

Regular Meeting

The regular meeting of the City Council of the City of Fitchburg was held over the Zoom meeting platform and live streamed at FATV Studios, Fitchburg, on June 16, 2020. The meeting was called to order by President Michael Kushmerek at 7:34 P.M. The Clerk stated the names of the Councillors who have logged in and eleven (11) Councillors were present. The meeting opened with a salute to the Flag led by Councillor Beauchemin.

For the Record

Noted for the record:

FATV was recording the audio and video of the meeting.

Public Forum

PUBLIC FORUM

The following statement was issued for anyone wishing to participate the Public Forum:

The public is invited to participate in the Zoom webinar of June 16, 2020 07:00 PM Eastern Time
Topic: Fitchburg City Council Meeting - June 16, 2020

Register in advance for the Public Comment/Hearing portion of the Agenda by going to:

https://us02web.zoom.us/webinar/register/WN_Idil2m1EQBwkLubBvFvjEQ

After registering, you will receive a confirmation email containing information about logging in to join the webinar.

Alternatively, comments of not more than two (2) minutes may be sent to the City Clerk's Office by NOON on June 16, 2020 by calling 978-829-1820 or via email at: cityclerk@fitchburgma.gov.

Mr. Glenn Fossa, 8 Olin Drive, spoke regarding 150-20 and stated that he supported the concept of increasing wider breadth of hiring and consideration for internships in the City of Fitchburg. He stated that he would like to consider occupation as another protected class and that police officers, per se, should be included in that, or simply the word "occupation", which would include any animus anyone might have against a particular occupation. He gave the example of a police officer with experience applying for a job as a police officer or other job in the City of Fitchburg, and in no way does that concept that he/she was a police officer at one time or currently is used against them. He noted that he would love to see the City lead the way in the Nation by including "occupation" in the protected class.

REPORT OF COMMITTEE ON RECORDS

The Committee on records reported the minutes of the Regular Meeting of June 2, 2020, were correctly recorded. Report accepted and minutes adopted.

Records

Communication
Tom Skierawski
Exe. Dir. Planning
and Comm. Dev.

COMMUNICATION

Tom Skwierawski, Executive Director
Planning and Community Development



CITY OF FITCHBURG, MASSACHUSETTS
DEPARTMENT OF COMMUNITY DEVELOPMENT

HOUSING & DEVELOPMENT ♦ PLANNING ♦ ECONOMIC DEVELOPMENT

MEMO

TO: COUNCILOR ELIZABETH WALSH, LEGISLATIVE AFFAIRS CHAIR
FROM: TOM SKWIERAWSKI, EXECUTIVE DIRECTOR OF PLANNING AND
COMMUNITY DEVELOPMENT
SUBJECT: PHASE ONE ZONING CHANGES
DATE: 6/11/2020 6/9/2020

2020 JUN 11 AM 8:57
CITY CLERK

Given the hearing delays that have transpired as a result of the COVID-19 public health crisis, and Community Development and Planning wanted to take the time to give the Phase One Zoning Changes another thorough analysis before the April 28th hearing.

Along with the Planning Board Chair, our consultants at BSC, and City Staff, the Phase One changes were reviewed to look for: 1) grammar or other administrative errors a result of the overhaul, and 2) Additional minor or process improvements we could make, pursuant to discussions we had with our Zoning Advisory Committee. We found several additional fixes that would improve the revised zoning ordinance, submitted to the City Clerks' Office on March 5th.

In lieu of submitted an additional petition, , reflecting the this memorandum is being supplied in connection with the ordinance so that you are aware of the additional changes. The hope is that this will avoid the confusion of sifting through multiple revised ordinances throughout the hearing. The following recommended changes are below:

Renewable Energies

Pursuant to the work underway between the West Group and City officials in seeking an adaptive reuse of the West Wastewater Treatment Plant facilities, a use addition was requested by the West Group to clarify that adaptive reuse would be allowed under zoning:

181.313 Table of Principal Uses

o Add

"RENEWABLE OR ALTERNATIVE ENERGY, RENEWABLE OR ALTERNATIVE FUELS RESEARCH, DEVELOPMENT OR MANUFACTURING FACILITIES" to Table of Principal Uses, make allowable in "T" district with a Special Permit from the Planning Board

Communication
Tom Skierawski
Exe. Dir. Planning
and Comm. Dev.

181. Definitions.

- o Add definition for the above:
"RENEWABLE OR ALTERNATIVE ENERGY, RENEWABLE OR ALTERNATIVE FUELS RESEARCH, DEVELOPMENT OR MANUFACTURING FACILITIES shall include Facilities used primarily for the research, development, testing, generation or production of Renewable or Alternative Energy or Renewable or Alternative Fuels. This can include the design, development, manufacturing and testing of biological, chemical, electrical, magnetic, mechanical, and/or optical components in advance of generation/production or manufacturing."

Items initially moved to Phase Two, now recommended for Phase One

During the Planning Board hearing, a list of items were moved to Phase Two, in the interest of time. After reviewing the list and given the additional time it appears as though a number of these fixes are quite simple and can be resolved in Phase One. Doing these in Phase One will reduce the complexity of Phase Two, making for a more comprehensible passage of the latter:

181.313 Table of Principal Use Regulations

- o C5. Hospital: Change to "N" in RA
- o D7. Nursing Home: Match with use table for Assisted Living
- o E9. Research and Testing: Change to "Y" in LI District

181.946 Lapse – [REDACTED]

"...substantial use thereof or construction thereunder has not begun [REDACTED] except for good cause, up to 24 month..."

Administrative Errors and Consistency Improvements

The following changes clear up inconsistencies or otherwise ensure the document voted on by the Council reflects the spirit of the discussions held during the Planning Board public hearing:

Section 181.313 Table of Principal Uses.

- o A3: Remove asterisk under RB.
- o A6 Bed & Breakfast: use is listed in duplicate (item A6 and A10). Remove A10.
- o A7 Assisted Living: remove red text from PB, no changes made from original ordinance.
- o D19: Commercial Recreation: Change to N under RR.
- o D24A & D24B: remove these. It was decided to remove these suggested rows and just refer to D24 with the asterisks.

181.3212 Home Occupation reference

- o Typo: ("See Section 181.378" should read "See Section 181.78")

Communication
Tom Skierawski
Exe. Dir. Planning
and Comm. Dev.

181.4213 add

- o Swimming pools, associated uncovered decks, and freestanding decks or patios shall be set back at least six (6) feet from any [REDACTED] side or rear lot line, and not [REDACTED] the front yard setback

181.4231

- o Typo: ("structureshall" should be "structure shall")

181.514 Design Standards Table.

- o Typo on Parking stall length of Line: (180 should read 18.0)

181.7231 PUD dimensions. remove [REDACTED]

- o Retain existing PUD dimensions "...The minimum area for a property to be eligible under this section is two acres [REDACTED]"

181.7734 (a) remove [REDACTED]

- o Typo: ...Any accessory apartment construction shall not create more than a 15% increase in the gross floor space of the [REDACTED] structure. existing

181. Definitions. remove [REDACTED]

- o Typo between Recreation and Regulations definitions.

a) (~~Amended June 8, 2018~~)

- o Planned Unit Development.

"PLANNED UNIT DEVELOPMENT- A planned development on a plot of land containing the minimum of the less of sixty thousand (60,000) square feet or five (5) times the minimum lot size of the zoning district, in which..."

Communication
Tom Skierawski
Exe. Dir. Planning
and Comm. Dev.

- o Lodging Houses. Add a dwelling unit limit to the Lodging House definition:

“LODGING HOUSE – A building, structure or portion thereof where lodgings are let to more than three, [REDACTED] persons...”

I look forward to discussing these and the other changes at the April 28th hearing of Legislative Affairs. Until then, if you have any questions about these or other changes in advance of the hearing, please don't hesitate to reach out.

Communication read and referred to Petition 29-2020 and the City Solicitor.

COMMUNICATION

Pension Reserves Investment Management Board

Communication
Pension Reserves
Investment
Management Board



Pension Reserves Investment Management Board

84 State Street, Suite 250
Boston, Massachusetts 02109

Deborah B. Goldberg, Treasurer and Receiver General, Chair
Michael G. Trotsky, CFA, Executive Director

**Fitchburg Retirement System
General Allocation Account**

April 01, 2020 to April 30, 2020

	Month To Date	Fiscal Year To Date	Calendar Year To Date
Your beginning net asset value for the period was:	115,624,763.82	118,903,475.64	132,259,241.63
Your change in investment value for the period was:	5,188,190.85	(495,146.03)	(7,846,286.96)
Your exchanges from (to) the Cash Fund for the period were:	(1,200,000.00)	1,204,625.06	(4,800,000.00)
Your ending net asset value for the period was:	119,612,954.67	119,612,954.67	119,612,954.67

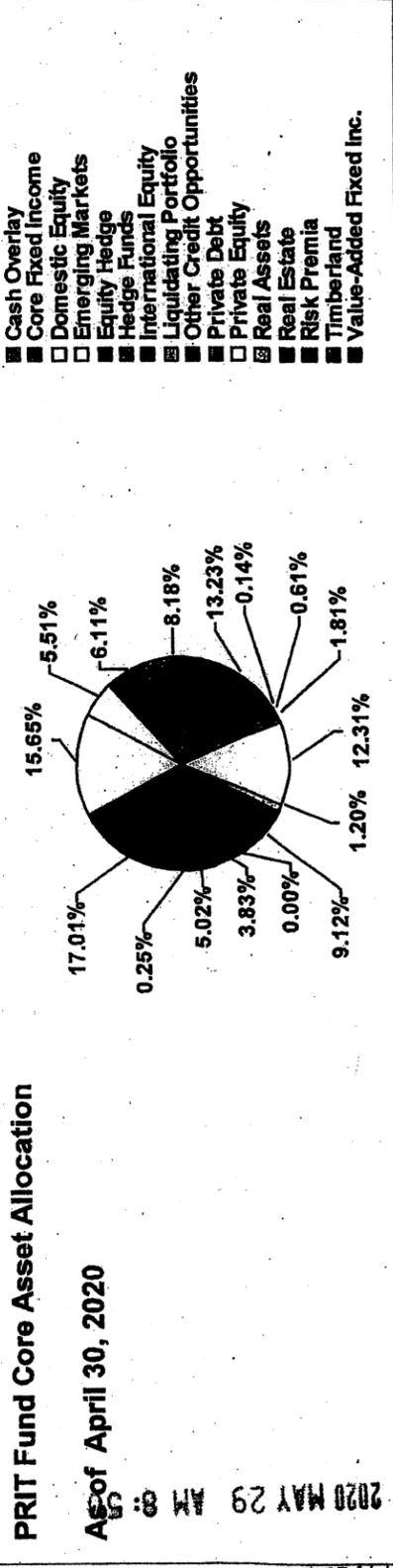
Net Change in Investment Value represents the net change through investment activities as follows:

Gross Investment Income:	165,054.08	2,447,869.18	857,995.66
Less Management Fees:	(20,030.40)	(303,458.98)	(172,591.11)
Net Investment Income:	145,023.68	1,944,410.20	685,404.55
Net Fund Unrealized Gains/Losses:	5,263,657.26	(5,442,551.89)	(8,495,994.71)
Net Fund Realized Gains/Losses:	(220,490.09)	3,002,995.66	(35,756.80)
Net Change in Investment Value as Above:	5,188,190.85	(495,146.03)	(7,846,286.96)

As of April 30, 2020 the net asset value of your investment in the PRIT Fund was: **\$119,612,954.67**

PRIT Fund Core Asset Allocation

As of April 30, 2020



If you have any questions regarding your statement, please contact your Senior Client Services Officer Paul Todisco (617) 946-8423.
A detailed statement of your account is attached to this summary sheet.

Communication read and placed on file in the City Clerk's Office.

Special Presentation

SPECIAL PRESENTATION

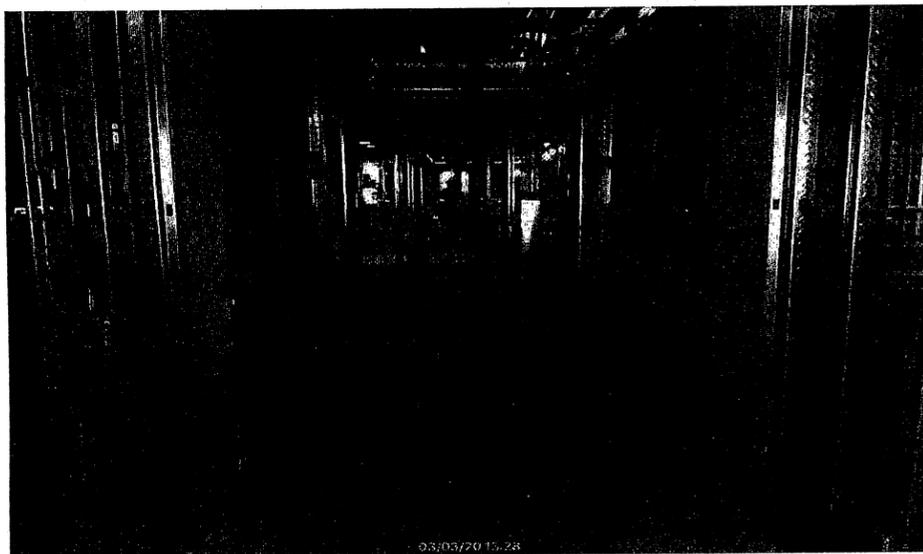
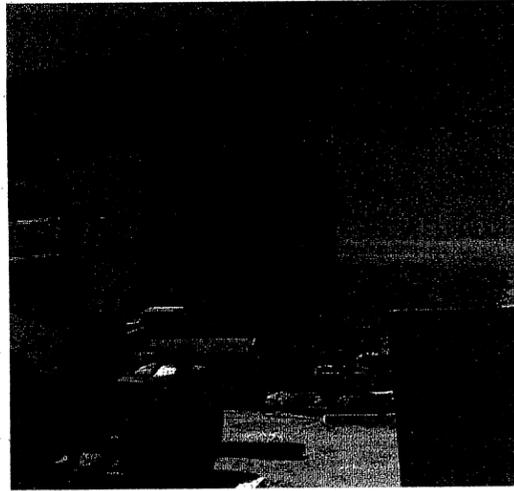
City Hall Update by the City Hall Building Committee

The City Hall Presentation was given by Pamela Baily, Project Manager, Bond Building; Jerry Hammersley, Project Superintendent, Bond Building; and Anthony DiLuzio, OPM, Colliers Project Leaders.

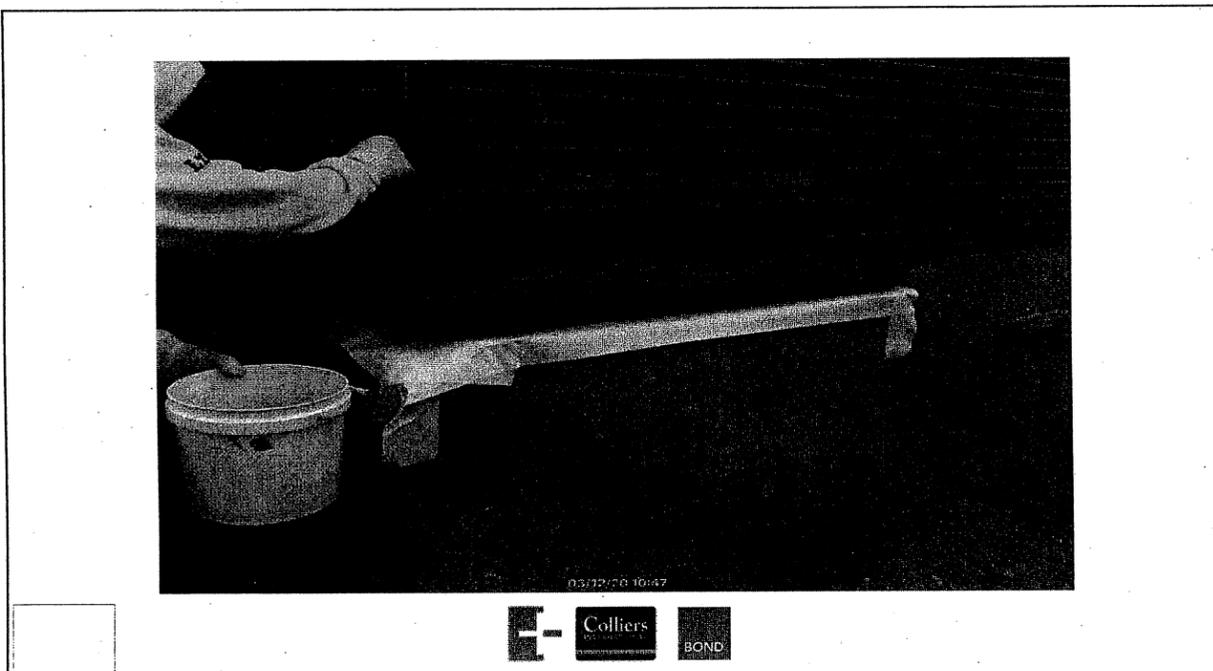
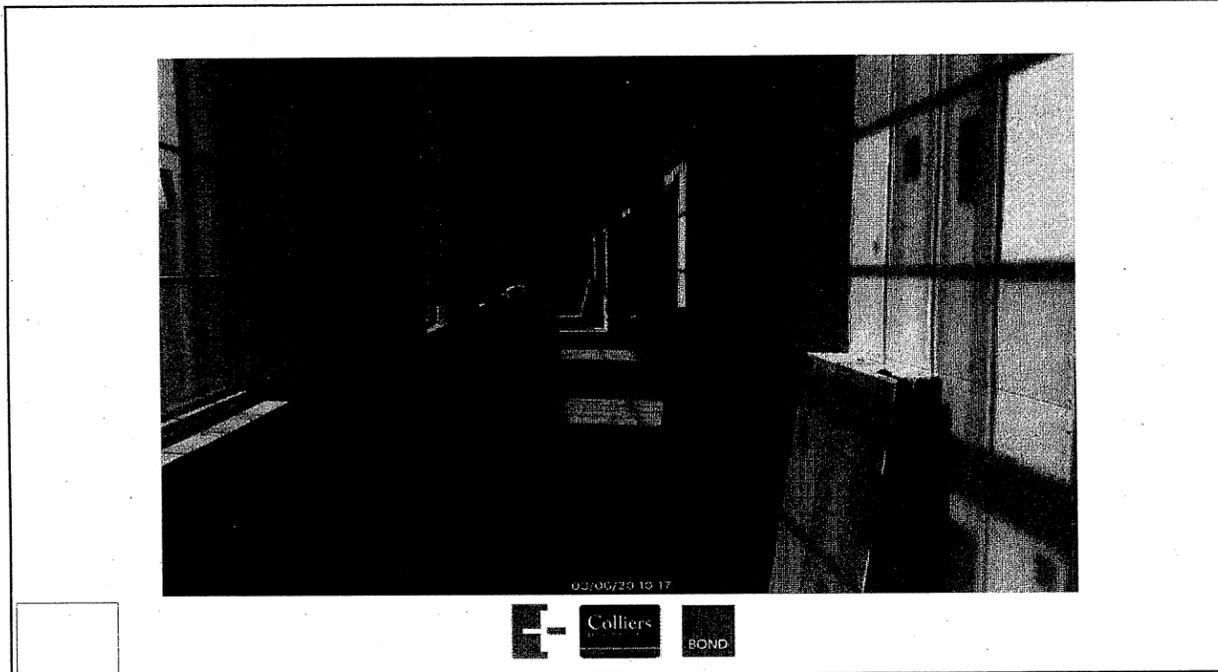
Also in attendance were A.J. Tourginy, Chief of Staff to the Mayor, and Mary Delaney, Chief Procurement Officer

6/18/2020

FITCHBURG CITY HALL

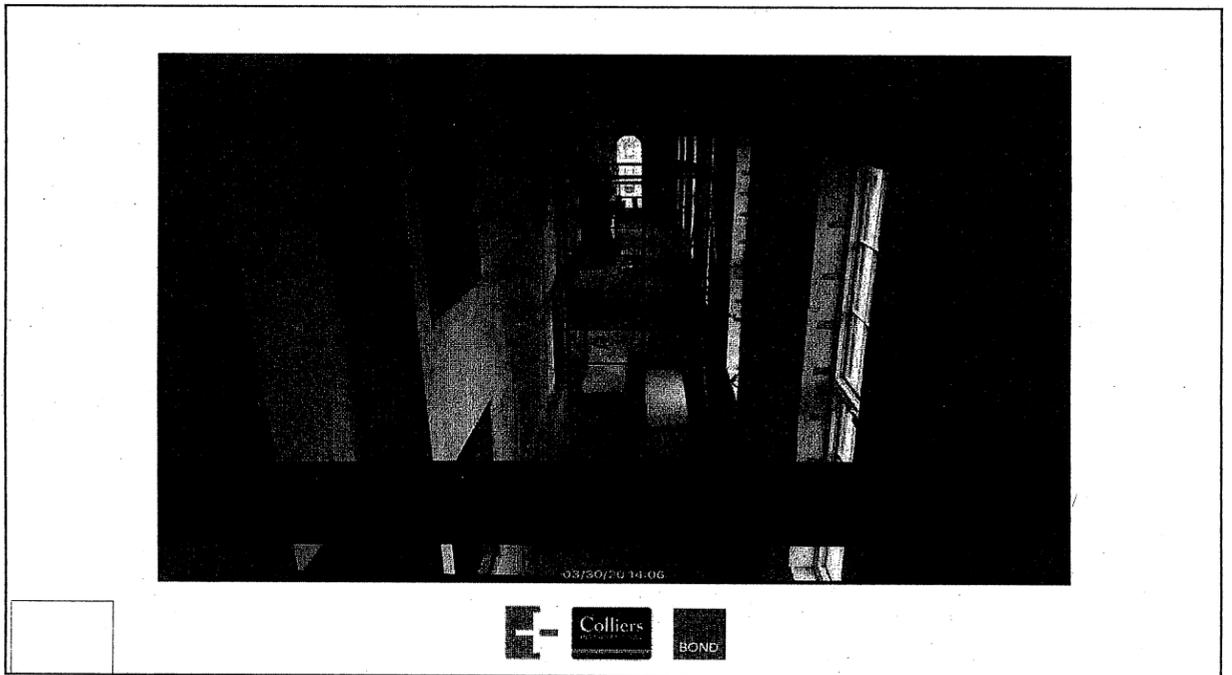
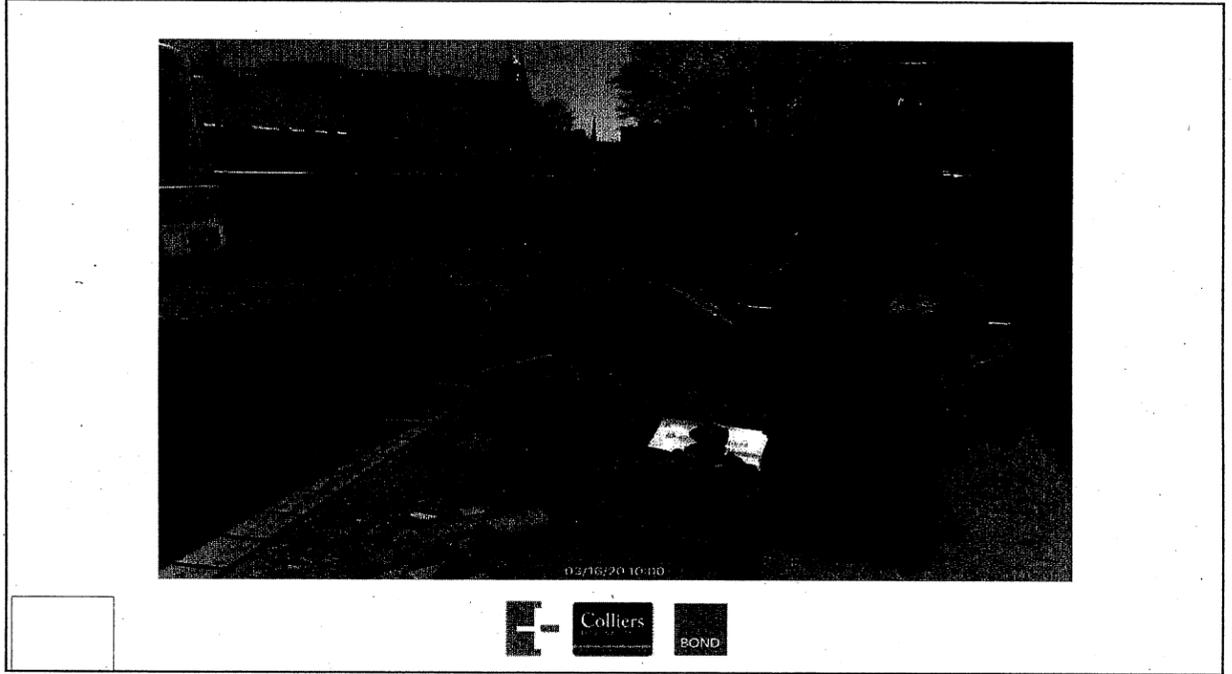


6/18/2020

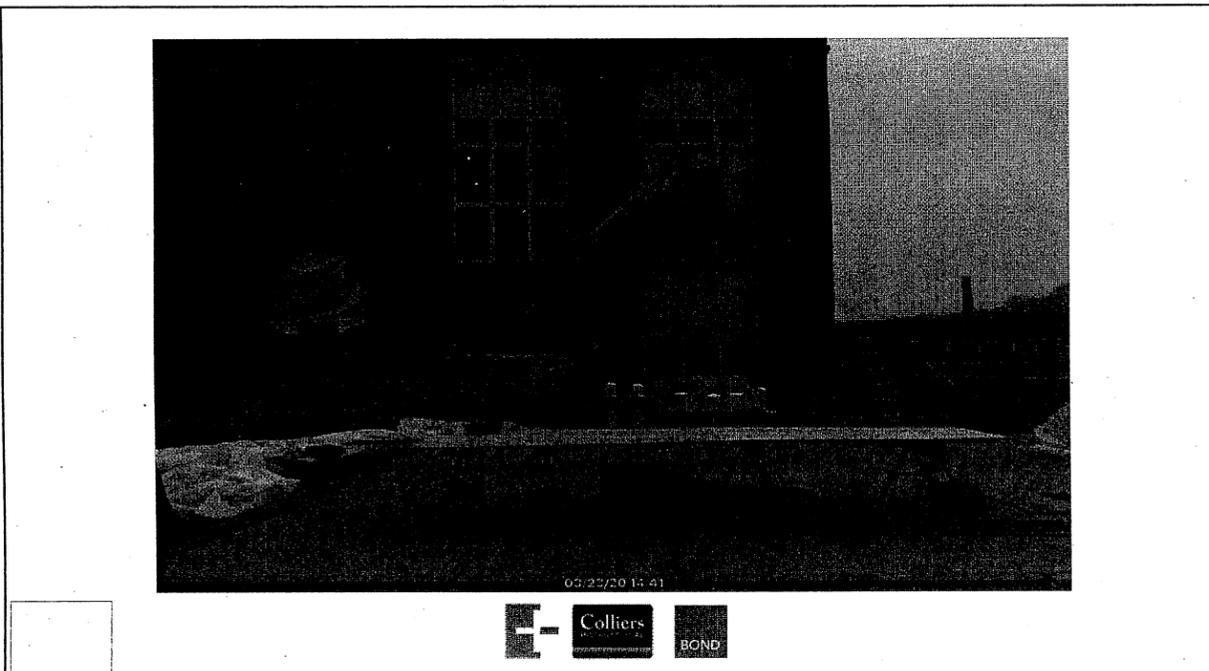


Special Presentation

6/18/2020

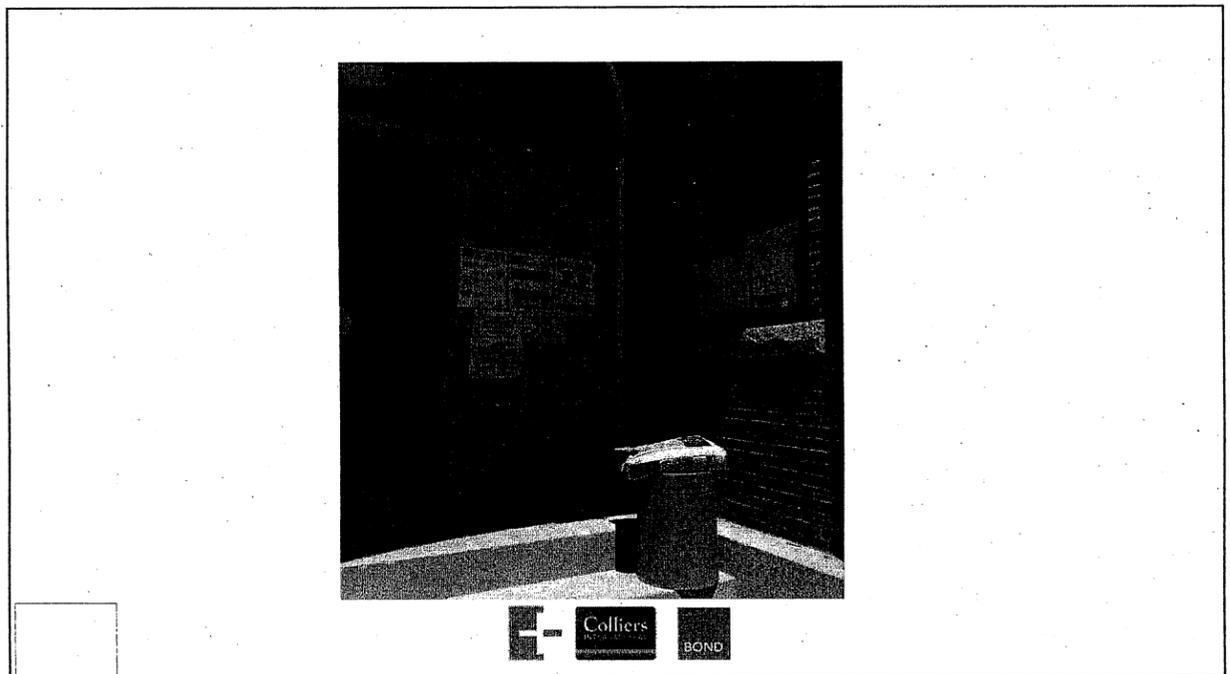
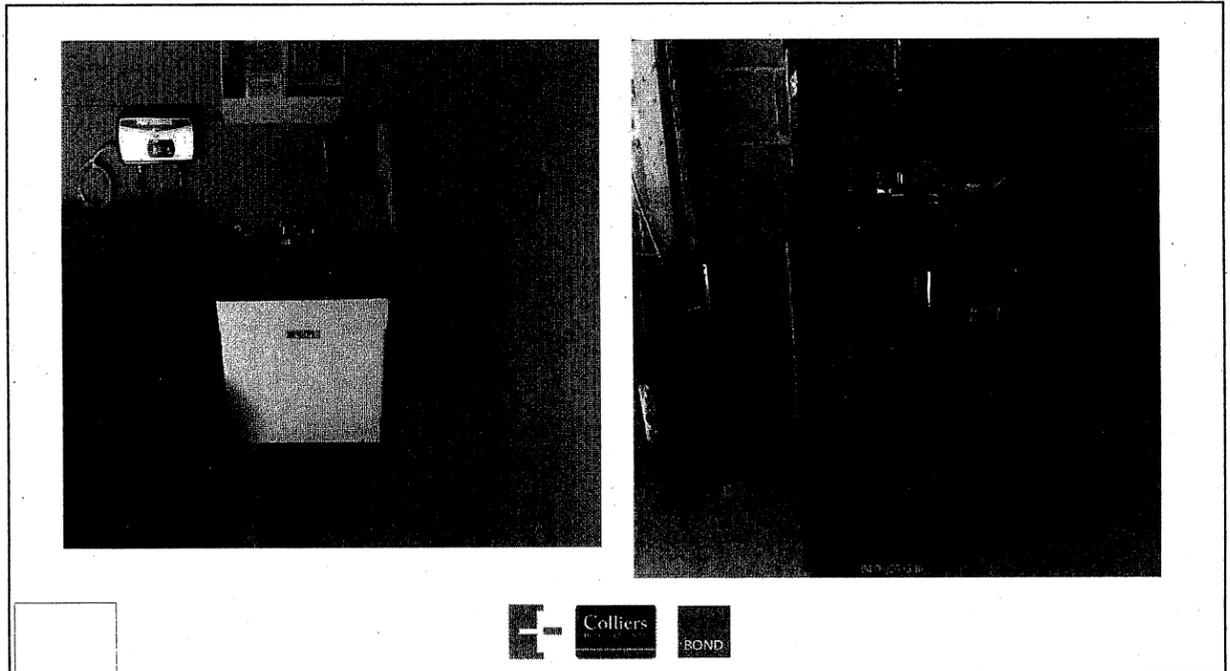


6/18/2020

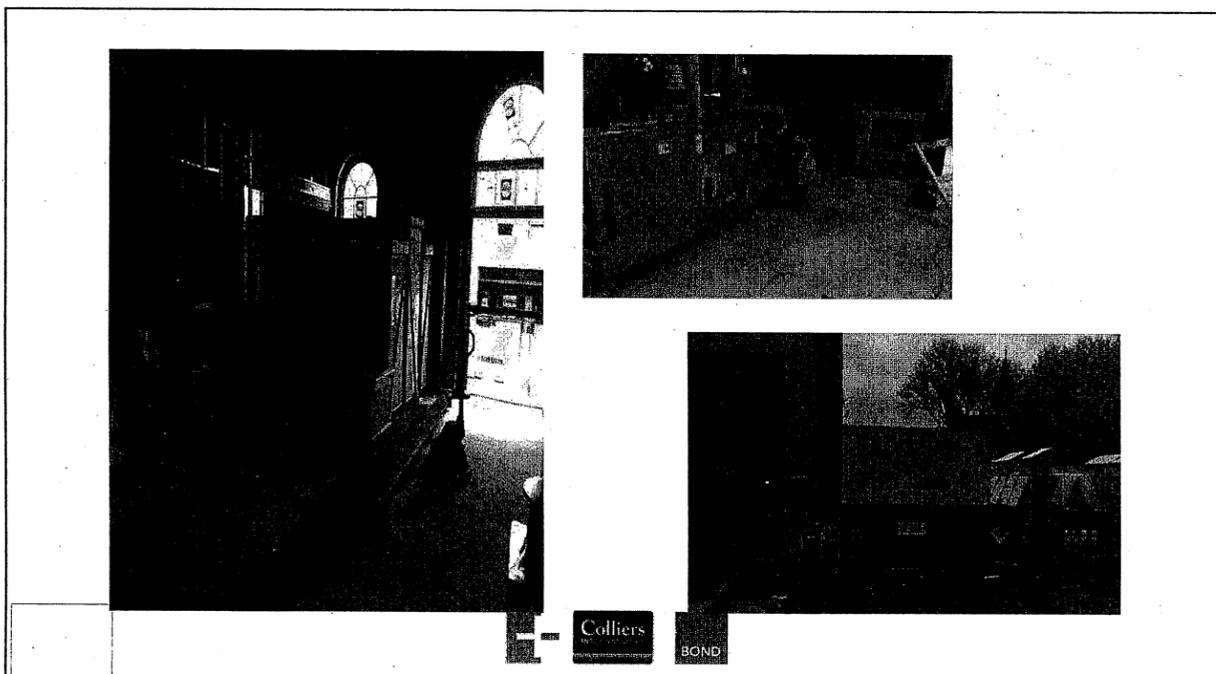
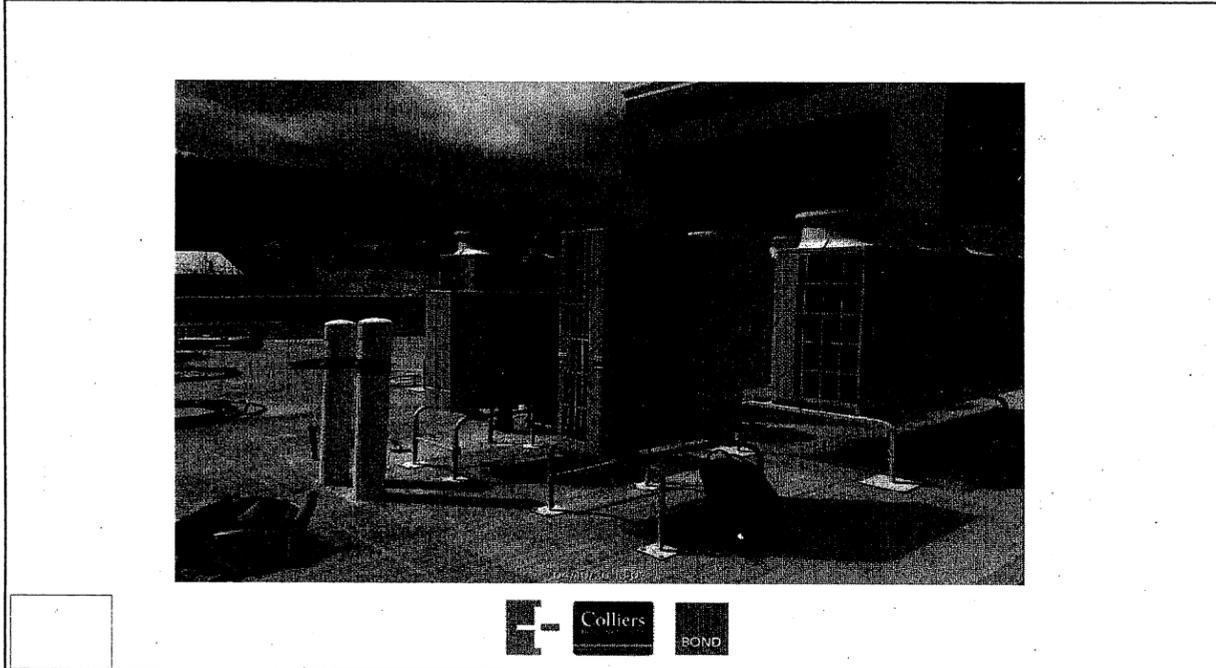


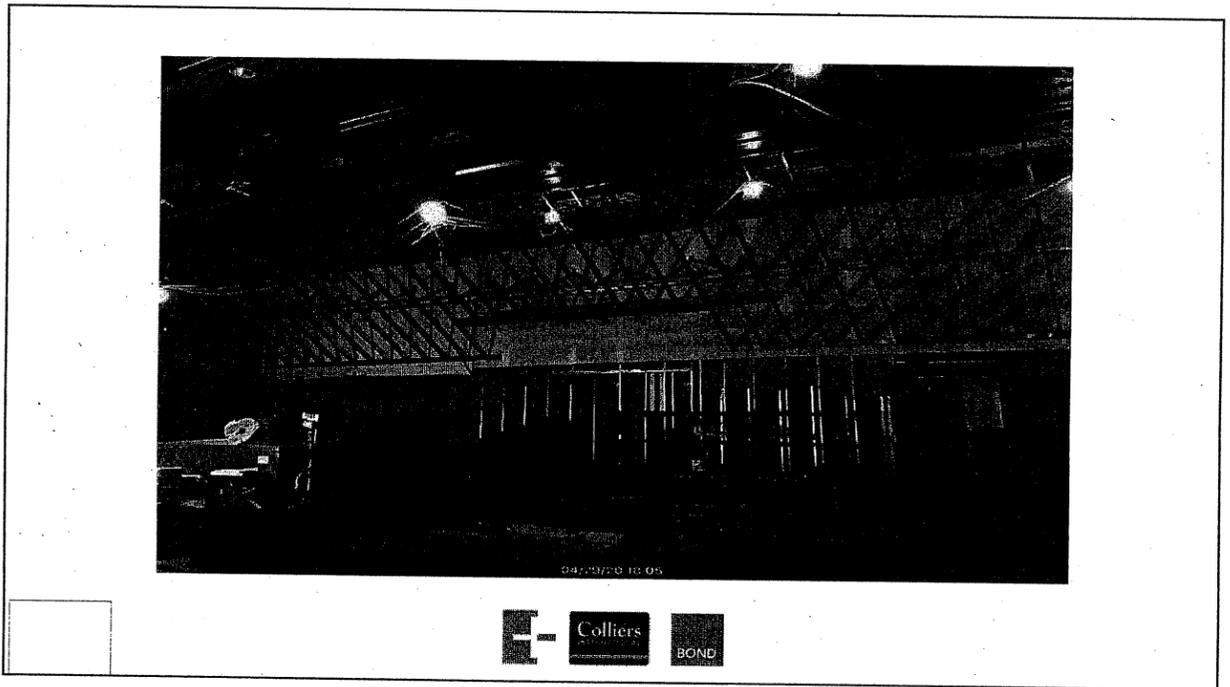
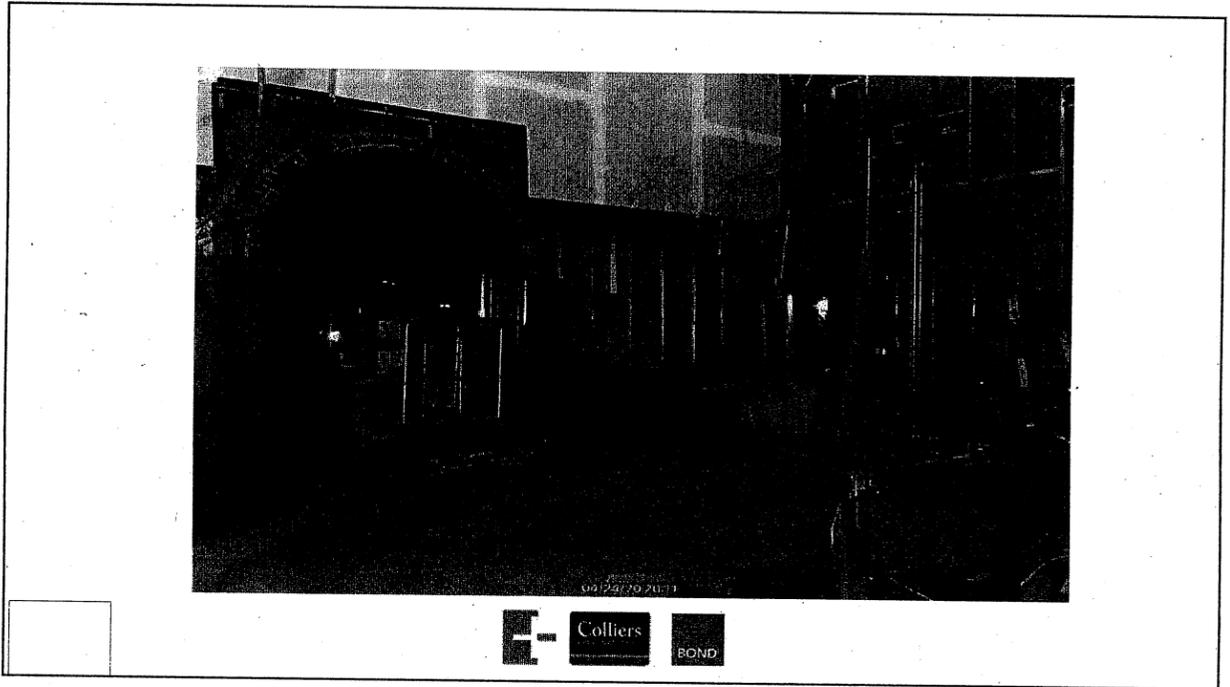
Special Presentation

6/18/2020

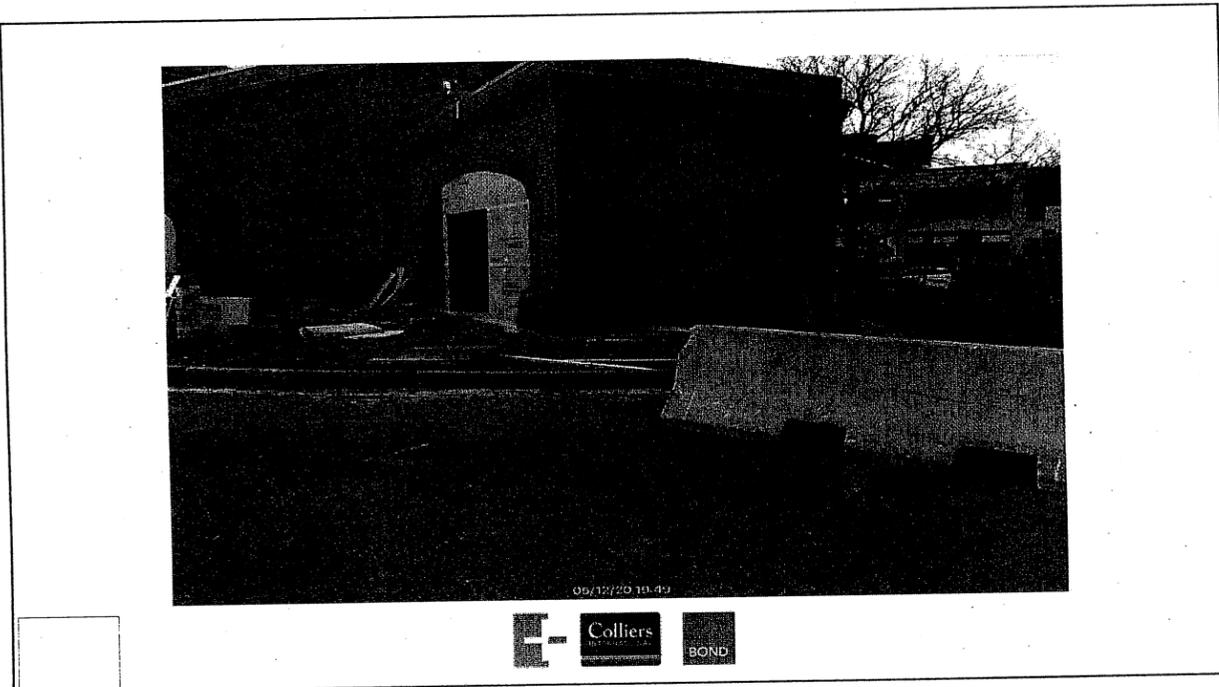
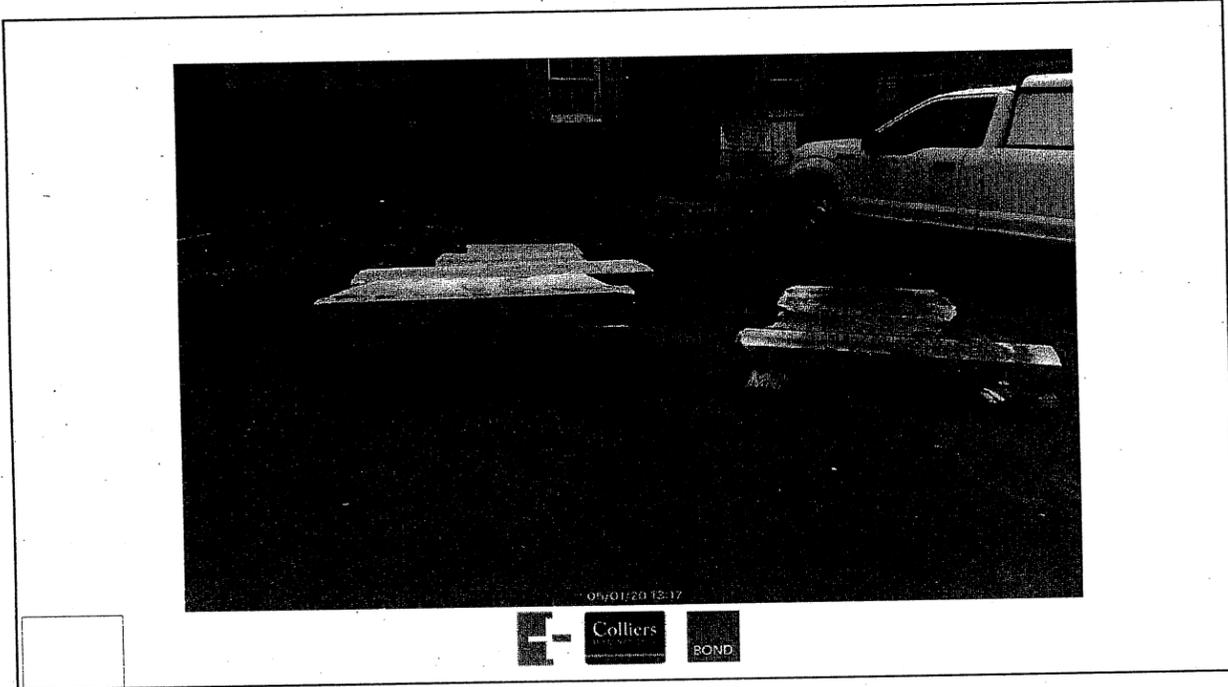


6/18/2020



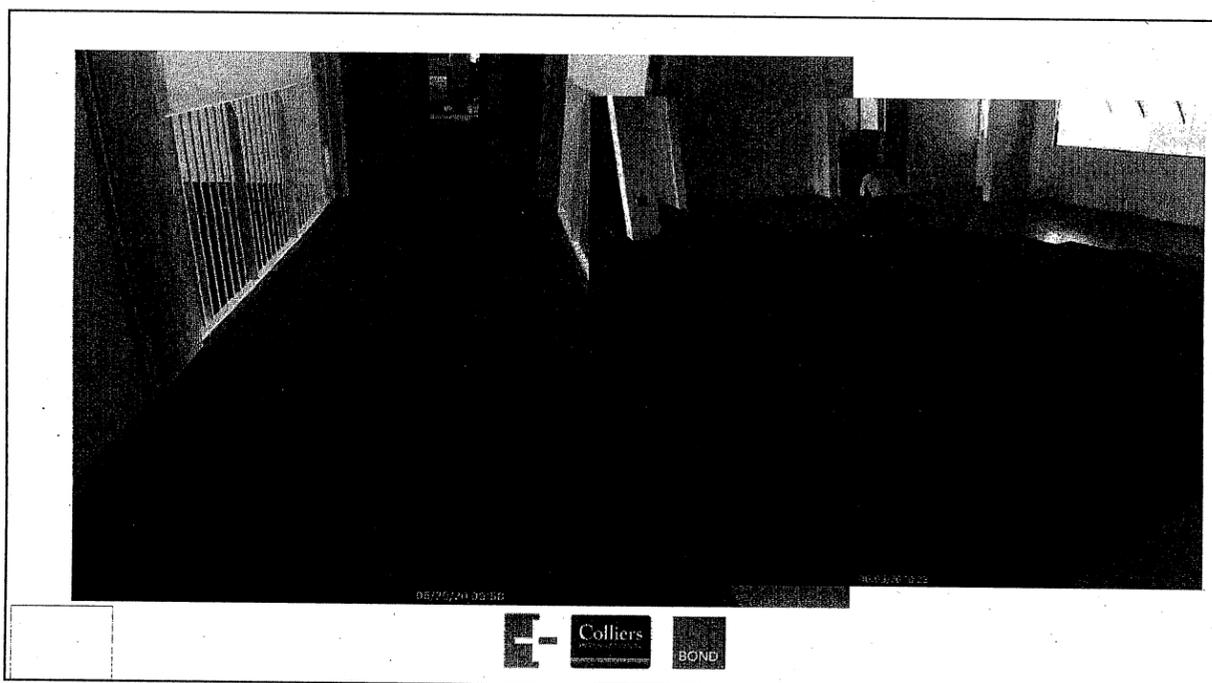
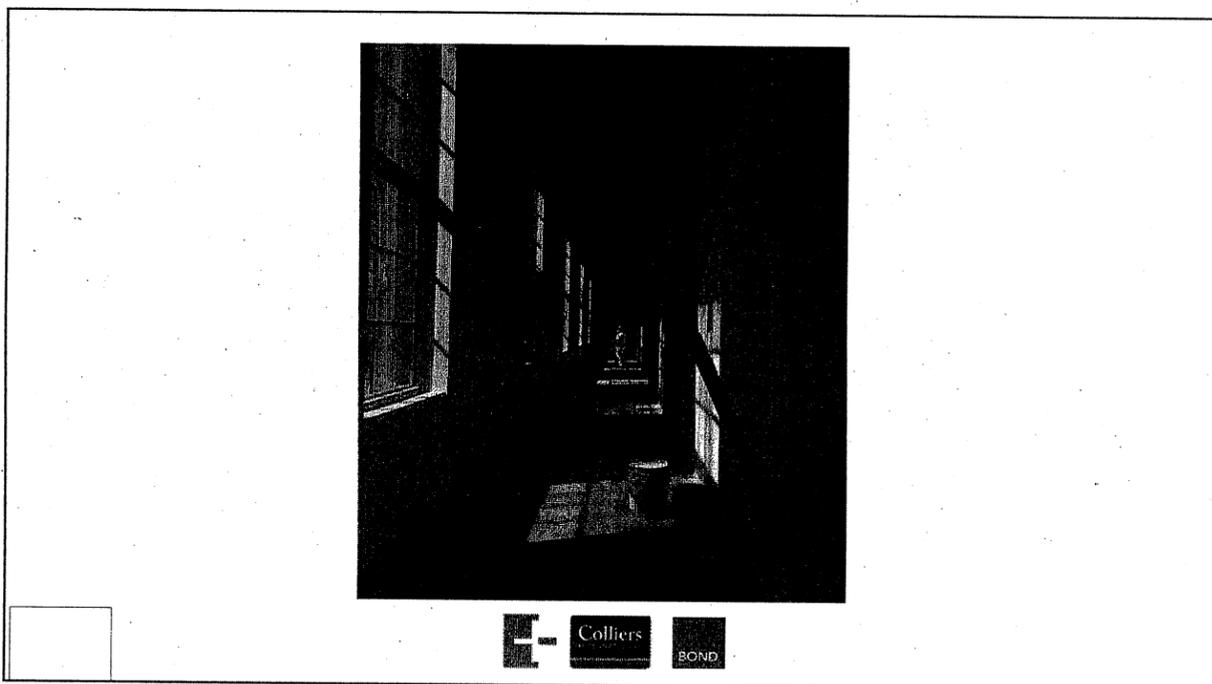


6/18/2020

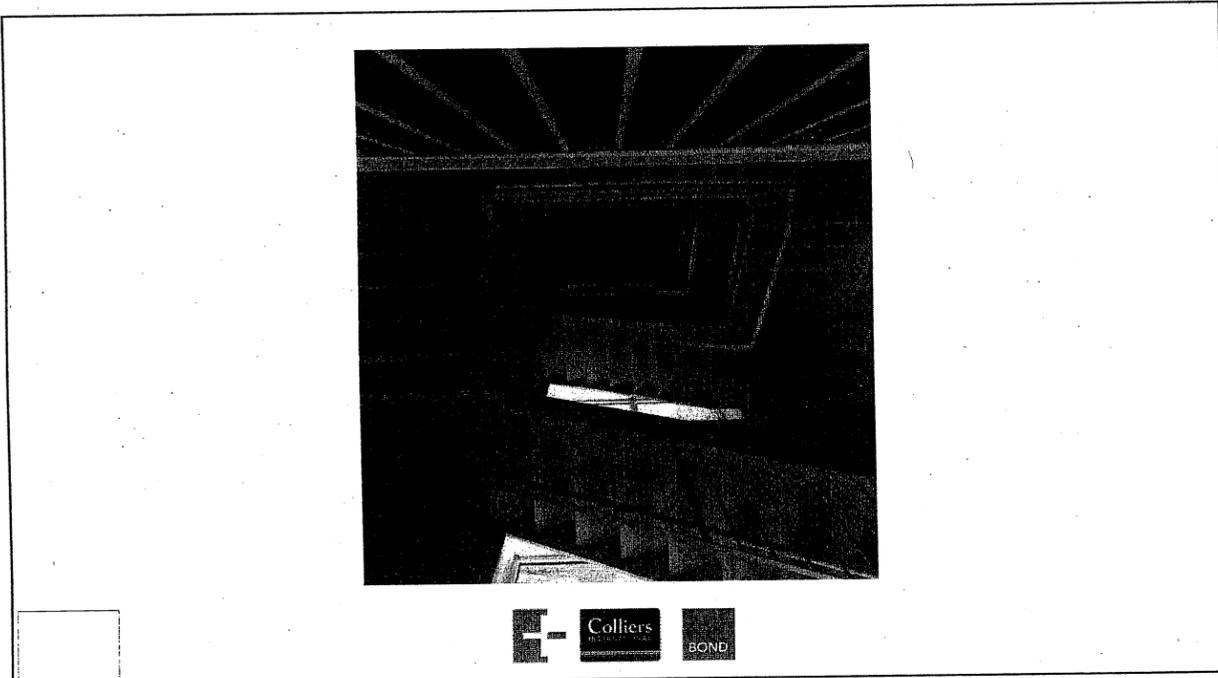
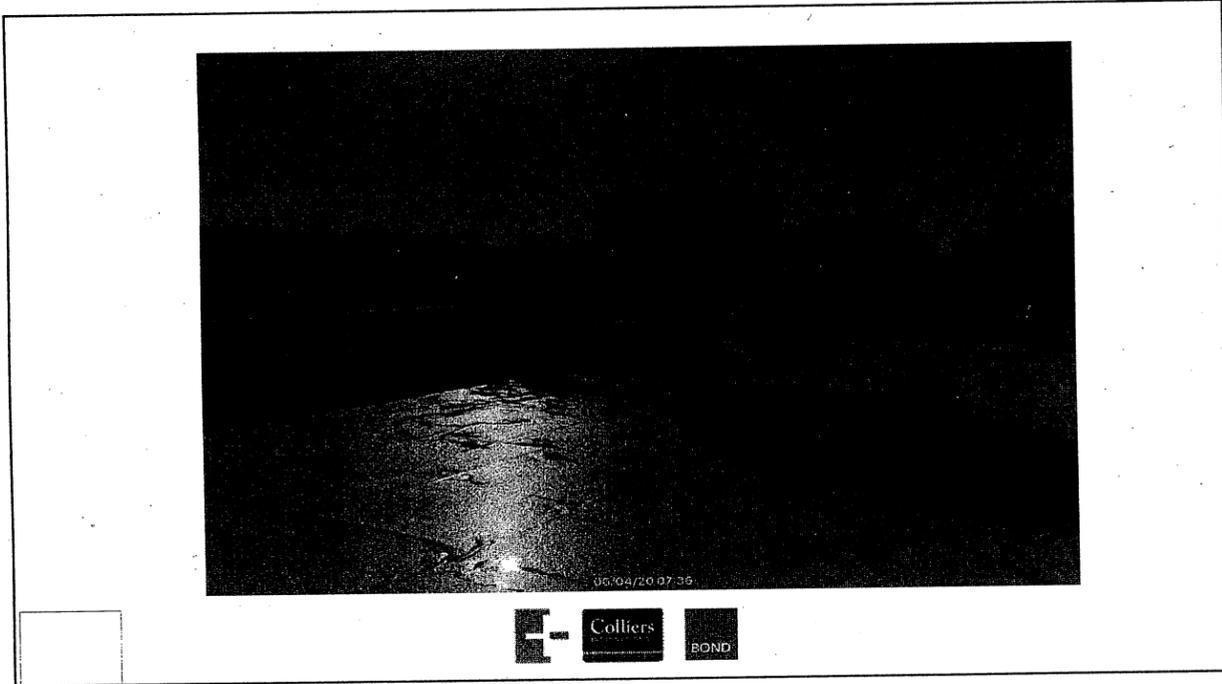


Special Presentation

6/18/2020

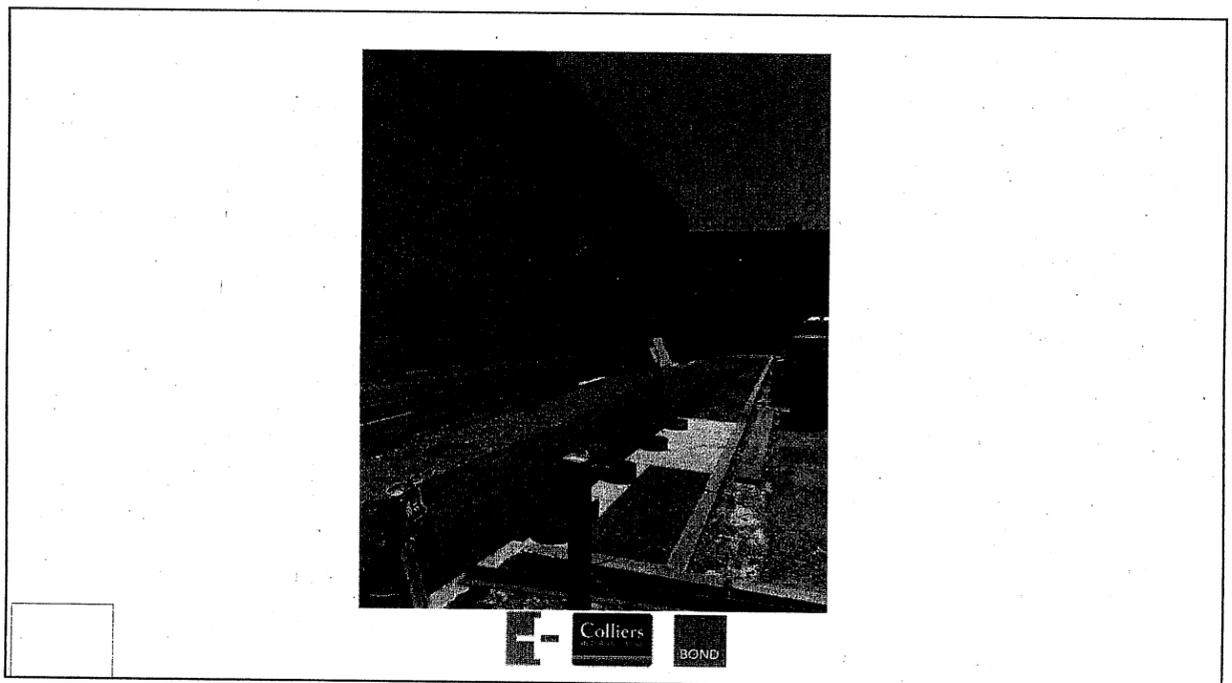
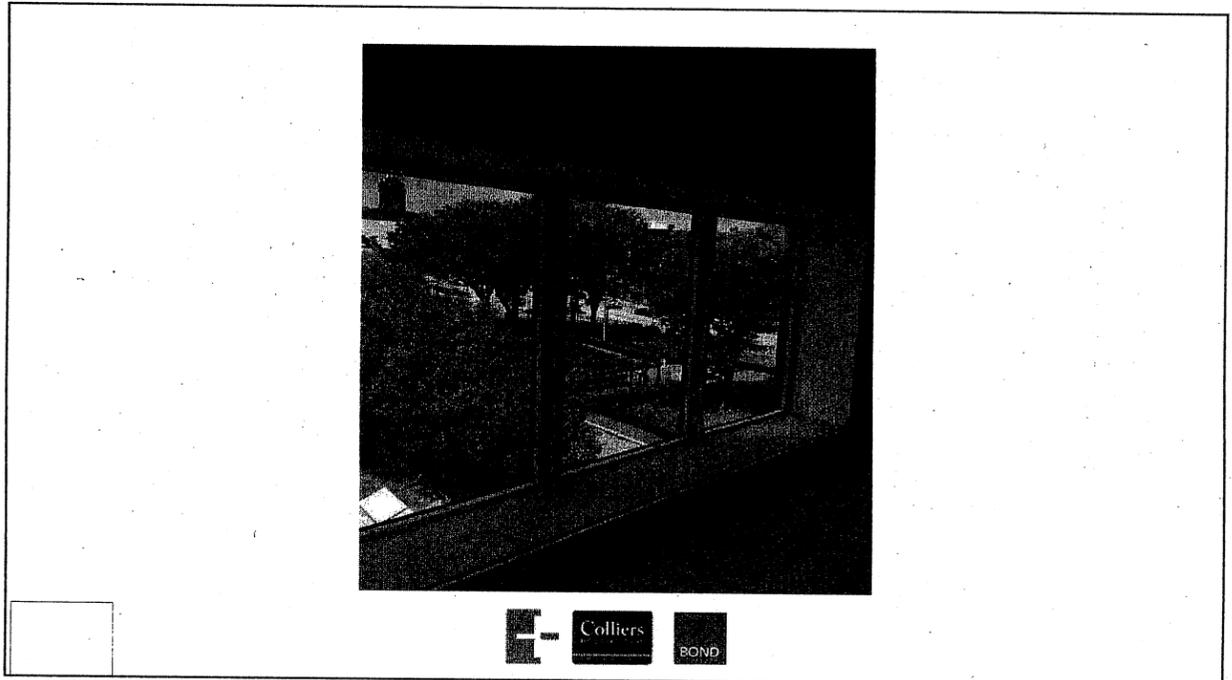


6/18/2020

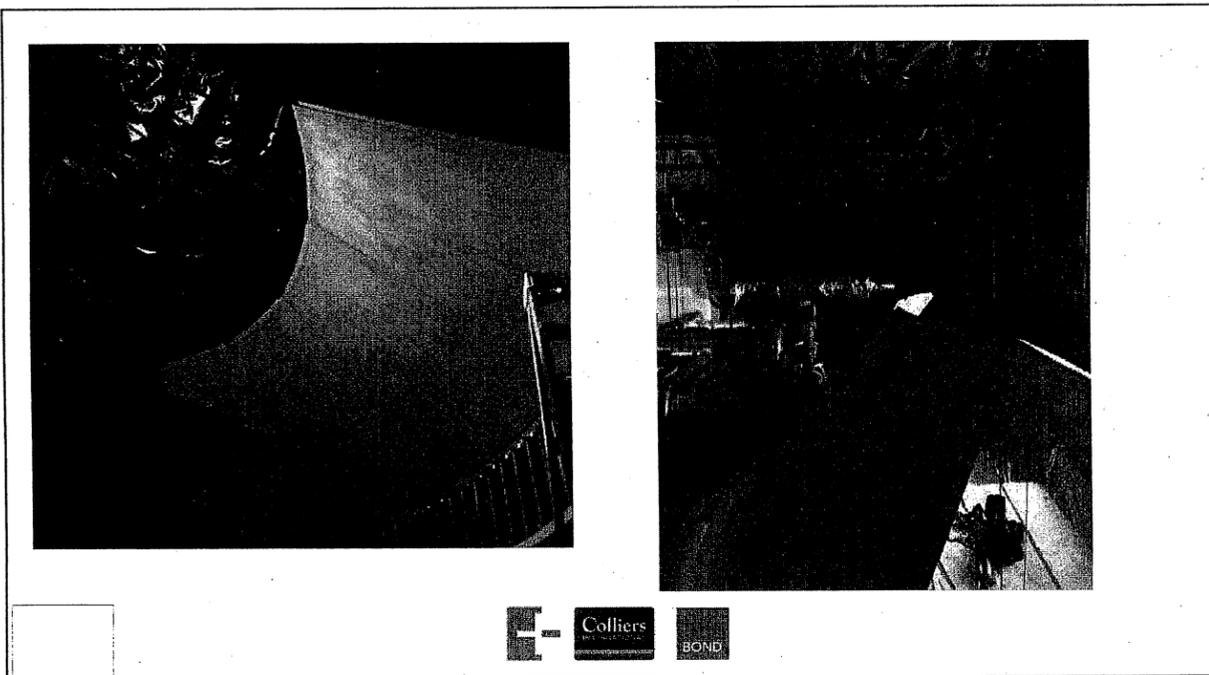
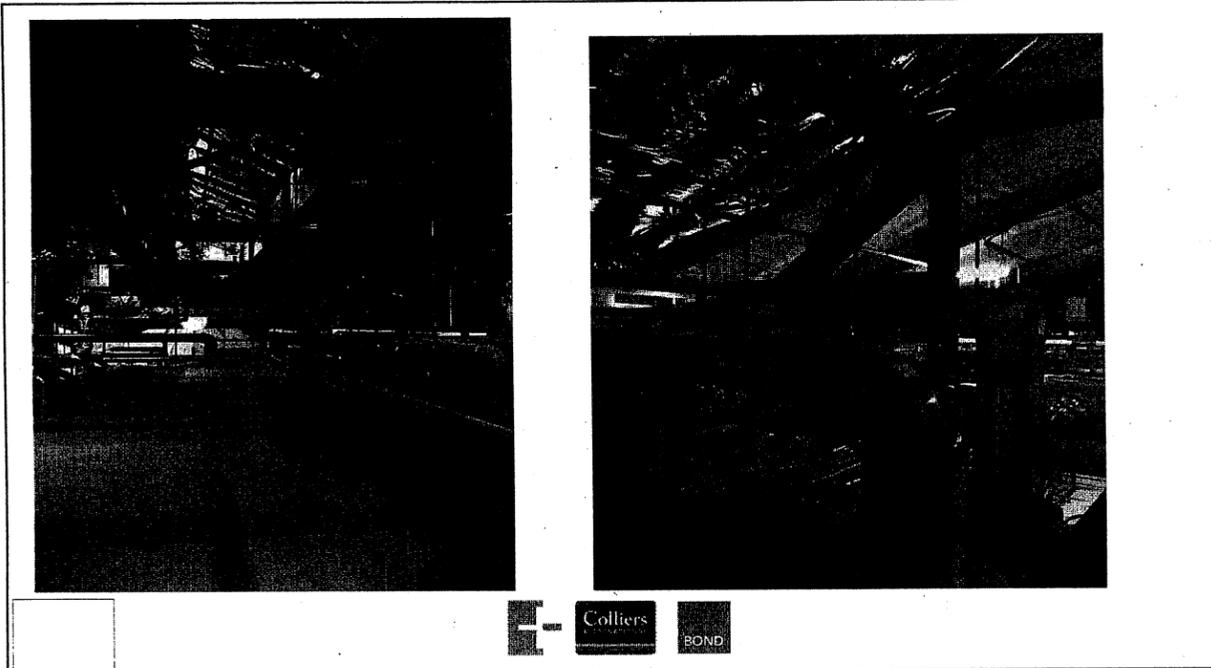


Special Presentation

6/18/2020

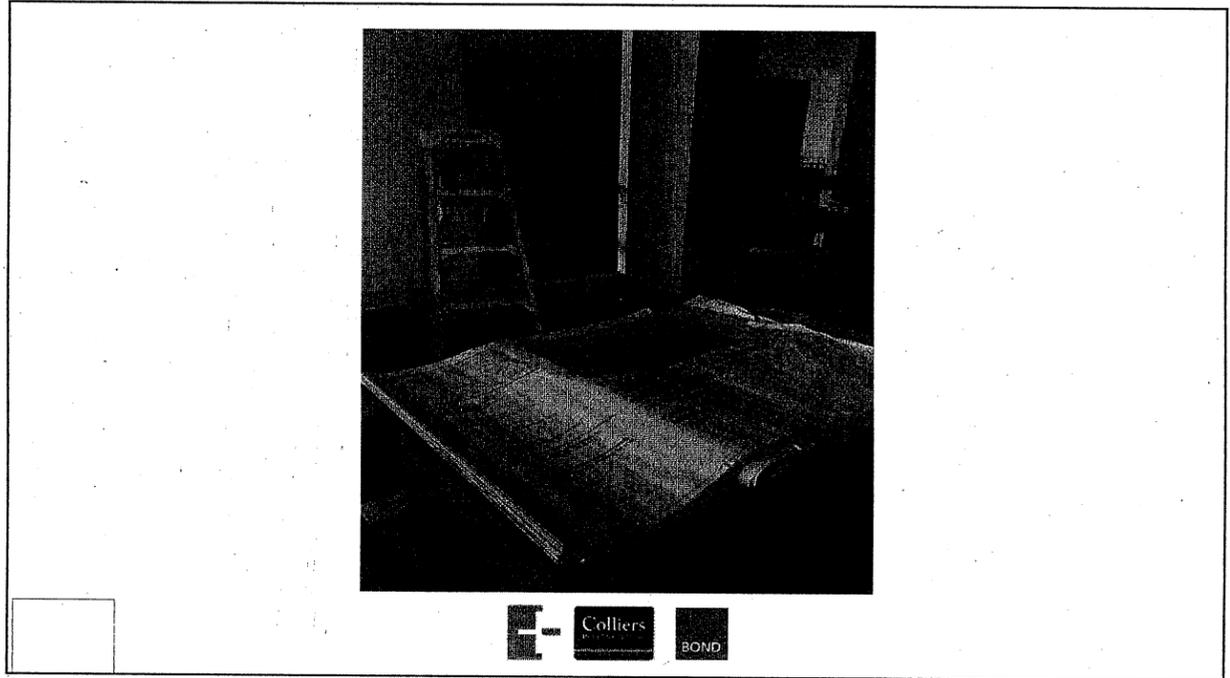


6/18/2020



Special Presentation

6/18/2020



CITY OF FITCHBURG
City Hall Renovations
Financial Status Report June 12, 2020
\$(000)

	Budget		Total Contract	Planned, but not Contracted	Remaining Balance
	Project Budget: 7/18/18	Approved Transfers			
I. Building Construction	16,565.1	3,228.3	19,597.9	121.9	(696.3)
II. Related Construction	805.0	(805.0)	-	-	-
III. Escalation	-	-	-	-	-
Total Construction	\$ 16,370.1	\$ 2,423.3	\$ 19,597.9	\$ 121.9	\$ (696.3)
IV. Furn, Fixtures & Equip (FF&E)	1,125.0	-	417.7	289.3	438.0
V. Fees and Expenses	3,719.9	126.0	3,220.1	34.4	582.3
VI. Contingency	-	-	-	-	-
A. Construction	1,185.4	(610.8)	-	221.6	293.0
B. Owner's Project	1,078.7	(1,038.0)	-	72.9	(832.3)
Additional Need	-	-	-	-	-
Total Contingency	\$ 2,274.1	\$ (2,548.4)	\$ -	\$ 394.1	\$ (669.3)
Total Project	\$ 23,509.0	\$ (1.1)	\$ 23,000.0	\$ 25,255.6	\$ (549.4)

Following the Presentation, Motion to take Order 146-20 out of Order under Suspension of the Rules passed by roll call vote of 10 in favor and 1 opposed (Squallia).

City of Fitchburg

FITCHBURG CITY CLERK

In City Council,

2020 JUN 11 AM 10:59

ORDERED:- 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 CITY HALL RENOVATION CAPITAL FUND, CONSTRUCTION.

Order #146-20



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

June 10, 2020

Calvin D. Brooks
City Auditor
166 Boulder Drive
Fitchburg, MA 01420

Dear Mr. Brooks:

Kindly draw a council order for the City of Fitchburg to appropriate the sum of \$600,000.00 from Available Funds and credited to City Hall Renovation Capital Fund, Construction. This appropriation will allow the project to continue uninterrupted and remain on schedule.

Thank you.

Regards,

Stephen L. DiNatale, Mayor



CITY OF FITCHBURG

CITY HALL BUILDING COMMITTEE



June 8, 2020

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

Dear Mayor,

When the Building Committee last presented a project update to the City Council in December, updates to the project included demolition, restoration, and repair. Since that time, significant progress has been made, with nearly 80% of the project completed. Currently painting, flooring, and hanging ceilings are in progress. With good weather, exterior site work has been moving along with the installation of curbing, sidewalks, lighting, and pathways.

During the December meeting we also reported that approximately \$1.3 million dollars remained in both Construction and Owners Contingency, with approximately \$300,000 committed, leaving approximately \$1 million in both the construction and owner's contingency. These are two different buckets of money. The city is allowed to expend the owners contingency on unforeseen issues that arise over the course of the project, items that are changed in the field, and unexpected costs. The largest single factor that caused the city to utilize the owner's contingency was unforeseen structural issues totaling nearly \$750,000. An example of an unforeseen structural issue is the location where the 1853 building joined the 1879 portion of the building. During design, it was assumed that this wall was, in its entirety, load bearing and structurally sound. However, during demolition it was in fact discovered to be a void, and would require steel and masonry support to appropriately bear the expected load of the structure and properly support the building. This is also the reason why plans were changed to accommodate a single second floor as opposed to a sloped ramp to join the offset of the second floor. This single change order exceeded \$150,000.

The second bucket of contingency money is the construction contingency, allowances and holdbacks. This bucket of money is utilized by the contractor for costs and unforeseen issues in the project that may not have been included as part of scope when items are bid out, but are necessary and resulted in a change order. In addition, it is dollars that are allowances in existing change orders, and if not utilized, are rolled back into the project. Traditionally over the course of the project, as milestones are completed and unforeseen issues are discovered and resolved, the contractor contingency is rolled back to the owner to be utilized within the project. Currently, there remains approximately \$500,000 in contingency, allowances, and holdbacks. These funds are due back to the city if they remain unspent.

In spite of the COVID pandemic, and national unrest across the board, the project continues to move forward and is on schedule. The Building Committee would like to commend the efforts of Colliers and BOND for being able to keep this project on schedule, even with supply chain disruptions, work force

Order #146-20

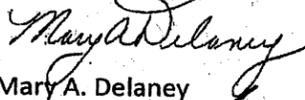
changes, and developing new protocols expeditiously to ensure worker safety. The project has incurred COVID expenses which include: additional cleaning and disinfecting, a second shift to comply with CDC guidelines on distancing, nursing staff to conduct wellness checks, hand washing stations, upgraded PPE requirements, and other costs that the project would not have realized otherwise. There is currently a projection of approximately \$250,000 in related expenses. It is the City's understanding that these costs are reimbursable by the CARES Act, and the city is submitting for those reimbursements this week.

However, these unpredictable factors have caused pressures on our contingency budget beyond the standard expectation. Due to the ever-changing guidelines and procedures related to the pandemic, the contractor must hold the remainder of the contingency to meet current and future unexpected requirements related to COVID. It should be noted, pandemic aside, BOND has been very cooperative in working with the city in the way that a Construction Manager at Risk firm should when it comes to draw downs of construction contingency, scope allowances and hold backs. To date, BOND has drawn down, and returned to the project approximately \$300,000.

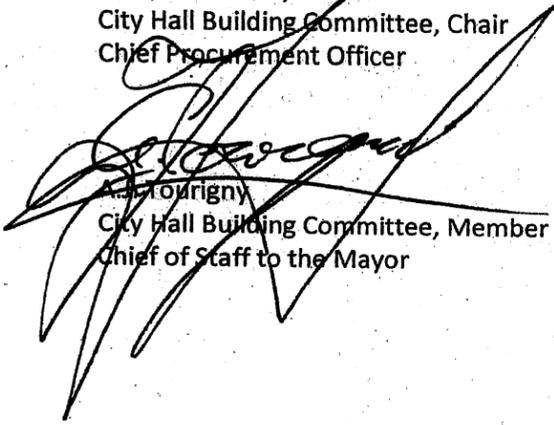
The City Hall Building Committee met on June, 6, 2020, to discuss, review, and make suggestions to you on how to bring this project to full completion. It was determined that without additional funding, the project would not be able to move forward. The Building Committee, by unanimous vote, would like to recommend that you appropriate \$600,000 from available funds. The \$600,000 request encompasses two categories. The first is \$500,000 to address owner contingency that will be used to leverage the existing \$500,000 in the construction contingency, allowances and holdbacks. The intent would be to preserve these dollars and return to the city as much as possible assuming no additional unforeseen issues or additions are experienced. The second part entails \$100,000 to address changes for COVID-19 concerns, which could not have been predicted, and were not part of the original design that was developed nearly two years ago.

As you are aware, the restoration of this building has been a community project for the past four years. At 80% completion and with nearly eight months remaining, the Building Committee is ecstatic to return the city's central place of governance and community, re-opening this iconic building to the public with the prominence and distinction it deserves.

With pride,



Mary A. Delaney
City Hall Building Committee, Chair
Chief Procurement Officer



A. J. Fourigny
City Hall Building Committee, Member
Chief of Staff to the Mayor

Order adopted by roll call vote of 10 in favor and 1 opposed
(Squailia).

Order signed by the Mayor June 17, 2020.

REPORTS OF COMMITTEES

Appointments Committee Oral Report
Meeting of June 16, 2020

The Appointments Committee recommended the following Appointment not be confirmed:

New Appointment
Chief Engineer/Fire Chief
Fitchburg Fire Department
Thomas A. Dateo, Jr.

Councillor Zarrella moved (Beachemin seconded) that the report and recommendations from the Appointments Committee be accepted and enacted. Motion to accept passed by 10 in favor to 1 opposed (DiNatale).

Councillor Zarrella then stated that "The primary purposes of the debate in Council session is to determine the vote at hand. The secondary function of informing the public is often better served by communications from Councillors outside the context of a meeting, where it's possible to introduce a far greater degree of nuance and careful consideration for the facts to be communicated. Noting the unanimous recommendation of the Appointments Committee, and knowing my own voting intention, it is clear to me that the outcome of this motion is not in question. This is obviously a delicate and contentious issue and one involving two men who are both honorable and dedicated public servants. The Council has received an abundance of information on the matter and has had ample and numerous opportunities to contact any involved parties to have questions answered. It is my fear that debating this issue tonight might result in one or more of us (not excepting myself) inadvertently saying something that could be construed as bringing disrepute or dishonor to either of these excellent firefighters, to the Department, or to the City Fitchburg, or saying something that may inflame discord and harm the ability of the new Fire Chief to effectively lead his Department."

Councillor Zarrella then moved the question. Motion to cut off debate passed by roll call vote 9 to 2 (DiNatale/Van Hazinga). 11 members present. Board consists of 11 members.

Economic Development Committee Oral Report
Meeting of June 9, 2020

The Economic Development Committee recommended the following Petition be given leave to withdraw:

- 143-20. Councillors Marisa Fleming and Andrew Van Hazinga, to re-evaluate the overall dynamic of the Day Street Municipal Parking lot. The re-evaluation should include signage, duration of meters and management of patron spaces for increased short term parking to accommodate Commerce in the downtown.

Report accepted. Petition given leave to withdraw by unanimous consent 11/0. 11 members present. Board consists of 11 members.

Reports of Committees

Appointments Committee Oral Report

Economic Dev. Committee Oral Report

Reports of
Committees
Finance Committee

Finance Committee
Meeting of June 9, 2020

- 131-20. ORDERED THAT: there be and hereby is appropriated the sum of FOUR HUNDRED THOUSAND AND 00/100 DOLLARS (\$400,000.00) same to be charged against AVAILABLE FUNDS and credited to DPW ADMIN. EXPENSES, STORMWATER CONTRACT SERVICES.
- 132-20. ORDERED THAT: there be and hereby is appropriated the sum of TWENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00) same to be charged against AVAILABLE FUNDS and credited to BUILDING-CONTRACTED SERVICES for the purpose of digitizing Building Department paper documents.
- 133-20. ORDERED THAT: there be and hereby is appropriated the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) same to be charged against AVAILABLE FUNDS and credited to LAW OTHER EXPENSES, LABOR NEGOTIATOR.
- 134-20. ORDERED THAT: there be and hereby is appropriated the sum of THIRTY-ONE THOUSAND, FIVE HUNDRED AND 00/100 DOLLARS (\$31,500.00) same to be charged against AVAILABLE FUNDS and credited to the following RUBBISH REMOVAL EXPENSE accounts:
CLEAN UP FUNDS \$10,600.00
AIRPORT RENT \$14,400.00
CONTRACTED SERVICES \$ 6,500.00
- 135-20. ORDERED THAT: the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Executive Office of Public Safety and Security grant in the approximate amount of \$5,508.80 (FIVE THOUSAND, FIVE HUNDRED EIGHT AND 80/100 DOLLARS) for the purpose of said grant, which is to enhance effective pedestrian, bicycle, and moped-type enforcement.
- 136-20. ORDERED THAT: the City of Fitchburg hereby approves the expenditure of funds from the Department of Justice, Office of Justice Programs grant in the approximate amount of \$86,062.00 (EIGHTY-SIX THOUSAND, SIXTY-TWO AND 00/100 DOLLARS) for the purpose of said grant, which is to support a broad range of activities including preventing, preparing for, and responding to the coronavirus.
- 137-20. ORDERED THAT: the City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts earmark grant in the approximate amount of \$100,000.00 (ONE HUNDRED THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to prepare and repaint the exterior windows of the library building.
- 138-20. ORDERED THAT: the City of Fitchburg hereby approves the expenditure of funds from the Secretary of the Commonwealth, Cities Complete Count Grant Program in the approximate amount of \$20,000.00 (TWENTY THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to support outreach efforts in getting a complete and accurate count in the 2020 Census.

139-20. ORDERED 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 \$69,000.00 (SIXTY-NINE THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to cover airport expenses, including fuel purchases and additional work on the runway project.

Orders adopted by unanimous consent 11/0. 11 members present.
Board consists of 11 members.
Orders signed by the Mayor June 17, 2020.

PUBLIC HEARING

126-20. Unutil, to petition for three new pole locations, approximately 935 feet West of Williams Road, on the North side of McIntire Road as outlined in the enclosed Petition.

Motion to continue Public Hearing to July 7, 2020, passed by roll call vote of 11 in favor and 0 opposed. 11 members present. Board consists of 11 members.

ORDERS-FINANCE

Motion to suspend the rules passed by roll call vote of 11 in favor and 0 opposed:

145-20. ORDERED THAT: There be and hereby is transferred from within the sum of THIRTY THOUSAND AND 00/100 DOLLARS (\$30,000.00) same to be transferred from POLICE, PERSONAL SERVICES, INCENTIVES and credited to POLICE, PERSONAL SERVICES, OVERTIME.

Order adopted by unanimous consent 11/0. 11 members present.
Board consists of 11 members.
Order signed by the Mayor June 17, 2020.

The following Orders were referred to the Council as a Whole Committee by roll call vote of 11 in favor and 0 opposed. 11 members present. Board consists of 11 members.

147-20. ORDERED THAT: Pursuant to M.G.L. Chapter 44, section 32, the City of Fitchburg hereby approves the July, 2020, Continuing Appropriation Budget totaling TWENTY-SIX MILLION, SIX HUNDRED SEVENTY-FOUR THOUSAND, THREE HUNDRED THIRTY SEVEN AND NO/100 DOLLARS (\$26,674,337.00) as follows:

General Fund	\$20,701,869.00
Water Enterprise Fund	\$ 2,306,235.00
Wastewater Enterprise Fund	\$ 3,561,121.00
Airport Fund	\$ 105,112.00

Public Hearing
Petition #126-20

Orders-Finance

Orders-Budget

Orders-Budget

6/11/2020

City of Fitchburg
FY2021 Continuing Appropriation Budget - July to September

ACCOUNT DESCRIPTION	REVISED BUDGET	For Reference Only FY2020 One Twelfth	FY2021			Notes
			July	August	September	
011921 BUILDING PERSONAL SERVI	40,100.00	3,341.67	1,100.00	1,100.00	8,600.00	Boulder Drive Custodian and September Facilities Director
01192104 BUILDING-CITY HALL	295,600.00	24,633.33	93,592.00	10,842.00	10,842.00	First Half rent for 166 Boulder Drive due July
01192124 BUILDING REPAIR & CAR	10,000.00	833.33	834.00	834.00	834.00	
012101 POLICE PERSONAL SERVICE	8,211,652.00	684,304.33	697,990.00	697,990.00	697,990.00	2% adjustment per CBA
012102 POLICE SERVICE CONTRACT	3,500.00	291.67	1,750.00	1,750.00	1,750.00	Service contracts due July or August
012104 POLICE OTHER EXPENSES	173,250.00	14,437.50	14,438.00	14,438.00	14,438.00	
01210604 POLICE-EQUIPMENT & RE	292,500.00	24,375.00	22,292.00	22,292.00	22,292.00	Eliminated motorcycle lease
01210622 POLICE-MAINTENANCE OF	126,900.00	10,575.00	10,575.00	10,575.00	10,575.00	
012108 POLICE - CAPITAL EXPEND	371,602.00	30,966.83				Using encumbered funds to finish project
012201 FIRE PERSONAL SERVICES	7,402,757.00	616,896.42	531,420.00	945,870.00	1,279,024.00	EMT Stipend paid August and Educational Incentive paid September
01220144 FIRE BUILDING MAINTEN	236,500.00	19,709.33	19,709.00	19,709.00	19,709.00	
012204 FIRE OTHER EXPENSES	74,000.00	6,166.67	15,800.00	5,300.00	5,300.00	Code Red contract paid July
01220604 FIRE - EQUIPMENT & RE	208,564.00	17,380.33	17,381.00	17,381.00	17,381.00	
012208 FIRE - CAPITAL EXPENDIT	61,000.00	5,083.33				
012411 BUILDING DEPT PERSONAL	600,776.00	50,064.67	50,065.00	50,065.00	50,065.00	
012414 BUILDING DEPARTMENT EXP	81,500.00	6,791.67	3,125.00	3,125.00	3,125.00	Using encumbered funds to finish scanning project funded in FY2020
013202 MONTACHUSETT REG VOC TE	1,986,987.00	165,582.25	488,121.00			Monty Tech Quarterly Assessment due July
014101 DPW ADMIN/ENGINEERING P	535,019.00	44,584.92	40,056.00	40,056.00	40,056.00	
01410164 DPW TRAFFIC SIGNAL EX	83,000.00	6,916.67	6,700.00	6,700.00	6,700.00	
014102 DPW - PURCHASE OF SERVI	100,000.00	8,333.33	8,334.00	8,334.00	8,334.00	
014104 DPW ADMIN/ENGINEERING E	367,400.00	30,616.67	12,000.00	12,000.00	17,000.00	Stormwater work. Using encumbered funds
01410741 DPW HIGHWAY GENERAL P	1,382,942.00	115,245.17	107,157.00	107,157.00	139,782.00	Clothing and Certification stipends paid in September
01410744 DPW HIGHWAY GENERAL E	563,100.00	46,925.00	62,325.00	42,325.00	42,325.00	Dam inspections in July
01410781 DPW SNOW & ICE PERSON	163,000.00	13,583.33				
01410784 DPW SNOW & ICE EXPENS	762,000.00	63,500.00		10,000.00	43,000.00	Equipment repair and order salt
014108 DPW - CAPITAL	882,500.00	73,541.67				
01410872 DPW STREETLIGHTS	302,122.00	25,176.83	12,200.00	116,325.00	37,200.00	Lease payment due by September 1st
014911 CEMETERY PERSONAL SERVI	335,363.00	27,946.92	23,123.00	23,123.00	27,073.00	
014914 CEMETERY EXPENSES	86,300.00	7,191.67	8,085.00	8,085.00	8,085.00	
014918 CEMETERY CAPITAL EXPENS	200,000.00	16,666.67				
015101 BOARD OF HEALTH P.S.	741,144.00	61,762.00	65,623.00	65,623.00	65,623.00	
015104 BOARD OF HEALTH EXPENSE	54,844.00	4,570.33	19,925.00	3,175.00	3,175.00	Weights & Measures costs in July
01510434 BOH RUBBISH REMOVAL E	1,608,000.00	134,000.00	136,000.00	136,000.00	130,000.00	Yard waste pickup for July and August
01510862 BOH SANITARY LANDFILL	637,000.00	53,083.33	53,250.00	53,250.00	53,250.00	

City of Fitchburg
FY2021 Continuing Appropriation Budget - July to September

6/11/2020

ACCOUNT DESCRIPTION	For Reference Only		FY2021 July	FY2021 August	FY2021 September	
	FY2020 REVISED BUDGET	One Twelfth				
015411 COUNCIL ON AGING P.S.	229,027.00	19,085.58	19,922.00	19,922.00	19,922.00	
015414 COUNCIL ON AGING EXPENS	80,100.00	6,675.00	6,675.00	6,675.00	6,675.00	
015431 VETERANS PERSONAL SERVI	124,018.00	10,334.83	10,483.00	10,483.00	10,483.00	
015434 VETERANS EXPENSES	8,800.00	733.33	734.00	734.00	734.00	
015437 VETERANS BENEFITS GENER	707,012.00	58,917.67	60,000.00	60,000.00	60,000.00	
016101 LIBRARY PERSONAL SERVIC	680,366.00	56,697.17	56,698.00	56,698.00	56,698.00	
016104 LIBRARY EXPENSES	251,437.00	20,953.08	71,877.00	16,110.00	18,456.00	Annual contracts due July and September
016108 LIBRARY CAPITAL EXPENDI	57,780.00	4,815.00				
016501 PARKS PERSONAL SERVICES	232,625.00	19,385.42	17,002.00	17,002.00	21,730.00	
016504 PARKS EXPENSES	72,000.00	6,000.00	8,150.00	8,150.00	7,950.00	
016511 RECREATION PERSONAL SER	184,784.00	15,398.67	38,656.00	25,146.00	7,666.00	Summer playground program and Splash Park staff
016514 RECREATION EXPENSES	67,000.00	5,583.33	8,000.00	5,583.00	3,000.00	Summer playground, splash park, and movies
0191051 EMPLOYEE BENEFITS-PEN	16,112.00	1,342.67				No Non-contributory payroll
0191052 PENSION CONTRIBUTION	13,189,700.00	1,099,141.67	13,831,012.00			Pension Contribution paid July
0191053 EMPLOYEE BENEFITS-WORK	378,000.00	31,500.00	31,500.00	31,500.00	31,500.00	
0191054 EMPLOYEE BENEFITS-JUNEM	240,000.00	20,000.00	50,000.00	50,000.00	30,000.00	School unemployment costs over summer
0191056 EMPLOYEE BENEFITS-HEAL	15,300,000.00	1,275,000.00	1,275,000.00	1,275,000.00	1,275,000.00	
0191057 EMPLOYEE BENEFITS-LIFE	275,000.00	22,917.67	22,917.00	22,917.00	22,917.00	
0191058 EMPLOYEE BENEFITS-MEDI	1,100,000.00	91,666.67	91,667.00	91,667.00	91,667.00	
0191059 EMPLOYEE BENEFITS-OTHE	817,442.00	68,120.17	68,121.00	68,121.00	68,121.00	
0191061 EMPLOYEE BENEFITS-CH 4	70,000.00	5,833.33	5,834.00	5,834.00	5,834.00	
0191072 EMPLOYEE BENEFITS-CH 4	70,000.00	5,833.33	5,834.00	5,834.00	5,834.00	
0194063 MISCELLANEOUS-GENERAL	1,100,000.00	91,666.67	1,050,000.00	1,500.00	1,500.00	Insurance Due July, cost of advisor
0194064 MISCELLANEOUS-MASS REG	13,233.00	1,102.75	13,563.00			Dues paid in July
0194065 MISCELLANEOUS-MMA DUES	7,500.00	625.00	8,000.00			Dues paid in July
0194066 HOLIDAY DECORATIONS	5,000.00	416.67	50,000.00			Seasonal for the Holidays
0194071 MISCELLANEOUS-JOHNINVA	50,000.00	4,166.67				July payment
0194075 MISCELLANEOUS-CIVIC DA	18,000.00	1,500.00				For June, 2021
0194077 MISCELLANEOUS-DISABILI	1,000.00	83.33	84.00	84.00	84.00	
0194079 MEDICAID BILLING COMMUNI	40,000.00	3,333.33	3,334.00	3,334.00	3,334.00	
0194090 RESERVE FOR SNOW & ICE	42,220.00	3,518.33				No Reserves
0194094 RESERVE FOR OTHER MUN						No Reserves
019904 TRANSFERS FROM GENERAL	1,163,000.00	96,916.67				No transfers out
10000000 SCHOOL EXPENSES	62,766,852.00	5,230,571.00	785,000.00	1,730,000.00	6,450,000.00	School year starts September
01 GENERAL FUND	\$ 135,923,444.00	\$ 11,326,953.67	\$ 20,701,869.00	\$ 6,301,707.00	\$ 11,676,693.00	

Orders- Budget



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

June 10, 2020

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

Because there has been no action at the state level to clarify the City's local aid allocations for next year, it is not possible for me to submit a budget for FY2021 before June 30. When this situation occurs, Massachusetts General Law Chapter 44, section 32 does allow me to submit a "continuing appropriation budget . . . on a month to month basis for a period not to exceed three months."

I am herewith submitting a continuing appropriation budget for the month of July totaling \$26,674,337.00. If necessary, in July I will submit a budget for August and in August I will submit a budget for September. These budgets are intended to keep the city operating until the FY2021 Annual Budget is presented and approved.

The initial figures for this budget were calculated using one-twelfth of the FY2020 Revised Annual Budget. The amounts were reviewed by individual departments and the Finance Team and adjusted to reflect when certain payments are due. For example, the pension assessment of \$13,831,012 is paid in full in July and not spread over twelve months, so that line in the budget will show \$13,831,012 for July and zero for August and September.

The purpose of a continuing appropriation budget is to keep city government funded and functioning until an annual budget is approved. As such, this continuing appropriation budget offers no major changes in city operations. It only continues what was in place during FY2020, while at the same time allowing for any contractual changes, such as collective bargaining agreement wage adjustments, that had been previously settled.

I look forward to meeting with you in the near future to further discuss this request.

Thank you,

Stephen L. DiNatale
Mayor

City of Fitchburg
FY2021 Continuing Appropriation Budget - July to September

6/11/2020

ACCOUNT DESCRIPTION	For Reference Only		FY2021			
	FY2020 REVISED BUDGET	One Twelfth	July	August	September	
011111 CITY COUNCIL PERSONAL S	\$ 110,000.00	9,166.67	\$ 9,167.00	\$ 9,167.00	\$ 9,167.00	
011114 CITY COUNCIL EXPENSES	24,375.00	2,031.25	2,032.00	2,032.00	2,032.00	
011211 MAYOR PERSONAL SERVICES	209,085.00	17,423.75	17,440.00	17,440.00	17,440.00	
011214 MAYOR EXPENSES	4,800.00	400.00	400.00	400.00	400.00	
011351 AUDITOR PERSONAL SERVICE	219,305.00	18,275.42	18,646.00	18,646.00	18,646.00	No Audit, No Actuary
011354 AUDITOR EXPENSES	65,000.00	5,416.67	400.00	400.00	400.00	
011381 PURCHASING PERSONAL SER	304,374.00	25,364.50	25,682.00	25,682.00	25,682.00	MAPPO Dues in July
011384 PURCHASING EXPENSES	4,000.00	333.33	758.00	334.00	334.00	
011411 ASSESSOR PERSONAL SERVI	244,548.00	20,379.00	20,750.00	20,750.00	20,750.00	
011414 ASSESSOR EXPENSES	180,400.00	15,033.33	15,034.00	15,034.00	15,034.00	
011451 TREASURER PERSONAL SERV	652,244.00	54,353.67	55,015.00	55,015.00	55,015.00	
011452 TREASURER TAX TITLE	100,000.00	8,333.33	8,334.00	8,334.00	8,334.00	MUNIS Support paid July
011454 TREASURER EXPENSES	415,900.00	34,658.33	145,575.00	24,575.00	24,575.00	Debt Service by month due
011459 TREASURER DEBT SERVICE	2,314,750.00	192,895.83			311,100.00	
011471 INFORMATION TECHNOLOGY	199,879.00	16,656.58	16,938.00	16,938.00	16,938.00	
011474 INFORMATION TECHNOLOGY	515,000.00	42,916.67	150,548.00	33,132.00	33,132.00	Support contracts paid July
011511 LAW PERSONAL SERVICES	168,286.00	14,023.83	14,024.00	14,024.00	14,024.00	
011512 LAW OTHER EXPENSES	101,000.00	8,416.67	8,417.00	8,417.00	8,417.00	
011514 LAW EXPENSES	55,500.00	4,625.00	4,625.00	4,625.00	4,625.00	
011521 HUMAN RESOURCES PERSONA	149,970.00	12,497.50	12,498.00	12,498.00	12,498.00	
011524 HUMAN RESOURCES EXPENSE	11,000.00	916.67	917.00	917.00	917.00	Overtime for August Voter Registration and September Primary
011611 CITY CLERK PERSONAL SER	317,956.00	26,496.33	25,682.00	26,682.00	26,682.00	
011614 CITY CLERK EXPENSES	5,825.00	485.42	486.00	486.00	486.00	
011631 ELECTION & REGISTRATION	100,306.00	8,358.83	222.00	222.00	37,859.00	September Primary and possible Early Voting
011634 ELECTION & REGISTRATION	57,590.00	4,799.17	4,800.00	4,800.00	16,484.00	Coding for September Primary
011651 LICENSE COMMISSION P.S.	6,200.00	516.67	517.00	517.00	517.00	
011654 LICENSE COMMISSION EXPE	3,050.00	254.17	255.00	255.00	255.00	
011811 COMMUNITY DEVELOPMENT P	391,486.00	32,623.83	25,474.00	29,867.00	29,867.00	
011814 COMMUNITY DEVELOPMENT E	52,685.00	4,390.42	4,200.00	4,800.00	4,200.00	
011818 COMMUNITY DEV CAPITAL E	600,000.00	50,000.00				

6/11/2020

City of Fitchburg
FY2021 Continuing Appropriation Budget - July to September

ACCOUNT DESCRIPTION	For Reference Only		FY2021 July	FY2021 August	FY2021 September	
	FY2020 REVISED BUDGET	One Twelfth				
624501 WATER PERSONAL SERVICES		***				
62450171 REG'L WATER TREAT FAC	\$ 1,365,875.00	113,822.92	\$ 113,823.00	\$ 113,823.00	\$ 113,823.00	
62450174 REG'L WATER TREAT FAC	392,707.00	32,725.58	32,726.00	32,726.00	32,726.00	
62450315 WATER REIMBURSABLES T	695,000.00	57,916.67	80,000.00	80,000.00	63,334.00	
62450359 WATER DEBT SERVICE	920,000.00	76,666.67	230,000.00	-	-	Indirect Costs paid July
624504 WATER EXPENSES	2,099,224.00	174,935.33	1,544,686.00	-	-	Debt Service by month due
6245088 WATER - CAPITAL EXPEND	746,000.00	62,166.67	55,000.00	55,000.00	55,000.00	
	1,382,052.00	115,171.00	250,000.00	-	-	New SCADA system
62 WATER ENTERPRISE FUND	\$ 7,600,858.00	633,404.83	\$ 2,306,235.00	\$ 281,549.00	\$ 264,883.00	
644311 EAST WWTF P.S.		***				
64431315 WWTF REIMBURSEMENT	\$ 2,190,284.00	182,523.67	\$ 182,524.00	\$ 197,543.00	\$ 193,843.00	
64431359 WWTF DEBT SERVICE	1,150,000.00	95,833.33	287,500.00	-	-	Indirect Costs paid July
644314 EAST WWTF EXPENSE	4,840,777.00	403,398.08	2,374,878.00	-	707,700.00	Debt Service by month due
6443142 WEST WWTF EXPENSE	2,660,500.00	221,708.33	424,219.00	200,994.00	192,994.00	
	2,200.00	183.33	-	-	-	No longer needed
644318 WTF - CAPITAL EXPENDITU	2,559,000.00	213,250.00	292,000.00	80,000.00	40,000.00	Riverbank stabilization and West Plant dam safety risk mitigation
64 WASTEWATER TREAT ENTERPRISE	\$ 13,402,761.00	1,116,896.75	\$ 3,561,121.00	\$ 478,537.00	\$ 1,134,537.00	
664821 AIRPORT PERSONAL SERVIC		***				
664824 AIRPORT EXPENSES	\$ 255,864.00	21,322.00	\$ 24,197.00	\$ 24,197.00	\$ 24,197.00	
	350,974.00	29,247.83	80,915.00	23,915.00	30,915.00	Insurance due July and September
66 AIRPORT FUND	\$ 606,838.00	50,569.83	\$ 105,112.00	\$ 48,112.00	\$ 55,112.00	
Grand Total	\$ 157,533,901.00	13,127,825.08	\$ 26,674,337.00	\$ 7,109,905.00	\$ 13,131,225.00	

148-20. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the following Revolving Fund authorized by city ordinance up to the amount available in the fund or \$100,000.00 (Except Public Health Sustainability which shall have a limit of \$700,000.00 for FY2021, whichever is less, as outlined in the enclosed Order.



City of Fitchburg

166 Boulder Drive, Suite 108
Fitchburg, Massachusetts 01420

Office of the City Auditor/Finance Director
Tel: 978-829-1840 ♦ Fax: 978-829-1961

Calvin D. Brooks
City Auditor/Finance Director

Jacquelyn M. Cronin
Deputy City Auditor

June 10, 2020

President Michael Kushmerek
and City Councilors
Fitchburg City Council
166 Boulder Drive
Fitchburg, MA 01420

Re: Revolving Fund Authorization for FY2021

Dear Mr. President and Councilors:

Pursuant to M.G.L. Chapter 44, section 53E½, I am asking you to approve a money order authorizing the expenditure of funds from various revolving funds.

For most funds, the limit is the amount available in the fund or \$100,000, whichever is less. For the Public Health Sustainability Revolving Fund, that limit would be the amount available in the fund or \$700,000, whichever is less. The higher limit for this revolving fund is because of ongoing work related to the Covid-19 pandemic.

Thank you for your consideration.

Sincerely,

Calvin D. Brooks
City Auditor

Orders-Budget.

City of Fitchburg

FITCHBURG CITY CLERK

In City Council, 2020 JUN 11 AM 10:59

ORDERED:-- That

the City of Fitchburg hereby approves the expenditure of funds from the following Revolving Funds authorized by city ordinance up to the amount available in the fund or \$100,000.00 (except Public Health Sustainability which shall have a limit of \$700,000.00 for FY2021), whichever is less:

<u>Revolving Fund</u>	<u>Authorized Official</u>
Animal Control	Police Chief
Civic Days	Mayor or Mayor's Designee, Recreation Director
Communication Tower & Equipment	Fire Chief
Community Development	Community Development Director or Designee
Demolition	Community Development Director or Designee
Public Cemetery	Cemetery Superintendent, Public Works Commissioner
Public Health Sustainability	Public Health Director
Public Library	Library Trustees, Chief Librarian
Traffic Enforcement	Police Chief
Traffic Safety Equipment	Police Chief
Senior Center Activities	Executive Director of the Council on Aging
Sidewalk	Public Works Commissioner
Stormwater Maintenance	Public Works Commissioner

PETITIONS

The following Petition was referred to the Public Works Committee:

149-20. Councillor Paul Beauchemin, to request Unitil repair the sidewalk at Pole #11 on Plymouth Street. The sidewalk is washing out.

The following Petition was referred to the Human Rights Commission for review first, and then to the Economic Development Committee, and the Legislative Affairs Committee:

150-20. Councillors Elizabeth Walsh and Michael Kushmerek, to craft a strategic plan to address the racial equity and economic empowerment disparities through the lens of city practices and policies including, but not limited to: hiring, interning, appointing, and investment in community and economic development.

The meeting adjourned at 9:00 P.M.



Mary de Alderete, City Clerk