

**PRESIDENT**  
Elizabeth J. Kazinskas

**COUNCILLORS AT LARGE**  
James S. Boone  
Craig R. Cormier  
Ronald F. Cormier  
Judy A. Mack  
George C. Tyros

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

OFFICE OF THE  
CITY COUNCIL



**WARD 1 COUNCILLOR**  
James M. Walsh, Esq.

**WARD 2 COUNCILLOR**  
Dana M. Heath

**WARD 3 COUNCILLOR**  
Paul Tassone

**WARD 4 COUNCILLOR**  
Karen G. Hardern

**WARD 5 COUNCILLOR**  
Alek Dernalowicz, Esq.

April 21, 2023

**FINANCE COMMITTEE MEETING NOTICE**

**Date:** Wednesday, April 26, 2023  
**Time:** 8:00 A.M.  
**Location:** City Council Chambers, Room 219, City Hall

**AGENDA**

**CALL TO ORDER**

**ANNOUNCEMENT OF OPEN MEETING RECORDINGS**

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

- I. Acceptance/Correction to Minutes of Prior Meeting(s)
  - April 3, 2023
- II. First Time on the Agenda
  - 10966** – A Measure Authorizing an Intermunicipal Agreement Between the City of Gardner and the Town of Templeton- Veterans Services.
  - 10967** – A Notification from the Mayor Regarding the Sale of City Properties Authorized by the City Council since 2020.
  - 10968** – A Notification from the Mayor Regarding Information about District Improvement Financing Study.

III. Referred to Finance Committee

**10958** – An Order Authorizing \$5,109.19 Payment of Prior Year Operating Expenditure for Various Departments. *(In the City Council and Referred to the Finance Committee 4/18/2023)*

IV. New Business

V. Adjournment

**ADJOURNMENT**

*NOTICE: The listing of Agenda items are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

CITY COUNCIL OF GARDNER

*Elizabeth J. Kazinskas*

ELIZABETH J. KAZINSKAS

Chair, Finance Committee

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF APRIL 3, 2023

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The Finance Committee meeting was called to order by Council President Elizabeth Kazinskas at 6:00 PM in the City Council Chamber, Room 219, City Hall.

Finance Committee Members Councillor Aleksander Dernalowicz and Ronald Cormier were also present.

Also participating were Mayor Michael Nicholson; DPW Director Dane Arnold; and City Clerk Titi Siriphan.

**Review and Approval of the Meeting Minutes**

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted viva voce, three (3) yeas President Elizabeth Kazinskas and Councillors Ronald Cormier and Aleksander Dernalowicz to waive the reading and to accept the Finance Committee Meeting Minutes of:

- February 21, 2023
- March 1, 2023

**FIRST TIME ON THE AGENDA**

**10952     An Order Appropriating \$23,091.00 from Free Cash to the IT Software Service License Renewal Account.**

Mayor Nicholson informed the Committee that this appropriation request would allow the Treasurer's Department to utilize the Munis Financial Software to email out direct deposit slips to employees who elect to receive these items this way and thus greatly cut down on costs of paper and envelopes and substantially cut down on the amount of time staff is using to simply fold the checks, sort by department, and stuff into envelopes.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that the following ORDER ought to pass:

AN ORDER APPROPRIATING FROM FREE CASH TO THE IT SOFTWARE SERVICE LICENSE RENEWAL ACCOUNT.

ORDERED:        That there be and is hereby appropriated the sum of Twenty-Three Thousand Ninety-One Dollars and No Cents (\$23,091.00) from Free Cash to the IT Software Service License Renewal Account.

**10953     An Order Appropriating \$30,000.00 from to Water Surplus to Repairs to Mains.**

Mayor Nicholson informed the Committee this is common practice in the City to replace these structures when roads get repaved to make sure the full amount of

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF APRIL 3, 2023

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infrastructure improvements are made in a location while construction is already being done.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted to recommend to the City Council that the following ORDER ought to pass:

AN ORDER APPROPRIATING FROM WATER SURPLUS TO REPAIRS TO MAINS.

ORDERED: That there be and is hereby appropriated the sum of Thirty Thousand Dollars and No Cents (\$30,000.00) from Water Surplus to Repairs to Mains

**10954     An Order Appropriating \$50,000.00 from to Sewer Surplus to Repairs to Main – New Manhole Frames and Covers.**

Mayor Nicholson informed the Committee that this appropriation will continue the practice of the City replacing these structures completely whenever roads are repaved, in order to make sure the system remains sealed and protected.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted to recommend to the City Council that the following ORDER ought to pass:

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO REPAIRS TO MAINS.

ORDERED: That there be and is hereby appropriated the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) from Sewer Surplus to Repairs to Mains.

**10955     An Order Appropriating \$150,000.00 from to Sewer Surplus to Repairs to Main – Relining.**

Mayor Nicholson informed the Committee that this appropriation request from Sewer Retained Earnings for the purpose of relining sewer mains on the attached listing of street. This action is being done to help extend the life of these utility pipes and help protect the system from infiltration and inflow which could leach into the system and thus increase what the wastewater treatment plant is processing above what the residents are using.

On a motion made by Councillor Ronald Cormier and seconded by Councillor Aleksander Dernalowicz, it was voted to recommend to the City Council that the

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF APRIL 3, 2023

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following ORDER ought to pass:

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO REPAIRS TO MAINS.

ORDERED: That there be and is hereby appropriated the sum of One Hundred Fifty Thousand Dollars and No Cents (\$150,000.00) from Sewer Surplus to Repairs to Mains.

**REFERRED TO FINANCE COMMITTEE**

**10946 A Measure Authorizing an Intermunicipal Agreement between City of Gardner and Town of Ashburnham for Wastewater Collection, Treatment and Disposal.**

Mayor Nicholson informed the Committee that the City of Gardner currently provides wastewater collection, treatment and, and disposal services for the Towns of Ashburnham and Templeton. This request that the City Council vote to authorize the Administration to enter into this agreement. If authorized, the City would then send this document to the Town of Ashburnham for their Select Board to review and authorize for signature by their Town Administrator.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council to GRANT the authorization:

AUTHORIZING AN INTERMUNICIPAL AGREEMENT BETWEEN THE CITY OF GARDNER AND THE TOWN OF ASHBURNHAM FOR WASTEWATER COLLECTION, TREATMENT AND DISPOSAL

VOTED: To authorize the Mayor of the City of Gardner to enter into an Intermunicipal with the Town of Ashburnham for the purpose of providing wastewater collection, treatment and disposal 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 General Laws.

**New Business**

Mayor Nicholson informed the Committee that Chris Coughlin from the DPW was able to secure a grant of 1.57 million dollars for upgrades to the wastewater treatment facility to help remove nitrogen and be more in compliance with federal guidelines. Hopefully the grant will be received over the summer.

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF APRIL 3, 2023

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ADJOURNMENT

On a motion by Councillor Aleksander Dernalowicz and seconded by Councillor Ronald Cormier, it was voted to adjourn at 6:16 p.m.



**City of Gardner - *Executive Department***

**Mayor Michael J. Nicholson**

April 18, 2023

Hon. Elizabeth J. Kazinskas, Council President

And City Councilors

Gardner City Hall, Rm 121

95 Pleasant St

Gardner, MA 01440

RE: Authorization for Intermunicipal Agreement with the Town of Templeton- Veterans Services

Dear Madam President and Councilors,

Attached, please find a proposed Intermunicipal Agreement with the Town of Templeton for the City to provide Veterans Services to Templeton for the remainder of this fiscal year through the end of Fiscal Year 2026.

In speaking with Director Gabrila, the office currently has the capacity to take on this work and we would still be at the statutorily required staffing levels for the office with this addition.

I respectfully request that the City Council vote to authorize the Administration to enter into this Intermunicipal Agreement.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

CC:

Finance Committee

Public Welfare Committee

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

VOTED: To authorize the Mayor to enter into an Intermunicipal Agreement with the Town of Templeton for the purpose of providing Veteran's services among the two communities for the remainder of this fiscal year and through Fiscal Year 2026, 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 TEMPLETON AND CITY OF GARDNER  
MUNICIPAL AGREEMENT  
VETERAN SERVICES**

This Intermunicipal Agreement, made and entered into this 10<sup>th</sup> day of April 2023, pursuant to the provisions of Massachusetts General Laws, Chapter 40, Section 4A, by and between the town of Templeton, 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 "Templeton," 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 Templeton 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 Templeton Town Administrator and the Gardner Mayor will be the Municipalities respective representatives to oversee the cooperative arrangement. The approval of the Templeton 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

Templeton 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 and three (3) months from FY2023 to FY2026 commencing on April 1, 2023 and ending on June 30, 2026 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 Templeton fails to pay any invoice to Gardner in a timely manner, or in the event Templeton fails to approve a veteran services budget, as provided for herein and that is subject to appropriation by the Templeton 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, Templeton will bear the costs of the Veteran's Service Officer according to the following fee schedules:
  - a. Templeton:
    - i. Fiscal Year 2023: \$5,000.00 (\$20,000 prorated)
    - ii. Fiscal Year 2024: \$20,500.00
    - iii. Fiscal Year 2025: \$21,000.00
    - iv. Fiscal Year 2026: \$21,500.00

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' Services 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. Veterans' Services to be provided as part of the intermunicipal agreement are outlined in Massachusetts General Law Chapter 115, the by-laws of Templeton, Gardner ordinances, and the job description of the 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. Gardner shall, upon request of Templeton, provide Templeton with reports on the services provided and annual reports of expenditures and revenues of all accounts necessary to provide a complete picture of the financial condition of the shared function.
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 Templeton  
 PO Box 620  
 160 Patriots Road  
 East Templeton, MA 01438

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**

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Michael J. Nicholson, Mayor

**For the Town of Templeton**

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Adam Lamontagne, Town Administrator



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

April 17, 2023

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

RE: Notification regarding sale of City properties authorized by the City Council since 2020

Dear Madam President and Councilors,

As you are well aware, there are several properties that the City has recently sold that were either being unutilized by the City or were taken by the City through the tax title process.

Per the General Laws of the Commonwealth (Chapter 44, Section 63), when a property that was taken through the tax title process, any proceeds from those sales fall directly into the General Fund and fall to Free Cash at the end of the fiscal year, since they were not originally budgeted for/appropriated revenues. The proceeds of any property that the City sells that was not taken through the tax title foreclosure process fall to a special revenue account. The funds in this account may be used to help pay any costs associated by the City relating to the sale of property or be used to pay off any debt incurred by the City or for any purpose for which the City is authorized to incur debt.

***Section 63: Sale or other disposal of realty; disposition of proceeds***

*Section 63. Whenever the proceeds of the sale or other disposal of real estate, including the taking by eminent domain by another governmental unit, but other than that acquired through tax title foreclosure, by a city, town, or district, exceed five hundred dollars, the same shall be applied to the payment of indebtedness incurred in acquiring such real estate or shall be added to the sinking fund, if any, from which said indebtedness is payable, or if no such indebtedness is outstanding may be used for any purpose or purposes for which the city, town or district is authorized to incur debt for a period of five years or more or be applied to the payment of indebtedness incurred under clause (3) of section seven, except that the proceeds of a sale in excess of five hundred dollars of any park land by a city, town, or district shall be used only by said city, town, or district for acquisition of land for park purposes or for capital improvements to park land.*



I am hereby attaching a list of all of the properties the City has sold since 2020, if they were taken through the tax title process, the final sale price, and all responses submitted for the RFP processes.

Respectfully Submitted,



Michael J. Nicholson  
Mayor, City of Gardner

**PROPERTIES SOLD BY THE CITY:**

| Location                             | Tax Title | Listing Price | Accepted Offer       |
|--------------------------------------|-----------|---------------|----------------------|
| 53 School St                         | No        | \$ 1.00       | PROPOSALS REJECTED   |
| 73 Stuart St                         | Yes       | \$ 17,000.00  | \$ 17,000.00         |
| 177 West St                          | Yes       | \$ 20,000.00  | \$ 21,100.00         |
| 14 Leamy St                          | Yes       | \$ 51,000.00  | \$ 51,100.00         |
| 73 East Broadway                     | No        | \$ 100,000.00 | \$ 105,000.00        |
| Nichols St                           | Yes       | \$ 1.00       | \$ 35,000.00         |
| Catherine St                         | No        | \$ 500.00     | \$ 500.00            |
| 20 Rock St                           | Yes       | \$ 49,200.00  | \$ 49,200.00         |
| Chelsea St                           | No        | \$ 43,400.00  | \$ 81,500.00         |
| <b>Total General Fund</b>            |           |               | <b>\$ 173,400.00</b> |
| <b>Total Special Revenue Account</b> |           |               | <b>\$ 187,000.00</b> |
| <b>Total Sales:</b>                  |           |               | <b>\$ 360,400.00</b> |

**PROPERTY PROPOSAL BREAKDOWN FROM LATEST SALES:**

***53 School Street – School Street School:***

The City received one bid for this property to turn the property into 30 condominium units. However, the City was required to later reject the proposal, due to the fact that during the title search being done by the buyer, it was revealed that a portion of the back of the property was originally purchased as part of Jackson Playground for the purpose of creating a playground. As such, it falls under the protections of Article 97 of the Commonwealth's Constitution.

Since Jackson Park and School Street School sit on land that was purchased through three separate sales by the City, the Administration has begun to work with our local legislative delegation to conduct the statutorily required land swap vote that will come before the City Council for consideration as a Home Rule Petition once the vote document is completed.

After this process is done, the Administration will put the property back out for disposition.

***73 Stuart Street – Former Factory:***

The City received one proposal for this property from Millennium Holding Group, which is part of the Candor Realty/Simplified Management business group.

The proposal called for the full demolition of the existing structures on the property and the construction of two buildings that combined would have six to seven condominium units in them.

The price on the proposal was \$17,000.

The proposal came with a zoning relief contingency, so the closing has not happened yet. The applicant is scheduled to appear on the May Zoning Board of Appeals meeting.

***177 West Street – Former Finishing Factory demolished by City:***

The City received two proposals for this property:

| Name                         | Proposal   | Price  | Other:  |
|------------------------------|--|--------|---|
| <b>Furnished Homes, LLC.</b> | Either a 2-4 family dwelling or a mixed use building | 25,151 | -LLC dissolved by Secretary of Commonwealth<br>-Not a buildable lot |
| <b>David Bettez</b>          | Parking lot for existing business                    | 21,100 |   |

The property was awarded to David Bettez and is in the process of closing.

While Furnished Homes, LLC was the highest bidder, their LLC was dissolved by the Secretary of the Commonwealth's Corporations Division and after repeated requests for either clarification as to why this happened or new documentation showing otherwise, the company did not respond. As a result this bid had to be ruled as an incomplete submission and thrown out.

***14 Leamy Street – Former factory demolished by GRA:***

The City received one proposal from Mr. David Bettez for this property for the purpose of constructing an ADA/elderly friendly multifamily residential building. The price proposal came in at \$51,100. The property was awarded and is in the process of closing.

***75 East Broadway – Prospect Street School:***

The City received five (5) proposals for this property:

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| Name                              | Proposal  | Price   | Other:   |
|-----------------------------------|---|---------|--|
| <b>MPZ Development</b>            | 53 apartment units. Requires construction of second building on site.   | 295,000 | -Required 5 year closing timeline<br>-Required \$1.2 million tax break from City |
| <b>Furnished Homes, LLC</b>       | After purchase would conduct survey to either attract national business or build housing if couldn't find a business.   | 126,151 | LLC dissolved by Secretary of the Commonwealth                                   |
| <b>Molina Realty Group</b>        | Upscale market rate residential housing   | 105,000 |  |
| <b>East Coast Properties, Inc</b> | Art Studio Loft Apartment building. 6 Art studios on first floor, apartments for artists on second floor.   | 100,000 | Empire Management Company  |
| <b>NewVue Communities</b>         | 65 rental apartments for mixed income- extreme low income to workforce housing. 15 one bedroom apartments reserved for seniors. Requires construction of second building on site. | 100,000 | Also required sale of parking lot behind South Gardner Fire Station              |

The property was awarded to Molina Realty for the price of \$105,000.

While MPZ Development was the top bidder, the Review Committee and the Administration did not believe that the 5-year closing time period and the \$1.2 million property tax break by the City were in the best interest of the City.

Furthermore, while Furnished Homes, LLC was the second highest bidder, their LLC was dissolved by the Secretary of the Commonwealth's Corporations Division and after repeated requests for either clarification as to why this happened or new documentation showing otherwise, the company did not respond. As a result this bid had to be ruled as an incomplete submission and thrown out.

***Land on the corner of Nichols and Parker Streets – former multifamily that was demolished after fire:***

The City received two (2) proposals for this property:

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| Name                               | Proposal   | Price  | Other: |
|------------------------------------|--|--------|--------|
| <b>Justin Khachi (VIBExchange)</b> | 3 story building with bar, dining, beer tap room, smoking lounge, and night club named Brewholla | 1.00   |        |
| <b>Yan Lin and Ka Cheung</b>       | Single story, 4,000 sqft family-oriented food court building                                     | 35,000 |        |

The property was awarded to Yan Lin and Ka Cheung and is in the process of closing.

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

April 18, 2023

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

RE: Notification regarding Information about District Improvement Financing Study

Dear Madam President and Councilors,

In both 2021 and 2022, the City received grant funding from the Community One Stop for Growth program to study whether or not the City should adopt District Improvement Financing areas.

As part of this process, the consultants from MassDevelopment would like to present their findings to the City Council at an informal meeting, in order to keep a dialogue going about the subject in the event that a proposal for this comes before the City Council at a later date.

I have attached the presentation they plan to give to this correspondence so that the Councilors may view the presentation beforehand to be able to ask questions that may arise from the information.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner



## City Presentation

City of Gardner, MA  
May 1, 2023



# AGENDA

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- Introductions
- What Has Been Done So Far
- What is District Increment Financing
- How has DIF been used
- Next Steps
- Questions & Discussion

# WHAT HAS BEEN DONE SO FAR

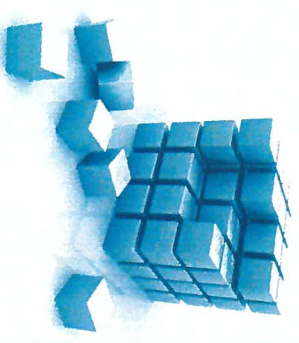
## WHAT HAS BEEN DONE SO FAR

- 2011 –Urban Renewal Plan
- 2012 – Urban Renewal Plan, Mill Street Corridor
- 2022 – District Increment Financing Feasibility Analysis
  - Found DIF would generate funds to offset public investment
- 2023 (ongoing) – Phase 2 of the DIF analysis
  - Refine assumptions
  - Create DIF Master Plan

# WHAT IS DIF?

## WHAT IS DISTRICT IMPROVEMENT FINANCING (DIF)?

- Financing method to **catalyze economic development**
- Allows some or all of future property tax revenues from development to be dedicated to support infrastructure, projects, and programs related economic development
- Property tax increment can be used to help finance public development costs
- Portion of incremental revenues not dedicated for DIF can be transferred to General Fund and once DIF expires, all revenues go to general fund

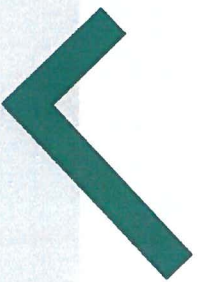






It is ***not*** a new tax or a special assessment on top of the existing property tax.





It ***is*** a tool that enables a community to identify and capture tax revenue from new private investment that has been *catalyzed* by public investment.

# KEY DIF TERMS

| Development District | Development Program | New Growth | Tax Increment Revenue |
|----------------------|---------------------|------------|-----------------------|
|----------------------|---------------------|------------|-----------------------|

A specified area within the corporate limits of a city or town which is to be developed by the municipality under a Development Program. Also referred to as a **DIF District**.

A statement of means and objectives designed to improve the quality of life, the physical facilities and structures and the quality of pedestrian and vehicular traffic control and transportation within a Development District.

Increases to the assessed value of a property, as a result of development or other changes.

New Growth generates new tax revenue and enables you to raise your tax levy limit.

All annual increases in the municipality's limit on total taxes assessed that are attributable to parcels within the DIF District.

*Tax Increment Revenue* is additional revenue that is collected because of New Growth in the DIF District.

# WHAT DIF DOES

Establishes the Original Assessed Value of the District,

Measures New Growth each year and the cumulative increases, or Tax Increment

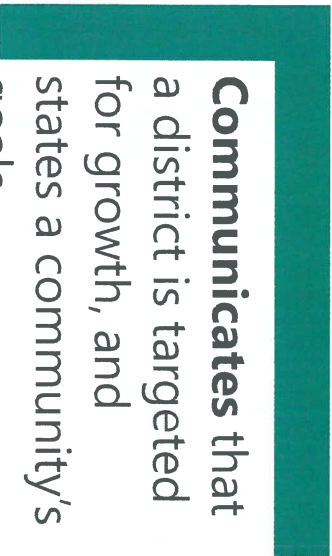
Calculates and captures revenues from the Tax Increment

## Mechanics of DIF

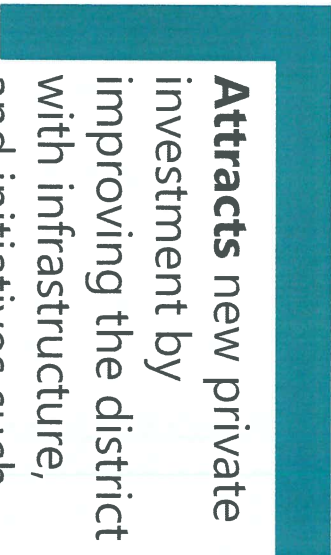
1. Identify a district
2. Identify public projects and estimated costs
3. Estimate revenues from increased assessed values from new private investment
4. Make policy choices on revenue capture, capital plan, duration of district
5. Adopt through local process
6. Manage over time: identify, collect, and spend revenues, complete public projects



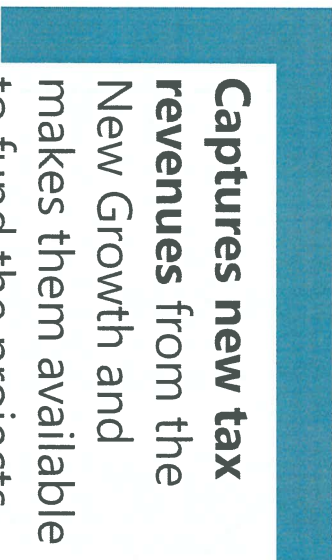
# HOW DIF PAYS FOR ECONOMIC DEVELOPMENT



**Communicates** that a district is targeted for growth, and states a community's goals

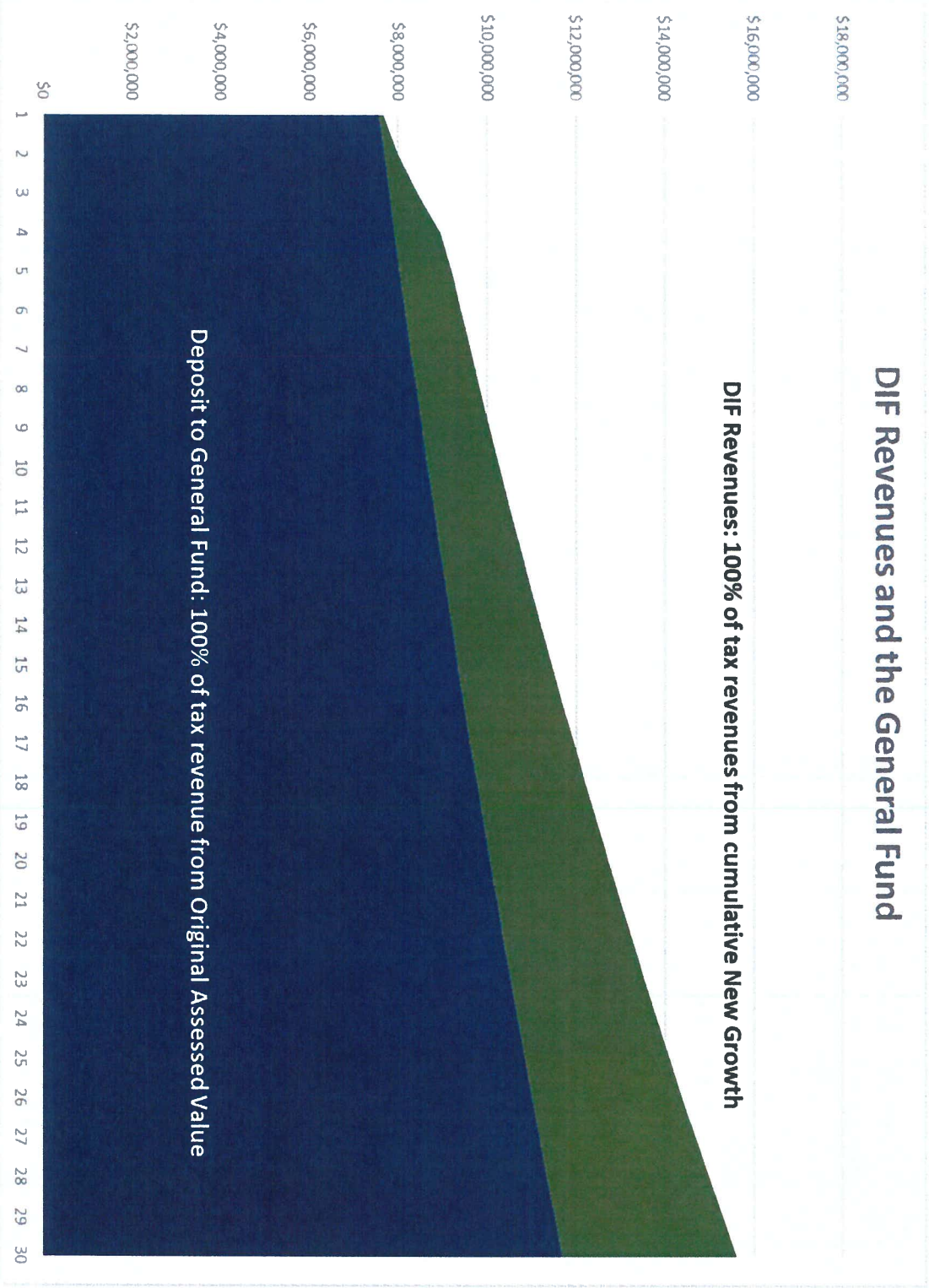


**Attracts** new private investment by improving the district with infrastructure, and initiatives such as workforce training

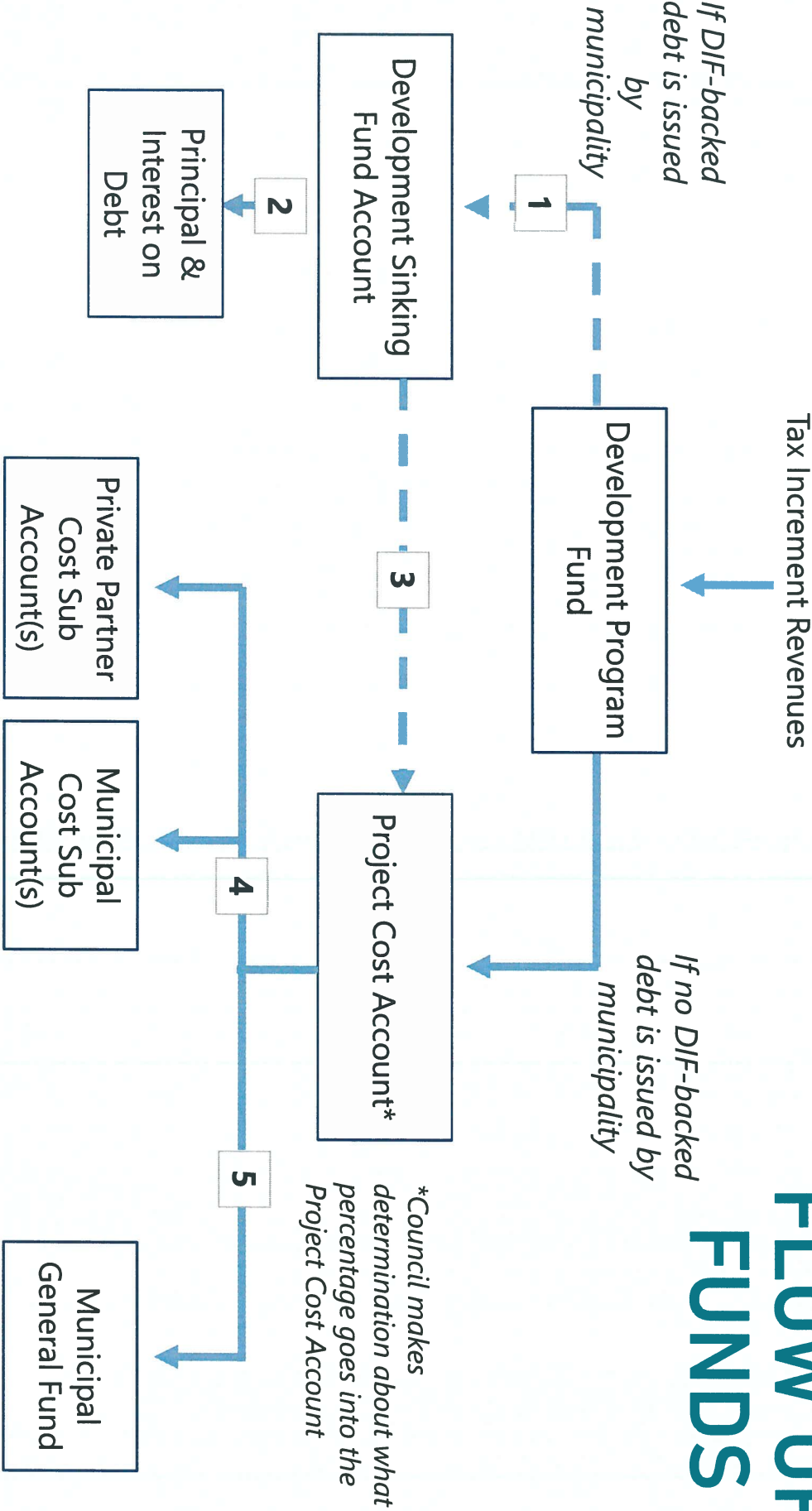


**Captures new tax revenues** from the New Growth and makes them available to fund the projects that drive growth

DIF Revenues and the General Fund



# FLOW OF FUNDS



# TYPES OF INVESTMENT

Eligible Public Project Costs



Capital &  
Workforce  
Investment



Land & Leasing



DIF Creation &  
Administration



# HOW ARE COMMUNITIES USING IT?

## WHAT ARE MASSACHUSETTS COMMUNITIES DOING WITH DIF?

- Revitalize downtowns
- Support long-term infrastructure plans
- Return under/unused property to taxable use
- Encouraging community-desired mix of business, housing, recreation



### Town of Dedham, Adopted May 20, 2019

#### *Providence Highway District*

- *DIF District Adoption to catalyze community conversation*
- *Work with MassDot to improve Route 1*
- *Connect to greenspace at Wigwam Pond and Charles River*
- *Adopt Development Program after Town Master Plan complete*

- City of Amesbury, South Hunt DIF, Adopted February 13, 2019
- Atlantic Center Youth Sports Facility with Office, Restaurant
- \$400,000 MassWorks grant facilitated by DIF
- Tax Increment Financing Approved
- \$40 million private investment
- DIF will fund road improvements to support project



### Town of Easton, Adopted May 20, 2019

#### *Five-Corners District*

- *Implements Envision Easton plans for vibrant mixed use*
- *Reduces betterments for critical sewer infrastructure costs*
- *Sidewalks, streetscapes, connectivity can be funded*



# KEY STEPS

## Planning:

- Why (purpose)
- What (projects)
- Where (district)



## Approval:

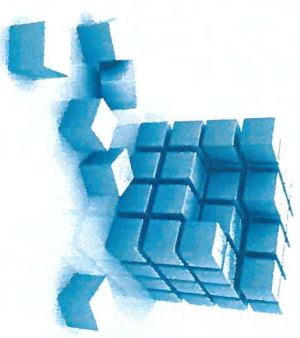
- Communications, engagement
- Local review and approval

## Implementation and Monitoring:

- Internal tracking and reporting
- Reporting to policymakers and public

## NEXT STEPS

- Refine public and private project list
- Update build out analysis
- Measure the potential new revenue and potential uses of funds
- Draft of legislative documents
- Council approval process



# QUESTIONS & DISCUSSION



*Rachel Selsky, Project Manager*  
*Jim Damicis, Principal*  
*Camoin Associates*

518 899-2608

*Rachel@camoinassociates.com*  
*jim@camoinassociates.com*



# HOW DIF GENERATES AND CAPTURES REVENUE

## Original Assessed Value (OAV): \$3 million

Property Taxes Paid on OAV: \$59,850

(\$3 million X tax rate at 19.95 per \$1,000 of value)

Available to General Fund: \$59,850

## Assessed Value (AV) of New Growth: \$10 million

Tax Revenues from New Growth in Year 1: \$199,500 (\$10 million x tax rate of 19.95)

\$997,500 of Cumulative New Growth with DIF, by Year 5

*(assumes no other New Growth or tax rate changes)*





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

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April 13, 2023

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

RE: Authorization of Prior Year Expenditure

Dear Madam President and Councilors,

Attached, please find a request for authorization to pay a bill that was received for services in the previous fiscal year.

This bill relates to energy and utility costs associated with the City's Solar credits and metering credits.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

RECEIVED  
2023 APR 13 PM 12:45  
CITY CLERK'S OFFICE  
GARDNER, MA

## AUTHORIZING PAYMENT OF PRIOR YEAR OPERATING EXPENDITURE

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

|        |                                   |            |
|--------|-----------------------------------|------------|
| FY2022 | VARIOUS DEPT ENERGY&UTILITY ACCTS | \$5,109.19 |
|--------|-----------------------------------|------------|



# INVOICE

Issued to  
City of Gardner  
95 Pleasant Street  
Gardner, MA 01440

Due on or before  
04-17-2023

Billing Period  
05/01/2022 - 01/31/2023

Invoice Number  
23-GAR-GAR-3

Invoice Date  
03-16-2023

| Description                               | Generation (kWh) | Rate (per kWh) | Amount Due   |
|---|------------------|----------------|--------------|
| Generation Fee (May 2022)                 | 16,675.58        | 0.10721        | \$ 1,787.79  |
| Generation Fee (June 2022 - January 2023) | 245,370.70       | 0.10829        | \$ 26,571.19 |

|                     |              |
|---------------------|--------------|
| Total New Charges   | \$ 28,358.98 |
| Previous Balance    | \$ 28,150.33 |
| Payment Received    | \$ 7,951.36  |
| Outstanding Balance | \$ 20,198.97 |
| Total Due           | \$ 48,557.95 |

Invoice Number  
23-GAR-GAR-3

Due on or before  
04-17-2023

Total Due  
**\$ 48,557.95**

**Payment Information:**

Solar ProjectCo 2013 II LLC  
U.S. Bank  
ABA: 104000029  
ACCT: 105701885789

**Invoice Issued By:**

Gardner Solar 1, LLC  
c/o Soltage, LLC  
333 Washington Street, Suite 401  
Jersey City, NJ 07302

For questions regarding this invoice, please contact Accounting at (201) 432-1786 or email to [assetmanagement@soltage.com](mailto:assetmanagement@soltage.com)

Performance Report

Project: Gardner

| Month                  | Originally Invoiced Production | Corrected Production | Difference(Soltage Production) |
|------------------------|--------------------------------|----------------------|--------------------------------|
| May                    | 126,242                        | 142,917              | 16,676                         |
| June                   | 328,027                        | 371,908              | 43,881                         |
| July                   | 373,136                        | 423,793              | 50,657                         |
| August                 | 335,640                        | 381,186              | 45,546                         |
| September              | 278751                         | 315058.62            | 36307.62                       |
| October                | 219438                         | 248028.3             | 28590.3                        |
| November               | 185,636                        | 207,818              | 22,182                         |
| December               | 110,796                        | 122,006              | 11,210                         |
| January                | 73,427                         | 80,423               | 6,996                          |
| Meter Total (kWh)      | 2,031,092                      | 2,293,139            | 262,046                        |
| Total Uninvoiced (kWh) |                                | 262,046              |                                |

