



City of Fitchburg Massachusetts 01420

CITY COUNCIL

Councilors at Large

Marcus L. DiNatale
Amy L. Green
Michael P. Kushmerek
Samantha M. Squailia
Anthony M. Zarrella

President

Michael P. Kushmerek

Vice President

Elizabeth R. Walsh

Ward Councilors

Ward 1 – Bernard J. Schultz, III
Ward 2 – Paul R. Beauchemin
Ward 3 – Andrew J. Couture
Ward 4 – Andrew J. Van Hazinga
Ward 5 – Marisa R. Fleming
Ward 6 – Elizabeth R. Walsh

Finance Committee

A meeting of the Finance Committee was held over the Zoom platform and live streamed at FATV Studios on Tuesday, May 12, 2020. The meeting was called to order by Chairman DiNatale at 6:05 PM.

Committee Members present: Councilors Paul Beauchemin, Marcus DiNatale, Michael Kushmerek, Elizabeth Walsh, and Anthony Zarrella.

Committee Members absent: None.

The chairman opened the meeting for public comment. No one had registered to speak.

104-20 ORDER: that there be and hereby is transferred the sum of ONE HUNDRED THIRTY-TWO THOUSAND AND 00/100 DOLLARS (\$132,000.00) same to be charged against RESERVE FOR SNOW & ICE REMOVAL and credited to the following DEPARTMENT OF PUBLIC WORKS, SNOW & ICE accounts:

EQUIPMENT RENTAL	\$ 82,000.00
SALT	\$ 50,000.00.

105-20 ORDER: that there be and hereby is transferred from within the sum of ONE HUNDRED SIXTY-EIGHT THOUSAND AND 00/100 DOLLARS (\$168,000.00) same to be charged against RESERVE FOR SNOW & ICE REMOVAL and credited to CEMETERY CAPITAL EXPENSES, CEMETERY EXPANSION for the purpose of expanding the Forest Hill Cemetery.

106-20 ORDER: that there be and hereby is transferred from within the sum of SEVEN THOUSAND AND 00/100 DOLLARS (\$7,000.00) same to be charged against SNOW & ICE, OVERTIME and credited to CEMETERY CAPITAL EXPENSES, CEMETERY EXPANSION for the purpose of expanding the Forest Hill Cemetery.

Discussion: The chairman announced that items #104-20, #105-20, and #106-20 would be taken together. Public Works Commissioner Nicolas Bosonetto was present. The chairman read a letter from Commissioner Bosonetto dated May 12, 2020. Commissioner Bosonetto noted that the city was able to reduce costs for snow and ice removal due to certain management initiatives. As for the cemetery expansion, there are currently about 200 gravesites left and the expansion would add another 800 gravesites. These additional gravesites would also generate additional revenue.

Councilors asked about the total cost of the project. Commissioner Bosonetto stated that the \$175,000 being requested is for both engineering and construction. The city needs to build some roads and a small retaining wall.

Action: Motion to approve items #104-20, #105-20, and #106-20 made by Councilor Beauchemin second by Councilor Zarrella.

Approved: Roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

107-20 ORDER: that there be and hereby is appropriated the sum of SIX HUNDRED THOUSAND AND 00/100 DOLLARS (\$600,000.00) same to be charged against AVAILABLE FUNDS and credited to COMMUNITY DEVELOPMENT CAPITAL EXPENSES, CONSTRUCTION account, for the Downtown Transformation Project.

Discussion: Community Development Director Tom Skwierawski was present. The chairman read a letter from Mr. Skwierawski dated April 29, 2020. Mr. Skwierawski noted that in the fall of 2019, City Council approved grant spending of \$3,000,000 from MassWorks and \$399,000 from Complete Streets (\$320,000 for this project) for the Two Way Main Street Project. At the time he had indicated that additional funding from the city would be needed to address certain things that were supplementary to the original plans. He also had received helpful feedback during the public comment period. For example, Cushing Street will be closed, and, because of abutters input, there will be a loading zone and area for trash as part of the redesign. There will also be accessibility improvements along Newton Street near the library and drainage work on Putnam Street. There also has to be contingencies in place for possible alterations due to the Water Street Bridge Project. The uncertainty around the Covid-19 emergency has delayed the project until spring, 2021, so additional contingency funds are needed because of that delay.

Councilors asked if the city has to bear the costs of delay caused by the Covid-19 emergency. Mr. Skwierawski said it appears to be the case. The state will allow for flexibility in scheduling and is allowing delays, but won't bear the added costs. Councilors were in favor of moving the project along. They acknowledged that there was always a city share, but that most of the city's money will be used to make for a better project.

Councilors asked for clarification of the plans for Cushing Street. Mr. Skwierawski said the plan is to move the current dumpster location from Mill Street to Cushing Street. The city will retain ownership of the street, as it has done on Mill Street, and will therefore maintain control. Councilors asked about sidewalks and were told that the sidewalk budget for the

project is meant to target certain areas rather than use a band-aid approach. He wants to be sure, for example, that pedestrians can get from the Putnam Place Garage to City Hall and the theater block. Councilors asked if funds are available or should they be held to deal with the Covid-19 emergency. City Auditor Calvin Brooks replied that the project is already underway and is part of the financial plans. In fact, the impact of the emergency will be felt more strongly in the FY2021 budget than in the current year.

Councilors expressed a desire for more green space on Boulder Drive. Mr. Skwierawski said the city has to take baby steps in the project and that the current plan allows for closing either Main Street or Boulder Drive, offering greater flexibility in holding events.

Councilors were concerned about possible future layoffs. They did discuss that the city has already committed to this project, which still leaves \$3.2 million of available funds. This money could be used for one-time needs, which may happen next year. The city should not underestimate the importance of this project, which represents a generational change for downtown. The city would be wasting resources if it delays, especially given that the Water Street Bridge Project will be started soon. This project is also part of the long term plan for the redevelopment of downtown.

Councilors asked if there could be a request for more funds in the future. Mr. Skwierawski stated that he does not believe so and that grant funds would be spent before city funds.

Councilors did continue a discussion about the general state of city finances and stated that the city does have Stabilization Funds, as well as Free Cash, which can be used for one-time reasons. The city is in much better shape than during past crises and will somehow weather this emergency.

Action: A motion to approve made by Councilor Kushmerek second by Councilor Zarrella.

Approved: Roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

108-20 ORDER: that there be and hereby is transferred from within the sum of FOUR HUNDRED FIFTY-FIVE THOUSAND AND 00/100 DOLLARS (\$455,000.00) same to be charged against RESERVE FOR OTHER MUNICIPAL PURPOSES, CAPITAL EXPENSES and credited to CAPITAL FUND, PARKING GARAGE RENOVATION account, for the purpose of repairing the stairwells at the Putnam Place Garage.

Discussion: City Treasurer Anne Cervantes was present. The chairman read a letter from Ms. Cervantes dated January 22, 2020. Ms. Cervantes stated that the stairwells have deteriorated to the point where they are creating safety risks.

Councilors noted that this order is for a transfer from within the current year budget. They asked if there will be a demand for use of the garage after municipal offices move back to City Hall. Ms. Cervantes said that as downtown is redeveloped, it will need parking. Councilors also pointed out that the garage is currently not being used as much because of the Covid-19 emergency. This project is also a continuation of several projects to fix up the garage.

Action: A motion to approve made by Councilor Beauchemin second by Councilor Zarrella.

Approved: Roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

109-20 ORDER: that there be and hereby is transferred from within the sum of FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000.00) same to be charged against RESERVE FOR OTHER MUNICIPAL PURPOSES, CAPITAL EXPENSES and credited to LIBRARY CAPITAL EXPENSE, BUILDING RENOVATION for the purpose of preparing and repainting the exterior windows of the library building.

Discussion: Library Director Sharon Bernard and Trustee Chairman Jim Walsh were present. The chairman read a letter from Ms. Bernard dated April 29, 2020 and noted that this order is again a transfer from within. Ms. Bernard stated that Senator Dean Tran had gotten a \$100,000 earmark in the state budget for this project and this order is for the balance of the cost. She is concerned about windows falling out, because the glazing is loose. Unfortunately the glazing contains asbestos, which complicates the project.

Councilors expressed concern about spending this money in light of a major renovation being planned. Ms. Bernard said the grant offer from the state for the library renovation will not likely be made for another four or five years and then there will be another year or two for architectural and engineering work before construction actually begins. The library can not power wash the windows because the glazing is so loose and there is a safety issue involved.

Action: Motion to approve made by Councilor Beauchemin second by Councilor Zarrella.

Approve: Roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

110-20 ORDER: that there be and hereby is transferred from within the sum of FIFTY THOUSAND AND 00/100 DOLLARS (\$50,000.00) same to be charged against RESERVE FOR OTHER MUNICIPAL PURPOSES, CAPITAL EXPENSES and credited to CAPITAL PROJECTS, FITCHBURG HIGH SCHOOL LIGHTING CONVERSION for the purpose of converting to LED lighting.

Discussion: Mayor's Chief of Staff A. J. Tourigny was present. The chairman read a letter from Mr. Tourigny dated April 27, 2020 and again noted that this order is a transfer from within. Mr. Tourigny thanked Unutil and MRPC for their assistance in this project.

Action: A motion to approve made by Councilor Zarrella second by Councilor Kushmerek.

Approved: Roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

111-20 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Department of Transportation, Aeronautics Division grant in the approximate amount of \$23,332.00 (TWENTY-THREE THOUSAND, THREE HUNDRED THIRTY-TWO AND 00/100 DOLLARS) for the purpose of said grant, which is to repair the downed fence lengths surrounding the airport property.

Discussion: Interim Airport Manager Peter Kettle was present. The chairman read a letter from Mr. Kettle dated April 29, 2020. The chairman noted that there is no city match required for this grant. Mr. Kettle explained that this project is not just about putting up a fence, but also about making the airport safe. Deer have wandered onto airport property, creating a safety hazard. They have been able to jump over the seven foot fence. The airport is expecting to receive a

grant in 2022 for installing a ten foot fence around the airport perimeter. In the meantime, they need to patch the gaps in the fence.

Councilors were glad that the fence is being improved and remarked on the idea of there being a herd of deer within the city's urban environment.

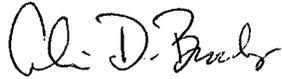
Action: A motion to approve made by Councilor Kushmerek second by Councilor Beauchemin.

Approved: Roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

Motion to adjourn by Councilor Beauchemin, second by Councilor Walsh. Approved by roll call vote—Beauchemin (Yes), DiNatale (Yes), Kushmerek (Yes), Walsh (Yes), and Zarrella (Yes).

The meeting adjourned at 7:19 PM.

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Calvin D. Brooks".

Calvin D. Brooks, Clerk

City of Fitchburg
Available Funds Summary
Fiscal Year 2020

Available Funds Certified as of July 1, 2019			7,750,632
Less Approved Appropriations:			
11/19/19	257-19	Police - Capital - Building Repairs	-262,000
11/19/19	258-19	Treasurer - Expenses - Parking Building Repairs	-20,000
11/19/19	260-19	School - School Expenses	-879,709
11/19/19	261-19	School - School Expenses (E-Rate)	-41,143
11/19/19	262-19	Stabilization Fund	-350,000
11/19/19	263-19	OPEB Trust Fund	-250,000
11/19/19	264-19	Airport Revenue	-84,000
11/19/19	265-19	DPW Admin. Expenses - Stormwater Contracted Services	-300,000
11/19/19	266-19	Fire - Firefighters Equipment (Turnout Gear)	-23,564
11/19/19	267-19	Fire - Fire Building Maintenance - Heating Fuel	-23,800
11/19/19	268-19	Employee Benefits - Workers Compensation (EAP)	-28,000
11/19/19	26919	Treasurer - Expenses - Parking Building Repairs	-18,000
12/03/19	280-19	Police - Vehicle Replacement	-109,602
12/03/19	281-19	Fire - Shift Commander Vehicle	-61,000
12/03/19	282-19	Library - Building Maintenance	-16,612
01/21/20	009-20	Building - Contracted Services	-35,000
01/21/20	016-20	Airport Capital - Self-Service Fuel Station	-24,000
02/04/20	036-20	Police - Personal Services - Contract	-239,093
02/04/20	037-20	Various - Personal Services - FAMAS Contract	-120,881
02/04/20	039-20	Various - Personal Services - Ordinance Change	-42,292
2/18/2020	053-20	DPW - Equipment	-282,500
2/18/2020	054-20	Library - Building Maintenance	-5,000
2/18/2020	055-20	Building - Department Head	-30,000
3/5/2020	060-20	DPW - Arbor Way Repair	-600,000
3/5/2020	061-20	COA - Heat & Building	-11,000
3/17/2020	067-20	Information Technology - Capital Improvements	-20,000
3/17/2020	068-20	Legal - Damages Persons & Property	-50,000
Subtotal - Approved Appropriations			-3,927,196
Balance Available			3,823,436
Less Proposed Appropriations:			
5/5/2020		Community Development - Two Way Main Street	-600,000
Subtotal - Proposed Appropriations			-2,059,766
Balance Available if Proposed Appropriations are Approved			3,223,436
Possible Appropriations:			
FY2021 Budget			
Snow & Ice			
Stabilization Fund 5% - \$6,500,000 7% - \$9,100,000 Current - \$6,923,149			
OPEB Fund Current - \$1,485,030			
Host Fee / Mitigation			
City Hall Move			
Community Development - Rail Trail			
Main Street Garage - Phase 1			
Legal - Code Enforcement			
Demolition			
Demolition - Laurel Street School			
Police - Accessibility			
Steam Plant Cleanup			
Marketing City			
Cemetery Software			
Cemetery Vehicles			
Parks - Downtown Summer Groundskeeper			
Crocker Field			
DPW - Oak Hill Road Bridge			
DPW - Vehicles			
DPW - Street Paving			
Senior Center Roof			
Veterans - Cash Benefits			
Schools - South Street School - West Building Façade and Roof and Boiler			



MEMORANDUM

COMMISSIONER

301 Broad Street
978-829-1910
978-345-9687 FAX

STREETS & PARKS

301 Broad Street
978-829-1900
978-345-9687 FAX

WASTEWATER

166 Boulder Drive, Suite 108
978-345-9622
978-345-9623 FAX

SEWER COLLECTION

301 Broad Street
978-829-1900
978-345-9687 FAX

WATER

1200 Rindge Road
978-345-9616
978-345-9555 FAX

ENGINEERING

301 Broad Street
978-829-1917
978-345-9687 FAX

CEMETERIES

115 Mount Elam Road
978-345-9578
978-345-9686 FAX

Date: May 12, 2020
To: City Council Finance Committee
Subject: Snow and Ice Final Appropriations and Transfers to Cemetery

Fiscal Year 2020 winter operations have completed at a total of \$837,500 – a 15% decrease compared to the 10-year average cost of \$983,826. (see Table 1 below) These savings were realized even though we increased contractors' reimbursement rates by \$5/hr (+5.5%) and transitioned to using salt instead of sand on half of the city streets. These management initiatives increased efficiency and provided a higher level of service. The transition from sand to salt will also decrease the associated time and costs of street-sweeping, cleaning out catch basins, and cleaning the drainage/sewer system.

While the winter was mild in temperature, we still received 69 inches of snow - 96% of the average and an increase of 28% from last year's total. Additionally, the warmer weather caused eight (8) ice events due to rain/ice precipitation during periods when the air/pavement temperatures are below 32°F. Even with the increased snowfall, DPW hours fell by 19%, contractor hours fell by 24% and the amount of salt increased only 1.7%. The winter comparisons between FY20 and FY19 are shown in Table 2 below.

City Council had originally appropriated \$500,000 for snow & ice operations with a \$600,000 reserve for FY20 for a total of \$1.1M. The reserves were drawn down in January 2020 in the amount of \$300,000 and a final request (Order 104-20) is in front of you in the amount of \$132,000 leaving a surplus of \$168,000 in the reserve account. There is an additional surplus of \$54,500 in the labor account. (see Table 3 below)

DPW respectfully asks that the surplus snow & ice reserve amount of \$168,000 be transferred to the cemetery expansion project (see Order 105-20) and that \$7,000 of the \$54,500 surplus snow & ice labor be transferred to the cemetery account for engineering services associated with the expansion (see Order 107-20). Expanding the Forest Hill Cemetery will produce an estimated \$1.6M in revenue with 65% going to the general account, a ROI of 594%.

Table 1

	Budget	Actual	Remaining	
DPW Labor OT	\$ 170,000.00	\$ 115,500.00	\$ 54,500.00	Labor budget carried forward to FY21
Expenses				
Equipment Rental	\$ 210,000.00	\$ 301,000.00	\$ (91,000.00)	
Plows & Blades	\$ 170,000.00	\$ 161,000.00	\$ 9,000.00	
Salt	\$ 250,000.00	\$ 300,000.00	\$ (50,000.00)	
Total Expenses	\$ 630,000.00	\$ 762,000.00	\$ (132,000.00)	Final Budget Request
Remaining Salt in Shed		\$ (40,000.00)		
Total Snow Operations		\$ 837,500.00	85% of 10-year average of \$983,826 76% of \$1.1M Snow & Ice Reserve Budget	

Table 2

	FY20	FY19	Difference
Plowable Snow Events	17	18	-1
Total Snow	69.1"	54"	+15.1" (28%)
Ice Events	8	10	-2
Total Icing Precipitation	4.25"	6.50"	-2.25" (34%)
DPW Overtime Hours	3017	3707	-690 (19%)
Contractors Plowing Events	10	7	+3
Contractor Hours	3053	4013.5	-960.5 (24%)
Contractors Salting Events	5	10	-5
Salt Tonnage Used	5343	5254	+89 (1.7%)
Total Cost	\$837,500	\$932,264	-\$94,764 (10%)

Table 3

	Labor	Equipment	Plows & Blades	Salt	Total
Original App.	\$110,000.00	\$130,000.00	\$130,000.00	\$130,000.00	\$ 500,000.00
Jan. 2020	\$ 60,000.00	\$ 80,000.00	\$ 40,000.00	\$120,000.00	\$ 300,000.00
May 12, 2020	\$-	\$ 82,000.00	\$-	\$ 50,000.00	\$ 132,000.00
Total	\$170,000.00	\$292,000.00	\$170,000.00	\$300,000.00	\$ 932,000.00
	\$ 54,500.00		Total Snow & Ice Reserves		\$1,100,000.00
			Surplus Snow & Ice		\$ 168,000.00

Sincerely,



Nicolás H. Bosonetto, PE
Commissioner of Public Works/City Engineer

cc: Calvin Brooks, City Auditor
Mary de Alderete, City Clerk



City of Fitchburg, Massachusetts

DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

TOM SKWIERAWSKI
Executive Director

April 29, 2020

Honorable Stephen DiNatale
Mayor, City of Fitchburg
166 Boulder Drive
Fitchburg, MA 01420

RE: Free Cash Request, Downtown Transformation Project

Dear Mayor DiNatale:

I respectfully request the appropriation of \$600,000 from free cash, to be utilized towards the Downtown Transformation Project. These funds will be used to make comprehensive improvements to Main Street and Boulder Drive, transforming both roads to two-way traffic, and implementing a series of Complete Streets improvements. The bulk of the costs will be incurred with intersection changes where Boulder and Main meet at the eastern and western ends of downtown, and new signals where Putnam intersects with Main and Boulder. The project was initially slated to begin in the summer of 2020 but given delays due to the COVID-19 outbreak it is now scheduled to begin in the Spring of 2021.

The City of Fitchburg has received \$3.3 million in funding for the state through the MassWorks and Complete Streets programs, respectively, and will also be funded through CDBG. This appropriation request will fill the gap between these funding sources, allowing for increased contingencies during this uncertain time, cost escalations due to construction season delays, and will ensure that the project budget affords us with the ability to ensure an optimal outcome on this critical project

Sincerely,

Tom Skwierawski
Executive Director, Community Development

cc: Fitchburg City Council
Calvin Brooks, City Auditor



Anne M. Cervantes
Treasurer

City of Fitchburg

OFFICE OF THE TREASURER

166 Boulder Drive
Fitchburg, MA 01420

978-829-1830
FAX 978-829-1971

January 22, 2020

Mayor Stephen L. DiNatale
City of Fitchburg
166 Boulder Drive
Fitchburg, MA 01420

Dear Mayor DiNatale:

I respectfully request an appropriation for repair of the stairwells at the Putnam Street Garage. The stairwells are in poor condition, especially the south west stairwell, due to many years of rain leaking in through the roofs.

The preliminary cost estimate from Tighe and Bond for construction is \$455,000. A copy of the estimate is attached. Tighe and Bond expects to have design and bid documents ready by late March at which time a more precise cost estimate will be available. Funding is in place for the design work.

Over the last two years, major repairs to the Putnam Street Garage have been completed including joint sealing and concrete and drainage repairs. This is the last major repair project needed there, and will bring the condition of the stairwells in line with the remainder of the garage.

Thank you.

Sincerely,

Anne M. Cervantes
Treasurer

xc: A. J. Tourigny
Calvin Brooks



FITCHBURG PUBLIC LIBRARY

610 MAIN STREET
WALLACE LIBRARY 978-829-1780
YOUTH LIBRARY 978-829-1780
www.fitchburgpubliclibrary.org

FITCHBURG, MA 01420

FAX: 978-345-9632

fplref@ewmars.org

facebook.org/fitchburgpubliclibrary

April 29, 2020

Honorable Stephen DiNatale
City of Fitchburg
166 Boulder Drive
Fitchburg, MA 01420

Dear Mayor:

Please accept our request for a \$50,000 Supplemental Appropriation for the window asbestos abatement and painting project. We are looking forward to awarding this project and having clean windows!

Please transfer the funds to the Building Maintenance Account 016104-545608.

Thank you in advance.

Sincerely yours,

Sharon A. Bernard
Director

CC: Calvin Brooks



The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR

166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

April 27, 2020

Honorable Mayor Stephen L. DiNatale
City of Fitchburg
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

RE: Massachusetts Department of Energy Resources, Green Communities Grant

Dear Mayor DiNatale,

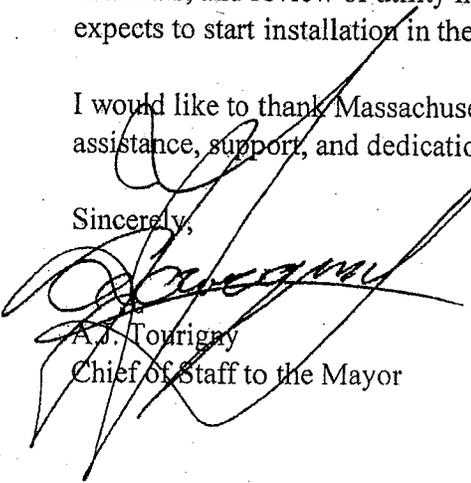
The City of Fitchburg has received an allocation of funds totaling \$248,564.00 from the Massachusetts Department of Energy Resources, Green Communities Division. This was accepted by the Council on October 15, 2019, Order Number 235-19.

These awarded funds will be utilized to conduct a LED conversion at the Fitchburg High School as well as parts of the South Street Elementary School and Longsjo Middle School. The LED smart technology kits will be installed, which are capable of dimming, sensing occupancy, daylight harvesting and providing scheduling options. Total annual cost savings of this installation will be approximately \$20,000.

The lighting contract has been awarded to PRISM Energy Services. After conducting a series of audits, list of materials, and review of utility incentives, I am formally requesting an appropriation of \$50,000. PRISM expects to start installation in the coming weeks.

I would like to thank Massachusetts Department of Energy Resources, Green Communities Division for their assistance, support, and dedication to this project.

Sincerely,


A. J. Tourigny
Chief of Staff to the Mayor

Fitchburg Municipal Airport

567 Crawford Street, Fitchburg, Ma 01420

4/29/2020

Dear Mayor DiNatale,

I respectfully request that the City accepts a Grant from the Commonwealth of Massachusetts Department of Transportation Aeronautics Division, in the amount of **\$23,332.00** and allow expenditure of said funds from the Grant towards the repair of the downed fence lengths surrounding the Airport property.

Attached – please see a copy of the Award Notification from massDOT.

There are two downed sections along the interface between the AKS Recycling Plant and the Airport at 150 L.F. and one section of downed fence along Crawford Street at 50 L.F.

The Grant from the Commonwealth of Massachusetts Department of Transportation Aeronautics Division of \$23,332.00 covers the work in it's entirety as a 100% Grant.

Thank you for your consideration.



Peter E. Kettle

Interim Airport Manager

Fitchburg Municipal Airport.

Cc Calvin D. Brookes