to a qualifying transportation network company pursuant to this chapter.

"Transportation network driver" or "driver", a driver certified by a transportation network company.

"Transportation network driver certificate" or "driver certificate", an authorization to provide transportation network services issued by the transportation network company to a transportation network driver.

"Transportation network rider" or "rider", a passenger in a pre-arranged ride provided by a transportation network driver, provided that the passenger personally arranged the ride or an arrangement was made on the rider's behalf.

"Transportation network services" or "services", the offering or providing of pre-arranged rides for compensation or on a promotional basis to riders or prospective riders through the transportation network company's digital network, covering the period beginning when a transportation network driver is logged onto the transportation network company's digital network and is available to receive a pre-arranged ride or while in the course of providing a pre-arranged ride.

"Transportation network vehicle" or "vehicle", a vehicle that is used by a transportation network driver to provide transportation network services.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 2** JURISDICTION OF DIVISION; DECALS; INSURANCE POLICY REQUIREMENTS; FARE POLICIES; SAFETY INSPECTIONS; ACCOMMODATIONS FOR SPECIAL NEEDS RIDERS; PROVISION OF DRIVER IDENTIFICATION TO RIDERS; ELECTRONIC TOLL TRANSPONDERS; SUSPENSION OR REVOCATION OF BACKGROUND CHECK CLEARANCE CERTIFICATE; JUDICIAL REVIEW

Section 2. (a) The division shall have jurisdiction over transportation network companies to ensure the safety and convenience of the public, as expressly set forth in this chapter.

(b) In consultation with the registry of motor vehicles, the division shall provide for the establishment of removable decals to be issued by transportation network companies, in a form and manner prescribed by the division, to transportation network drivers to designate a vehicle as a transportation network vehicle for law enforcement and public safety purposes. The decal shall be applied to both the front and back panels of a vehicle at all times while the vehicle is providing transportation network services. A transportation network driver who provides



transportation network services using the digital network of more than 1 transportation network company shall display the respective decals for each transportation network company while the vehicle is providing transportation network services. A transportation network driver who ceases to be certified to provide transportation network services for any reason shall return the decal within 14 days of that cessation to the respective transportation network company in the manner and form prescribed by the division.

(c) In consultation with the commissioner of insurance, the division shall implement the insurance policy requirements established in section 228 of chapter 175.

(d) A transportation network company shall provide clear and conspicuous transportation fare estimates to riders at all times, including during surge pricing, high volume and high demand times. Fare estimates shall include a clear rate estimate or the amount of the price increase resulting from surge pricing or increased demand.

(e) A transportation network company and driver shall not raise base fares during a federal or a governor-declared state of emergency.

(f) In consultation with state police, local law enforcement and the registry of motor vehicles, the division shall ensure the safety and annual inspection of transportation network vehicles, including a transportation network vehicle inspection pursuant to section 7A of chapter 90. A transportation network driver shall obtain a transportation network vehicle inspection at the driver's next annual emissions testing or within 12 months of obtaining a transportation network driver certificate, whichever comes first.

- (g) The division shall ensure the accommodation of riders with special needs. A transportation network company shall not impose additional charges or increase fares when providing services to persons with disabilities and all transportation network drivers shall comply with applicable laws, rules and regulations relating to the accommodation of service animals.
- (h) A transportation network company shall not be subject to the department's rate or common carrier requirements pursuant to chapters 159, 159A or 159B.
- (i) A transportation network company shall provide a driver's name, picture and the license plate number of the vehicle in use to a rider on any digital network used to facilitate a pre-arranged ride.
- (j) In consultation with the division, the Massachusetts Department of Transportation's highway division shall provide for the issuance of electronic toll transponders set at the commercial vehicle rate to be issued by transportation network companies to transportation network drivers. The electronic toll transponders shall be used each time a transportation network driver provides transportation network services on a toll road, bridge or tunnel; provided, however, that the issuance of an electronic toll transponder pursuant to this subsection shall not prohibit a transportation network driver from establishing or maintaining an electronic toll transponder account for personal use.
- (k) In consultation with the division, a transportation network company shall provide its ride data to the Massachusetts Department of Transportation and the department shall cross-reference that data with its toll data to ensure that tolls incurred by a driver providing transportation

network services through a digital network are paid at the commercial rate through the pay by plate system and through the electronic transponder system.

(l) A transportation network company shall notify the division upon receipt of information that a driver utilizing its network has violated a law or rule or regulation related to the provision of transportation network services or that the driver is not suitable to provide transportation network services.

(m) If, after the division issued a background check clearance certificate, the division is notified by a transportation network company, law enforcement or government entity that a driver is unsuitable and the division verifies the unsuitability, the division shall immediately revoke or suspend the background check clearance certificate and shall notify the driver and each transportation network company who issued the driver a driver certificate that the background check clearance certificate has been revoked or suspended. The division shall issue rules and regulations to establish a process for a driver to appeal a revocation or suspension. The rules or regulations shall include an opportunity for a hearing.

A driver aggrieved by a final order or decision of the division pursuant to this subsection or subsection (d) of section 3 may institute proceedings for judicial review in the superior court within 30 days after receipt of such order or decision. Any proceedings in the superior court shall, insofar as applicable, be governed by section 14 of chapter 30A, and may be instituted in the superior court for the county: (i) where the parties or any of them reside or have their principal place of business within the commonwealth; (ii) where the division has its principal place of business;

or (iii) of Suffolk. The commencement of such proceedings shall not, unless specifically ordered by the court, operate as a stay of the division's order or decision.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 3** LIMITATION OF SERVICE TO PRE-ARRANGED RIDES USING A DIGITAL NETWORK; APPLICATION FOR PERMIT BY TRANSPORTATION NETWORK COMPANY; BACKGROUND CHECK CLEARANCE CERTIFICATE FOR DRIVERS; FEES

Section 3. (a) All transportation network companies and transportation network drivers shall provide services in the form of a pre-arranged ride using a digital network. A driver providing transportation network services shall not solicit, accept, arrange or provide transportation in another manner, including cruising unless otherwise authorized by law.

(b) A transportation network company shall apply for a permit to be issued and annually renewed by the division. No transportation network company shall operate without a permit issued to it by the division.

(c) No application for a permit may be granted or renewed unless the division determines that the rendering of transportation network services by the applicant is consistent with the public interest. At a minimum, each applicant for a permit shall verify the following:



- (i) that the applicant has an oversight process in place to ensure that the applicant and every transportation network driver using the transportation network company's digital network possesses adequate insurance coverage, as required by this chapter and section 228 of chapter 175, and otherwise complies with all laws, rules and regulations concerning transportation network vehicles and drivers;
- (ii) that the applicant has an oversight process in place to ensure that each driver using the applicant's digital network has, pursuant to section 4, successfully completed a background check, maintains a valid background check clearance certificate, is a suitable driver and has a transportation network driver certificate;
- (iii) that the digital network used by the applicant to pre-arrange rides employs a clear and conspicuous explanation of the total cost and pricing structure applicable to each pre-arranged ride before the ride begins;
- (iv) that transportation network companies and drivers do not use excessive minimum or base rates;
- (v) that the applicant has an oversight process in place to ensure that tolls incurred by a driver providing transportation network services through its digital network are paid at the commercial rate including the utilization of the electronic toll transponder issued pursuant to subsection (j) of section 2 and the data cross-reference pursuant to subsection (k) of said section 2;
- (vi) that the applicant has an oversight process in place to ensure that the applicant and drivers using the applicant's digital network accommodate riders with special needs, including riders requiring wheelchair accessible vehicles, in all areas served by transportation network companies, comply with all applicable laws regarding nondiscrimination against riders or

potential riders and ensure the accommodation of riders with special needs including, but not limited to, all applicable laws, rules and regulations relating to the accommodation of service animals;

(vii) that the applicant has a process in place to ensure that it shall: (1) maintain and update, pursuant to regulations promulgated by the division, a roster of each transportation network driver certified by the applicant to provide pre-arranged rides using the transportation network company's digital network; (2) upon request and with appropriate legal process, provide those rosters to the division, the registry of motor vehicles and to state and local law enforcement; (3) maintain and update those rosters as required by the division; (4) comply with all requests for information from the division regarding the roster, including verification of completion of a background check as required pursuant to clause (ii);

(viii) that the applicant has established a toll-free customer service hotline that shall be capable of responding to consumer, driver and rider questions and complaints and that the hotline number shall be conspicuously posted along with the hours of operation on the applicant's website and within the applicant's digital network application;

(ix) that the applicant has established procedures governing the safe pickup, transfer, and delivery of individuals with visual impairments and individuals who use mobility devices, including but not limited to wheelchairs, crutches, canes, walkers, and scooters; and

(x) that the applicant has an oversight process in place to ensure that transportation network drivers with vehicles registered outside of the commonwealth meet the requirements of this chapter.

(d) After obtaining the information required under clause (ii) of subsection (c) of section 4, the division shall determine whether the driver applicant has committed an offense that would disqualify the driver applicant from providing transportation network services, according to the division's rules, orders and regulations. The division shall determine if the driver applicant is suitable and, if determined to be suitable, shall provide the transportation network company and the driver applicant with a background check clearance certificate. The division shall conduct a background check pursuant to clause (ii) of subsection (c) of section 4 not less than annually. If the division finds that a driver is not suitable under the annual background check, the division shall notify the driver and each relevant transportation network company that the background check clearance certificate is revoked or suspended.

(e) The division shall calculate and the secretary of administration and finance shall determine, pursuant to section 3B of chapter 7, the cost associated with the division's review of an application for a transportation network company permit, for renewal of the permit and to issue background check clearance certificates. The division may charge the transportation network company a reasonable fee to cover the costs.

|                            |                                                                                                                                                                                                                                                                                        |
|----------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Part I</b>              | ADMINISTRATION OF THE GOVERNMENT                                                                                                                                                                                                                                                       |
| <b>Title XXII</b>          | CORPORATIONS                                                                                                                                                                                                                                                                           |
| <b>Chapter<br/>159A1/2</b> | TRANSPORTATION NETWORK COMPANIES                                                                                                                                                                                                                                                       |
| <b>Section 4</b>           | TRANSPORTATION NETWORK DRIVER CERTIFICATES;<br>POSTING IN VEHICLE LOCATION VISIBLE TO RIDERS;<br>DRIVER QUALIFICATIONS; BACKGROUND CHECKS;<br>SUSPENSION OF CERTIFICATE; QUARTERLY AUDIT OF<br>TRANSPORTATION NETWORK COMPANY'S DRIVER<br>CERTIFICATION AND BACKGROUND CHECK PROCESSES |

Section 4. (a) A driver who seeks to utilize the digital network of a transportation network company to provide pre-arranged rides shall apply to a transportation network company for a transportation network driver certificate. A person shall not provide transportation network services in the commonwealth without a valid background check clearance certificate and a transportation network driver certificate. The transportation network driver certificate shall be in a form prescribed by the division which shall include the name, picture of the driver and the license plate number of the vehicle in use and shall post a certificate for each transportation network company that has certified the driver in a location in the vehicle that is visible to the rider while transportation network services are being provided. A transportation network company

shall not issue a transportation network driver certificate to a driver applicant unless the transportation network company has verified that the driver has received a background check clearance certificate from the division.

(b) At a minimum, and subject to such other requirements as the division may establish by regulation, a transportation network company shall only issue a transportation network driver certificate to a driver who:

(i) is at least 21 years of age;

(ii) has access to a vehicle that has been registered in the commonwealth and inspected pursuant to section 7A of chapter 90 and regulations promulgated under said section 7A of said section 90 at a facility licensed by the registry of motor vehicles; or has access to a vehicle that has been registered in another state, and the vehicle complies with the inspection requirement of the state where the vehicle is registered;

(iii) complies with insurance requirements established in this chapter or in section 228 of chapter 175;

(iv) provides notice to all insurers of the vehicle that the applicant intends to use the vehicle to provide transportation network services;

(v) is determined to be suitable to perform transportation network services pursuant to subsections (c) and (d);

(vi) does not appear on the National Sex Offender Registry;

(vii) has not had a conviction in the past 7 years for: (1) a sex offense or violent crime as defined in section 133E of chapter 127; (2) a crime under section 24 of chapter 90 or been assigned to an alcohol or controlled



substance education, treatment or rehabilitation program by a court; (3) leaving the scene of property damage or personal injury caused by a motor vehicle; (4) felony robbery; or (5) felony fraud; and

(viii) has a driving record that does not include more than 4 traffic violations or any major traffic violation, as defined by the division of insurance, in the preceding 3 year period.

(c) Prior to providing transportation network services, a driver applicant shall be subject to a 2-part background check process to determine if the driver applicant is suitable. The transportation network company shall: (i) conduct a background check and disqualify applicants on the basis of a suitability standard to be determined in regulations promulgated by the division; and (ii) submit identifying information regarding an applicant to the division, which shall refer that information to the department of criminal justice information services, which shall obtain all available criminal offender record information, as defined in section 167 of chapter 6, and pursuant to section 172 of said chapter 6 and sex offender registry information.

(d) Not less than 2 times per year, the transportation network company shall conduct a background check pursuant to clause (i) of subsection (c) and shall immediately remove a driver from its digital network if the driver is found not suitable pursuant to the suitability standards to be determined in regulations promulgated by the division.

(e) The transportation network company shall immediately suspend a transportation network driver's certificate, and notify the division of the suspension, upon learning of and verifying a driver's arrest for a crime or a driver's citation for a driving infraction that would render the driver unsuitable to provide transportation network services. A transportation

network company shall report such suspension, in a form and manner prescribed by the division, to the division, which shall ensure all transportation network companies that certified that driver take appropriate action. Any such suspension may be limited to the period of time necessary to determine whether continued provision of transportation network services by the driver is consistent with the public interest.

(f) In accordance with this section, the division shall quarterly audit the driver certification and criminal background check processes of a transportation network company. Non-compliance with this section shall constitute cause for the division to suspend or revoke a transportation network company permit pursuant to section 6.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 5** INSURANCE REQUIREMENTS; PROOF OF ADEQUATE  
INSURANCE; SCOPE OF COVERAGE; CLAIMS COVERAGE  
INVESTIGATION

Section 5. (a) Each transportation network company shall carry adequate insurance, as required by this chapter and section 228 of chapter 175, for each vehicle being used to provide transportation network services through a transportation network company's digital network.

(b) A transportation network driver shall carry adequate insurance for each vehicle being used to provide transportation network services in association with a transportation network driver's certificate and shall carry proof of adequate insurance, as required by section 228 of chapter 175, at all times while providing transportation network services. In the event of an incident giving rise to personal injury or property damage, a transportation network driver shall provide insurance coverage information to directly interested parties, automobile insurers and law enforcement. Upon request, a transportation network driver shall disclose

to directly interested parties, automobile drivers, automobile insurers and law enforcement whether the driver was providing transportation network services at the time of the incident.

(c) Automobile liability insurance providers offering coverage to a transportation network company or transportation network driver to comply with subsection (a) or (b) shall recognize that a driver is a transportation network driver who uses a vehicle to transport riders for compensation and cover the driver while the driver is logged on to the transportation network company's digital network or while the driver is engaged in a pre-arranged ride.

(d) A transportation network company shall disclose, in writing, to a prospective transportation network driver, before certifying the driver to provide transportation network services through the transportation network company's digital network: (i) the insurance coverage, including the types of coverage and the limits for each coverage, that the transportation network company provides while the transportation network driver provides transportation network services; and (ii) a statement that the transportation network driver's own automobile insurance policy may not provide coverage while the driver is providing transportation network services, depending on the terms of the policy.

(e) In a claims coverage investigation, a transportation network company, a transportation network driver and an insurer responding to a claim involving transportation network services shall disclose to each other a clear description of the coverage, exclusions and limits provided under an automobile insurance policy maintained under this section and shall cooperate to facilitate the exchange of relevant information with directly involved parties including, but not limited to, the precise times that a

transportation network driver logged on and off of the transportation network company's digital network in the 12-hour period immediately preceding and in the 12-hour period immediately following the accident.



**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 6** VIOLATIONS OF CHAPTER BY TRANSPORTATION NETWORK COMPANY; PENALTIES; JUDICIAL REVIEW

Section 6. (a) If the division determines, after notice and a hearing, that a transportation network company is in violation of this chapter or any rule or regulation promulgated under this chapter, the division shall issue a monetary penalty, suspend or revoke a transportation network company permit or take other action that the division deems necessary. In determining the amount of the monetary penalty, the division shall consider, without limitation, the size of the transportation network company based on a transportation network company's intrastate operating revenues for the previous calendar year, the gravity of the violation including noncompliance with the payment of commercial rate tolls as required in clause (v) of subsection (c) of section 3, the degree to which the transportation network company exercised good faith in attempting to achieve compliance or to remedy non-compliance and previous violations by the transportation network company cited by the division.

The division shall issue rules and regulations to establish a process for administrative appeal of any penalty, suspension or revocation imposed in accordance with this section.

(b) Any party aggrieved by a final order or decision of the division pursuant to this section may institute proceedings for judicial review in the superior court within 30 days after receipt of such order or decision. Any proceedings in the superior court shall, insofar as applicable, be governed by the provisions of section 14 of chapter 30A, and may be instituted in the superior court for the county (i) where the parties or any of them reside or have their principal place of business within the commonwealth; (ii) where the division has its principal place of business; or (iii) of Suffolk. The commencement of such proceedings shall not, unless specifically ordered by the court, operate as a stay of the division's order or decision.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 7** VIOLATIONS OF CHAPTER BY DRIVER PROVIDING  
TRANSPORTATION NETWORK SERVICES; PENALTIES

Section 7. (a) A driver providing transportation network services who is not in compliance with subsection (b) of section 2 or sections 4 or 5 shall be deemed to have committed a civil motor vehicle infraction, as defined in section 1 of chapter 90C. State or local law enforcement officials may issue a citation for any such violation in the manner provided for in said chapter 90C. If the driver is cited under this subsection, every transportation network company that allows the driver to provide transportation network services shall be subject to a fine of \$500.

(b) A driver providing transportation network services who knowingly or willfully allows another individual to use that driver's certificate or identity to provide transportation network services or a driver who is using a transportation network driver certificate belonging to another individual or is misrepresenting a driver's identity to riders or potential riders by means of a digital network shall be punished by a fine of not more than \$500 for a first offense, by a fine of not more than \$750 for a

second offense and by a fine of not more than \$1,000 or by imprisonment in the house of correction for not more than 6 months for a third or subsequent offense.

(c) A driver who violates section 3 or any other person who, by soliciting, accepting, arranging or providing transportation network services in any other manner, including through street hails, cruising or street solicitations, shall be deemed to have committed a civil motor vehicle infraction, as defined in section 1 of chapter 90C. State or local law enforcement officials may issue a citation for any such violation in the manner provided for in said chapter 90C to the transportation network driver and may assess a fine of \$500.

(d) A driver who fails to produce proof of a transportation network driver certificate and a background check clearance certificate upon request by law enforcement shall be punished by a fine of not more than \$100 for a first offense, by a fine of not more than \$500 for a second offense and not more than \$1,000 for a third or subsequent offense.

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|----------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Part I</b>              | ADMINISTRATION OF THE GOVERNMENT                                                                                                                                  |
| <b>Title XXII</b>          | CORPORATIONS                                                                                                                                                      |
| <b>Chapter<br/>159A1/2</b> | TRANSPORTATION NETWORK COMPANIES                                                                                                                                  |
| <b>Section 8</b>           | MAINTENANCE OF RECORDS; ACCOUNTING OF<br>COMPLAINTS; CRIMINAL COMPLAINT PROCESS;<br>CONFIDENTIALITY OF DRIVER AND RIDER IDENTIFICATION<br>INFORMATION; EXCEPTIONS |

Section 8. (a) The division shall require a transportation network company to maintain certain records, in addition to the records required by clause (vii) of subsection (c) of section 3 including, but not limited to, records pertaining to incidents reported to the transportation network company relative to a driver or rider, records pertaining to accessibility and records pertaining to pricing; provided, however, that the division shall issue guidelines on the content and maintenance of incident reports. A transportation network company shall retain the incident reports for not less than 7 years. Each transportation network company or applicant for a transportation network company permit shall furnish all information and documents related to the condition, management and operation of the company upon the division's request; provided, however, that any such request shall be reasonably related to the requirements set forth in this chapter and the rules and regulations promulgated under this chapter. The



failure to maintain or furnish information to the division within a timeline to be determined by the division may, at the discretion of the division, constitute cause to not issue, suspend or revoke a transportation network company permit pursuant to section 6.

(b) A transportation network company shall provide to the division a detailed monthly accounting of driver and passenger complaints received under clause (viii) of subsection (c) of section 3 and the actions the company has taken, if any, to resolve said complaints.

(c) In response to a specific complaint alleging criminal conduct against any transportation network company driver or passenger, a transportation network company shall, upon request and after being served with appropriate legal process, provide information to a requesting law enforcement agency necessary to investigate the complaint, as determined by the law enforcement agency.

Transportation network companies shall, after being served with appropriate legal process, provide information related to an alleged criminal incident including, but not limited to, trip specific details regarding origin and destination, length of trip, GPS coordinates of route, driver identification and, if applicable, information reported to the transportation network company regarding the alleged criminal activity by a driver or passenger, to the appropriate law enforcement agency upon receipt of a specific complaint alleging criminal conduct against any transportation network company driver or passenger.

(d) Any record furnished to the division shall exclude information identifying drivers or riders, unless the division explains, in writing, to the transportation network company why the information is necessary for the enforcement processes established in this chapter.

(e) Any record furnished to the division or other state agency by a transportation network company pursuant to this chapter including, but not limited to, the roster of permitted transportation network drivers, shall not be considered a public record as defined in clause Twenty-sixth of section 7 of chapter 4 or chapter 66. An application for a transportation network company permit submitted pursuant to this chapter shall be a public record as defined in said clause Twenty-sixth of said section 7 of said chapter 4 or said chapter 66; provided, however, that such an application may be withheld from disclosure, in whole or in part, for reasons set forth in said clause Twenty-sixth of said section 7 of said chapter 4 or said chapter 66.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 9** RIGHT OF TRANSPORTATION NETWORK COMPANY TO  
SUSPEND, REVOKE OR TERMINATE A DRIVER FROM  
DIGITAL NETWORK

Section 9. Nothing in this chapter shall require a transportation network company to issue a driver certificate to a driver applicant who meets the requirements of this chapter or prevent the transportation network company from suspending, revoking or otherwise terminating a driver from its digital network.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 10** TAXATION OR ADDITIONAL REQUIREMENTS ON  
TRANSPORTATION NETWORK COMPANIES BY ENTITIES  
OTHER THAN MASSACHUSETTS PORT AUTHORITY  
PROHIBITED

Section 10. Except where expressly set forth in this chapter, no municipality or other local or state entity, except the Massachusetts Port Authority, may: (i) impose a tax on or require any additional license for a transportation network company, a transportation network driver or a vehicle used by a transportation network driver where the tax or licenses relate to facilitating or providing pre-arranged rides; (ii) require any additional license for a transportation network company or transportation network driver; or (iii) subject a transportation network company to the municipality's or other local or state entity's rates or other requirements, including but not limited to entry or operational requirements; provided, however, that a municipality or other local or state entity may regulate traffic flow and traffic patterns to ensure public safety and convenience.

**Part I** ADMINISTRATION OF THE GOVERNMENT

**Title XXII** CORPORATIONS

**Chapter** TRANSPORTATION NETWORK COMPANIES  
**159A1/2**

**Section 11** RULES AND REGULATIONS

Section 11. The division shall promulgate regulations necessary for the implementation, administration and enforcement of this chapter.



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*DPU Municipal Disbursements from  
Ride Share Services for 2021*

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**Municipal Disbursements - 2021 TNC Rides**

|             |            |                |
|-------------|------------|----------------|
| Abington    | 44,956     | \$4,495.60     |
| Acton       | 19,100     | \$1,910.00     |
| Acushnet    | 3,220      | \$322.00       |
| Adams       | 33         | \$3.30         |
| Agawam      | 11,775     | \$1,177.50     |
| Alford      | 0          | \$0.00         |
| Amesbury    | 13,590     | \$1,359.00     |
| Amherst     | 57,857     | \$5,785.70     |
| Andover     | 77,382     | \$7,738.20     |
| Aquinnah    | 163        | \$16.30        |
| Arlington   | 153,441    | \$15,344.10    |
| Ashburnham  | 261        | \$26.10        |
| Ashby       | 74         | \$7.40         |
| Ashfield    | 0          | \$0.00         |
| Ashland     | 22,641     | \$2,264.10     |
| Athol       | 73         | \$7.30         |
| Attleboro   | 78,772     | \$7,877.20     |
| Auburn      | 27,943     | \$2,794.30     |
| Avon        | 33,793     | \$3,379.30     |
| Ayer        | 4,178      | \$417.80       |
| Barnstable  | 195,121    | \$19,512.10    |
| Barre       | 14         | \$1.40         |
| Becket      | 7          | \$0.70         |
| Bedford     | 30,753     | \$3,075.30     |
| Belchertown | 628        | \$62.80        |
| Bellingham  | 9,519      | \$951.90       |
| Belmont     | 103,946    | \$10,394.60    |
| Berkley     | 2,246      | \$224.60       |
| Berlin      | 3,261      | \$326.10       |
| Bernardston | 9          | \$0.90         |
| Beverly     | 114,243    | \$11,424.30    |
| Billerica   | 74,569     | \$7,456.90     |
| Blackstone  | 1,777      | \$177.70       |
| Blandford   | 8          | \$0.80         |
| Bolton      | 1,193      | \$119.30       |
| Boston      | 18,352,862 | \$1,835,286.20 |
| Bourne      | 13,559     | \$1,355.90     |
| Boxborough  | 3,558      | \$355.80       |
| Boxford     | 3,340      | \$334.00       |
| Boylston    | 3,905      | \$390.50       |
| Braintree   | 269,431    | \$26,943.10    |
| Brewster    | 8,712      | \$871.20       |
| Bridgewater | 34,235     | \$3,423.50     |
| Brimfield   | 24         | \$2.40         |
| Brockton    | 844,803    | \$84,480.30    |
| Brookfield  | 76         | \$7.60         |
| Brookline   | 840,606    | \$84,060.60    |

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## Municipal Disbursements - 2021 TNC Rides

|                  |           |              |
|------------------|-----------|--------------|
| Buckland         | 2         | \$0.20       |
| Burlington       | 148,304   | \$14,830.40  |
| Cambridge        | 2,360,396 | \$236,039.60 |
| Canton           | 76,666    | \$7,666.60   |
| Carlisle         | 2,075     | \$207.50     |
| Carver           | 4,260     | \$426.00     |
| Charlemont       | 1         | \$0.10       |
| Charlton         | 2,213     | \$221.30     |
| Chatham          | 17,429    | \$1,742.90   |
| Chelmsford       | 72,291    | \$7,229.10   |
| Chelsea          | 492,479   | \$49,247.90  |
| Cheshire         | 26        | \$2.60       |
| Chester          | 1         | \$0.10       |
| Chesterfield     | 1         | \$0.10       |
| Chicopee         | 61,737    | \$6,173.70   |
| Chilmark         | 1,055     | \$105.50     |
| Clarksburg       | 1         | \$0.10       |
| Clinton          | 6,436     | \$643.60     |
| Cohasset         | 5,111     | \$511.10     |
| Colrain          | 0         | \$0.00       |
| Concord          | 26,749    | \$2,674.90   |
| Conway           | 2         | \$0.20       |
| Cummington       | 0         | \$0.00       |
| Dalton           | 104       | \$10.40      |
| Danvers          | 112,437   | \$11,243.70  |
| Dartmouth        | 52,015    | \$5,201.50   |
| Dedham           | 145,572   | \$14,557.20  |
| Deerfield        | 393       | \$39.30      |
| Dennis           | 36,671    | \$3,667.10   |
| Dighton          | 1,954     | \$195.40     |
| Douglas          | 564       | \$56.40      |
| Dover            | 4,693     | \$469.30     |
| Dracut           | 51,936    | \$5,193.60   |
| Dudley           | 1,062     | \$106.20     |
| Dunstable        | 449       | \$44.90      |
| Duxbury          | 4,852     | \$485.20     |
| East_Bridgewater | 11,736    | \$1,173.60   |
| East_Brookfield  | 120       | \$12.00      |
| East_Longmeadow  | 6,597     | \$659.70     |
| Eastham          | 3,545     | \$354.50     |
| Easthampton      | 3,284     | \$328.40     |
| Easton           | 34,437    | \$3,443.70   |
| Edgartown        | 35,927    | \$3,592.70   |
| Egremont         | 1         | \$0.10       |
| Erving           | 1         | \$0.10       |
| Essex            | 1,235     | \$123.50     |
| Everett          | 708,594   | \$70,859.40  |

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## Municipal Disbursements - 2021 TNC Rides

|                  |         |             |
|------------------|---------|-------------|
| Fairhaven        | 16,364  | \$1,636.40  |
| Fall River       | 220,821 | \$22,082.10 |
| Falmouth         | 68,479  | \$6,847.90  |
| Fitchburg        | 40,407  | \$4,040.70  |
| Florida          | 2       | \$0.20      |
| Foxborough       | 40,622  | \$4,062.20  |
| Framingham       | 276,077 | \$27,607.70 |
| Franklin         | 22,634  | \$2,263.40  |
| Freetown         | 3,286   | \$328.60    |
| Gardner          | 3,378   | \$337.80    |
| Georgetown       | 3,530   | \$353.00    |
| Gill             | 11      | \$1.10      |
| Gloucester       | 10,510  | \$1,051.00  |
| Goshen           | 2       | \$0.20      |
| Gosnold          | 0       | \$0.00      |
| Grafton          | 11,170  | \$1,117.00  |
| Granby           | 693     | \$69.30     |
| Granville        | 3       | \$0.30      |
| Great_Barrington | 62      | \$6.20      |
| Greenfield       | 343     | \$34.30     |
| Groton           | 2,237   | \$223.70    |
| Groveland        | 2,702   | \$270.20    |
| Hadley           | 11,485  | \$1,148.50  |
| Halifax          | 3,191   | \$319.10    |
| Hamilton         | 3,790   | \$379.00    |
| Hampden          | 319     | \$31.90     |
| Hancock          | 23      | \$2.30      |
| Hanover          | 18,509  | \$1,850.90  |
| Hanson           | 6,496   | \$649.60    |
| Hardwick         | 4       | \$0.40      |
| Harvard          | 3,596   | \$359.60    |
| Harwich          | 23,113  | \$2,311.30  |
| Hatfield         | 424     | \$42.40     |
| Haverhill        | 214,714 | \$21,471.40 |
| Hawley           | 0       | \$0.00      |
| Heath            | 0       | \$0.00      |
| Hingham          | 45,466  | \$4,546.60  |
| Hinsdale         | 11      | \$1.10      |
| Holbrook         | 36,822  | \$3,682.20  |
| Holden           | 5,967   | \$596.70    |
| Holland          | 8       | \$0.80      |
| Holliston        | 6,491   | \$649.10    |
| Holyoke          | 52,153  | \$5,215.30  |
| Hopedale         | 1,345   | \$134.50    |
| Hopkinton        | 8,541   | \$854.10    |
| Hubbardston      | 67      | \$6.70      |
| Hudson           | 17,539  | \$1,753.90  |

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## Municipal Disbursements - 2021 TNC Rides

|               |         |             |
|---------------|---------|-------------|
| Hull          | 9,090   | \$909.00    |
| Huntington    | 2       | \$0.20      |
| Ipswich       | 5,577   | \$557.70    |
| Kingston      | 14,275  | \$1,427.50  |
| Lakeville     | 5,052   | \$505.20    |
| Lancaster     | 2,158   | \$215.80    |
| Lanesborough  | 53      | \$5.30      |
| Lawrence      | 418,634 | \$41,863.40 |
| Lee           | 116     | \$11.60     |
| Leicester     | 7,599   | \$759.90    |
| Lenox         | 378     | \$37.80     |
| Leominster    | 47,226  | \$4,722.60  |
| Leverett      | 51      | \$5.10      |
| Lexington     | 76,849  | \$7,684.90  |
| Leyden        | 1       | \$0.10      |
| Lincoln       | 12,266  | \$1,226.60  |
| Littleton     | 7,747   | \$774.70    |
| Longmeadow    | 5,113   | \$511.30    |
| Lowell        | 572,755 | \$57,275.50 |
| Ludlow        | 4,499   | \$449.90    |
| Lunenburg     | 4,015   | \$401.50    |
| Lynn          | 606,745 | \$60,674.50 |
| Lynnfield     | 27,160  | \$2,716.00  |
| Malden        | 641,059 | \$64,105.90 |
| Manchester    | 2,730   | \$273.00    |
| Mansfield     | 31,884  | \$3,188.40  |
| Marblehead    | 28,945  | \$2,894.50  |
| Marion        | 1,099   | \$109.90    |
| Marlborough   | 85,983  | \$8,598.30  |
| Marshfield    | 13,126  | \$1,312.60  |
| Mashpee       | 18,500  | \$1,850.00  |
| Mattapoisett  | 1,389   | \$138.90    |
| Maynard       | 7,278   | \$727.80    |
| Medfield      | 6,508   | \$650.80    |
| Medford       | 569,347 | \$56,934.70 |
| Medway        | 3,989   | \$398.90    |
| Melrose       | 102,745 | \$10,274.50 |
| Mendon        | 905     | \$90.50     |
| Merrimac      | 2,959   | \$295.90    |
| Methuen       | 169,201 | \$16,920.10 |
| Middleborough | 13,890  | \$1,389.00  |
| Middlefield   | 0       | \$0.00      |
| Middleton     | 13,377  | \$1,337.70  |
| Milford       | 22,884  | \$2,288.40  |
| Millbury      | 23,020  | \$2,302.00  |
| Millis        | 3,823   | \$382.30    |
| Millville     | 386     | \$38.60     |

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## Municipal Disbursements - 2021 TNC Rides

|                    |         |             |
|--------------------|---------|-------------|
| Milton             | 103,419 | \$10,341.90 |
| Monroe             | 0       | \$0.00      |
| Monson             | 89      | \$8.90      |
| Montague           | 68      | \$6.80      |
| Monterey           | 0       | \$0.00      |
| Montgomery         | 0       | \$0.00      |
| Mount_Washington   | 0       | \$0.00      |
| Nahant             | 7,245   | \$724.50    |
| Nantucket          | 175,155 | \$17,515.50 |
| Natick             | 113,908 | \$11,390.80 |
| Needham            | 95,074  | \$9,507.40  |
| New_Ashford        | 1       | \$0.10      |
| New_Bedford        | 234,531 | \$23,453.10 |
| New_Braintree      | 3       | \$0.30      |
| New_Marlborough    | 1       | \$0.10      |
| New_Salem          | 2       | \$0.20      |
| Newbury            | 3,088   | \$308.80    |
| Newburyport        | 16,582  | \$1,658.20  |
| Newton             | 554,969 | \$55,496.90 |
| Norfolk            | 4,350   | \$435.00    |
| North_Adams        | 150     | \$15.00     |
| North_Andover      | 60,019  | \$6,001.90  |
| North_Attleborough | 46,275  | \$4,627.50  |
| North_Brookfield   | 113     | \$11.30     |
| North_Reading      | 19,501  | \$1,950.10  |
| Northampton        | 11,185  | \$1,118.50  |
| Northborough       | 22,781  | \$2,278.10  |
| Northbridge        | 4,907   | \$490.70    |
| Northfield         | 3       | \$0.30      |
| Norton             | 18,132  | \$1,813.20  |
| Norwell            | 13,648  | \$1,364.80  |
| Norwood            | 123,074 | \$12,307.40 |
| Oak Bluffs         | 51,077  | \$5,107.70  |
| Oakham             | 18      | \$1.80      |
| Orange             | 19      | \$1.90      |
| Orleans            | 6,270   | \$627.00    |
| Otis               | 0       | \$0.00      |
| Oxford             | 6,411   | \$641.10    |
| Palmer             | 656     | \$65.60     |
| Paxton             | 1,261   | \$126.10    |
| Peabody            | 202,903 | \$20,290.30 |
| Pelham             | 66      | \$6.60      |
| Pembroke           | 11,502  | \$1,150.20  |
| Pepperell          | 896     | \$89.60     |
| Peru               | 0       | \$0.00      |
| Petersham          | 5       | \$0.50      |
| Phillipston        | 25      | \$2.50      |

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## Municipal Disbursements - 2021 TNC Rides

|              |           |              |
|--------------|-----------|--------------|
| Pittsfield   | 2,869     | \$286.90     |
| Plainfield   | 0         | \$0.00       |
| Plainville   | 13,061    | \$1,306.10   |
| Plymouth     | 64,974    | \$6,497.40   |
| Plympton     | 1,122     | \$112.20     |
| Princeton    | 349       | \$34.90      |
| Provincetown | 14,596    | \$1,459.60   |
| Quincy       | 705,761   | \$70,576.10  |
| Randolph     | 213,361   | \$21,336.10  |
| Raynham      | 29,829    | \$2,982.90   |
| Reading      | 42,452    | \$4,245.20   |
| Rehoboth     | 3,539     | \$353.90     |
| Revere       | 615,417   | \$61,541.70  |
| Richmond     | 23        | \$2.30       |
| Rochester    | 554       | \$55.40      |
| Rockland     | 42,132    | \$4,213.20   |
| Rockport     | 1,033     | \$103.30     |
| Rowe         | 0         | \$0.00       |
| Rowley       | 2,962     | \$296.20     |
| Royalston    | 1         | \$0.10       |
| Russell      | 6         | \$0.60       |
| Rutland      | 754       | \$75.40      |
| Salem        | 279,290   | \$27,929.00  |
| Salisbury    | 9,324     | \$932.40     |
| Sandisfield  | 0         | \$0.00       |
| Sandwich     | 9,554     | \$955.40     |
| Saugus       | 184,680   | \$18,468.00  |
| Savoy        | 0         | \$0.00       |
| Scituate     | 5,522     | \$552.20     |
| Seekonk      | 25,309    | \$2,530.90   |
| Sharon       | 18,963    | \$1,896.30   |
| Sheffield    | 3         | \$0.30       |
| Shelburne    | 15        | \$1.50       |
| Sherborn     | 3,228     | \$322.80     |
| Shirley      | 1,397     | \$139.70     |
| Shrewsbury   | 63,940    | \$6,394.00   |
| Shutesbury   | 20        | \$2.00       |
| Somerset     | 13,715    | \$1,371.50   |
| Somerville   | 1,172,672 | \$117,267.20 |
| South_Hadley | 5,192     | \$519.20     |
| Southampton  | 460       | \$46.00      |
| Southborough | 9,735     | \$973.50     |
| Southbridge  | 2,722     | \$272.20     |
| Southwick    | 163       | \$16.30      |
| Spencer      | 2,629     | \$262.90     |
| Springfield  | 323,178   | \$32,317.80  |
| Sterling     | 1,831     | \$183.10     |

## Municipal Disbursements - 2021 TNC Rides

|                  |         |             |
|------------------|---------|-------------|
| Stockbridge      | 38      | \$3.80      |
| Stoneham         | 77,848  | \$7,784.80  |
| Stoughton        | 117,580 | \$11,758.00 |
| Stow             | 1,832   | \$183.20    |
| Sturbridge       | 1,979   | \$197.90    |
| Sudbury          | 14,043  | \$1,404.30  |
| Sunderland       | 1,863   | \$186.30    |
| Sutton           | 3,905   | \$390.50    |
| Swampscott       | 45,090  | \$4,509.00  |
| Swansea          | 10,700  | \$1,070.00  |
| Taunton          | 102,263 | \$10,226.30 |
| Templeton        | 160     | \$16.00     |
| Tewksbury        | 83,383  | \$8,338.30  |
| Tisbury          | 27,843  | \$2,784.30  |
| Tolland          | 0       | \$0.00      |
| Topsfield        | 3,454   | \$345.40    |
| Townsend         | 587     | \$58.70     |
| Truro            | 1,933   | \$193.30    |
| Tyngsborough     | 11,915  | \$1,191.50  |
| Tyringham        | 3       | \$0.30      |
| Upton            | 1,417   | \$141.70    |
| Uxbridge         | 2,682   | \$268.20    |
| Wakefield        | 65,749  | \$6,574.90  |
| Wales            | 4       | \$0.40      |
| Walpole          | 42,324  | \$4,232.40  |
| Waltham          | 445,177 | \$44,517.70 |
| Ware             | 92      | \$9.20      |
| Wareham          | 17,482  | \$1,748.20  |
| Warren           | 82      | \$8.20      |
| Warwick          | 0       | \$0.00      |
| Washington       | 3       | \$0.30      |
| Watertown        | 289,571 | \$28,957.10 |
| Wayland          | 13,909  | \$1,390.90  |
| Webster          | 5,359   | \$535.90    |
| Wellesley        | 114,011 | \$11,401.10 |
| Wellfleet        | 2,288   | \$228.80    |
| Wendell          | 1       | \$0.10      |
| Wenham           | 3,458   | \$345.80    |
| West_Boylston    | 8,562   | \$856.20    |
| West_Bridgewater | 16,822  | \$1,682.20  |
| West_Brookfield  | 28      | \$2.80      |
| West_Newbury     | 1,039   | \$103.90    |
| West_Springfield | 43,442  | \$4,344.20  |
| West_Stockbridge | 7       | \$0.70      |
| West_Tisbury     | 9,650   | \$965.00    |
| Westborough      | 47,406  | \$4,740.60  |
| Westfield        | 7,268   | \$726.80    |

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## Municipal Disbursements - 2021 TNC Rides

|                     |                   |                       |
|---------------------|-------------------|-----------------------|
| <b>Westford</b>     | 18,557            | \$1,855.70            |
| <b>Westhampton</b>  | 7                 | \$0.70                |
| <b>Westminster</b>  | 1,612             | \$161.20              |
| <b>Weston</b>       | 25,611            | \$2,561.10            |
| <b>Westport</b>     | 7,344             | \$734.40              |
| <b>Westwood</b>     | 48,502            | \$4,850.20            |
| <b>Weymouth</b>     | 199,294           | \$19,929.40           |
| <b>Whately</b>      | 142               | \$14.20               |
| <b>Whitman</b>      | 25,776            | \$2,577.60            |
| <b>Wilbraham</b>    | 2,591             | \$259.10              |
| <b>Williamsburg</b> | 50                | \$5.00                |
| <b>Williamstown</b> | 106               | \$10.60               |
| <b>Wilmington</b>   | 46,492            | \$4,649.20            |
| <b>Winchendon</b>   | 115               | \$11.50               |
| <b>Winchester</b>   | 51,238            | \$5,123.80            |
| <b>Windsor</b>      | 0                 | \$0.00                |
| <b>Winthrop</b>     | 78,160            | \$7,816.00            |
| <b>Woburn</b>       | 215,878           | \$21,587.80           |
| <b>Worcester</b>    | 786,978           | \$78,697.80           |
| <b>Worthington</b>  | 0                 | \$0.00                |
| <b>Wrentham</b>     | 15,574            | \$1,557.40            |
| <b>Yarmouth</b>     | 49,655            | \$4,965.50            |
| <b>Totals</b>       | <b>39,748,519</b> | <b>\$3,974,851.90</b> |

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*DPU Municipal Disbursements from  
Ride Share Services for 2020*

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## Municipal Disbursements - 2020 TNC Rides

| Municipality | 2020 Rides | Disbursement   |
|--------------|------------|----------------|
| Abington     | 39,877     | \$3,987.70     |
| Acton        | 17,037     | \$1,703.70     |
| Acushnet     | 2,295      | \$229.50       |
| Adams        | 43         | \$4.30         |
| Agawam       | 13,578     | \$1,357.80     |
| Amesbury     | 13,006     | \$1,300.60     |
| Amherst      | 89,835     | \$8,983.50     |
| Andover      | 60,566     | \$6,056.60     |
| Aquinnah     | 194        | \$19.40        |
| Arlington    | 138,072    | \$13,807.20    |
| Ashburnham   | 373        | \$37.30        |
| Ashby        | 49         | \$4.90         |
| Ashland      | 21,899     | \$2,189.90     |
| Athol        | 57         | \$5.70         |
| Attleboro    | 65,838     | \$6,583.80     |
| Auburn       | 27,055     | \$2,705.50     |
| Avon         | 23,813     | \$2,381.30     |
| Ayer         | 4,735      | \$473.50       |
| Barnstable   | 118,954    | \$11,895.40    |
| Barre        | 38         | \$3.80         |
| Becket       | 3          | \$0.30         |
| Bedford      | 24,713     | \$2,471.30     |
| Belchertown  | 1,117      | \$111.70       |
| Bellingham   | 8,859      | \$885.90       |
| Belmont      | 94,835     | \$9,483.50     |
| Berkley      | 1,825      | \$182.50       |
| Berlin       | 3,462      | \$346.20       |
| Bernardston  | 11         | \$1.10         |
| Beverly      | 101,061    | \$10,106.10    |
| Billerica    | 58,366     | \$5,836.60     |
| Blackstone   | 2,127      | \$212.70       |
| Blandford    | 15         | \$1.50         |
| Bolton       | 1,173      | \$117.30       |
| Boston       | 15,923,280 | \$1,592,328.00 |
| Bourne       | 9,818      | \$981.80       |
| Boxborough   | 3,451      | \$345.10       |
| Boxford      | 2,293      | \$229.30       |
| Boylston     | 3,274      | \$327.40       |
| Braintree    | 223,745    | \$22,374.50    |
| Brewster     | 4,880      | \$488.00       |
| Bridgewater  | 26,246     | \$2,624.60     |
| Brimfield    | 44         | \$4.40         |
| Brockton     | 678,342    | \$67,834.20    |
| Brookfield   | 78         | \$7.80         |
| Brookline    | 817,536    | \$81,753.60    |
| Buckland     | 3          | \$0.30         |

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## Municipal Disbursements - 2020 TNC Rides

|                         |           |              |
|-------------------------|-----------|--------------|
| <b>Burlington</b>       | 120,011   | \$12,001.10  |
| <b>Cambridge</b>        | 2,298,990 | \$229,899.00 |
| <b>Canton</b>           | 57,703    | \$5,770.30   |
| <b>Carlisle</b>         | 1,665     | \$166.50     |
| <b>Carver</b>           | 3,705     | \$370.50     |
| <b>Charlemont</b>       | 1         | \$0.10       |
| <b>Charlton</b>         | 2,666     | \$266.60     |
| <b>Chatham</b>          | 6,598     | \$659.80     |
| <b>Chelmsford</b>       | 57,580    | \$5,758.00   |
| <b>Chelsea</b>          | 450,260   | \$45,026.00  |
| <b>Cheshire</b>         | 44        | \$4.40       |
| <b>Chester</b>          | 1         | \$0.10       |
| <b>Chesterfield</b>     | 3         | \$0.30       |
| <b>Chicopee</b>         | 79,270    | \$7,927.00   |
| <b>Chilmark</b>         | 599       | \$59.90      |
| <b>Clarksburg</b>       | 2         | \$0.20       |
| <b>Clinton</b>          | 6,730     | \$673.00     |
| <b>Cohasset</b>         | 4,829     | \$482.90     |
| <b>Colrain</b>          | 1         | \$0.10       |
| <b>Concord</b>          | 20,917    | \$2,091.70   |
| <b>Conway</b>           | 6         | \$0.60       |
| <b>Dalton</b>           | 492       | \$49.20      |
| <b>Danvers</b>          | 86,728    | \$8,672.80   |
| <b>Dartmouth</b>        | 39,156    | \$3,915.60   |
| <b>Dedham</b>           | 120,081   | \$12,008.10  |
| <b>Deerfield</b>        | 638       | \$63.80      |
| <b>Dennis</b>           | 21,963    | \$2,196.30   |
| <b>Dighton</b>          | 1,502     | \$150.20     |
| <b>Douglas</b>          | 836       | \$83.60      |
| <b>Dover</b>            | 4,059     | \$405.90     |
| <b>Dracut</b>           | 39,320    | \$3,932.00   |
| <b>Dudley</b>           | 1,398     | \$139.80     |
| <b>Dunstable</b>        | 688       | \$68.80      |
| <b>Duxbury</b>          | 4,846     | \$484.60     |
| <b>East Bridgewater</b> | 10,851    | \$1,085.10   |
| <b>East Brookfield</b>  | 205       | \$20.50      |
| <b>East Longmeadow</b>  | 10,790    | \$1,079.00   |
| <b>Eastham</b>          | 1,907     | \$190.70     |
| <b>Easthampton</b>      | 5,499     | \$549.90     |
| <b>Easton</b>           | 26,469    | \$2,646.90   |
| <b>Edgartown</b>        | 22,066    | \$2,206.60   |
| <b>Egremont</b>         | 2         | \$0.20       |
| <b>Erving</b>           | 2         | \$0.20       |
| <b>Essex</b>            | 1,091     | \$109.10     |
| <b>Everett</b>          | 644,701   | \$64,470.10  |
| <b>Fairhaven</b>        | 12,149    | \$1,214.90   |
| <b>Fall River</b>       | 182,263   | \$18,226.30  |

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## Municipal Disbursements - 2020 TNC Rides

|                  |         |             |
|------------------|---------|-------------|
| Falmouth         | 41,311  | \$4,131.10  |
| Fitchburg        | 48,686  | \$4,868.60  |
| Foxborough       | 28,732  | \$2,873.20  |
| Framingham       | 255,902 | \$25,590.20 |
| Franklin         | 20,208  | \$2,020.80  |
| Freetown         | 2,499   | \$249.90    |
| Gardner          | 3,757   | \$375.70    |
| Georgetown       | 2,630   | \$263.00    |
| Gill             | 17      | \$1.70      |
| Gloucester       | 10,283  | \$1,028.30  |
| Goshen           | 6       | \$0.60      |
| Grafton          | 10,350  | \$1,035.00  |
| Granby           | 1,422   | \$142.20    |
| Granville        | 8       | \$0.80      |
| Great Barrington | 62      | \$6.20      |
| Greenfield       | 584     | \$58.40     |
| Groton           | 2,042   | \$204.20    |
| Groveland        | 2,039   | \$203.90    |
| Hadley           | 15,015  | \$1,501.50  |
| Halifax          | 2,711   | \$271.10    |
| Hamilton         | 3,292   | \$329.20    |
| Hampden          | 642     | \$64.20     |
| Hancock          | 35      | \$3.50      |
| Hanover          | 14,349  | \$1,434.90  |
| Hanson           | 5,289   | \$528.90    |
| Hardwick         | 5       | \$0.50      |
| Harvard          | 3,322   | \$332.20    |
| Harwich          | 12,472  | \$1,247.20  |
| Hatfield         | 602     | \$60.20     |
| Haverhill        | 163,499 | \$16,349.90 |
| Hingham          | 37,685  | \$3,768.50  |
| Hinsdale         | 12      | \$1.20      |
| Holbrook         | 30,577  | \$3,057.70  |
| Holden           | 5,966   | \$596.60    |
| Holland          | 12      | \$1.20      |
| Holliston        | 6,026   | \$602.60    |
| Holyoke          | 71,326  | \$7,132.60  |
| Hopedale         | 1,622   | \$162.20    |
| Hopkinton        | 8,265   | \$826.50    |
| Hubbardston      | 71      | \$7.10      |
| Hudson           | 19,322  | \$1,932.20  |
| Hull             | 8,275   | \$827.50    |
| Huntington       | 3       | \$0.30      |
| Ipswich          | 5,529   | \$552.90    |
| Kingston         | 11,896  | \$1,189.60  |
| Lakeville        | 3,904   | \$390.40    |
| Lancaster        | 2,632   | \$263.20    |

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## Municipal Disbursements - 2020 TNC Rides

|               |         |             |
|---------------|---------|-------------|
| Lanesborough  | 162     | \$16.20     |
| Lawrence      | 340,238 | \$34,023.80 |
| Lee           | 262     | \$26.20     |
| Leicester     | 8,042   | \$804.20    |
| Lenox         | 654     | \$65.40     |
| Leominster    | 54,460  | \$5,446.00  |
| Leverett      | 70      | \$7.00      |
| Lexington     | 68,235  | \$6,823.50  |
| Lincoln       | 9,755   | \$975.50    |
| Littleton     | 6,777   | \$677.70    |
| Longmeadow    | 6,505   | \$650.50    |
| Lowell        | 482,809 | \$48,280.90 |
| Ludlow        | 6,345   | \$634.50    |
| Lunenburg     | 4,842   | \$484.20    |
| Lynn          | 546,818 | \$54,681.80 |
| Lynnfield     | 21,043  | \$2,104.30  |
| Malden        | 591,527 | \$59,152.70 |
| Manchester    | 2,357   | \$235.70    |
| Mansfield     | 26,289  | \$2,628.90  |
| Marblehead    | 23,642  | \$2,364.20  |
| Marion        | 1,125   | \$112.50    |
| Marlborough   | 83,125  | \$8,312.50  |
| Marshfield    | 11,072  | \$1,107.20  |
| Mashpee       | 11,707  | \$1,170.70  |
| Mattapoisett  | 1,087   | \$108.70    |
| Maynard       | 6,240   | \$624.00    |
| Medfield      | 5,357   | \$535.70    |
| Medford       | 526,024 | \$52,602.40 |
| Medway        | 4,140   | \$414.00    |
| Melrose       | 90,492  | \$9,049.20  |
| Mendon        | 1,068   | \$106.80    |
| Merrimac      | 2,180   | \$218.00    |
| Methuen       | 126,415 | \$12,641.50 |
| Middleborough | 10,719  | \$1,071.90  |
| Middleton     | 8,671   | \$867.10    |
| Milford       | 26,525  | \$2,652.50  |
| Millbury      | 18,828  | \$1,882.80  |
| Millis        | 3,261   | \$326.10    |
| Millville     | 294     | \$29.40     |
| Milton        | 88,883  | \$8,888.30  |
| Monson        | 220     | \$22.00     |
| Montague      | 132     | \$13.20     |
| Monterey      | 2       | \$0.20      |
| Montgomery    | 4       | \$0.40      |
| Nahant        | 5,902   | \$590.20    |
| Nantucket     | 102,572 | \$10,257.20 |
| Natick        | 99,711  | \$9,971.10  |

## Municipal Disbursements - 2020 TNC Rides

|                           |         |             |
|---------------------------|---------|-------------|
| <b>Needham</b>            | 76,039  | \$7,603.90  |
| <b>New Ashford</b>        | 5       | \$0.50      |
| <b>New Bedford</b>        | 190,009 | \$19,000.90 |
| <b>New Braintree</b>      | 3       | \$0.30      |
| <b>New Marlborough</b>    | 1       | \$0.10      |
| <b>Newbury</b>            | 3,043   | \$304.30    |
| <b>Newburyport</b>        | 19,569  | \$1,956.90  |
| <b>Newton</b>             | 493,207 | \$49,320.70 |
| <b>Norfolk</b>            | 3,987   | \$398.70    |
| <b>North Adams</b>        | 155     | \$15.50     |
| <b>North Andover</b>      | 46,582  | \$4,658.20  |
| <b>North Attleborough</b> | 35,861  | \$3,586.10  |
| <b>North Brookfield</b>   | 154     | \$15.40     |
| <b>North Reading</b>      | 16,660  | \$1,666.00  |
| <b>Northampton</b>        | 23,835  | \$2,383.50  |
| <b>Northborough</b>       | 17,640  | \$1,764.00  |
| <b>Northbridge</b>        | 5,624   | \$562.40    |
| <b>Northfield</b>         | 3       | \$0.30      |
| <b>Norton</b>             | 14,852  | \$1,485.20  |
| <b>Norwell</b>            | 11,139  | \$1,113.90  |
| <b>Norwood</b>            | 99,935  | \$9,993.50  |
| <b>Oak Bluffs</b>         | 29,810  | \$2,981.00  |
| <b>Oakham</b>             | 24      | \$2.40      |
| <b>Orange</b>             | 24      | \$2.40      |
| <b>Orleans</b>            | 4,037   | \$403.70    |
| <b>Oxford</b>             | 6,681   | \$668.10    |
| <b>Palmer</b>             | 1,432   | \$143.20    |
| <b>Paxton</b>             | 1,609   | \$160.90    |
| <b>Peabody</b>            | 164,686 | \$16,468.60 |
| <b>Pelham</b>             | 177     | \$17.70     |
| <b>Pembroke</b>           | 9,260   | \$926.00    |
| <b>Pepperell</b>          | 1,284   | \$128.40    |
| <b>Petersham</b>          | 8       | \$0.80      |
| <b>Phillipston</b>        | 29      | \$2.90      |
| <b>Pittsfield</b>         | 11,514  | \$1,151.40  |
| <b>Plainville</b>         | 10,064  | \$1,006.40  |
| <b>Plymouth</b>           | 56,163  | \$5,616.30  |
| <b>Plympton</b>           | 772     | \$77.20     |
| <b>Princeton</b>          | 221     | \$22.10     |
| <b>Provincetown</b>       | 6,819   | \$681.90    |
| <b>Quincy</b>             | 645,152 | \$64,515.20 |
| <b>Randolph</b>           | 173,276 | \$17,327.60 |
| <b>Raynham</b>            | 21,739  | \$2,173.90  |
| <b>Reading</b>            | 34,988  | \$3,498.80  |
| <b>Rehoboth</b>           | 3,510   | \$351.00    |
| <b>Revere</b>             | 540,738 | \$54,073.80 |
| <b>Richmond</b>           | 41      | \$4.10      |

If you have questions about this report, please contact us at [DPUTNCReports@mass.gov](mailto:DPUTNCReports@mass.gov)



## Municipal Disbursements - 2020 TNC Rides

|                     |           |              |
|---------------------|-----------|--------------|
| <b>Rochester</b>    | 575       | \$57.50      |
| <b>Rockland</b>     | 34,638    | \$3,463.80   |
| <b>Rockport</b>     | 968       | \$96.80      |
| <b>Rowley</b>       | 2,729     | \$272.90     |
| <b>Royalston</b>    | 4         | \$0.40       |
| <b>Russell</b>      | 20        | \$2.00       |
| <b>Rutland</b>      | 1,149     | \$114.90     |
| <b>Salem</b>        | 210,721   | \$21,072.10  |
| <b>Salisbury</b>    | 8,750     | \$875.00     |
| <b>Sandwich</b>     | 7,637     | \$763.70     |
| <b>Saugus</b>       | 145,120   | \$14,512.00  |
| <b>Savoy</b>        | 1         | \$0.10       |
| <b>Scituate</b>     | 5,841     | \$584.10     |
| <b>Seekonk</b>      | 21,188    | \$2,118.80   |
| <b>Sharon</b>       | 13,746    | \$1,374.60   |
| <b>Sheffield</b>    | 2         | \$0.20       |
| <b>Shelburne</b>    | 1         | \$0.10       |
| <b>Sherborn</b>     | 2,439     | \$243.90     |
| <b>Shirley</b>      | 1,207     | \$120.70     |
| <b>Shrewsbury</b>   | 59,300    | \$5,930.00   |
| <b>Shutesbury</b>   | 38        | \$3.80       |
| <b>Somerset</b>     | 9,166     | \$916.60     |
| <b>Somerville</b>   | 1,159,701 | \$115,970.10 |
| <b>South Hadley</b> | 7,808     | \$780.80     |
| <b>Southampton</b>  | 712       | \$71.20      |
| <b>Southborough</b> | 11,389    | \$1,138.90   |
| <b>Southbridge</b>  | 3,038     | \$303.80     |
| <b>Southwick</b>    | 542       | \$54.20      |
| <b>Spencer</b>      | 3,219     | \$321.90     |
| <b>Springfield</b>  | 414,354   | \$41,435.40  |
| <b>Sterling</b>     | 2,058     | \$205.80     |
| <b>Stockbridge</b>  | 112       | \$11.20      |
| <b>Stoneham</b>     | 63,200    | \$6,320.00   |
| <b>Stoughton</b>    | 93,083    | \$9,308.30   |
| <b>Stow</b>         | 2,201     | \$220.10     |
| <b>Sturbridge</b>   | 2,184     | \$218.40     |
| <b>Sudbury</b>      | 12,641    | \$1,264.10   |
| <b>Sunderland</b>   | 2,088     | \$208.80     |
| <b>Sutton</b>       | 4,226     | \$422.60     |
| <b>Swampscott</b>   | 39,462    | \$3,946.20   |
| <b>Swansea</b>      | 7,971     | \$797.10     |
| <b>Taunton</b>      | 82,111    | \$8,211.10   |
| <b>Templeton</b>    | 313       | \$31.30      |
| <b>Tewksbury</b>    | 63,475    | \$6,347.50   |
| <b>Tisbury</b>      | 18,577    | \$1,857.70   |
| <b>Topsfield</b>    | 3,007     | \$300.70     |
| <b>Townsend</b>     | 556       | \$55.60      |

If you have questions about this report, please contact us at [DPUTNCReports@mass.gov](mailto:DPUTNCReports@mass.gov)

## Municipal Disbursements - 2020 TNC Rides

|                  |         |             |
|------------------|---------|-------------|
| Truro            | 908     | \$90.80     |
| Tyngsborough     | 9,406   | \$940.60    |
| Tyringham        | 1       | \$0.10      |
| Upton            | 1,663   | \$166.30    |
| Uxbridge         | 2,600   | \$260.00    |
| Wakefield        | 54,541  | \$5,454.10  |
| Wales            | 2       | \$0.20      |
| Walpole          | 34,570  | \$3,457.00  |
| Waltham          | 409,040 | \$40,904.00 |
| Ware             | 167     | \$16.70     |
| Wareham          | 16,459  | \$1,645.90  |
| Warren           | 72      | \$7.20      |
| Washington       | 5       | \$0.50      |
| Watertown        | 247,368 | \$24,736.80 |
| Wayland          | 12,329  | \$1,232.90  |
| Webster          | 6,373   | \$637.30    |
| Wellesley        | 95,461  | \$9,546.10  |
| Wellfleet        | 1,996   | \$199.60    |
| Wendell          | 2       | \$0.20      |
| Wenham           | 3,169   | \$316.90    |
| West Boylston    | 7,924   | \$792.40    |
| West Bridgewater | 13,884  | \$1,388.40  |
| West Brookfield  | 39      | \$3.90      |
| West Newbury     | 658     | \$65.80     |
| West Springfield | 46,719  | \$4,671.90  |
| West Stockbridge | 17      | \$1.70      |
| West Tisbury     | 4,700   | \$470.00    |
| Westborough      | 38,431  | \$3,843.10  |
| Westfield        | 15,126  | \$1,512.60  |
| Westford         | 13,644  | \$1,364.40  |
| Westhampton      | 37      | \$3.70      |
| Westminster      | 1,885   | \$188.50    |
| Weston           | 21,750  | \$2,175.00  |
| Westport         | 5,561   | \$556.10    |
| Westwood         | 40,376  | \$4,037.60  |
| Weymouth         | 172,457 | \$17,245.70 |
| Whately          | 199     | \$19.90     |
| Whitman          | 21,149  | \$2,114.90  |
| Wilbraham        | 4,873   | \$487.30    |
| Williamsburg     | 115     | \$11.50     |
| Williamstown     | 124     | \$12.40     |
| Wilmington       | 38,868  | \$3,886.80  |
| Winchendon       | 98      | \$9.80      |
| Winchester       | 41,411  | \$4,141.10  |
| Windsor          | 2       | \$0.20      |
| Winthrop         | 71,614  | \$7,161.40  |
| Woburn           | 169,235 | \$16,923.50 |

If you have questions about this report, please contact us at [DPUTNCReports@mass.gov](mailto:DPUTNCReports@mass.gov)

**Municipal Disbursements - 2020 TNC Rides**

|                    |         |             |
|--------------------|---------|-------------|
| <b>Worcester</b>   | 808,773 | \$80,877.30 |
| <b>Worthington</b> | 1       | \$0.10      |
| <b>Wrentham</b>    | 10,422  | \$1,042.20  |
| <b>Yarmouth</b>    | 30,433  | \$3,043.30  |

October 27, 2022

Commonwealth of Massachusetts

Worcester County

RECEIVED  
2022 OCT 28 AM 9:09  
CITY CLERK'S OFFICE  
GARDNER, MA

CERTIFICATE OF APPOINTMENT

I appoint Nicholas Maroni, to the position of Deputy Chief of Police, of the Gardner Police Department and I certify that in my opinion he 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.

  
\_\_\_\_\_  
Michael J. Nicholson Mayor

Confirmed by City Council: \_\_\_\_\_

\_\_\_\_\_  
Titi Siriphan City Clerk

Expires: October 27, 2025

Worcester, ss., \_\_\_\_\_ 2022

Then personally appeared the above named Nicholas Maroni and made oath that he would bear true faith and allegiance to the United States of America and the Commonwealth of Massachusetts and would support the Constitution and laws thereof.

Before me,  
\_\_\_\_\_  
City Clerk

Chapter 303 Acts of 1975  
and  
Chapter 409 Acts of 1983

Received \_\_\_\_\_

October 25, 2022

Commonwealth of Massachusetts

RECEIVED

OCT 26 AM 9:09

City of Gardner

Worcester County

CERTIFICATE OF APPOINTMENT

I appoint Timothy R. McGonigal to the position of Constable, 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.

Michael J. Nicholson Mayor

Confirmed by City Council Not Required

Titi Siriphan City Clerk

Expires: October 25, 2025

Worcester, ss.,

Then personally appeared the above named Timothy R. McGonigal and made oath that he/she would faithfully and impartially perform the duties of the office of Constable 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



RECEIVED

October 11, 2022

2022 OCT 11 PM 2:23

CITY CLERK'S OFFICE

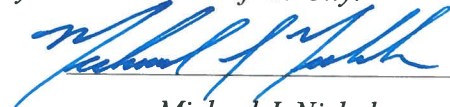
# Commonwealth of Massachusetts

Worcester County

City of Gardner

## CERTIFICATE OF APPOINTMENT

I appoint **Joshua Cormier** to the position of **Director of Purchasing/ Civil Enforcement**, 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.

 Mayor  
Michael J. Nicholson

Confirmed by City Council \_\_\_\_\_

\_\_\_\_\_  
Titi Siriphan  
City Clerk

Expires: October 11, 2025

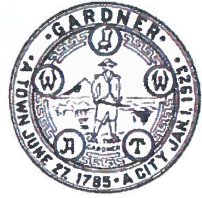
Worcester, ss., \_\_\_\_\_

Then personally appeared the above named **Joshua Cormier** and made oath that he/she would faithfully and impartially perform the duties of the office of **Director of Purchasing/Civil Enforcement** according to law and the best of his/her abilities.

Before me,  
\_\_\_\_\_  
City Clerk

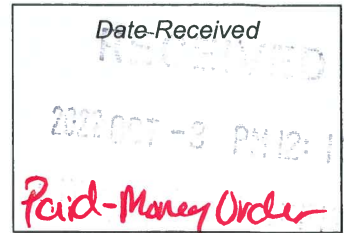
Chapter 303 Acts of 1975  
and  
Chapter 409 Acts of 1983

Received \_\_\_\_\_



CITY OF GARDNER, MASSACHUSETTS  
City Hall - Room 121 - 95 Pleasant Street  
Gardner, MA 01440-2630  
Tel: 978-630-4058 Fax: 978-630-2589

10814



### APPLICATION FOR LICENSE TO BUY AND SELL SECOND HAND MOTOR VEHICLES

New  Renewal  Class 1  Class 2  Class 3 (Circle all that apply to this Application)

1. Legal Name of Business: Sylvester R Anghuy  
(Name as registered with the Secretary of the Commonwealth's Corporations Division. If individual or partnerships enter names)
2. Doing Business As: \_\_\_\_\_  
(If conducted under any name other than the Applicant's Legal Name. An active Business Certificate must be on file with the City Clerk)
3. Business Address: 146 Sherman Street, Gardner, MA 01440  
(Complete street address where business will be conducted and P.O. Box, if any)
4. Business Tel. \_\_\_\_\_ Cellular 617-821-0792 Fax \_\_\_\_\_ E-Mail \_\_\_\_\_
5. Is the business an individual, partnership, association or corporation? Individual
6. If an individual, state full name and residential address: Sylvester R Anghuy  
146 Sherman Street, Gardner, MA 01440
7. If a partnership, state full names and residential addresses of all partners: \_\_\_\_\_
8. If an association or corporation, state full names of the principal officers:  
President \_\_\_\_\_  
Secretary \_\_\_\_\_  
Treasurer \_\_\_\_\_
9. Are you engaged principally in the business of buying, selling, or exchanging motor vehicles? Yes, internet only
  - a. If so, is your principal business the sale of new motor vehicles? No
  - b. Is your principal business the buying and selling or exchanging of second hand motor vehicles? Yes
  - c. Is your principal business that of a motor vehicle junk dealer? No
  - d. Is your principal business that of a "Repairs"? No
  - e. Is your principal business that of "Repossession"? No
9. Provide a complete description of all the premises to be used for the purpose of carrying on the business:  
Residential driveway and an off site storage unit
10. Are you a recognized agent of a motor vehicle manufacturer? YES \_\_\_\_\_ NO  X  
If yes, state the name of the manufacturer: \_\_\_\_\_

11. Do you have a signed contract as required by Section 58, Class I? YES \_\_\_\_\_ NO X
12. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? YES \_\_\_\_\_ NO X  
 If yes, in what city or town? \_\_\_\_\_  
 Did you receive a license? YES \_\_\_\_\_ NO X For what year? \_\_\_\_\_
13. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? YES \_\_\_\_\_ NO X If yes, please explain: \_\_\_\_\_

**Provide the following items/documentation with the completed Application form:**

- Applicable License Application Processing Fee(s)**, check payable to **“City of Gardner”**
- Surety Bond** in the amount of **\$25,000** executed by a surety company authorized to transact business in Massachusetts, or other equivalent proof of financial responsibility satisfactory to the municipal licensing authority. A separate bond shall be required for each different name under which the dealer conducts his business. (Applies only to Class 2 Dealers).
- State and Federal Tax Certification Affidavit**
- City of Gardner **PERMIT/APPLICATION GOOD STANDING CERTIFICATE**
- Criminal Offender Record Information (CORI) Authorization form.**
- Workers Compensation Insurance Affidavit: General Businesses**
- Parking Plan** (scaled 1" = 40 ft.) showing Building Department-approved parking layout. Six (6) copies shall be reduced to either 8½" x 11", or if applicable, 11" x 17".
- Site Plan** (scaled 1" = 40 ft.) showing all available parking, driveways, entrances and exits, building location, etc. Six (6) copies shall be reduced to either 8½" x 11", or if applicable, 11" x 17".
- Zoning Opinion** from the Building Commissioner.
- Planning Board and/or Board of Appeals Decisions (*if applicable*).

THE APPLICANT CERTIFIES THAT ALL STATE TAX RETURNS HAVE BEEN FILED AND ALL STATE AND LOCAL TAXES REQUIRED BY LAW HAVE BEEN PAID AND AGREES TO COMPLY WITH THE TERMS OF ITS LICENSE AND APPLICABLE LAW, AND ALL RULES AND REGULATIONS PROMULGATED THERETO. APPLICANT FURTHER CERTIFIES THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE AND ACCURATE AND ALSO AUTHORIZES THE LICENSING AUTHORITY OR ITS AGENTS TO CONDUCT WHATEVER INVESTIGATION IS NECESSARY TO VERIFY THE INFORMATION CONTAINED IN THIS APPLICATION.

SIGNED UNDER THE PAINS AND PENALTIES OF PERJURY.

*Solvente P. Hughes*  
 INDIVIDUAL, PARTNER OR AUTHORIZED CORPORATE OFFICER OR APPLICANT

DATE SIGNED 09/27/20

\_\_\_\_\_  
 SOCIAL SECURITY NUMBER

OR

\_\_\_\_\_  
 EMPLOYER IDENTIFICATION NUMBER (EIN)

**License Fee must be submitted with this form. Make check payable to City of Gardner. Mail completed Application Form, along with all required documentation and check to: City Clerk, 95 Pleasant Street, Room 121, Gardner, MA 01440.**

**NOTICE:** The filing of this application confers no rights on the part of the Applicant to undertake any activities until the license has been granted. The issuance of a license under this section or sections is subject to the Applicant’s compliance with all other applicable Federal, State or local statutes, ordinances, bylaws, rules or regulations. The Licensing Authority reserves the right to request any additional information it reasonably deems appropriate for the purpose of determining the terms and conditions of the License and its decision to issue a License. The provisions of G.L. c.152 requires the filing of a Workers’ Compensation Insurance Affidavit with this application. Failure to file the Affidavit, along with any other required information and/or documentation, **shall be sufficient cause for the denial of the License application.**



**CITY of GARDNER**  
**Office of the City Clerk**  
95 Pleasant Street, Room 121  
Gardner, MA 01440  
\*Tel. 978-630-4058 \*Fax: 978-630-2589

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2022 OCT 18 PM 3:57  
CITY CLERK'S OFFICE  
GARDNER, MA

CITY OF GARDNER  
NOTICE OF JOINT PUBLIC HEARING

Pursuant to G.L. 40A, § 5, notice is hereby given that the City Council and Planning Board will conduct a **Joint Public Hearing** on **Monday, November 7, 2022 at 6:30 P.M.** in the City Council Chamber, Room 219, City Hall, 95 Pleasant Street, Gardner, to consider amending Chapter 675, the Zoning Code of the City of Gardner. The proposed Amendment involves changing the zoning of 20 parcels of land along West Broadway from Kendall Pond Road west to the Templeton line from Commercial 2 to General Residential 3 on the Zoning Map. Information regarding this amendment is available for viewing in the City Clerk's Office, the Department of Community Development and Planning (DCDP), or on the City's webpage – [www.gardner-ma.gov](http://www.gardner-ma.gov).

All persons interested in this matter and desire to offer testimony are invited to attend the hearing:

Titi Siriphan  
City Clerk

# CITY OF GARDNER

DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING



October 13, 2022

Elizabeth Kazinskas, Council President  
C/o Titi Sirphan, City Clerk  
95 Pleasant Street, Room 121  
Gardner, MA 01440

RE: Petition #10798 – Zoning Map Amendment – West Broadway, Kendal Pond Road to Templeton Line

Dear President Kazinskas:

On October 11, 2022, the Planning Board voted unanimously (3-0) to recommend the City Council consider approving the proposed zoning map amendment referenced above. The amendment includes changing the zoning of 20 parcels from Commercial 2 to General Residential 3. The Planning Board also voted to request a joint Public Hearing between the Board and City Council on the matter. Currently, all uses on the impacted parcels are residential and either preexisting nonconforming or developed through a use variance. The change would create all conforming uses for the existing developed parcels and allow residential uses on the undeveloped parcels, including those owned by the petitioner of the amendment.

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,

Mark M. Schafron, Planning Board Chairman

C: Mayor Michael J. Nicolson  
Trevor M. Beauregard, Director  
Roland Jean, Building Commissioner





# Christine Tree Legal

Christine M. Tree  
[ctree@christinetreelegal.com](mailto:ctree@christinetreelegal.com)  
 Anthony Zarrella, Of Counsel  
[azarrella@christinetreelegal.com](mailto:azarrella@christinetreelegal.com)

September 14, 2022

Elizabeth J. Kazinskas, Gardner City Council President  
 c/o Titi Siriphan, City Clerk  
 City Hall  
 Gardner, MA 01440

Re: Petition to Amend Gardner Zoning Map, Ward 3, West Broadway

Dear President Kazinskas:

Please be advised that I represent PrivateOversight, LLC, managed by Joanne Tavano, which owns property off West Broadway and more particularly three parcels on West Broadway with the property ID's H17-7-1, H17-12-2, and H17-13-9. As permitted by M.G.L. c. 40A §5, and after consultation with the Building Department, the Planning Department, and informal presentation to the Planning Board, I am submitting the enclosed Petition on behalf of the property owner for amendment of the Gardner Zoning Map on the westerly side of West Broadway in Ward 3. PrivateOversight's lots lie in two different zoning districts for Gardner, C2 and R2, and a corner lies in Templeton. My client is requesting a change in the zoning designation for these lots and the surrounding area to GR3, which would be substantially more suitable for the company's planned residential development as well as for the existing residential uses on the surrounding parcels.

Under the Zoning Ordinance the C2 Zoning District does not permit residential development, not even single family homes, without a variance. Currently, only 7 of the 28 occupied parcels in this section of the C2 district are conforming (most parcels are not being used in conformity with zoning), and a map showing the parcels proposed to be changed to a GR3 designation is enclosed with a list. My client has also conducted a traffic study concerning her proposed residential development, which is enclosed herewith for informational purposes.

A change in the zoning would be beneficial not only for my client, but for the other parcels in this district. Most of the properties on West Broadway west of Kendall Pond are residential uses, but are located in C2, a commercial zone. These are either preexisting nonconforming residences, or allowed by a use variance such as the cul-de-sac neighborhood on Deer Hill Road. All residential uses,

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 OFFICE OF THE CITY CLERK  
 GARDNER, MA

including single-family homes, are prohibited in C2, and are therefore treated as a nonconforming use for zoning purposes. This means the use is subject to more limitations. As an example, if any single family home is vacant for two or more years, it can be deemed abandoned and will lose its right to be used as a single family home. Additions, extensions or modifications may require zoning relief. In short, the C2 zoning does not match the actual use of the land in this area.

By contrast, the property uses allowed in C2 are likely to cause detriment to the surrounding residents. A retail store, bank, car salesroom, or restaurant could operate by right. A marijuana retailer could open by special permit. Disruptive commercial uses could lead to problems with the surrounding residents due to the hours of operation, delivery trucks, noise and general incompatibility of the use.

For these reasons, we believe that the proposed zoning map amendment would be beneficial to the City and the surrounding neighborhood. My client and I would welcome a chance to meet with you or with any member of the City Council and go through the proposal to answer any questions or concerns. I am also happy to go through the history of this project with the City.

I expect this petition will be referred and pass through a review process with the Planning Board and with the Council. We are happy to respond to any requests for additional information.

Thank you for your time and consideration of the Petition.

**Sincerely,**

**Christine M. Tree**

Enclosures  
CMT/jjr

## TO THE HONOURABLE CITY COUNCIL OF THE CITY OF GARDNER

Ladies and Gentlemen:

The undersigned PrivateOversight LLC Petition your Honorable Body to:

Amend the Gardner Zoning Map by changing the zoning district designation for the following listed parcels, lying at the westerly end of West Broadway to the Templeton municipal boundary, from the Commercial 2 Zoning District and the Rural Residential 2 Zoning District to the General Residential 3 Zoning District, as follows:

| <b>Assessor's Map/Lot/Block</b> | <b>Property Address</b> | <b>Current Zoning District</b> | <b>Proposed Zoning District</b> |
|---------------------------------|-------------------------|--------------------------------|---------------------------------|
| H17-72-1                        | West Broadway           | COM2                           | GR3                             |
| H17-7-1                         | West Broadway           | COM2 & RR2                     | GR3                             |
| H17-12-2                        | West Broadway           | COM2 & RR2                     | GR3                             |
| H17-13-9                        | Airport Road            | RR2                            | GR3                             |
| H17-7-8                         | 1022 West Broadway      | COM2                           | GR3                             |
| H17-7-7                         | 9 Deer Hill Road        | COM2                           | GR3                             |
| H17-7-6                         | 17 Deer Hill Road       | COM2                           | GR3                             |
| H17-7-5                         | 25 Deer Hill Road       | COM2                           | GR3                             |
| H17-12-9                        | 33 Deer Hill Road       | COM2 & RR2                     | GR3                             |
| H17-12-4                        | 41 Deer Hill Road       | COM2 & RR2                     | GR3                             |
| H17-7-4                         | 30 Deer Hill Road       | COM2 & RR2                     | GR3                             |
| H17-7-3                         | 22 Deer Hill Road       | COM2                           | GR3                             |
| H17-7-2                         | 14 Deer Hill Road       | COM2                           | GR3                             |
| H17-7-10                        | 6 Deer Hill Road        | COM2                           | GR3                             |
| H17-3-9                         | 985 West Broadway       | COM2                           | GR3                             |
| H17-8-13A                       | 950 West Broadway       | COM2                           | GR3                             |
| H17-8-16                        | 957 West Broadway       | COM2                           | GR3                             |
| H17-8-13                        | 940 West Broadway       | RR2                            | GR3                             |
| H17-8-15                        | 945 West Broadway       | COM2                           | GR3                             |
| H17-3-1                         | 935 West Broadway       | COM2                           | GR3                             |

The proposed amendment to the zoning map will bring the zoning district for these parcels into better conformity with their current actual use for residential purposes, while still allowing for the possibility of home occupations accessory to the primary residential use. This will also eliminate parcels falling across two zones, and nonconformities in the neighborhood, and is in furtherance of declared purpose of the Zoning Ordinance “to encourage the most appropriate use of land throughout the City.”

No new lot boundaries are created by this proposed amendment, merely the reclassification of existing parcels.

The Petitioner PrivateOversight, LLC, by Joanne M. Tavano, Member/Manager, is the owner of Parcels H17-7-1, H17-12-2 and H17-13-9, which are parcels to be affected by the zoning map amendment pursuant to M.G.L. c. 40A §5, and is therefore eligible to Petition for this zoning map amendment.

AN ORDINANCE AMENDING AN ORDINANCE ESTABLISHING THE BOUNDARIES OF THE DISTRICTS OF THE CITY WITH REGULATIONS AND RESTRICTIONS TO BE ENFORCED AND TO BE KNOWN AS THE ZONING ORDINANCE.

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

That “An Ordinance Establishing the Boundaries of the Districts of the City with Regulations and Restrictions to be enforced and to be known as the Zoning Ordinance” (Compilation of Ordinances No. 62) adopted by the City Council December 9, 1970 and amended several times thereafter be further amended as follows:

Designate parcels H-17-72-1 (a non-listed use), H17-7-1, H17-12-2, H17-13-9 (currently vacant lots) H17-7-8, H12-7-7, H17-7-6, H17-7-5, H17-12-9, H17-12-4, H17-7-4, H17-7-3, H17-7-2, H17-7-10, H17-3-9, H17-8-13A, H17-8-16, H17-8-13, H17-8-15, and H17-3-1 (currently single family homes) as General Residential 3 (GR3) pursuant to Article III, §675-310 Types of districts and Article XI, §675-1160 Amendments. Said General Residential 3 (GR3) shall be shown on the Zoning Map of Gardner, Massachusetts.

# Parcels to be Rezoned

## Petition 10798- Zoning Map Amendment COM2/RR2 TO GR3

Conformity of affected parcels if the proposed zoning map amendment is passed.

| No. | Parcel ID | Use                         | Property Address   | Conformity Pre-Change        | Conformity Post Change |
|-----|-----------|-----------------------------|--------------------|------------------------------|------------------------|
| 1   | H-17-72-1 | Not Listed                  | West Broadway      | UNKNOWN                      | UNKNOWN                |
| 2   | H17-7-1   | Vacant-Proposed Multifamily | 0 West Broadway    | NP                           | SP                     |
| 3   | H17-12-2  | Vacant-Proposed Multifamily | 0 West Broadway    | NP                           | SP                     |
| 4   | H17-13-9  | Vacant-Proposed Multifamily | 0 Airport Road     | NP                           | SP                     |
| 5   | H17-7-8   | Single Family               | 1022 West Broadway | Pre-existing, non-conforming | Conforming             |
| 6   | H17-7-7   | Single Family               | 9 Deer Hill Road   | Variance                     | Conforming             |
| 7   | H17-7-6   | Single Family               | 17 Deer Hill Road  | Variance                     | Conforming             |
| 8   | H17-7-5   | Single Family               | 25 Deer Hill Road  | Variance                     | Conforming             |
| 9   | H17-12-9  | Single Family               | 33 Deer Hill Road  | Variance                     | Conforming             |
| 10  | H17-12-4  | Single Family               | 41 Deer Hill Road  | Variance                     | Conforming             |
| 11  | H17-7-4   | Single Family               | 30 Deer Hill Road  | Variance                     | Conforming             |
| 12  | H17-7-3   | Single Family               | 22 Deer Hill Road  | Variance                     | Conforming             |
| 13  | H17-7-2   | Single Family               | 14 Deer Hill Road  | Variance                     | Conforming             |
| 14  | H17-7-10  | Single Family               | 6 Deer Hill Road   | Variance                     | Conforming             |
| 15  | H17-3-9   | Single Family               | 985 West Broadway  | Pre-existing, non-conforming | Conforming             |
| 16  | H17-8-13A | Single Family               | 950 West Broadway  | Pre-existing, non-conforming | Conforming             |
| 17  | H17-8-16  | Single Family               | 957 West Broadway  | Pre-existing, non-conforming | Conforming             |
| 18  | H17-8-13  | Single Family               | 940 West Broadway  | Pre-existing, non-conforming | Conforming             |
| 19  | H17-8-15  | Single Family               | 945 West Broadway  | Pre-existing, non-conforming | Conforming             |
| 20  | H17-3-1   | Single Family               | 935 West Broadway  | Pre-existing, non-conforming | Conforming             |

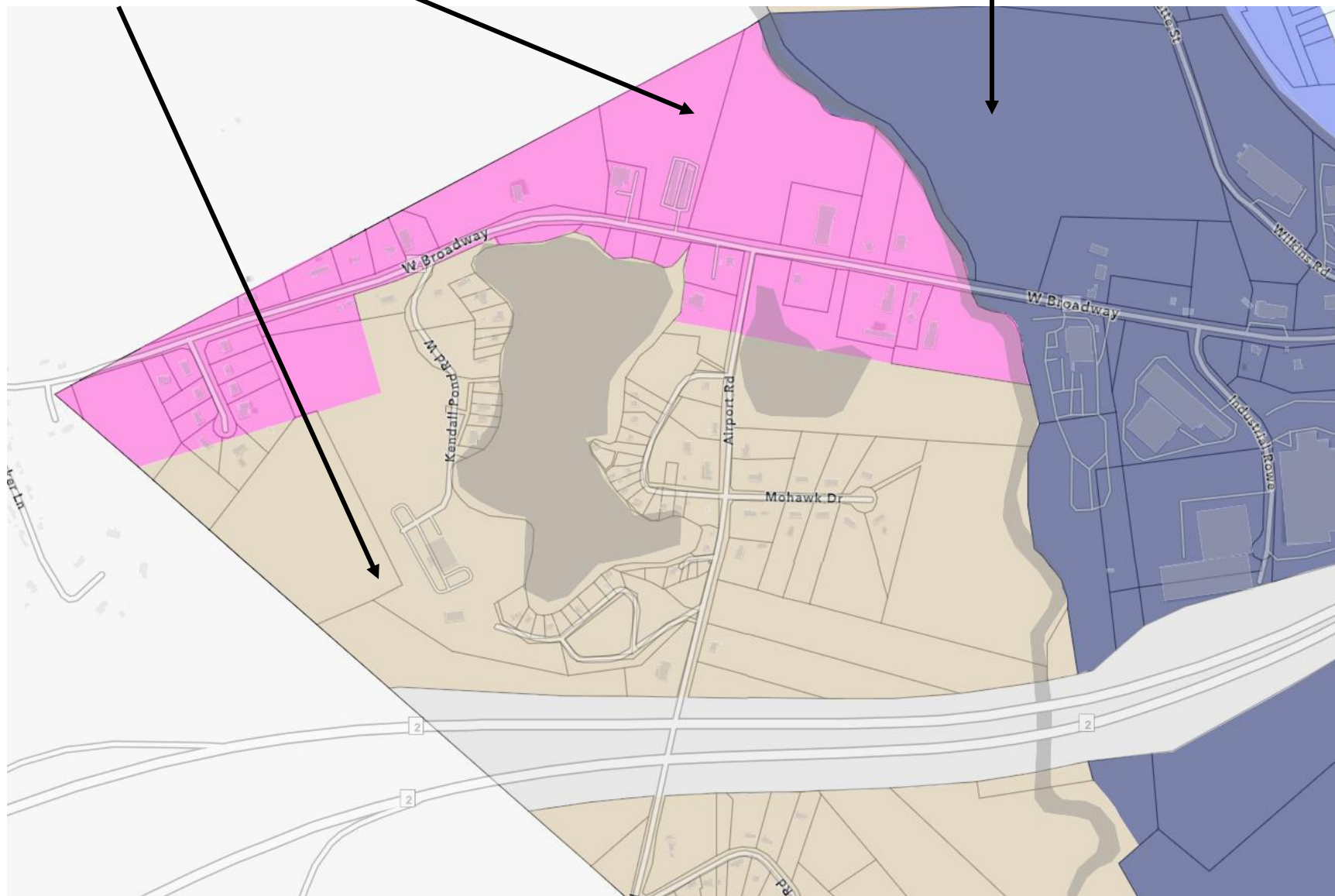


CURRENT ZONING MAP

COMMERCIAL 2 DISTRICT

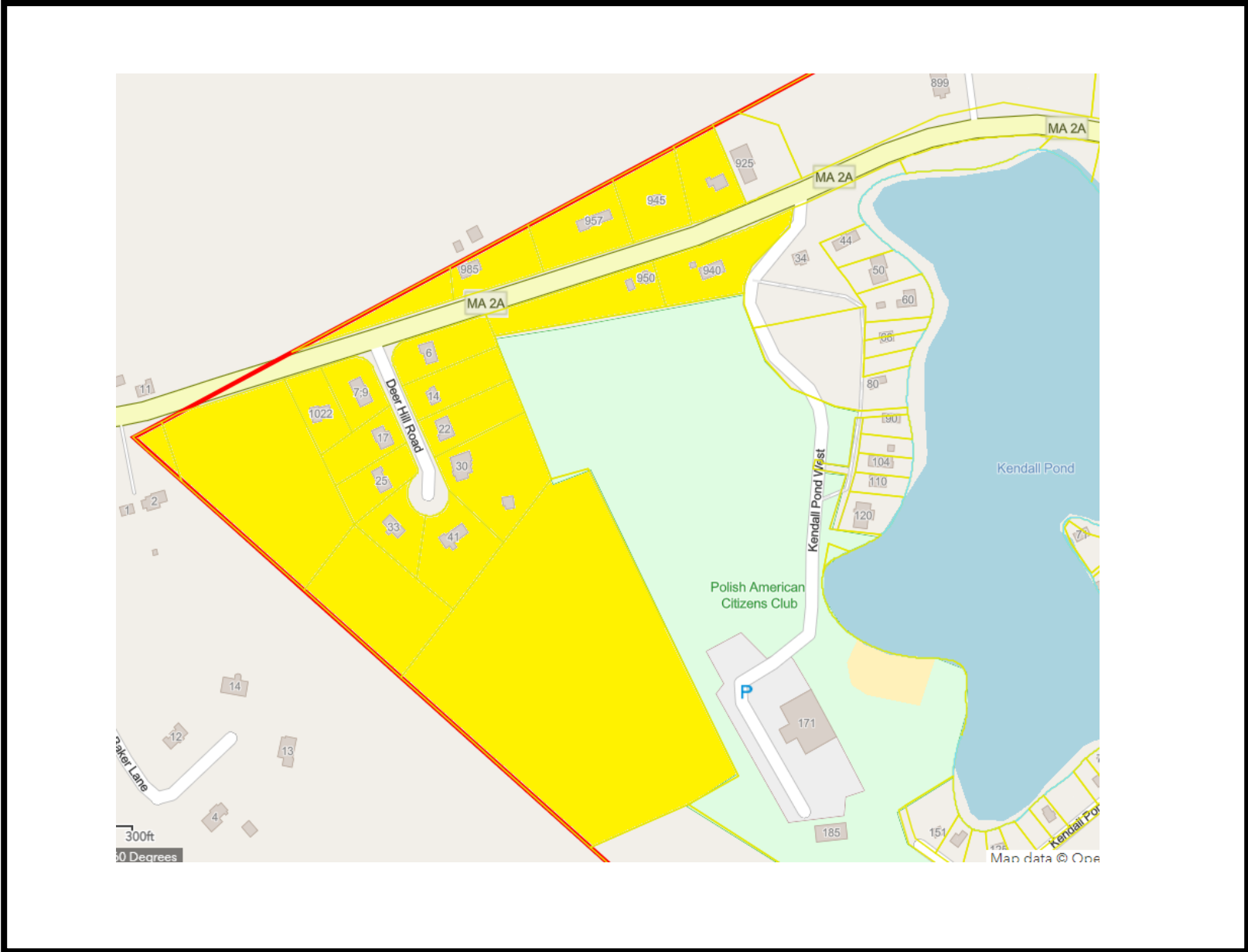
RURAL RESIDENTIAL 2 DISTRICT

INDUSTRIAL 2 DISTRICT

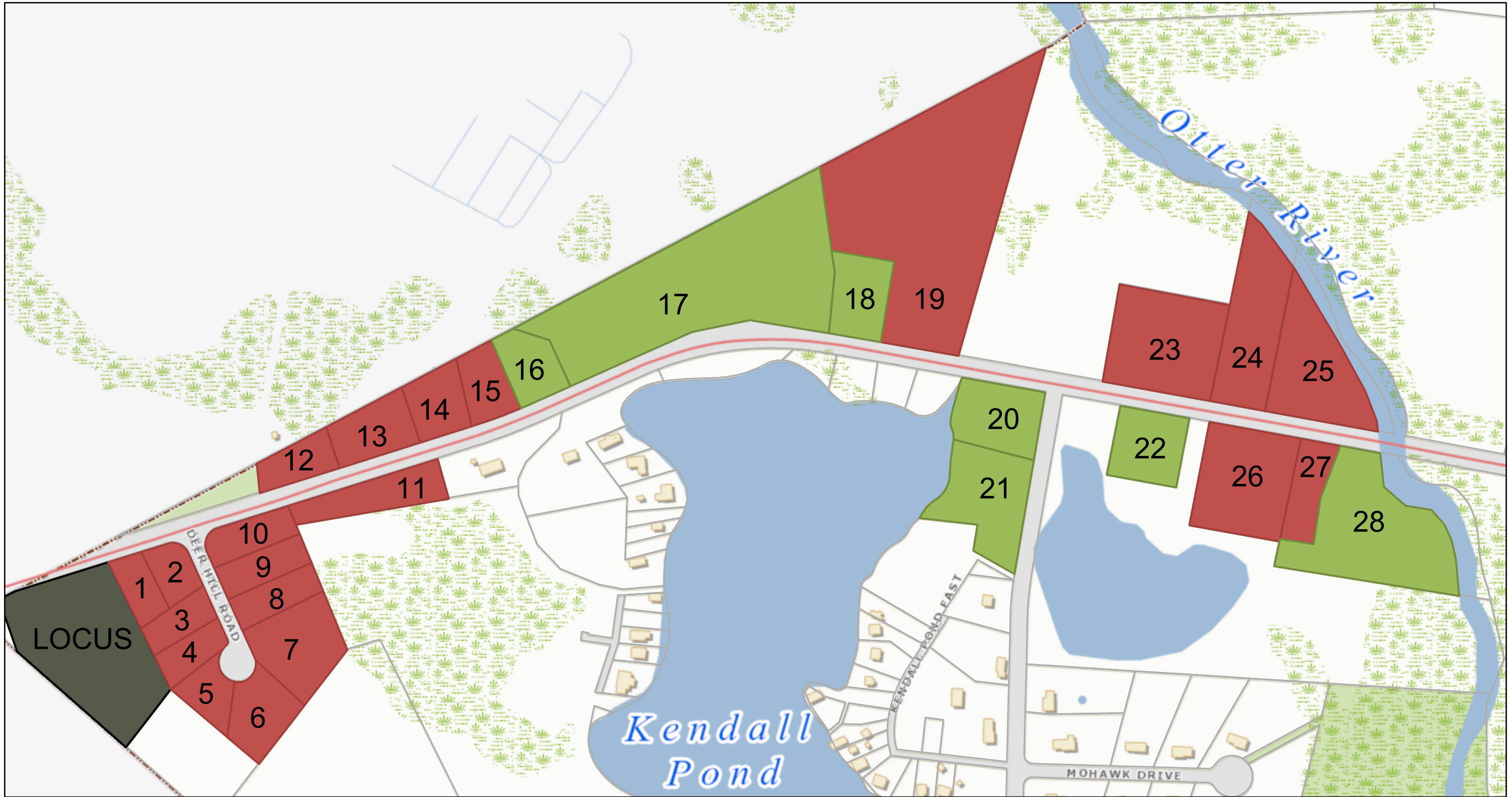


# Proposed Zoning Map Amendment

## Parcels to be designated as General Residential 3 Zoning District







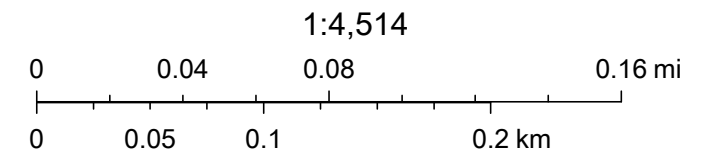
# Gardner- Conformity Parcels



7/16/2021, 1:11:01 PM

### Areas

-  Override 1
-  Override 2
-  Override 3
-  Parcels (2020)



City of Gardner GIS

| <b>TABLE OF NONCONFORMING USES</b> |                   |                                                |                    |                    |
|------------------------------------|-------------------|------------------------------------------------|--------------------|--------------------|
| <b>Parcel No.</b>                  | <b>Address</b>    | <b>Owner</b>                                   | <b>Use</b>         | <b>Conforming?</b> |
| 1                                  | 1022 W. Broadway  | Charles Lemos                                  | Single Family      | NO                 |
| 2                                  | 9 Deer Hill Road  | Bryan & Nicole Keith                           | Single Family      | NO                 |
| 3                                  | 17 Deer Hill Road | Thomas & Dianne Lupaczyk                       | Single Family      | NO                 |
| 4                                  | 25 Deer Hill Road | Linda Daniels                                  | Single Family      | NO                 |
| 5                                  | 33 Deer Hill Road | Becky Cooper-Glenz                             | Single Family      | NO                 |
| 6                                  | 41 Deer Hill Road | Cornerstone Church of the<br>Assemblies of God | Rectory            | NO                 |
| 7                                  | 30 Deer Hill Road | Jeanne Kia                                     | Single Family      | NO                 |
| 8                                  | 22 Deer Hill Road | Louise, Daniel,<br>& Christopher Caissie       | Single Family      | NO                 |
| 9                                  | 14 Deer Hill Road | Monique Aviles                                 | Single Family      | NO                 |
| 10                                 | 6 Deer Hill Road  | Thurston Silva                                 | Single Family      | NO                 |
| 11                                 | 950 W. Broadway   | Deborah G. Leabman<br>Revocable Trust          | Single Family      | NO                 |
| 12                                 | 985 W. Broadway   | Joseph Kiarie                                  | Single Family      | NO                 |
| 13                                 | 957 W. Broadway   | Barbara & Lee Forgues                          | Single Family      | NO                 |
| 14                                 | 945 W. Broadway   | Mark & Susan Harty                             | Single Family      | NO                 |
| 15                                 | 935 W. Broadway   | N/A                                            | Single Family?     | NO                 |
| 16                                 | 925 W. Broadway   | Global Investments 1, Inc.                     | Office             | YES                |
| 17                                 | 899 W. Broadway   | City of Gardner                                | Animal Control     | YES                |
| 18                                 | 871 W. Broadway   | Christine Caron, Trustee                       | Gym                | YES                |
| 19                                 | 855 W. Broadway   | D & A Holdings, Inc.                           | Self Storage       | NO                 |
| 20                                 | 838 W. Broadway   | Grove Street Realty Trust                      | Daycare            | YES                |
| 21                                 | 23 Airport Road   | Lithuanian Outing Assoc., Inc.                 | Fraternal Org.     | YES                |
| 22                                 | 800 W. Broadway   | Eric Hill                                      | Auto Repair        | YES                |
| 23                                 | 795 W. Broadway   | Anthony Manca, Trustee                         | Truck Terminal     | NO                 |
| 24                                 | 771 W. Broadway   | Anthony Manca, Trustee                         | Warehouse          | NO                 |
| 25                                 | 765 W. Broadway   | Garrick Contract Carriers, Inc.                | Truck Terminal     | NO                 |
| 26                                 | 766 W. Broadway   | Charles Manca                                  | Warehouse          | NO                 |
| 27                                 | 758 W. Broadway   | Charles Bachelder                              | Three Family       | NO                 |
| 28                                 | 750 W. Broadway   | City Electric Supply Company                   | Retail < 10,000 SF | YES                |

**ON MAP: GREEN= CONFORMING; RED=NONCONFORMING**





August 12, 2022

Joanne Tavano  
Privateoversight, LLC  
21 B West Hill Dr  
Westminster, MA 01473

Re: Traffic Review  
West Broadway Condos, Gardner, MA  
Fuss & O'Neill Reference No. 20220691.A10

Dear Ms. Tavano,

Fuss & O'Neill, Inc. (F&O) has completed a traffic review for the proposed condominium development on West Broadway in the Town of Gardner, MA. The following sections are a summary of the traffic related findings.

### **Existing Traffic Conditions**

A site visit was conducted on Tuesday, July 27, 2022, to observe the existing traffic conditions in the vicinity of the site. The observation was performed during the anticipated AM peak hours, between 8:15 AM and 9:15 AM. Over the course of this hour 265 vehicles were recorded, with 110 going westbound and 155 going eastbound. Photos 1 and 2 show the existing conditions at the site and depict the existing visibility in both roadway directions from the proposed driveway.



Photo 1: West Broadway at Proposed Driveway (looking east)

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f 413.846.0497

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FUSS & O'NEILL

Joanne Tavano  
 August 12, 2022  
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Photo 2: West Broadway at Proposed Driveway (looking west)

Speed data adjacent to the proposed site was gathered using radar. The 85<sup>th</sup> percentile of speeds during this one-hour interval are 43 mph westbound and 49 mph eastbound with a combined 85<sup>th</sup> percentile speed of 46 mph. The roadway posted speed limit is 40 mph at the Templeton town line.

Intersection sight distance (ISD) and stopping sight distance (SSD) were measured and evaluated at the proposed site driveway location in accordance with criteria set forth by the American Association of State Highway and Transportation Officials (AASHTO). Intersection sight distance accounts for the perception time and reaction time needed to identify an appropriate gap in oncoming traffic that allows the vehicle to safely turn onto a roadway and accelerate without undue speed differential conflicts with vehicles already on the roadway, measured using a line of sight across the corners of the intersection. The target used for sighting the proposed driveway was placed in the grassed area approximately 16 feet from the shoulder of the road to represent the location of the driver's eye.

Stopping sight distance ensures that vehicles will have sufficient visibility to safely stop for another stopped vehicle on the roadway particularly at an intersection where the situation is likely to occur, measured using a line of sight along the major roadway centerline. Stopping sight distance is generally considered the absolute minimum visibility criteria, while intersection sight distance is recommended where feasible and readily achievable.

The SSD on the westbound approach of West Broadway was measured as being greater than 900 feet. The road follows a near straight trajectory for over 900 feet heading towards the intersection



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 August 12, 2022  
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with no visual obstructions. The recommended SSD was calculated to be 350 feet based on the prevailing operating speed of 46 mph on a 5% grade. The existing SSD meets the requirement.

The SSD on the eastbound approach of West Broadway was measured as 400 feet. The vertical and horizontal curvature of the roadway impede vision of the intersection. The recommended SSD was calculated to be 295 feet based on the prevailing operating speed of 46 mph on 2% grade. The existing SSD meets the requirement.

The ISD was measured for the westbound approach of West Broadway (looking east from proposed site). An available ISD of 525 feet was measured. The recommended ISD was calculated to be 510 feet based off *Case B1, Left Turn from stop on minor street*, which uses a time gap of 7.5 seconds for passenger cars. The obstruction was trees and vegetation along the south side of West Broadway. The recommended ISD was calculated using the prevailing operating speed of 46 mph. The available distance meets the recommended distance. Table 1 summarizes the sight distance analysis.

The ISD was measured for the eastbound approach of West Broadway (looking west from proposed site driveway). An available ISD of 444 feet was measured. The recommended ISD was calculated to be 440 feet based off *Case B2: Right Turn from stop on Minor Street* which uses a time gap of 6.5 seconds for passenger cars. The obstruction was the vertical curvature of West Broadway heading towards the intersection and the tree line that spans the southern portion of the West Broadway. The recommended ISD was calculated using the prevailing operating speed of 46 mph. The available distance meets the recommended distance. Table 1 summarizes the sight distance analysis.

| TABLE 1<br>SIGHT DISTANCE MEASUREMENTS<br>West Broadway Condominiums - West Broadway, Gardner, MA |                     |                |                         |          |                             |          |
|---------------------------------------------------------------------------------------------------|---------------------|----------------|-------------------------|----------|-----------------------------|----------|
| Location                                                                                          | Direction of Travel | Observed Speed | Stopping Sight Distance |          | Intersection Sight Distance |          |
|                                                                                                   |                     |                | Recommended             | Existing | Recommended                 | Existing |
| <b>West Broadway at Proposed Driveway</b>                                                         |                     |                |                         |          |                             |          |
|                                                                                                   | Westbound           | 46 mph         | 350 ft                  | > 900 ft | 510 ft                      | 525 ft   |
|                                                                                                   | Eastbound           | 46 mph         | 385 ft                  | 400 ft   | 440 ft                      | 444 ft   |

Notes:

Source: American Association of State Highway and Transportation Officials (AASHTO). 2011. *A Policy on Geometric Design of Highways and Streets*



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August 12, 2022  
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### Safety Analysis

State published vehicle crash history between 2018 and 2021, the most recent verified available years, was analyzed on West Broadway adjacent to the proposed site. Only one crash was reported over the 3-year period, indicating no predominant safety deficiency or concern.

### Site Generated Traffic

The expected site generated traffic volume was calculated using existing empirical data from the Institute of Transportation Engineers (ITE) Trip Generation Web-based App. This publication is an industry-accepted resource for determining trip generation.

Trip generation for the proposed development was estimated based on a fully occupied facility. The land use chosen for this analysis is LUC 215: Single-Family Attached Housing as this category most closely matches the proposed use of the site. A total of 43 occupied dwelling units was used based on information from the applicant. Based on ITE Fitted Curve Equations, the proposed development is estimated to produce 25 trips during the weekday morning peak hour and 29 trips will be generated during the weekday afternoon peak hour. All of these trips will be new trips added to adjacent roadways. Table 2 presents the daily and peak hour trip generation estimates.

| <b>LUC: 215 - Single-Family Attached Housing<br/>(43 housing units)</b> | <b>Enter<br/>(vpd)</b> | <b>Exit<br/>(vpd)</b> | <b>Total<br/>(vpd)</b> |
|-------------------------------------------------------------------------|------------------------|-----------------------|------------------------|
| AM Peak Hour of Generator                                               | 6                      | 19                    | 25                     |
| PM Peak Hour of Generator                                               | 18                     | 11                    | 29                     |
| Weekday 24-Hour                                                         | 155                    | 155                   | 310                    |

### Recommendations

Fuss & O'Neill recommends installing standard 30"x30" W2-2 intersection advanced warning signs 175' in advance of the site driveway on the eastbound approach to inform drivers of the driveway location.





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Based on the field observations, site trip estimates and results relating to traffic safety, and with implementation of the recommended improvements, it is the professional opinion of Fuss & O'Neill, Inc. that the proposed West Broadway Condos will not have a significant impact to vehicular movements at the proposed driveway nor exacerbate any pre-existing safety concerns.

Sincerely,

Stephen J. Savaria, PE, PTOE  
Senior Project Manager