

**CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE MEETING
Monday – March 20, 2017 – 6:45 PM
City Council Chamber - City Hall**

AGENDA

CALL TO ORDER

ANNOUNCEMENT OF OPEN MEETING RECORDINGS

Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the Chair forthwith. All Documents and exhibits used or referenced at the meeting must be submitted in duplicate to the City Clerk, as they become part of the Meeting Minutes.

- 1-1 Review and Approval of the March 6, 2017 Meeting Minutes.

- 2-1 #9755 – An Order Appropriating \$50,000.00 from Free Cash to Community Development & Planning, Zoning Code Update Account.

- 3-1 A Measure Confirming the Mayor’s Appointment of Duncan Burns to the Conservation Commission for the term expiring February 28, 2020 (*Reappointment*).

- 3-2 A Measure Confirming the City Clerk’s Appointment of John A. Olivari to the Position of Assistant City Clerk for the term expiring March 20, 2020.

- 4-1 #9741 – Review of Yearly Salaries for Various Positions (§171-66 of the City Code).

ADJOURNMENT

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

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF MARCH 6, 2017

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

Other Participants: State Representative Jonathan Zlotnik; William Edson, Executive Director, Montachusett Veterans Outreach Center, Inc.; and, City Clerk Alan Agnelli.

The meeting was called to order by President Ronald Cormier at 6:45 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.

President Cormier announced that several distinguished officials from the City of Fitchburg were present, including Mayor Stephen DiNatale's Chief of Staff, Mr. A.J. Tourigny; City Treasurer/Collector Calvin Brooks; Chief Procurement Officer Mary Delaney; and, Executive Intern Zach Davis.

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

On a motion by Councillor Marc Morgan and seconded by Councillor James Walsh, it was voted to approve the Minutes of the Meeting of February 21, 2017, as printed.

2-1 An Order Appropriating \$19,133.00 from Solid Waste Available Enterprise Funds Account to Solid Waste New Equipment Expense.

President Cormier informed the Committee that he addressed the request with Public Health Director Jennifer Susen-Roy, who explained that the Order funds the purchase of only 48 gallon Toters®.

Councillor Walsh noted that the last time that Toters® were purchased was in 2010 and that the 96-Gallon Toters® will be purchased through a grant.

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

AN ORDER APPROPRIATING A SUM OF MONEY FROM SOLID WASTE
AVAILABLE ENTERPRISE FUNDS ACCOUNT TO SOLID WASTE NEW
EQUIPMENT EXPENSE

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF MARCH 6, 2017

ORDER: That there be and is hereby appropriated the sum of Nineteen Thousand One Hundred Thirty-Three Dollars and No Cents (\$19,133.00) from Solid Waste Available Enterprise Funds Account to Solid Waste New Equipment Expense.

2-2 An Order Appropriating \$50,000.00 from Free Cash to Community Development & Planning, Zoning Code Update Account.

Councillor Walsh stated that he is unfamiliar with the Respondent, BSC Group, and its work in performing municipal zoning code updates. He noted that the City received only one proposal.

President Cormier said that the Gardner Redevelopment Authority has utilized the services of BSC Group in the City.

Councillor Walsh suggested that the Committee vote to recommend that the Order be referred to the Finance Committee for further study and report, since there are no officials present that could respond to the Committee's questions.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council that the following Order be referred to the Finance Committee for further study and report:

AN ORDER APPROPRIATING FROM FREE CASH TO COMMUNITY DEVELOPMENT & PLANNING, ZONING CODE UPDATE ACCOUNT.

ORDER: That there be and is hereby appropriated the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) from Free Cash to the Community Development and Planning, Zoning Code Update Account.

3-1 A Measure Confirming the Mayor's Appointment of Randall Heglin to the Zoning Board of Appeals for the term expiring February 17, 2020 (Reappointment).

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 Randall Heglin to the Zoning Board of Appeals for the term expiring February 17, 2020.

3-2 A Measure Confirming the Mayor's Appointment of Raymond LaFond to the Zoning Board of Appeals for the term expiring February 17, 2020 (Reappointment).

On a motion by Councillor Marc Morgan and seconded by Councillor James Walsh, it was voted to recommend that the Council confirm the Mayor's appointment of Raymond LaFond to the Zoning Board of Appeals for the term expiring February 17, 2020.

4-1 Review of Yearly Salaries for Various Positions (§171-66 of the City Code).

Councillor Walsh informed the Committee that the Clerk collected some Mayoral and Council salary data that he requested and that he would be seeking additional salary information from communities with comparable municipal operating budgets. He said that upon review of the salary ranges offered by the Mayor, he calculated that the raise that was granted to the Mayor two years ago amounted to an increase of 12¾% from the prior year. The low figure that the Mayor provided represents a 7.14% increase over the current salary, while the higher figure represents a 10% increase. He noted that if the Council approves a salary using the Mayor's higher figure, the increase would represent a 21% salary increase over four years. He closed his remarks by saying that lots of statistics have been thrown around and that "statistics are like lamp posts – they are used more for support than illumination."

The Committee agreed to postpone further discussion.

5-1 A Measure Authorizing an Exemption for Jessica Francis under G.L. c. 268A, § 20(b), Financial Interest in a Municipal Contract, Personal Services, Non-elected Intermittent, Part-time Swim Coach Position.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council that it approve an Exemption pursuant to G.L. C. 268A, §20(b) in the Matter of a Financial Interest by Jessica Francis for a Contract for Non-Elected, Intermittent Part-time Swim Coach position.

5-2 A Measure Authorizing an Exemption for Joseph Goguen under G.L. c. 268A, § 20(b), Financial Interest in a Municipal Contract, Personal Services, Non-elected Intermittent, Part-time Substitute Teacher Position.

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to recommend to the City Council that it approve an Exemption pursuant to G.L. C. 268A, §20(b) in the Matter of a Financial Interest by Joseph Goguen for a Contract for Non-Elected, Intermittent Part-time Substitute Teacher position.

6-1 #9750 - A Measure Declaring Surplus for Purpose of Disposal Land and Buildings at Stump Pond.

Councillor James Walsh stated that the Committee received documentation from the proponents, as requested, as well as a correction to the parcel description.

State Representative Jonathan Zlotnik informed the Committee that the City Council Authorization will be incorporated into the legislation as part of the property exchange, adding that House Counsel has reviewed the matter and found no concerns.

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF MARCH 6, 2017

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

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

VOTE: 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.

ADJOURNMENT

On a motion by Councillor James Walsh and seconded by Councillor Marc Morgan, it was voted to adjourn at 6:58 p.m.

2-1

AN ORDER APPROPRIATING FROM FREE CASH TO COMMUNITY DEVELOPMENT & PLANNING, ZONING CODE UPDATE ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Fifty Thousand Dollars and No Cents (\$50,000.00) from Free Cash to the Community Development and Planning, Zoning Code Update Account.

RECEIVED
2017 MAR 2 AM 9 15
CITY CLERK'S OFFICE
GARDNER MA

CITY OF GARDNER

DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING

RECEIVED



2017 MAR 2 AM 9 16

CITY CLERK'S OFFICE
GARDNER MA

February 28, 2017

The Honorable Mark Hawke
Mayor
City of Gardner
95 Pleasant Street
Gardner, MA 01440

Dear Mayor Hawke,

On behalf of the Planning Board, I am requesting \$50,000 in funds to assist with the rewrite of the City of Gardner Zoning Code. The most recent rewrite of our Zoning Code was completed in January of 2006. Since this time many revisions and additions have taken place in a piecemeal manner. It has been highly recommended by both the Planning Board and Building Commissioner that the document be recodified and updated to improve organization and consistency with new regulations and case law along with making the document more user friendly for the general public.

In November of 2016 I issued a Scope of Service to three consulting firms, RKG Associates, BSC Group, and Harriman. I have received one response to this request from BSC Group in the amount of \$46,750.00. I have included a 7% contingency for any unknown costs that may arise, and printing of the final document for a total request of \$50,000.00.

Please feel free to contact me with any questions or if you need additional information.

Thank you in advance for your consideration,

Trevor M. Beauregard
Director

BSC Zoning Experience Summary

Town of Groton

- Wind Energy Bylaw
- Site Plan Review
- Schedule of Use Regulations Re Write
- Off Street Parking
- Dimensional Regulations Update
- Medical Marijuana Regulations
- Town Center Mixed Use Overlay District
- Business District Zoning Rewrite
- Non-Conforming Use Provisions Rewrite

Town of Needham

- Site Plan Review
- Zoning Bylaw recodification and rewrite
- Flexible Residential Development (cluster)
- Off Street Parking

Town of Sherborn

- Senior Housing Zoning Bylaw revisions
- Zoning Map Amendment

City of Taunton

- Bio Medical Zoning Ordinance Revisions

Town of Bedford

- Zoning Rewrite Graphic Illustrations

City of Quincy

- Transit Oriented Development Ordinance

We routinely provide zoning/permitting services to public and private clients and serve as Expert Witness on behalf of clients involved in zoning litigation.

References

Susan Glazer – Former Planning Board Member, Town of Needham 781 910 3888

Michelle Collette – Town Planner, Town of Groton 978 448 1105

Gino Carlucci – Town Planner, Town of Sherborn 508 651 7855

Rob Stevens – City Planner, City of Quincy 617 376 1365

October 27, 2016

Tel: 508-792-4500
800-288-8123

Trevor Beauregard, Director
Department of Community Development and Planning
115 Pleasant Street
Gardner, MA Planning e 01440

www.bscgroup.com

RE: Gardner Zoning Ordinance Rewrite

Dear Trevor:

BSC Group, Inc. (BSC) is pleased to submit this proposal for Planning Services relative to Revisions to the City of Gardner Zoning Ordinance. The proposed services shall include be in accordance with the following Project Approach and Scope. BSC has prepared this proposal based upon the following understanding of your needs and circumstances:

Project Approach

The City of Gardner (the City) seeks professional services to recodify and update the Gardner Zoning Ordinance. The City has experienced growth pressures and has made numerous amendments to the Zoning Ordinance to manage growth in accordance with local preference and the best available zoning practices. However, as these amendments have occurred piecemeal over a period of time, the Zoning Ordinance has evolved in an incremental fashion that has created duplication, inconsistencies, and organizational inefficiencies. Additionally, there have been a number of recent planning initiatives undertaken by the City that require regulatory action for implementation.

To that end, the City seeks to make revisions to the Gardner Zoning Ordinance to address the above concerns.

In order to remedy organizational inefficiencies and consolidate regulatory provisions a minor recodification of the Zoning Ordinance is proposed. The re-codification will address the organizational and formatting issues and consolidate redundancies. It will result in a user friendly document that is less subject to misinterpretation. A re-codification is a reorganization of the existing zoning provisions without any significant regulatory changes.

Second, specific regulatory amendments will be developed to implement the goals and vision articulated in recent planning efforts, better coordinated zoning review and administration, and address issues that have been identified during the Zoning Rewrite Process. As these amendments may involve qualitative changes to the regulatory provisions, a robust public engagement process will help to shape this effort.

Engineers

Environmental
Scientists

Custom Software
Developers

Landscape
Architects

Planners

Surveyors

Project Scope

1. Overall Tasks

1.1 Zoning Rewrite Committee/Meetings/ Public Engagement

It is recommended a Zoning Rewrite Committee be established comprised of zoning users (Building Commissioner, Planning Director, Planning Board Member, Zoning Board of Appeals Member, City Council Member). As part of initial responsibility in working with the Committee the BSC Group (Consultant) will attend a kick off meeting with the Committee to finalize the work program and project schedule, to prepare a Study Outline that provides a straightforward overview of the zoning rewrite process and the sequence of issues/topics to be studied by the Committee. The objective of the Study Outline will be to provide the Committee, other public officials, and the general public an understanding of the scope and sequencing of the study and thereby assist in maximizing the input of all stakeholders and interested parties. The Committee will provide the Consultant input and feedback from those who administer, interpret, or are otherwise involved or affected, based on their respective experience with the Zoning Ordinance.

During Phase 1, as the Re-codification process is of an administrative, procedural and organizational nature, the Consultants will interact predominately with the Committee with periodic working sessions to review work products. A Public Hearing before the Planning Board is required by Massachusetts General Laws Chapter 40A Section 5. The consultant shall attend and prepare supporting material for the Planning Board Public Hearing including summaries, charts and diagrams as required.

During Phase 2 the Consultant, as guided by the Committee, will undertake the drafting of proposed revisions to the recently re-codified Zoning Ordinance. As these revisions will involve changes to the regulatory provisions, and Zoning Map an on-going public engagement process is proposed to provide citizens, property owners, and other stakeholders an update on specific amendments and to solicit input and feedback. As with any Zoning initiative, public engagement is a critical factor in securing approval by the City Council where a super majority of two thirds is required for adoption. If there are issues it is better to identify and address them in advance of City Council consideration.

1.2 Understanding Current Zoning/ Research and Analysis

The Consultant has reviewed the existing zoning bylaw and the amendments since 2004. Further, the Consultant prepared and is familiar with the Downtown and Mill Street Corridor Urban Renewal Plans. Moreover, we are cognizant of the need to use said plans in the development of the proposed zoning amendments. Additionally, the Consultants plans to reach out to Zoning Stakeholders (public officials and Boards, frequent petitioners, and other "zoning users" who administer, interpret, or are otherwise involved with the Zoning

Ordinance to identify inconsistencies, redundancies, deficiencies, the need for clarification, and other issues encountered. With over 30 years' experience drafting amending, reviewing and interpreting zoning by-laws and ordinances, the Consultant will provide the City with best practices expertise in land use regulation.

1.3 Required Public Meetings

As part of the project process the Consultant shall work with the Committee in presentation (s) to the Planning Board and City Council to address any amendments made during said review. Similarly, we will work with the Client at the mandated City Council and Planning Board Public Hearings to secure adoption of any and/or all recommendations.

1.4 Working Drafts.

All working drafts will be prepared electronically as well as in hard copy and based on discussions with the Committee. All documents for review will be submitted prior to the scheduled review meeting.

2.0 Specific Tasks

2.1 Reformatting/Recodification

To insure a more user friendly document for the general public and City officials the reformatting task will commence with initial interviews with all appropriate zoning stakeholders, as directed by the Committee.

Based on said interviews and the experience of the Consultant a number of organizational format recommendations will be presented to the Committee for review, discussion and selection. As part of the reformatting task we will provide examples of various forms of zoning tables and matrices for committee review. Further, we will explore with the Committee the use of graphic representations of various types of zoning regulations that can be made part of the zoning bylaws or a separate explanatory guideline.

Using the study outline and selected reformatting protocols and all appropriated adopted plans we will proceed to the section by section review of the zoning bylaws.

2.2 Noted Zoning Tasks/Zoning Amendments

This task will involve amendments to the Zoning Ordinance that involve changes of a regulatory nature. The Consultant proposes to examine every section of the Zoning Bylaw using a review, initial approval and final review process. Essentially, we will examine every component of the Zoning Bylaw and based on committee comments, comments from all interested parties, and our own experience we will prepare detailed review documents for committee review and decision. After initial approval of a particular section/ issue we will set said section/issue aside and repeat the review and decision making process for the next

portion of the bylaw. Once completed, the initially approved items will be revisited as a comprehensive whole for purposes of further refinement and overall document consistency.

2.3 Open Space/Building Coverage

We note that the City wishes to examine the Dimensional standards in general and the Lot Coverage /Open Space requirements in detail. This may also involve the introduction of floor area ratios (FAR)

2.4 “Green Zoning”

Our approach to including low impact development (LID) and green sustainable technologies as part of the revised bylaw is to prepare a workshop/study session with the Committee to illustrate the various options and methodologies that are currently available. Given the rapidly evolving nature and meaning of sustainable technologies it will be our objective to not only include said requirements where practical but to insure as much as possible that we do not preclude new approaches, without having to continually amend the zoning bylaw. The Consultants have experience in wind energy and solar photovoltaic zoning techniques. Additionally, BSC recently assisted the Devens Enterprise Commission in upgrading its Stormwater Management Regulations. Additional “Green Zoning” measures may include electric recharge stations as utility companies are currently introducing these facilities in many municipalities.

2.5 Definitions

The current Zoning Ordinance has a unique feature where all terms which are defined are highlighted in bold throughout the text. This allows the user to refer to the Definitions Section. The definitions will be examined and assessed in terms of ease of understanding. The Committee shall identify any definitions that need updating or clarification based on past experience in interpreting and administering the Ordinance. Definitions that have been placed on other new sections of the Ordinance shall be consolidated into the Definition Section

2.6 Lot Shape

Lot shape regulation is most commonly accomplished in the form of mathematical formulas or by geometric shape factors. Both are intended to preclude gerrymandered lot shapes and innovative ways to circumvent the Subdivision Control Law. However, lot shape requirements if not properly crafted can thwart site design and building placement. As part of our effort to insure that future residential lots do not have unconventional shapes we will not only provide the detailed language for Committee review and adoption but also provide graphic representation of permitted and not-permitted residential lot configurations. Given the Committee’s decision said graphic representations may or may not be included in the amended zoning bylaw.

2.7 Schedule of Use Regulations

The Consultant will review all existing commercial zones, industrial zones and overlay districts relative to operational efficiency and effectiveness, development capacity, and scale in addition to examining possible consolidation of said districts or the need for additional districts. Further, an objective of the Consultant will be protection of residential qualities where commercial/ industrial uses abut. This effort will focus on all aspects of zoning i.e. buffers, use, density, intensity, scale, and visual impact.

In addition, the Consultant will provide the Committee with an overview of the fiscal implications of existing commercial/ industrial zoning as a means of providing a comprehensive examination of all the aspects of commercial/ industrial zoning and any potential amendments to be considered by the committee.

2.8 Off Street Parking Requirements

Existing parking requirements will be evaluated with respect to design and minimum space requirements for various use types. Maximum parking space requirements will also be examined in addition to provisions for waivers in certain instances.

2.9 Non-Conforming Uses.

Our review of non-conforming use regulations and procedures will require meetings with the Zoning Board of Appeals (ZBA) to ascertain their concerns and suggestions regarding both use and dimensional non-conformance. Based their suggestions and our experience and review, we will generate a series of recommendations to the Committee. Given that in large part the non-conforming regulations in local bylaws must conform to Chapter 40A our objective will be to make the non-conforming section of the amended bylaw as clear and understandable as possible. The recent Massachusetts Supreme Judicial Court decision, *Gale vs. City of Gloucester* also raises certain issues relative to nonconformity as it relates to single family uses. To that end our organization of said section will likely include graphic representations during committee review sessions and depending on Committee decisions, the inclusion of illustrations in the bylaw or support document.

2.10 Special Permit and Site Plan Review

Similar to our review procedure with the ZBA regarding non-conformance issues we will work with all parties that have input into the special permit and or site plan review process regarding their experience and issues. As a supplement to said reviews we will add our experience with the various approaches found regionally in order to present the Committee with a comprehensive set of options to address the concerns of all parties. As part of the Committee review process we will present methods, for Committee discussion, that allow for abbreviated and full site plan review depending on the nature of the project.

2.11 Zoning Map Changes.

While it is important for the Consultant and the Committee to understand the problems and opportunities relative to the zoning map, it is our intent to address map issues after the Committee has completed or substantially completed and its review with recommendations to the new zoning text. In that manner any map changes will be correlated with the Committee's zoning recommendations. BSC will assist the Committee in assessing the underlying carrying capacity and context to support various land uses and development intensities

2.12 Signs

The Consultant shall review and critique the sign regulations in the existing Ordinance. New or modified regulations recommendations will be prepared using current best practices and are in conformance with the ruling in *Reed v Town of Gilbert* 135 S ct. 2218 (2015) (BJS). If appropriate, the Consultant may recommend permitting strategies for signs.

Deliverables:

1 Working Draft of Zoning Ordinance

Anticipated Meetings:

3 Working Committee meetings

1 Planning Board presentation and working session

1 Public Meeting/Workshop

3.0 Final Zoning Ordinance And Map Amendment For Public Hearing And City Council Approval

The selected consultant shall address all feedback received on the draft by-laws and map and incorporate any revisions as necessary. The final draft zoning ordinance shall be presented at a joint meeting of the Planning Board and the Working Committee for final approval.

Deliverables:

Final zoning ordinance for City Council

Final zoning map amendments

Anticipated Meetings:

1 joint Planning Board/Working Committee meeting

1 Public Meeting/Workshop

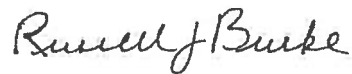
1 City Council Public Hearing

4.0 Fee For Services

BSC has estimated a budget of Forty-six thousand seven hundred fifty (46,750.00) Dollars inclusive of any and all direct reimbursable expenses for the services described herein. BSC's estimated budget for proposed services shall not be construed to be a not-to-exceed amount by line item or in the aggregate. The Company shall inform the Client as soon as practical if it becomes necessary to exceed the budget in order to perform all proposed and additional services required. BSC will not exceed the estimated budget without mutual agreement with Client.

Sincerely,

BSC GROUP, INC.



Russell J. Burke, AICP
Director of Planning

February 28, 2017

Commonwealth of Massachusetts

RECEIVED

Worcester County

2017 FEB 28 5 01 44 City of Gardner

CITY CLERK'S OFFICE GARDNER MA

CERTIFICATE OF APPOINTMENT

I appoint Duncan Burns to the position of Member, Conservation Commission and I certify
5 Travers Street, 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.

[Handwritten Signature]

Mayor

Mark P. Hawke

Confirmed by City Council _____

City Clerk

Alan L. Agnelli

Expires: February 28, 2020

Worcester, ss., _____

Then personally appeared the above named Duncan Burns and made oath that he/she
would faithfully and impartially perform the duties of the office of Member, Conservation
Commission 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 _____



MARCH 20, 2017

Commonwealth of Massachusetts

Worcester County

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint JOHN A. OLIVARI to the position of ASSISTANT CITY CLERK and certify that in my opinion he 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.

Alan L. Agnelli
Alan L. Agnelli, City Clerk

Confirmed by City Council _____

Alan L. Agnelli, City Clerk

Expires: March 20, 2020

Worcester, ss., _____ 2017

Then personally appeared the above named John A. Olivari and made oath that he would faithfully and impartially perform the duties of the office of Assistant City Clerk 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 _____