

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF FEBRUARY 1, 2017

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Finance Committee Members Present: President Ronald Cormier and Councillors James Walsh and Marc Morgan.

Other Participants: Mayor Mark Hawke; Community Development & Planning Assistant Director Joshua Cormier; City Engineer Christopher Coughlin; City Auditor John Richard; and City Clerk Alan Agnelli.

The meeting was called to order by President Cormier at 12:00 p.m. in the City Council Chamber, City Hall.

President Cormier asked if anyone present planned to record the meeting, in accordance with the requirements of the Open Meeting Law, as follows:

*Any person may make a video or audio recording of the open session of this meeting so long as it does not interfere with the conduct of the meeting. All documents and exhibits used or referenced at this meeting shall be submitted in duplicate to the City Clerk, as they become part of the minutes of the meeting. Is there anyone present who will be recording this meeting?*

No one responded.

**1-1 Reading and Approval of Minutes of Prior Meeting(s).**

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to approve the Minutes of the Meeting of January 11, 2017, as printed.

**3-1 A Measure Confirming the Mayor's Appointment of Christopher Coughlin to the Position of City Engineer for term expiring January 12, 2020.**

Referencing an e-mail that he received from resident Wesley Flis, Councillor Walsh said that Mr. Flis expressed concern that the position was not publicly posted or advertised, but that it should have been. Mr. Walsh noted, however, that the City Council does not play a role in advertising for this position. Mr. Flis's second concern, he said, is that according to the City Code, the City Engineer is required to possess certain certifications.

Mayor Hawke stated that City Code requires that the City Engineer be "a graduate certified civil engineer" and that Mr. Coughlin is certified as an Engineer in Training ("EIT"). He said that when the City created the position of Assistant City Engineer, the position would train under the City Engineer, and that the City does not design "anything of an appropriate magnitude."

Mr. Coughlin informed the Committee that he has worked as Assistant City Engineer for nearly four years and worked for the City of Boston for three prior years and noted that he holds an apprenticeship license.

The Mayor reiterated that an EIT designation is a certificate.

Councillor Walsh said that he inquired about Code requirements with the City Solicitor and was advised that Mr. Coughlin's certification complies with the requirements under the City Code. Mr. Walsh recommended that the Council be provided with the City Solicitor's opinion, in writing, prior to Monday's Council meeting; otherwise, the Finance Committee should seek to refer the appointment back to the Finance Committee for further study.

Mayor Hawke indicated that the City Solicitor would provide the Council with a written opinion prior to the Council's meeting.

President Ronald Cormier informed the Committee that he requested Mr. Coughlin's résumé and that it be included with the Council's meeting packets.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend that the Council confirm the Mayor's appointment of Christopher Coughlin to the position of City Engineer for term expiring January 12, 2020, conditioned on a written opinion from the City Solicitor that Mr. Coughlin meets the certification requirements mandated by City Code.

**3-2 A Measure Confirming the Mayor's Appointment of Eric Knudsen to the Position of Member, Disability Commission, for term expiring January 12, 2020 (Reappointment).**

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend that the City Council confirm the Mayor's appointment of Eric Knudsen to the position of Member, Disability Commission, for term expiring January 12, 2020.

**4-1 An Ordinance to Amend the Code of the City of Gardner, Chapter 160 Thereof, Entitled "Officers and Employees," Article II, Assistant City Clerk.**

Councillor Walsh stated that the proposed Ordinance would complete the process that began in August 2015 when the City Council adopted and the Mayor approved a petition to the legislature for a special act permitting the City to establish two Assistant Clerk positions.

City Clerk Alan Agnelli informed the Committee that funds are available in the current budget to provide for a compensation adjustment.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council to adopt the following Ordinance:

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AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 160 THEREOF, ENTITLED "OFFICERS AND EMPLOYEES," ARTICLE II, ASSISTANT CITY CLERK.

Be it ordained by the City Council of the City of Gardner as follows:

Section 1. Section 160-2 of the Code of the City of Gardner is hereby amended to read as follows:

The Office of Assistant City Clerk is established. The City Clerk may appoint two Assistant City Clerks for terms of three years, subject to confirmation by the City Council, who shall be sworn to the faithful performance of duty and, in the absence of the City Clerk, may perform those duties and have the powers and be subject to the requirements and penalties applicable to that office. Nothing contained herein shall be construed to prevent the reappointment of an Assistant City Clerk upon the expiration of the term of office.

Section 2. Section 160-3 Compensation, is amended to read as follows:

The salary of Assistant City Clerk shall be included in the ordinances designating salaries and wages for the City employees.

Section 3. Effective date.

This ordinance shall become effective on passage and publication as required by law.

**4-2 An Ordinance to Amend the Code of the City of Gardner, Chapter 171 Thereof, Entitled "Personnel," Compensation Schedule 2, to Change the Compensation of the City Engineer.**

Mayor Hawke informed the Committee that he is recommending that the compensation for the new City Engineer be adjusted to \$80,262.72, which is the lowest end of the G-11 pay scale, as provided for in the (2015 HRS) Salary Study. He said that he does not intend to fill the vacant Assistant City Engineer position since he plans to reorganize and consolidate the DPW and Engineering departments within 6 to 8 months, adding that the position of Assistant Water Foreman or of similar likeness/title may be created.

On a motion by Councillor Marc Morgan and seconded by Councillor James Walsh, it was voted to recommend to the City Council to adopt the following Ordinance:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 171 THEREOF, ENTITLED "PERSONNEL," TO CHANGE THE COMPENSATION OF THE CITY ENGINEER.

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Be it ordained by the City Council of the City of Gardner as follows:

Section 1. Section 171-68 of Chapter 171, Personnel, Compensation Schedule 2, of the Code of the City of Gardner, is hereby amended to change the compensation of the City Engineer to read as follows:

A. Department Heads

	<u>01/17/17</u>	
	<u>Annual</u>	<u>Weekly</u>
City Engineer	\$80,262.72	\$1,543.51

Section 2. Effective date.

This ordinance shall become effective on passage and publication as required by law.

**4-3 Review of Yearly Salaries for Various Positions (§171-66 of the City Code).**

Mayor Hawke outlined the recent history of adjustments to the Mayor's compensation and cited comparable communities in his analysis. He provided the Committee with various schedules of mayoral salaries from other Massachusetts cities that highlighted factors such a population and per capita income. He noted that the recent HRS Salary Study recommended that the Mayor's salary keep pace with non-union cost of living adjustments; otherwise, the compensation would again fall behind and require a significant bump in future years. He added that the proposed adjustment reflects a 7% increase from \$94,980 in 2018 to \$97,512 beginning in 2020.

Councillor Walsh expressed concern that the Council undertook the process of addressing compensation for the Mayor and City Council only two years ago and that the Council acted separately on increasing the Mayor's salary which amounted to 12%. He continued, saying that the Mayor's proposed adjustment in the first phase (2018) amounts to 7¾%, while the second phase amounts to 19% over both periods. He noted that compensation paid to the Mayors of Leominster and Fitchburg, whose cities are about twice Gardner's population, are paid less than what is currently paid to Gardner's Mayor.

Mayor Hawke stressed that any adjustment adopted this year would not take effect until 2018, at which time the next Mayor would be compensated at a higher rate. He reiterated that the Salary Study recommended that the Mayor's salary keep pace with municipal non-union cost of living increases and noted that 2016 and 2017 will pass without a cost-of-living adjustment, which he pegged at an average of 2% annually.

Councillor Morgan questioned whether Leominster Mayor Mazzarella "turned down a raise."

Mayor Hawke responded, saying that Mayor Mazzarella turned down an increase in salary when the City adopted an ordinance that automatically increased the salary according to the annual consumer price index.

Councillor Walsh suggested that some publicity might arise from the Finance Committee's discussion, so he recommended that the Committee include the item on the Council Calendar and then move to refer the matter back for further study.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend that the City Council refer the Mayor's Salary Review to the Finance Committee for further study and report.

**5-1 A Resolution Endorsing the FY2017 Community Development Block Grant Mini-Entitlement Plan.**

Community Development Assistant Director Joshua Cormier provided the Committee with a proposed Community Development Block Grant Plan. He noted that administrative costs are capped at 15% of the grant, which formerly was 18%. He said that CDBG applications are due in March and typically range from \$600,000 to \$825,000 and that communities are encouraged to apply for the maximum amount.

Referring to the Plan, Mr. Cormier said that demolishing the former Gardner Cinema building at 57-67 Parker Street would require most of the grant funds set aside for the budget for "demolition in target areas."

Councillor Walsh questioned whether demolition of the building is part of the overall community strategy.

Mr. Cormier stated that the demolition of buildings in targeted areas is included in the most recently-adopted Community Development Strategy (2016-2019).

Councillor Morgan questioned the status of the proposed Skate Park.

Noting that the Skate Park project is FY2015 Block Grant funded, Mr. Cormier said that the contract for construction was awarded to Spohn Ranch of California which is in the process of fabricating the steel components. He added that construction of the Skate Park at Jackson Playground is expected to begin in the spring.

Councillor Walsh questioned the status of the proposed Dog Park.

Mr. Cormier said that the City was recently awarded \$22,193.56 from the Stanton Foundation to fund the design of a Dog Park at Pulaski Park, adding that the Foundation also provides grants of up to 90% of the total construction cost, up to

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\$225,000 and that the City is required to provide 10% in matching hard construction costs.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council to adopt the following Resolution:

FY 2017 COMMUNITY DEVELOPMENT BLOCK GRANT  
Mini-Entitlement Plan

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

WHEREAS, the City council has reviewed the proposals prepared by the Department of Community Development and Planning for inclusion within the FY 2017 Community Development Block Grant (CDBG) Mini-Entitlement Plan; and

WHEREAS, the CDBG proposals seek funding for support of public social services, demolition, housing rehab, sign & facade, neighborhood facility renovation, planning, and associated administrative costs; and

WHEREAS, the activities proposed within the FY 2017 CDBG Mini-Entitlement Plan meet the priorities identified within the City's 2016 Community Development Strategy, and the 2004 Community Development Plan; and

WHEREAS, the City does not possess the bonding capacity or have the availability of funds to appropriate from its general budget to undertake such projects and reliance upon grant funds is required, and

WHEREAS, the City Council supports each of the activities as being consistent with the City's goal of promoting quality programs for its citizens;

NOW THEREFORE, the City Council hereby extends its support of each proposed activity and endorses the City's FY 2017 CDBG Mini-Entitlement Plan to be submitted to the Commonwealth of Massachusetts, Department of Housing and Community Development.

<u>Group</u>	<u>Project</u>	<u>CDBG \$'s</u>	<u>Non-CDBG \$'s</u>	<u>Total</u>
Community Development & Planning	<b>Demolition.</b> Demolish select parcels in the Target Areas	\$258,750.00	\$0.00	\$258,750.00
Community Development & Planning	<b>PF Parks/Recreation.</b> Design and Construction of a park to be located at the former Orpheum Theater site.	\$150,000.00	\$0.00	\$150,000.00
Community Development & Planning	<b>PF Parking.</b> Design and Construction of parking to be located at the former Orpheum Site	\$185,000.00	\$0.00	\$185,000.00
Community Development & Planning	<b>Design.</b> Rear Main Street infrastructure design.	\$95,000.00	\$0.00	\$95,000.00
Boys & Girls Club	<b>Project Learn STEAM.</b> Provide afterschool program for 30 LMI Gardner students at the Gardner Clubhouse.	\$5,000.00	\$55,000.00	\$60,000.00

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NewVue (CDC)	<b>Small Business Technical Assistance Program.</b> Small business assistance services for 15 LMI Gardner residents.	\$7,500.00	\$10,000.00	\$17,500.00
	<b>Administrative &amp; Delivery costs.</b>	\$123,750.00	\$18,765.00	\$142,515.00
	<b>Sub-total</b>	<b>\$825,000.00</b>	<b>\$83,765.00</b>	<b>\$908,765.00</b>

**6-1 A Measure Authorizing the City to Purchase 57-67 Parker Street (Maki Building) from the Gardner Redevelopment Authority.**

Councillor Walsh questioned the time frame for demolishing the Maki Building.

Mayor Hawke said that the plan is to demolish the building during the summer months and that CDBG funds would be used to pay for the project costs. He added that there have been discussions with developers for reuse of the parcel.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council to adopt the following:

AUTHORIZING THE CITY OF GARDNER TO PURCHASE 57-67 PARKER STREET  
FROM THE GARDNER REDEVELOPMENT AUTHORITY

VOTE: To authorize the Mayor to purchase 57-67 Parker Street further identified on the City of Gardner Assessor's Map as MAP ID: M22-5-7 for \$99,444.13, from the Gardner Redevelopment Authority and upon such terms as the Mayor shall consider proper in accordance with this Vote.

**8-1 Mayor's Executive Aide Progress Review**

Mayor Hawke presented the Committee with a report summarizing Executive Aide Michael Nicholson's duties and a list of completed tasks and projects. He said that Mr. Nicholson has been working periodically during school breaks and will graduate in May, at which time, he will begin working full-time.

The Committee placed the Report on file.

**9-1 William's-Rockwell Educational Gift Fund Update from the Mayor.**

The Mayor provided the Committee with an update of the distributions from the Williams-Rockwell Educational Gift Fund. He noted:

The funds generated from the sale of the "Willie Gillis in Convoy" painting and accumulated interest, were invested with Raymond James & Assoc. on June 7, 2016. The activity and performance is as follows:

- Funds Received into Raymond James Managed Account - June 7, 2016, \$1,968,516.83.



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- Current Asset allocation: 64% Equity, 34% Fixed Income. 2% non-classified.
- Total fees paid year to date \$6,108.85
  - o Income- \$14,129.00
  - o Market Value- \$61,413.00
  - o Total Value Change \$75,542.00
- Projected cash flow next 12 months- \$43,371.28
- Approximate value after 2016 grant disbursement; \$1,994,699.65.

For its first round of disbursements, the Committee received twenty-four applications. The Arts received 54% (\$26,774.73) in awards and 46% (\$22,615.15) was awarded to the General category, for a total distribution of \$49,359.88. This disbursement represents approximately 78% of the interest with the remaining portion of interest kept in the fund for growth.

**Williams Rockwell Grant Awards**

- Teacher Donna Murphy, Elm Street School, two grants. One is \$775 to purchase a light table to allow students to trace their artwork and one is \$4,627 to purchase "Explorations in Art," a series of visual e-books.
- Teacher Dawn Murphy, Elm Street School, 2nd Grade, one grant of \$990 for an online membership to "Reading A to Z".
- Teacher Kathryn MacKay, Elm Street School, two grants, one for \$6,342 to purchase musical instruments and one for \$2,041 to purchase music books for Grades 2-4.
- Guidance Counselors Denise Ulrich and Stephany Curtis, a \$3,500 grant to host the "Smile Project" program for Elm Street and Waterford Street Schools.
- Janet Henderson and Tim McCormick, Gardner Academy for Learning and Technology, one grant of \$1,200 for the Art on the Rocks after-school program.
- Mr. McCormick, Principal of Gardner Academy for Learning and Technology, one grant for \$8,750 for mindfulness program through Ivy Child.
- Teacher Derek Beaugard, Gardner Academy for Learning and Technology, one grant of \$2,000 for an intramural basketball program.
- Guidance Counselor Karen McGrillis, Gardner High School, one grant of \$1,012 to pay for the Harrington O'Shea Career Decision Making program.
- Teachers Henry Richard and Joy Yan, Gardner High School, one grant of \$6,823 to develop an engineering and physics course.
- Teacher Lynn Berthiaume, Gardner High School special education program, one grant of \$1,000 for a tour of the State House in Boston.
- Teacher Frances LeMieux, Gardner High School, three grants, one of \$6,000 to purchase and install kilns, one of \$800 for a tour of the Museum of Fine Arts and one of \$3,500 to purchase large drying cabinets.



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On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to place Mayor's Update on the Calendar and to recommend that it be placed on file.

Councillor Morgan praised the Trustees for their work in awarding grants for many educational programs.

Councillor Walsh suggested that the Trustees look to expand the scope of opportunities by encouraging communitywide applications for grant funds beyond those that have been submitted only from the local school system.

**NEW BUSINESS**

**A Notice from the Gardner Contributory Retirement Board Relative to a Public Meeting to Consider Granting a Cost-of-Living Adjustment (COLA) to retirees and survivors, effective July 1, 2017.**

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council to that the Notice be placed on file.

**ADJOURNMENT**

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to adjourn at 12:30 p.m.



FEBRUARY 21, 2017

Commonwealth of Massachusetts

Worcester County

City of Gardner

CERTIFICATE OF APPOINTMENT

We hereby appoint JOHN RICHARD, 21 Carruth Road, Templeton, Massachusetts to the position of CITY AUDITOR and certify that in our opinion he is a person specially fitted by education, training, or experience to perform the duties of said office, and that we make the appointment solely in the interests of the City.

\_\_\_\_\_  
President, City Council of Gardner

Appointed by City Council \_\_\_\_\_

\_\_\_\_\_  
Alan L. Agnelli, City Clerk

Expires February 3, 2020

Worcester, ss., \_\_\_\_\_ 2017

Then personally appeared the above named JOHN RICHARD and made oath that he would faithfully and impartially perform the duties of the office of CITY AUDITOR according to law and the best of his abilities.

Before me,

\_\_\_\_\_  
City Clerk

Chapter 303 Acts of 1975  
and  
Chapter 409 Acts of 1983

Received \_\_\_\_\_

February 10, 2017

# Commonwealth of Massachusetts

RECEIVED

Worcester County FEB 10 9 11 AM

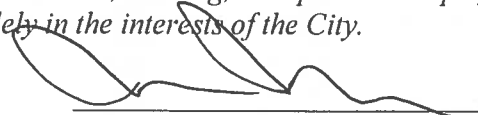
City of Gardner

CITY CLERK'S OFFICE  
GARDNER, MA

## CERTIFICATE OF APPOINTMENT

I appoint Jeffrey Legros to the position of Conservation Agent, and I certify  
59 Fernwood Drive, Gardner, MA

that in my opinion he/she is a person specially fitted by education, training, or experience to perform the  
duties of said office, and that I make the appointment solely in the interests of the City.



\_\_\_\_\_  
Mayor

Mark P. Hawke

Confirmed by City Council \_\_\_\_\_

\_\_\_\_\_  
City Clerk

Alan L. Agnelli

Expires: February 10, 2020

Worcester, ss., \_\_\_\_\_

Then personally appeared the above named Jeffrey Legros and made oath that he/she  
would faithfully and impartially perform the duties of the office of Conservation Agent according  
to law and the best of his/her abilities.

Before me,

\_\_\_\_\_  
City Clerk

Chapter 303 Acts of 1975  
and  
Chapter 409 Acts of 1983

Received \_\_\_\_\_

# City of Gardner, Executive Department

Mark Hawke, Mayor



4-1

RECEIVED

2017 JAN 27 PM 12 01

CITY CLERK'S OFFICE  
GARDNER MA

January 27, 2017

Ronald F. Cormier, President  
And Finance Committee Members  
95 Pleasant Street  
Gardner, MA 01440

RE: Mayor's Salary

Dear President Cormier and Councilors,

At your January 11, 2017 Finance Committee meeting, I was asked to provide input as to my thoughts on the current Mayor's Salary and provide any recommendation for an increase.

City Code Chapter 171, Article XV, §171-66 states, in part, "*On or after January 1 of each odd-numbered year beginning in 2007, the Finance Committee of the City Council shall report to the Council, as a committee of the Whole, its recommendations for adjustment, if any, to the salaries of the Mayor and City Councilors.*"

The salary of the Mayor was last increased on January 4, 2016. The salary increased from \$78,650 to \$88,650. The reason for the large increase was simply that the salary was low and had not been increased in seven (7) years.

In reviewing the salaries of forty-one (41) Mayors from across the Commonwealth (spreadsheet attached, Boston and Springfield excluded) we find the current average salary is \$109,381.98 and the median salary is \$108,021.00.

In Gardner, we tend to compare ourselves to communities of similar size and similar socio-economic indices. If we sort the data by population and average the five (5) cities higher and lower than Gardner (population range of 13,533 to 29,393), the average Mayoral salary is \$97,512.18. If we sort the data by per capita income ranking and average the five (5) cities higher and lower than Gardner, the average Mayoral salary is \$107,941.19. All of these numbers are likely to increase in two years as all cities are looking at possible increases in salaries at this time.

After the Mayor's salary was increased in Gardner, a two-percent (2%) raise was included in the FY 17 Budget for all exempt employees. The FY 18 Budget will include the same two-percent increase. Given that any increase in the Mayor's salary would not take effect until January of 2018, and making the assumption that a two-percent (2%) increase would occur in FY 19 and FY 20, the Mayor's salary will always be lagging behind the rest of the City employees by at least four-percent (4%).

In calculating a recommendation we should add the two-percent (2%) FY 17 and FY 18 increases to the current salary. Since this salary will be in effect for FY 19 and FY 20, I would add an estimated one and a half percent (1.5%) increase for each year, note this is less than the anticipated two-percent (2%) we have in our five (5) year outlook.

Given the above analysis, I would recommend the Mayor's salary be set at a minimum of \$94,980 (FY17-FY20 increases) and a maximum of \$97,512 (the lowest of any of the averages calculated). This will still result in a Mayoral salary that is lower than approximately seventy-five percent (75%) of the Mayor's in the Commonwealth.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mark Hawke', written in a cursive style.

Mark Hawke  
Mayor, City of Gardner

Population and Salary of 5 higher and lower Cities.

Population	Population Rank		Mayor's Salary
29,393	57		\$100,000.00
28,705	62		\$85,000.00
28,684	63		\$110,000.00
28,495	64		\$92,500.00
27,690	68		\$125,000.00
20,354	93	Gardner	\$88,650.00
17,800	108		\$98,376.00
17,492	111		\$88,687.00
16,650	117		\$80,000.00
15,971	124		\$75,000.00
13,533	148		\$129,421.00
Average			\$97,512.18

Per Capita Income and Salary of 5 higher and lower Cities

Per Capita Income	Per Capita Income Rank		Mayor's Salary
\$23,494	280		\$95,000.00
\$22,874	289		\$115,057.00
\$22,649	291		\$114,000.00
\$20,160	308		\$128,092.00
\$20,136	309		\$88,687.00
\$18,848	321	Gardner	\$88,650.00
\$18,694	322		\$136,542.00
\$18,644	323		\$85,000.00
\$18,542	324		\$108,021.00
\$18,382	325		\$145,000.00
\$17,307	334		\$83,312.00
Average			\$107,941.91



#	Community	Mayor Form	Chief Municipal Officer	Legislative Body	Population	Population Rank	Per Capita Income (2013)	Per Capita Income Rank	Current Mayor	Salary	Salary Source	Notes
1	North Adams	A	Mayor	Council (9)	13,533	148	\$15,110	343	Richard Alcombright	\$129,421.00	North Adams FY'16 Budget	
2	Easthampton		Mayor	Council (9)	15,971	124	\$26,514	248	Karen Cardieux	\$75,000.00	MassLive	
3	Amesbury	F	Mayor	Council (9)	16,650	117	\$32,950	158	Ken Gray	\$80,000.00	Amesbury 2016 Budget	2015 - Mayor Gray votes City Council order to increase Mayor salary from \$80,000 to \$90,000 (+12.5%)
4	Greenfield		Mayor	Council (13)	17,492	111	\$20,136	309	William Martin	\$88,687.00	City Clerk Data	
5	Newburyport	B	Mayor	Council (11)	17,800	108	\$50,964	58	Donna Holaday	\$98,376.00	City Clerk Data	\$3,000 for expenses, \$2,000 for travel
6	Gardner	B	Mayor	Council (11)	20,354	93	\$18,848	321	Mark Hawke	\$88,650.00	Gardner FY'17 Budget	
7	Melrose	B	Mayor	Aldermen (11)	27,690	68	\$42,056	94	Robert Dolan	\$125,000.00	City Clerk Data	7,000 travel and conference
8	Northampton	B	Mayor	Council (9)	28,495	64	\$30,172	198	David Narkewicz	\$92,500.00	Northampton FY'17 Budget	
9	West Springfield	A	Mayor	Council (9)	28,684	63	\$25,698	260	William Reichelt	\$110,000.00	MassLive	Increased to \$110,000 in 2016
10	Agawam	A	Mayor	Council (11)	28,705	62	\$26,876	243	Richard Cohen	\$85,000.00	Agawam 2016 Budget	
11	Gloucester		Mayor	Council (9)	29,393	57	\$32,591	162	Sefatia Romeo Theken	\$100,000.00	Gloucester FY'17 Budget	
12	Braintree		Mayor	Council (9)	36,727	43	\$36,980	122	Joseph Sullivan	\$128,366.00	Braintree 2016 Budget	
13	Woburn		Mayor	Aldermen (9)	39,083	40	\$34,899	140	Scott Galvin	\$103,000.00	City Clerk Data	
14	Marlborough	B	Mayor	Council (11)	39,414	39	\$31,176	181	Arthur Vigeant	\$85,105.00	Marlborough FY'16 Budget	
15	Holyoke	A	Mayor	Council (15)	40,249	38	\$15,099	344	Alex Morse	\$85,000.00	Holyoke FY'16 Budget	
16	Fitchburg	B	Mayor	Council (11)	40,383	37	\$17,307	334	Stephen DiNatale	\$83,312.00	Fitchburg FY'17 Budget	
17	Beverly	A	Mayor	Council (9)	40,664	36	\$38,632	110	Michael Cahill	\$106,047.00	Beverly FY'17 Budget	Increases \$5,000 annually according to ordinance and is reviewed every two years
18	Leominster	A	Mayor	Council (9)	41,002	35	\$25,693	261	Dean Mazzarella	\$81,256.00	Sun Chronicle - 6/27/2016	
19	Westfield	B	Mayor	Council (13)	41,301	34	\$24,387	271	Brian Sullivan	\$100,000.00	MassLive - 3/29/16	\$5,000 for travel; 2015 salary - "The annual salary of a mayor for the city with a population of 41,608 is \$100,000."
20	Salem	B	Mayor	Council (11)	42,544	32	\$26,662	245	Kimberley Driscoll	\$120,461.00	Salem News - 2/28/14	
21	Everett		Mayor		42,935	31	\$18,542	324	Carlo DeMaria	\$108,021.00	City Clerk Data	
22	Attleboro		Mayor	Council (11)	43,886	30	\$28,225	226	Kevin Dumas	\$119,267.00	Sun Chronicle - 6/27/2016	Step Increases every two years up to \$151,060
23	Pittsfield	B	Mayor	Council (11)	44,057	28	\$23,494	280	Linda Tyler	\$95,000.00	MassLive	
24	Methuen		Mayor	Council (9)	48,514	26	\$27,089	240	Stephen Zanni	\$80,000.00	Methuen FY'16 Budget	
25	Peabody	D	Mayor	Council (11)	52,044	25	\$29,062	217	Edward Bettencourt, Jr.	\$110,000.00	City Clerk Data	
26	Revere	B	Mayor	Council (11)	53,756	24	\$20,160	308	Brian Arrigo	\$128,092.00	City Clerk Data	\$6,000 vehicle and travel

Salary Analysis - Municipalities in MA with a Mayor-City Council Form of Government

#	Community	Mayor Form	Chief Municipal Officer	Legislative Body	Population	Population Rank	Per Capita Income (2013)	Per Capita Income Rank	Current Mayor	Salary	Salary Source	Notes
27	Weymouth		Mayor	Council (11)	55,419	23	\$30,221	197	Robert Hedlund	\$110,750.00	City Council member	
28	Chicopee		Mayor	Council (13)	55,717	22	\$18,644	323	Richard Kos	\$85,000.00	Chicopee 2016 Budget	
29	Taunton		Mayor	Council (9)	56,069	21	\$22,874	289	Thomas Hoye	\$115,057.00	City Clerk Data	
30	Medford	A	Mayor	Council (7)	57,170	20	\$32,853	159	Stephanie Burke	\$138,400.00	City Clerk Data	\$2,400 gas & mileage
31	Malden	A	Mayor	Council (11)	60,509	17	\$22,649	291	Gary Christenson	\$114,000.00	City Clerk Data	\$2,400 gas & mileage
32	Haverhill	A	Mayor	Council (9)	62,088	16	\$25,662	262	James Fiorentini	\$110,000.00	City Clerk Data	\$3,300 for travel
33	Waltham	B	Mayor	Council (15)	62,227	15	\$32,021	171	Jeannette McCarthy	\$130,704.00	Waltham FY'17 Budget	
34	Lawrence		Mayor	Council (9)	77,657	13	\$13,083	347	Daniel Rivera	\$100,769.00	City Clerk Data	
35	Somerville	A	Mayor	Aldermen (11)	78,804	12	\$31,465	178	Joseph Curtatone	\$180,000.00	City Clerk Data	
36	Newton	A	Mayor	Aldermen (24)	87,971	11	\$104,821	10	Setti Warren	\$125,482.00	Wicked Local	2016 - Newton's Highest Paid City Employees
37	Fall River	A	Mayor	Council (9)	88,697	10	\$15,413	341	Jasiel Correia	\$119,598.00	Herald News	
38	Lynn	A	Mayor	90000*1.06	91,589	9	\$18,382	325	Judith Flanagan Kennedy	\$145,000.00	Boston Globe	
39	Quincy	A	Mayor	Council (9)	93,494	8	\$30,093	201	Thomas Koch	\$153,216.00	Quincy FY'17 Budget	\$720 vehicle
40	Brockton		Mayor	Council (11)	94,089	7	\$18,694	322	Bill Carpenter	\$136,542.00	Brockton Enterprise - 5/14/16	"Brockton Mayor Bill Carpenter ranks at No. 91 on the list. He took in \$140,268 last year."
41	New Bedford	B	Mayor	Council (11)	95,078	6	\$15,410	342	Jon Mitchell	\$114,582.00	Southcoast Today	

Average Salary: \$109,381.98

\*\*Cities with Mayor-City Council form of gov't not included

- City Rationale  
 1 Boston Population of city (645,966), not a relevant comparison  
 2 Springfield Population of city (153,703), not a relevant comparison

City of Gardner, MA  
Wednesday, January 25, 2017

## Chapter 171. Personnel

### Article XV. Yearly Salaries for Various Positions

#### § 171-66. Yearly salaries established.

The yearly salaries for the Mayor, Council President, City Councilors and various other positions shall be as set forth in Schedule 1 included at the end of this chapter. On or after January 1 of each odd-numbered year beginning in 2007, the Finance Committee of the City Council shall report to the Council, as a Committee of the Whole, its recommendations for adjustment, if any, to the salaries of the Mayor and City Councilors.

PERSONNEL

171 Attachment 1

City of Gardner

Schedule 1

Yearly Salaries

[Last amended 9-8-2015 by Ord. No. 1583]

	1-1-2009	Effective 1-4-2016
Mayor	\$78,650	\$88,650
Council President	\$9,500	\$10,707
City Councilors	\$6,500	\$7,326
<b>Board of Assessors</b>		
Clerk		\$2,000
Third member		\$2,000
<b>Board of Health</b>		
Chairperson		\$2,500
Other 2 members, each		\$500
Civil Code Enforcement Hearings Officer/Purchasing/ Civil Enforcement Director (MGL c. 148A, § 5)		\$2,500
Clerk of the Council/City Clerk (MGL c. 41, § 19F)		\$3,500
<b>Conservation Commission</b>		
Chairperson		\$700
Other 6 members, each		\$500
<b>License Commission</b>		
Chairperson		\$700
Other 2 members, each		\$500
<b>Municipal Grounds Commission</b>		
Chairperson		\$700
Members (each)		\$500
<b>Planning Board</b>		
Chairperson		\$800
Members (each)		\$600
<b>Registrars of Voters</b>		
Chairperson		\$700
Other 2 members, each		\$500
Clerk (MGL c. 41, § 19G)		\$50 per thousand registered voters or major fraction thereof
<b>Retirement Board</b>		
Member [MGL c. 32, § 20(6)]		\$3,000
City Auditor (ex officio) [MGL c. 32, § 20(6)]		\$3,000
City Treasurer		\$300
<b>School Committee</b>		
Members, each (excluding Chairperson)		\$5,000
<b>Zoning Board of Appeals</b>		
Chairperson		\$800
Second and third members (each)		\$600
Alternate members (each)		\$100

APPROVAL OF EXEMPTION PURSUANT TO G.L. C.268A, §20(b)  
FINANCIAL INTEREST OF PAUL G. TASSONE  
CONTRACT FOR NON-ELECTED, INTERMITTENT PART-TIME SERVICES

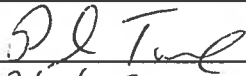
*VOTE:* To approve an Exemption pursuant to G.L. C. 268A, §20(b) in the Matter of a Financial Interest by Paul G. Tassone for a Contract for Non-Elected, Intermittent Part-time Services.

DISCLOSURE BY MUNICIPAL EMPLOYEE  
OF FINANCIAL INTEREST IN A MUNICIPAL CONTRACT  
AS REQUIRED BY G. L. c. 268A, § 20(b)

MUNICIPAL EMPLOYEE INFORMATION	
Name of municipal employee:	Paul Tassone
Title/ Position	City Councilor
Fill in this box if it applies to you.	If you are a municipal employee because a municipal agency has contracted with your company or organization, please provide the name and address of the company or organization.
Agency/ Department	City of Gardner
Agency Address	95 Pleasant Street, Gardner, MA 01440
Office phone:	(978) 632-1900
Office e-mail:	
	Check one: <input checked="" type="checkbox"/> Elected or <input type="checkbox"/> Non-elected
Starting date as a municipal employee.	January 17, 2012
<b>BOX # 1</b>  Select either STATEMENT #1 or STATEMENT #2.  Write an X beside your financial interest.	<p><b>ELECTED MUNICIPAL EMPLOYEE</b></p> <p>I am an elected municipal employee.</p> <p><input type="checkbox"/> <b>STATEMENT #1:</b> I had one of the following financial interests in a contract made by a municipal agency before I was elected to my municipal employee position. I will continue to have this financial interest in a municipal contract. OR</p> <p><input type="checkbox"/> <b>STATEMENT #2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<b>BOX # 2</b>  Select either STATEMENT #1 or STATEMENT #2.	<p><b>NON-ELECTED, COMPENSATED MUNICIPAL EMPLOYEE</b></p> <p>I am a non-elected municipal employee.</p> <p><input type="checkbox"/> <b>STATEMENT # 1:</b> I had one of the following financial interests in a contract made by a municipal agency before I took a position as a non-elected municipal employee. I will continue to have this financial interest in a municipal contract.</p>



<p><b>Write an X beside your financial interest.</b></p>	<p><b>My financial interest in a municipal contract is:</b></p> <p><input type="checkbox"/> A municipal agency has a contract with me, but not an employment contract.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p>-- OR --</p> <p><input type="checkbox"/> <b>STATEMENT # 2:</b> I will have a new financial interest in a contract made by a municipal agency.</p> <p><b>My financial interest in a municipal contract is:</b></p> <p><input checked="" type="checkbox"/> I have a non-elected, compensated municipal employee position.</p> <p><input type="checkbox"/> A municipal agency has a contract with me.</p> <p><input type="checkbox"/> I have a financial benefit or obligation because of a contract that a municipal agency has with another person or an entity, such as a company or organization.</p> <p><input type="checkbox"/> I work for a company or organization that has a contract with a municipal agency, and I am a "key employee" because the contract identifies me by name or it is otherwise clear that the city or town has contracted for my services in particular.</p>
<p align="center"><b>FINANCIAL INTEREST IN A MUNICIPAL CONTRACT</b></p>	
<p>Name and address of municipal agency that made the contract</p>	<p>City of Gardner 95 Pleasant Street Gardner, MA 01440</p>
<p><b>Please put in an X to confirm these facts.</b></p>	<p><b>"My Municipal Agency"</b> is the municipal agency that I serve as a <b>municipal employee.</b></p> <p>The <b>"contracting agency"</b> is the <b>municipal agency that made the contract.</b></p> <p><input type="checkbox"/> My Municipal Agency is not the contracting agency.</p> <p><input checked="" type="checkbox"/> My Municipal Agency does not regulate the activities of the contracting agency.</p> <p><input checked="" type="checkbox"/> In my work for my Municipal Agency, I do not participate in or have official responsibility for any of the activities of the contracting agency.</p> <p><input type="checkbox"/> The contract was made after public notice or through competitive bidding.</p>
<p><b>FILL IN THIS BOX OR THE BOX BELOW</b></p>	<p><b>ANSWER THE QUESTION IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND YOU.</b></p> <p>- Please explain what the contract is for.</p> <p>I hold one (1) non-elected intermittent/part time position. I am a part time/intermittent shot clock operator for the City of Gardner School Department (basketball team).</p>
<p><b>FILL IN THIS BOX OR THE BOX ABOVE</b></p>	<p><b>ANSWER THE QUESTIONS IN THIS BOX IF THE CONTRACT IS BETWEEN THE CITY OR TOWN AND ANOTHER PERSON OR ENTITY.</b></p> <p>- Please identify the person or entity that has the contract with the municipal agency.</p> <p>- What is your relationship to the person or entity?</p> <p>- What is the contract for?</p>

What is your financial interest in the municipal contract?	- Please explain the financial interest and include the dollar amount if you know it.  I will receive compensation for the provision of work performed for the City of Gardner School Department (Athletics Division) in addition to receiving compensation as an elected City Councilor. All services will be conducted during my non-working hours as a City Councilor.
Date when you acquired a financial interest	Commencement of high school basketball season.
What is the financial interest of your immediate family?	- Please explain the financial interest and include the dollar amount if you know it.  None.
Date when your immediate family acquired a financial interest	N/A
Write an X to confirm each statement.	<b>FOR A CONTRACT FOR PERSONAL SERVICES –</b>  Answer the questions in this box ONLY if you will have a contract for personal services with a municipal agency (i.e., you will do work directly for the contracting agency).  I will have a contract with a municipal agency to provide personal services.  <input checked="" type="checkbox"/> The services will be provided outside my normal working hours as a municipal employee. <input checked="" type="checkbox"/> The services are not required as part of my regular duties as a municipal employee. <input checked="" type="checkbox"/> For these services, I will be compensated for not more than 500 hours during a calendar year.
Employee signature:	
Date:	2/2/17

Attach additional pages if necessary.

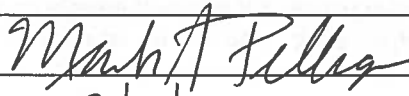
NOT A PERSONAL SERVICES CONTRACT -- File disclosure with the city or town clerk.

SEE CERTIFICATION AND APPROVAL REQUIRED FOR PERSONAL SERVICES CONTRACTS, BELOW.

**FOR CONTRACTS FOR PERSONAL SERVICES ONLY:**

If you are disclosing a financial interest in a contract for personal services with a municipal agency, you must file the Certification below signed by the head of the contracting agency, and you must get approval of the exemption from the city council, board of aldermen, board of selectmen or town council.

**CERTIFICATION BY HEAD OF CONTRACTING AGENCY**

<b>INFORMATION ABOUT HEAD OF CONTRACTING AGENCY</b>	
Name:	Mark Pellegrino
Title/ Position	Superintendent of Schools
Municipal Agency:	City of Gardner School Department
Agency Address:	70 Waterford Street, Gardner, MA 01440
Office Phone:	(978) 632-1000
<b>CERTIFICATION</b>	
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to my municipal agency, identified above. I certify that no employee of my agency is available to perform the services described above as part of his or her regular duties.
Signature:	
Date:	2/7/2017

**APPROVAL BY CITY COUNCIL, BOARD OF ALDERMEN,  
BOARD OF SELECTMEN OR TOWN COUNCIL**

<b>INFORMATION ABOUT APPROVING BODY</b>	
Name:	James Walsh, Esq.
Title/ Position	President, Gardner City Council
Agency Address:	95 Pleasant Street Gardner, MA 01440
Office Phone:	(978) 630-4058
<b>APPROVAL</b>	
	I have received a disclosure under G.L. c. 268A, § 20(b) from a municipal employee who seeks to provide personal services to a municipal agency, identified above. The exemption under § 20(b) is approved.
Signature:	On behalf of the Council or Board, I sign this approval.
Date:	

Attach additional pages if necessary.  
File disclosure, Certification and Approval with the city or town clerk.

City of Gardner, *Executive Department*

0-1



Mark Hawke, Mayor

February 16, 2017

RECEIVED

2017 FEB 17 AM 8 36

Ronald F. Cormier, President  
And City Councilors  
95 Pleasant Street  
Gardner, MA 01440

CITY CLERK'S OFFICE  
GARDNER MA

RE: Declaration of Surplus Property

Dear President Cormier and Councilors,

Stump Pond is the body of water located adjacent to Pearl Street that feeds Dunn Pond. Stump Pond was engineered with a filtration berm and a low level pipe to control the water level at Dunn Pond. For whatever reason, the City owns Stump Pond as part of a much larger parcel of land, however, we have surveyed off a smaller piece (see attached map) for the purpose of declaring surplus. The Commonwealth of Massachusetts, Department of Conservation and Recreation is interested in owning Stump Pond as they own and maintain the 130 acre Dunn Pond State Park across the street.

The Montachusett Veterans Outreach Association (MVOA) is interested in acquiring and rehabilitating the former Heritage State Park Visitors Center. However, the Commonwealth has determined that the Visitors Center parcel is under the provisions of Article 97 of the Constitution of the Commonwealth of Massachusetts. In order to remove it, there must be an equal or greater value of land placed in Article 97 conservation.

The City does not wish to own Stump Pond. Future costs to maintain the filtration berm are an expense I would rather not endure. The City does desire an active re-use of the Heritage State Park Visitors Center. The MVOA has proven themselves an active and engaged partner with the City on many occasions.

Should the Council declare this parcel surplus, the Commonwealth would accept ownership of the parcel under the Article 97 provisions. In turn, the Commonwealth would transfer ownership of the Heritage State Park Visitors Center to the MVOA for rehabilitation and renovation as a state of the art 'Veterans Wellness Resource Center'. The goal of the center will be to increase access to, and help reduce the stigma of receiving, mental health services. The center will be available to all veterans and military members (and their families) and provide a focus on promoting overall personal wellness that would offer counseling, clinical therapies involving outdoor activities and exercise, the arts and music, and provide a venue for greater community involvement and educational opportunities pertaining to veterans issues.

Respectfully,

Mark Hawke  
Mayor, City of Gardner



**DECLARING SURPLUS FOR PURPOSE OF DISPOSAL  
LAND AND BUILDINGS AT STUMP POND**

**VOTED:** To declare surplus for the purpose of disposal, in accordance with prevailing General Laws, all land and any buildings at Stump Pond, further identified on the City of Gardner Assessor's Map as W27-11-2 to establish as a minimum amount of \$1.00 to be paid for any conveyance of said property, and to authorize the Mayor to convey said land, or part thereof, for such amount or a larger amount, and upon such other terms as the mayor shall consider proper in accordance with this Vote.

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CITY CLERK'S OFFICE  
GARDNER MA