

**CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE MEETING
Monday – November 19, 2018 – 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 Minutes of the November 5, 2018 Regular Meeting.

- 2-1 A Measure Adopting a Factor for Real Estate and Personal Property Taxation for Fiscal Year 2019.

- 2-2 #10008, A Measure Authorizing Acceptance of Donations and Gifts for Use by the Community Bandstand Committee for Musical Concerts and Other Entertainment Events *(In City Council and Referred to Finance, 11/05/2018).*

- 2-3 An Order Amending Order No. 12847, *An Order Appropriating a Sum of Money from Available Enterprise Funds – Various Receipts Reserved – to Various Accounts for the Fiscal Year Beginning July 1, 2018 to June 30, 2019* (Calendar No. 9945).

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 NOVEMBER 5, 2018

The Finance Committee meeting was called to order by President Scott Joseph Graves at 7:00 p.m. in the City Council Chamber, Room 219, City Hall.

Finance Committee Members present were Council President Scott Joseph Graves and Councillor Ronald Cormier. Councillor James Walsh was absent.

Others participating included City Assessor Susan Byrne; Assistant Director of Community Development and Planning Joshua Cormier; Conservation Agent Jeffrey Legros; Atty. Janet Morrison; and, City Clerk Alan Agnelli.

President Graves 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.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to approve the Minutes of the October 15, 2018 Meeting, as printed.

2-1 FY2019 Property Tax Classification Public Hearing Scheduling.

City Assessor Susan Byrne informed the Committee that the Board of Assessors is prepared to recommend a Factor for the FY2019 Tax Classification. She requested that the City Council schedule the public hearing at its earliest convenience.

The Committee agreed to recommend that the Hearing be held on Monday, November 19, 2018 at 7:15 p.m.

2-2 A Measure Authorizing a Community Development Activities Revolving Fund.

Assistant Director of Community Development and Planning Joshua Cormier informed the Committee that following an audit, it was recommended that CDBG Program Income should be separated from Miscellaneous Income, as they originate from different processes. He added that Miscellaneous Income would then be removed from DHCD review and expended on local projects under the direction of the CDBG Steering Committee.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council that the following Measure ought to pass:

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MINUTES OF MEETING OF NOVEMBER 5, 2018

COMMUNITY DEVELOPMENT AND PLANNING DEPARTMENT
COMMUNITY DEVELOPMENT ACTIVITIES REVOLVING FUND
M.G.L. CH.44, S.53E½

VOTED: To authorize and direct the City Treasurer to establish a revolving fund in accordance with M.G.L. Chapter 44, section 53E½ for salaries and expenses relating to Community Development activities within the Community Development and Planning Department.

Monies received from Miscellaneous Income related to historic housing rehab projects and other approved activities shall be credited to this fund. As per M.G.L. Chapter 44, section 53E ½, interest earned on this fund shall be treated as general fund revenue.

The Community Development and Planning Department is authorized to expend from this fund and is limited to a total amount not to exceed any available balance or twenty thousand dollars (\$20,000.00), whichever is less.

The Community Development & Planning Department shall report annually to the Mayor and City Council the total amount of receipts and expenditures for the prior fiscal year and for the current fiscal year through December 31st, along with any other information that City Council may by vote require.

In the event this fund is not reauthorized for the following fiscal year or the city changes the purpose of the revolving fund, the balance in the fund shall revert to surplus revenue, unless City Council and the Mayor vote to transfer the funds to another revolving fund established in accordance with M.G.L. Chapter 44, section 53E½.

2-3 A Measure Authorizing Acceptance of Donations and Gifts for Use by the Community Bandstand Committee for Musical Concerts and Other Entertainment Events.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council to refer *A Measure Authorizing Acceptance of Donations and Gifts for Use by the Community Bandstand Committee for Musical Concerts and Other Entertainment Events* to the Public Service Committee and Finance Committee for study and report.

3-1 A Measure Confirming the Mayor's Appointment of Anne Hurst to Member, Disability Commission, for term expiring 9/9/2021.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council to confirm the Mayor's Appointment of Anne Hurst to Member, Disability Commission, for term expiring 9/9/2021.

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3-2 Measure Confirming the Mayor's Appointment of Michael Budwick to Member, Golf Commission, for term expiring 5/1/2021.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council to confirm the Mayor's Appointment of Michael Budwick to Member, Golf Commission, for term expiring 5/1/2021.

3-3 A Measure Confirming the Mayor's Appointment of Jeffrey Gallant to Member, Golf Commission, for term expiring 5/1/2021.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council to confirm the Mayor's Appointment of Jeffrey Gallant to Member, Golf Commission, for term expiring 5/1/2021.

3-4 A Measure Confirming the Mayor's Appointment of David Noyes to Member, Golf Commission, for term expiring 5/1/2021.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council to confirm the Mayor's Appointment of David Noyes to Member, Golf Commission, for term expiring 5/1/2021.

4-1 An Ordinance to Amend the Code of the City of Gardner, Chapter 156 Thereof, Entitled "Municipal Grounds Commission, to Add Various Provisions Relating to Duties (Ordinance Amendment originally filed under "Community Bandstand Committee") (Continued from 10/15/2018).

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council to refer to following Ordinance to the Public Service Committee for study and report:

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 156 THEREOF, ENTITLED "MUNICIPAL GROUNDS COMMISSION," TO ADD PROVISIONS RELATING TO A COMMUNITY BANDSTAND COMMITTEE.

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

Section 1. Chapter 156-3 of the Code of the City of Gardner is hereby amended by adding the following:

B. There is hereby established under this Section the "Community Bandstand Committee" which shall exist and be operated hereunder for the purpose of implementing seasonal programs to be conducted in the City's parks including but not limited to summer musical concerts and other community entertainment events at the Bandstand located in Monument Park, as well as at the City's other parks, at the City's other municipal grounds and at other appropriate locations in the City. The Community Bandstand Committee shall consist of no less than three (3) members,

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one of whom shall be a member of the Municipal Grounds Commission, to carry out the purposes of this Section 156-3B. All members shall be appointed in accordance with Section 156-1A.

C. The Community Bandstand Committee may receive donations and gifts of property, both real and personal, in the name of the City to further the purposes as set forth in Section 156-3B. Upon receipt of any such donation or gift the Community Bandstand Committee shall provide each such gift or donation to the Treasurer, who shall deposit same into an account to be created and named the "Community Bandstand Committee Program Fund." All funds in such Community Bandstand Committee Program Fund shall be used for the purposes set forth in Section 156-3B.

D. Revise the former (present) 156-3B to 156-30.

Section 2. Effective date.

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

6-1 A Measure Conveying a Parcel of Land on John Eaton Road (the "Cowee Lot") to the Gardner Conservation Commission and Authorizing Acceptance of Federal Grant Funds.

Conservation Agent Jeffrey Legros informed the Committee that in 1983, the City Council did not vote to convey the land to the Conservation Commission; therefore, a new vote is needed in order to draft the Conveyance Deed. He added that the grant will cover the costs of the legal work.

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to recommend to the City Council that the following Measure ought to pass:

CONVEYING A PARCEL OF LAND ON JOHN EATON ROAD, THE COWEE LOT,
TO THE GARDNER CONSERVATION COMMISSION AND
AUTHORIZING ACCEPTANCE OF FEDERAL GRANT FUNDS

VOTE: To authorize the Mayor of the City of Gardner (the *City*) to convey to the City of Gardner Conservation Commission, title to real estate owned by the City and located on John Eaton Road in Gardner, Massachusetts, totaling approximately 88 acres of land, shown as Gardner Assessor's Parcel M47/24/9 and known as the Cowee Lot (the *Property*), and to accept funds from the federal North American Wetlands Conservation Act (NAWCA), small grants program, in the amount of up to Twenty Eight Thousand and 00/100 Dollars (\$28,000.00), pursuant to a NAWCA Grant Award #F17AP00550 to Janet H. Morrison (the *Grantee*), dated March 15, 2018 and pursuant to a Memorandum of Agreement between the Grantee and the City dated April 10, 2018, for the purpose of paying for due diligence and grant prerequisites to the conveyance of said Property, which is Tract #11 in the NAWCA Gardner and Winchendon Wetlands Protection Project, and to authorize the City to enter any necessary contracts thereto, for the purpose of making this conveyance to the

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Conservation Commission, the Property to be permanently conserved under Article 97 of the Amendments to the Constitution of the Commonwealth of Massachusetts and to be held and managed by the Conservation Commission for conservation, passive recreation and water supply and protection purposes.

ADJOURNMENT

On a motion by Councillor Ronald Cormier and seconded by President Graves, it was voted to adjourn at 7:17 p.m.

ADOPTION OF FACTOR 1 FOR FISCAL YEAR 2019
REAL ESTATE AND PERSONAL PROPERTY TAX RATE

VOTE: To adopt Factor 1 for each class of Real Estate and Personal Property Tax Rate for Fiscal Year 2019.

Residential Factor of 1 would mean a Single Tax Rate across all classes

	Levy Percentage	Value by class
Residential	79.9392	1,069,105,409
Commercial	9.2947	124,307,491
Industrial	4.7361	63,340,650
Personal Property	6.0300	80,644,259
	100.0000	1,337,397,809

FY2018 Average Single Family Homes (Northern Worcester County)

	Avg. Value	Tax Rate	Avg. Tax Bill	Rank**
Ashburnham	210,746	23.40	4,931.46	166
Fitchburg*	178,845	21.01	3,757.53	258
Gardner	179,001	20.27	3,628.35	274
Athol	147,330	19.57	2,883.25	318
Lunenburg	282,996	19.70	5,575.02	128
Leominster	248,024	19.33	4,794.30	175
Westminster	256,940	18.55	4,766.24	178
Winchendon	177,887	17.35	3,086.34	312
Phillipston	206,657	16.48	3,405.71	296
Templeton	196,359	16.72	3,283.12	302
Hubbardston	246,161	15.13	3,724.42	262

* Fitchburg C/I/P Tax Rate 24.37

FY2019 Average Single Family Home Assessment \$193,400.00
an increase of 14,399.

** Rank of average tax bill in Massachusetts of 336 municipalities
DLS did not include the following communities

Barnstable
Boston
Brookline
Cambridge
Chelsea
Everett
Malden
Nantucket
Provincetown
Somerset
Somerville
Tisbury
Truro
Waltham
Watertown

Gardner Historic Assessments & Percentages of Value

Fiscal Year	Total Value	Residential Value	Commercial Value	Industrial Value	Personal Property Value	Res as % of Value	CIP as % of Total Value	Tax Rate
2009	1,314,109,925	1,131,324,884	97,009,516	54,835,000	30,940,525	86.0906	13.9094	13.07
2010	1,202,156,961	1,017,805,088	98,461,512	54,698,200	31,192,161	84.6649	15.3351	14.86
2011	1,199,552,248	985,326,207	108,480,493	66,734,400	39,011,148	82.1412	17.8588	15.67
2012	1,185,079,903	977,326,178	107,855,422	62,259,200	37,639,103	82.4692	17.5308	16.67
2013	1,181,385,479	969,707,075	111,731,325	61,621,600	38,325,479	82.0822	17.9178	17.46
2014	1,136,149,615	920,245,074	110,967,326	62,394,500	42,542,715	80.9968	19.0032	18.87
2015	1,131,686,711	896,784,169	111,029,231	62,898,800	60,974,511	79.2431	20.7569	19.98
2016	1,139,021,076	904,538,011	116,765,889	58,565,500	59,151,676	79.4136	20.5864	20.47
2017	1,197,247,612	949,314,346	120,068,054	60,033,000	67,832,212	79.2914	20.7086	20.48
2018	1,245,880,527	984,275,930	126,760,670	63,989,080	70,854,847	79.0024	20.9976	20.27
2019	1,337,397,809	1,069,105,409	124,307,491	63,340,650	80,644,259	79.9392	20.0608	

FY2019 Parcel count

6261 Residential Parcels

23 Chapterland Parcels

72 Mixed Use Parcels

290 Commercial Parcels

143 Industrial Parcels

6789 Total Taxable Real Estate Parcels

284 Personal Property Accts

390 Exempt Parcels

Top 10 Taxpayers Real Estate		FY2019 Assessment	Class
1	Cedar Timpany LLC (Timpany Blvd shopping plaza)	9,652,200	Com
2	Mountain Climber LLC (Apts)	8,292,600	Res
3	Olde English Village Preservation LLC (Apts)	8,011,600	Res
4	Wal Mart	6,668,500	Com
5	Urquhart Family LLC (Office Bldg)	6,310,100	Com
6	Garlock Printing & Converting	6,060,200	Ind
7	C B & B Inc (Colonial Hotel)	5,204,000	Com
8	Gardner Plaza Assoc (Pearson Blvd Shopping plaza)	4,174,100	Com
9	Cedar Hills LLC	4,084,600	Res*
10	ARCP GS Gardner MA LLC (Price Chopper)	3,947,700	Com
	*Will be Industrial next year		
Top 10 Taxpayers Personal Property			
1	Terra Therm Inc	15,043,540	
2	Unitil	14,845,019	
3	Mass Electric	14,136,679	
4	National Grid	11,746,261	
5	Comcast	5,479,610	
6	Verizon	2,478,500	
7	General Energy Solutions	2,343,956	
8	Cascade Drilling LP	1,128,501	
9	Gardner Solar 1 LLC	907,458	
10	BCC Sea Qalich II LLC (Solar)	854,492	

Year	New Growth Assessed Value	Prior Year's Tax Rate	New Growth added to Levy	Yearly New Growth Assessed Value by Class			
				Residential	Commercial	Industrial	Personal Property
FY2015	32,174,246	18.87	607,127	6,833,400	3,320,300	253,600	21,766,946
FY2016	17,558,855	19.98	350,826	8,333,600	3,412,800	721,700	5,090,655
FY2017	32,229,016	20.47	659,728	9,131,100	5,037,500	1,611,200	16,449,216
FY2018	22,861,078	20.48	468,194	9,516,420	1,535,400	865,300	10,943,958
FY2019	23,810,713	20.27	482,642	10,779,500	933,500	914,070	11,183,643

ACCEPTANCE OF DONATIONS AND GIFTS
COMMUNITY BANDSTAND CONCERTS AND EVENTS

VOTE: That the City of Gardner is authorized to accept donations and gifts for use by the Community Bandstand Committee for musical concerts and other community entertainment events, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General laws.



CITY of GARDNER
Office of the City Auditor

John Richard, City Auditor
95 Pleasant Street, Room 126
Gardner, MA 01440
Phone: 978-632-1900 ext. 8020 • Fax: 978-630-3778
Email: jrRichard@gardner-ma.gov

RECEIVED
2018 NOV 15 AM 9:30
CITY CLERK'S OFFICE
GARDNER, MA

To: City Council

Re: Lowering Enterprise Fund FY19 Budget order #9945 on November 19, 2018

The Enterprise Land Fill Fund Budget needs to be lowered by \$26,167. Reasoning is the budget cannot be set more than what was certified for retain earnings in the prior year which was \$60,133. The budget that was past was for \$86,300. Accounts that will be decreased are Final Cover Maintenance by \$18,000 and remainder Ground Water Monitoring.

Sincerely

John Richard
City Auditor

copies: Mayor
City Clerk

AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE ENTERPRISE FUNDS - VARIOUS RECEIPTS RESERVED - TO VARIOUS ACCOUNTS FOR THE FISCAL YEAR BEGINNING JULY 1, 2018 TO JUNE 30, 2019.

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1, 2018 to June 30, 2019 the sum of EIGHT MILLION, TWO HUNDRED EIGHTY-FIVE THOUSAND, THREE HUNDRED TWO DOLLARS (\$8,285,302) from Available Enterprise Funds - Receipts Reserved to the following accounts:

Sewer Dept	Enterprise Fund	\$2,564,056.00
Water Dept	Enterprise Fund	3,356,161.00
Golf Course	Enterprise Fund	819,380.00
Landfill Closure	Enterprise Fund	60,133.00
Solid Waste	Enterprise Fund	1,485,572.00

Ref: 2-3

9945

AN ORDER APPROPRIATING A SUM OF MONEY FROM AVAILABLE ENTERPRISE FUNDS-VARIOUS RECEIPTS RESERVED TO VARIOUS ACCOUNTS FOR THE FICAL YEAR BEGINNING JULY 1, 2018 TO JUNE 30, 2019

ORDERED:

That there be and is hereby appropriated for the Fiscal Year beginning July 1, 2018 to June 30, 2019 the sum of EIGHT MILLION, THREE HUNDRED ELEVEN THOUSAND, FOUR HUNDRED SIXTY-NINE DOLLARS (\$8,311,469.00) from Available Enterprise Funds-Receipts Reserved to the following accounts:

Sewer Dept	Enterprise Fund	\$2,564,056.00
Water Dept	Enterprise Fund	3,356,161.00
Golf Course	Enterprise Fund	819,380.00
Landfill Closure	Enterprise Fund	86,300.00
Solid Waste	Enterprise Fund	1,485,572.00

Order No. 12847

Order

In City Council
June 4, 2018

Order Passed

June 26, 2018
11 years, 0 days.

..... Clerk

IN ACCORDANCE WITH SECTION 30 OF THE CITY CHARTER, APPROPRIATIONS BY THE CITY COUNCIL UNDER SECTION THIRTY-TWO OF CHAPTER FORTY-FOUR OF THE GENERAL LAWS ARE NOT PRESENTED TO THE MAYOR FOR APPROVAL.