

**CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE MEETING  
Wednesday – November 28, 2018 – 12:00 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 19, 2018 Regular Meeting.
  
- 2-1 #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).*
  
- 2-2 An Order to Raise and Appropriate \$178,287.00 for the Expenses of Various Departments for Fiscal Year 2019 (*"Supplemental Budget"*).

**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 19, 2018

---

The Finance Committee meeting was called to order by President Scott Joseph Graves at 6:45 p.m. in the City Council Chamber, Room 219, City Hall.

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

Others participating included City Assessor Susan Byrne; City Auditor John Richard; 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 Councillor James Walsh, it was voted to approve the Minutes of the November 5, 2018 Meeting, as printed.

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

City Assessor Susan Byrne informed the Committee that the Board of Assessors voted to recommend Residential Factor 1 for FY2019, which would apply the same tax rate to all classes of property.

Councillor Ronald Cormier noted that the Town of Auburn and the City of Fitchburg “are moving away” from split tax rates, adding that Gardner does not possess “an overabundance of businesses” that could assume a greater burden.

Councillor James Walsh added that businesses in the City are not at a point where the tax burden could be reapportioned to them.

President Graves remarked that the City needs to attract more businesses to boost the local economy and should not risk losing what it has already by increasing the rate for commercial and industrial properties.

Councillor Walsh questioned the method by which manufactured homes are taxed.

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF NOVEMBER 19, 2018

---

Ms. Byrne responded, saying that manufactured homes are classified as personal property and generally exempted from real estate taxes. In place of property taxes, homeowners pay a monthly license fee, which is paid to the City and amounts to \$12 per month. The owner of the land, she added, is responsible for paying real estate taxes on the underlying land, but that the owner may recover cost through rental fees. Ms. Byrne said that garages are assessed to the owner of the mobile home park.

Councillor Walsh remarked that any change to the “method of assessing” mobile homes would require a change to the statute.

On a motion by Councillor James Walsh and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council to adopt Factor 1 for each class of Real Estate and Personal Property Tax Rate for Fiscal Year 2019.

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

Since the measure is also before the Public Service Committee and corresponds to the pending Municipal Grounds/Bandstand Ordinance, the Committee postponed action on *A Measure Authorizing Acceptance of Donations and Gifts for Use by the Community Bandstand Committee for Musical Concerts and Other Entertainment Events*.

**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).**

City Auditor John Richard informed the Committee that when the Budget Order was prepared in May, the figure used for the Landfill Closure Enterprise was inadvertently carried forward from the prior Fiscal Year, instead of the November, 2017 Department of Revenue-certified Retained Earnings figure of \$60,133.00. The amendment, he added, would correct the Budget and then the Tax Rate could be set for FY2019.

Councillor Walsh recommended that the Committee recommend that the Council vote to rescind the original Order and substitute it with the corrected Order.

On a motion by Councillor James Walsh and seconded by Councillor Ronald Cormier, it was voted to recommend to the City Council that Order No. 12847 be rescinded and that the following Order ought to pass:

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF NOVEMBER 19, 2018

---

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.

*ORDER:* 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

**NEW BUSINESS**

On a motion by Councillor Ronald Cormier and seconded by Councillor James Walsh, it was voted to authorize the disposal or sale of 66 wood voting booths of indeterminate value.

**ADJOURNMENT**

On a motion by Councillor James Walsh and seconded by Councillor Ronald Cormier, it was voted to adjourn at 7:04 p.m.