

Special Meeting

Roll Call

Reading of the Warrant

Motion pertaining to Council Rules

For the Record

Warrant

Agenda

The Special 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 23, 2020. The meeting was called to order by President Michael Kushmerek at 7:05 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 DiNatale.

President Kushmerek read the Warrant for the Special Meeting.

Motion made by Councillor Zarrella regarding the Council Rules pertaining to remote participation; 2/3 roll call votes required passed by unanimous vote. 11 members present. Board consists of 11 members.

Noted for the record:

FATV was recording the audio and video of the meeting.

**WARRANT FOR A SPECIAL MEETING OF THE CITY COUNCIL
Tuesday, June 23, 2020
Immediately following Council as a Whole Committee
which is scheduled to begin at 6:00 PM**

Via Zoom Meeting Platform

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

https://us02web.zoom.us/webinar/register/WN_NGdBRgHJQZm3tW_XmOkk_mQ

The agenda will consist of:

Report from Council as a Whole Committee and final vote on the following:

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

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.)

Per Order:
Michael P. Kushmerek
City Council President

By:
Mary de Alderete
City Clerk

Report of the Council as a Whole Committee

Oral Report from the Council as a Whole Committee:

The Council as a Whole Committee recommended the following Orders be adopted by vote of 10 in favor and 1 opposed (Beauchemin):

Order #147-20

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

ACCOUNT DESCRIPTION	For Reference Only		FY2021		FY2021		Notes
	FY2020 REVISED BUDGET	One Twelfth	July	August	September		
011111 CITY COUNCIL PERSONAL SERVICES	\$ 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 SERVICE	304,374.00	25,364.50	25,682.00	25,682.00	25,682.00		
011384 PURCHASING EXPENSES	4,000.00	333.33	758.00	334.00	334.00	MAAPO Dues in July	
011411 ASSESSOR PERSONAL SERVICE	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 SERVICE	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		
011454 TREASURER EXPENSES	415,900.00	34,658.33	24,575.00	24,575.00	24,575.00	MUNIS Support paid July	
011459 TREASURER DEBT SERVICE	2,314,750.00	192,895.83	145,575.00	311,100.00	311,100.00	Debt Service by month due	
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 PERSONAL SERVICE	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		
011611 CITY CLERK PERSONAL SERVICE	317,956.00	26,496.33	25,682.00	26,682.00	26,682.00	Overtime for August Voter Registration and September Primary	
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 EXPENSE	3,050.00	254.17	255.00	255.00	255.00		
011811 COMMUNITY DEVELOPMENT PERSONAL SERVICE	391,486.00	32,623.83	25,474.00	29,867.00	29,867.00		
011814 COMMUNITY DEVELOPMENT EXPENSES	52,685.00	4,390.42	4,200.00	4,800.00	4,800.00		
011818 COMMUNITY DEV CAPITAL EXPENSES	600,000.00	50,000.00					

City of Fitchburg
FY2021 Continuing Appropriation Budget - July to September

6/11/21

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	***				
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
01192104 BUILDING-CITY HALL	295,600.00	24,633.33	***	93,592.00	10,842.00	10,842.00	Director
01192124 BUILDING REPAIR & CAR	10,000.00	833.33	***	834.00	834.00	834.00	First Half rent for 166 Boulder Drive due July
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	Eliminated motorcycle lease
01210604 POLICE-EQUIPMENT & RE	292,500.00	24,375.00	***	22,292.00	22,292.00	22,292.00	
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
01220144 FIRE BUILDING MAINTEN	236,500.00	19,708.33	***	19,709.00	19,709.00	19,709.00	September
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
013202 MONTACHUSETT REG VOC TE	1,986,987.00	165,582.25	***	488,121.00			funded in FY2020
014101 DPW ADMIN/ENGINEERING P	535,019.00	44,584.92	***	40,056.00	40,056.00	40,056.00	Monty Tech Quarterly Assessment due July
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	

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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	Annual contracts due July and September
016104 LIBRARY EXPENSES	251,437.00	20,953.08	71,877.00	16,110.00	18,456.00	
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	13,831,012.00			No Non-contributory payroll
0191052 PENSION CONTRIBUTION	13,189,700.00	1,099,141.67	31,500.00		31,500.00	Pension Contribution paid July
0191053 EMPLOYEE BENEFITS-WORK	378,000.00	31,500.00	50,000.00	50,000.00	30,000.00	School unemployment costs over summer
0191054 EMPLOYEE BENEFITS-UNEM	240,000.00	20,000.00	1,275,000.00	1,275,000.00	1,275,000.00	
0191056 EMPLOYEE BENEFITS-HEAL	15,300,000.00	1,275,000.00	22,917.00	22,917.00	22,917.00	
0191057 EMPLOYEE BENEFITS-LIFE	275,000.00	22,916.67	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-JOHNNY A	50,000.00	4,166.67				July payment
0194075 MISCELLANEOUS-CIVIC DA	18,000.00	1,500.00	84.00	84.00	84.00	For June, 2021
0194077 MISCELLANEOUS-DISABILI	1,000.00	83.33	84.00	84.00	84.00	
0194079 MEDICAID BILLING COMM	40,000.00	3,333.33	3,334.00	3,334.00	3,334.00	
0194090 RESERVE FOR SNOW & ICE						No Reserves
0194094 RESERVE FOR OTHER MUN	42,220.00	3,518.33				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	

Order #147-20

City of Fitchburg
FY2021 Continuing Appropriation Budget - July to September

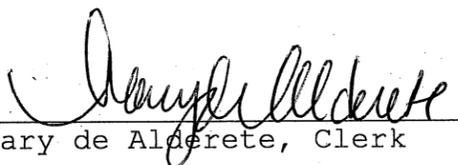
ACCOUNT DESCRIPTION	For Reference Only				FY2021 July	FY2021 August	FY2021 September	
	FY2020 REVISED BUDGET	One Twelfth	July	August				
624501 WATER PERSONAL SERVICES	\$ 1,365,875.00	\$ 113,822.92	\$ 113,823.00	\$ 113,823.00	\$ 113,823.00	\$ 113,823.00		
62450171 REG L WATER TREAT FAC	392,707.00	32,725.58	32,726.00	32,726.00	32,726.00	32,726.00		
62450174 REG L WATER TREAT FAC	695,000.00	57,916.67	80,000.00	80,000.00	80,000.00	63,334.00		
62450315 WATER REIMBURSABLES T	920,000.00	76,666.67	230,000.00	-	-	-	Indirect Costs paid July	
62450359 WATER DEBT SERVICE	2,099,224.00	174,935.33	1,544,686.00	-	-	-	Debt Service by month due	
624504 WATER EXPENSES	746,000.00	62,166.67	55,000.00	55,000.00	55,000.00	55,000.00		
6245088 WATER - CAPITAL EXPEND	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.	\$ 2,190,284.00	\$ 182,523.67	\$ 182,524.00	\$ 197,543.00	\$ 193,843.00			
64431315 WWTF REIMBURSEMENT	1,150,000.00	95,833.33	287,500.00	-	-	-	Indirect Costs paid July	
64431359 WWTF DEBT SERVICE	4,840,777.00	403,398.08	2,374,878.00	200,994.00	707,700.00	192,994.00	Debt Service by month due	
644314 EAST WWTF EXPENSE	2,660,500.00	221,708.33	424,219.00	-	-	-	No longer needed	
6443142 WEST WWTF EXPENSE	2,200.00	183.33	-	-	-	-	Riverbank stabilization and West Plant dam safety risk mitigation	
644318 WTF - CAPITAL EXPENDITU	2,559,000.00	213,250.00	292,000.00	80,000.00	40,000.00	40,000.00		
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	\$ 255,864.00	\$ 21,322.00	\$ 24,197.00	\$ 24,197.00	\$ 24,197.00			
664824 AIRPORT EXPENSES	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.)

<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

Report accepted. Orders adopted by roll call vote of 10 in favor and 1 opposed (Beauchemin).
Orders signed by the Mayor June 24, 2020.

The meeting adjourned at 7:11 P.M.


Mary de Alderete, Clerk