

WARD COUNCILLORS

1 – David R. Thibault-Muñoz
2 – Dana M. Heath
3 – Paul G. Tassone
4 – Karen G. Hardern
5 – Aleksander H. Dernalowicz, Esq.

COUNCIL PRESIDENT

George C. Tyros

**COUNCILLORS AT LARGE**

Calvin D. Brooks
Craig R. Cormier
Brad E. Heglin
Elizabeth J. Kazinskas
Judy A. Mack

City of Gardner Massachusetts

**CALENDAR FOR THE MEETING**

of

**MONDAY, JUNE 16, 2025
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)

- April 22, 2025, Regular Meeting
- May 5, 2025, Regular Meeting

VII. PUBLIC HEARINGS**VIII. COMMUNICATIONS FROM THE MAYOR****IX. PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.**

X. REPORTS OF STANDING COMMITTEES

WELFARE COMMITTEE

- 11519** - An Ordinance to Amend the Code of the City of Gardner, Chapter 675, thereof entitled "Zoning," to amend Section 510, thereof entitled "Floodplain Overlay District," in order to comply with the recent amendments to the requirements set forth by the Federal Emergency Management Agency. *Page 18*
- 11533** - An amendent to the Code of the City of Gardner, Chapter 675 thereof, entitled "Zoning," to change and add Commercial Overlay Classification on Certain Parcels of Land on Central Street. *(Submitted by Registered Voters) Page 39*
- 11534** - An amendment to the Zoning Ordinance Chapter 675, submitted by Chair City Church and Ten (10) registered voters, to add a new section entitled "Historic Preservation Project", amending the table of uses to allow or the same by special permit, amending the Article VII Off-Street Parking, Loading and Drive-Through Standards, §675-740, to facilitate Historic Preservation Projects, additional amendments to the Relief from Parking Regulations to be applied generally and additional amendments more specifically stated in the petition and attachments. *Page 43*

FINANCE COMMITTEE

- 11554** - An Order Transferring \$70,000.00 from Various Police Department Operating Expense Accounts to Police Department Salary and Wages. *Page 52*
- 11555** - An Order Appropriating \$130,000.00 from Sewer Enterprise Retained Earnings (Surplus) to Sewer Enterprise Chemical Treatment Account. *Page 54*
- 11556** - An Order Appropriating \$15,000.00 from Free Cash to Elections & Registration Department Salary and Wages. *Page 57*
- 11557** - An Order Appropriating \$170,000.00 from Free Cash to Police Department Overtime. *Page 59*
- 11558** - An Order Appropriating \$25,000.00 from Free Cash to Dept of Public Works Energy and Utilities Account. *Page 61*
- 11559** - An Order Appropriating \$25,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Repairs and Maintenance Account. *Page 63*
- 11560** - An Order Appropriating \$260,000.00 from Free Cash to Fire Department Overtime. *Page 66*

- 11561** - An Order Appropriating \$30,000.00 from Free Cash to Public Building Maintenance- City Hall Energy and Utilities Account. *Page 68*
- 11562** - An Order Appropriating \$30,000.00 from Free Cash to Mayors Unclassified Telephone/VotaCall Expense Account. *Page 70*
- 11563** - An Order Appropriating \$30,000.00 from Sewer Enterprise Retained Earnings (Surplus) to Sewer Enterprise Maintenance Crew Account. *Page 75*
- 11564** - An Order Appropriating \$30,000.00 from Sewer Enterprise Retained Earnings (Surplus) to Sewer Enterprise Repairs and Maintenance. *Page 78*
- 11565** - An Order Appropriating \$32,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Maintenance Crew Account. *Page 81*
- 11566** - An Order Appropriating \$3,500.00 from Free Cash to Senior Center Energy and Utility Expense Account. *Page 84*
- 11567** - An Order Appropriating \$39,938.00 from Sewer Enterprise Retained Earnings (Surplus) to Department of Public Works New Equipment Account. *Page 86*
- 11568** - An Order Appropriating \$4,000.00 from Free Cash to City Clerk Professional Services. *Page 89*
- 11569** - An Order Appropriating \$54,000.00 from Sewer Enterprise Retained Earnings (Surplus) to Sewer Enterprise Facilities Maintenance. *Page 91*
- 11570** - An Order Appropriating \$575,000.00 from Free Cash to Department of Public Works Snow and Ice Removal Expense Account. *Page 94*
- 11571** - An Order Appropriating \$5,000.00 from Sewer Enterprise Retained Earnings (Surplus) to Sewer Enterprise Principal Outside Debt Account. *Page 96*
- 11572** - An Order Appropriating \$62,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Overtime Account. *Page 99*
- 11573** - An Order Appropriating \$75,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Facility Maintenance Account. *Page 102*
- 11574** - An Order Appropriating \$90,000.00 from Free Cash to Mayor's Unclassified – Waterford Community Center Building Utility Expenses. *Page 106*
- 11575** - A Communication from the Mayor Regarding the Updated City Administration Financial Policies. *Page 108*

- 11576** - A Measure Adopting the FY2026 Capital Improvement Plan for the City of Gardner. *Page 114*
- 11578** - A Measure Authorizing the Payment of a Prior Year Salary Expenditure for the Gardner Conservation Commission. *Page 234*
- 11579** - An Order Transferring \$251,000.00 from Various Fire Department Operating Expense Accounts to Fire Department Salary and Wages- Over Time. *Page 236*
- 11580** - An Order Appropriating \$40,000.00 from Free Cash to Graves v. City et Al. Lawsuit Account. *Page 238*
- 11581** - An Order Appropriating \$31,502.00 from Free Cash to the City's Special Education Special Stabilization Account. *Page 240*
- 11582** - An Order Appropriating \$31,502.00 from Free Cash to the City's Vehicle Stabilization Special Account. *Page 242*
- 11583** - An Order Appropriating \$31,502.00 from Free Cash to the City's Capital Improvement Special Stabilization Account. *Page 244*
- 11584** - An Order Appropriating \$350,000.00 from Free Cash to the City's Employee Benefits Health Insurance Account. *Page 246*
- 11585** - An Order Appropriating \$130,000.00 from Free Cash to the City's Stabilization Account. *Page 248*
- 11586** - An Order Appropriating \$105,825.00 from Free Cash to the Department of Public Works Road Resurfacing Account. *Page 250*
- 11587** - A Measure Creating a Revolving Account for Youth Center Services, under the provisions of Chapter 44, Sec. 53 E ½ of the General Laws of the Commonwealth, for which the balance shall not exceed \$100,000.00. *Page 252*
- 11588** - An Order Appropriating \$50,000.00 from Free Cash to the Youth Center Services Account. *Page 254*
- 11590** - An Order Appropriating \$3,000.00 from Free Cash to Historical Commission Professional Services Account. *Page 256*
- 11593** - An Order Appropriating \$20,000.00 from Free Cash to Veterans Services- Veterans Benefits Expense Account. *Page 263*
- 11594** - An Order Transferring \$15,000.00 from Veterans Service Department Salary and Wages to Veterans Service Department Veterans Benefits Expenditure Account. *Page 265*

- 11595** - An Order Transferring \$7,000.00 from Building Department Salary and Wages to Building Department Operating Expenditures. *Page 267*
- 11596** - An Order Transferring \$8,000.00 from City Councilor Salaries and Wages Account to City Council Equipment Operating Expenditures *Page 269*
- 11597** - A Communication from the Mayor regarding the City Clerk Copy Machine. *Page 271*
- 11598** - Money Orders for consideration (Sewer). *Page 272*
- 11599** - Money Orders for consideration (Water). *Page 273*
- 11600** - Money Orders for consideration (General Fund). *Page 274*
- 11601** - A Communication from the Mayor regarding the City's current Net Metering Credits. *Page 275*
- 11602** - A Communication from the Mayor regarding the City's Street Light Payment Account. *Page 276*
- 11603** - A Communication from the Mayor regarding FY2026 Valuations for Real Property. *Page 277*
- 11604** - An Order Transferring \$12,000.00 from Department of Public Works Salary and Wages to Department of Public Works Vehicle Fuel Account. *Page 278*
- 11605** - An Order Transferring \$10,000.00 from Pool Department Salary and Wages to Pool Department Repairs and Maintenance Operating Expenditure. *Page 281*
- 11606** - A Communication from the Mayor Regarding the FY2026 LA-3 Certification of Qualifying Sales. *Page 283*
- 11607** - A Measure Authorizing Payment of a Previous Fiscal Year Operating Expenditure for a National Grid Bill in the amount of \$87.31. *Page 287*
- 11608** - An Order Appropriating \$15,000.00 from Sewer Enterprise Retained Earnings (Surplus) to Sewer Enterprise Overtime Account. *Page 289*

ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

- 11609** – May Economic and Community Development Update.

COMMITTEE OF THE WHOLE

- 11540** - An Order Appropriating the Sum of \$50,590.00 from Available Funds- Parking Meter Receipts Reserved to Various Accounts for the Fiscal Year Beginning July 1, 2025, to June 30, 2026. *Page 292*
- 11541** - An Order Appropriating the Sum of \$512,699.17 from Sewer Surplus/Retained Earnings to fund the FY2026 Revenue Budget. *Page 294*
- 11542** - An Order Appropriating the Sum of \$232,406.71 from Water Surplus/Retained Earnings to fund the FY2026 Revenue Budget. *Page 296*
- 11543** - An Order Appropriating the sum of \$94,310.00 from Landfill Surplus/Retained Earnings to Fund the FY2026 Revenue Budget. *Page 298*
- 11544** - An Order Appropriating the Sum of \$264,092.00 From Available Funds- Cable Commission Fees Reserved to Cable Commission Budget. *Page 300*
- 11545** - An Order Appropriating Various Sums of Money totaling \$12,211,026.00 from Available Enterprise Funds- Various Receipts Reserved to Various Accounts for the Fiscal Year Beginning July 1, 2025, to June 30, 2026. *Page 302*
- 11546** - An Order to Raise And Appropriate The Sum Of \$36,715,187.00 For School Department Budget For The Fiscal Year Beginning July 1, 2025 To June 30, 2026. *Page 304*
- 11547** - An Order to Raise And Appropriate The Sum Of \$29,193,146.00 For The Various Department Of The City For The Expense Budget For The Fiscal Year Beginning July 1, 2025, To June 30, 2026. *Page 317*
- 11548** - An Order to Raise And Appropriate The Sum Of \$14,411,619.00 For The Various Department Of The City For The Salary And Labor Budget For The Fiscal Year Beginning July 1, 2025, To June 30, 2026. *Page 319*
- 11549** - A Measure Authorizing FY2026 Revolving Funds, pursuant to MGL Ch44, §53E ½, for the Fiscal Year beginning July 1, 2025, to June 30, 2026. *Page 321*

XI. UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION

XII. NEW BUSINESS

XIII. COUNCIL COMMENTS AND REMARKS

XIV. CLOSING PRAYER

XV. ADJOURNMENT

Items listed on the Council Calendar are those reasonably anticipated by the Council President to be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

**REGULAR MEETING OF APRIL 22, 2025**

Regular Meeting of the City Council was held in the City Council Chamber, Room 219, City Hall, on Tuesday evening, April 22, 2025.

CALL TO ORDER

President Geoge Tyros 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. Eight (8) Councillors were present including President George Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, and David Thibault-Muñoz. Councillors Craig Cormier, Judy Mack and Paul Tassone were absent.

OPENING PRAYER**PLEDGE OF ALLEGIANCE**

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

OPEN MEETING RECORDING & PUBLIC RECORDS ANNOUNCEMENT

President Tyros 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 made by Councillor Elizabeth Kazinskas and seconded by Councillor Calvin Brooks, it was voted, eight (8) yeas, President George Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, and David Thibault-Muñoz to waive the reading and accept the minutes of February 18, 2025 and March 3, 2025, Regular Meeting .

REGULAR MEETING OF APRIL 22, 2025

REPORTS OF STANDING COMMITTEES
WELFARE COMMITTEE**#11520**

Councillor Brad Heglin informed the Council that he watched the Welfare Committee meeting. Given that there is a financial piece to the contract, he felt pertinent that the Finance Committee have a chance to review it as well.

On a motion made by Councillor Brad Heglin, seconded by Councillor Aleksander Dernalowicz, it was voted to refer *A Measure Authorizing the Administration to enter into an Intermunicipal Agreement with the Town of Winchendon for Veterans Services for FY2025 through FY2027*, to the Finance Committee for further study and report.

8 yeas, motion passes.

REPORTS OF STANDING COMMITTEES
FINANCE COMMITTEE**#11482**

Councillor Brad Heglin provided an update to the Council on the City's Health Insurance Payments and Trust Fund. The Finance Committee had a chance to monitor some increases in the rates. At this point the fund was not exactly where the city was hoping it would be to be healthy. It is currently at 1.4 million, not so comfortable as the city may wish but in a better spot than it has been. The City has looked into other options and Blue Cross Blue Shield is currently on the lower. It is best interest of the employees to stick with Blue Cross Blue Shield.

There were no objections, *Discussions regarding the City's Health Insurance Payments and Trust Fund* will remain on the Finance Committee agenda.

#11521

Councillor Aleksander Dernalowicz informed the Council that this appropriation was an oversight on a step increase for the transfer station monitor. It was not given at the correct time, so this remedies that.

On a motion made by Councillor Aleksander Dernalowicz, seconded by Councillor Brad Heglin, it was voted to adopt the order:

REGULAR MEETING OF APRIL 22, 2025

AUTHORIZING PAYMENT OF PRIOR YEAR SALARY EXPENDITURE

ORDERED: To authorize payment of prior year SOLID WASTE salary expenditure account for prior year, as follows:

FY2024 TRANSFER STATION MONITOR SAL \$282.36

8 yeas, motion passes.

#11522

Councillor Aleksander Dernalowicz informed the Council that this appropriation is fund a contract to have the former administrative assistant come in and train the new assistant. This role has been done in the past for other positions.

On a motion made by Councillor Aleksander Dernalowicz, seconded by Councillor Brad Heglin, it was voted on call of the roll, eight (8) yeas, President Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, and David Thibault-Muñoz, to reduce the amount from \$10,000.00 to \$5,000.00 and adopt the order:

AN ORDER TRANSFERRING APPROPRIATIONS FROM COMMUNITY DEVELOPMENT CLERK/ASST SALARIES & WAGES TO PROFESSIONAL SERVICES OPERATING EXPENDTURES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Five Thousand Dollars and No Cents (\$5,000.00) from Community Development Clerk/Asst Salaries & Wages to Professional Service Operating Expenditures.

#11524

On a motion made by Councillor Aleksander Dernalowicz, seconded by Councillor Brad Heglin, it was voted on call of the roll, eight (8) yeas, President Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, and David Thibault-Muñoz, to adopt the order:

ACCEPTANCE OF DONATIONS AND GIFTS FLOWERPOT DONATIONS

REGULAR MEETING OF APRIL 22, 2025

VOTED: That the City of Gardner is authorized to accept certain donations for the flowerpot program and gifts for use by the Executive Department, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

#11525

On a motion made by Councillor Aleksander Dernalowicz, seconded by Councillor Brad Heglin, it was voted on call of the roll, eight (8) yeas, President Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, and David Thibault-Muñoz, to adopt the order:

ACCEPTANCE OF DONATIONS AND GIFTS GARDNER ANIMAL CONTROL SHELTER DONATIONS

VOTED: That the City of Gardner is authorized to accept certain donations and gifts for use by the Gardner Animal Control Shelter, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

#11526

On a motion made by Councillor Aleksander Dernalowicz, seconded by Councillor Brad Heglin, it was voted on call of the roll, eight (8) yeas, President Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, and David Thibault-Muñoz, to grant the measure:

AUTHORIZING FIVE-YEAR CONTRACT PERIOD ON CALL ENGINEERING SERVICES

VOTED: To authorize the City to enter into a contract not to exceed five (5) years for On Call Engineering Services, pursuant to the provisions of Massachusetts General Law, Chapter 30B, section 12 and under the terms outlined in the Purchasing Agent's April 2, 2025, Memorandum.

REPORTS OF STANDING COMMITTEES**ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE****#11530**

Councilor Elizabeth Kazinskas informed the Council on a number of updates from Director Jason Stevens this month. She encourages the public to watch the meeting on YouTube as there was a lengthy update. Director Stevens covered the Rear Main Street Project, Mass Trails along Crystal Lake Drive, Master Plan Steering Committee, the Gardner

REGULAR MEETING OF APRIL 22, 2025

Redevelopment Authority work that has been done, specifically the Garbose property, Greenwood Pool, 205 – 213 Main Street, and Community Development and Block Grant applications that have been submitted to the state. There has been an incredible amount of work done and projects are moving along.

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Aleksander Dernalowicz, it was voted to place on file, *April Economic and Community Development Update*.

8 yeas, motion passes.

#11510

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Aleksander Dernalowicz, it was voted to refer to Economic and Community Development Committee for additional information and for further study and report, *An Order Authorizing the Creation of an Economic Development and Finance Manager for the position for the Community Development and Planning Department and Approving the Job Description for said position*.

8 yeas, motion passes.

#11511

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Aleksander Dernalowicz, it was voted to refer to Economic and Community Development Committee for additional information and for further study and report, *An Ordinance to Amend the Code of the City of Gardner, Chapter 171, thereof entitled "Personnel," to amend Schedule E, thereof entitled "Non-Union Compensation Schedule," to add the position of Economic Development and Finance Manager*.

8 yeas, motion passes.

#11514

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Aleksander Dernalowicz, it was voted to place on file, *A Communication from the Mayor Regarding the Appointment of an Ad-Hoc Advisory Committee to Take Part in the Drafting of the City's First Master Plan*.

8 yeas, motion passes.



REGULAR MEETING OF APRIL 22, 2025

CLOSING PRAYER

ADJOURNMENT

On a motion by Councillor Elizabeth Kazinskas and seconded by Councillor Dana Heath, it was voted, to adjourn at 8:03 p.m.

8 yeas, motion passes

Accepted by the City Council:

DRAFT

**REGULAR MEETING OF MAY 5, 2025**

Regular Meeting of the City Council was held in the City Council Chamber, Room 219, City Hall, on Monday evening, May 5, 2025.

CALL TO ORDER

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

CALL OF THE ROLL

Assistant City Clerk Jayen Kumar called the Roll of Members. Nine (9) Councillors were present including President George Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone and David Thibault-Muñoz. Councillors Craig Cormier, and Dana Heath were absent.

OPENING PRAYER**PLEDGE OF ALLEGIANCE**

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

OPEN MEETING RECORDING & PUBLIC RECORDS ANNOUNCEMENT

President Tyros 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 made by Councillor Judy Mack and seconded by Councillor Paul Tassone, it was voted, nine (9) yeas, President George Tyros and Councillors Calvin Brooks, Aleksander Dernalowicz, Karen Hardern, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone and David Thibault-Muñoz to waive the reading and accept the minutes of March 17, 2025, Regular Meeting.

REGULAR MEETING OF MAY 5, 2025

PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.**#11533**

Councillor Calvin Brooks informed the Council that the ordinance submitted has a couple of typographical errors in it. It refers to parcels R27 17-3 and R27- 17-8. Those parcels do not exist. The correct parcels should be R27 17-13 and R27 17-18.

On a motion made by Councillor Calvin Brooks and seconded by Councillor David Thibault-Muñoz, it was voted to amend the ordinance to the corrected parcels mentioned.

9 yeas, motion passes.

On a motion made by Councillor Judy Mack, seconded by Councillor David Thibault-Muñoz, it was voted, as amended, to refer to the Planning Board and Public Welfare Committee for further study and report and schedule a joint public hearing with Planning Board and City Council, *An amendent to the Code of the City of Gardner, Chapter 675 thereof, entitled "Zoning," to change and add Commercial Overlay Classification on Certain Parcels of Land on Central Street. (Submitted by Registered Voters)*

9 yeas, motion passes.

#11534

On a motion made by Councillor Judy Mack, seconded by Councillor David Thibault-Muñoz, it was voted, to refer to the Planning Board and Public Welfare Committee for further study and report and schedule a joint public hearing with Planning Board and City Council, *An amendment to the Zoning Ordinance Chapter 675, submitted by Chair City Church and Ten (10) registered voters, to add a new section entitled "Historic Preservation Project", amending the table of uses to allow or the same by special permit, amending the Article VII Off-Street Parking, Loading and Drive-Through Standards, §675-740, to facilitate Historic Preservation Projects, additional amendments to the Relief from Parking Regulations to be applied generally and additional amendments more specifically stated in the petition and attachments.*

9 yeas, motion passes.

REGULAR MEETING OF MAY 5, 2025

REPORTS OF STANDING COMMITTEES
PUBLIC SERVICE COMMITTEE**#11519**

Councillor Paul Tassone informed the Council that for transparency reasons, the Public Service Committee did meet but couldn't record the meeting. The committee agreed with the City Engineer on the reasoning for the zoning amendment.

Councillor Elizabeth mentioned that it is not a requirement to record the meetings. The agendas need to be posted according to Open Meeting Law. It is a courtesy that the city records and publishes the meetings for the public.

On a motion made by Councillor Paul Tassone, seconded by Councillor Karen Hardern, it was voted, to refer to the Planning Board and Public Welfare Committee for further study and report and schedule a joint public hearing with Planning Board and City Council, *An Ordinance to Amend the Code of the City of Gardner, Chapter 675, thereof entitled "Zoning," to amend Section 510, thereof entitled "Floodplain Overlay District," in order to comply with the recent amendments to the requirements set forth by the Federal Emergency Management Agency.*

9 yeas, motion passes.

REPORTS OF STANDING COMMITTEES
WELFARE COMMITTEE**#11506**

On a motion made by Councillor Judy Mack, seconded by Councillor David Thibault-Muñoz, it was voted to remove from the Council Calendar as it has been replaced by item #11534, *An amendment to the Zoning Ordinance Chapter 675, submitted by Chair City Church and Ten (10) registered voters, to add a new section entitled "Historic Preservation Project", amending the table of uses to allow or the same by special permit, amending the Article VII Off-Street Parking, Loading and Drive-Through Standards, §675-740, to facilitate Historic Preservation Projects, additional amendments to the Relief from Parking Regulations to be applied generally and additional amendments more specifically stated in the petition and attachments.*

9 yeas, motion passes.

REGULAR MEETING OF MAY 5, 2025

REPORTS OF STANDING COMMITTEES
FINANCE COMMITTEE**#11520**

On a motion made by Councillor Aleksander Dernalowicz, seconded by Councillor Brad Heglin, it was voted to grant the measure:

AN ORDER AUTHORIZING THE ADMINISTRATION TO ENTER INTO AN INTERMUNICIPAL AGREEMENT WITH THE TOWN OF WINCHENDON FOR VETERANS' SERVICES.

VOTED: That the Administration is hereby authorized to enter into an intermunicipal agreement with the Town of Winchendon for the period from May 1, 2025 through June 30, 2027.

9 yeas, motion passes.

#11527

On a motion made by Councillor Brad Heglin, seconded by Councillor Aleksander Dernalowicz, to place on file, *A Communication from the Mayor Regarding the FY2024 Single Financial Audit Report for Federal Grant Funds.*

9 yeas, motion passes.

#11528

On a motion made by Councillor Brad Heglin, seconded by Councillor Aleksander Dernalowicz, to place on file, *A Communication from the Mayor Regarding the FY2024 Final Financial Audit Report.*

9 yeas, motion passes.

CLOSING PRAYER**ADJOURNMENT**

On a motion by Councillor Paul Tassone and seconded by Councillor Calvin Brooks, it was voted, to adjourn at 8:08 p.m.

9 yeas, motion passes.

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905***PLANNING BOARD REVIEW & RECOMMENDATION****To:** Titi Siriphan – City Clerk**Cc:** George Tyros – President, City Council**From:** Jason Stevens – Director, Community Development & Planning**Date:** June 11, 2025**Re:** *Item 11519 – Planning Board Referral & Recommendation*

To all parties,

Following the joint public meeting held on Monday, June 9, 2025, between the City Council and the Planning Board to review Item 11519, *An Ordinance to Amend the Code of the City of Gardner, Chapter 675, thereof entitled "Zoning," to amend Section 510, thereof entitled "Floodplain Overlay District," in order to comply with the recent amendments to the requirements set forth by the Federal Emergency Management Agency*, the Planning Board hereby issues its formal recommendation.

The Planning Board recommends the adoption of the ordinance as presented and respectfully submits this recommendation to the City Council for its final consideration and action.

Thank you,

Jason Stevens

Director of Community Development & Planning

Gardner City Hall

115 Pleasant Street, Room 201

Gardner, MA 01440



CITY of GARDNER
Office of the City Clerk
 95 Pleasant Street, Room 121
 Gardner, MA 01440
 *Tel. 978-630-4058 *Fax: 978-630-2589

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, June 9, 2025** at **7:00 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 items:

- **11519** - An Ordinance to Amend the Code of the City of Gardner, Chapter 675, thereof entitled "Zoning," to amend Section 510, thereof entitled "Floodplain Overlay District," in order to comply with the recent amendments to the requirements set forth by the Federal Emergency Management Agency.
 - **FIRM maps effective July 8, 2025:** <https://www.gardner-ma.gov/firmmaps>
- **11533** – An amendment to the Code of the City of Gardner, Chapter 675 thereof, entitled "Zoning," to change and add Commercial Overlay Classification on Certain Parcels of Land on Central Street. (*Submitted by Registered Voters*).
- **11534** – An amendment to the Zoning Ordinance Chapter 675, submitted by Chair City Church and Ten (10) registered voters, to add a new section entitled “Historic Preservation Project”, amending the table of uses to allow or the same by special permit, amending the Article VII Off-Street Parking, Loading and Drive-Through Standards, §675-740, to facilitate Historic Preservation Projects, additional amendments to the Relief from Parking Regulations to be applied generally and additional amendments more specifically stated in the petition and attachments.

Information regarding these amendments and associated maps are 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.

All persons interested in this matter and desire to offer testimony are invited to attend the hearing.

Titi Siriphan
 City Clerk



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

April 4, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Ordinance to Amend the Code of the City of Gardner, Chapter 675, thereof entitled "Zoning," to amend Section 510, thereof entitled "Floodplain Overlay District," in order to comply with the recent amendments to the requirements set forth by the Federal Emergency Management Agency

Dear Mr. President and Councilors,

The Federal Emergency Management Agency (FEMA) recently issued new regulations for floodplain districts. These regulations mainly focus on the definitions used in zoning ordinances by municipalities.

The impetus for this change came as a result of FEMA issuing new Flood Insurance Rate Maps (FIRM) that will become effective on July 8, 2025. In order for the City to remain in good standing with the National Flood Insurance Program, the City must update its Floodplain Overlay District Zoning Ordinance (CCG, c.675, §510) to be consistent with the 2020 Massachusetts Model Floodplain Bylaws, issued by the Executive Office of Energy and Environmental Affairs (EEA).

The City Engineer has been working with the Massachusetts Department of Conservation and Recreation (DCR) to finalize and draft the attached ordinance amendment proposal to be consistent with the EEA Model and remain in compliance with the FEMA guidelines so as to not impact the insurability of residential and commercial properties in Gardner.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 675, THEREOF ENTITLED “ZONING,” TO AMEND SECTION 510, THEREOF ENTITLED “FLOODPLAIN OVERLAY DISTRICT,” IN ORDER TO COMPLY WITH THE RECENT AMENDMENTS TO THE REQUIREMENTS SET FORTH BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY

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

SECTION 1: Section 510 of Chapter 675 of the Code of the City of Gardner, thereof entitled “Floodplain Overlay District,” be removed in its entirety and replaced with the following thereof:

§ 675-510. Floodplain Overlay District.

A. Statement of purpose and location.

- (1) The Floodplain Overlay District is herein established as an overlay district.
- (2) The purposes of the Floodplain Overlay District are to:
 - (a) Ensure public safety through reducing the threats to life and personal injury.
 - (b) Eliminate new hazards to emergency response officials.
 - (c) Prevent the occurrence of public emergencies resulting from water quality contamination and pollution due to flooding.
 - (d) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding.
 - (e) Eliminate costs associated with the response to and cleanup of flooding conditions.
 - (f) Reduce damage to public and private property resulting from flooding waters.
- (3) Location. The District includes all special flood hazard areas within Gardner designated as Zone A or AE on the Worcester County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the City Clerk, Planning Board, Building Commissioner, Conservation Commission and City Engineer.
- (4) The City of Gardner hereby designates the position of City Engineer to be the official

floodplain administrator for the City.

- (5) The floodplain management regulations found in this Floodplain Overlay District ordinance shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

B. Definitions. As used in this section, the following terms shall have the meanings indicated:

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

FLOODWAY. The channel of the river, creek or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than a designated height. [Base Code, Chapter 2, Section 202]

FUNCTIONALLY DEPENDENT USE means a use which cannot perform its intended purpose unless it is located or carried out in close proximity to water. The term includes only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

HIGHEST ADJACENT GRADE means the highest natural elevation of the ground surface prior to construction next to the proposed walls of a structure. [US Code of Federal Regulations, Title 44, Part 59]

HISTORIC STRUCTURE means any structure that is:

- (a) Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;

(b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;

(c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or

(d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:

(1) By an approved state program as determined by the Secretary of the Interior or

(2) Directly by the Secretary of the Interior in states without approved programs.

[US Code of Federal Regulations, Title 44, Part 59]

NEW CONSTRUCTION. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. *New construction includes work determined to be substantial improvement.* [Referenced Standard ASCE 24-14]

RECREATIONAL VEHICLE means a vehicle which is:

(a) Built on a single chassis;

(b) 400 square feet or less when measured at the largest horizontal projection;

(c) Designed to be self-propelled or permanently towable by a light duty truck; and

(d) Designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel, or seasonal use.

[US Code of Federal Regulations, Title 44, Part 59]

REGULATORY FLOODWAY - see FLOODWAY.

SPECIAL FLOOD HAZARD AREA. The land area subject to flood hazards and shown on a Flood Insurance Rate Map or other flood hazard map as Zone A, AE, A1-30, A99, AR, AO, AH. [Base Code, Chapter 2, Section 202]

START OF CONSTRUCTION. The date of issuance for new construction and substantial improvements to existing structures, provided the actual start of construction, repair, reconstruction, rehabilitation, addition, placement or other improvement is within 180 days after the date of issuance. The actual start of construction means the first placement of permanent construction of a building (including a manufactured home) on a site, such as the pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

SUBSTANTIAL REPAIR OF A FOUNDATION. When work to repair or replace a foundation results in the repair or replacement of a portion of the foundation with a perimeter along the base of the foundation that equals or exceeds 50% of the perimeter of the base of the foundation measured in linear feet, or repair or replacement of 50% of the piles, columns or piers of a pile, column or pier supported foundation, the building official shall determine it to be substantial repair of a foundation. Applications determined by the building official to constitute substantial repair of a foundation shall require all existing portions of the entire building or structure to meet the requirements of 780 CMR. [As amended by MA in 9th Edition BC]

VARIANCE means a grant of relief by a community from the terms of a flood plain management regulation. [US Code of Federal Regulations, Title 44, Part 59]

VIOLATION means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of

compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

C. Floodplain overlay district boundaries and base flood elevation and floodway data.

(1) Base flood elevation and floodway data.

- (a) Floodway data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- (b) Base flood elevation data. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

(2) Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

D. Notification of watercourse alteration. In a riverine situation, the City Engineer shall notify the following of any alteration or relocation of a watercourse:

- (1) Adjacent communities.
- (2) Bordering states (if affected).
- (3) NFIP State Coordinator, Massachusetts Department of Conservation and Recreation,
- (4) NFIP Program Specialist, Federal Emergency Management Agency, Region I,

If the City acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the City will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

- (1) NFIP State Coordinator, Massachusetts Department of Conservation and Recreation
- (2) NFIP Program Specialist, Federal Emergency Management Agency, Region I

E. Use regulations.

- (1) Compliance with state regulations.

- (a) The Floodplain Overlay District is established as an overlay district to all other districts. All development in the district, including structural and nonstructural activities, whether permitted by right or by special permit, must be in compliance with MGL c. 131, § 40, and with the following:
 - [1] Section of the Massachusetts State Building Code which addresses floodplain and coastal high-hazard areas (currently 780 CMR 3107, Flood-Resistant Construction).
 - [2] Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00).
 - [3] Inland Wetlands Restriction, DEP (currently 310 CMR 13.00).
 - [4] Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).
- (b) Any variances from the provisions and requirements of the above-referenced state regulations may only be granted in accordance with the required variance procedures of these state regulations.
- (c) Variances to building code floodplain standards. The City will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

The City shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

(2) Local use regulations.

- (a) All subdivision proposals and development proposals must be designed to assure that:
 - [1] Such proposals minimize flood damage;
 - [2] All public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
 - [3] Adequate drainage is provided to reduce exposure to flood hazards.
- (b) Existing contour intervals of the site and elevations of existing structures must be included on plan proposal.
- (c) There shall be established a routing procedure which will circulate or transmit one copy of the development plan to the Conservation Commission, Planning

Board, Board of Health, City Engineer, Building Commissioner and Planning Director for comments which will be considered by the appropriate permitting board prior to issuing applicable permits.

- (d) Variances to the City of Gardner Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP): A variance from this ordinance must meet the requirements set out by State law, and may only be granted if:
 - [1] Good and sufficient cause and exceptional non-financial hardship exist; and
 - [2] the variance will not result in additional threats to public safety, extraordinary public expense, or fraud or victimization of the public; and
 - [3] the variance is the minimum action necessary to afford relief.
- (3) Permitted uses.
 - (a) The purpose of the Floodplain Overlay District, as noted above, is to preserve and maintain the groundwater table; to protect the public health and safety, persons and property against the hazards of floodwater inundation, for the protection of the community against the costs which may be incurred when unsuitable development occurs in swamps, in marshes, along watercourses, or in areas subject to floods; and to conserve natural conditions, wildlife, and open spaces for the education, recreation and general welfare of the public.
 - (b) Notwithstanding the provisions hereof, nothing herein shall be deemed to permit a building, structure or use which is not permitted in the underlying district.
 - (c) Within a Floodplain Overlay District, no dwelling or building shall be erected, altered, or used and no premises shall be used except for one or more of the following uses:
 - [1] Any woodland, grassland, wetland, agricultural, horticultural or recreational use of land or water not requiring filling. Buildings and sheds not accessory to any of the floodplain uses are permitted by special permit from the Planning Board. Notice of each floodplain building permit application shall be given to the City Public Works Department, to the City Board of Health, to the City Engineer and to the City Conservation Commission as well as all other parties as required.
 - (d) Within A and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.
 - (e) The Planning Board, on hearing such application, shall consider, in addition to any factors said Board deems pertinent, the following aspects with respect to flooding and Floodplain District zoning provisions: that any such building or structure shall be designed, placed and constructed to offer a minimum obstruction to the flow of water; that it shall be firmly anchored to prevent

floating away; and that it shall be constructed in accordance with the requirements of the State Building Code.

- (f) Applications for revisions to the FIRM should be submitted to FEMA for review and approval under the letter of map amendment and letter of map revision process.
- (4) Prohibited uses.
- (a) Notwithstanding Subsection E(3) above, the following shall be prohibited in the Floodplain Overlay District:
 - [1] Landfill or dumping.
 - [2] Drainage other than flood control works by an authorized public agency.
 - [3] Damming or relocation of any watercourse except as part of an overall drainage basin plan.
 - [4] Permanent storage of materials or equipment.
 - (b) In any Floodplain Overlay District, after the adoption of this provision, no land, building, or structure shall be used for sustained human occupancy except dwellings theretofore lawfully existing or land, buildings or structures which comply with the provisions of this chapter.
 - (c) In Zones A and AE, along watercourses that have a regulatory floodway designated on the City's FIRM encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- (5) Permits.
- (a) The City of Gardner requires a special permit for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.
 - (b) The City's permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits, and must demonstrate that all necessary permits have been acquired.

- (6) Disclaimer of liability. The degree of flood protection required by this ordinance is considered reasonable but does not imply total flood protection.
- (7) Severability. If any section, provision or portion of this ordinance is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

SECTION 2: That this ordinance take place upon passage and publication as required by law.

§ 675-510. Floodplain Overlay District.**A. Statement of purpose and location.**

- (1) The Floodplain Overlay District is herein established as an overlay district.
- (2) The purposes of the Floodplain Overlay District are to:
 - (a) Ensure public safety through reducing the threats to life and personal injury.
 - (b) Eliminate new hazards to emergency response officials.
 - (c) Prevent the occurrence of public emergencies resulting from water quality contamination and pollution due to flooding.
 - (d) Avoid the loss of utility services which if damaged by flooding would disrupt or shut down the utility network and impact regions of the community beyond the site of flooding.
 - (e) Eliminate costs associated with the response to and cleanup of flooding conditions.
 - (f) Reduce damage to public and private property resulting from flooding waters.

- (3) ~~Location. The district includes all special flood hazard areas designated on the City of Gardner Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program (NFIP) dated July 2, 1981, as Zone A, AE, AH, AO, A1-30, A99, V, V1-30, and VE and the FEMA Flood Boundary and Floodway Map (Floodway) dated July 2, 1981, both maps which indicate the 100-year regulatory floodplain. The exact boundaries of the district may be defined by the 100-year base flood elevations shown on the FIRM or any letter of map amendment (LOMA) issued by FEMA. The FIRM and Floodway are incorporated herein by reference and are on file with the Building Commissioner, City Clerk, Planning Board, Conservation Commission and City Engineer.~~

Location. The District includes all special flood hazard areas within Gardner designated as Zone A or AE on the Worcester County Flood Insurance Rate Map (FIRM) dated July 8, 2025 issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The exact boundaries of the District shall be defined by the 1%-chance base flood elevations shown on the FIRM and further defined by the Worcester County Flood Insurance Study (FIS) report dated July 8, 2025. The FIRM and FIS report are incorporated herein by reference and are on file with the City Clerk, Planning Board, Building Commissioner, Conservation Commission and City Engineer.

- (4) The City of Gardner hereby designates the position of City Engineer to be the official floodplain administrator for the City.
- (5) The floodplain management regulations found in this Floodplain Overlay District ordinance shall take precedence over any less restrictive conflicting local laws, ordinances or codes.

Commented [R01]: Delete section 3 in its entirety and replace with new paragraph from state model

Commented [FMS2R1]: Be sure to use option B for communities with "Countywide" FIRMs and FIS. The preliminary FIS report shows Zone A and AE in Gardner (no need to write out the others if not mapped in the community).

Commented [R03R1]: Option B was used with minor changes to reflect how the current ordinance is structured

Commented [R04R1]: Kept only Zones A and AE

Commented [R05]: Add section 4

Commented [R06]: Add section 5

B. **Definitions.** As used in this section, the following terms shall have the meanings indicated:

Commented [R07]: Delete definitions in Section B and replace with definitions below

~~100 YEAR FLOOD— See "base flood."~~

~~AREA OF SPECIAL FLOOD HAZARD— The land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year. The area may be designated as Zone A, AO, AH, A1-30, AE, A99, V1-30, VE, or V.~~

~~BASE FLOOD— The flood having a one percent chance of being equaled or exceeded in any given year.~~

~~DEVELOPMENT— Any man made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations.~~

~~DISTRICT— Floodplain district.~~

~~FEDERAL EMERGENCY MANAGEMENT AGENCY (FEMA)— Administers the National Flood Insurance Program (NFIP). FEMA provides a nationwide flood hazard areamapping study program for communities as well as regulatory standards for development in the flood hazard areas.~~

~~FLOOD BOUNDARY AND FLOODWAY MAP— An official map of a community issued by FEMA that depicts, based on detailed analyses, the boundaries of the 100-year and 500-year floods and the 100-year floodway. (For maps done in 1987 and later, the floodway designation is included on the FIRM.)~~

~~FLOOD HAZARD BOUNDARY MAP (FHBM)— An official map of a community issued by FEMA where the boundaries of the flood and related erosion areas having special hazards have been designated as Zone A or E.~~

~~FLOOD INSURANCE RATE MAP (FIRM)— An official map of a community on which FEMA has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.~~

~~FLOOD INSURANCE STUDY— An examination, evaluation, and determination of flood hazards and, if appropriate, corresponding water surface elevations or an examination, evaluation and determination of flood-related erosion hazards.~~

~~FLOODWAY— The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation.~~

~~LOWEST FLOOR— The lowest floor of the lowest enclosed area (including basement or cellar). An unfinished or flood resistant enclosure, usable solely for parking of vehicles, building access or storage, in an area other than a basement area is not considered a building's lowest floor, provided that such enclosure is not built so as to render the structure in violation of the applicable design requirements of NFIP Regulations 60.3.~~

~~MANUFACTURED HOME— Shall be defined as set forth in Article II herein.~~

~~NEW CONSTRUCTION— For floodplain management purposes, structures for which the start of construction commenced on or after the effective date of a floodplain management regulation adopted by a community. For the purpose of determining insurance rates, "new construction" means structures for which the start of construction commenced on or after the effective date of an initial FIRM or after December 31, 1974, whichever is later.~~

REGULATORY FLOODWAY — See "floodway."

SPECIAL FLOOD HAZARD AREA — An area having special flood and/or flood-related erosion hazards and shown on an FHBM or FIRM as Zone A, AO, A1-30, AE, A99, AH, V, V1-30, or VE.

STRUCTURE — For floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally aboveground, as well as a manufactured home. "Structure," for insurance coverage purposes, means a walled and roofed building, other than a gas or liquid storage tank, that is principally aboveground and affixed to a permanent site, as well as a manufactured home on a foundation. For the latter purpose, the term includes a building while in the course of construction, alteration, or repair but does not include building materials or supplies intended for use in such construction, alteration, or repair, unless such materials or supplies are within an enclosed building on the premises.

SUBSTANTIAL DAMAGE — Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT — Any repair, reconstruction, or improvement of a structure, the cost of which equals or exceeds 50% of the market value of the structure either before the improvement or repair is started or, if the structure has been damaged and is being restored, before the damage occurred. For the purposes of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the building commences, whether or not that alteration affects the external dimensions of the structure.

ZONE A — The 100-year floodplain area where the base flood elevation (BFE) has not been determined. To determine the BFE, use the best available federal, state, local, or other data.

ZONE A1-30 and ZONE AE (FOR NEW AND REVISED MAPS) — The 100-year floodplain where the base flood elevation has been determined.

ZONE A99 — Areas to be protected from the 100-year flood by federal flood protection system under construction. Base flood elevations have not been determined.

ZONE AH and ZONE AO — The 100-year floodplain with flood depths of one to three feet.

ZONES B, C AND X — Areas identified in the community Flood Insurance Study as areas of moderate or minimal flood hazard. Zone X replaces Zones B and C on new and revised maps.

DEVELOPMENT means any man-made change to improved or unimproved real estate, including but not limited to building or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations or storage of equipment or materials. [US Code of Federal Regulations, Title 44, Part 59]

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docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities, but does not include long-term storage or related manufacturing facilities. [US Code of Federal Regulations, Title 44, Part 59] Also [Referenced Standard ASCE 24-14]

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 - (b) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
 - (c) Individually listed on a state inventory of historic places in states with historic preservation programs which have been approved by the Secretary of the Interior; or
 - (d) Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 - (1) By an approved state program as determined by the Secretary of the Interior or
 - (2) Directly by the Secretary of the Interior in states without approved programs.
- [US Code of Federal Regulations, Title 44, Part 59]

NEW CONSTRUCTION. Structures for which the start of construction commenced on or after the effective date of the first floodplain management code, regulation, ordinance, or standard adopted by the authority having jurisdiction, including any subsequent improvements to such structures. *New construction includes work determined to be substantial improvement.* [Referenced Standard ASCE 24-14]

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- (a) Built on a single chassis;
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 - (c) Designed to be self-propelled or permanently towable by a light duty truck; and
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pouring of a slab or footings, installation of pilings or construction of columns. Permanent construction does not include land preparation (such as clearing, excavation, grading or filling), the installation of streets or walkways, excavation for a basement, footings, piers or foundations, the erection of temporary forms or the installation of accessory buildings such as garages or sheds not occupied as dwelling units or not part of the main building. For a substantial improvement, the actual “start of construction” means the first alteration of any wall, ceiling, floor or other structural part of a building, whether or not that alteration affects the external dimensions of the building. [Base Code, Chapter 2, Section 202]

STRUCTURE means, for floodplain management purposes, a walled and roofed building, including a gas or liquid storage tank, that is principally above ground, as well as a manufactured home. [US Code of Federal Regulations, Title 44, Part 59]

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VIOLATION means the failure of a structure or other development to be fully compliant with the community's flood plain management regulations. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in §60.3 is presumed to be in violation until such time as that documentation is provided. [US Code of Federal Regulations, Title 44, Part 59]

C. Floodplain overlay district boundaries and base flood elevation and floodway data.

(1) Base flood elevation and floodway data.

- (a) Floodway data. In Zones A and AE, along watercourses that have not had a regulatory floodway designated, the best available federal, state, local, or other floodway data shall be used to prohibit encroachments in floodways which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.

- ~~(b) Base flood elevation data. Base flood elevation data is required for subdivision proposals or other developments greater than 50 lots or five acres, whichever is the lesser, within unnumbered A Zones.~~

Base flood elevation data. When proposing subdivisions or other developments greater than 50 lots or 5 acres (whichever is less), the proponent must provide technical data to determine base flood elevations for each developable parcel shown on the design plans.

Commented [R08]: Delete section b in its entirety and replace with paragraph below

City of Gardner, MA

§ 675-510

§ 675-510

- (2) Unnumbered A Zones. In A Zones, in the absence of FEMA BFE data and floodway data, the building department will obtain, review and reasonably utilize base flood elevation and floodway data available from a Federal, State, or other source as criteria for requiring new construction, substantial improvements, or other development in Zone A and as the basis for elevating residential structures to or above base flood level, for floodproofing or elevating nonresidential structures to or above base flood level, and for prohibiting encroachments in floodways.

Commented [R09]: Add section (2)

D. Notification of watercourse alteration. In a riverine situation, the City Engineer shall notify the following of any alteration or relocation of a watercourse:

- (1) Adjacent communities.
- (2) Bordering states (if affected).
- (3) NFIP State Coordinator, Massachusetts Department of Conservation and Recreation, ~~251 Causeway Street, Suite 600-700, Boston, MA 02114-2104.~~
- (4) NFIP Program Specialist, Federal Emergency Management Agency, Region I, ~~99 High Street, 6th Floor, Boston, MA 02110.~~

Commented [R010]: Delete addresses

If the City acquires data that changes the base flood elevation in the FEMA mapped Special Flood Hazard Areas, the City will, within 6 months, notify FEMA of these changes by submitting the technical or scientific data that supports the change(s.) Notification shall be submitted to:

- (1) NFIP State Coordinator, Massachusetts Department of Conservation and Recreation
- (2) NFIP Program Specialist, Federal Emergency Management Agency, Region I

Commented [R011]: Insert new paragraph

E. Use regulations.

- (1) Compliance with state regulations.
 - (a) The Floodplain Overlay District is established as an overlay district to all other districts. All development in the district, including structural and nonstructural activities, whether permitted by right or by special permit, must be in compliance with MGL c. 131, § 40, and with the following:
 - [1] Section of the Massachusetts State Building Code which addresses floodplain and coastal high-hazard areas (currently 780 CMR 3107, Flood-Resistant Construction).
 - [2] Wetlands Protection Regulations, Department of Environmental Protection (DEP) (currently 310 CMR 10.00).
 - [3] Inland Wetlands Restriction, DEP (currently 310 CMR 13.00).
 - [4] Minimum Requirements for the Subsurface Disposal of Sanitary Sewage, DEP (currently 310 CMR 15, Title 5).
 - (b) Any variances from the provisions and requirements of the above-referenced state regulations may only be granted in accordance with the required variance

procedures of these state regulations.

- (c) Variances to building code floodplain standards. The City will request from the State Building Code Appeals Board a written and/or audible copy of the portion of the hearing related to the variance, and will maintain this record in the community's files.

The City shall also issue a letter to the property owner regarding potential impacts to the annual premiums for the flood insurance policy covering that property, in writing over the signature of a community official that (i) the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage and (ii) such construction below the base flood level increases risks to life and property. Such notification shall be maintained with the record of all variance actions for the referenced development in the floodplain overlay district.

Commented [RO12]: Add section c

(2) Local use regulations.

- (a) ~~Within Zones A and AE on the FIRM, adequate drainage paths must be provided around structures on slopes to guide floodwaters around and away from proposed structures.~~

- (b) ~~In Zones A1 30 and AE, along watercourses that have a regulatory floodway designated on the City of Gardner FIRM or Flood Boundary and Floodway Map Community Panel Numbers 250305-0001 through 0009, encroachments are prohibited in the regulatory floodway which would result in any increase in flood levels within the community during the occurrence of the base flood discharge.~~

Commented [FMS13]: I don't believe Gardner has Zone AH and AO. See page 56 of the preliminary Flood Insurance Study on FEMA's Map Service Center.

Commented [RO14R13]: Need to verify

Commented [FMS15R13]: Please let me know if you have any trouble accessing the preliminary FIS report.

Commented [RO16R13]: Revised to read Zones A and AE

Commented [FMS17R13]: I don't believe this bylaw is needed- it applies to AO and AH zones which don't appear to be applicable in Gardner (Table 3 of the preliminary FIS report).

Commented [RO18R13]: Deleted per recommendation

Commented [RO19]: Delete this language

Commented [FMS20]: This is also covered below under Permitted Uses in (4) (c). In either place it is left, please use the required language from second paragraph of MA Model Bylaw #6.

Commented [RO21R20]: Section (b) deleted per comment, adjusted E(4)(c) below accordingly and kept there only to avoid duplicate information

- (e)(a) All subdivision proposals and development proposals must be designed to assure that:

- [1] Such proposals minimize flood damage;
- [2] All public utilities and facilities are located and constructed to minimize or eliminate flood damage; and
- [3] Adequate drainage is provided to reduce exposure to flood hazards.

- (d)(b) Existing contour intervals of the site and elevations of existing structures must be included on plan proposal.

- (e)(c) There shall be established a routing procedure which will circulate or transmit one copy of the development plan to the Conservation Commission, Planning Board, Board of Health, City Engineer, Building Commissioner and Planning Director for comments which will be considered by the appropriate permitting board prior to issuing applicable permits.

- (d)(d) Variances to the City of Gardner Zoning Bylaws related to community compliance with the National Flood Insurance Program (NFIP): A variance from this ordinance must meet the requirements set out by State law, and may only be granted if:

- [1] Good and sufficient cause and exceptional non-financial hardship exist; and
- [2] the variance will not result in additional threats to public safety, extraordinary

public expense, or fraud or victimization of the public; and

[3] the variance is the minimum action necessary to afford relief.

Commented [RO22]: Add section (e)

(3) Permitted uses.

(a) The purpose of the Floodplain Overlay District, as noted above, is to preserve and maintain the groundwater table; to protect the public health and safety, persons and property against the hazards of floodwater inundation, for the protection of the community against the costs which may be incurred when unsuitable development occurs in swamps, in marshes, along watercourses, or in areas subject to floods; and to conserve natural conditions, wildlife, and open spaces for the education, recreation and general welfare of the public.

(b) Notwithstanding the provisions hereof, nothing herein shall be deemed to permit a building, structure or use which is not permitted in the underlying district.

(c) Within a Floodplain Overlay District, no dwelling or building shall be erected, altered, or used and no premises shall be used except for one or more of the following uses:

[1] Any woodland, grassland, wetland, agricultural, horticultural or recreational use of land or water not requiring filling. Buildings and sheds not accessory to any of the floodplain uses are permitted by special permit from the Planning Board. Notice of each floodplain building permit application shall be given to the City Public Works Department, to the City Board of Health, to the City Engineer and to the City Conservation Commission as well as all other parties as required.

Commented [FMS23]: Just wanted to clarify, are all new structures prohibited in the floodplain?

(d) Within A and AE Zones, all recreational vehicles to be placed on a site must be elevated and anchored in accordance with the zone's regulations for foundation and elevation requirements or be on the site for less than 180 consecutive days or be fully licensed and highway ready.

Commented [RO24R23]: I will seek the opinion of City officials on this. I'm not sure what the intention is

~~(d)~~(e) The Planning Board, on hearing such application, shall consider, in addition to any factors said Board deems pertinent, the following aspects with respect to flooding and Floodplain District zoning provisions: that any such building or structure shall be designed, placed and constructed to offer a minimum obstruction to the flow of water; that it shall be firmly anchored to prevent floating away; and that it shall be constructed in accordance with the requirements of the State Building Code, Appendix G.

Commented [FMS25]: Appendix G of State Building Code is Flood Resistant Construction in Coastal Dunes. Gardner doesn't have coastal dunes, so I'm not sure why this is referenced here.

~~(e)~~(f) Applications for revisions to the FIRM should be submitted to FEMA for review and approval under the letter of map amendment and letter of map revision process.

Commented [RO26R25]: Deleted reference to Appendix G

(4) Prohibited uses.

(a) Notwithstanding Subsection E(3) above, the following shall be prohibited in the Floodplain Overlay District:

Commented [RO27]: New section d and renumber existing section d and e, as f and g, respectively

[1] Landfill or dumping.

[2] Drainage other than flood control works by an authorized public agency.

- [3] Damming or relocation of any watercourse except as part of an overall drainage basin plan.
- [4] Permanent storage of materials or equipment.
- (b) In any Floodplain Overlay District, after the adoption of this provision, no land, building, or structure shall be used for sustained human occupancy except dwellings theretofore lawfully existing or land, buildings or structures which comply with the provisions of this chapter.
- (c) All encroachments, including fill, new construction, substantial improvements to existing structure, and other development, are prohibited in the floodway, unless certification by a registered professional engineer is provided by the applicant demonstrating that such encroachment shall not result in any increase in flood levels during the occurrence of the 100-year flood, unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice and certified by a registered professional engineer that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge. In Zones A and AE, along watercourses that have a regulatory floodway designated on the City's FIRM Maps encroachments are prohibited, including fill, new construction, substantial improvements, and other development within the adopted regulatory floodway unless it has been demonstrated through hydrologic and hydraulic analyses performed in accordance with standard engineering practice that the proposed encroachment would not result in any increase in flood levels within the community during the occurrence of the base flood discharge.
- (5) Permits.
- (a) The City of Gardner requires a special permit for all proposed construction or other development in the floodplain overlay district, including new construction or changes to existing buildings, placement of manufactured homes, placement of agricultural facilities, fences, sheds, storage facilities or drilling, mining, paving and any other development that might increase flooding or adversely impact flood risks to other properties.
- (b) The City's permit review process includes the requirement that the proponent obtain all local, state and federal permits that will be necessary in order to carry out the proposed development in the floodplain overlay district. The proponent must acquire all necessary permits, and must demonstrate that all necessary permits have been acquired.
- (6) Disclaimer of liability. The degree of flood protection required by this ordinance is considered reasonable but does not imply total flood protection.
- (7) Severability. If any section, provision or portion of this ordinance is deemed to be unconstitutional or invalid by a court, the remainder of the ordinance shall be effective.

Commented [RO28]: Remove this language and substitute language below

Commented [FMS29R28]: Please see note above from (2) (b)

Commented [RO30R28]: Added entire paragraph two from State model section 6 "Floodway Encroachment"

Formatted: Font: 12 pt

Commented [FMS31]: Previously it notes a special permit is required for certain development. Should this also be a special permit to be consistent?

Commented [RO32R31]: Added "special" to permit

Commented [RO33]: Add section 5 in its entirety

Commented [RO34]: Add section 6

Commented [RO35]: Add section 7

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905***PLANNING BOARD REVIEW & RECOMMENDATION****To:** Titi Siriphan – City Clerk**Cc:** George Tyros – President, City Council**From:** Jason Stevens – Director, Community Development & Planning**Date:** June 11, 2025**Re:** *Item 11533 – Planning Board Referral & Recommendation*

To all parties,

Following the joint public meeting held on Monday, June 9, 2025, between the City Council and the Planning Board to review Item 11533, *An amendment to the Code of the City of Gardner, Chapter 675 thereof, entitled "Zoning," to change and add Commercial Overlay Classification on Certain Parcels of Land on Central Street. (Submitted by Registered Voters)*, the Planning Board hereby issues its formal recommendation.

The Planning Board recommends the adoption of the ordinance as presented and respectfully submits this recommendation to the City Council for its final consideration and action.

Thank you,

Jason Stevens

Director of Community Development & Planning

Gardner City Hall

115 Pleasant Street, Room 201

Gardner, MA 01440



CITY of GARDNER
Office of the City Clerk
 95 Pleasant Street, Room 121
 Gardner, MA 01440
 *Tel. 978-630-4058 *Fax: 978-630-2589

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, June 9, 2025** at **7:00 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 items:

- **11519** - An Ordinance to Amend the Code of the City of Gardner, Chapter 675, thereof entitled "Zoning," to amend Section 510, thereof entitled "Floodplain Overlay District," in order to comply with the recent amendments to the requirements set forth by the Federal Emergency Management Agency.
 - **FIRM maps effective July 8, 2025:** <https://www.gardner-ma.gov/firmmaps>
- **11533** – An amendment to the Code of the City of Gardner, Chapter 675 thereof, entitled "Zoning," to change and add Commercial Overlay Classification on Certain Parcels of Land on Central Street. (*Submitted by Registered Voters*).
- **11534** – An amendment to the Zoning Ordinance Chapter 675, submitted by Chair City Church and Ten (10) registered voters, to add a new section entitled “Historic Preservation Project”, amending the table of uses to allow or the same by special permit, amending the Article VII Off-Street Parking, Loading and Drive-Through Standards, §675-740, to facilitate Historic Preservation Projects, additional amendments to the Relief from Parking Regulations to be applied generally and additional amendments more specifically stated in the petition and attachments.

Information regarding these amendments and associated maps are 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.

All persons interested in this matter and desire to offer testimony are invited to attend the hearing.

Titi Siriphan
 City Clerk

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 675
THEREOF, ENTITLED "ZONING," TO CHANGE ADD A COMMERCIAL OVERLAY
CLASSIFICATION ON CERTAIN PARCELS OF LAND ON CENTRAL STREET**

WHEREAS, Section 5 of Chapter 40A of the General Laws of the Commonwealth state that the process of adopting or changing a zoning ordinance may begin by a proposal initiated by ten (10) registered voters in a City; and

WHEREAS, pursuant to the purposes of Gardner's Zoning Ordinance as stated in Chapter 675, Section 110, it would promote the general welfare of Gardner's inhabitants and increase the amenities of the City to allow economic development of the subject parcels for commercial uses, which are expected to increase employment opportunities, retail services, and the City's tax base; and

WHEREAS, adding a commercial 1 zoning overlay to the subject parcels' zoning designation will best meet these public purposes; and

WHEREAS, the area of Central Street is currently zoned General Residential 3 (GR3), while having several opportunities for commercial enterprises to open to connect the area of the historic uptown district to the Downtown Commercial 1 (COM1) District; and

WHEREAS, Central Street is a main thoroughfare in the City showing that this area of the City has the potential for growth and development in several different ways; and

WHEREAS, the addition of a zoning overlay does not change the underlying zoning of the area, making it so that all existing uses would remain valid unchanged uses, unless action is taken by the property owners themselves, and

WHEREAS, the area of the subject parcels already contains several buildings either currently being used for commercial purposes or designed for commercial purposes including, but not limited to the following parcels: R27-17-3; R27-17-8; R27-17-19; R27-17-20; R27-22-31; R27-22-54; R27-21-7; R27-21-6; R27-21-8; R27-21-9 among others;

NOW THEREFORE, the undersigned petitioners request that the City Council enact the following ordinance:

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

PREAMBLE: That "An Ordinance Establishing the Boundaries of the City with Regulations and Restrictions to be Enforced and to be known as the Zoning Code," (Chapter 675 adopted by the City Council December 9, 1970 and amended several times thereafter be further amended as follows:

SECTION 1: By adding a Commercial 1 Overlay to the zoning classifications for the following parcels as designated on the Assessors Map of the City of Gardner: R27-17-3; R27-17-8; R27-17-19; R27-17-20; R27-22-31; R27-22-54; R27-21-7; R27-21-6; R27-21-8; R27-21-9, as designated on the map submitted herewith

Total area of proposed zoning overlay being approximately 8.7475 acres.

SECTION 2: This ordinance shall become effective upon passage and publication as required by law. Any claims of invalidity by reason of any defect in the procedure of adoption may only be made ninety days after the posting of the section publication.

Submitted by the following registered voters of the City of Gardner:

Registrar Use Only	I. Signature to be made in person with name substantially as registered	II. Now Registered At (Street, number, and apartment number – if any. All registered voters signing must be residents of the City of Gardner)	Ward	Precinct
1	✓ PAUL GALLAGHER	84 Pinewood Ave	5	A
2	✓ Rebecca Thorpe	196 Logan St	4	A
3	✓ Anthony Le Roche	196 256 5	4	A
4	✓ Jason Fuller	246 Greenwood St	4	B
5	✓ [Signature]	37 TEARBERY LN	1	A
6	✓ Christopher Anthony	160 Manca Dr.	5	A
7	✓ Ronald Drost	65 Robillard St	3	B
8	✓ Carl A. Shellenbarger	37 Tearberry	1	A
9	✓ Jessica Williams	385 Main St.	4	A
10	✓ Kathy Williams	494 Pearl St.	2	A
11	✓ Jason Fuller	246 Greenwood St		
12	✓ Kate Dathner	112 Shaw Ave	2	
13	✓ Richard LeRoche	112 Shaw Ave	X 2	A
14	✓ Gus Sanchez	175 Connors St		
15	✓ [Signature]	84 OPAL LN.	2	A
16	✓ Jim Chaim	262 Elm Street	1	A
17	✓ [Signature]	56 Ken Drive	5	B
18	✓ Lee A Butler	146 Dyer	5	A
19	✓ Shelia Spinelli	160 Manca Dr	5	A
20	✓ Shanna Grawl	211 Matthews St	2	A

Registered voters Certified by: _____

City Clerk

Total Number of Signatures Certified: _____

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 2025 APR 28 A 8:55
 CITY CLERK'S OFFICE
 GARDNER, MA

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The Planning Board recommends the adoption of the ordinance as presented and respectfully submits this recommendation to the City Council for its final consideration and action.

Thank you,

Jason Stevens

Director of Community Development & Planning

Gardner City Hall

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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

RECEIVED

2025 MAY -1 P 3:53



Dear City Councilors,

As Director of Community Development and Planning, I am submitting this letter to provide additional context for the resubmitted historical zoning amendment petition. While this petition was initially referred to the Planning Board within the statutory timeframe following its original submission, we have determined that, due to scheduling limitations, there is now insufficient time to properly notice and hold the required City Council public hearing before the deadline of May 7, 2025.

In order to ensure full compliance with MGL Chapter 40A and to allow for both the Planning Board and City Council to independently host their respective public hearings with the City Council's hearing appropriately informed by the Planning Board's report and recommendations, Attorney Christine Tree is resubmitting the petition to formally restart the process and timeline.

This step is necessary to maintain procedural integrity and to allow for adequate public input as part of the zoning amendment process. We appreciate the Council's understanding and continued collaboration on this matter.

Sincerely,

Jason Stevens

Director of Community Development and Planning
City of Gardner

TO THE HONOURABLE CITY COUNCIL OF THE CITY OF GARDNER

Ladies and Gentlemen:

The undersigned Chair City Church, a Massachusetts nonprofit organization, hereby Petitions your Honorable Body to:

Amend Chapter 675 of the Code of the City of Gardner, entitled “Zoning”, in the following manner:

1. By adding to said Chapter 675 a new Section 675-1180, to be entitled “Historic Preservation Project”, as set forth in Attachment A hereto; and
2. By amending Attachment 1 of said Chapter 675, entitled “Zoning – Table of Uses” by adding a new Section 34.A. immediately following Section 34, to be entitled “Preservation Project” with the zoning district designations as follows, and as set forth in the attached proposed Ordinance:

Description of Use	SFR1	RR2	GR3	COM1	COM2	IND1	IND2
34a. Preservation Project	SP	SP	SP	SP	SP	SP	SP

3. By adding the following definitions to Article II, §675-210(B), inserted in alphabetical order:

“HISTORIC STRUCTURE. A Historic Structure is defined as any building, structure, or other architectural element of historical, architectural or cultural significance that contributes value to the City, which shall be deemed satisfied if the building, structure or architectural element is included on any of the following lists or surveys:

1. National Register of Historic Places, except that the mere location of any building, structure, or architectural element within a Gardner Historic District included on the National Register of Historic Places is insufficient;
2. Massachusetts State Register of Historic Places;
3. Massachusetts Historic Commission Inventory of Historic Assets of the Commonwealth (MACRIS); or
4. Gardner Historical Commission Inventory of Historic Assets.”

“HISTORIC SITE. Any natural, scenic or open condition or in agricultural, farming or forest use, to permit public recreational use which is included on any of the following lists or surveys:

1. National Register of Historic Places, except that the mere location of any building, structure, or architectural element within a Gardner

Historic District included on the National Register of Historic Places is insufficient;

2. Massachusetts State Register of Historic Places;
3. Massachusetts Historic Commission Inventory of Historic Assets of the Commonwealth (MACRIS); or
4. Gardner Historical Commission Inventory of Historic Assets.”

“PRESERVATION PROJECT. A Preservation Project is defined as a change, modification or expansion of the use of an Historic Structure or Historic Site, or an alteration, restoration, modification, addition or expansion of an Historic Structure or Historic Site, or the lot on which it is located, which promotes the maintenance, preservation, restoration, renovation, repair, or adaptive reuse of an Historic Structure or Historic Site.”

4. By amending Article VII, Off-Street Parking, Loading and Drive-Through Standards, §675-740, entitled “Relief from Parking Regulations”, as follows:
 - a. Insert at the end of the first paragraph of §675-740 after the words “may be granted”, “upon a finding that the detriment, if any, due to the waiver of any parking requirement is outweighed by the benefit to the City or the neighborhood of the proposed use.”.
 - b. Strike “pursuant to §675-1170, Special Permits:” from §675-740(A) without replacement.
 - c. Strike §675-740(A)(1) and (2) without replacement.
 - d. Strike from §675-740(B) the following words “where it determines the grant of a waiver would not be detrimental to the functioning of the site and would not create undue congestion of traffic hazards on or off the site” without replacement.
5. By amending §675-1170 B. (3) striking the words “provide adequate space for off-street” and inserting in their place “contain a plan to provide” and inserting at the end of the section “to serve the needs of the use”.

The proposed amendments to the Zoning Ordinance will allow an owner of an Historic Structure or Site to seek additional methods of preserving a building of significance to the City through a Historic Preservation Special Permit from the Board of Zoning Appeals. Available relief would include expanded and multiple uses on the lot, modification of dimensional, parking and sign standards. Special Permit conditions would ensure that the Historic Structure or Site is properly maintained, re-used or restored. An Historic Preservation Easement has been discussed, but is under legal review at this time.

The proposed amendments will further the purposes of Zoning as set forth in Section 675-110, “to encourage the most appropriate use of land throughout the City,” and “to preserve the cultural, historical and agricultural heritage of the community.” They will offer an incentive to property owners interested in historic, cultural or architectural preservation, but will not restrict property owners who do not seek relief, or interfere with the economic growth or development of properties within the City.

The Petitioner Chair City Church is the owner of Parcel R27-21-7, which parcel would be affected by the zoning ordinance amendment pursuant to M.G.L. c. 40A §5, and is therefore eligible to Petition for this zoning ordinance amendment.

ATTACHMENT A

§675-1180 Historic Preservation Project

A. PURPOSE. The purposes of this section are to:

1. Encourage and provide incentives for the preservation and improvement of buildings, structures, and architectural elements of historical or architectural significance through redevelopment and/or reuse that provides a variety of allowed uses;
2. Preserve structures of significance to Gardner's shared history and neighborhood character for the education, appreciation and enjoyment of future generations;
3. Establish criteria for buildings, structures, and architectural elements to be eligible for preservation relief under this section;
4. Expand economic options for owners of historic or architecturally significant structures by broadening the permitted uses in specified zoning districts;
5. Permit flexibility of reuse and redevelopment options by modification of parking and dimensional requirements that might be an impediment to historic preservation; and
6. Support the Community Development Plan, Master Plan, and other planning efforts of the City.
7. To allow for the maintenance, preservation, restoration, renovation, repair, adaptive reuse, or in limited instances, relocation of historic or architecturally significant buildings, structures, or elements, which is of substantial benefit to the City and its neighborhoods and fulfills the purposes of this Zoning Ordinance.

B. APPLICABILITY

1. A Historic Preservation Special Permit may be issued for a Preservation Project in the zoning districts designated in the Table of Uses and modified from time to time.
2. An Historic Structure or Historic Site shall continue to be subject to all zoning regulations and exemptions applicable to it, including but not limited to site plan review, except as modified by a Special Permit granted pursuant to this section or any other grant of zoning relief by the Special Permit Granting Authority. This includes but is not limited to any available treatment of an Historic Structure or Site as a prior lawfully existing nonconforming structure or use.

C. ALLOWED RELIEF

1. After making the findings required by §675-1170(B), Special Permits, the Zoning Board of Appeals may grant a special permit for a Preservation Project which grants the following types of relief:
 - a. Permit uses permitted as of right or by Special Permit in another residential or commercial zoning district but not in the zoning district where the Preservation Project is located;
 - b. Permit multiple primary uses on the same lot or structure;
 - c. Modify or waive the standards for signs as set forth in §675-910 through §675-990;
 - d. Modify or waive the standards for parking and loading as set forth in Article VII, Off-Street Parking, Loading and Drive-Through Standards;
 - e. Modify or waive the standards for bed-and-breakfast homes, in-law apartments in §675-820, and home occupations in §675-830;

- f. Modify and waive standards and dimensional controls contained within the Senior Residential Development provisions of § 675-840 B. (1) and D.; and
- g. Modify the standards and dimensional controls of §675-620 and the Table of Lot, Area, Frontage, Yard and Height Requirements.

D. SPECIAL PERMIT PROCEDURES

- 1. The Zoning Board of Appeals may set forth procedures for the application for a special permit under this section, including proof that the application is for a Preservation Project.
- 2. A copy of each application shall be sent to the Historical Commission for review.
 - a. The Historical Commission shall provide a written recommendation to the Zoning Board of Appeals on whether the Preservation Project preserves the historical and architectural features of the Historic Structure or Site if completed according to the submitted plan. The recommendation of the Historical Commission is not binding on the Zoning Board of Appeals.
 - b. If the Historical Commission does not issue its written recommendation within sixty (60) days from the date of application, the Zoning Board of Appeals may proceed without any written recommendation.

E. DECISION CRITERIA AND FINDINGS

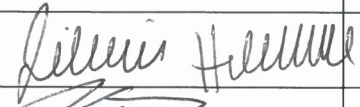

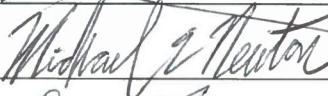


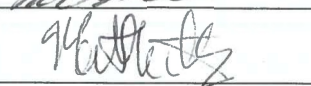

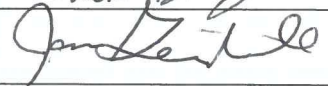


The Zoning Board of Appeals may grant a special permit for a Preservation Project upon its determination that the proposed relief will provide a benefit to the City by making a substantial contribution to the maintenance, preservation or restoration of an Historic Structure or Historic Site using the criteria set forth in §675-1170(B).

PETITION FOR OF ZONING CHANGE ATTACHMENT B

This petition is in support of the attached Petition to the City of Gardner for a particular zoning change. By signing this petition, you are stating that:

1. You have read the proposed Historic Preservation Project zoning change;
2. You are currently registered to vote in the City of Gardner;
3. You are in support of the proposed Historic Preservation Project zoning change in its entirety; and
4. Are willing to serve as Co-Petitioners as needed.

Only signatures from currently registered voters in the City of Gardner will be counted. By signing this petition the signee is stating the above statements are true. This serves to verify Petitioners' standing under M.G.L. c. 40A, §5.

Name (print)	Signature	Address	Registered voter?
Jillian Hildebrand		133 Barthel Ave. Gardner, MA	Yes <input checked="" type="checkbox"/> No
Walter Hildebrand		133 Barthel Ave. Gardner, MA	Yes <input checked="" type="checkbox"/> No
Michael Newton		55 Temple St. Gardner, MA	Yes <input checked="" type="checkbox"/> No
Serena Bettez		269 Lovewell St Gardner MA 01440	Yes <input checked="" type="checkbox"/> No
Peter C Colodige		157 Regan St Gardner MA 01440	Yes <input checked="" type="checkbox"/> No
Matthew Bettez		269 Lovewell St, Gardner	Yes <input checked="" type="checkbox"/> No
Krista Bettez		269 Lovewell St Gardner, MA	Yes <input checked="" type="checkbox"/> No
Jane Gentile		126 Prospect St Gardner, MA	Yes <input checked="" type="checkbox"/> No
C. Butler			Yes // No
Jackie Edme		62 Lincoln St Gardner, MA	Yes <input checked="" type="checkbox"/> No
David Gentile		126 Prospect St. Gardner, MA, 01440	Yes <input checked="" type="checkbox"/> No
			Yes // No
			Yes // No



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Transferring \$70,000.00 from Various Police Department Operating Expense Accounts to Police Department Salary and Wages

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached transfer request is being submitted to cover portions of the overages in the Police Department Overtime Account with funds they had available in their expense line items.

As you are aware, transferring funds between salary and expense line items requires City Council approval before the funds can be transferred.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FOR POLICE DEPT FROM
OPERATING EXPENDITURES TO SALARIES & WAGES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Seventy
Thousand Dollars and No Cents (\$70,000.00) Police Dept from Operating Expenditures
to Salaries & Wages:

POLICE DEPT OT SALARY EXPENSE

\$70,000



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$130,000.00 from Sewer Enterprise Retained Earnings (Surplus) to
Sewer Enterprise Chemical Treatment Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses related to the purchase of chemicals needed in the processes of the City's wastewater treatment plant.

Respectfully submitted,

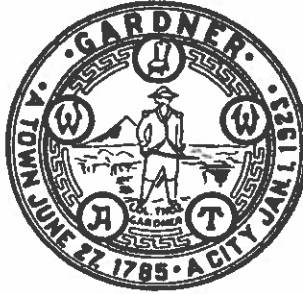
Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO CHEMICAL
TREATMENT.

ORDERED:

That there be and is hereby appropriated the sum of One Hundred Thirty-
Thousand Dollars and No Cents (\$130,000.00) from Sewer Surplus to Chemical
Treatment.

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

RE: Sewer Chemicals Shortfall

May 20, 2025

Dear Mayor Nicholson:

I am requesting the **\$130,000** from the available **Sewer Surplus to Chemical Treatment (61440-52231)**.

This request is to cover the cost of the chemicals used at the Gardner Wastewater Treatment Facility (WWTF). The line item was funded at \$237,000. To date we have spent \$317,000, leaving a -\$93,000 deficit and this is through the month of April. Veolia has estimated we will need an additional \$130,000 to cover the cost of the shortfall and reach Fiscal Year 2026.

Over the years, chemicals have increased dramatically.

FY2022	\$287,000
Fy2023	\$292,000
FY2024	\$370,730
FY2025	\$410,000 estimated

Chemical Costs have steadily been increasing over the years and dramatically increased during Covid. It was thought that they may decrease or stabilize, but it has not happened.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
John Richard, City Auditor



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 22, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$15,000.00 from Free Cash to Elections & Registration Department
Salary and Wages

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses that were experienced by the Elections Division of the City Clerk's Office during the state elections last year.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO ELECTION STAFF
SALARY AND WAGES EXPENSE.

ORDERED:

That there be and is hereby appropriated the sum of Fifteen Thousand Dollars and
No Cents (\$15,000.00) from Free Cash to Election Staff Salary and Wages Expense.

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

May 22, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$170,000.00 from Free Cash to Police Department Overtime

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward for the Gardner Police Department's overtime costs. The overages experienced in overtime came as a result of several reasons, including but not limited to trainings, vacancies in the department, and back filling shifts to maintain minimum staffing levels while officers are on injury leave.

The Gardner Police Department currently has three recruits preparing for the police academy with expected graduation dates ranging from September through December of this year. This should help fill the open positions that are causing the majority of the overtime they are experiencing.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

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

ORDERED:

That there be and is hereby appropriated the sum of One Hundred Seventy
Thousand Dollars and No Cents (\$170,000.00) from Free Cash to the Police Department
– Overtime Salary Expense Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 11, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$25,000.00 from Free Cash to Dept of Public Works Energy and Utilities Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses in electrical and gas costs associated with four buildings at the Department of Public Works Complex.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE DPW – STREET LIGHTING EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Twenty-Five Thousand Dollars and No Cents (\$25,000.00) from Free Cash to the DPW – Street Lighting Expense Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 11, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$25,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Repairs and Maintenance Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with repairs that needed to be made to the equipment that is used by the water department that were unanticipated when the budget was originally approved last year.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM WATER SURPLUS TO REPAIRS
AND MAINTENANCE.

ORDERED:

That there be and is hereby appropriated the sum of Twenty-Five Thousand
Dollars and No Cents (\$25,000.00) from Water Surplus to Repairs and Maintenance.

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

RE: Repairs and Maintenance

May 20, 2025

Dear Mayor Nicholson:

The Water Department is requesting the **\$25,000** from the available **Water Surplus** to **Repairs and Maintenance** line item **(62450-52030)** to make up for a deficit in this line item

The line item was funded at \$25,000, but due to several breakdowns and repairs in the fleet including a \$38,000 transmission repair on a backhoe, this line item went into deficit. The Transmission repair will be split between the Water and Sewer Department because the machine is used for both departments.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
John Richard, City Auditor



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 21, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$260,000.00 from Free Cash to Fire Department Overtime

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward for the Gardner Fire Department's overtime costs. The overages experienced in overtime came as a result of several reasons, including but not limited to call backs due to mutual aid and fires, modified duty due to injury, military leave, resignations, and wait time for recruits to graduate from the Fire Academy.

The Gardner Fire Department currently has one (1) recruit set to graduate from the Fire Academy on Friday, May 23, 2025, and an additional three (3) recruits set to start the Fire Academy on July 7, 2025 with a graduation date of September 19, 2025. Based on current staffing levels, once the three (3) recruits graduate in September, the department will be fully staffed, which should alleviate these costs moving forward.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

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

ORDERED:

That there be and is hereby appropriated the sum of Two Hundred Sixty
Thousand Dollars and No Cents (\$260,000.00) from Free Cash to the Fire Department –
Overtime Salary Expense Account.

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$30,000.00 from Free Cash to Public Building Maintenance- City Hall Energy and Utilities Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses related to electrical and heating bills at City Hall.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE CITY HALL
ENERGY & UTILITIES – PUBLIC BUILDING EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty Thousand Dollars and
No Cents (\$30,000.00) from Free Cash to the City Hall Energy & Utilities Public
Building Expense Account.

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$30,000.00 from Free Cash to Mayors Unclassified
Telephone/VotaCall Expense Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses related to the operation of the City Hall Phone System as well as includes funding to contract with a consultant to review the City's Verizon Bills and see which lines are still considered to be active for billing purposes that we are no longer using and help close out those accounts. This is something that the City has done every five (5) to ten (10) years to make sure we are not continuing to pay for services that we are no longer using.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE MAYOR'S
UNCLASSIFIED –TELEPHONE EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty Thousand Dollars and No Cents (\$30,000.00) from Free Cash to the Mayor's Unclassified – Telephone Expense Account.

Mayor

From: Bob OKeefe
Sent: Monday, May 19, 2025 4:35 PM
To: Mayor
Subject: FW: [EXTERNAL] Verizon cleanup
Attachments: Gardner Verizon Services review agreement.docx

Mayor,

Chambers Advisory Group is our Telco consultant for more than a dozen years. We use them every couple of years to assist with Verizon issues. About 2014 we had them do an exhaustive review of all Verizon accounts/lines/invoices and it is time to do it again. As Rob Chambers knows our Verizon accounts very well, and he has estimated \$30K in annual savings. I believe that is very aggressive and I would use a more conservative estimate of 30K in savings over 18 months. Their fee is \$8800, and we will start to see savings within 30 days. This is within the Mayor's budget but the Tech Dept has handled those accounts and payables since approx. 2014.

Thank you,

Bob OKeefe
Director of Technology
(He/Him/His)

Gardner City Hall
95 Pleasant Street, Room 209
Gardner, MA 01440
Office: 978-630-4019
Fax: 978-630-4009
///town.racks.globe (what3words)
rokeefe@gardner-ma.gov
www.gardner-ma.gov

[Book a meeting with Bob](#)

From: Rob Chambers <rchambers@chambersadvisory.com>
Sent: Wednesday, January 8, 2025 2:43 PM
To: Bob OKeefe <rokeefe@gardner-ma.gov>
Subject: [EXTERNAL] Verizon cleanup

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.

Hi Bob -

Happy New Year. Not much got done for a bit through the Holidays, but that is just fine. We are off and running now.

I believe that I have access to all of your Verizon accounts now and I am ready to get things started with you. To that end I have attached a service agreement Please review and let me know if there are any changes that you would like to make. I have suggested a fee of \$8,800. My expectation is that the City will save close to \$30,000 annually.

Let me know if you have any questions.

- Rob

--

Rob Chambers
Chambers Advisory Group
Northampton, MA 01062
Direct: 413-387-4900
www.chambersadvisory.com

Network Services Review Agreement

For services provided by **CHAMBERS ADVISORY GROUP, INC.** for:

The City of Gardner, MA (Client)

It is agreed that **CHAMBERS ADVISORY GROUP** (CAG) will provide an analysis of Verizon invoices to assist with identifying services that can be canceled or changed to lower costs.

Client agrees to provide access to all invoices and assistance with setting up a Verizon portal for access to more information.

CAG shall review bills and customer service records and will provide detailed information from which Client can make decisions about services. This information will be readily accessible from a CRM portal and can be reviewed together as desired.

To facilitate this CAG has created a second domain cag.works. Through this domain there is a Customer Relationship Management (CRM) portal that Client will have access to as a "customer". This will allow Client access to information gathered and shared as work progresses. Customer service tickets can be opened and monitored through this portal.

The fee for this service will be \$8,800. Payment will be made in two equal portions. CAG will send the first invoice upon receipt of the signed agreement. The second invoice will be submitted at 60 days after signing. CAG will assist with all changes and will be available for further assistance for tickets or issues through this fiscal year.

Note, all work is done remotely including delivery of reports.

Both parties as represented by the signatures below agree to the above terms:

Authorized Agent, Client

Chambers Advisory Group

Printed Name

Date

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$30,000.00 from Sewer Enterprise Retained Earnings (Surplus) to
Sewer Enterprise Maintenance Crew Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses due to the signing of the new collective bargaining agreement that covers the employees paid out of this account, after the FY2025 budget was adopted.

Respectfully submitted,

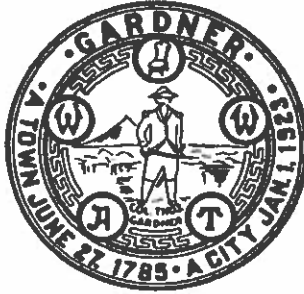
Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO
MAINTENANCE CREW.

ORDERED:

That there be and is hereby appropriated the sum of Thirty-Thousand Dollars and
No Cents (\$30,000.00) from Sewer Surplus to Maintenance Crew.

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

RE: Maintenance Crew Shortfall

May 20, 2025

Dear Mayor Nicholson:

The Sewer Department is requesting the **\$30,000** from the available **Sewer Surplus** to **Maintenance Crew** line item (61440-51014) to make up for a shortfall in funded salaries

The FY2025 budget was created and approved by the Mayor and Council in the spring of 2024. Since the time of approval, a new contract for the Department of Public Works employees has been negotiated and approved. The new contract resulted in higher wages and a shortfall in the budget.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
John Richard, City Auditor

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$30,000.00 from Sewer Enterprise Retained Earnings (Surplus) to
Sewer Enterprise Repairs and Maintenance

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with repairs that had to be made to fleet equipment used by the City's Sewer Department.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO REPAIRS AND
MAINTENANCE.

ORDERED:

That there be and is hereby appropriated the sum of Thirty Thousand Dollars and
No Cents (\$30,000.00) from Sewer Surplus to Repairs and Maintenance.

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

RE: Repairs and Maintenance

May 20, 2025

Dear Mayor Nicholson:

The Sewer Department is requesting the **\$30,000** from the available **Sewer Surplus** to **Repairs and Maintenance** line item (**61440-52030**) to make up for a deficit in this line item

The line item was funded at \$25,000, but due to several breakdowns and repairs in the fleet including a \$38,000 transmission repair on a backhoe, this line item went into deficit. The Transmission repair will be split between the Water and Sewer Department because the machine is used for both departments.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
John Richard, City Auditor



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$32,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Maintenance Crew Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with the increased wages that were negotiated when the new collective bargaining agreement was signed between the City and the employees paid for from the Water Enterprise Account after the FY2025 budget was already adopted.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM WATER SURPLUS TO
MAINTENANCE CREW.

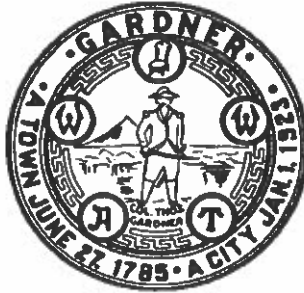
ORDERED:

That there be and is hereby appropriated the sum of Thirty-Two Thousand Dollars
and No Cents (\$32,000.00) from Water Surplus to Maintenance Crew.

CITY OF GARDNER
Department of Public Works

11565

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

RE: Maintenance Crew Shortfall

May 20, 2025

Dear Mayor Nicholson:

The Water Department is requesting the **\$32,000** from the available **Water Surplus** to **Maintenance Crew** line item (**62450-51014**) to make up for a shortfall in funded salaries

The FY2025 budget was created and approved by the Mayor and Council in the spring of 2024. Since the time of approval, a new contract for the Department of Public Works employees has been negotiated and approved. The new contract resulted in higher wages and a shortfall in the budget.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
 John Richard, City Auditor

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$3,500.00 from Free Cash to Senior Center Energy and Utility Expense Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses in electrical and gas costs associated with four buildings at the Senior Center Building.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE COUNCIL ON
AGING – DEPT ENERGY & UTILITIES EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Three Thousand Five
Hundred Dollars and No Cents (\$3,500.00) from Free Cash to the COA – Dept. Energy &
Utilities Expense Account.

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$39,938.00 from Sewer Enterprise Retained Earnings (Surplus) to
Department of Public Works New Equipment Account

Dear Mr. President and Councilors,

Attached, please find a sewer enterprise fund retained earnings request.

As you are aware, Massachusetts General Laws as well as the Emerson case of the Massachusetts Supreme Judicial Court require the City to retain a full and completely separate accounting for all enterprise accounts and funds are not allowed to be mixed with taxpayer funded accounts. This is because not all taxpayers receive the services provided by enterprise departments. For example, someone whose property has a well and septic system still pays property taxes but does not pay into the water or sewer enterprise accounts.

This attached appropriation is related to the Sewer Department purchasing sand from the DPW gravel bank. This must be treated as a sale, due to the aforementioned statutes and regulations.

The money from this sale will be used to offset the cost of purchasing equipment for the DPW.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO DPW NEW EQUIPMENT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty-Nine Thousand Nine Hundred Thirty-Eight Dollars and No Cents (\$39,938.00) from Sewer Surplus to DPW New Equipment.

11567

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

RE: Cover Material Transfer

May 20, 2024

Dear Mayor Nicholson:

I am requesting the **\$39,938** from available **Sewer Surplus** to be transferred into the Department of Public Works **New Equipment** line item **14421 - 55123**.

The Sewer Department requires sand to be used for mixing and cover material at the Sludge Landfill. With the City owning a gravel bank and we now use a limited amount of sand for road treatment during the winter; the City has an abundance that can supply the Sewer Department with sand.

The retail cost to purchase cover material is approximately \$9.00 per yard. We determined that a fair cost of half the retail cost as we've used in the past. The \$4.50 per yard is the same cost we used from last year. Approximately 8400 yards were used from the City's gravel bank. The funds will be used to offset the City costs of purchasing new equipment.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
 John Richard, City Auditor

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

May 22, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$4,000.00 from Free Cash to City Clerk Professional Services

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses that were experienced by the City Clerk's Office Professional Services line item. Last year, due to staffing changes in the City Clerk's Office around the election, the City Clerk hired former Assistant City Clerk John Olivari to come back to assist in training the new staff and in the operations of the department for a period of time. This expense was not anticipated at the time the budget was adopted, and that led to this overage.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE CITY CLERK'S
PROFESSIONAL SERVICES ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Four Thousand Dollars and
No Cents (\$4,000.00) from Free Cash to the City Clerk's Professional Services Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$54,000.00 from Sewer Enterprise Retained Earnings (Surplus) to
Sewer Enterprise Facilities Maintenance

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with repairs that had to be made to equipment at the City's Wastewater Treatment Facility during the last fiscal year that were unanticipated.

Respectfully submitted,

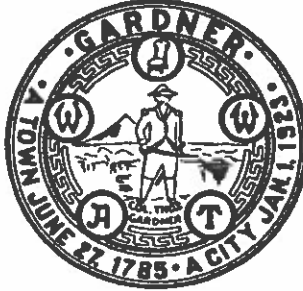
Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO FACILITY
MAINTENANCE.

ORDERED:

That there be and is hereby appropriated the sum of Fifty-Four Thousand Dollars
and No Cents (\$54,000.00) from Sewer Surplus to Facility Maintenance.

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

RE: Facility Maintenance

May 20, 2025

Dear Mayor Nicholson:

The Sewer Department is requesting the **\$54,000** from the available **Sewer Surplus** to **Facility Maintenance** line item **(61440-55163)** to make up for a deficit in this line item

The line item was funded at \$95,000, but due to several major pump failures at the wastewater treatment facility (WWTF), an emergency repair at Summit Pump Station, and the replacement of the heating system at the WWTF, the line is in deficit -\$17,500. In addition to the \$17,500 deficit, the WWTF currently needs a \$26,000 pump replacement. The additional \$10,000 will hopefully bring us to the new Fiscal Year.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
John Richard, City Auditor



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$575,000.00 from Free Cash to Department of Public Works Snow and Ice Removal Expense Account

Dear Mr. President and Councilors,

Attached, please find a request for a Free Cash Appropriation to cover the existing deficit in the Snow and Ice account for this past year.

As you may be aware, Snow and Ice is the only budgetary line item, aside from line items related to the COVID-19 Pandemic, that the City is legally allowed to deficit spend in, since one can never truly predict what the winter weather will bring during the budget process. As such, the guidance from the Department of Revenue is to fund the account at a minimal level and then go back and re-fill the account out of free cash.

While this is something that can be amortized over a period of years due to the unpredictability of how much snow and ice a community receives, Gardner has traditionally funded this from free cash to close out the deficit before the fiscal year is over.

The City budgeted \$300,000 originally this year for this purpose. This Free Cash appropriation request is for all costs that came in above that \$300,000 budget.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE DPW
DEPARTMENT –SNOW & ICE REMOVAL EXPENSES ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Five Hundred Seventy-Five
Thousand Dollars and No Cents (\$575,000.00) from Free Cash to the DPW Department –
Snow & Ice Removal Expenses Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$5,000.00 from Sewer Enterprise Retained Earnings (Surplus) to
Sewer Enterprise Principal Outside Debt Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with debt payments from the Sewer Enterprise Account.

Respectfully submitted,

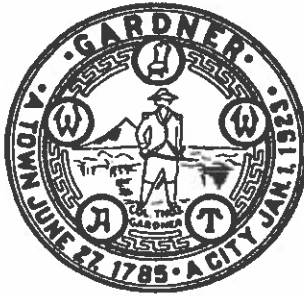
Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM SEWER SURPLUS TO PRINCIPAL
OUTSIDE DEBT.

ORDERED:

That there be and is hereby appropriated the sum of Five Thousand Dollars and
No Cents (\$5,000.00) from Sewer Surplus to Principal Outside Debt.

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

RE: Sewer Principal Outside Debt

May 20, 2025

Dear Mayor Nicholson:

The Sewer Department is requesting the **\$5,000** from the available **Sewer Surplus** to **Principal Outside Debt** line item (61440-57601) to make up for a shortfall.

The Sewer Principal Outside Debt line item currently has a deficit of nearly \$5,000. When the FY2025 budget was created, the amount was not enough to cover the loan payment creating this deficit.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
 John Richard, City Auditor

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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$62,000.00 from Water Enterprise Retained Earnings (Surplus) to Water Enterprise Overtime Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with the increased rates for overtime related to the wages that were negotiated when the new collective bargaining agreement was signed between the City and the employees paid for from the Water Enterprise Account after the FY2025 budget was already adopted. Additionally, the number of watermain breaks that occurred in the fiscal year also play into this number.

Respectfully submitted,

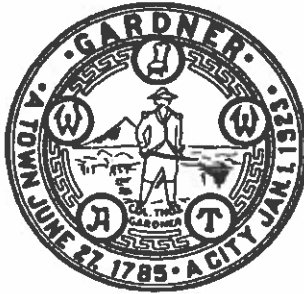
Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM WATER SURPLUS TO OVERTIME.

ORDERED:

That there be and is hereby appropriated the sum of Sixty-Two Thousand Dollars and No Cents (\$62,000.00) from Water Surplus to Overtime.

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

RE: Overtime Shortfall

May 20, 2025

Dear Mayor Nicholson:

The Water Department is requesting the **\$62,000** from the available **Water Surplus** to **Overtime** line item **(62450-51030)** to make up for a shortfall.

The Water Overtime line item currently has a deficit of nearly \$42,000. The additional funds will be used in the event overtime is needed until June 30th. The line item was funded at \$35,000 but due to various water breaks and emergency issues that have occurred throughout the year, the line item is in deficit.

It should also be noted that the FY2025 budget was created and approved by the Mayor and Council in the spring of 2024. Since the time of approval, a new contract for the Department of Public Works employees has been negotiated and approved. The new contract resulted in higher wages, which affects the overtime rate and budget.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
 John Richard, City Auditor



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$75,000.00 from Water Enterprise Retained Earnings (Surplus) to
Water Enterprise Facility Maintenance Account

Dear Mr. President and Councilors,

The roof at the Crystal Lake Water Treatment Plant is in need of replacement. The current roof is original to the building's 2000 construction and the plywood sheets of the roof are in need of full replacement.

This appropriation request is being put forward to cover the costs of this replacement that are above what is already appropriated in the enterprise budget.

Respectfully submitted,

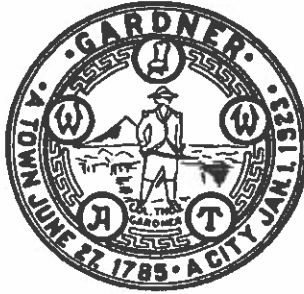
Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM WATER SURPLUS TO FACILITY
MAINTENANCE.

ORDERED:

That there be and is hereby appropriated the sum of Seventy-Five Thousand
Dollars and No Cents (\$75,000.00) from Water Surplus to Facility Maintenance.

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

RE: Crystal Lake Treatment Facility Roof Replacement

May 20, 2025

Dear Mayor Nicholson:

The Water Department is requesting the **\$75,000** from the available **Water Surplus to Facility Maintenance** line item (**62450-55163**) to replace the roof on Crystal Lake Water Treatment Facility.

The roof was installed around 2000 and has several shingles missing and plywood warping under the shingles. Veolia has acquired bids to replace some plywood sheets and replace the entire roof on the facility at a cost of \$124,000. The Water Department has \$75,000 in the budget for Facility Maintenance, the additional \$75,000 will cover the cost of the roof replacement and get us to the end of the Fiscal Year with any other repairs at the facility.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
 John Richard, City Auditor

----- Forwarded message -----

From: **Ross O'Donnell** <wachusettcontractors@gmail.com>

Date: Tue, Apr 15, 2025 at 6:08 AM

Subject: Roof - Heywood St. Gardner

To: Zadrozny, Joseph <joseph.zadrozny@veolia.com>

Good morning Joe,

Per our discussion, we completed a walk around the roof area at 99 Heywood St. Gardner, MA on 4/11/25. Roof appears to be on the final stage of life with missing shingles, and cap in areas. The roof is just overall deteriorating.

I recall we did repairs back in the fall of 2023. Here is a briefing on scope, and cost. Keep in mind based on your timeframe of work to be done typically costs of shingles/ roofing products are increasing 6-8% per QTR. Also, tariffs could have a substantial impact on costs as well. The sooner we hone in on what you would like to do, the better for everyone.

Total square roughly 201

Full rip and add GAF HDZ shingle as a certified contractor. 50 year shingle and labor warranty

6ft ice/water by code all synthetic paper to ridge.

Ridge vent at ridge for soffit venting and Ridge Cap.

- 1.*Furthest section of the building looks as if there was an addition. We need to take off metal at transition in order to add ice/water, and step flash correctly. Add strapping boards, and add metal back with fasteners. Roughly 80 feet.
- 2.*Front entrance above all lead flashing to the building needs to be ripped off and redone as you will not be able to maintain the lead as the shingles are ripped..
- 3.* All working vents/hoods we will make metal counterflashing to protect shingles as there is no covering where the step flashing is. Currently they are all fully exposed(I can show you).
4. I suspect there are some areas of sheathing that we must replace. Only replace what would be needed, nothing more/nothing less. This will all be extra at \$90 per sheet.
5. Any fascia rot or replacement will also be additional. Only if needed. Cost of pine per foot(material) and \$2.25 per foot labor. (May not need any).

These are the most important line items I wanted you to know of. Again, I can send you over a formal contract/proposal when you are ready, but for now these preliminary details should be fine.

Total cost of the project excluding any wood extras \$ 123,750.

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

May 22, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$90,000.00 from Free Cash to Mayor's Unclassified – Waterford Community Center Building Utility Expenses

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the cost of the increased expenses in electrical and gas costs associated with the Waterford Community Center. The City is starting to be able to cover many other expenses through rent payments received by the tenants in the building. This amount is being requested to cover the difference.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE MAYOR'S UNCLASSIFIED –WATERFORD STREET BUILDING UTILITY EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Ninety Thousand Dollars and No Cents (\$90,000.00) from Free Cash to the Mayor's Unclassified – Waterford Street Building Utility Expense Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Communication from the Mayor Regarding the Updated City Administration Financial Policies

Dear Mr. President and Councilors,

In December of 2017, the City's Administration adopted financial policies to guide the financial practices of the Executive Branch of the City's government. These policies were drafted in collaboration with the Division of Local Services of the Massachusetts Department of Revenue through a Commonwealth Community Compact Grant.

In March of 2024, the Administration amended these policies as follows:

- The first request for appropriation of free cash on behalf of the Administration to the City Council shall be ~~ten percent (10%)~~ fifteen percent (15%) of the total amount certified that year into the City Stabilization Account until FY2026 or until funding the Salt Shed capital project is reimbursed with interest to the Account. Then reverting back to the original five percent (5%) installments.
(red having been removed and green having been added to the policy)

The following section was also newly added to the Administration's Financial Policies:

- In the event that the City Council votes to establish any special stabilization accounts, the Mayor shall submit a request that an amount equivalent to one percent (1%) of certified free cash be appropriated into each special stabilization account.
 - The City currently has special stabilization accounts for:
 - Special Education
 - Capital Projects
 - Vehicle Rotation Schedule Purchases

Recently, the State Legislature recently passed Governor Healey's proposal known as "An Act to provide for competitiveness and infrastructure investment in Massachusetts." This act provided that the annual interest on the State's Stabilization Account would be deposited into an account to be utilized for matching portions to federal grants applied for by the Commonwealth and its municipalities.

It is no secret that the City has been making a more concerted effort to apply for grant funding and to invest in our infrastructure. However, we are only able to afford a certain amount in a given year. In following the Commonwealth's example, and in conjunction with conversations I have had with the City Auditor, the following section has been added to the policy:

Stabilization Interest:

- The City of Gardner shall work to maintain a balance within the City's General Stabilization Account as listed in the above section.
- In the event that the City reaches a balance in the City's General Stabilization Account that is equivalent to five percent (5%) of the approved General Fund Operating Budget for that fiscal year, the Mayor shall submit an appropriation request to the City Council at the end of that fiscal year requesting that the interest earned in the stabilization account that year be deposited into the City's Capital Projects Special Stabilization Account.
- The vote to transfer the interest from the General Stabilization Account to the Capital Projects Stabilization Account, and the votes to withdraw funding from the Capital Stabilization Account shall be in accordance with Massachusetts General Law, the Code of the City of Gardner, and the Gardner City Charter.

This allows the City to still work toward the standards set by the Massachusetts Department of Revenue, while also allows us to be able to work toward the back log of capital projects that we carry every year.

While these policies do not require City Council approval, as they are simply guidelines for the Executive Branch on to reach our goals for financial stability and sustainability, in the spirit of collaboration, I wanted to share these with the City Council as the policies also create guidelines for the appropriation and transfer requests that the Administration submits for the Council's consideration.

I also want to acknowledge and recognize that any such appropriations and transfers are subject to the will and vote of the City Council. These guidelines simply inform the Administration on the timelines in which to submit these for the Council's consideration.

Respectfully submitted,

A handwritten signature in blue ink, reading "Michael J. Nicholson". The signature is fluid and cursive, with the first name "Michael" and last name "Nicholson" clearly legible.

Michael J. Nicholson
Mayor, City of Gardner



City of Gardner - Executive Office

Administration Budget and Financial Management Policies

25th Administration of the City of Gardner

As amended May 2025

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.

Stabilization Interest:

- The City of Gardner shall work to maintain a balance within the City's General Stabilization Account as listed in the above section.
- In the event that the City reaches a balance in the City's General Stabilization Account that is equivalent to five percent (5%) of the approved General Fund Operating Budget for that fiscal year, the Mayor shall submit an appropriation request to the City Council at the end of that fiscal year requesting that the interest earned in the stabilization account that year be deposited into the City's Capital Projects Special Stabilization Account.
- The vote to transfer the interest from the General Stabilization Account to the Capital Projects Stabilization Account, and the votes to withdraw funding from the Capital Stabilization Account shall be in accordance with Massachusetts General Law, the Code of the City of Gardner, and the Gardner 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 request for appropriation of free cash on behalf of the Administration to the City Council shall be fifteen percent (15%) of the total amount certified that year into the City Stabilization Account until 2026 or until funding the Salt Shed capital project is reimbursed with interest to the Account. Then reverting back to the original five percent (5%) installments.

- One percent (1%) of the certified amount of free cash requested on behalf of the Administration from the City Council 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 ten percent (10%) of the total certified amount be appropriated for Road Resurfacing and Repair annually.
- In the event that the City Council votes to establish any special stabilization accounts, the Mayor shall submit a request that an amount equivalent to one percent (1%) of certified free cash be appropriated into each special stabilization account.
 - The City currently has special stabilization accounts for:
 - Special Education
 - Capital Projects
 - Vehicle Rotation Schedule Purchases
- 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

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Measure Adopting the FY2026 Capital Improvement Plan for the City of Gardner

Dear Mr. President and Councilors,

The City's Capital Improvement Committee has voted to create the attached Capital Improvement Plan for the City for the upcoming fiscal year.

Pursuant to the Code of the City of Gardner, I am submitting this for your consideration for formal adoption of the plan for the upcoming fiscal year.

Formal adoption of this plan allows for greater funding opportunities for the projects included in it through various grant and lending programs, as they become available and fit within the City's financial capabilities.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner



11576

**ENGINEERING DEPARTMENT
CITY OF GARDNER**

50 Manca Drive, Gardner MA 01440

Robert E. Oliva, City Engineer
Telephone (978) 630-8195
roliva@gardner-ma.gov

May 8, 2025

Mayor, City of Gardner
City Hall - 95 Pleasant Street
Gardner, MA 01440

Dear Mayor Nicholson,

On behalf of the Capital Improvement Committee, please accept this report for the Fiscal Year, 2026. We have met and deliberated according to the requirements of Ordinance Number 1434, Chapter 34 of the Code of the City of Gardner, have analyzed capital improvement requests and highlighted a list of 24 projects/items. Our recommendations are included herein.

The Committee has also updated the 5-year Capital Improvement Plan, including requests from the various department heads of the City government. The Committee appreciates this opportunity to serve the City of Gardner and is available to answer any questions and discuss the recommendations presented herein at your convenience.

Sincerely,

Robert E. Oliva
City Engineer

Cc: Titi Siriphan - City Clerk

FY2026 Report of the Capital Improvement Committee

The Capital Improvement Committee has met as specified by Ordinance No. 1434, Chapter 34 of the Code of the City of Gardner. This document is the report and recommendations of the Committee for Fiscal Year 2026.

Capital projects are defined as expenditures over \$25,000 and with a useful life greater than five years. Smaller projects normally funded by a department's annual budget could be combined to reach the \$25,000 threshold, but only if the combination is justified for reasons other than convenience.

Capital project and equipment requests received from City Departments were reviewed to ensure they met the definition and were then prioritized to develop a recommended list. For FY2026 the Committee requested that all project requests be made on a "Capital Improvement Project Request Form". The form requires relevant project information to be included with the request including, but not limited to: project title, requesting department, category, priority, useful life, project description, and cost.

A total of more than **\$27 million** (excluding Enterprise account requests) in projects was submitted for FY2026. For the 5 year Capital Planning period a total of more than \$59 million in projects was submitted. Table 1 is a list of projects for FY2026 to FY2030 submitted. The project request forms submitted to the Committee are attached to Table 1.

The Committee discussed the fiscal constraints the City is currently under and considered how capital projects could be funded. Based on these discussions, the Committee makes the following recommendations:

- 1. The goal of spending for capital improvements/debt service should remain 5% of the general fund budget.**

Using the general fund budget for FY2026 which is approximately **\$82 million**, a 5% goal would be **\$4.1 million**. This amount is typically used for both capital expenditures and bond repayment. Due to our emphasis on capital improvements, the rate of capital spending has increased over the last several years; however, the City must strive to keep up with the deterioration or depreciation of its capital assets and therefore should continue emphasis on repairs and extraordinary maintenance to keep older assets in working order. The goal is to eliminate crisis spending on emergency repairs. The Committee wishes to acknowledge the improvement in this regard and encourages the City to continue this good stewardship.

2. The highest priority projects for FY2026:

<u>Department</u>	<u>Description</u>	<u>Cost</u>
Comm. Dev. & Planning	Outdoor Pool Pavillion	\$1,200,000
Comm. Dev. & Planning	North Central Connector Nature & Bike Path	\$2,000,000
Comm. Dev. & Planning	Selective Demolition	\$600,000
Engineering	Rt. 140 Bridge Design Grant Match	\$75,000
Engineering	MS4 Municipal Property BMP Retrofit	\$200,000
Engineering	TIP List Roadway Design	\$400,000
Engineering	Elm/Pearson Traffic Signal Design	\$125,000
Fire	New Portable Radios	\$365,000
Fire	Replace Car 6	\$75,000
Fire	Fire HQ Building Feasibility Study	\$250,000
Health	Landfill Erosion Control	\$229,537
Health	Transfer Station Facilities	\$200,000
Public Works	DPW Facility Upgrades	\$3,000,000
Public Works	Pond Brook Drainage Repair	\$500,000
Public Works	Sign Room Expansion/Building	\$275,000
Public Works	Remove Underground Fuel Storage Tanks	\$600,000
Sewer (Enterprise)	Collection System Improvements	\$500,000
Sewer (Enterprise)	Pump Station Upgrades	\$1,000,000
Water (Enterprise)	CLWTF PLC Replacement	\$250,000
Water (Enterprise)	CLWTF Roof Replacement	\$150,000
Water (Enterprise)	Water Meter Replacement	\$1,000,000
School	Facilities Pickup Truck	\$60,000
School	GMS Road Improvements	\$500,000
School	GHS Elevator Renovations	\$150,000

The above list as presented herein may be used as a menu to select capital improvements for implementation using a multi-year capital improvement bond or by adding selected capital items to a multipurpose bond. It may also be advisable to set up a specific capital fund so that unspent allocated money for a designated capital purchase be returned to the protected fund for the next capital expenditure on the list or for an unscheduled capital emergency.

Ultimately the decision of which capital items will be funded lies with the Mayor and City Council. Additionally, each department must present its requests to a City Council subcommittee whose responsibilities include confirming or modifying each capital request. Therefore, it follows that the Capital Improvement Committee is presenting these items and the suggested method of paying for them as a recommendation for further study and action by the Mayor and others.

3. Decisions on funding capital projects for FY2026 must consider the impact they have on future year priorities.

Table 1 also includes the capital project requests for FY2026 to FY2030. As FY2026 projects are delayed due to a lack of funding, the delay will affect what projects can be funded in future years. In some cases, the FY2026 projects that have been rolled over will take precedence; in other cases, the future year projects may have to be addressed in that year as emergency expenditures. It should be noted that the list for FY2026 contains far less backlogged projects which have been pushed ahead from previous years. As this backlog is decreased, and bonding capital expenditures is less necessary, more funds may be freed up to be used through the annual budget to deal with capital expenses.

4. The City must adequately fund routine repair and maintenance accounts to assure that capital investments productively live out their lives.

Capital spending is wasted money if funds are not available to adequately maintain the new assets. In committing to a capital improvement program, the City must remain committed to budget money for asset maintenance.

5. The City must continue to adequately fund recurring capital needs, i.e. vehicle and police cruiser replacement and technology upgrades and replacement.

The Committee has noted that items considered routine maintenance and items too small to be considered capital projects are now being included in the annual budget process. Examples of these items include police cruisers, automobiles, pickup trucks, and computer hardware. The City should continue to use the annual budget to provide funds to cover the replacement or upgrade of a portion of these items each year.

Adopting or adapting these recommendations will help the City continue making progress in providing stability to the funding and maintenance of capital assets. The Committee does realize that this process does not take place in a vacuum. The City is still facing tight economic times and must address the ongoing challenge of balancing the general fund budget. The Committee hopes its recommendations will provide useful information to be used as part of the meaningful discussions.

Capital Improvement Planning Committee

As defined by Chapter 34-1 of The City of Gardner Code

Councillor at Large – **Elizabeth Kazinskas**

Ward 3 Councilor – **Paul Tassone**

City Engineer – **Robert Oliva**

Director of Community Development and Planning – **Jason Stevens**

City Treasurer – **Jennifer Dymek**

Director of Public Works – **Dane Arnold**

City Purchasing Agent/Civil Enforcement Director – **Joshua Cormier**

City Auditor – **John Richard**

School Department Business Manager – **Mark Hawke**

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	Project ID	FY26 Priority**	Project Title	5-yr Cost	Fiscal Year				
					FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Airport									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Building									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Hall									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Community Dev & Planning									
Comm. Dev & Planning	26-099	H	Downtown Infrastructure Improvements	\$ 900,000	\$ 600,000	\$ 300,000			
Comm. Dev & Planning	26-100	H	Outdoor Pool Expansion/Pavilion/Facilities	\$ 6,100,000	\$ 1,567,500	\$ 4,532,500			
Comm. Dev & Planning	26-101	H	North Pathway Connector Nature & Bike Path	\$ 5,200,000	\$ 2,000,000	\$ 2,000,000	\$ 1,200,000		
Comm. Dev & Planning	26-102	H	Selective Demolition	\$ 1,200,000	\$ 600,000	\$ 600,000			
			Department Total	\$ 13,400,000	\$ 4,767,500	\$ 7,432,500	\$ 1,200,000	\$ -	\$ -
Council on Aging									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering									
Engineering	26-042	L	Dam Repairs	\$ 1,500,000	\$ 1,500,000				
Engineering	26-043	H	Rt. 140 Bridge Design Grant Match	\$ 44,000	\$ 75,000	\$ 100,000			
Engineering	26-044	H	MS4 Municipal Property BMP Retrofit	\$ 1,255,000	\$ 200,000	\$ 225,000	\$ 250,000	\$ 275,000	\$ 305,000
Engineering	26-045	L	TIP List Roadway Design	\$ 2,650,000	\$ 400,000	\$ 250,000	\$ 800,000	\$ 1,200,000	
Engineering	26-046	H	Elm/Pearson Traffic Signals	\$ 1,625,000	\$ 125,000	\$ 1,500,000			
			Department Total	\$ 7,074,000	\$ 2,300,000	\$ 2,075,000	\$ 1,050,000	\$ 1,475,000	\$ 305,000
Fire									
Fire	26-047	E	New Portable Radios	\$ 365,000	\$ 365,000				
Fire	26-048	H	Fire HQ 3-Bay Garage (stand alone)	\$ 750,000	\$ 750,000				
Fire	26-049	L	Re-Chassis Rescue 2	\$ 250,000			\$ 250,000		
Fire	26-050	L	Replace Car 2	\$ 75,000		\$ 75,000			
Fire	26-051	L	Replace Car 3	\$ 75,000			\$ 75,000		
Fire	26-052	H	Replace Car 6	\$ 75,000	\$ 75,000				
Fire	26-053	L	Replace Engine 1	\$ 1,000,000			\$ 1,000,000		
Fire	26-054	L	Replace Rescue 4	\$ 500,000			\$ 500,000		
Fire	26-055	H	Replace Truck 5	\$ 75,000		\$ 75,000			
Fire	26-056	H	Fire HQ Building Addition/Renovation	\$ 10,000,000	\$ 10,000,000				
Fire	26-103	H	Fire HQ Building Feasibility Study	\$ 250,000	\$ 250,000				
			Department Total	\$ 13,415,000	\$ 11,440,000	\$ 150,000	\$ 1,825,000	\$ -	\$ -
Golf (Enterprise)									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

TABLE 1

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Department	Project ID	FY26 Priority**	Project Title	5-yr Cost	Fiscal Year				
					FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Health									
Health	26-058	H	Landill Erosion Control	\$ 229,537	\$ 229,537				
Health	26-059	H	Transfer Station Facilities	\$ 400,000	\$ 200,000	\$ 200,000			
			Department Total	\$ 629,537	\$ 429,537	\$ 200,000	\$ -	\$ -	\$ -
Human Resources									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
IT Dept.									
			No Requests Submitted						
			Department Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Public Works									
Public Works	26-001	L	1 Ton Dump Truck	\$ 85,000			\$ 85,000		
Public Works	26-002	L	1 Ton Dump Truck	\$ 85,000				\$ 85,000	
Public Works	26-003	H	1 Ton Dump Truck	\$ 85,000	\$ 85,000				
Public Works	26-004	E	6 Wheel Dump/Plow/Spreader	\$ 295,000		\$ 295,000			
Public Works	26-005	H	6 Wheel Dump/Plow/Spreader	\$ 295,000			\$ 295,000		
Public Works	26-006	L	6 Wheel Dump/Plow/Spreader	\$ 295,000				\$ 295,000	
Public Works	26-007	L	6 Wheel Dump/Plow/Spreader	\$ 295,000					\$ 295,000
Public Works	26-008	E	6 Wheel Dump/Plow/Spreader	\$ 295,000	\$ 295,000				
Public Works	26-009	H	10 Wheel Dump/Plow/Spreader	\$ 385,000		\$ 385,000			
Public Works	26-010	E	10 Wheel Dump/Plow/Spreader	\$ 385,000	\$ 385,000				
Public Works	26-011	H	24' Double Garage Door	\$ 25,000	\$ 25,000				
Public Works	26-012	L	Backhoe	\$ 145,000			\$ 145,000		
Public Works	26-013	H	Bucket Truck	\$ 150,000	\$ 150,000				
Public Works	26-014	H	Cab and Chassis for Sander	\$ 35,000		\$ 35,000			
Public Works	26-015	H	Cab and Chassis for Sander	\$ 35,000	\$ 35,000				
Public Works	26-016	L	Cremation Vaults	\$ 200,000		\$ 200,000			
Public Works	26-017	H	Large Mower	\$ 45,000		\$ 45,000			
Public Works	26-018	H	Front End Loader	\$ 252,000		\$ 252,000			
Public Works	26-019	L	Front End Loader	\$ 252,000				\$ 252,000	
Public Works	26-020	E	Front End Loader	\$ 252,000	\$ 252,000				
Public Works	26-021	E	Front End Loader	\$ 252,000	\$ 252,000				
Public Works	26-022	L	Repave Municipal Lots	\$ 500,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Public Works	26-023	H	Pick-up Truck	\$ 85,000		\$ 85,000			
Public Works	26-024	L	Pick-up Truck	\$ 85,000				\$ 85,000	
Public Works	26-025	H	Sidewalk Tractor	\$ 190,000		\$ 190,000			
Public Works	26-026	L	Sidewalk Tractor	\$ 190,000				\$ 190,000	
Public Works	26-027	L	Sidewalk Tractor	\$ 190,000					\$ 190,000
Public Works	26-028	H	Sign Department Printer	\$ 26,000	\$ 26,000				
Public Works	26-029	H	Street Sweeper	\$ 310,000		\$ 310,000			
Public Works	26-030	H	Tractor/Brush Cutter	\$ 125,000		\$ 125,000			
Public Works	26-031	H	Utility Body Truck	\$ 92,000		\$ 92,000			
Public Works	26-032	L	Utility Body Truck	\$ 92,000					\$ 92,000
Public Works	26-033	L	Wilder Field Drainage/Soccer Field	\$ 100,000			\$ 100,000		
Public Works	26-034	L	Bickford Playground Improvements	\$ 150,000		\$ 150,000			
Public Works	26-035	H	DPW Facility Upgrades	\$ 3,000,000	\$ 3,000,000				
Public Works	26-036	L	Jackson Playground Improvements	\$ 150,000		\$ 150,000			
Public Works	26-037	H	OC/Bickford Ball Field Light Replacement	\$ 100,000	\$ 100,000				
Public Works	26-038	H	OC Playground Improvements	\$ 150,000		\$ 150,000			

TABLE 1

11576

Department	Project ID	FY26 Priority**	Project Title	5-yr Cost	Fiscal Year				
					FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Public Works	26-039	H	Pond Brook Drainage Repair	\$ 500,000	\$ 500,000				
Public Works	26-040	E	Sign Room Expansion/Building	\$ 275,000	\$ 275,000				
Public Works	26-041	H	Remove Underground Fuel Storage Tanks	\$ 600,000	\$ 600,000				
			Department Total	\$ 11,053,000	\$ 6,080,000	\$ 2,564,000	\$ 725,000	\$ 1,007,000	\$ 677,000
Police									
Police	26-057	L	Computer-Aided Dispatch/Records Management Software	\$ 950,000		\$ 650,000	\$ 100,000	\$ 100,000	\$ 100,000
			Department Total	\$ 950,000	\$ -	\$ 650,000	\$ 100,000	\$ 100,000	\$ 100,000
Sewer (Enterprise)									
Sewer (Enterprise)	26-085	H	1 Ton Pickup Truck	\$ 100,000	\$ 100,000				
Sewer (Enterprise)	26-086	H	Collection System Improvements	\$ 1,250,000	\$ 500,000	\$ 500,000	\$ 250,000		
Sewer (Enterprise)	26-087	H	Pump Station Upgrades	\$ 1,000,000	\$ 1,000,000				
Sewer (Enterprise)	26-088	E	Sludge Landfill Expansion/Hauling	\$ 7,000,000		\$ 7,000,000			
Sewer (Enterprise)	26-089	H	Wastewater Treatment Plant Upgrade	\$ 10,000,000	\$ 5,000,000	\$ 5,000,000			
			Department Total	\$ 19,350,000	\$ 6,600,000	\$12,500,000	\$ 250,000	\$ -	\$ -
Water (Enterprise)									
Water (Enterprise)	26-090	H	1 Ton Pickup Truck	\$ 100,000	\$ 100,000				
Water (Enterprise)	26-091	H	CLWTF PLC Replacement	\$ 250,000	\$ 250,000				
Water (Enterprise)	26-092	H	CLWTF Roof Replacement	\$ 150,000	\$ 150,000				
Water (Enterprise)	26-093	H	Dam Repairs	\$ 1,000,000		\$ 1,000,000			
Water (Enterprise)	26-094	H	Elevated Water Tank Interior Repairs	\$ 650,000	\$ 650,000				
Water (Enterprise)	26-095	H	Treatment Facility Upgrades	\$ 500,000	\$ 100,000	\$ 200,000	\$ 200,000		
Water (Enterprise)	26-096	H	Pearly Brook Pump Station Upgrade	\$ 600,000			\$ 600,000		
Water (Enterprise)	26-097	H	Water Main Replacement	\$ 11,000,000		\$ 5,000,000	\$ 6,000,000		
Water (Enterprise)	26-098	H	Water Meter Replacement	\$ 2,000,000	\$ 1,000,000	\$ 1,000,000			
			Department Total	\$ 16,250,000	\$ 2,250,000	\$ 7,200,000	\$ 6,800,000	\$ -	\$ -
School Dept									
School Dept	26-060	L	Central Office Building	\$ 5,000,000				\$ 5,000,000	
School Dept	26-061	L	ESS Auditorium	\$ 100,000					\$ 100,000
School Dept	26-062	L	ESS Replace Bathroom Partitions	\$ 50,000				\$ 50,000	
School Dept	26-063	H	ESS Roof	\$ 250,000		\$ 250,000			
School Dept	26-064	L	ESS Standby Generator	\$ 250,000				\$ 250,000	
School Dept	26-065	H	Facilities Garage Addition	\$ 500,000			\$ 500,000		
School Dept	26-066	H	Facilities Pickup Truck	\$ 60,000	\$ 60,000				
School Dept	26-067	E	GHS Auditorium Renovations	\$ 1,500,000	\$ 1,500,000				
School Dept	26-068	H	GHS C-Wing (locker rooms) renovations	\$ 2,000,000		\$ 2,000,000			
School Dept	26-069	H	GHS Replace Exit / Emergency Lighting	\$ 150,000	\$ 150,000				
School Dept	26-070	L	GHS Interior Painting	\$ 150,000			\$ 150,000		
School Dept	26-071	L	GHS Landscaping	\$ 50,000			\$ 50,000		
School Dept	26-072	L	GHS re-key building	\$ 40,000				\$ 40,000	
School Dept	26-073	L	GHS Replace Bathroom Partitions	\$ 50,000			\$ 50,000		
School Dept	26-074	L	GHS Replace Service Equipment	\$ 800,000			\$ 800,000		
School Dept	26-075	L	GHS Stair Tread Replacement	\$ 80,000			\$ 80,000		
School Dept	26-076	H	GHS Standby Generator	\$ 250,000		\$ 250,000			
School Dept	26-077	L	GHS to GMS Fiber Underground	\$ 40,000			\$ 40,000		
School Dept	26-078	H	GMS Domestic Hot Water Tank	\$ 50,000		\$ 50,000			
School Dept	26-079	L	GMS Electronic Sign	\$ 40,000					\$ 40,000

TABLE 1

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Department	Project ID	FY26 Priority**	Project Title	5-yr Cost	Fiscal Year				
					FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
School Dept	26-080	H	GMS Road Improvements	\$ 500,000	\$ 500,000				
School Dept	26-081	H	GMS Roof	\$ 300,000		\$ 300,000			
School Dept	26-082	H	GMS Rooftop Condensers	\$ 100,000		\$ 100,000			
School Dept	26-083	H	GMS Unit Ventilator Controller	\$ 500,000		\$ 500,000			
School Dept	26-084	H	GHS Elevator Renovations	\$ 150,000	\$ 150,000				
			Department Total	\$ 12,960,000	\$ 2,360,000	\$ 3,450,000	\$ 1,670,000	\$ 5,340,000	\$ 140,000
Grand Total				\$ 95,081,537	\$ 36,227,037	\$ 36,221,500	\$ 13,620,000	\$ 7,922,000	\$ 1,222,000

** E = Emergency (Immediate Need) High = High (Needed in Next 2 Years) L = Low (Needed in 2-5 Years)

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-001
PROJECT TITLE	
1-ton Dump Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new 1-ton Dump Truck with Plow to replace 2008 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment				85,000		
Other						
TOTAL				85,000		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-002
PROJECT TITLE	
1-ton Dump Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new 1-ton Dump Truck with Plow to replace 2012 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment					85,000	
Other						
TOTAL					85,000	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-003
PROJECT TITLE	
1-ton Dump Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new 1-ton Dump Truck with Plow to replace 2001 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		85,000				
Other						
TOTAL		85,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-004
PROJECT TITLE	
6 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
6 Wheel Dump Truck/Spreader/Plow replacing 1992 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			295,000			
Other						
TOTAL			295,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-005
PROJECT TITLE	
6 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
6 Wheel Dump Truck/Spreader/Plow replacing 1995 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment				295,000		
Other						
TOTAL				295,000		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-006
PROJECT TITLE	
6 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
6 Wheel Dump Truck/Spreader/Plow replacing 1998 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment					295,000	
Other						
TOTAL					295,000	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-007
PROJECT TITLE	
6 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION Please describe the project. Explain priority and justification for the project.
6 Wheel Dump Truck/Spreader/Plow replacing 2001 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment						295,000
Other						
TOTAL						295,000

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-008
PROJECT TITLE	
6 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
6 Wheel Dump Truck/Spreader/Plow replacing 1988 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		295,000				
Other						
TOTAL		295,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-009
PROJECT TITLE	
10 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
10 Wheel Dump Truck/Spreader/Plow replacing 1997 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			385,000			
Other						
TOTAL			385,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-010
PROJECT TITLE	
10 Wheel Dump Truck/Spreader/Plow	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
10 Wheel Dump Truck/Spreader/Plow replacing 2005 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		385,000				
Other						
TOTAL		385,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-011
PROJECT TITLE	
24' Double Garage Door	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Remove 2 existing garage doors and replace with 1-24' garage door for large trucks with plows for service bay.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		25,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		25,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-012
PROJECT TITLE	
Backhoe	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New Backhoe to replace 2007 backhoe
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment				145,000		
Other						
TOTAL				145,000		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-013
PROJECT TITLE	
Bucket Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new Bucket Truck for tree work/forestry department to replace 2011 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		150,000				
Other						
TOTAL		150,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-014
PROJECT TITLE	
Cab and Chassis for Sander	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new/used Cab and Chassis to install existing sander body
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			35,000			
Other						
TOTAL			35,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-015
PROJECT TITLE	
Cab and Chassis for Sander	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new/used Cab and Chassis to install existing sander body
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		35,000				
Other						
TOTAL		35,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-016
PROJECT TITLE	
Cremation Vaults	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase Cremation Vaults and Site work at Crystal Lake Cemetery
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			200,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL			200,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-017
PROJECT TITLE	
Large Mower	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Large Mower with 14' mower deck to replace 2005 mower
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			45,000			
Other						
TOTAL			45,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-018
PROJECT TITLE	
Front End Loader	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New Front End Loader Replacing 2002 Loader
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			252,000			
Other						
TOTAL			252,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-019
PROJECT TITLE	
Front End Loader	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New Front End Loader Replacing 1999 Loader
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment					252,000	
Other						
TOTAL					252,000	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-020
PROJECT TITLE	
Front End Loader	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New Front End Loader Replacing 1999 Loader
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		252,000				
Other						
TOTAL		252,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-021
PROJECT TITLE	
Front End Loader	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New Front End Loader Replacing 2002 Loader
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		252,000				
Other						
TOTAL		252,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-022
PROJECT TITLE	
Repave Municipal Lots	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION																			
Please describe the project. Explain priority and justification for the project.																			
<p><u>Pave Municipal Parking Lots</u></p> <table style="width: 100%;"> <tr> <td style="width: 50%;"><u>Knowlton Street Parking Lot</u></td> <td style="width: 50%;"><u>Pleasant Street Parking Lot CAC</u></td> </tr> <tr> <td><u>West Street Parking Lot</u></td> <td><u>Uptown Parking Lot</u></td> </tr> <tr> <td><u>George Sweeney Park</u></td> <td><u>Connors Street Lot</u></td> </tr> <tr> <td><u>Nichols Street Parking Lot</u></td> <td><u>Pine Street Lot</u></td> </tr> <tr> <td><u>West Lynde Street (North) Parking Lot</u></td> <td><u>City Hall Parking Lots</u></td> </tr> <tr> <td><u>Library Parking Lot</u></td> <td><u>Police Department Parking Lot</u></td> </tr> <tr> <td><u>Fire Department Lot</u></td> <td><u>Municipal Garage Parking Lot</u></td> </tr> <tr> <td><u>Animal Shelter Parking Lot</u></td> <td><u>School Parking Lots</u></td> </tr> <tr> <td><u>Waterford St Parking Lot</u></td> <td></td> </tr> </table>		<u>Knowlton Street Parking Lot</u>	<u>Pleasant Street Parking Lot CAC</u>	<u>West Street Parking Lot</u>	<u>Uptown Parking Lot</u>	<u>George Sweeney Park</u>	<u>Connors Street Lot</u>	<u>Nichols Street Parking Lot</u>	<u>Pine Street Lot</u>	<u>West Lynde Street (North) Parking Lot</u>	<u>City Hall Parking Lots</u>	<u>Library Parking Lot</u>	<u>Police Department Parking Lot</u>	<u>Fire Department Lot</u>	<u>Municipal Garage Parking Lot</u>	<u>Animal Shelter Parking Lot</u>	<u>School Parking Lots</u>	<u>Waterford St Parking Lot</u>	
<u>Knowlton Street Parking Lot</u>	<u>Pleasant Street Parking Lot CAC</u>																		
<u>West Street Parking Lot</u>	<u>Uptown Parking Lot</u>																		
<u>George Sweeney Park</u>	<u>Connors Street Lot</u>																		
<u>Nichols Street Parking Lot</u>	<u>Pine Street Lot</u>																		
<u>West Lynde Street (North) Parking Lot</u>	<u>City Hall Parking Lots</u>																		
<u>Library Parking Lot</u>	<u>Police Department Parking Lot</u>																		
<u>Fire Department Lot</u>	<u>Municipal Garage Parking Lot</u>																		
<u>Animal Shelter Parking Lot</u>	<u>School Parking Lots</u>																		
<u>Waterford St Parking Lot</u>																			
Provide additional sheets as necessary																			

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		100,000	100,000	100,000	100,000	100,000
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		100,000	100,000	100,000	100,000	100,000

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-023
PROJECT TITLE	
Pick-up Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New 1-ton pick-up with plow to replace 2005 pick-up
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			85,000			
Other						
TOTAL			85,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-024
PROJECT TITLE	
Pick-up Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
New 1-ton pick-up with plow to replace 2005 pick-up
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment					85,000	
Other						
TOTAL					85,000	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-025
PROJECT TITLE	
Sidewalk Tractor	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new sidewalk tractor with blower/sweeper to replace 1994 tractor
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			190,000			
Other						
TOTAL			190,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-026
PROJECT TITLE	
Sidewalk Tractor	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new sidewalk tractor with blower/sweeper to replace 2001 tractor
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment					190000	
Other						
TOTAL					190000	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-027
PROJECT TITLE	
Sidewalk Tractor	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new sidewalk tractor with blower/sweeper to replace 2006 tractor
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment						190,000
Other						
TOTAL						190,000

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-028
PROJECT TITLE	
Sign Department Printer	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	7

PROJECT DESCRIPTION Please describe the project. Explain priority and justification for the project.
Replace Sing Plotter/Printer/Banner Maker replaces 2018 machine
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		26,000				
Other						
TOTAL		26,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-029
PROJECT TITLE	
Street Sweeper	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new Street Sweeper to replace 2005 sweeper
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			310,000			
Other						
TOTAL			310,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-030
PROJECT TITLE	
Tractor/Brush Cutter	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Tractor and brush cutter for roadside brush clearing to replace 2011 tractor
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			125,000			
Other						
TOTAL			125,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-031
PROJECT TITLE	
Utility Body Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new Utility style body pick-up to replace 2006 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment			92,000			
Other						
TOTAL			92,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-032
PROJECT TITLE	
Utility Body Truck	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Purchase new Utility style body pick-up to replace 2016 truck
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment						92,000
Other						
TOTAL						92,000

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-033
PROJECT TITLE	
Wilder Field Drainage/Soccer Field	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Install drainage at Wilder Field and build soccer field
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities				100,000		
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL				100,000		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-034
PROJECT TITLE	
Bickford Playground Improvements	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Install New Toddler and 8-12 year olds Playground Equipment, New Backstops and Ball Field Improvements
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			150000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL			150000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-035
PROJECT TITLE	
DPW Facility Upgrades	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/17/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>The existing Department of Public Works garage was built in the early 1970, nearing 55 years old. The facility is in dire need of new siding, roof, garage doors and electrical upgrades along with new insulation. The building is poorly insulated allowing heat to escape through many openings throughout the building. There are many rotted overhead doors. The electrical system needs to be upgraded.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		3,000,000	3,000,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		3,000,000	3,000,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-036
PROJECT TITLE	
Jackson Playground Improvements	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Install New Toddler and 8-12 year olds Playground Equipment, New Backstops and Ball Field Improvements
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			150000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL			150000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-037
PROJECT TITLE	
OC/Bickford Ball Field Light Replacement	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Replace Lights at OC and Bickford Ball Fields
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		\$100,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		\$100,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-038
PROJECT TITLE	
OC Playground Improvements	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Install New Toddler and 8-12 year olds Playground Equipment, New Backstops and Ball Field Improvements
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			150000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL			150000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-039
PROJECT TITLE	
Pond Brook Drainage Repair	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Drainage Repairs needed on Pond Brook where culvert is collapsing
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		500,000		500,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		500,000		500,000		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-040
PROJECT TITLE	
Sign Room Expansion/Building	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Expand existing sign room at the DPW. Lines and Signs Department has outgrown existing small room
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		275,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		275,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-041
PROJECT TITLE	
Remove Underground Fuel Storage Tanks	
DEPARTMENT	
Public Works	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	12/19/2024



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	N/A

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Remove Underground Storage Tanks located at the DPW. These tanks have been taken out of service and are mandated by DEP to be removed by 5-20-26. Add fill material, compact, regrade site, and pave the DPW lot that has not been paved since 1970's
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		600,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		600,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-042
PROJECT TITLE	
Dam Repairs	
DEPARTMENT	
Engineering/Survey	
SUBMITTED BY	DATE SUBMITTED
Robert Oliva	2/14/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
General repairs to existing city owned dams and related infrastructure
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure	1,500,000	1,500,000				
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	1,500,000	1,500,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-043
PROJECT TITLE	
Rt. 140 Bridge Design Grant Match	
DEPARTMENT	
Engineering/Survey	
SUBMITTED BY	DATE SUBMITTED
Robert Oliva	2/14/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>A MassTrails grant was applied for in their 2025 grant cycle for funds to complete 100% design of the proposed rail trail pedestrian bridge over Route 140. Awards are made in June 2025, and if granted, the City will need to provide a match of \$44,000. It is anticipated that the City will receive this grant as a follow up to the 2024 grant we received.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design	44,000	44,000				
Vehicle/Equipment						
Other						
TOTAL	44,000	44,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-044
PROJECT TITLE	
MS4 Municipal Property BMP Retrofit	
DEPARTMENT	
Engineering/Survey	
SUBMITTED BY	DATE SUBMITTED
Robert Oliva	2/14/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
The requirements of our EPA MS4 permit, for coming years, will require that the City retrofit at least one municipal property per year with stormwater BMP's to provide treatment of runoff from those properties. This request would provide funding for design and construction of the mandated retrofits.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure	1,080,000	175,000	195,000	215,000	235,000	260,000
Study/Design	175,000	25,000	30,000	35,000	40,000	45,000
Vehicle/Equipment						
Other						
TOTAL	1,255,000	200,000	225,000	250,000	275,000	305,000

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-045
PROJECT TITLE	
TIP List Roadway Design	
DEPARTMENT	
Engineering/Survey	
SUBMITTED BY	DATE SUBMITTED
Robert Oliva	2/14/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Roadway corridor design for various roads including Elm Street, Chestnut Street, Pearson Boulevard, and Pearl Street. Designs would be used to procure construction funding via the State Transportation Improvement Program
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure	2,650,000	400,000	250,000	800,000	1,200,000	
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	2,650,000	400,000	250,000	800,000	1,200,000	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-046
PROJECT TITLE	
Elm/Pearson Traffic Signals	
DEPARTMENT	
Engineering/Survey	
SUBMITTED BY	DATE SUBMITTED
Robert Oliva	2/14/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>The project includes consultant design work (FY26) to improve traffic operations and pedestrian safety at the intersection of Pearson Street and Elm Street by replacing the existing outdated traffic signal. This is expected to include up to two (2) mast arms and video detection. In addition, updated pedestrian controls will be added to the new equipment. The design would also include improvements to the existing crosswalks and curb ramps to be ADA compliant</p> <p>At this time there is no construction cost estimate available but is being provided assuming the design cost is approximately 12% of the expected construction cost.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure	1,500,000		1,500,000			
Study/Design	125,000	125,000				
Vehicle/Equipment						
Other						
TOTAL	1,625,000	125,000	1,500,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-047
PROJECT TITLE	
New Portable Radios	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	12

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Current Portable Radios used by the Fire Department are now 15 years old. They are beyond their life expectancy, and the model used is no longer supported by the manufacturer, so parts are often no longer available. They also do not meet current fire service standards, they are not heat or water resistant. Portable Radios are critical safety equipment for firefighters and are a life line when operating in IDLH atmospheres. Multiple attempts have been made to secure grant funding for this project through FEMA's Assistance to Firefighter Grant (AFG) program, as of yet without success.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	365000.00	365000.00				
Other						
TOTAL	365000.00	365000.00				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-048
PROJECT TITLE	
Fire HQ 3-Bay Garage (stand alone)	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This project would be to replace the current Fire HQ “Annex” storage building (old Cumberland Farms). The current building does not meet the needs of the Fire Department, garage bays are too small to accommodate modern fire apparatus and ambulances. The building is not well insulated and there are issues with the HVAC unit. There is no running water to the building. A stand alone garage is an option if it could not be incorporated into the Fire HQ addition/Renovation project, although an attached garage is preferred.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities	750,000.00	750,000.00				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	750,000.00	750,000.00				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-049
PROJECT TITLE	
Re-Chassis Rescue 2	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	10

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This is a request to replace Rescue 2 (2007 Ford E450/Horton Ambulance). This unit is currently the Fire Department “mechanical spare” ambulance. It is not stocked with equipment or supplies, and is kept as a spare for use in the event of a long-term issue with one of the other two Fire Department ambulances. Over the last several years, parts availability for repairs has become a major issue and caused long delays returning primary ambulances to service. “Loaner” used ambulances from dealers are rarely available now as they were in the past. This vehicle is important to the City and continuity of the Fire Department providing emergency services to citizens. This vehicle is now 18 years old and beyond recommended replacement age. While still serviceable for its current role, parts availability (due to age) and corrosion are becoming issues. Instead of full replacement, I am recommending this ambulance be “re-chassied” where the ambulance module would be removed from the current 2007 chassis, reconditioned, and remounted on a new chassis. This is a cost-effective option, the only limitation is the vehicle is not four wheel drive.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	250,000.00			250,000.00		
Other						
TOTAL	250,000.00			250,000.00		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-050
PROJECT TITLE	
Replace Car 2	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	7

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This is a request to replace the current Car 2 (2020 Chevrolet Tahoe Shift Commander's SUV). This vehicle is used 24/7 by the Fire Department Shift Commander and responds to approximately 2,500 emergency calls yearly, in addition to multiple daily errands handled by the Shift Commander. The current vehicle is now 5 years old and is already showing significant wear and tear. Due to heavy use, this vehicle has a shorter life expectancy than most other Fire Department utility vehicles. It is also a critical emergency response unit and must be reliable and in good condition. Replacement of this vehicle is recommended within the next 2 years.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	75,000.00		75,000.00			
Other						
TOTAL	75,000.00		75,000.00			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-051
PROJECT TITLE	
Replace Car 3	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	10

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
This is a request to replace Car 3 (2018 Ford Interceptor SUV). This vehicle is currently assigned to the Captain, and is used for inspections and emergency response. It is now 7 years old and showing signs of wear and tear.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	75,000.00				75,000.00	
Other						
TOTAL	75,000.00				75,000.00	

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-052
PROJECT TITLE	
Replace Car 6	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	10

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This is a request to replace the current Car 6 (2015 Ford Interceptor SUV). The current vehicle now has over 100,000 miles and is showing signs of heavy wear and tear, and is used as a utility vehicle (most often used by new firefighters commuting daily to the Mass Fire Academy Recruit Training Program). The new vehicle would be assigned to either the Chief or Captain, with one of those current vehicles being re-assigned to the utility vehicle role. This request has been moved up a year due to the deteriorating condition of this vehicle. The Fire Department will have 3 utility vehicles that are all aging and will appear on this year's CIP application.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	75,000.00	75,000.00				
Other						
TOTAL	75,000.00	75,000.00				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-053
PROJECT TITLE	
Replace Engine 1	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This is a request to replace Engine 1 (1996 E-One Pumper). This vehicle is currently in reserve status and housed at the South Gardner Fire Station. It is placed in service when another Engine is out of service for repairs, or staffed by recalled Firefighters to respond to major incidents. This vehicle is now 29 years old and in fair condition for it's age, although it currently has a limited role. The Fire Department's other two pumpers are 2019 and 2024 vintage and both in good condition. Replacement of this vehicle is recommended in FY29. This new pumper would become one of the Fire Department's primary response vehicles, and the next oldest pumper would be moved to reserve status. It should be noted that a 2 year delivery time should be expected after ordering the new custom vehicle. Current estimated replacement cost is \$1,000,000.00.as new fire apparatus prices have increased dramatically over the last several years.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	1,000,000.00			1,000,000.00		
Other						
TOTAL	1,000,000.00			1,000,000.00		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-054
PROJECT TITLE	
Replace Rescue 4	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	10

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This is a request to replace Rescue 4 (2018 Ford F550/Horton Ambulance). Currently this ambulance is in reserve status, as a new ambulance was placed in service August 2024 (purchased with ARPA funds). Industry recommendations and best practices call for ambulances to be kept in service for 10 years (5 as primary/5 as reserve). Replacing this unit in FY28 would follow this recommendation, keeping the Fire Department ambulance on the planned replacement schedule.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	500,000.00			500,000.00		
Other						
TOTAL	500,000.00			500,000.00		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-055
PROJECT TITLE	
Replace Truck 5	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	10

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This is a request to replace the current Truck 5 (2015 Ford F250 pickup truck). This vehicle is used as a plow truck, for towing trailers, and general utility and equipment moving. It has almost 10 years of hard use, as snow plowing Fire HQ, the Annex lot, and the South Gardner Fire Station have caused heavy wear and tear. The truck is also showing significant body corrosion. The Fire Department needs reliable vehicles, and this critical vehicle is approaching the end of it's useful lifespan.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment	75,000.00		75,000.00			
Other						
TOTAL	75,000.00		75,000.00			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-056
PROJECT TITLE	
Fire HQ Building Addition/Renovation	
DEPARTMENT	
Fire	
SUBMITTED BY	DATE SUBMITTED
Chief Lagoy	1/7/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>The Fire Headquarters building was constructed in 1978 and is approaching 50 years old. At the time, there were two other staffed fire stations. Now all operations are consolidated at HQ. The building is aging and suffering from extensive wear & tear from years of 24/7 service. It also lacks space for the current number of employees, , female employees, current fire service safety & decontamination facilities, and the number and size of modern fire apparatus and ambulances that are housed there. The building is currently having a new metal roof installed due to 2024 wind storm damage, which is being paid through insurance. This will stabilize and protect the building from future water damage, and is a significant investment in the building. Moving forward with this project would meet the needs of the Fire Department for the next 50+ years.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities	10,000,000.00	10,000,000.00				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	10,000,000.00	10,000,000.00				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-057
PROJECT TITLE	
Computer-Aided Dispatch/Records Management Software	
DEPARTMENT	
Police	
SUBMITTED BY	DATE SUBMITTED
Chief Eric McAvene	2/3/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>The current CAD/RMS system the Gardner Police Department uses was first installed in February/March 2002. This program has been serviced by Central Square for the last several years. We have been informed that the company will stop doing updates and program fixes in the near future. This will eventually cause the end of life for the program we use. Initial costs of a new software program are \$600,000-700,000 for the initial data migration and setup. One of the programs looked at has a yearly subscription of \$96,000 and the other was \$127,000 per year and after the initial cost. We will seek required bids when approved for this project.</p> <p>This is a substantial cost and we are required by law to maintain records. Some of these records need to be maintained indefinitely. This project is a priority and will most likely need to be completed in the 2-5 year range. This system is used daily by all employees of the police department.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure			\$650,000	\$100,000	\$100,000	\$100,000
Study/Design						
Vehicle/Equipment						
Other						
TOTAL			\$650,000	\$100,000	\$100,000	\$100,000

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-058
PROJECT TITLE	
Landfill Erosion Control	
DEPARTMENT	
Health	
SUBMITTED BY	DATE SUBMITTED
Micah Blondeau	1/14/2025



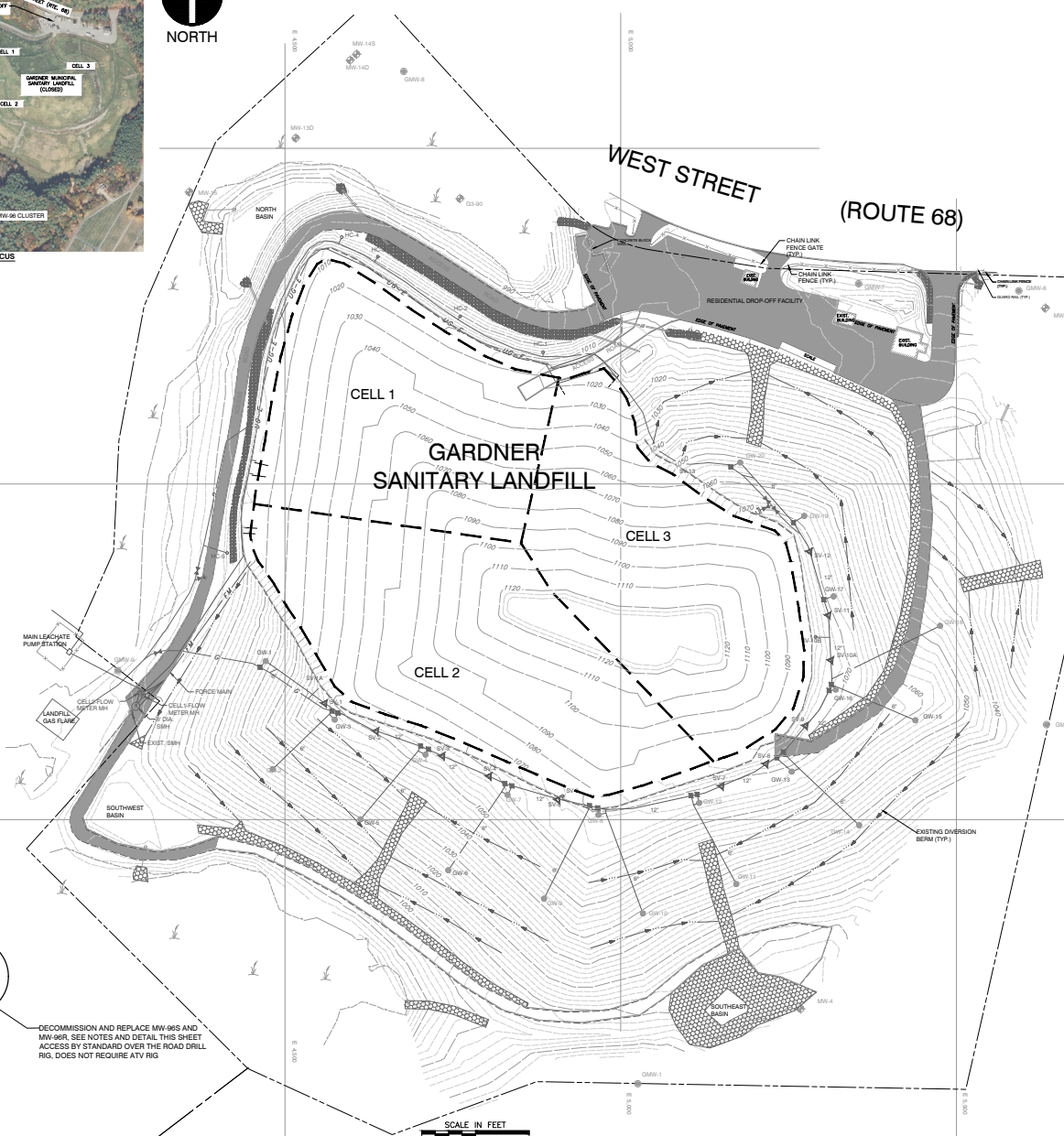
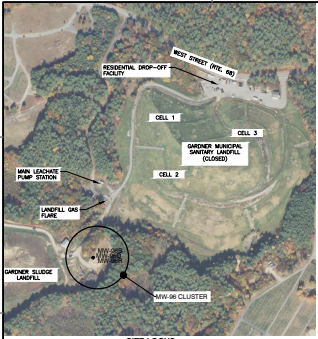
Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>The City of Gardner has been required to submit a corrective action plan and schedule with MassDEP as a result of erosion observed on the cap of the landfill. In particular, 3 letdown channels have significantly eroded, leading to improper drainage of surface water. The most recent groundwater monitoring has shown that contaminants in excess of reportable limits have impacted surface water in an abutting property.</p> <p>The corrective action plan also includes the replacement of 2 groundwater monitoring wells that have been damaged and are no longer able to be sampled. Sampling of these wells is a requirement of the landfill closure monitoring.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		186,537				
Infrastructure						
Study/Design		43,000				
Vehicle/Equipment						
Other						
TOTAL						

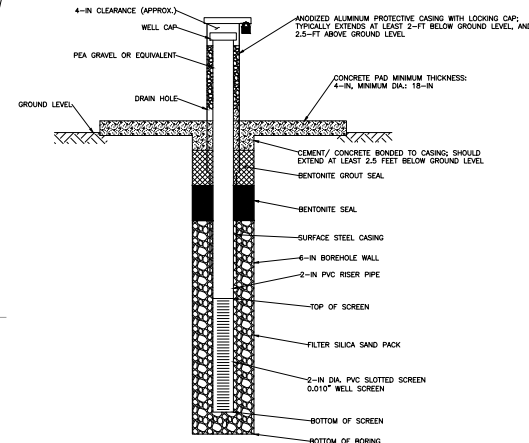
* If multiple categories for single project, include cost for each and for each FY as needed



- LEGEND:**
- GW-12 EXISTING GAS EXTRACTION WELL
 - HC-2 EXISTING LANDFILL GAS HEADER
 - EXISTING HORIZONTAL GAS COLLECTOR
 - EXISTING MAJOR CONTOUR
 - EXISTING MINOR CONTOUR
 - EXISTING DIVERSION BERM
 - EXISTING WELLHEAD CONTROL VALVE
 - EXISTING VALVE
 - EXISTING LEACHATE MANHOLE
 - COORDINATE GRID LINE
 - EXISTING RIP-RAP
 - EXISTING PROPERTY LINE
 - PERIMETER GAS MONITORING PROBE
 - EXISTING LANDFILL GAS PIPE AND SIZE
 - EXISTING GROUNDWATER MONITORING WELL
 - EXISTING PAVED ROAD
 - EXISTING GRAVEL ROAD

MONITORING WELL REPLACEMENTS			
LOCATION	GROUND ELEV.	WELL SCREEN	BOTT. OF BORING
MW-96R	982.22±	28.5' - 32.5' B.G.S.	32.5' B.G.S.
MW-96S	982.71±	1.0' - 12.0' B.G.S.	12.0' B.G.S.

ACCORDING TO BORING LOGS DATED 2/19/1997 AND 2/20/1997 COMPLETED BY CUSHING, GOINS & KIRSCHNER, INC. CONTRACTOR TO REFER TO BORING LOGS TO CONFIRM DEPTHS
B.G.S. = BELOW GROUND SURFACE



GROUNDWATER MONITORING WELL DETAIL
NOT TO SCALE

- NOTES**
- GROUNDWATER MONITORING WELLS SHALL BE INSTALLED IN ACCORDANCE WITH THE MASSACHUSETTS DEPARTMENT OF ENVIRONMENTAL PROTECTION (MADEP) STANDARD REFERENCES FOR MONITORING WELLS, OR OTHER STATE OR LOCAL REQUIREMENTS.
 - GROUNDWATER MONITORING WELLS MW-96R AND MW-96S SHALL BE DECOMMISSIONED IN ACCORDANCE WITH APPLICABLE REQUIREMENTS AND NEW WELLS SHALL BE INSTALLED TO THE SAME DEPTHS AS EXISTING. SEE BORING LOGS AS PROVIDED. A STANDARD OVER THE ROAD DRILL RIG CAN BE USED AS THE ACCESS IS ON EXISTING GRAVEL ROAD AND STAGING AREAS. ACCESS DOES NOT REQUIRE AN ATV DRILL RIG.
 - NEW GW WELLS SHALL BE LOCATED A MINIMUM OF 2 FEET HORIZONTALLY FROM EXISTING GW WELLS, BUT NOT MORE THAN 7 FEET HORIZONTALLY. CONTRACTOR TO REVIEW WITH ENGINEER AND OWNER PRIOR TO DRILLING.
 - PRIOR TO DRILLING, CONTRACTOR RESPONSIBLE FOR CONTACTING DISSEASE AND LOCATING ANY UNDERGROUND UTILITIES THAT MAY EXIST IN THE AREA.
 - BORING LOGS SHALL BE PROVIDED TO ENGINEER AND OWNER UPON COMPLETION, AND SUBMITTED TO MADEP AS REQUIRED.
 - NEW GROUNDWATER WELLS SHALL BE DEVELOPED AS PART OF THE DRILLER'S SCOPE OF WORK. CONTRACTOR TO COORDINATE WELL DEPTH CHECKS AND INITIAL SAMPLE PURGE WITH CEC PRIOR TO DEMOBILIZING FROM SITE.
 - CONTRACTOR TO PLACE 2 JERSEY BARRIERS IN FRONT OF NEWLY INSTALLED GW WELLS AT COMPLETION OF PROJECT TO PROTECT WELLS FROM DAMAGE.

REVISION RECORD	
NO.	DATE

31 Bellows Road
Raynham, MA 02767
Ph: 774.501.2176
www.ceehc.com

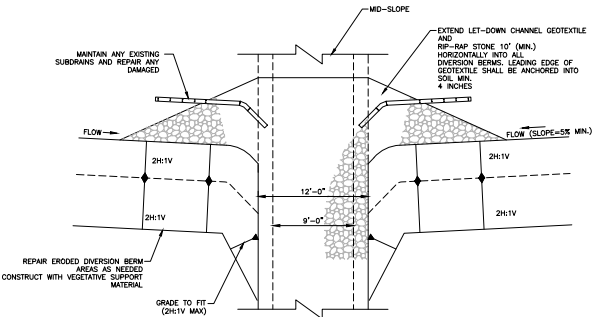


**GARDNER CLOSED SANITARY LANDFILL
GROUNDWATER MONITORING
WELL REPLACEMENT
CITY OF GARDNER, MA**

SITE PLAN	
GROUNDWATER MONITORING WELL REPLACEMENT	
DATE	SEPTEMBER 2024
DRAWN BY	BBM
CHECKED BY	PNL
PROJECT NO.	346-023
APPROVED BY	

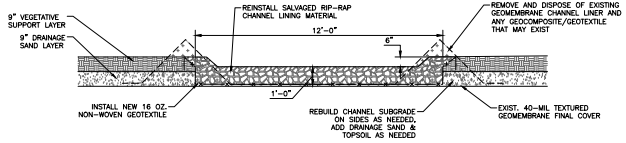
CONSTRUCTION SEQUENCE - LET DOWN CHANNEL REPAIRS

1. CONTRACTOR SHALL LAYOUT AREA OF REPAIR AND REVIEW WITH THE OWNER AND ENGINEER PRIOR TO COMMENCING WORK. CONTRACTOR SHALL EXERCISE CAUTION WHEN WORKING NEAR/FINAL COVER GEOSYNTHETICS OR TO THE LANDFILL GAS SYSTEM SHALL BE REPAIRED BY THE CONTRACTOR AT THEIR OWN EXPENSE.
2. REMOVE THE EXISTING RIPRAP IN THE LETDOWN CHANNEL AND STOCKPILE FOR REUSE. CAREFULLY REMOVE THE EXISTING VEGETATIVE SUPPORT SOIL ALONG THE EDGES OF THE LETDOWN CHANNEL AS NECESSARY AND STOCKPILE ON-SITE FOR RE-USE. AVOID MIXING OF THE VEGETATIVE SUPPORT SOIL WITH THE UNDERLYING DRAINAGE SAND.
3. CAREFULLY REMOVE THE EXISTING DRAINAGE SAND ALONG THE EDGES OF THE LETDOWN CHANNEL AS NECESSARY AND STOCKPILE ON-SITE FOR RE-USE. AVOID MIXING OF THE DRAINAGE SAND WITH THE OVERLYING VEGETATIVE SUPPORT SOIL. DRAINAGE SAND MUST BE REMOVED USING HAND TOOLS WITHIN 4 INCHES OF THE EXISTING FINAL COVER GEOMEMBRANE. CONTRACTOR SHALL BE RESPONSIBLE FOR EXERCISING EXTREME CARE DURING THIS PROCESS SO AS NOT TO DAMAGE THE EXISTING FINAL COVER GEOMEMBRANE.
4. REMOVE AND DISPOSE OF EXISTING GEOMEMBRANE CHANNEL LINER AND EXIST. CHANNEL GEOCOMPOSITE/GEOTEXTILE THAT MAY BE PRESENT.
5. REMOVE EXIST. CHANNEL SUBGRADE LOCATED BENEATH CHANNEL LINING MATERIAL AND REUSE TO REBUILD SIDES OF ERODED LETDOWN CHANNEL, OR STOCKPILE EXCESS CHANNEL SUBGRADE AT OWNER'S DESIGNATED ON-SITE STOCKPILE LOCATION.
6. THE VEGETATIVE SUPPORT SOIL AND DRAINAGE SAND SHALL MEET THE REQUIREMENTS OUTLINED BELOW:
 - 6.1. THE DRAINAGE SAND LAYER SHALL CONSIST OF SOIL WITH A MINIMUM PERMEABILITY OF 1×10^{-4} CM/SEC AND LESS THAN 10% PASSING THE #20 SIEVE.
 - 6.2. THE VEGETATIVE SUPPORT LAYER SHALL CONSIST OF SOIL WITH AN ORGANIC CONTENT NOT LESS THAN 8%, A pH BETWEEN 5.0 AND 7.0 AND CONSIST OF A 3-INCH MINUS SOIL.
7. REPAIR ANY DAMAGE TO EXISTING FINAL COVER GEOMEMBRANE USING APPROPRIATE EXTRUSION WELDING REPAIR METHODS WITH 40 MIL TEXTURED GEOMEMBRANE.
8. INSTALL 16 OZ. GEOTEXTILE TO LINE CHANNEL BOTTOM AND SIDES BEFORE PLACING RIPRAP.
9. REINSTALL SALVAGED RIPRAP, AND INSTALL ADDITIONAL OFFSITE SOURCE RIPRAP AS NEEDED TO MEET 12-INCH THICK DEPTH REQ'D.
10. REPLACE THE DRAINAGE SAND LAYER AND VEGETATIVE SUPPORT SOIL LAYER TO THE THICKNESS INDICATED ON THE EXISTING FINAL COVER SECTION DETAILS.
11. HYDROSEED ALL DISTURBED AREAS OR INSTALL SEED, FERTILIZER AND EROSION CONTROL MAT.



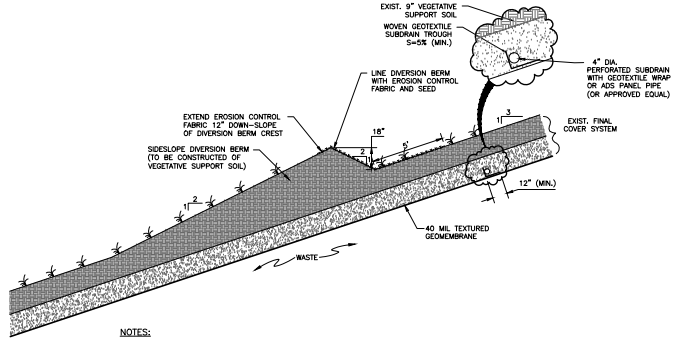
EXISTING LET DOWN CHANNEL CROSS-SECTION

SCALE: 1"= 3'



PROPOSED LET DOWN CHANNEL CROSS-SECTION

SCALE: 1"= 3'



DIVERSION BERM REPAIR DETAIL

SCALE: 1"= 4'

REVISION RECORD

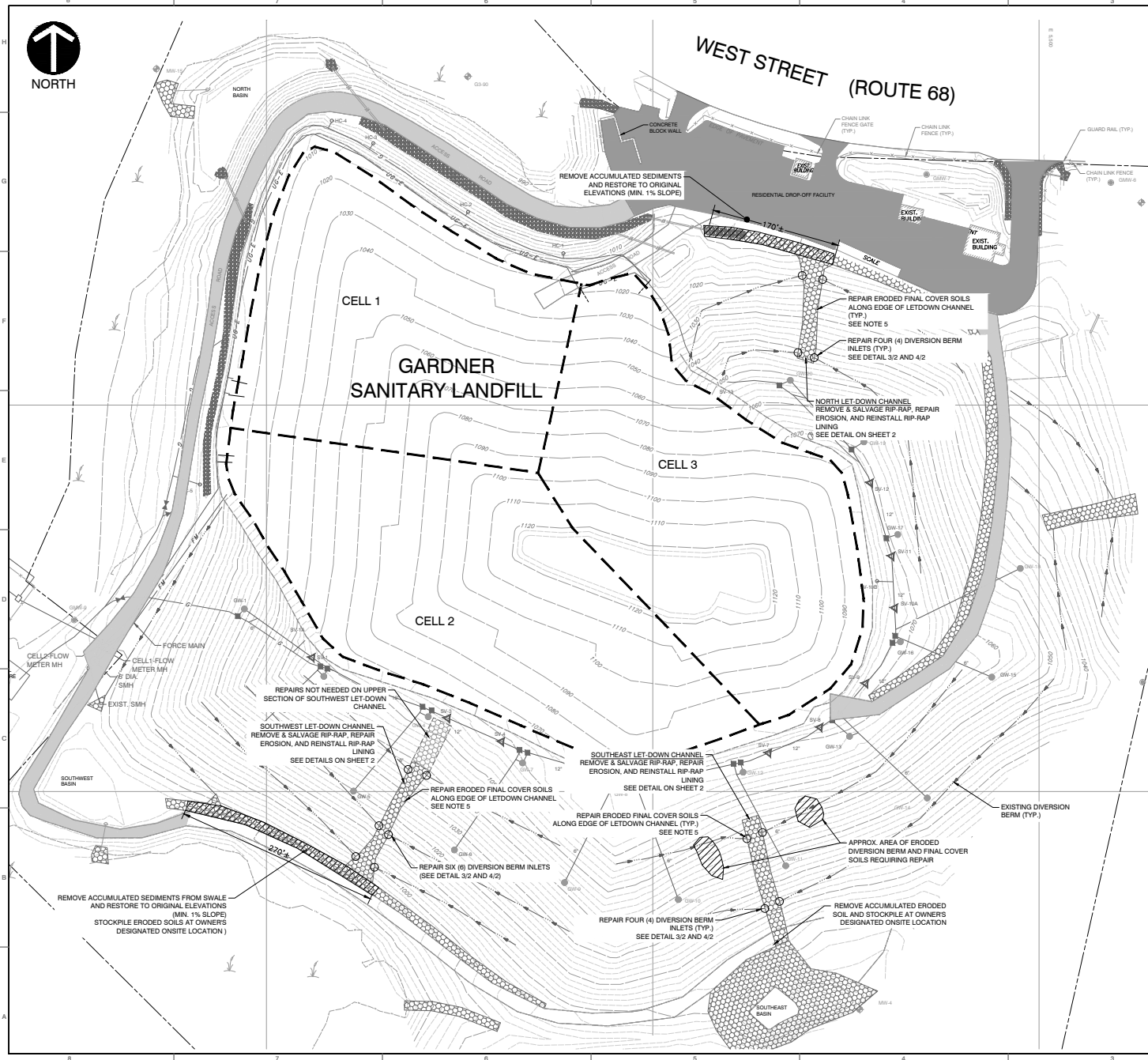
31 Bellows Road
Raynham, MA 02767
Ph: 774.501.2176
www.cedinc.com

CEC
Civil & Environmental
Consultants, Inc.


















**GARDNER CLOSED SANITARY LANDFILL
LET-DOWN CHANNEL REPAIRS**
CITY OF GARDNER, MA

DATE: SEPTEMBER 2024
DRAWN BY: [blank]
CHECKED BY: [blank]
PROJECT NO.: [blank]
APPROVED BY: [blank]

DRAWING NO. **2**
SHEET 2 OF 2



LEGEND

- | | | |
|---|----------|-------------------------------------|
|  | OW-12 | EXISTING GAS EXTRACTION WELL |
|  | MC-2 | EXISTING LANDFILL GAS HEADER |
|  | | EXISTING HORIZONTAL GAS COLLECTOR |
|  | | EXISTING MAJOR CONTOUR |
|  | | EXISTING MINOR CONTOUR |
|  | | EXISTING DIVERSION BERM |
|  | | EXISTING WELLHEAD CONTROL VALVE |
|  | | EXISTING VALVE |
|  | | EXISTING LEACHATE MANHOLE |
|  | N. 5,500 | COORDINATE GRID LINE |
|  | | EXISTING RIP-RAP |
|  | | EXISTING PROPERTY LINE |
|  | | PERMITTEE GAS MONITORING PROBE |
|  | | EXISTING LANDFILL GAS PIPE AND SIZE |
|  | | EXISTING GRUNDFOSS MONITORING WELL |
|  | | EXISTING PAVED ROAD |
|  | | EXISTING GRAVEL ROAD |

NOTES

1. EXISTING CONDITIONS AND SITE TOPOGRAPHY SHOWN ON THIS PLAN IS BASED ON HISTORICAL SITE DRAWINGS TO ILLUSTRATE THE GENERAL SCOPE OF WORK. EXISTING CONDITIONS MAY VARY FROM THE SHOWN CONDITIONS. THE CONTRACTOR SHALL NOTIFY THE OWNER AND ENGINEER IF CONDITIONS DIFFER SIGNIFICANTLY FROM PROPOSED CONDITIONS.
2. CONTRACTOR SHALL EXERCISE CAUTION WHEN WORKING NEAR THE EXISTING FINAL COVER/GEOMEMBRANE. DAMAGE CAUSED TO THE EXISTING GEOMEMBRANE SHALL BE REPORTED TO THE OWNER AND ENGINEER IMMEDIATELY, AND SHALL BE REPAIRED BY THE CONTRACTOR.
3. IDENTIFY ANY EXISTING LAWFUL GAS PIPES IN THE FINAL COVER SOLS NOT THEREON ON THIS PLAN. CONTRACTOR SHALL EXERCISE CAUTION WHEN WORKING TO EXPOSE AND REPAIR ANY LAWFUL GAS PIPING AND COMPONENTS. ANY DAMAGES SHALL BE REPAIRED BY THE CONTRACTOR.
4. STABILIZATION NOTES: THE CONTRACTOR SHALL ESTABLISH PERMANENT VEGETATION TO REHABILITATE THE EXPOSED SOILS. EROSION CONTROL MEASURES MAY BE REQUIRED DURING CONSTRUCTION TO MINIMIZE SOIL EROSION. THE CONTRACTOR SHALL MAINTAIN VEGETATION THROUGHOUT THE PROJECT.
5. CONTRACTOR SHALL REPAIR EROSION ALONG EDGES OF LECTURN CHANNEL, AS NEEDED AND SHALL REUSE EXISTING SOLS TO THE MAX. EXTENT POSSIBLE. OFFSITE IMPORTED DRAINAGE SAND AND VEGETATIVE SUPPORT SOLS SHALL MEET RZTS IN NOTE 1.

ITEM	GENERAL	GENERAL SCOPE OF WORK
1.1		MOBILIZATION/DEMOLITION
1.2		EROSION & SEDIMENTATION CONTROLS
1.3		HYDROLOGIC ALL DISTURBED AREAS
2.0	NORTH LET-DOWN CHANNEL	REPAIR & REBUILD EROSION LET-DOWN CHANNEL AND PAVING LINING
4.1		REPAIR & REBUILD EROSION LET-DOWN CHANNEL AND PAVING LINING
4.2		REPAIR FOUR (4) DIVERSION BELEM INLETS
4.3		REPAIR ACCUMULATED SEDIMENTS IN SWALES AND RESTORE SLOPE GRADES
4.4		REPAIR ACCUMULATED SEDIMENTS IN SWALES AND RESTORE SLOPE GRADES
3.0	SOUTHEAST LET-DOWN CHANNEL	REPAIR & REBUILD EROSION LET-DOWN CHANNEL AND PAVING LINING
4.1		REPAIR & REBUILD EROSION LET-DOWN CHANNEL AND PAVING LINING
4.2		REPAIR ONE (1) DIVERSION BELEM INLET
4.3		REPAIR ACCUMULATED SEDIMENTS AT THE SLOPE
4.4		REPAIR EROSION PAVED SIDEWALKS AS NEEDED
4.0	SOUTHWEST LET-DOWN CHANNEL REPAIRS	REPAIR & REBUILD EROSION LET-DOWN CHANNEL AND PAVING LINING
4.1		REPAIR ONE (1) DIVERSION BELEM INLET
4.2		REPAIR ACCUMULATED SEDIMENTS IN SWALES AND RESTORE SLOPE GRADES
4.3		REPAIR ACCUMULATED SEDIMENTS IN SWALES AND RESTORE SLOPE GRADES
4.4		REPAIR ACCUMULATED SEDIMENTS IN SWALES AND RESTORE SLOPE GRADES

NOTE: SEE BID FORM FOR ESTIMATED QUANTITIES AND BID ITEMS.

REVISION RECORD

[illegible]

331 Bellows Road
Raynham, MA 02767
Ph: 774.501.2176
www.cecinc.com

Civil & Environmental
Consultants, Inc.

**GARDNER CLOSED SANITARY LANDFILL
LET-DOWN CHANNEL REPAIRS**

**SITE PLAN
LET-DOWN CHANNEL REPAIRS**

DATE:	SEPTEMBER 2024	DRAWN BY:	SBM
MO. SCALE:	1" = 60'	CHECKED BY:	PMJ
PROJECT NO:		344-021	

DRAWING NO.:

1

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-059
PROJECT TITLE	
Transfer Station Facilities	
DEPARTMENT	
Health	
SUBMITTED BY	DATE SUBMITTED
Micah Blondeau	1/14/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	5+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Construction of a permanent transfer station office with electricity, internet, sanitary sewer, and potable water. The current facilities at the transfer station consist of 2 porta-potties, an insulated shed for the monitor's station, and an unheated trailer for an office/breakroom. There is no water service for handwashing available. Electricity is supplied to the attendants shed via a small generator, and heat is provided by a propane radiator in the monitor's shed. Transfer station staff are subject to the elements year round without adequate facilities. Attached is a preliminary quote for the installation of a modular office, equipped with a bathroom and a mini split hvac system.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		150,000	150,000			
Infrastructure		50,000	50,000			
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

Gardner Transfer Station ROM Proposal



Project Contact:

Name

Title: Director of Construction

Development and Solutions

Email: mwhite@triumphmodular.com

Mobile: 267-638-2365

12/17/2024

Micah Blondeau R.S.
Director of Public Health
City of Gardner MA
95 Pleasant Street Room 29
Gardner, MA 01440

Dear Micah,

Thank you for your interest in exploring a modular office space facility with Triumph Modular. The modular construction method enables a significant amount of construction, in some cases up to 80%, to be completed off-site concurrent with permitting and preparation of the site to accept your new building.

The result is less disruption to your campus and personnel, more assurance of schedule and cost, and greater speed to occupancy.

Please find attached ROM pricing on the options detailed.

Please do not hesitate to reach out if you have any questions.

Best,

Megan White
Director of Construction Development and Solutions
mwhite@triumphmodular.com
267-638-2356

Building Information:

- (1) 10'x44' modular office unit
- (1) Individual office space
- (1) Unisex restroom

Associated Costs:

- **Modular Building and Installation:** **\$329,800**
 - Building drawings – Architectural, Structural, MEP
 - Transport the modular unit from Littleton, MA to Gardner, MA
 - Foundation system – Dry stack block on below grade concrete piers
 - Set unit via track machine
 - Install interior and exterior seaming at mate lines, including skirting around the building perimeter
 - 1/8" VCT flooring throughout
 - 1/2" vinyl covered gypsum walls throughout
 - 4" vinyl cove base throughout
 - C-spray ceiling, finished ceiling height 8'-0" AFF
 - Smart panel exterior siding with smart trim
 - R-30 Floor insulation
 - R-19 Exterior wall insulation
 - R-48 Ceiling insulation
 - R-11 Interior wall insulation
 - 48"x24" Horizontal sliding windows with Low E insulated glass

Please understand that providing Rough Order of Magnitude pricing is a challenge as specifications, design, site conditions, and scopes of work are all loosely defined at best.

The risk therefore providing a budget that is too low, resulting in disappointment with the results of a formal bidding process, or one too high that might cast doubt about the viability of a project.

Code Classification:

- Number of Stories: One
- Occupancy: Construction Code
- Construction: VB

Triumph will provide the following:

Division 1 – General Conditions, Building Code and Permitting Clarifications

- Design engineering services for construction and building department submission
- Client to provide civil design plan with proposed building layout
- All required staffing and general requirements to responsibly manage and facilitate turnkey construction project
- Submission to local building department for building permit and certificate of occupancy following installation

Division 2 – Site Work, 3 – Concrete, 4 – Masonry, 5 – Metals, 6 – Wood & Plastic, 7 – Thermal Moisture Protection, including Delivery, Set Up and Construction Services, at installation

- Building foundation will be per approved PE drawings provided by Triumph, and approved by local authority
- Site preparation and removal of excess material for new modular building foundation system
- Trenching, installation, and backfilling for new utility services
- Triumph to provide (2) new utility conduits from existing utility pole. Transformer provided by others (if required)
- Transport the modular units to the site, including all over the road transportation permits and route survey (if required), escort cars and local police escort if required.
- Removal and disposal of shipping walls and materials from modular units, preparation for set up on foundation, furnish of rigging equipment to set modular units on foundation specified, level and bolt buildings together and make weather tight.
- Placement of modules is assumed to be by track machines
- Anchoring of the building according to licensed engineer stamped tie down plan (provided by Triumph)
- Furnishing and installation of skirting materials around building perimeter with appropriate access and ventilation as required.

Division 15 – Mechanical/ Plumbing

- (1) 2.5 ton heat pump with 10 KW
- (1) individual restroom
- (1) Utility closet with mop sink
- Instant flow water heater
- Water and sewer connections (Assumed to municipal utilities)

- HVAC connections

Division 16 – Electrical

- Assumed electrical service is adequate size to accommodate new load requirements
- Outlets, switches, interior and exterior lights to code
- Security system and cameras are by others.
- Card access, low voltage/ data wiring, patch panels are by others.
- Electrical connections (Assumed to municipal utilities)

Division 17 – Miscellaneous

- Proposal is based on non-union, non-prevailing wage rates unless specified otherwise
- Assumes all existing utilities are adequately sized to support additional load with no modifications or improvements required
- Furniture (desk, chairs, tables, etc.) for these units have NOT been included in the above pricing
- Marker boards and smart boards for these units have NOT been included in the above pricing
- Shut down of any existing systems or any associated fee(s) if applicable, by others
- Final clean will be considered “construction clean” and includes broom clean, vacuuming of floors, wiping down of wall surfaces and interior and exterior cleaning of windows
- Pricing does NOT include sales, use, personal or real property taxes if applicable
- Police site detail for traffic management during installation is NOT included
- Construction fencing/ site security fencing during construction is by others

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-060
PROJECT TITLE	
Central Office Building	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$5,000,000. Project would construct a new office building to house all of the Central Office Administration and Departments. This would include approximately 16 people making up the District Administration team and Special Education team. All of these people are currently housed in Elm Street School. Elm Street School was originally built as a high school in 1926. The buildings electrical, HVAC and utilities are mostly original to the building. The District offices are mainly on the second floor of the building. It is not the highest and best use of Elm Street School. A new efficient and modern building on the three school campus would be beneficial.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment					5,000,000	
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-061
PROJECT TITLE	
ESS Auditorium	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$100,000. This project will re-finish the floor and paint the walls and ceiling at ESS.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						100,000
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-062
PROJECT TITLE	
ESS Replace Bathroom Partitions	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$50,000. This project will replace original bathroom partitions throughout the buildings. Many of the partitions have been repaired past their useful life span.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities					50,000	
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-063
PROJECT TITLE	
ESS Roof	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$250,000. Project consists of the replacement and/or repair of the ESS roof. Project would have a consultant assess the roof at ESS as leaks continue to appear. Facilities patches the roof, but leaks continue.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			250,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-064
PROJECT TITLE	
ESS Standby Generator	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$250,000. This project will replace the generator at ESS. The current generator is past its expected useful life.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities					250,000	
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-065
PROJECT TITLE	
Facilities Garage Addition	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$500,000. Project would add on to the existing facilities garage. The current two bay garage is used to store various pieces of equipment such as tractors, mowers, paint machines, attachments, etc. The space is full and a lot of equipment is stored outside. An addition would allow all the equipment to be stored inside and out of the elements.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities				500,000		
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-066
PROJECT TITLE	
Facilities Pickup Truck	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	10

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$60,000. Project would purchase a new truck for the facilities department. A new truck will replace the 2012 GMC Sierra with over 100,000 miles on it. The newest truck in our fleet of four (4) is a 2021 Chevrolet Silverado.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment		60,000				
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-067
PROJECT TITLE	
GHS Auditorium Renovations	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$1,500,000. This will be the first Auditorium renovation project in the schools forty-eight (48) years of use. Project consists of new HVAC system, new electrical system, new lighting (stage and house), new sound system, new projection system and screen, removal of original drop ceiling, new ceiling structure with appropriate sound dampening system, new exit doors, painting throughout the auditorium, sound booth enhancements and equipment along with various additional tangential items. The goal is to have this completed by the end of 2025.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		1500000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-068
PROJECT TITLE	
GHS C-Wing (locker rooms) renovations	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$2,000,000. This project will take a holistic look at the C-wing of GHS (Gym and Cafeteria). In particular, the boys and girls locker rooms and associated rooms/offices. In both locker rooms, the showers are not utilized and the original lockers are well beyond their useful life. The weight room is undersized. The tile work is failing after 50 years of use and abuse. The project would re-make the aforementioned areas into modern usable locker rooms, weight rooms and offices.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			2,000,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-069
PROJECT TITLE	
GHS Replace Exit / Emergency Lighting	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$150,000. This project will replace original EXIT signage and emergency lighting. A lot of the EXIT signage at GHS is not code compliant, but is grandfathered in as it is not illuminated. The emergency lighting is mostly original to the building and is need of updating and replacement.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		150,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-070
PROJECT TITLE	
GHS Interior Painting	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$150,000. This project will paint all interior walls at GHS. While some walls are painted each year, many of the walls have not been re-painted in excess of 15 years.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities				150,000		
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM
FY2026 – FY2030

PROJECT ID (by Committee)	26-071
PROJECT TITLE	
GHS Landscaping	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$50,000. This project will replace the existing landscaping of mostly ewe bushes. First impressions are important and the first impression of the landscaping around the City's premier educational facility is lacking. Many of the bushes are damaged, dying or missing. A new low-maintenance landscape design would not only be appealing, but would also assist in time it takes to maintain the area.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities				50,000		
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-072
PROJECT TITLE	
GHS re-key building	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$40,000. This project will re-key the entire building and create a new key hierarchy. Over the past 50 years, keys have come and gone and have been added and deleted.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities					40,000	
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-073
PROJECT TITLE	
GHS Replace Bathroom Partitions	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$50,000. This project will replace original bathroom partitions throughout the buildings. Many of the partitions have been repaired past their useful life span.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities				50,000		
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-074
PROJECT TITLE	
GHS Replace Service Equipment	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$800,000. This project will replace original service equipment throughout the building. The Auditorium project replaced a dangerous and original piece of service equipment which serves the electrical needs of a portion of the buildings. Replacement of the remaining equipment is necessary. The reason this is listed as a low priority is that an engineering firm would need to be consulted to evaluate the existing equipment and make recommendations for replacement equipment. This would push the timing of the project out past two years.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure				800,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-075
PROJECT TITLE	
GHS Stair Tread Replacement	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$80,000. Project would replace stair treads throughout GHS. The original stair treads (49 years old) are worn and/or missing in many areas.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities				80,000		
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-076
PROJECT TITLE	
GHS Standby Generator	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$250,000. This project will replace the original 49 year old generator. The current generators size will only run a portion of the building during an electrical outage. A new appropriately sized generator will ensure essential functions like lighting, heating, security systems and communication networks will continue to operate during an outage. Most of the aforementioned electrical needs (i.e. security, communication) were not in existence at the time of construction.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			250,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-077
PROJECT TITLE	
GHS to GMS Fiber Underground	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$40,000. Project would replace the overhead lines that currently carry the fiber with underground conduit. The current lines are currently strung on self-installed telephone poles at a less than optimal height.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure				40,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-078
PROJECT TITLE	
GMS Domestic Hot Water Tank	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$50,000. Project would replace the original domestic hot water tank which is original to the building. The tank is showing signs of age and components are beginning to fail
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			50,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-079
PROJECT TITLE	
GMS Electronic Sign	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input checked="" type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$40,000. Project would replace the original movable letter sign near the entrance to GMS. This would align with the electronic signs at GHS and GES and allow for important information to be displayed to all visitors.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure						
Study/Design						
Vehicle/Equipment						40,000
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM
FY2026 – FY2030

PROJECT ID (by Committee)	26-080
PROJECT TITLE	
GMS Road Improvements	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	15

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$500,000. Project consists of reclamation and re-paving of road, restoration/replacement of curbing of approximately 2,200 linear feet of two-lane road. Project would start at the intersection of the GMS roadway and Catherine Street and include the perimeter roadway at GMS. The goal is to have this completed by the end of 2025.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		500,000	500,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL		500,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM
FY2026 – FY2030

PROJECT ID (by Committee)	26-081
PROJECT TITLE	
GMS Roof	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost share with MSBA \$300,000+. Project consists of the complete replacement of the GMS roof. Project would include costs associated with OPM, Design and construction. The goal is to have this completed by the end of 2027.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			300,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-082
PROJECT TITLE	
GMS Rooftop Condensers	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Estimated cost \$100,000. Project would replace the original rooftop condensers at the same time as the GMS roof project. Condensers are original to the construction of the building. The goal is to have this completed by the end of 2027.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			100,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-083
PROJECT TITLE	
GMS Unit Ventilator Controller	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	12/17/24



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$500,000. Project would replace the original controllers for the unit ventilators in each room at GMS. The current controllers are twenty-seven (27) years old, not supported or manufactured any longer and are beginning to fail.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities			500,000			
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-084
PROJECT TITLE	
GHS Elevator Renovations	
DEPARTMENT	
School	
SUBMITTED BY	DATE SUBMITTED
School	3/27/24



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Estimated cost \$150,000. There is only one elevator at GHS and it is original to the building. A recent inspection noted that the elevator was "tired" and many portions of the elevator were past their life expectancy. The project would entail the updating of the GHS elevator to include the motor, cables, cab interior, cab floor and all aspects and devices of the elevator cab and equipment. It would also bring portions of the elevator into ADA compliance (call button positioning).</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		150,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL						

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-085
PROJECT TITLE	
1 Ton Pickup Truck	
DEPARTMENT	
Sewer (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
1 Ton pickup truck for work & snow removal related to Sewer Dept.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$100,000				
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$100,000	\$100,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-086
PROJECT TITLE	
Collection System Improvements	
DEPARTMENT	
Sewer (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the relining of aging sewer lines and the repair of deteriorating sewer manholes. These improvements are essential to maintaining the integrity of the wastewater collection system, preventing inflow and infiltration, and reducing the risk of costly emergency repairs. By proactively addressing these infrastructure needs, we can extend the service life of existing assets, enhance system performance, and ensure continued compliance with environmental and public health standards.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$500,000	\$500,000	\$250,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$1,250,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-087
PROJECT TITLE	
Pump Station Upgrades	
DEPARTMENT	
Sewer (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Summit Street Sewer Pump Station and Racette Avenue Pump Station have reached the end of their useful lives. Summit Street will need to be replaced and upgraded in order to support increased flows from Ashburnham. Racette will be replaced in kind.</p> <p>For FY2026 the DPW submitted Summit Street Pump Station as a candidate for a Congressionally Directed Spending Grant. We anticipate hearing back on the award status in late 2026.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$1,000,000				
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$1,000,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-088
PROJECT TITLE	
Sludge Landfill Expansion / Hauling	
DEPARTMENT	
Sewer (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input checked="" type="checkbox"/> Emergency <i>Immediate Need</i>	<input type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>Pending State-level regulatory approval this money would fund the construction of an expansion to the existing landfill as well as appurtenant infrastructure in the area. The current landfill is expected to be at capacity in 2027. If approval is not granted for the sludge landfill expansion third party hauling of the sludge will be required.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure			\$7,000,000			
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$7,000,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-089
PROJECT TITLE	
Wastewater Treatment Plant Upgrade	
DEPARTMENT	
Sewer (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>The Wastewater Treatment Plant in it's current configuration was built in 1986. Major repairs and upgrades to meet modern wastewater regulations were completed in 2014 and 2018. This project will be the next phase of those repairs and upgrades. This work will primarily be focused on the clarifier sweep mechanisms and structural coatings to the primary, intermediate & final clarifier tanks.</p> <p>This work will utilize the EPA Clean Water Trust.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$5,000,000	\$5,000,000			
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$10,000,000	\$5,000,000	\$5,000,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-090
PROJECT TITLE	
1 Ton Pickup Truck	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
1 Ton pickup truck for work & snow removal related to Water Dept.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$100,000				
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$100,000	\$100,000				

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-091
PROJECT TITLE	
CLWTF PLC Replacement	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the replacement of the programmable logic controllers (PLCs) at the Water Treatment Facility. The existing PLCs are nearing the end of their service life and pose a risk to reliable plant operations. Upgrading to modern PLC systems will enhance operational control, improve system reliability, and reduce the likelihood of unplanned downtime. This investment is essential for maintaining compliance, optimizing performance, and supporting the long-term resiliency of the facility.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$250,000				
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$250,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-092
PROJECT TITLE	
CLWTF Roof Replacement	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the replacement of the aging asphalt roof at the Crystal Lake Water Treatment Facility. The existing roof has exceeded its expected service life and shows signs of deterioration that could lead to leaks and structural damage. Replacing the roof now will protect critical treatment infrastructure, prevent costly water damage, and extend the overall longevity of the facility.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$150,000				
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$150,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-093
PROJECT TITLE	
Dam Repairs	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for critical repairs to the dam at Perley Brook. These repairs are necessary to address structural deficiencies, ensure regulatory compliance, and protect downstream properties and infrastructure. Investing in the dam's integrity now will reduce the risk of future failures, enhance public safety, and provide long-term stability.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure			\$1,000,000			
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$1,000,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-094
PROJECT TITLE	
Elevated Water Tank Interior Repairs	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the interior cleaning and relining of the elevated water storage tank. The tank's protective interior coating has deteriorated over time, increasing the risk of corrosion and potential water quality issues. Cleaning and relining the tank will restore its structural integrity, extend its service life, and ensure continued compliance with public health and safety standards. This proactive maintenance is essential for preserving the reliability of the drinking water system.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		\$650,000				
Infrastructure						
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$650,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-095
PROJECT TITLE	
Treatment Facility Upgrades	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
This capital improvement project request covers a number of items at two locations. Both Crystal Lake Water Treatment Facility and Snake Pond Water Treatment Facility have multiple assets (pumps, tanks, HVAC etc.) that are reaching the end of their useful life.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$100,000	\$200,000	\$200,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$500,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-096
PROJECT TITLE	
Perley Brook Pump Station Replacement	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	25+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the replacement of the Perley Brook Pump Station, which plays a critical role in transferring water from the Perley Brook Reservoir to Crystal Lake to maintain appropriate water levels for drinking water production. The existing pump station is aging and increasingly unreliable, posing a risk to the consistent supply of raw water to the treatment facility.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure				\$600,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$600,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-097
PROJECT TITLE	
Water Main Replacement	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	50+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the replacement of aging water mains throughout the distribution system. Many of these mains are undersized, prone to breaks, or nearing the end of their useful life, posing risks to water quality, service reliability and roadway damage. Design work has already been completed for many of the proposed replacement locations, allowing the project to move forward efficiently.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure			\$5,000,000	\$6,000,000		
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$11,000,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-098
PROJECT TITLE	
Water Meter Replacement	
DEPARTMENT	
Water (Enterprise)	
SUBMITTED BY	DATE SUBMITTED
Dane E Arnold	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	20+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This capital expense request is for the replacement of outdated municipal water meters. Upgrading to modern, more accurate meters will improve billing efficiency, reduce water loss through more precise usage tracking, and enhance customer service. The new meters will also support long-term operational savings and provide the data needed for proactive system management and future planning.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		\$1,000,000	\$1,000,000			
Study/Design						
Vehicle/Equipment						
Other						
TOTAL	\$2,000,000					

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-099
PROJECT TITLE	
Downtown Infrastructure Improvements	
DEPARTMENT	
Community Development & Planning	
SUBMITTED BY	DATE SUBMITTED
Jason Stevens	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Funds supporting the critical infrastructure within the downtown area's various phases of improvements to enhance safety, accessibility, and economic vitality, address aging and deteriorating infrastructure by upgrading key elements such as roadways, sidewalks, lighting, drainage, and other public realm features.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		575,000	275,000			
Study/Design		25,000	25,000			
Vehicle/Equipment						
Other						
TOTAL	900,000	600,000	300,000			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-100
PROJECT TITLE	
Outdoor Pool Expansion/Pavilion/Facilities	
DEPARTMENT	
Community Development & Planning	
SUBMITTED BY	DATE SUBMITTED
Jason Stevens	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input checked="" type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input checked="" type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This includes the following:</p> <p>Remaining upgrades needed for Greenwood Pool administration and storage buildings.</p> <p>Planning & construction for the new pavilion on the site of the pre-existing indoor pool and other needed facilities.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities		7,500	7,500			
Infrastructure		1,500,000	4,515,000			
Study/Design		50,000				
Vehicle/Equipment		10,000	10,000			
Other						
TOTAL	6,100,000	1,567,500	4,532,500			

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-101
PROJECT TITLE	
North Pathway Connector Nature & Bike Path	
DEPARTMENT	
Community Development & Planning	
SUBMITTED BY	DATE SUBMITTED
Jason Stevens	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
<p>This includes the following: Planning & construction for remaining sections for the North Central Pathway Connector along the pre-existing footpath including safety features like railings, a necessary culvert for stream crossing, full paving of path, etc.</p>
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		1,950,000	1,950,000	1,200,000		
Study/Design		50,000	50,000			
Vehicle/Equipment						
Other						
TOTAL	5,200,000	2,000,000	2,000,000	1,200,000		

* If multiple categories for single project, include cost for each and for each FY as needed

CITY OF GARDNER CAPITAL IMPROVEMENT PROJECT REQUEST FORM

FY2026 – FY2030

PROJECT ID (by Committee)	26-102
PROJECT TITLE	
Selective Demolition	
DEPARTMENT	
Community Development & Planning	
SUBMITTED BY	DATE SUBMITTED
Jason Stevens	4/15/2025



Insert Picture if available/applicable

CATEGORY	<input type="checkbox"/> Facilities	<input checked="" type="checkbox"/> Infrastructure	<input checked="" type="checkbox"/> Study/Design	<input type="checkbox"/> Vehicle/Equipment	<input type="checkbox"/> Other
PRIORITY	<input type="checkbox"/> Emergency <i>Immediate Need</i>	<input checked="" type="checkbox"/> High <i>Needed in next 2 years</i>	<input type="checkbox"/> Low <i>Needed in 2-5 years</i>	USEFUL LIFE (YRS)	30+

PROJECT DESCRIPTION
Please describe the project. Explain priority and justification for the project.
Funds supporting the selective demolition of vacant, deteriorated, and unsafe structures that have been officially identified as contributing to conditions of slum and blight in the city.
Provide additional sheets as necessary

Category*	Five Year Total	Estimated Cost by Fiscal Year				
		FY 2026	FY 2027	FY 2028	FY 2029	FY 2030
Facilities						
Infrastructure		550,000	550,000			
Study/Design		50,000	50,000			
Vehicle/Equipment						
Other						
TOTAL	1,200,000	600,000	600,000			

* If multiple categories for single project, include cost for each and for each FY as needed



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Measure Authorizing the Payment of a Prior Year Salary Expenditure for the Gardner Conservation Commission

Dear Mr. President and Councilors,

When a new member of the Conservation Commission was appointed last year, the paperwork for that commissioner's pay did not go through the proper process, making it so that commissioner did not receive the compensation they were owed.

This authorization would pay that commissioner for the time they were on the commission in the previous fiscal year to correct that. Payments for the current fiscal year are being made through the funds appropriated in the FY25 budget.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AUTHORIZING PAYMENT OF PRIOR YEAR SALARY EXPENDITURE

ORDERED: To authorize payment of prior year CONSERVATION Board & Comm
salary expenditure account for prior year, as follows:

FY2024	CONSERVATION SAL ACCT	\$187.50
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City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 23, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Transferring \$251,000.00 from Various Fire Department Operating Expense Accounts to Fire Department Salary and Wages- Over Time

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached transfer request is being submitted to cover portions of the overages in the Fire Department Overtime Account with funds they had available in their expense line items.

As you are aware, transferring funds between salary and expense line items requires City Council approval before the funds can be transferred.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FOR FIRE/AMBO DEPT FROM
OPERATING EXPENDITURES TO SALARIES & WAGES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Two Hundred
Fifty-One Thousand Dollars and No Cents (\$251,000.00) Fire/Ambo Dept from
Operating Expenditures to Salaries & Wages:

FIRE DEPT OT SALARY EXPENSE

\$251,000



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$40,000.00 from Free Cash to S. Graves v. City et Al. Lawsuit Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the overages in the outside counsel costs associated with the lawsuit filed by Attorney Scott J. Graves against the City.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE MAYOR'S
UNCLASSIFIED – S. GRAVES VS CITY LAWSUIT EXPENSE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Forty Thousand Dollars and No Cents (\$40,000.00) from Free Cash to the Mayor's Unclassified – S. Graves vs City Lawsuit Expense Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$31,502.00 from Free Cash to the City's Special Education Stabilization Account

Dear Mr. President and Councilors,

At the City Council meeting held on May 20, 2024, the Council voted to approve the Administration's recommendation to create a new special purpose stabilization account to assist with the costs associated with School Department Special Education Services and Transportation.

Following this vote, the Administration amended the internal Executive Branch Financial Policies to state that the Mayor shall annually (fiscal year) submit an order to the City Council to appropriate a sum equivalent to one percent (1%) of certified free cash into each of the City's special purpose stabilization accounts.

This order is being put forward in accordance with that policy for the Special Education Special Purpose Stabilization Account.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE SPECIAL
EDUCATION STABILIZATION ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty-One Thousand Five
Hundred Two Dollars and No Cents (\$31,502.00) from Free Cash to the Special
Education Stabilization Account.

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

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$31,502.00 from Free Cash to the City's Vehicle Stabilization Account

Dear Mr. President and Councilors,

At the City Council meeting held on November 19, 2019, the Council voted to approve the Administration's recommendation to create a new special purpose stabilization account to assist with the costs associated with the purchase of vehicles for the City's fleet.

There was a withdrawal of \$200,000.00 from the account on October 2, 2023, that was put toward the downpayment on the City's new ladder truck that has been ordered.

Following this vote, the Administration amended the internal Executive Branch Financial Policies to state that the Mayor shall annually (fiscal year) submit an order to the City Council to appropriate a sum equivalent to one percent (1%) of certified free cash into each of the City's special purpose stabilization accounts.

This order is being put forward in accordance with that policy for the Vehicle Special Purpose Stabilization Account.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE SPECIAL
PURPOSE STABILIZATION VEHICLE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty-One Thousand Five
Hundred Two Dollars and No Cents (\$31,502.00) from Free Cash to the Special Purpose
Stabilization Vehicle Account.

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

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$350,000.00 from Free Cash to the City's Capital Projects
Stabilization Account

Dear Mr. President and Councilors,

At the City Council meeting held on May 20, 2024, the Council voted to approve the Administration's recommendation to create a new special purpose stabilization account to create an additional funding source to help work toward the back log of capital improvement projects that the City has been working toward.

Following this vote, the Administration amended the internal Executive Branch Financial Policies to state that the Mayor shall annually (fiscal year) submit an order to the City Council to appropriate a sum equivalent to one percent (1%) of certified free cash into each of the City's special purpose stabilization accounts.

This order is being put forward in accordance with that policy for the Capital Projects Special Purpose Stabilization Account.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE SPECIAL
PURPOSE STABILIZATION CAPITAL PROJECT ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty-One Thousand Five
Hundred Two Dollars and No Cents (\$31,502.00) from Free Cash to the Special Purpose
Stabilization Capital Project Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$350,000.00 from Free Cash to the Employee Benefits Health Insurance Cost Account

Dear Mr. President and Councilors,

At the October 7, 2024, meeting of the City Council, I notified the Council that the health insurance rates for the City's plan with Blue Cross Blue Shield had increased by twenty percent (20%).

During this time, I noted that since the City's Health Insurance Plan is a split with seventy-five percent (75%) being paid by the City and twenty-five percent (25%) being paid from payroll deductions, that there would likely need to be an appropriation request to cover the overages in the City's budgeted health care cost account that pays the City's portion of these costs.

This appropriation request is being put forward to cover the overages in that account for the remainder of the fiscal year.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO HEALTH
INSURANCE COST.

ORDERED:

That there be and is hereby appropriated the sum of Three Hundred Fifty
Thousand Dollars and No Cents (\$350,000.00) from Free Cash to Health Insurance Cost.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$130,000.00 from Free Cash to the City's General Stabilization Account

Dear Mr. President and Councilors,

With the end of the fiscal year approaching, I am putting forward this appropriation request to deposit the remaining amount of free cash that we have left into the City's stabilization account.

While we have deposited more into the City's stabilization account during the last five (5) years than we have in previous years, I still believe it to be prudent to build up our financial reserves to be able to further protect the City from any financial concerns that may arise in the future due to economic inflationary trends.

An appropriation of fifteen percent (15%) of certified free cash was already approved by the City Council this fiscal year at the meeting of November 18, 2024. This appropriation request would be above and beyond that amount.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO STABILIZATION TRUST.

ORDERED:

That there be and is hereby appropriated the sum of One Hundred Thirty Thousand Dollars and No Cents (\$130,000.00) from Free Cash to Stabilization Trust.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$105,825.00 from Free Cash to the Department of Public Works
Road Resurfacing Account

Dear Mr. President and Councilors,

As the Administration is working to create this year's paving list, I am hereby requesting an additional appropriation be put forward to allow for increased paving to be done in this calendar year.

Traditionally, over the last several years, I have submitted appropriation requests equivalent to fifteen percent (15%) of certified free cash for road resurfacing, an amount above the ten percent (10%) that is listed in the Administration's Executive Branch Financial Policies. However, to be conservative in spending due to the unknowns at the time from the increase in Health Insurance Costs, the appropriation request that was put forward earlier this fiscal year was only for the ten percent (10%). This appropriation request will continue the trend that the City has done over the past five (5) years of a higher investment in our infrastructure.

We are also still awaiting final action from the Commonwealth on the Chapter 90 bill that is pending before the legislature.

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 One Hundred Five Thousand
Eight Hundred Twenty-Five Dollars and No Cents (\$105,825.00) from Free Cash to
Department of Public Works Dept. – Road Resurfacing Expense Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Measure Creating a Revolving Account for Youth Center Services, under the provisions of Chapter 44, Sec. 53 E ½ of the General Laws of the Commonwealth, for which the balance shall not exceed \$100,000.00

Dear Mr. President and Councilors,

The Gardner Club House of the Boys and Girls Club has recently announced that they will not be affiliated with the Boys and Girls Club Organization effective July 1, 2025, following mutual agreement with the Advisory Board of the Gardner Club House and the Boys and Girls Club of Fitchburg and Leominster.

In order to continue after school services for our students in grades 6 through 12, the City will be adding an additional teen center service at the location the Boys and Girls Club had previously been occupying at the Elm Street School Building.

In order for these services to run, the City would need to create a revolving account, in the same manner that the after school program for students in grades 1 through 5 currently operates.

I believe that this is a great opportunity for our students in the City and provides a service where there is currently a gap in after school opportunities for our youth.

I would like to thank Representative Zlotnik, President Tyros, and Councilor Kazinskas for all of the collaborative work they have done to establish this new service for our City.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

YOUTH CENTER DEPARTMENT
REVOLVING FUND M.G.L. CH.44, S.53E½

VOTED: To authorize and direct the City Treasurer to establish a revolving fund in accordance with M.G.L. Chapter 44, section 53E½ for salaries and expenses for the City of Youth Center Department.

Monies received from camp fees and donations shall be credited to this fund. As per M.G.L., interest earned on this fund shall be treated as general fund revenue.

The Youth Center Department is authorized to expend from this fund and is limited to a total amount not to exceed any available balance or one hundred thousand dollars (\$100,000.00), whichever is less.

The Youth Center Department shall report annually to the Mayor and City Council the total amount of receipts and expenditures for the prior fiscal year and for the current fiscal year through December 31st, along with any other information that City Council may by vote require.

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



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 27, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$50,000.00 from Free Cash to Youth Center Services Account

Dear Mr. President and Councilors,

The Gardner Club House of the Boys and Girls Club has recently announced that they will not be affiliated with the Boys and Girls Club Organization effective July 1, 2025, following mutual agreement with the Advisory Board of the Gardner Club House and the Boys and Girls Club of Fitchburg and Leominster.

In order to continue after school services for our students in grades 6 through 12, the City will be adding an additional teen center service at the location the Boys and Girls Club had previously been occupying at the Elm Street School Building.

As a way to begin funding for this program, I am submitting the attached appropriation request to ensure that there is a seamless transition between the City's new Youth Center Program and the services previously provided by the Boys and Girls Club.

The House of Representatives has approved an earmark request submitted by Representative Zlotnik for \$100,000.00 to support this program. This request is being submitted fund operations in the interim as we await final action of the State's budget, but also to help launch the initial year of the program.

I would like to thank Representative Zlotnik, President Tyros, and Councilor Kazinskas for all of the collaborative work they have done to establish this new service for our City.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO YOUTH CENTERS
SERVICES GIFT ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Fifty Thousand Dollars and
No Cents (\$50,000.00) from Free Cash to Youth Centers Services Gift Account.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 20, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Order Appropriating \$3,000.00 from Free Cash to Historical Commission Professional Services Account

Dear Mr. President and Councilors,

The Gardner Historical Commission has done a lot of work recently to revive their services and bolster their archives in the City.

As a means to help assist in these efforts, as well as prepare the commission for their eventual move into the new Community Center located at the former Waterford Street School Building, the administration is putting forward this appropriation request forward.

While the Administration was unable to accommodate the full budget request that the commission had submitted, this is being done to start the work they are looking to undertake in a phased-out manner. It is the hope of the Administration to provide additional funding to the Commission for items later on, once this initial work is done and completed.

In the meantime, I will be speaking with the members of the Commission to come up with a more long term plan for their operations in the City.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO HISTORICAL
COMMISSION PROFESSIONAL SERVICES - RESTORATION.

ORDERED:

That there be and is hereby appropriated the sum of Three Thousand Dollars and
No Cents (\$3,000.00) from Free Cash to the Historical Commission Professional Services
- Restoration.

HISTORICAL COMMISSION

CHARLES M. LaHAYE, Chairman
 HISTORICAL COMMISSION
 City Hall, Room 214
 95 Pleasant Street, Gardner, MA
 Telephone: _____

BUDGET HIGHLIGHTS

1. Membership in the American Association of State and Local History.
2. Preserving the Old Burying Ground through gravestone restoration.
3. Implementation of an Archival/Artifact Inventory Database.
4. Acquiring Archival and preservation materials and supplies.

Department Salaries & Wages – 0% of Dept Budget

1. There are no salaries and wages.

Department Operations – 100% of Dept Budget

1. **Main reasons for operational costs**
 - Restoration and repair to damaged historic gravestones in the City's oldest cemetery, the Old Burying Ground.
 - Information Technology/specialized software.
 - Professional Association membership.
 - Archival preservation materials and office supplies.
2. **If there are any increases in operational expenses, what are the drivers of those increases?**
 - For too many years, the City has not been committed to the care and preservation of its oldest cemetery, the Old Burying Ground, and the condition of its gravestones and monuments which have deteriorated to a point where dozens of gravestones, commemorating many of the Town's founders, have been all but abandoned.
3. **Do you anticipate any new expenses coming up in the coming fiscal year (July 2024-June 2025) that will be reflected in this operating budget? If so, what are they?**
 - Please refer to No. 2, above.
4. **Trends you've seen over the last couple of years – what seems to traditionally always be underfunded over the last few fiscal years?**
 - Cemetery gravestone maintenance upkeep and repairs.

Budget Directive Response

Department Request:

The “Wish List” as we have called it in the past. This is what your department would look like and be funded at in an ideal world where money limitations were not the issue. This includes both staffing levels and expenses. Make this the kitchen sink, but explain why you’ve included what you include and why it would be beneficial to both your department and the City as a whole if this were to be what goes forward to the City Council.

1. American Association for State and Local History (AASLH) Membership

Membership in AASLH (\$98.00 annually) affords the Commission discounts on products and services, such as 20% reduction in annual fees for PastPerfect® software, professional development webinars, online courses, publications, as well as historical resources such as online access to the *Encyclopedia of Local History*. The Institutional membership allows Commission members and volunteers to the membership account, allowing access to most membership benefits.

2. Gravestone Repair and Restoration

From *Historic Gardner, A Bicenquasguigenary Publication* by Tom Malloy: “*The Old Burying Ground contains 612 grave markers. The earliest date found in the cemetery is 1780 and the most recent is 1974. In the cemetery can be found stones with the names of 26 of the men who signed the petition which led to the incorporation of Gardner. Also found are the names of early settlers who served in the Revolutionary War. The burial stones themselves speak most eloquently of the early settlers buried there. Slate stones, with carvings, prose and verse still legible, show little signs of the time that has passed—each standing as a reminder of the sturdy men and women who founded our city.*”

The Historical Commission is committed to preserving our cemeteries because saving cemeteries is the preservation of history, of diverse, creative, and very personal histories. History is lost every day and the destruction of tombstones becomes the destruction of history. While cemetery desecration remains an issue, far more concerning are the effects of severe weather and human indifference. Trees, while beautiful providers of shade, often fall or drop large limbs in cemeteries experiencing severe weather. Without any intervention by the City, these trees and branches will continue to fall and damage memorial stones. With or without human intervention, cemeteries can still be negatively impacted.

Attached are recent photographs of the conditions of many of the gravestones in the Old Burying Ground.

3. Archival Database Software

The Commission proposes the procurement of PastPerfect software, currently utilized by The Gardner Museum, Inc., for archive collection management. As the Commission begins to develop an inventory of the City's historical records and artifacts, as well as its older permanent public records, the implementation of an efficient database is critical.

From the PastPerfect website:

- a. **PastPerfect Web Edition** is a cloud-based software solution for organizations looking for a hosted collection and contact management software in one package. Work from your desk, inside a gallery, at an offsite storage location, or anywhere that has internet access using your computer or tablet. With PastPerfect Web Edition, you pay a low annual fee for the hosting of your data and images, based on the number of users and the amount of storage space needed. All maintenance and updates to the software are included with your annual fee, along with technical support.
- b. **Collection Management**
Web Edition has numerous tools to manage your collection with ease, including accessions, loans, exhibits, and more. From archival, art, and archaeology to historic, ethnographic, and photographic collections, Web Edition is designed to manage all types and sizes of collections.
- c. **Contact Management**
Track volunteers, donors, and members, and organize fundraising activities and campaigns with Web Edition. Post donations, print thank you letters, manage pledges, and record in-kind gifts. Send emails, produce mailings, and print letters and labels with built-in tools.
- d. **Multimedia**
Easily identify items and reduce handling by attaching images of your artifacts to their catalog records. Further enrich your records by attaching audio or video files, PDFs, website links, and more. Multimedia files can be attached to all record types in Web Edition.
- e. **Searching**
Find your records easily using Quick Search, Keyword Search, and Queries. Customize your query output fields, save results to Custom Views, perform actions, and print or export to CSV. You can also group, organize, and manage your records with Catalog or Contact Lists.
- f. **Users & Security**
Ensure the integrity and security of your data through password-protected user logins and user-level restrictions. Control access to specific features and functions throughout the software by setting up Roles & Restrictions for your users.
- g. **Public Access**
Expand the reach of your organization by sharing your collection records with the public. Only the records, data, and images you choose are shared in a searchable database for web visitors. Changes made to your site settings and records are available instantly.
- h. **New Technologies**
Based on Microsoft SQL Server and a variety of cloud and web technologies, Web Edition offers users the ability to manage their collections and contacts using only a web browser. No need to worry about installing software or maintaining in-house servers.
- i. **Automatic Updates & Backups**
Each night an automatic backup of your data is created and stored in Amazon Web Services. Updates are pushed out automatically, ensuring that you are using the latest revision of the software as soon as it is available.

4. Archival Preservation Materials and Office Supplies

The Commission is committed to the long-term preservation of documents, photographs, and other materials by protecting them from environmental factors like moisture, acidity, light, and pests, ensuring their longevity and historical value for future generations. Specialized archival supplies are designed to minimize deterioration and maintain the integrity of important artifacts over time.

FY2025 Accomplishments

1. Projects that have been completed in the last six months.

- a. Instituted a City-assigned e-mail address for official Commission communications.
- b. Acquired a USPS mail box within City Hall for Commission use.
- c. Initiated plans for expanding and developing the Commission's webpage.
- d. Acquired office space in City Hall.
- e. Prepared former Nurse's Office (previously GJHS locker rooms) at Waterford Community Center for artifacts, records, and bound volumes of *The Gardner News*.

2. Ongoing Projects and current status.

a. City Archives at the Waterford Community Center.

- i. Approximately 300 bound volumes of *The Gardner News* from 1914 to 2013 were relocated to the former locker rooms at Waterford Community Center. This was achieved due to the efforts of volunteers and from private contributions. The housing of this historic collection should serve as the impetus to expand the space for the addition of hundreds of municipal records and artifacts in the near future.

b. City Historical Artifacts Identification and Inventory.

- i. The Commission commenced identifying over 60 historical markers and memorials for inventorying, condition, and for salvage purposes. Plans to complete the inventory by the close of the year.

c. Former Helen Mae Sauter School Building Reuse Study.

- i. The Commission volunteered to assist the Mayor and City Council in its efforts to perform a comprehensive review of the Sauter building, consistent with the City Council's Resolution of April 1, 2024. The Commission is hopeful that it may participate in such a review.

d. Greenwood Memorial Pool Artifacts Identification and Preservation.

- i. The Commission toured the Greenwood Pool in order to identify and relocate historically significant artifacts for preservation. Artifacts that have been identified are planned to be relocated in the current fiscal year.

e. School Street School Artifacts Identification and Preservation.

- i. The Commission toured the former School Street School in order to identify and relocate historically significant artifacts for preservation. Plans are underway for relocating artifacts in the spring.
- f. **Former Prospect School Artifacts Identification and Preservation.**
 - i. The Commission recovered supplies and artifacts from the former Prospect School and relocated them to Waterford for storage.
- g. **Gardner History Path Project.**
 - i. The Commission seeks to pursue producing sign boards for historic public areas throughout the City.
- 3. Projects they plan to undertake in the near future and how they plan to start and fund those projects.
 - a. **Refer to ongoing projects listed above.**
- 4. Goals, objectives, benchmarks, and improvements for the six months to a year.
 - a. **Refer to ongoing projects listed above.**

FY2026 Goals

Projects for the current and ensuing fiscal year include:

1. Old Burying Ground gravestone restoration and repairs. Contract with a professional firm to repair and restore damaged gravestones.
2. Assessment of gravestone conditions and **Crystal Lake** and **Green Bower** cemeteries.
3. Inventorying historically-significant artifacts housed in municipal buildings.
4. Assess and update the 243 historical properties and areas listed on the Massachusetts Cultural Resource Information System Report (MACRIS).
5. Develop the Commission's City Hall office for functionality.
6. Institute a database for inventorying the City's historical records, artifacts, etc.
7. Maintain and make improvements to the designated Archives/Historical Commission space at the new Waterford Community Center for archival records and artifacts.
8. Provide frequent updates to the Mayor and Public Welfare Committee of the Commission's activities.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: An Order Appropriating \$20,000.00 from Free Cash to Veterans Services- Veterans Benefits Expense Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached appropriation request is being submitted to cover portions of the overages in the Veterans Services Veterans Benefits Account above what was able to be covered through departmental transfers.

This is a line item that the City receives reimbursement for 75% of expenses from this account during the following fiscal year through the Commonwealth's Cherry Sheet Local Aid program.

As Veterans' income or situations change, they can fluctuate whether they are eligible to receive benefits through the Chapter 115 program, so our original budgets are estimates based on our previous years as to how much may be needed.

Furthermore, while Gardner houses a regional Veterans Services Department, these expenses are for only those benefits paid for Gardner resident veterans.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO VETERANS SERVICES BENEFIT EXPENSES.

ORDERED:

That there be and is hereby appropriated the sum of Twenty Thousand Dollars and No Cents (\$20,000.00) from Free Cash to Veterans Services Benefit Expenses.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: An Order Transferring \$15,000.00 from Veterans Service Department Salary and Wages to Veterans Service Department Veterans Benefits Expenditure Account.

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached transfer request is being submitted to cover portions of the overages in the Veterans Services Veterans Benefits Account above what was able to be in the other expense line items of the Veterans Service Department.

This is a line item that the City receives reimbursement for 75% of expenses from this account during the following fiscal year through the Commonwealth's Cherry Sheet Local Aid program.

As Veterans' income or situations change, they can fluctuate whether they are eligible to receive benefits through the Chapter 115 program, so our original budgets are estimates based on our previous years as to how much may be needed.

Furthermore, while Gardner houses a regional Veterans Services Department, these expenses are for only those benefits paid for Gardner resident veterans.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FROM VETERAN DEPT,
ASSIST SALARIES AND WAGES EXPENDITURES TO VETERANS BENEFIT
OPERATING EXPENDITURES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Fifteen
Thousand Dollars and No Cents (\$15,000.00) from Veterans Department, Assist Salaries
and Wages Expenditures to Veterans Benefit Operating Expenditures.

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

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: An Order Transferring \$7,000.00 from Building Department Salary and Wages to Building Department Operating Expenditures.

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached transfer request is being submitted to cover portions of the overages in the Building Department Repairs and Maintenance Account with funds they had available in their expense line items.

This overage was largely caused by additional plywood that had to be purchased to board up School Street School to reduce the number of break-ins taking place at the location.

As you are aware, transferring funds between salary and expense line items requires City Council approval before the funds can be transferred.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FOR BUILDING DEPT FROM SALARIES & WAGES TO OPERATING EXPENDTURES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Seven Thousand Dollars and No Cents (\$7,000.00) Building Dept from Salaries & Wages to Operating Expenditures as follows:

BUILDING DEPT REPAIR & MAINT EXPENSE

\$7,000

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

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: An Order Transferring \$8,000.00 from City Councilor Salaries and Wages Account to City Council Equipment Operating Expenditures

Dear Mr. President and Councilors,

The Council President has informed me that Councilor Heglin has requested that the unexpended salary expenditure that was budgeted for but unused due to Councilor Heglin not receiving compensation for being a City Councilor be used to purchase the bronze memorial for the late Councilor Ronald F. Cormier.

Transfer and appropriation requests, under the General Laws of the Commonwealth, must originate from the Executive Branch for the City Council's approval. Therefore, I hereby submit this transfer request from the City Council Salary and Wage line item to the City Council Equipment Operating Expense Account.

Per the General Laws, the City is able to encumber funds in an expense account across fiscal years when those funds have an anticipated upcoming expenditure. However, funds remaining in salary line items are not allowed to be encumbered. Thus, this transfer, if approved, would allow for the funds to remain available for this purpose until all final bills associated with it are paid, and then the remaining amount would fall to the City's free cash in a subsequent fiscal year.

I would like to thank Councilor Heglin for offering this solution in order to honor a true pillar in our community.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FROM CITY COUNCILOR
SALARIES & WAGES TO EQUIPMENT OPERATING EXPENDTURES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Eight Thousand Dollars and No Cents (\$8,000.00) from City Councilor Salaries & Wages to Equipment Operating Expenditures.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: A Communication from the Mayor regarding the City Clerk Copy Machine

Dear Mr. President and Councilors,

In the recent meetings of the City Council and its standing committees, it was brought up that the City Clerk's Office was in need of a new copy machine with scanning capabilities.

On November 18, 2019, the City Council approved a Free Cash Appropriation request, appropriating \$35,000.00 from Free Cash to install new mini-split air conditioning units in the Council Chamber. The work was completed in December of 2020, and came in under budget. There is currently \$14,000.00 remaining in the Council Chamber Augmentation Account from this appropriation.

As I stated in a few of the Standing Committee Budget Hearings, free cash appropriations are automatically encumbered between fiscal years until the department head overseeing that account requests that it be closed out to the City Auditor once the project is completed. This close out was never requested for this appropriation, and thus these funds are still available.

After notifying the Council President of these funds, I instructed the City's Director of Information Technology to work with the City Clerk to find a copy machine that meets the department's needs that fits within the budgetary limits of this account.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner



CITY of GARDNER
Office of the City Auditor

John Richard, City Auditor
 95 Pleasant Street, Room 126
 Gardner, MA 01440

Phone: 978-632-1900 ext. 8020 • Fax: 978-630-3778
 Email: jrichard@gardner-ma.gov

To: City Council

Re: Money Orders for consideration on June 16, 2025

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

These balances are as of June 4, 2025:

			<u>Money</u> <u>Order</u>	<u>Balance</u>
Sewer Enterprise Fund				
61000-31500				\$ 4,564,214
To Sewer Dept for Repairs & Maint Expense	61440-52030	\$ 30,000	\$	4,534,214
To Sewer Dept for Facility Maint Expense	61440-55163	\$ 54,000	\$	4,480,214
To Sewer Dept for Principal Outside Debt Expense	61440-57601	\$ 5,000	\$	4,475,214
To Sewer Dept for DPW New Equipment Expense	14420-52050	\$ 39,938	\$	4,435,276
To Sewer Dept for Design of the Dewatering Expense	61440-58640	\$ 15,000	\$	4,420,276
To Sewer Dept for Chemical Treatment Expense	61440-52231	\$ 130,000	\$	4,290,276
To Sewer Dept for Repairs to Mains Expense	61440-52031	\$ 50,000	\$	4,240,276
To Sewer Dept for Maint Crew Sal & Wages Expense	61440-51014	\$ 30,000	\$	4,210,276
			\$	4,210,276

Sincerely

John Richard

John Richard
 City Auditor

copies: Mayor
 City Clerk



CITY of GARDNER
Office of the City Auditor

John Richard, City Auditor
 95 Pleasant Street, Room 126
 Gardner, MA 01440

Phone: 978-632-1900 ext. 8020 • Fax: 978-630-3778
 Email: jrichard@gardner-ma.gov

To: City Council

Re: Money Orders for consideration on June 16, 2025

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

These balances are as of June 4, 2025:

			<u>Money</u> <u>Order</u>	<u>Balance</u>
Water Enterprise Fund				
62000-31500				\$ 1,591,670
To Water Dept for Repairs and Maint. Expense	62450-52030	\$ 25,000.00	\$	1,566,670
To Water Dept OT Maint Crew Sal & Wages Expense	62450-51030	\$ 62,000	\$	1,504,670
To Water Dept for Facility Maint Expense	62450-55163	\$ 75,000	\$	1,429,670
To Water Dept for Maint Crew Sal & Wages Expense	62450-51014	\$ 32,000	\$	1,397,670
To Water Dept for Repairs to Mains Expense	62450-52031	30,000.00	\$	1,367,670

Sincerely

John Richard

John Richard
 City Auditor

copies: Mayor
 City Clerk



CITY of GARDNER
Office of the City Auditor

John Richard, City Auditor
 95 Pleasant Street, Room 126
 Gardner, MA 01440

Phone: 978-632-1900 ext. 8020 • Fax: 978-630-3778
 Email: jrichard@gardner-ma.gov

To: City Council

Re: Money Orders for consideration on June 16, 2025

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

These balances are as of June 4, 2025:

			<u>Money Order</u>	<u>Balance</u>
Free Cash	10000-35400			\$2,002,331.00
to Mayor Unclassified for Graves VS City Law Suite Expenses	11199-57511	\$	40,000.00	\$1,962,331.00
to DPW for Snow Removal Expenses	14421-52210	\$	575,000.00	\$1,387,331.00
to Mayor Unclassified for WSB Energy & Utilities Expenses	11199-52110	\$	90,000.00	\$1,297,331.00
to City Hall Building Maint for Energy & Utilities Expenses	11192-52110	\$	30,000.00	\$1,267,331.00
to Historical Society for Prof Services Renovation Expenses	16650-52190	\$	3,000.00	\$1,264,331.00
to Fire Dept for OT Salaries & Wages Expenses	12220-51030	\$	260,000.00	\$1,004,331.00
to Police Dept for OT Salaries & Wages Expenses	12210-51030	\$	170,000.00	\$834,331.00
to Election & Reg. Dept for Elect. Workers Sal & Wages Expenses	11162-51013	\$	15,000.00	\$819,331.00
to City Clerk for Prof Services Expenses	11161-52190	\$	4,000.00	\$815,331.00
to DPW for Energy & Utilities Expenses	14421-52110	\$	31,500.00	\$783,831.00
to COA Dept for Energy & Utilities Expenses	15541-52110	\$	3,500.00	\$780,331.00
to Mayor Unclassified for Telephone Expenses	11199-52152	\$	30,000.00	\$750,331.00
to Benefit Dept for Health Insurance Expenses	19914-57060/57061	\$	350,000.00	\$400,331.00
to Special Purpose Stabilization Vehicle Fund	70100-32986	\$	31,502.00	\$368,829.00
to Special Purpose Stabilization Capital Project Fund	70100-32987	\$	31,502.00	\$337,327.00
to Special Purpose Stabilization Education Fund	70100-32988	\$	31,502.00	\$305,825.00
to City Stabilization Trust Fund	70100-32944	\$	130,000.00	\$175,825.00
to DPW for Road Resurfacing Expenses	14421-58602	\$	105,825.00	\$70,000.00
to Youth Center Dept for Youth Activities Expenses	24200-52110	\$	50,000.00	\$20,000.00
to Veteran Dept for Vertrans Benefit Expenses	15543-57100	\$	20,000.00	\$0.00
				\$0.00

STABILIZATION FUNDS	CUR BAL
ASSESSOR STABILIZATION FUND	\$ 102,713.01
MAIN CITY STABILIZATION FUND	\$ 3,204,572.72
OPEB STABILIZATION FUND	\$ 284,812.87
VEHICLE STABILIZATION FUND	\$ 20,443.58
TOTAL	\$ 3,612,542.18

The Snow & Ice account currently has available (\$572,775.89)
 14421-52210

Sincerely

John Richard

John Richard
 City Auditor

copies: Mayor
 City Clerk



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 6, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: A Communication from the Mayor regarding the status of Net Metering Credits

Dear Mr. President and Councilors,

As you may know, the City has two ground mounted solar arrays that help offset the costs of electricity used in our City buildings, located on Mill Street and near Wildwood Cemetery.

The electricity produced by these locations is then sold to the City at a largely discounted rate, with any excess production being given to the City as a credit known as Net Metering Credits.

The City currently has an accrued amount of Net Metering Credits valued at just over \$500,000.00.

These credits can be used to off-set any overages that may come in any electricity accounts in the City for buildings located within the City limits that are on National Grid accounts. These however cannot be used at locations outside the City, such as the Wastewater Treatment Plant or the Airport, due to those locations being serviced by Templeton Municipal Light Service and not National Grid.

There is not action that needs to be taken with this regard, but I wanted to update you all on the status of these credits in the spirit of full transparency, since it was brought up in the budget hearings that a greater percentage of these credits are being used to help off-set electricity costs at the Levi Heywood Memorial Library for the upcoming fiscal year. However, the regulations on how these credits can be used, as set forth by the Executive Office of Energy and Environmental Affairs, are restricted to certain processes, so they are only accounted for in specific instances in the City's budgeting process.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

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

June 6, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: A Communication from the Mayor regarding the City's Street Light Expense Account

Dear Mr. President and Councilors,

At various times since 2023, I informed the City Council that the City Engineer, Rob Oliva, has been working with National Grid to address discrepancies in the way billing was conducted for the city's Street Light Account.

In summary, when the City converted from incandescent light bulbs to LED lightbulbs in the City's street lights, not only were the streetlights using less electricity, but they were also supposed to be billed at a lower rate than the incandescent bulbs that were previously used.

When the City Engineer was first appointed, upon studying the bills we were receiving from National Grid, it was noticed that from 2019-2023, the bills were lower due to the lower amount of electricity used by the new bulbs, however, National Grid never instituted the lower rate that was supposed to be issued due to the new LED bulbs being used. As such, the City overpaid National Grid for that period of time.

To correct this, National Grid has issued a check to the City for approximately \$250,000.00 to reimburse the City for the over payments that were made due to their billing errors.

While this, by law, will fall to the City's General Fund and become part of the City's Free Cash Certification that will be issued this fall, I wanted to be sure to update the City Council on this matter, as I have made mention to the work being done to this end in the past.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 6, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: Communication from the Mayor Regarding FY2026 Assessment Valuations

Dear Mr. President and Councilors,

With the recent certification of the City's LA-3, the valuations for assessments of real property have been set for the 2026 Fiscal year. While the valuations for personal property won't be certified until the LA-4 is certified in the September/October timeframe, the real property values take effect on July 1, 2026 for the preliminary tax bills that are issued on that date.

Parcel Count	Class 1 Residential Assessed Value	Total for Property Type	FY26 AVG	FY25 Count	FY25 Value (Approved LA4)	FY25 AVG	% Increase from FY25 to FY26	
4,038	1,480,187,300	1,480,187,300	366,564	4,032	1,374,021,800	340,779	7.57%	Single Family
554	112,637,500	112,637,500	203,317	547	95,856,900	175,241	16.02%	Condo
80	24,600,900	24,600,900	307,511	80	23,320,200	291,503	5.49%	Mobile Home
551	190,626,700	190,626,700	345,965	546	161,087,800	295,033	17.26%	Two Family
260	119,043,900	119,043,900	457,861	262	107,557,000	410,523	11.53%	Three Family
179	190,124,700	190,124,700	1,062,149	180	178,375,800	990,977	7.18%	Apt 4+ Units
458	18,204,100	18,204,100	39,747	458	16,926,900	36,958	7.55%	Res Vacant Land

By the requirements set forth by the General Laws of the Commonwealth, these valuations are based on arms-length sales that were certified by the Department of Revenue that took place during calendar year 2024.

The biggest increase in valuations are seen in the condominium and multifamily locations.

As a reminder, due to the way the real estate market has been trending in recent years, valuations have increased larger than usual at the beginning of the fiscal year. However, the new tax rate for the fiscal year cannot be set until the November/December time frame once free cash, new growth, and the LA-4 have all been certified once the 2025 fiscal year is closed out and the new 2026 fiscal year have first quarter data all entered into the Department of Revenue's portal. As such, for the first two quarters of the fiscal year, there is a situation with increased valuations at an older/ likely higher tax rate- leading to the first two quarters (preliminary estimated tax bills) to be higher than the second two quarters (actual tax bills). Based on this preliminary information from the valuations process, it is the Administration's belief that this will be the situation again this fiscal year.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

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

June 10, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: An Order Transferring \$12,000.00 from Department of Public Works Salary and Wages to
Department of Public Works Vehicle Fuel Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached transfer request is being submitted to transfer unexpended funds in the Department of Public Works salary and wages that won't be used by the end of the fiscal year, and putting that toward fuel expenditures for the department for the current fiscal year.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FROM DPW MAINTENANCE
CREW SALARIES & WAGES TO VEHICLE FUEL OPERATING EXPENDTURES.

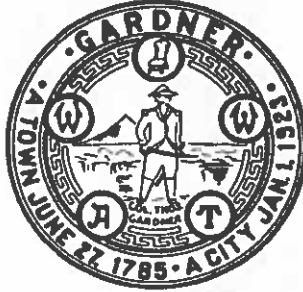
ORDERED:

That there be and is hereby transferred the appropriations sum of Twelve
Thousand Dollars and No Cents (\$12,000.00) from DPW Maintenance Crew Salaries &
Wages to Vehicle Fuel Operating Expenditures.

11604

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

June 9, 2025

Dear Mayor Nicholson:

The Department of Public Works is requesting a transfer of **\$12,000** from the **Maintenance Crew Salary and Wages** line item (**14421-51013**) to the **Vehicle Fuel** line item (**14421-52243**). This Line Item covers fuel for all City Departments.

Because there are currently 5 vacancies, the Department of Public Works has funding available in the Maintenance Crew Line Item. It should also be noted that the Department of Public Works implemented a "No Overtime" policy unless deemed an emergency back in October to help curb unforeseen costs to the City.

It is anticipated that the total cost of fuel for the Fiscal Year should be around \$262,000. The original budgeted amount was \$250,000 in FY2025.

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



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: An Order Transferring \$10,000.00 from Pool Department Salary and Wages to Pool Department Repairs and Maintenance Operating Expenditure.

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

The attached transfer request is being submitted to transfer unexpended funds in the Pool's salary and wages that won't be used by the end of the fiscal year, and putting that toward the pool's maintenance account to cover the cost of various maintenance work being done at the outdoor pool location- repairs to bathroom fixtures, surface patching of the pool itself, and pipe and motor repairs to the splash park.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FROM POOL DEPT SALARIES
& WAGES TO REPAIRS & MAINT. OPERATING EXPENDITURES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Ten Thousand
Dollars and No Cents (\$10,000.00) from Pool Dept Salaries & Wages to Repairs &
Maint. Operating Expenditures.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: Communication from the Mayor Regarding the FY2026 LA-3 Certification of Qualifying Sales

Dear Mr. President and Councilors,

City Assessor Chris Kumar recently received notification that the LA-3 for FY2026 has been certified by the Massachusetts Department of Revenue Division of Local Services.

This report lists arms-length sales that are then used to determine assessed valuations of properties two years after this report is certified.

To explain in terms of this particular document- the attached FY2026 Certified LA-3 Report lists the qualifying sales that took place in Calendar Year 2024 (CY2024) and will be used to determine valuations to be assessed in Fiscal Year 2026 for the bills to be sent out quarterly in FY2026.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner



[EXTERNAL] DLS Gateway Upload Processing - Results

From dlssupport@dor.state.ma.us <dlssupport@dor.state.ma.us>

Date Tue 5/27/2025 12:19 PM

To ckumar@gardner-ma.gov <ckumar@gardner-ma.gov>

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.

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.

Massachusetts Department of Revenue Division of Local Services

Geoffrey E. Snyder, Commissioner

Sean R. Cronin, Senior Deputy Commissioner of Local Services

Jurisdiction: Gardner (103)

Fiscal Year: 2026

Process: LA-3 INTERIM YEAR ADJ

File Name: la3salesreporttemplate.xlsx

File Upload date: 5/27/2025 12:18:20 PM

Status: Completed

Remarks: Completed. Please return to the Bulk Upload page to review and make changes if necessary.

This is a system generated email. Please do not respond to this email.

Jur Code	Sale Date	Parcel Id	Seller	Buyer	St Num	St Alpha	St Name	Current Tax Use Code	Current Tax NAL Code	Sale Price	Prior Assessed Value	Current Assessed Value	TT Sales	Current Yr ASR	Current Yr AV/TSF	TA Flag	Outlier	Appraisal or Sale	Comment	Location Id
103	3/16/2023	M27 25 15	WHALEN KENNETH	OLIVEIRA, JOSELIANO and APARECIDO A	42		VENNON ST	109		350,000	401,400	381,900	350,000	1.09	1.09					M 150291 925260
103	3/16/2023	M27 19 1 8	LIVING ENTERPRISES INC.	WEST MAIN STORME LLC	44		WEST MAIN ST	104		17,000	18,400	17,000	17,000	1.00	1.00					M 150291 925262
103	3/22/2023	M22 4 54	MARCUS DEAN	MILLENNIUM HOLDING GROUP LLC	25		MAIN ST	300		400,000	402,300	390,000	400,000	0.98	0.98					2024 MTG FROM NORTH CENTRAL MA DEVELOP. M 150554 925072
103	3/16/2023	M27 22 11	WEST STREET SERVICE CENTER	240 WEST STREET LLC	240		WEST ST	332		375,000	363,100	372,000	375,000	1.01	1.01					M 150863 925089
103	5/31/2023	M27 18 5 1	HAPP and PHENIX LLC	ATTAN WILLIAM AMAGAO	131			379		379,500	379,500	379,500	379,500	1.00	1.00					M 151845 925400
103	7/26/2023	W12 11 37	MILLER RONALD L and CELESTE M	DELACRUZ GISELL	12		MARYNARD ST	013		221,100	229,500	280,000	280,000	0.86	0.86					M 150966 925931
103	8/17/2023	M27 9 5	MORSE DANA D TRSTE	461 WEST BROADWAY LLC	461		W BROADWAY	300		750,000	754,100	820,600	750,000	1.09	1.09					M 150836 925263
103	8/15/2023	M22 5 37 1	GOBERG INTERNATIONAL F TRUSTEE	ONE E A REAL ESTATE LLC	325		PLASANT ST	31		185,400	185,400	185,400	185,400	1.00	1.00					CERT: 18879, BK 95, PG 78 CTRL: 424337 13905 D M 160454 925468
103	10/5/2022	M27 1 84 10	GFA FEDERAL CREDIT UNION	PEARSON BLVD	67			340		1,995,000	1,990,400	1,995,000	1,995,000	1.00	1.00					M 150701 925204
103	10/7/2023	M27 18 8	MORGAN KARIN A and TIMOTHY C	C OMOGHOPIVA PATIENCE E	117		CENTRAL ST	101		490,000	489,800	490,000	490,000	1.00	1.00					M 150870 925204
103	10/14/2023	M27 18 17	ONE TWENTY NINE SOUTH	PREMIER INSULATION LLC	129		S MAIN ST	401		250,000	250,000	250,000	250,000	1.00	1.00					M 150870 925204
103	11/4/2023	M27 16 10	COCC WILLIAM D TRSTE	JIBH LLC	242		W BROADWAY	326	C	970,000	858,100	970,000	970,000	1.02	1.02				KITCHEN EQUIPMENT, COOLERS, FREEZERS AND M 150863 923464	
103	11/6/2023	M22 15 40	HOWLEY, WILLIAM	GREASLEY MICHAEL and JACOB B	105		KNOWLTON ST	102		420,000	293,300	376,500	420,000	0.90	0.90					M 150291 924796
103	11/20/2023	M22 1 39	CAPILLAN YANKEA C TORRES	CARDOLINO THARY I MERCEDIS	131		JEAN ST	105		240,400	240,400	240,400	240,400	0.96	0.96					M 150778 925155
103	11/20/2023	M27 7 20 1505	DOUKAKIS COOY J	MURPHY JAMES A	65		OLIVE COLONIAL DR	102		177,600	199,100	184,000	184,000	1.03	1.03					M 160324 924244
103	11/9/2023	M27 10 5 1	DIVERSIFIED INVESTMENT INTL LLC	CASIOY KENNETH	68		ABDOTT ST	104	U	260,000	268,000	268,000	260,000	0.80	0.80					M 150292 925277
103	11/9/2023	M27 10 12	TOWER FRANK I	ORRIGA ROBERT J	125		PARK ST	101		270,000	254,700	270,000	270,000	1.00	1.00					M 150863 925208
103	11/10/2023	M27 10 01 02	HENDLEY CAMERON	WUOTI AMANDA	20		OLIVE COLONIAL DR	102		260,750	197,600	204,750	260,750	0.97	0.97					M 150837 924300
103	11/10/2023	M22 19 21A 154	MATSON HOMES INC	1605 WOODSTOCK ST	154			300		370,000	370,000	370,000	370,000	1.00	1.00					M 150863 925208
103	11/11/2023	M22 1 12	REID MICHAEL D JR and SORDANA M	ETIENNEDEBRIER NIKOLIN	111		MAPLE ST	101		282,200	298,600	310,000	282,200	0.96	0.96					M 150714 925127
103	11/12/2023	M22 1 5	MADDERA JAMES JR	AKINS CHRISTOPHER TRAMMEL	15		AST	101		295,000	259,800	274,800	295,000	0.93	0.93					M 150847 925293
103	11/12/2023	M22 13 12	BRUSCO DANIEL	BRENDIX CHRISTOPHER DAVID	106		CLARK ST	101		248,000	248,000	248,000	248,000	1.00	1.00					M 150871 925197
103	11/12/2023	M27 12 20 0601	NOVELLI MICHELLE	DIGIOVANNI EDWARD J III	33		OLIVE COLONIAL DR	102		215,000	189,800	221,200	215,000	1.04	1.04					M 150908 925285
103	11/13/2023	M32 24 5	DOOLEY JOHN W JR	ROCHA RODRIGUE JOSE GUEDES	81		STUART ST	101		155,000	120,900	155,000	155,000	1.02	1.02					M 150862 925192
103	11/13/2023	M22 1 20 1	RUGGIERO BRUCE	SUTTON YOLANDA	41		SUNSET ST	101		340,000	340,000	340,000	340,000	1.00	1.00					M 150874 925233
103	11/17/2023	M27 10 14	EADY PERCY	LAKEVIEW LOAN SERVING LLC	188		FERWOOD DR	101	L	274,813	345,200	352,700	274,813	1.28	1.28					M 150870 925223
103	11/17/2023	M22 10 18	KYLE M MORRIAU	MILLER TODD	64		HIGH ST	104		288,400	227,100	237,000	288,400	1.00	1.00					M 150827 925265
103	11/18/2023	M22 24 20	FREMONT HOME LOAN TRUST 2006	TOSCO JORGE	150		GRANDVAY ST	104		315,400	270,400	315,400	315,400	1.64	1.64					M 150872 924661
103	11/18/2023	M22 4 64	MALLETT WINIFRED	SMITH ASHLEY	71		WEST ST	101	H	248,100	268,100	200,000	248,100	1.34	1.34					ESTATE SALE BY REMAINDERMAN PROBATE 2294 M 150939 925488
103	11/19/2023	M22 20 8	SHANE F DANDY	MILNER ANNEE	156		VENNON ST	102		272,000	221,600	235,200	272,000	0.86	0.86					M 160203 922793
103	11/19/2023	M22 1 10TH 10 02	ROCKET MORTGAGE LLC	ROULET KATHY	71		CENTURY WAY	102		156,000	156,000	156,000	156,000	1.46	1.46					M 150871 925178
103	11/20/2023	M27 22 31	U.S. BANK NATIONAL ASSOCIATION	DREAM HOME INVESTMENTS LLC	30		BATES RD	101		243,600	251,300	218,000	243,600	1.82	1.82					M 150274 923846
103	11/20/2023	M22 2 37 1	EDWARD LUGHO E and CHERYL A	EDDA MONTANA PATRICKA	30		WINTER ST	101		335,000	335,300	335,000	335,000	1.08	1.08					M 150871 925485
103	11/20/2023	M22 19 10	HARTFORD JOHN A	HARTFORD JOHN A	156		PARK ST	101		220,000	220,000	220,000	220,000	1.30	1.30					M 150871 925418
103	11/20/2023	M27 10 01 03 03	MALLETT MONIQUE M	SHEA RICHARD	23		OLIVE COLONIAL DR	102	U	185,000	202,300	185,000	185,000	1.00	1.00					M 150848 925241
103	11/20/2023	M27 20 17	NEOVUS LUXE LITE ASSETS TR	THEBERALLO DOMINIC CHARLES	58		WINTER ST	101		307,500	283,600	307,500	307,500	1.02	1.02					M 150872 925279
103	11/20/2023	M27 14 8	CHRISTOPHER R ANDERSON	ANDERSON CHRISTOPHER R	172		SUMMER ST	104	A	272,100	286,000	30,000	272,100	9.53	9.53					M 150298 925497
103	11/20/2023	M27 14 5	IORELLI JESSICA A	FEDERAL NATIONAL MORTGAGE ASSE	156		PARK ST	101	L	248,897	357,600	397,800	248,897	1.60	1.60					M 160279 925840
103	11/21/2023	M27 18 8	JAMES W JR	WILNER ANNE C	41		CLARK ST	101		310,000	310,000	310,000	310,000	1.00	1.00					M 150864 925195
103	11/21/2023	M27 22 29	PRICE BETHANY A	WELSH KENYA	9		WASA ST	101		339,700	348,300	357,500	339,700	0.97	0.97					M 150298 924512
103	11/21/2023	M27 1 200 02 04	HUTTER TIMOTHY	ASHMAN PATRICIA	1		OLIVE COLONIAL DR	102		220,000	183,600	205,400	220,000	0.93	0.93					M 150854 924882
103	11/21/2023	M27 14 11	SENG SAMONA M	SUNSET	38		SUNSET ST	101		243,100	295,000	243,100	243,100	0.87	0.87					M 150872 924664
103	11/21/2023	M27 25 178	BOUDREAU KARLA M, PETERS KIRSTI	CHAPPELL SHELBY BROOK	547		PARTNDRG ST	101		230,000	215,500	200,000	230,000	1.10	1.10					M 150422 924579
103	11/21/2023	M27 1 50	EIRO CONSTRUCTION CO LLC	CALESCO GROUP LLC	261		MAIN ST	101	N	275,000	246,500	267,400	275,000	1.53	1.53					PURCHASE UNFINISHED M3 73062495CONOMO M 160201 925114
103	11/21/2023	M27 1 50	NAHI ROBERT A JR and GERMANA	MATCO ATAMIAN JUSTIN GRIFIN JR	44		LEAMY ST	101		130,000	130,000	130,000	130,000	0.82	0.82					M 150862 924812
103	11/21/2023	M22 6 25	THORSEA D GINE	BURGADO YOLANDA	208		PINE ST	104	H	185,000	284,400	304,600	285,000	1.07	1.07					WORCESTER COUNTY PROBATE DOCKET: 22P250 M 150920 923885
103	11/21/2023	M27 1 11	CATELL, JOSEPH A, JR.	HANDY SERVICES PLUS CONSTRUCT	171		SAUNDERS ST	130		89,600	98,200	98,200	89,600	0.98	0.98					M 150764 926170
103	11/21/2023	M27 27 49	POLLOTT STEVEN P	ROSS KOLBY ELIZABETH	71		WASHINGTON ST	101		255,000	255,000	255,000	255,000	1.15	1.15					FIDUCIARY DEED - WORCESTER PROBATE COURT M 150872 925178
103	11/21/2023	M27 11 24	ANDERSON MARCOS O and VETTE	SMITH ERIC MATTHEW	141		WASHINGTON ST	101		304,900	292,300	307,600	304,900	1.01	1.01					M 150774 925758
103	11/21/2023	M27 25 5 1	HER FAMILY REVOCABLE TRUST	MEADOWBROOK VILLAGE LLC	707		PEARLS ST	101		412,500	425,200	450,000	412,500	0.95	0.95					M 150906 924865
103	11/21/2023	M27 19 10	CC HOMES LLC	NEAGARIE CHARVEMELEMA	101		GRANIT ST	101		89,900	89,900	89,900	89,900	1.01	1.01					M 150872 924902
103	11/21/2023	M27 15 2	AG IDEAL FUP LLC	FORSTHE KRISTA	45		PRINCETON ST	101		362,800	362,800	360,000	362,800	1.01	1.01					M 150232 927471
103	11/21/2023	M27 14 40	SANDEKS LAURA A	RICHARD TRAVIS	101		WINTER ST	101		217,400	212,000	212,000	217,400	0.95	0.95					M 150874 925244
103	11/21/2023	M27 20 100 03 03	MENFAZ KAREEM	AKOYT RAJ KUMAR	82		LAKE ST	102		175,200	167,700	199,900	175,200	0.88	0.88					M 150458 924997
103	11/21/2023	M22 2 51	AMMIZEL LLC	YOUNG DEVIN A	31		ASHLEY DR	101		398,000	319,000	347,200	398,000	0.89	0.89					M 150411 925405
103	11/21/2023	M27 1 15	GRAND SOLUTIONS LLC	VILLEGAS JOHN RODRIGUEZ	36		VILLEGAS JOHN RODRIGUEZ	101		466,000	465,400	465,400	466,000	1.09	1.09					M 150454 924900
103	11/21/2023	M22 1 1	KIOSSIES JAMES T	ALBERT JENNIFER MARY	2		CRESTWOOD DR	101	H	375,000	415,400	375,000	375,000	1.11	1.11					WORCESTER COUNTY PROBATE DOCKET: W02P M 161104 925030
103	11/21/2023	M27 1 200 21 01	KIESSES HUBERT	MUKOWSKI MARVALDO	124		OLIVE COLONIAL DR	102		215,000	221,700	215,000	215,000	1.03	1.03					M 150416 924409
103	11/21/2023	M27 10 14	CARDINO LACIVITA	LUTTALIA CLOER K and REBEKAH	245		CLARK ST	101		430,000	430,000	430,000	430,000	1.04	1.04					WEASEMENT TO MA ELECTRIC - OVERHEAD E M 150767 925163
103	11/21/2023	M27 4 1	RUSSELL ZACHARY P	MG RESIDENTIAL LLC	330		PARK ST	109		330,000	312,500	330,000	330,000	0.96	0.96					M 160887 924036
103	11/21/2023	M27 1 16	MCCER ROBERT G JR and MARYANN	JOSEPH HENRY	213		WOODLAND AVE	101		350,000	249,300	268,500	350,000							

103	9/29/2023	C37 4 13	M3 INNOVATIONS INC	PODGORSKI KEVIN W	193	335,000	267,700	332,300	335,000	0.99	0.99	M 159249 924697
103	9/29/2023	M17 12 32A	MEAGHER RYAN P and JODI L	REJESSE SHAWN	713	480,000	392,200	389,100	480,000	0.81	0.81	M 159249 924192
103	9/29/2023	M22 15 15	DESANTANA CARLOS	CAISSEY TIMOTHY	20	272,000	264,900	276,600	272,000	1.02	1.02	M 157979 927979
103	9/29/2023	R17 21 6	COLLET LINDA	PAWLKOWSKI JOHN	56	440,000	370,100	378,500	440,000	0.86	0.86	M 159282 925282
103	10/2/2023	M22 21 4	COLON ANA M	YANG ROBERT	549	346,400	264,400	311,000	346,400	0.96	0.96	M 160319 930221
103	10/2/2023	M27 20 7	BELTSKY JEFFREY K and KATHLEEN C	VASQUEZ JOSHUA DANIEL	56	338,300	360,500	360,500	359,350	1.00	1.00	M 157651 927676
103	10/2/2023	M17 18 1	BETZEL ROBERT J SR and JANE M TR	BETZEL ROBERT J JR and DAVID A	0	12,500	10,000	10,000	12,500	0.80	0.80	M 158816 922383
103	10/2/2023	M27 25 16	MARCHETTI INDUSTRIES LLC	GOPEZ RONY P ANGEL	52	588,000	370,500	438,800	588,000	0.75	0.75	M 160396 925235
103	10/2/2023	M27 24 2	68 BROOK LAKE REALTY TRUST	MEAGHER RYAN P	66	645,000	542,200	564,900	645,000	0.88	0.88	M 162162 925363
103	10/3/2023	R22 21 21	UNION SQUARE LLC	THE SALVATION ARMY	8	320,000	285,700	316,200	320,000	0.99	0.99	M 162162 925363
103	10/4/2023	R17 13 18	AHO JONATHAN F	DALEY SAYAH I	167	546,000	365,900	480,400	546,000	0.88	0.88	M 158242 925079
103	10/6/2023	M22 1 27	ELLENKA VEGA	RICHARD TINA C	113	378,000	331,100	317,600	378,000	0.95	0.95	M 158962 930060
103	10/6/2023	M22 1 25	PARMENTER JAMES S	MERCEDDES AMBER	15	360,000	263,500	351,200	360,000	0.98	0.98	M 160282 922403
103	10/6/2023	M27 9 23	ATTER EDWARD J	WINNEDGE HOLDINGS LLC	0	40,000	65,800	77,200	40,000	1.93	1.93	M 158989 926059
103	10/6/2023	M27 9 34	ATTER EDWARD J	WINNEDGE HOLDINGS LLC	0	40,000	6,400	88,500	40,000	2.21	2.21	M 159635 924728
103	10/6/2023	R22 11 21	BRIGGSWOOD REALTY TRUST	MOLINA REALTY LLC	131	540,000	490,000	490,000	540,000	0.90	0.90	M 157322 927466
103	10/6/2023	R22 11 33	MOLINA REALTY, LLC	IZAGUIRRE NATALIO ENRIQUE GARC	242	410,000	268,000	342,100	410,000	0.83	0.83	M 158731 925207
103	10/11/2023	R12 15 20	LYONS ARBY M and GRANGER DUST	KINGSLEY THOMAS WARREN JR	15	365,000	358,100	365,800	365,000	1.00	1.00	M 158092 925071
103	10/12/2023	M27 24 38A	BEUCORD BENJAMIN	GENEHAU JOHN R	543	215,300	158,300	215,000	215,000	0.88	0.88	M 159026 925487
103	10/12/2023	M22 3 36	MARTIN RENAUD	LANDRY TAYLOR JACOB	31	310,000	274,000	286,600	310,000	0.92	0.92	M 157925 924879
103	10/16/2023	R22 10 18	DOUCETTE MATTHEW	PILEAU DANIEL A	254	386,500	265,800	312,100	386,500	0.81	0.81	M 158298 925887
103	10/16/2023	M22 1 3	BUZZELLI KENNETH E JR	CAPOCCIA ERIC	29	275,000	263,300	275,000	275,000	0.96	0.96	M 158876 924969
103	10/18/2023	M27 19 18	CARRIE ANN MARION COX	VARGELLETS PEGUIERO RAFAEL AMIE	62	330,000	297,200	324,900	330,000	0.98	0.98	M 158380 923484
103	10/20/2023	M17 12 1	OPINAC C REAL ESTATE HOLDINGS LLC	W GARLOCK LLC	77	9,598,585	9,598,585	9,598,585	9,598,585	0.48	0.48	M 160281 922943
103	10/20/2023	M17 12 4	OPINAC C REAL ESTATE HOLDINGS LLC	W GARLOCK LLC	0	9,400	9,400	9,598,585	9,598,585	0.00	0.00	M 160281 922943
103	10/20/2023	M22 9 13	DEUSUS REAL ESTATE LLC	OSOK REALTY LLC	37	505,000	399,200	473,900	505,000	0.94	0.94	M 160621 925004
103	10/23/2023	R12 2 2	REDMAN LAURIE ANN	FRET LAND INVESTMENTS LLC	101	340,700	349,600	349,600	340,700	1.04	1.04	M 160706 922356
103	10/24/2023	M27 20 100 02 04	MATSON HOMES INC	MATSON ANDREW JR	90	170,000	167,700	170,000	170,000	1.03	1.03	M 158962 925416
103	10/24/2023	R12 3 2	FIRST LAND INVESTMENTS LLC	MF DEVELOPMENTS LLC	101	270,500	340,700	349,600	270,500	1.29	1.29	M 158738 924395
103	10/24/2023	R27 19 3	MORSE AMANDA	RUTESHA SHARAH	4	489,000	486,600	489,000	489,000	0.96	0.96	M 158876 924937
103	10/24/2023	R32 5 18	DYKE ROBERT D III	BUROKAS STEVEN R	340	485,000	492,300	492,300	485,000	1.02	1.02	M 159415 925469
103	10/25/2023	M22 18 26	M3 INNOVATIONS INC	RAMIREZ RANDY A	190	432,000	270,100	367,100	432,000	0.85	0.85	M 160044 925692
103	10/27/2023	M22 02 51L	MING 3 FUND LLC	MAIAN TONYEM PROPERTIES LLC	65	373,600	462,300	600,000	373,600	0.71	0.71	M 159322 924096
103	10/27/2023	M27 24 23	LOAYZA AQUINO	FLOYD MARY A	73	321,000	293,600	321,000	321,000	0.91	0.91	M 158451 925081
103	10/27/2023	R27 17 11	FIRST CONGREGATIONAL CHURCH	MARANATHA CHRISTIAN CHURCH OF	28	500,000	1,635,200	2,018,700	500,000	4.08	4.08	M 157614 928170
103	10/30/2023	R17 10 14	LAKEVIEW LUNA SERVING LLC	CAUDRON EDUARDO	188	343,200	363,700	373,650	343,200	1.29	1.29	M 158892 925120
103	10/30/2023	M17 3 2	O BRIEN KATHLEEN	BENJAMIN CASEY E	235	245,000	253,700	266,700	245,000	1.09	1.09	M 159398 925512
103	10/30/2023	M22 2 54	JACQUES MICHAEL S and LAURA V T	377 PARKER STREET LLC	377	276,600	276,600	344,900	400,000	0.77	0.77	M 158906 925356
103	10/31/2023	M22 2 27	AKASO COSAMA and AKASO AKOBA	ODITH SANDRO	172	61,300	61,300	61,300	60,000	1.03	1.03	M 158879 925071
103	10/31/2023	M22 20 2	MILLENNIUM HOLDING GROUP LLC	MAPLELEAF RENTALS LLC	171	531,900	388,800	456,600	531,900	0.86	0.86	M 158879 925071
103	11/1/2023	M22 20 47	Man and H INVESTMENTS LLC	RICHARD HOLDINGS LLC	25	420,000	400,400	417,700	420,000	1.13	1.13	M 158877 927246
103	11/2/2023	M27 24 48	LEBLANC PATRICIA M	OSALVA ELIAS GONCALVES CORDERO	80	462,000	397,800	462,000	462,000	0.86	0.86	M 157960 922761
103	11/2/2023	M22 3 4	JRM LLC	ALQUODOR ELIAH	282	292,000	218,900	283,700	292,000	0.97	0.97	M 160524 923290
103	11/3/2023	M22 1 100 09 02	MARK D BOWERS	HEINLUSSIA-BARRY	25	257,500	192,300	222,500	257,500	0.86	0.86	M 159522 922525
103	11/3/2023	M32 21 6	BASSETT TODD	COPONEN ROY	68	65,000	73,200	58,700	65,000	0.90	0.90	M 159731 924726
103	11/3/2023	R17 19 32	WOOD JEFFREY	TORRES ALEXIS SANTIAGO	67	239,900	186,600	207,000	239,900	0.86	0.86	M 158694 925735
103	11/7/2023	R17 12 24	WINTER HENG	JACKSON PW	34	330,000	485,700	485,700	330,000	1.51	1.51	M 158876 924937
103	11/9/2023	M27 13 23	SOKOLOWSKI MARJORIE A	RUTA CANDACE CAROLYN	105	325,000	289,600	307,500	325,000	0.95	0.95	M 157010 924979
103	11/9/2023	R07 1 1	CARLSON DELORIS E A	DEMALLIA JAMES	747	265,000	397,600	398,900	265,000	1.51	1.51	M 160945 925152
103	11/9/2023	R12 14 25	MORSE JAMES H	RESILIENT INVESTMENTS LLC	52	195,000	268,500	395,000	195,000	2.30	2.30	M 160321 925254
103	11/9/2023	R22 11 12	VALEDDON OMAM M	NASH NATHAN	126	390,000	343,700	416,800	390,000	1.07	1.07	M 159783 924969
103	11/9/2023	R22 5 16	SIGIEN CHRISTOPHER	FOSTER DONALD S II	104	305,000	382,400	372,800	305,000	1.22	1.22	M 160969 925167
103	11/9/2023	R22 5 16A	SIGIEN CHRISTOPHER	FOSTER DONALD S II	0	6,700	7,400	305,000	6,700	0.02	0.02	M 160973 925187
103	11/9/2023	R22 5 16B	SIGIEN CHRISTOPHER	FOSTER DONALD S II	0	6,100	6,700	305,000	6,100	0.02	0.02	M 161484 922195
103	11/9/2023	R22 5 16C	SIGIEN CHRISTOPHER	FOSTER DONALD S II	0	6,600	7,200	305,000	6,600	0.02	0.02	M 160973 925187
103	11/9/2023	M22 22 23	BOUCHER DANIEL S	AGNIE SHARON	16	340,000	287,200	340,000	340,000	0.84	0.84	M 160019 923695
103	11/9/2023	R17 2 100 08 04	RILEY LAWRENCE D	SUPERIOR MAYLVA ROSE	44	258,000	182,100	240,100	258,000	0.93	0.93	M 160019 923695
103	11/15/2023	R17 18 1	MORGAN CHARLES A and JANICE L	PICADO STEPHEN	36	312,800	344,100	329,900	312,800	0.98	0.98	M 159624 924767
103	11/15/2023	M27 7 1	LAFANTIE EDMOND J	CHAMPNEY JOSEPH	99	174,800	174,800	75,000	174,800	2.43	2.43	M 159993 925882
103	11/16/2023	R22 11 31	O NEILL GARY P	SMITH MEAGHAN	228	285,000	255,400	268,200	285,000	0.94	0.94	M 159993 925882
103	11/17/2023	R22 11 17	MARK ROY JR	FERNANDEZ PREVILLE ZULY	39	370,000	336,100	370,000	370,000	1.04	1.04	M 158844 925340
103	11/20/2023	R27 12 1	BURKE DEBRA R	DAVAN SUSAN	104	200,000	371,500	365,900	200,000	1.83	1.83	M 158844 925340
103	11/21/2023	R27 23 33	RONALD WYTHE JR	FIRST LANDING INVESTMENTS LLC	127	155,000	95,300	267,700	155,000	1.73	1.73	M 159540 924843
103	11/21/2023	M27 23 33	FIRST LANDING INVESTMENTS LLC	WEST ST MANAGEMENT LLC	101	0	199,000	267,700	199,000	1.35	1.35	M 159329 924661
103	11/22/2023	R22 6 5	MOLINA LANDMARK LLC	REALGARDNER LLC	187	400,000	263,100	395,900	400,000	0.99	0.99	M 158876 924954
103	11/27/2023	M22 15 4	NOUBUGA JOHN	AGUILAR MERIBETH LISBETH RAMOS	243	162,000	383,900	325,000	162,000	1.18	1.18	M 159896 923769
103	11/30/2023	M22 5 1	MING 6 FUND LLC	DOUCETTE ERIC	41	417,700	497,700	608,000	417,700	0.82	0.82	M 161050 925659
103	11/30/2023	R17 7 6	BACZEWSKI JANET E	KORANG PRINCE	18	350,000	297,800	304,900	350,000	0.87	0.87	M 158034 926742
103	12/1/2023	M27 16 100 02 14	SILVA GLENY P and FRANCES M	TARR SUSAN M	27	143,000	106,600	142,200	143,000	0.99	0.99	M 158442 924943
103	12/1/2023	M22 7 31	MORSE GEROHSA L and JESSICA M T	LEAHY ST	22	310,000	284,700	310,000	310,000	1.02	1.02	M 158880 924951
103	12/1/2023	R22 7 18	ML BOWEN LLC	NEW MAN VENTURES LLC	78	435,000	394,900	468,800	435,000	1.08	1.08	M 159868 924886
103	12/2/2023	M22 16 10A	DALE M SPENCER	BEDOLUC DAVID J	23	435,000	31,100	34,200	435,000	0.08	0.08	M 158938 924508
103	12/7/2023	M22 17 4	LECHEVAL LUC	COMEAU RD	365,000	298,300	316,100	365,000	298,300	0.87	0.87	M 160221 926003
103	12/7/2023	R27 8 19	MALLOUX THOMAS R	FIVE ONE EIGHT LLC	114	550,000	840,700	550,000	550,000	1.53	1.53	M 158363 925017
103	12/7/2023	R22 19 13	MILLER JEFF L	BELCY AVE	101	277,100	296,800	258,000	277,100	1.11	1.11	M 157312 924684
103	12/12/2023	M22 7 30	BRODEUR ADAM P	WEST ST	469	248,000	278,900	248,000	248,000	1.10	1.10	M 157696 923066
103	12/14/2023	M17 25 6	DAVIDSON PAULA M	ROBCHAUD AARON J	408	343,000	244,100	256,100	343,000	0.75	0.75	M 158163 925423
103	12/14/2023	M27 21 32	DEARDEN LEEDAN	STELLA JAMES JR	104	425,000	398,400	425,000	425,000	0.94	0.94	M 160626 925471
103	12/15/2023	M17 4 3	MOLINA REALTY LLC	FARRELL VICTORIA	105	450,000	280,400	411,000	450,000	0.91	0.91	M 159691 924332
103	12/15/2023	M22 10 32B	DOWNTOWN GARDNER HOLDINGS LLC	GARDNER REDEVELOPMENT AUTHOR	82	50,000	0	50,000	50,000	1.86	1.86	M 155428 925010
103												



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 5, 2025

Hon. George C. Tyros, President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant St
Gardner, MA 01440

RE: A Measure Authorizing Payment of a Previous Fiscal Year Operating Expenditure for a National Grid Bill in the amount of \$87.31

Dear Mr. President and Councilors,

During FY2024, an electrical bill to National Grid was missed for the Community Center.

The General Laws of the Commonwealth require that all bills for service received in a previous fiscal year first receive legislative approval before payment can be issued, since the current fiscal year's funds would be used to pay a previous fiscal year's expense.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AUTHORIZING PAYMENT OF PRIOR YEAR OPERATING EXPENDITURE

ORDERED: To authorize payment of prior year MAYOR UNCLASSIFIED operating expenditure account for prior year, as follows:

FY2024	ENERGY & UTILITIES WSB	\$87.31
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City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

June 11, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating \$15,000.00 from Sewer Enterprise Retained Earnings (Surplus) to
Sewer Enterprise Overtime Account

Dear Mr. President and Councilors,

As we close out the fiscal year, the Auditor and I have begun to work with the City's Department Heads to cover any gaps they have in funding for their departments. By in large, the overages currently in the line items of city departments came from unanticipated cost increases after the budget was approved due to market fluctuations, staffing changes in departments, as well as others.

This appropriation request is being put forward to cover the costs associated with the increased rates for overtime related to the wages that were negotiated when the new collective bargaining agreement was signed between the City and the employees paid for from the Sewer Enterprise Account after the FY2025 budget was already adopted.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM WATER SURPLUS TO OVERTIME.

ORDERED:

That there be and is hereby appropriated the sum of Fifteen Thousand Dollars and No Cents (\$15,000.00) from Sewer Surplus to Overtime.

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

RE: Overtime Shortfall

May 20, 2025

Dear Mayor Nicholson:

The Sewer Department is requesting the **\$15,000** from the available **Sewer Surplus** to **Overtime** line item **(61440-51030)** to make up for a shortfall.

The Sewer Overtime line item currently has a deficit of nearly \$1,000. The additional funds will be used in the event overtime is needed until June 30th. The line item was funded at \$25,000 but due to various sewer back-ups and emergency issues that have occurred throughout the year, the line item is in deficit.

It should also be noted that the FY2025 budget was created and approved by the Mayor and Council in the spring of 2024. Since the time of approval, a new contract for the Department of Public Works employees has been negotiated and approved. The new contract resulted in higher wages, which affects the overtime rate and budget.

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

Sincerely,

Dane E. Arnold, Director
Department of Public Works

PC: Public Service Committee
 John Richard, City Auditor



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating the Sum of \$50,590.00 from Available Funds- Parking Meter Receipts Reserved to Various Accounts for the Fiscal Year Beginning July 1, 2025 to June 30, 2026

Dear Mr. President and Councilors,

Funds collected by the Parking Meters in the City are restricted by the General Laws of the Commonwealth to only be used toward the operations of the parking meters and any improvements or expenses associated with the parking meter area set by City ordinance.

Any funds that are collected through the meters, above and beyond what is appropriated into the budget for the meters, must be deposited back into the Parking Meter Reserve Account, as the account is considered a propriety account by state law.

The full budget proposal, breaking this authorization down, can be found in the FY2026 Budget Book listed as Item # 11538 on the City Council Agenda.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE FUNDS-
PARKING METER RECEIPTS RESERVED TO VARIOUS ACCOUNTS FOR THE
FISCAL YEAR BEGINNING JULY 1, 2025 TO JUNE 30, 2026

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1,
2025 to June 30, 2026 the sum of FIFTY THOUSAND, FIVE HUNDRED NINETY
DOLLARS 00/100 CENTS (\$50,590) from Available Funds-Parking Meter Receipts
Reserved to the following accounts:

City Treasurer	Parking Meter Clerk Salary	\$15,940
City Treasurer	Parking Meter Maintenance	8,000
Police	Parking Meter Patrol	6,650
Public Works	Parking Meter Maintenance	20,000

**Any unused funds will revert back to the Parking Meter Receipts Reserved Fund at
year end.**



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

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating the Sum of \$512,699.17 from Sewer Surplus/Retained Earnings to fund the FY2026 Revenue Budget

Dear Mr. President and Councilors,

Attached, please find the annual appropriation request to utilize portions of the retained earnings of the Sewer Enterprise Account to fund the FY2026 Operating Budget of the Sewer Department.

The full budget proposal, breaking this authorization down, can be found in the FY2026 Budget Book listed as Item # 11538 on the City Council Agenda.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER REQUESTING A TRANSFER FROM SEWER
SURPLUS/RETAINED EARNINGS TO FUND FY26 REVENUE BUDGET.

ORDERED:

That there be and is hereby transfer the sum of Five Hundred Twelve Thousand
Six Hundred Ninety-Nine Dollars and 17/100 (\$512,699.17) from Sewer
Surplus/Retained Earnings to Fund FY26 Revenue Budget.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating the Sum of \$232,406.71 from Water Surplus/Retained Earnings to fund the FY2026 Revenue Budget

Dear Mr. President and Councilors,

Attached, please find the annual appropriation request to utilize portions of the retained earnings of the Water Enterprise Account to fund the FY2026 Operating Budget of the Water Department.

The full budget proposal, breaking this authorization down, can be found in the FY2026 Budget Book listed as Item # 11538 on the City Council Agenda.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER REQUESTING A TRANSFER FROM WATER
SURPLUS/RETAINED EARNINGS TO FUND FY26 REVENUE BUDGET.

ORDERED:

That there be and is hereby transfer the sum of Two Hundred Thirty-two
Thousand Four Hundred Six Dollars and 71/100 (\$232,406.71) from Water
Surplus/Retained Earnings to Fund FY26 Revenue Budget.



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating the sum of \$94,310.00 from Landfill Surplus/Retained Earnings to Fund the FY2026 Revenue Budget

Dear Mr. President and Councilors,

Attached, please find the annual appropriation request to utilize portions of the retained earnings of the Landfill Closure Enterprise Account to fund the FY2026 Operating Budget of the Landfill Closure Department.

The full budget proposal, breaking this authorization down, can be found in the FY2026 Budget Book listed as Item # 11538 on the City Council Agenda.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER REQUESTING A TRANSFER FROM SOLID LANDFILL
SURPLUS/RETAINED EARNINGS TO FUND FY26 REVENUE BUDGET.

ORDERED:

That there be and is hereby transfer the sum of Ninety-Four Thousand Three
Hundred, Ten Dollars and 00/100 (\$94,310.00) from Landfill Surplus/Retained Earnings
to Fund FY26 Revenue Budget.

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

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating the Sum of \$264,092.00 From Available Funds- Cable Commission Fees Reserved to Cable Commission Budget

Dear Mr. President and Councilors,

Attached is the money order for the cable department budget appropriation associated with the FY2026 budget, which narrative that has been submitted as Item# 11538, and is available on the City's website at the following address: <https://gardner-ma.gov/1467/FY2026-Budget-Proposal>

This can be found under the Mayor's Department page of the website.

As you are likely aware, no tax funds or local receipts are utilized to fund the Cable Department. Under the General Laws of the Commonwealth, this department is considered a proprietary account in which the operations are solely funded from fees collected through cable bills paid for by residents who have cable services. This is explained further on page 5 of Section 1-4 of the aforementioned budget narrative.

Any unused funds that are collected but not appropriated to the budget must be returned as a deposit to the Cable Reserved for Appropriation account under that same statute, as the fees collected must go to support the service paid for and not fall into the General Fund.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE FUNDS-
CABLE COMMISSION FEES RESERVED TO CABLE COMMISSION BUDGET
FOR THE FICAL YEAR BEGINNING JULY 1, 2025 TO JUNE 30, 2026

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1, 2025 to June 30, 2026 the sum of TWO HUNDRED SIXTY-FOUR THOUSAND, NINETY-TWO DOLLARS 00/100 CENTS (\$264,092) from Available Funds-Cable Commission Fees Reserved to the Cable Commission budget. **Any unused funds will revert back to the Cable Commission Fees Reserved Fund at year end.**



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

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order Appropriating Various Sums of Money totaling \$12,211,026.00 from Available Enterprise Funds- Various Receipts Reserved to Various Accounts for the Fiscal Year Beginning July 1, 2025 to June 30, 2026.

Dear Mr. President and Councilors,

Attached is the money order for the Enterprise Fund budget appropriation associated with the FY2026 budget, which narrative that has been submitted as Item# 11538, and is available on the City's website at the following address: <https://gardner-ma.gov/1467/FY2026-Budget-Proposal>

This can be found under the Mayor's Department page of the website.

The City currently maintains five (5) enterprise accounts- Water, Sewer, Golf, Landfill Closure, and Solid Waste Removal. The operations and expenses from these accounts area solely paid for by the funds collected through the fees for these services. No tax revenue is appropriated into these accounts, nor are revenues unrelated to the operations of these accounts appropriated into the general fund. This is explained further in Section 1-4 of the aforementioned Budget Narrative.

Any unused funds that are collected but not appropriated to the budgets for these accounts must be returned as a deposit to the various enterprise accounts under that same statute, as the fees collected must go to support the service paid for and not fall into the General Fund.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE ENTERPRISE FUNDS-VARIOUS RECEIPTS RESERVED TO VARIOUS ACCOUNTS FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 TO JUNE 30, 2026

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1, 2025 to June 30, 2026 the sum of TWELVE MILLION, TWO HUNDRED ELEVEN THOUSAND, TWENTY-SIX DOLLARS 00/100 CENTS (\$12,211,026) from Available Enterprise Funds-Receipts Reserved to the following accounts:

Sewer Dept	Enterprise Fund	\$4,765,861
Water Dept	Enterprise Fund	4,117,072
Golf Course	Enterprise Fund	1,272,577
Landfill Closure	Enterprise Fund	94,310
Solid Waste	Enterprise Fund	1,961,206

Any unused funds will revert back to the original Enterprise Fund at year end.



City of Gardner - Executive Department
Mayor Michael J. Nicholson

June 11, 2025

Hon. George C. Tyros, President
 And City Councilors
 Gardner City Hall, Rm 121
 95 Pleasant St
 Gardner, MA 01440

RE: Additional Information Regarding Item #11546: An Order to Raise and Appropriate the Sum of \$36,715,187.00 for the School Department Budget for the Fiscal Year Beginning on July 1, 2025 to June 30, 2026.

Dear Mr. President and Councilors,

After reviewing the May 19th, 2025 Informal Meeting of the City Council, in which the School Department gave its budget presentation to the City Council, I wanted to follow up to further clarify some of the questions that were raised during this meeting, particularly with regard to the Net School Spending Amounts that were presented.

The data used in this correspondence can be found on the Department of Elementary and Secondary Education's website here:

<https://profiles.doe.mass.edu/general/general.aspx?topNavID=1&leftNavId=100&orgcode=01030000&orgtypecode=5>

For several years, the City has funded the Gardner Public Schools Department over the required minimum net school spending required by the Commonwealth, in some capacity, every year since FY2014. (See below).

Fiscal Year	State Funding		Local Funding		Net School Spending		
	Base Ch70	SOA	SOA Local	Base Local	Minimum NSS	Actual NSS	Amount Over/Under Required
2008	\$18,778,744.00	\$0.00	\$0.00	\$6,835,534.00	\$25,614,278.00	\$24,923,042.00	-\$694,236.00
2009	\$19,135,945.00	\$0.00	\$0.00	\$5,125,006.00	\$24,260,951.00	\$24,226,042.00	-\$34,908.00
2010	\$18,753,226.00	\$0.00	\$0.00	\$6,325,887.00	\$25,079,113.00	\$25,174,669.00	\$95,556.00
2011	\$17,777,812.00	\$0.00	\$0.00	\$6,408,008.00	\$24,185,820.00	\$23,852,113.00	-\$333,706.00
2012	\$18,037,844.00	\$0.00	\$0.00	\$6,788,528.00	\$24,826,372.00	\$24,541,777.00	\$284,595.00
2013	\$18,422,676.00	\$0.00	\$0.00	\$6,993,242.00	\$25,415,918.00	\$25,167,711.00	-\$248,206.00
2014	\$18,961,405.00	\$0.00	\$0.00	\$7,411,600.00	\$26,373,005.00	\$26,323,660.00	-\$49,344.00
2015	\$19,023,155.00	\$0.00	\$0.00	\$7,570,446.00	\$26,593,601.00	\$27,519,168.00	\$925,567.00
2016	\$19,085,780.00	\$0.00	\$0.00	\$8,111,579.00	\$27,197,359.00	\$27,411,565.00	\$214,206.00
2017	\$19,225,095.00	\$0.00	\$0.00	\$8,469,172.00	\$27,694,267.00	\$28,194,899.00	\$500,632.00
2018	\$19,521,864.00	\$0.00	\$0.00	\$8,779,067.00	\$28,300,931.00	\$28,885,815.00	\$584,884.00
2019	\$19,725,204.00	\$0.00	\$0.00	\$9,088,523.00	\$28,813,727.00	\$29,961,227.00	\$1,147,500.00
2020	\$ 21,003,460.00	\$0.00	\$0.00	\$ 9,418,789.00	\$ 30,422,249.00	\$30,615,912.00	\$193,663.00
2021	\$ 21,003,460.00	\$0.00	\$0.00	\$ 9,927,325.00	\$ 30,930,785.00	\$31,970,247.00	\$1,039,462.00
2022	\$ 21,072,010.00	\$0.00	\$0.00	\$ 10,332,365.00	\$ 31,404,375.00	\$32,239,337.00	\$834,962.00
2023	\$ 21,621,481.44	\$ 1,685,917.56	\$ 371,903.02	\$ 10,349,827.98	\$ 34,029,130.00	\$34,529,130.00	\$500,000.00
2024	\$ 22,170,952.89	\$ 5,257,293.11	\$ 1,566,527.44	\$ 9,695,590.56	\$ 38,690,364.00	\$38,826,980.00	\$136,616.00
2025	\$ 22,720,424.33	\$ 6,956,785.67	\$ 1,866,678.52	\$ 10,042,619.48	\$ 41,586,508.00	\$41,759,439.86	\$172,931.00

Chapter 70 of the General Laws of the Commonwealth sets the minimum net school spending requirement for each school district. This is the amount a district must spend on schools, and it's calculated using a formula that considers factors like including “district's wealth”, the number of students enrolled in the district, student population demographics, and the “local labor market.” For the purposes of this formula, “District Wealth” is defined as certified property valuation and local receipt income, and “local labor market” is defined as unemployment rate.

Additionally, each school district must also meet its minimum foundation budget as well. Foundation Budgets were established by the Commonwealth following the ruling by the Supreme Judicial Court of the Commonwealth in the *McDuffy v. EOE* case, which stated that the Commonwealth has an enforceable duty to “provide education in the public schools for the children there enrolled, whether they be rich or poor and without regard to the fiscal capacity of the community or district in which such children live.”

Fiscal Year	Actual NSS	Foundation Budget	
		Foundaiton Budget	Amount Over/Under
2008	\$24,923,042.00	\$24,266,064.00	\$656,978.00
2009	\$24,226,042.00	\$24,824,626.00	-\$598,584.00
2010	\$25,174,669.00	\$25,171,808.00	\$2,861.00
2011	\$23,852,113.00	\$24,334,327.00	-\$482,214.00
2012	\$24,541,777.00	\$24,492,666.00	\$49,111.00
2013	\$25,167,711.00	\$25,131,322.00	\$36,389.00
2014	\$26,323,660.00	\$26,124,799.00	\$198,861.00
2015	\$27,519,168.00	\$26,236,297.00	\$1,282,871.00
2016	\$27,411,565.00	\$27,133,681.00	\$277,884.00
2017	\$28,194,899.00	\$27,651,776.00	\$543,123.00
2018	\$28,885,815.00	\$28,300,931.00	\$584,884.00
2019	\$29,961,227.00	\$28,813,727.00	\$1,147,500.00
2020	\$30,615,912.00	\$30,422,249.00	\$193,663.00
2021	\$31,970,247.00	\$30,422,249.00	\$1,547,998.00
2022	\$32,239,337.00	\$30,713,287.00	\$1,526,050.00
2023	\$34,529,130.00	\$34,029,130.00	\$500,000.00
2024	\$38,826,980.00	\$38,690,364.00	\$136,616.00
2025	\$41,759,439.86	\$41,586,508.00	\$172,931.86

As such, the Foundation Budget formula determines state aid and minimum spending based on the total number of students enrolled in a district as of October 1 of the previous year, student economic demographics, geographic location, and the number of students for whom English was their second language. A school district cannot spend more than 85% of the foundation budget from local appropriations, and state aid funding must make up a minimum 15% of foundation budget funding.

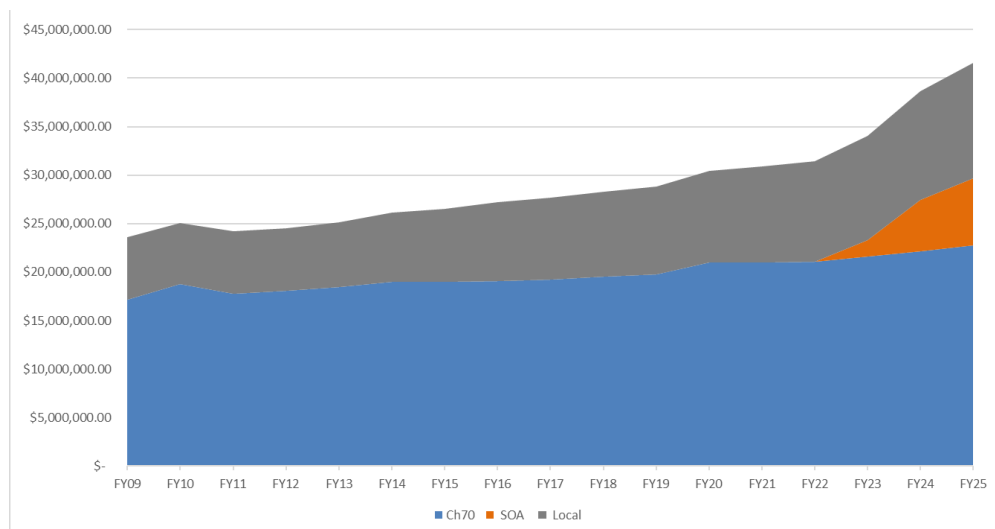
The City has, by in large, exceeded the minimum foundation budget number when adding in both state and local appropriations.

I also wish to address the statement that was made that the City share of school funding has decreased over recent years.

Fiscal Year	Actual NSS	% of General Fund Budget	
		Full City GF Appropriation	School Funding as a % of Budget
2008	\$24,923,042.00	\$44,886,620.00	56%
2009	\$24,226,042.00	\$44,101,612.00	55%
2010	\$25,174,669.00	\$44,327,362.00	57%
2011	\$23,852,113.00	\$44,061,355.00	54%
2012	\$24,541,777.00	\$45,507,000.00	54%
2013	\$25,167,711.00	\$46,681,422.00	54%
2014	\$26,323,660.00	\$48,178,230.00	55%
2015	\$27,519,168.00	\$50,418,080.00	55%
2016	\$27,411,565.00	\$52,035,450.00	53%
2017	\$28,194,899.00	\$52,772,631.00	53%
2018	\$28,885,815.00	\$54,874,818.00	53%
2019	\$29,961,227.00	\$57,489,145.00	52%
2020	\$30,615,912.00	\$57,356,618.00	53%
2021	\$31,970,247.00	\$61,689,644.00	52%
2022	\$32,239,337.00	\$60,529,838.00	53%
2023	\$34,529,130.00	\$64,618,418.00	53%
2024	\$38,826,980.00	\$72,699,380.00	53%
2025	\$41,759,439.86	\$75,284,917.00	55%

The City has consistently funded the Gardner Public Schools Budget at an amount equivalent to approximately 55% of the City's full General Fund Budget every year since FY2008.

It is true that the Student Opportunity Act did increase, the minimum required amount that the City is required to pay, however, even with that increase, the percentage of the budget that the City has put toward the school department has, by in large, been consistent.



Additionally, when you factor in the other costs associated with the school department, such as the costs for in district and special education transportation, and the debt payments on the new school building, you'll see that the City has increased its payments to education related expenses more in recent years than it has in recent memory.

Fiscal Year	Actual NSS	Other City Funded Expenses		Total School as % of General Fund			Increase from Previous Year	
		Transportation (Regular & SpecEd)	School Building Debt Costs	Total School Funding	Full City GF Appropriation	Total School Funding as a % of GF Budget	Increase in Total School Funding from Previous Year	% Increase/(decrease)
2008	\$24,923,042.00	\$1,095,782.58	\$1,660,616.75	\$ 27,679,441.33	\$44,886,620.00	62%	-	-
2009	\$24,226,042.00	\$1,135,782.58	\$1,382,113.00	\$ 26,743,937.58	\$44,101,612.00	61%	\$ (935,503.75)	-3.380%
2010	\$25,174,669.00	\$1,257,083.85	\$1,053,200.00	\$ 27,484,952.85	\$44,327,362.00	62%	\$ 741,015.27	2.771%
2011	\$23,852,113.00	\$1,013,321.06	\$1,037,800.00	\$ 25,903,234.06	\$44,061,355.00	59%	\$ (1,581,718.79)	-5.755%
2012	\$24,541,777.00	\$1,163,479.70	\$1,024,550.00	\$ 26,729,806.70	\$45,507,000.00	59%	\$ 826,572.64	3.191%
2013	\$25,167,711.00	\$1,271,169.55	\$1,007,300.00	\$ 27,446,180.55	\$46,681,422.00	59%	\$ 716,373.85	2.680%
2014	\$26,323,660.00	\$1,294,821.46	\$958,600.00	\$ 28,577,081.46	\$48,178,230.00	59%	\$ 1,130,900.91	4.120%
2015	\$27,519,168.00	\$1,366,566.84	\$954,590.00	\$ 29,840,324.84	\$50,418,080.00	59%	\$ 1,263,243.38	4.420%
2016	\$27,411,565.00	\$1,344,770.24	\$965,861.00	\$ 29,722,196.24	\$52,035,450.00	57%	\$ (118,128.50)	-0.396%
2017	\$28,194,899.00	\$1,361,811.15	\$768,971.73	\$ 30,325,681.88	\$52,772,631.00	57%	\$ 603,485.64	2.030%
2018	\$28,885,815.00	\$1,567,520.22	\$744,150.00	\$ 31,197,485.22	\$54,874,818.00	57%	\$ 871,803.34	2.875%
2019	\$29,961,227.00	\$1,638,572.57	\$0.00	\$ 31,599,799.57	\$57,489,145.00	55%	\$ 402,314.35	1.290%
2020	\$30,615,912.00	\$1,243,877.38	\$0.00	\$ 31,859,789.38	\$57,356,618.00	56%	\$ 259,989.81	0.823%
2021	\$31,970,247.00	\$1,195,029.19	\$0.00	\$ 33,165,276.19	\$61,689,644.00	54%	\$ 1,305,486.81	4.098%
2022	\$32,239,337.00	\$1,138,182.31	\$276,573.19	\$ 33,654,092.50	\$60,529,838.00	56%	\$ 488,816.31	1.474%
2023	\$34,529,130.00	\$1,705,063.46	\$2,538,189.09	\$ 38,772,382.55	\$64,618,418.00	60%	\$ 5,118,290.05	15.209%
2024	\$38,826,980.00	\$2,487,290.56	\$2,919,256.26	\$ 44,233,526.82	\$72,699,380.00	61%	\$ 5,461,144.27	14.085%
2025	\$41,759,439.86	\$2,360,348.95	\$2,850,256.26	\$ 46,970,045.07	\$75,284,917.00	62%	\$ 2,736,518.25	6.187%

(a larger print version of this chart is available at the end of this letter.)

As such, statements made that the school department has been “eroded,” or that the City is funding the school department at a rate lower than before, simply are untrue, as shown by the various data points above.

I am proud to be the Mayor of a City that has invested so much into our education system in order to make sure our students have the resources they need to be successful in their academic careers and set them up for a stronger future.

Thank you for your partnership in these important investments, and I look forward to seeing the difference our students make on the community around them thank to the opportunities these funds provide.

Respectfully submitted,



Michael J. Nicholson
Mayor, City of Gardner

		Other City Funded Expenses		Total School as % of General Fund			Increase from Previous Year	
Fiscal Year	Actual NSS	Transportation (Regular &SpecEd)	School Building Debt Costs	Total School Funding	Full City GF Appropriation	Total School Funding as a % of GF Budget	Increase in Total School Funding from Previous Year	% Increase/(decrease)
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**City of Gardner - *Executive Department*****Mayor Michael J. Nicholson**

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order to Raise And Appropriate The Sum Of \$36,715,187.00 For School Department Budget For The Fiscal Year Beginning July 1, 2025 To June 30, 2026.

Dear Mr. President and Councilors,

Attached is the money order for the school department budget appropriation associated with the FY2026 budget, which narrative that has been submitted as Item# 11538, and is available on the City's website at the following address: <https://gardner-ma.gov/1467/FY2026-Budget-Proposal>

This can be found under the Mayor's Department page of the website.

This budget was approved by unanimous vote of the School Committee following a public hearing, as required by the General Laws of the Commonwealth, on April 14, 2025 at 6:30pm.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TO RAISE AND APPROPRIATE A SUM OF MONEY FOR THE SCHOOL DEPARTMENT BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 TO JUNE 30, 2026.

ORDERED:

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2025 to June 30, 2026 sums as designated for the expenditures of the School Department according to the detailed schedule hereto annexed and made a part of this money order in the amount of THIRTY-SIX MILLION, SEVEN HUNDRED FIFTEEN THOUSAND, ONE HUNDRED, EIGHTY-SEVEN DOLLARS 00/100 CENTS (\$36,715,187)

Gardner School Committee

City Council Chambers, 95 Pleasant Street, Gardner, Massachusetts

Regular Meeting – April 14, 2025

Members present: Mayor Michael Nicholson
Rachel Cormier
Anne Hurst
John LaFreniere
Jennifer Pelavin
Robert Swartz
Shannon Ward-Leighton

School Personnel Present: Dr. Mark Pellegrino, Superintendent
Terri Hillman, Recording Secretary
Mark Hawke, Director of Finance & Operations
Joyce West, Director of Pupil Personnel Service

Student Advisor absent: Nora Morris

Call to Order

Mayor Nicholson, Chairperson, called the meeting to order at 6:30 pm. The meeting opened with a roll call and the Pledge of Allegiance. The meeting was broadcast live on Channel 8 (Gardner Educational Television Station).

Open Time for the General Public

No one from the General Public requested to speak.

PUBLIC HEARING

Mayor Nicholson, Chairman, opened the Public Hearing on the proposed FY 2026 School Budget at 6:32 pm in accordance with MGL Chapter 71, Section 38N.

Dr. Pellegrino presented the FY 2026 Level Services Budget for the Gardner Public Schools. There are increased costs associated with changes in demographics, there is increased enrollment and over 500 are high needs students, low income students are up 50%, and there are 100 students with disabilities. Staff is needed to support these students. Out of District Placement Costs have also increased.

Preparation for the FY 2026 Budget began with the Principals and Administrators having continued meetings with the Superintendent and the Director of Finance. The budget was developed to address the needs of all students.

Regular Meeting**April 14, 2025****Page 2**

Mark Hawke, Director of Finance & Operations, presented the costs of Salaries, Expenses, Indirect Costs, and Revenue Projection. The FY26 Chapter 70 Determination of Required Contribution has increased. He explained Net School Spending.

After the presentation, Mayor Nicholson asked if there were any question from School Committee members. Mr. Swartz spoke about possible future Federal budget cuts.

Mayor Nicholson asked if anyone from the general public had any questions. Ms. Amy Doucette, Central Street, Gardner, asked if on-line learning costs and if training costs for bus drivers were included in the budget.

Mayor Nicholson asked three times if anyone else from the general public had any questions on the FY 2026 Level Services Budget. There were no further questions.

Mr. LaFreniere moved that the Public Hearing on the FY 2026 Level Services Budget be closed.

Seconded by Mr. Swartz.

Vote - Unanimous.

The Public Hearing closed at 7:03 pm.

FY 2026 SCHOOL BUDGET (Vote)

Mrs. Pelavin moved that the Gardner School Committee vote to approve the FY 2026 Gardner Public School's Budget at \$37,676,548 as presented.

Seconded by Mr. LaFreniere.

Roll Call Vote - Mrs. Cormier, yes; Mrs. Hurst, yes; Mr. LaFreniere, yes;

Mrs. Pelavin, yes; Mr. Swartz, yes; Mrs. Ward- Leighton, yes; and

Mayor Nicholson, yes. Count - 8 yes. Unanimous.

CONSENT AGENDA

Mr. Swartz moved to accept the Consent Agenda as presented:

- **Acceptance of Minutes, March 10, 2025**
- **Ratification of the following Warrants as recommended by the Finance Subcommittee:**
 - **Warrant #25-37 dated 03/13/25 in the amount of \$160,289.34**
 - **Warrant #25-38 dated 03/20/25 in the amount of \$253,333.34**
 - **Warrant #25-39 dated 03/27/25 in the amount of \$274,444.25**
 - **Warrant #25-40 dated 04/03/25 in the amount of \$636,798.81**

Seconded by Mrs. Ward-Leighton.

Vote - so voted.

Mayor Nicholson abstained from voting.

Regular Meeting

April 14, 2025

Page 3

SUBCOMMITTEE REPORTS

Finance Subcommittee

Mr. LaFreniere, Chairperson, reported that the Finance Subcommittee met on April 3, 2025. Minutes of the meeting were presented.

The Subcommittee reviewed the Expense Report and Mark Hawke, Director of Finance & Operations, answered questions. It will be necessary to overhaul the GHS elevator over the summer break.

The Subcommittee reviewed the updated budget sheets. While all schools held expenses to approximately the same as last year, the costs associated with the custodial contract, transportation and chrome books were the biggest expense drivers.

Policy Subcommittee

Mrs. Hurst, Chairperson, reported that the Policy Subcommittee met on March 12, 2025. Minutes of the meeting were presented.

The following policies were reviewed and it was determined that no changes were required. They will be updated "Reviewed March 2025".

BBBE	Unexpired Term Fulfillment/Vacancies
BCA	Code of Ethics for School Committee Members
BDA	School Committee Organizational Meeting

Several policies were approved for a First Reading (Item #3689 on Agenda), and one policy to be moved to the District Procedure Manual (Item #3690 on Agenda).

Student Advisory Board

Ms. Nora Morris, Student Advisory Board representative, was not present this evening and there was no report.

NEW BUSINESS

Item #3688 - First Reading of Policies

BBAA	School Committee Member Authority
BBBA	School Committee Member Qualifications
BBBC	School Committee Member Resignation (for Adoption)
BDE	Subcommittees of the School Committee

Regular Meeting

April 14, 2025

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Item #3689 - Second Reading of Policies

Mrs. Hurst moved that the Gardner School Committee vote to accept the following policy for a second read as recommended by the Policy Subcommittee:

JKAA Physical Restraints

Seconded by Mrs. Cormier.

Vote - so voted.

Mayor Nicholson abstained from voting.

Item #3690 - Policy BDEE - Athletic Council - Move

Mrs. Ward-Leighton moved that the Gardner School Committee vote to approve moving Policy BDEE - Athletic Council - from the Policy Manual to the District Procedure Manual as recommended by the Policy Subcommittee.

Seconded by Mrs. Hurst.

Vote - so voted.

Mayor Nicholson abstained from voting.

Item #3691 - Appointment of Keystone Collaborative Representative

Mrs. Pelavin moved that the Gardner School Committee vote to appoint Dr. Mark Pellegrino, Superintendent, to represent the Gardner School District on the Keystone Board of Directors.

Seconded by Mrs. Hurst.

Vote - so voted.

Mayor Nicholson abstained from voting.

Item #3692 - Appointment of CAPS Collaborative Representative

Mrs. Hurst moved that the Gardner School Committee vote to appoint Dr. Mark Pellegrino, Superintendent, to represent the Gardner School District on the CAPS Collaborative Board of Directors.

Seconded by Mrs. Pelavin.

Vote - so voted.

Mayor Nicholson abstained from voting.

Item #3693 - CAPS Collaborative Agreement

Mr. Swartz moved that the Gardner School Committee vote to approve the CAPS Collaborative (Central Area Program and Services) Agreement effective July 1, 2025, as presented

Seconded by Mrs. Cormier.

Vote - so voted.

Mayor Nicholson abstained from voting.

Regular Meeting**April 14, 2025****Page 5****Item #3694 - Competency Determination**

Dr. Pellegrino presented changes to the GHS Handbook regarding the competency determination required for a student to earn a high school diploma. The three competency standards required were presented.

Mr. LaFreniere moved that the Gardner School Committee vote to adopt the GPS Competency Language for the Graduating Class of 2025 and Beyond as presented by Dr. Pellegrino.

Seconded by Mr. Swartz.

Vote - so voted.

Mayor Nicholson abstained from voting.

Item #3695 - Curriculum Coordinator's Update

The Curriculum Coordinator's Update was included in members' packets. Dr. Goguen, Chief Academic Officer, was not present this evening.

Item #3696 - Grants Administrator's Update

The Grants & Communications Update was included in members' packets. Mrs. Dunn, Grants & Communications Manager, was not present this evening.

Item #3697 - Special Education Update

The Special Education Update Report was included in members' packets. Ms. Joyce West, Director of Pupil Personnel Services, was present this evening.

COMMUNICATIONS

Dr. Pellegrino spoke about the departure of Ms. Paula Bolger as Principal of Gardner High School. She has done a wonderful job. Michael Bartkus will be the new Principal.

FINAL COMMENTS

Mrs. Ward-Leighton thanked Dr. Pellegrino and Mark Hawke for the Budget presentation.

Mrs. Hurst spoke about the budget.

Mrs. Pelavin spoke about the budget and thanked all the personnel who worked to make it possible.

Mr. Swartz attended the musical presentations. Students and staff did amazing jobs.

Mrs. Cormier appreciated the budget presentation.

Mayor Nicholson spoke about the School Bands and the Sports Teams. He is looking forward to this time of year - Graduation and signing all the diplomas.

Regular Meeting

April 14, 2025

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ADJOURNMENT

Mrs. Hurst moved to adjourn.

Seconded by Mr. LaFreniere.

Mayor Nicholson abstained from voting.

Vote – so voted.

The meeting adjourned at 7:25 pm

Anne Hurst, Secretary

T. Hillman, Recording Secretary



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order to Raise And Appropriate The Sum Of \$29,193,146.00 For The Various
Department Of The City For The Expense Budget For The Fiscal Year Beginning July 1, 2025 To
June 30, 2026.

Dear Mr. President and Councilors,

Attached is the money order for the expense budget appropriation associated with the FY2026
budget, which narrative that has been submitted as Item# 11538, and is available on the City's
website at the following address: <https://gardner-ma.gov/1467/FY2026-Budget-Proposal>

This can be found under the Mayor's Department page of the website.

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 EXPENSE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2025 TO JUNE 30, 2026.

ORDERED:

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2025 to June 30, 2026 sums as designated for the expenditures of the various departments, other than what was presented to City Council in the Salary and Labor budget, according to the detailed schedule hereto annexed and made a part of this money order in the amount of TWENTY-NINE MILLION, ONE HUNDRED AND NINETY-THREE THOUSAND, ONE HUNDRED FORTY-SIX DOLLARS 00/100 CENTS (\$29,193,146)



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: An Order to Raise And Appropriate The Sum Of \$14,411,619.00 For The Various
Department Of The City For The Salary And Labor Budget For The Fiscal Year Beginning July
1, 2025 To June 30, 2026.

Dear Mr. President and Councilors,

Attached is the money order for the salary and labor appropriation associated with the FY2026
budget, which narrative that has been submitted as Item# 11538, and is available on the City's
website at the following address: <https://gardner-ma.gov/1467/FY2026-Budget-Proposal>

This can be found under the Mayor's Department page of the website.

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, 2025 TO JUNE 30, 2026.

ORDERED:

To raise and appropriate for the expense of the City of Gardner for the Fiscal Year beginning July 1, 2025 to June 30, 2026 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 FOURTEEN MILLION, FOUR HUNDRED ELEVEN THOUSAND, SIX HUNDRED, NINETEEN DOLLARS 00/100 CENTS (\$14,411,619)



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

May 14, 2025

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Measure Authorizing FY2026 Revolving Funds, pursuant to MGL Ch44, §53E ½, for the Fiscal Year beginning July 1, 2025 to June 30, 2026

Dear Mr. President and Councilors,

Attached, please find the annual authorizations of the City's revolving funds that are associated with the City's annual budget process.

The full budget proposal, breaking this authorization down, can be found in the FY2026 Budget Book listed as Item # 11538 on the City Council Agenda.

Respectfully submitted,

Michael J. Nicholson
Mayor, City of Gardner

AUTHORIZING FY2026 REVOLVING FUNDS
M.G.L. CH.44, S.53E½

ORDER: To authorize and direct the City Treasurer to establish the following revolving funds for the fiscal year beginning July 1, 2025 to June 30, 2026 in accordance with M.G.L. Chapter 44, section 53E½:

Revolving Fund	Authorized to Expend	Revenue Source	Purpose of Fund	Spending Limit
Airport Fuel	Airport Commission	Sale of airplane fuel	Purchase of fuel, airport programs, and improvements	Available balance or \$20,000, whichever is less
Community Development Projects	Community Development/ Planning	Historic Housing Rehab Income	Salaries and expenses relating to Community Development Activities	Available balance or \$20,000, whichever is less
Wetland Protection	Conservation Commission	Local wetland filing fees	Costs associated with wetland protection activities	Available balance or \$20,000, whichever is less
Health Prevention Activities	Health Director	Health Prevention Training Fees	Salaries and expenses related to Health Dept	Available balance or \$20,000, whichever is less
Council on Aging Recreational Activities	Council on Aging Director	Recreation Fees	Salaries and expenses relating to recreational activities at Senior Center	Available balance or \$40,000, whichever is less
Gardner's Summer Celebration	Mayor	Collections and donations	Costs associated with Gardner's Summer Celebration	Available balance or \$20,000, whichever is less
Planning Board Publications	Planning Board	Sale of Planning Board publications	Preparation and production of Planning Board publications	Available balance or \$3,000, whichever is less
Road Resurfacing	Public Works Director	Fees charged for cutting into newly paved roads	Costs associated with road resurfacing and road maintenance	Available balance or \$20,000, whichever is less
Municipal Recreation Dept	Municipal Recreation Director	Fees charges and donations	Salaries and expenses related to Municipal Recreation Dept	Available balance or \$50,000, whichever is less
High School Summer Football Camp	School Department	Camp fees and donations	Salaries and expenses for the High School Summer Football Camp	Available balance or \$20,000, whichever is less
Summer Basketball Camp	School Department	Camp fees and donations	Salaries and expenses for the Summer Basketball Camp	Available balance or \$12,000, whichever is less
Transportation	School Department	Bus passes and fees for transportation	Salaries and expenses relating to school transportation	Available balance or \$20,000, whichever is less

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

The person or persons authorized to expend from each fund shall report annually to the Mayor and City Council the total amount of receipts and expenditures for the prior fiscal year and for the

current fiscal year through December 31st, along with any other information that City Council may by vote require.

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