

PRESIDENT
George C. Tyros

COUNCILLORS AT LARGE
Calvin D. Brooks
Craig R. Cormier
Brad E. Heglin
Elizabeth J. Kazinskas
Judy A. Mack
George C. Tyros

WARD 1 COUNCILLOR
David Thibault-Muñoz

WARD 2 COUNCILLOR
Dana M. Heath

WARD 3 COUNCILLOR
Paul Tassone

WARD 4 COUNCILLOR
Karen G. Hardern

WARD 5 COUNCILLOR
Alek Dernalowicz, Esq.

CITY OF GARDNER
MASSACHUSETTS 01440-2630

OFFICE OF THE
CITY COUNCIL



APPOINTMENTS COMMITTEE MEETING NOTICE

Date: Tuesday, March 31, 2026
Time: 5:00 PM
Location: City Council Chamber, Room 219, City Hall

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. This information is also posted on the wall by the door for review.

- I. CALL TO ORDER
- II. READING OF MINUTES OF PRIOR MEETING(S)
 - January 28, 2026
- III. INTERVIEW OF THE FOLLOWING APPOINTEE(S)
 - 11666** - A Measure Confirming the Mayor's Appointment of Stanley Luczko, to the position of Council on Aging Member, for a term expiring August 22, 2028.
 - 11667** - A Measure Confirming the Mayor's Appointment of Nancy Hebert, to the position of Council on Aging Member, for a term expiring August 22, 2028.
 - 11672** - A Measure Confirming the Mayor's Appointment of Daniel Kelley, to the position of Council on Aging Associate Member, for a term expiring August 22, 2026.
 - 11677** - A Measure Confirming the Mayor's Appointment of Kristy Livingston, to the position of Council on Aging Associate Member, for a term expiring August 22, 2026.
 - 11678** - A Measure Confirming the Mayor's Appointment of Cheryl Howes, to the position of Council on Aging Associate Member, for a term expiring August 22, 2026.
 - 11679** - A Measure Confirming the Mayor's Appointment of Mary Schaffer, to the position of Council on Aging Associate Member, for a term expiring August 22, 2026.

11673 - A Measure Confirming the Mayor's Appointment of Denise Merriam, to the position of Bandstand Committee Member, for a term expiring August 22, 2028.

11674 - A Measure Confirming the Mayor's Appointment of Edward Vipond, to the position of Bandstand Committee Member, for a term expiring August 22, 2028.

11675 - A Measure Confirming the Mayor's Appointment of Nancy Binder, to the position of Bandstand Committee Member, for a term expiring August 22, 2028.

11676 - A Measure Confirming the Mayor's Appointment of Michael Zlotnik, to the position of Bandstand Committee Member, for a term expiring August 22, 2028.

IV. RESIGNATIONS

V. DISCUSSION ON APPOINTEE(S)

VI. APPOINTEES CONFIRMED IN COUNCIL

- Greg Dumas - Conservation Commission
- Melissa MacDonald - Building Commissioner
- Linda Rice - Historical Commission
- Derek Wight - Police Officer

VII. APPOINTEE OATH ADMINISTERED

- David Orwig - Conservation Commission
- Duncan Burns - Conservation Commission
- Jason Stevens - Director of Community Development & Planning
- Christopher J. Black - Police Officer
- Michael King - Police Officer
- Ryan Coates - Sergeant
- Ottavio Canu - Historical Commission
- Marcia White - Historical Commission

VIII. COMMUNICATIONS

11797 - A Measure Approving the Job Description Change for the City's Human Resources Director.

11798 - A Measure Approving the Job Description Change for the City's Youth Center Director.

IX. DISCUSSION ON THE CURRENT STATUS OF APPOINTMENTS

X. UPCOMING MEETINGS

- April 14, 2026

XI. ADJOURNMENT

NOTICE: The listing of Agenda items are those reasonably anticipated by the Chairman which may 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 COUNCIL OF GARDNER

Dana M. Heath

DANA M. HEATH

Chair, Appointments Committee

CITY OF GARDNER, MASSACHUSETTS
APPOINTMENTS COMMITTEE
MINUTES OF MEETING OF January 28, 2026

The Appointments Committee meeting was called to order by Chair Dana Heath at 5:00 p.m. Appointments Committee Members, Councillors Brad Heglin and Elizabeth Kazinskas were present.

Also present were Mayor Mike Nicholson, City Clerk Titi Siriphan, and appointees Greg Dumas, David Orwig, Duncan Burns, and Jim Bilodeau.

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 a 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. This information is also posted on the wall by the door for review.

I. Reading of Minutes of Prior Meetings

There were no prior meeting minutes.

II. Interview of the Following Appointees

11628 - A Measure Confirming the Mayor's Appointment of Greg Dumas, to the position of Conservation Commission Member, for a term expiring August 21, 2028

Mayor Nicholson reported that Mr. Dumas has served on the Conservation Commission for several years, including as Chair. He highlighted Mr. Dumas' knowledge of conservation matters, his ability to evaluate projects from an ecological perspective, and his commitment to the City. Mayor Nicholson expressed strong support for his reappointment.

Mr. Dumas introduced himself and stated that he has served on the Conservation Commission for approximately 18 years, including roughly 15 years as Chair. He noted his professional background as a licensed builder and expressed appreciation for the opportunity to continue serving the City.

Councillor Heglin thanked Mr. Dumas for his years of service and asked about accomplishments and how he balances conservation with economic development. Mr. Dumas discussed the Commission's work protecting land, maintaining natural resources, and working collaboratively with applicants to ensure projects comply with applicable bylaws and regulations while still allowing development where appropriate.

Councillor Kazinskas expressed appreciation for Mr. Dumas' long-standing service and noted the Commission's approach of being firm but fair, emphasizing adherence to regulations while working constructively with applicants.

CITY OF GARDNER, MASSACHUSETTS
APPOINTMENTS COMMITTEE
MINUTES OF MEETING OF January 28, 2026

Additional comments from the Committee commended Mr. Dumas for his experience, continued learning, and dedication to the City.

11646 - A Measure Confirming the Mayor's Appointment of David Orwig, to the position of Conservation Commission Member, for a term expiring August 21, 2028

Mayor Nicholson reported that Mr. Orwig was originally appointed in 2014 and currently serves as a forest ecologist at Harvard University, holding a PhD in Ecology. He emphasized Mr. Orwig's expertise and contributions to conservation efforts within the City, including work related to significant protected properties. Mayor Nicholson expressed support for his reappointment.

Mr. Orwig introduced himself and stated that he has been a Gardner resident for many years and has worked at Harvard Forest for approximately 30 years. He noted his focus on forest ecology and his commitment to ensuring development is conducted in an environmentally responsible manner.

Councillor Heglin thanked Mr. Orwig for his service and asked about projects and priorities. Mr. Orwig highlighted his work on major conservation properties and emphasized the importance of protecting wetlands and natural resources while allowing appropriate development.

Councillor Kazinskas expressed appreciation for his continued service and the value of his professional expertise to the City.

Committee members thanked Mr. Orwig for his dedication and contributions to the Conservation Commission.

11654 - A Measure Confirming the Mayor's Appointment of Duncan Burns, to the position of Conservation Commission Member, for a term expiring August 21, 2028

Mayor Nicholson reported that Mr. Burns has served on the Conservation Commission for many years and is actively engaged in site visits and project review. He noted Mr. Burns' diligence in asking thorough questions and ensuring that projects are completed properly to protect the City's natural resources. Mayor Nicholson expressed support for his reappointment.

Mr. Burns introduced himself and stated that he has served on the Commission for approximately 35 years, including prior service as Chair. He discussed the evolution of conservation regulations over time and emphasized the Commission's role in balancing enforcement with collaboration.

CITY OF GARDNER, MASSACHUSETTS
APPOINTMENTS COMMITTEE
MINUTES OF MEETING OF January 28, 2026

Councillor Heglin and Councillor Kazinskas both expressed appreciation for Mr. Burns' long-standing service, institutional knowledge, and continued commitment to the City.

Additional comments from the Committee highlighted the value of his experience and dedication, noting the importance of his contributions to conservation efforts in Gardner.

Mr. Burns confirmed that he has served for approximately 35 years.

During discussion, it was noted that documentation related to Mr. Burns' appointment was missing a signature. The Committee indicated that an updated document would be provided prior to the next meeting.

11680 - A Measure Confirming the Mayor's Appointment of Jim Bilodeau, to the position of Zoning Board of Appeals Member, for a term expiring August 22, 2028

Mayor Nicholson reported that Mr. Bilodeau brings a strong professional background in business operations, including experience overseeing construction, expansion, and operational projects during his tenure in a regional leadership role with a major corporation. He emphasized the value of this experience in reviewing applications before the Zoning Board of Appeals, where balancing the intent of zoning regulations with practical business considerations is essential. Mayor Nicholson expressed support for his appointment.

Mr. Bilodeau introduced himself as a lifelong Gardner resident and expressed appreciation for the opportunity to serve.

Councillor Heglin stated that he is familiar with Mr. Bilodeau and expressed confidence in his qualifications, noting that his professional experience would be an asset to the Zoning Board of Appeals.

Councillor Kazinskas expressed support for the appointment, noting that background materials provided in advance demonstrate his qualifications and emphasizing the importance of community members stepping forward to serve.

The Chair and Committee members expressed appreciation for Mr. Bilodeau's willingness to serve and noted their support for his appointment.

III. Resignations

Mayor Nicholson reported several personnel changes and vacancies within City departments.

He noted that the Veterans' Services Director is no longer with the City, and that the Assistant

CITY OF GARDNER, MASSACHUSETTS
APPOINTMENTS COMMITTEE
MINUTES OF MEETING OF January 28, 2026

Veterans' Services Director has been temporarily promoted to serve in that role.

The Mayor also reported the resignation of the Alternate Wiring Inspector due to workload constraints, and stated that the City is seeking a replacement while also exploring a potential mutual aid agreement with a neighboring municipality to assist with inspection services.

Additional updates included recent and upcoming retirements within the Police Department, along with corresponding internal promotions and staffing adjustments. The Mayor explained that certain positions, such as detective assignments, are internal designations rather than formal appointments.

He further reported that the Recreation Director has resigned from that role while continuing in another capacity with the City, and that temporary appointments have been made to fill inspector positions within the Building Department.

IV. Discussion on Appointees

There was no further Discussion on Appointees.

V. Communications from the Mayor

There were no Communications from the Mayor.

VI. Discussion on Appointments Committee Rules

The Chair introduced a draft set of proposed rules for the Appointments Committee and distributed copies to members. A recess was called to allow members time to review the document.

Following the recess, the meeting was called back to order.

The Chair proceeded to review the proposed rules in detail, including provisions related to:

- Annual organizational review of appointments and vacancies
- Documentation requirements for appointments and reappointments
- Submission deadlines and required forms
- Disclosure of qualifications and relevant experience
- Maintenance of appointment records and contact information

Committee members discussed clarification of required documentation, confirming that the

CITY OF GARDNER, MASSACHUSETTS
APPOINTMENTS COMMITTEE
MINUTES OF MEETING OF January 28, 2026

minimum required materials include a certificate of appointment and an appointment detail form.

Discussion also addressed the timing of reappointments and the impact of filing dates on term expiration dates. The Mayor noted that, based on prior legal guidance, appointment terms are calculated from the filing date, which may result in slight adjustments to future expiration dates. Committee members acknowledged this and expressed general agreement with the approach.

Additional discussion focused on ensuring consistency in documentation requirements and clarifying administrative processes, including how appointees are contacted and how information is maintained.

On a motion made by Councillor Heglin and seconded by Councillor Kazinskas, it was voted to temporarily adopt these rules pending review at the next scheduled meeting.

3 yeas, motion passes.

VII. Discussion on Appointment Detail Form

The Committee then reviewed the revised Appointment Detail Form, which builds on the existing version but improves formatting and usability. Councillor Kazinskas explained that the form has been converted into a fillable PDF, allowing for easier and more consistent completion, while still maintaining a clear one-page layout. Additional fields were included for current and new expiration dates, and signature lines were expanded to include both the appointee and an acknowledgment from the Human Resources Director. The change from “certification” to “acknowledgment” was intentional, clarifying HR’s role as awareness rather than approval.

The form also standardizes “not applicable” options across relevant sections, recognizing that certain requirements do not apply to all positions. Members responded positively, noting that the updates improve efficiency, clarity, and recordkeeping while aligning with current practices.

Mayor Nicholson expressed support, stating that the revisions addressed prior concerns and simplified the process. While minor formatting feedback was offered, there was general agreement that the form was a strong improvement and ready for adoption, with the understanding that it can be amended if needed in the future.

SUPPLEMENTAL RULES
GARDNER CITY COUNCIL STANDING COMMITTEE ON APPOINTMENTS
Revised January 28, 2026

To ensure a timely, orderly, and transparent appointment process, the following supplemental rules are hereby established:

I. ANNUAL ORGANIZATIONAL REVIEW

At the start of each calendar year, the Committee shall convene to:

1. Audit the current list of municipal Appointees.
2. Identify all existing vacancies.
3. Forecast all upcoming term expirations for the year.

II. DOCUMENTATION & REQUIREMENTS

1. **Deadline Compliance:** Strict adherence to required documentation submission and deadlines is required for an Appointee to be considered.
2. **Reappointment Notice:** Certificates of Reappointment must be filed with the City Clerk between 60 and 90 days prior to the current term's expiration.
3. **Required Documentation:** Appointees shall be considered only upon receipt of a completed Certificate of Appointment and Appointment Detail Form.
4. **Information Disclosures:** All submissions must include the Appointee's educational background, professional experience, and any specific skills required by the City Charter for the applicable office or position.
5. **Term & Contact Information:** Appointment term beginning and expiration dates, and the Appointee's contact information (phone number, email), shall be provided to the Chair and maintained by the Mayor.
6. **Appointment Consideration Procedure:**
 - 1) The Mayor shall maintain and regularly update a list of pending and upcoming appointments. The list shall be available for the Chair to review regularly and include the current appointment term's expiration date.
 - 2) The Mayor shall provide the Chair with the required documentation (II., 3.) for all re- and new appointments, and within the specified timeframe for reappointments (II., 2.). A resume or other relevant supporting documentation may be provided if applicable. All documentation shall be submitted together.
 - 3) Once the Mayor has submitted the required documentation, the Chair shall assume all documentation for the Appointee has been provided and may schedule the Appointee for consideration at a Committee meeting.
 - 4) The Clerk shall contact all Appointees regarding meeting attendance and shall notify the Chair as soon as possible, but no fewer than 5 business days prior to a scheduled meeting, of those Appointees attending in person and those submitting letters (III., 2.). The Clerk shall include Appointee letters in the meeting packet with all documentation pertaining to their appointment.
 - 5) Meeting agenda notices shall be posted in compliance with the 48-hour posting requirement. The meeting packet shall be posted together with the meeting agenda notice, including all required and applicable documentation at the time of posting.

III. TWO-MEETING DELIBERATION PROCESS

1. **General Requirement**

Except by unanimous vote of the Members present, all appointments shall follow the two-meeting deliberation process outlined below, unless the Committee determines that additional time is necessary.
2. **Meeting 1 – Interview & Inquiry**

Purpose: Direct engagement with the Appointee and initial vetting.

 - Appointees under consideration for part-time or full-time paid positions, including paid Board, Committee, or Department roles, are required to attend this meeting.
 - Appointees under consideration for unpaid positions shall either attend this meeting or submit a letter to the Committee for inclusion in the meeting packet. The Committee may conduct follow-up inquiries as needed.
3. **Meeting 2 – Final Recommendation**

Purpose: Committee deliberation and formal vote on a recommendation.

IV. PROCEDURAL GOVERNANCE

In matters not covered by these Supplemental Rules, the Committee shall follow the Rules of the Gardner City Council. These Rules supplement the City Charter. Appointing authorities are encouraged to submit documentation promptly to avoid gaps in municipal service. The Committee shall review these Supplemental Rules at the first meeting of each calendar year; upon approval, they remain in effect and may be amended as needed.

APPOINTMENT DETAIL FORM

Revised 1/2026

SECTION 1: POSITION DETAILS

Position Title: _____

Board/Commission/Department: _____ Term Length: _____

Compensation: Yes No Amount: _____ per _____

Appointment Type: New Appointment Reappointment | Gardner Residency Requirement: Yes No

If reappointment, current appointment expiration date: _____ New expiration date: _____

Reporting Structure: _____

Position Summary (brief description of duties & responsibilities):

SECTION 2: APPOINTEE INFORMATION

Name: _____

Statement of Qualification (attach résumé if available):

SECTION 3: ADMINISTRATIVE & COMPLIANCE REVIEW

HR & Policy Training

Initial HR Training & Orientation Completed: Yes No N/A | Annual HR Training Completed: Yes No N/A

City Employee Handbook Received & Signed: Yes No N/A | Background Check Completed: Yes No N/A

Conflict of Interest - Known conflicts under M.G.L. c. 268A?: Yes No

Open Meeting Law & Public Records - Training materials received?: Yes No

SECTION 4: ACKNOWLEDGMENT, CERTIFICATION, SIGNATURES

Mayor's Certification: *I certify that the information provided above is accurate to the best of my knowledge and that this appointment is in the best interest of the City of Gardner.*

Signature: _____

Printed Name: _____ Date: _____

HR Director's Acknowledgment: *I acknowledge that the Mayor has filed this Appointment Detail Form.*

Signature: _____

Printed Name: _____ Date: _____

Appointee's Acknowledgment: *I acknowledge my understanding of the responsibilities of this position and my obligations under applicable City and State laws.*

Signature: _____

Printed Name: _____ Date: _____

CITY OF GARDNER, MASSACHUSETTS
APPOINTMENTS COMMITTEE
MINUTES OF MEETING OF January 28, 2026

VIII. Discussion on the Current Status of Appointments

The Committee discussed the current status of appointments, noting that approximately 30 to 40 items were recently submitted, creating a significant workload. Members raised concerns about shorter-term appointments, such as one-year positions, where delays in processing can result in terms being partially elapsed before review. This highlighted the need for better tracking and timeliness.

The conversation also focused on improving coordination between the Mayor's Office, Clerk's Office, and the Committee. While the existing system of shared folders and document distribution is functional, members suggested a more centralized approach to ensure all parties have consistent access to materials and to streamline scheduling and packet preparation.

Temporary appointments were briefly addressed, with Mayor Nicholson explaining that these are short-term, probationary appointments that do not require Council approval but are filed with the Clerk for notification purposes. The Committee agreed that no changes to their rules were needed in this area. Overall, the discussion emphasized improving organization and communication to manage the volume of appointments more effectively.

IX. Adjournment

On a motion made by Councillor Heglin and seconded by Councillor Kazinskas, it was voted to adjourn at 6:30 p.m.

August 22, 2025

Commonwealth of Massachusetts
RECEIVED

Worcester County

City of Gardner

2025 AUG 22 A 11: 56

CERTIFICATE OF APPOINTMENT
CITY CLERK'S OFFICE
GARDNER, MA

I appoint Stanley Luczko to the position of Member, Council on Aging, and I certify 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.


Michael J. Nicholson Mayor

Confirmed by City Council _____

Titi Siriphan
City Clerk

Expires: August 22, 2028

Worcester, ss., _____

Then personally appeared the above named Stanley Luczko and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Council on Aging 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Council on Aging

Term Length: 3 years

Compensation:

Paid/Stipend: unpaid

Amount: Unpaid

Appointment Type: New appointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and Senior Center Director

Position Summary:

Advises the Senior Center Director on the Operations and Programming of the Gardner Senior Center

SECTION 2: Appointee Information

Name of Appointee: Stanley Luczko

Statement of Qualification:

Mr. Luczko is a lifelong resident of Gardner and a 1964 graduate of Gardner High School. He is a former Marine (1964-1970) who served our nation in Vietnam. He also previously served our City as a member of the Gardner Fire Department. He has a strong history of community service including being a member of the Gardner Lion's Club, an associate member of the Council on Aging for last two years and has been an active member of the Senior Center for over a decade. At the Senior Center, he is actively involved in food security projects, the VET to Vet Cafe, and the Carvers Club at Center

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? yes

City Employee Handbook received and signed? yes

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink that reads "Michael J. Fichalman". The signature is written in a cursive style with a large initial "M".

August 22, 2025

Commonwealth of Massachusetts

RECEIVED

Worcester County

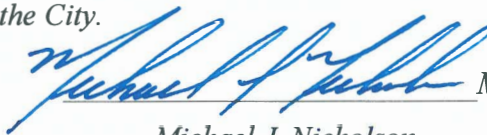
City of Gardner

2025 AUG 22 A 11: 56

CITY CLERK'S OFFICE
GARDNER, MA

CERTIFICATE OF APPOINTMENT

I appoint Nancy Hebert to the position of Member, Council on Aging, and I certify 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
Michael J. Nicholson

Confirmed by City Council _____

Titi Siriphan
City Clerk

Expires: August 22, 2028

Worcester, ss., _____

Then personally appeared the above named Nancy Hebert and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Council on Aging 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Council on Aging

Term Length: 3 years

Compensation:

Paid/Stipend: unpaid

Amount: Unpaid

Appointment Type: New appointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and Senior Center Director

Position Summary:

Advises the Senior Center Director on the Operations and Programming of the Gardner Senior Center

SECTION 2: Appointee Information

Name of Appointee: Nancy Hebert

Statement of Qualification:

Born in Gardner, Ms. Hebert graduated in 1963 from Gardner High School. She holds both bachelor's and master's degrees in education and is a former educator in Madison, Connecticut. She has been involved in Senior Center since 2014, and served as an associate member on the Council on Aging for the last three years. She has been an active volunteer in registration at programs and in senior center activities including YOGA and line dancing. She also serves as the Co-Chair of the Fundraising Committee of the AARP.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? yes

City Employee Handbook received and signed? yes

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, appearing to read "Michael J. Fichal". The signature is written in a cursive style with a large initial "M" and "F".

August 22, 2025

Commonwealth of Massachusetts

RECEIVED

Worcester County

City of Gardner

2025 AUG 22 A 11:56

CERTIFICATE OF APPOINTMENT

CITY CLERK'S OFFICE GARDNER, MA

I appoint Daniel Kelley to the position of Associate Member, Council on Aging, and I certify 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.

Michael J. Nicholson Mayor Michael J. Nicholson

Confirmed by City Council

Titi Siriphan City Clerk

Expires: August 22, 2026

Worcester, ss.,

Then personally appeared the above named Daniel Kelley and made oath that he/she would faithfully and impartially perform the duties of the office of Associate Member, Council on Aging 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

SECTION 1: Position Details

Position Title: Associate Member

Department/Board/Commission: Council on Aging

Term Length: 1 years (City Code Ch 7)

Compensation:

Paid/Stipend: No

Amount: Volunteer

Appointment Type: New appointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and the Council on Aging

Position Summary:

Assist the voting members of the Council on Aging in obtaining input from those who utilize the Senior Center on feedback relating to programming.

SECTION 2: Appointee Information

Name of Appointee: Daniel Kelley

Statement of Qualification:

Mr. Kelley has extensive experience with the City of Gardner and its residents, having previously served as the City's Mayor from 2000-2004. Prior to this he served as a member of the Gardner Fire Department for many years. As someone who truly knows the City and its people, I believe he will be a strong voice for the senior citizens of the City in advising the Council on Aging.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? N/A

City Employee Handbook received and signed? N/A

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, reading "Michael J. Fichman". The signature is written in a cursive style with a large initial "M".

August 22, 2025

Commonwealth of Massachusetts

RECEIVED

Worcester County

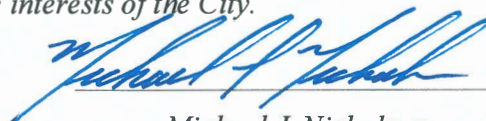
City of Gardner

2025 AUG 22 A 11:53

CITY CLERK'S OFFICE
GARDNER, MA

CERTIFICATE OF APPOINTMENT

I appoint Kristy Livingston to the position of Associate Member, Council on Aging, and I certify 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
Michael J. Nicholson

Confirmed by City Council _____

Titi Siriphan
City Clerk

Expires: August 22, 2026

Worcester, ss., _____

Then personally appeared the above named Kristy Livingston and made oath that he/she would faithfully and impartially perform the duties of the office of Associate Member, Council on Aging 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 _____

SECTION 1: Position Details

Position Title: Associate Member

Department/Board/Commission: Council on Aging

Term Length: 1 years (City Code Ch 7)

Compensation:

Paid/Stipend: No

Amount: Volunteer

Appointment Type: New appointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and the Council on Aging

Position Summary:

Assist the voting members of the Council on Aging in obtaining input from those who utilize the Senior Center on feedback relating to programming.

SECTION 2: Appointee Information

Name of Appointee: Kristy Livingston

Statement of Qualification:

Ms. Livingston serves as the Assistant Executive Director of Heywood Wakefield Commons Assisted Living Facility. As someone who works daily with elderly residents of the City, she knows the needs and struggles of the community that the Senior Center and the Council on Aging seek to serve.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? N/A

City Employee Handbook received and signed? N/A

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink that reads "Michael J. Johnson". The signature is written in a cursive style with a large initial "M".

August 22, 2025

Commonwealth of Massachusetts

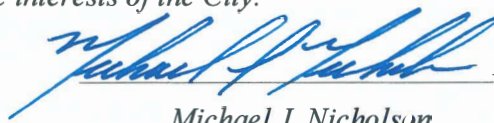
Worcester County **RECEIVED**

City of Gardner

2025 AUG 22 A 11:53
CITY CLERK'S OFFICE
GARDNER, MA

CERTIFICATE OF APPOINTMENT

I appoint Cheryl Howes to the position of Associate Member, Council on Aging, and I certify 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
Michael J. Nicholson

Confirmed by City Council _____

City Clerk
Titi Siriphan

Expires: August 22, 2026

Worcester, ss., _____

Then personally appeared the above named Cheryl Howes and made oath that he/she would faithfully and impartially perform the duties of the office of Associate Member, Council on Aging 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Council on Aging

Term Length: 3 years

Compensation:

Paid/Stipend: unpaid

Amount: Unpaid

Appointment Type: New appointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and Senior Center Director

Position Summary:

Advises the Senior Center Director on the Operations and Programming of the Gardner Senior Center

SECTION 2: Appointee Information

Name of Appointee: Stanley Luczko

Statement of Qualification:

Mr. Luczko is a lifelong resident of Gardner and a 1964 graduate of Gardner High School. He is a former Marine (1964-1970) who served our nation in Vietnam. He also previously served our City as a member of the Gardner Fire Department. He has a strong history of community service including being a member of the Gardner Lion's Club, an associate member of the Council on Aging for last two years and has been an active member of the Senior Center for over a decade. At the Senior Center, he is actively involved in food security projects, the VET to Vet Cafe, and the Carvers Club at Center

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? yes

City Employee Handbook received and signed? yes

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, appearing to read "Michael J. Fichalman". The signature is written in a cursive style with a large initial "M".

August 22, 2025

Commonwealth of Massachusetts
RECEIVED

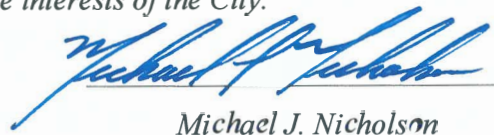
Worcester County

City of Gardner

2025 AUG 22 A 11:53

CITY CLERK'S OFFICE
GARDNER, MA
CERTIFICATE OF APPOINTMENT

I appoint Mary Schaffer to the position of Associate Member, Council on Aging, and I certify 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
Michael J. Nicholson

Confirmed by City Council _____

City Clerk
Titi Siriphan

Expires: August 22, 2026

Worcester, ss., _____

Then personally appeared the above named Mary Schaffer and made oath that he/she would faithfully and impartially perform the duties of the office of Associate Member, Council on Aging 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 _____

SECTION 1: Position Details

Position Title: Associate Member

Department/Board/Commission: Council on Aging

Term Length: 1 years (City Code)

Compensation:

Paid/Stipend: unpaid

Amount: Unpaid

Appointment Type: New appointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and Senior Center Director

Position Summary:

Advises the Senior Center Director on the Operations and Programming of the Gardner Senior Center

SECTION 2: Appointee Information

Name of Appointee: Mary Schaffer

Statement of Qualification:

Ms. Schaffer has been an active member of the Senior Center and an associate member of the Council on Aging since 2020. She is a Former Nurse and currently resides in the Town of Templeton. Mary and her husband are essential volunteers for a large amount of the Senior Center programs.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? yes

City Employee Handbook received and signed? yes

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, reading "Michael J. Fichman". The signature is written in a cursive style with a large initial "M".

August 22, 2025

RECEIVED

Commonwealth of Massachusetts

2025 AUG 22 A 11: 58

Worcester County

CITY CLERK'S OFFICE, GARDNER, MA

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Denise Merriam to the position of Member, Bandstand Committee, and I certify 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 of Michael J. Nicholson]

Mayor

Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk

Titi Siriphan

Expires: August 22, 2028 _____

Worcester, ss., _____

Then personally appeared the above named Denise Merriam and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Bandstand Committee 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Bandstand Committee

Term Length: 3 years

Compensation:

Paid/Stipend: No

Amount: Volunteer

Appointment Type: Reappointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and the Bandstand Committee

Position Summary:

Oversees all fundraising and scheduling operations for the City's Summer Concert in the Parks Series

SECTION 2: Appointee Information

Name of Appointee: Denise Merriam

Statement of Qualification:

Ms. Merriam has served on the Bandstand Committee since its codification into ordinance in 2018. Ms. Merriam also serves as the chair of both the Municipal Grounds Commission and Cemetery Commission, and was originally appointed to both positions in December of 2019 following her retirement from the City as the Administrative Assistant for the Department of Public Works, a position in which she served for several years. Having this institutional knowledge from her employment with the City has played a great role in the work of all three commissions by connecting the operations perspective to the administrative side of the commissions.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? N/A

City Employee Handbook received and signed? N/A

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink that reads "Michael J. Fichalson". The signature is written in a cursive style with a large initial "M".

August 22, 2025

RECEIVED

Commonwealth of Massachusetts

2025 AUG 22 A 11:58

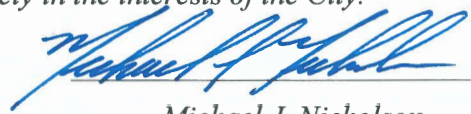
Worcester County

CITY CLERK'S OFFICE
GARDNER, MA

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Edward Vipond to the position of Member, Bandstand Committee, and I certify 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

Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk

Titi Siriphan

Expires: August 22, 2028

Worcester, ss., _____

Then personally appeared the above named Edward Vipond and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Bandstand Committee 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Bandstand Committee

Term Length: 3 years

Compensation:

Paid/Stipend: No

Amount: Volunteer

Appointment Type: Reappointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and the Bandstand Committee

Position Summary:

Oversees all fundraising and scheduling operations for the City's Summer Concert in the Parks Series

SECTION 2: Appointee Information

Name of Appointee: Edward Vipond

Statement of Qualification:

Ms. Merriam has served on the Bandstand Committee since its codification into ordinance in 2018. He has worked diligently every year in the planning of and staffing of the summer concerts in the park series and has volunteered a lot of his time into making sure the concerts were successful.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? N/A

City Employee Handbook received and signed? N/A

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, appearing to read "Michael J. Fichman". The signature is written in a cursive style with a large initial "M".

August 22, 2025

RECEIVED

Commonwealth of Massachusetts

2025 AUG 22 A 11: 58

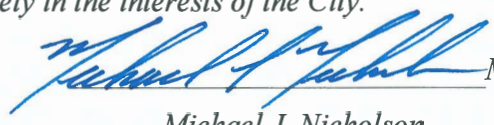
Worcester County

CITY CLERK'S OFFICE
GARDNER, MA

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Nancy Binder to the position of Member, Bandstand Committee, and I certify 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

Michael J. Nicholson

Confirmed by City Council _____

City Clerk

Titi Siriphan

Expires: August 22, 2028

Worcester, ss., _____

Then personally appeared the above named Nancy Binder and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Bandstand Committee 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Bandstand Committee

Term Length: 3 years

Compensation:

Paid/Stipend: No

Amount: Volunteer

Appointment Type: Reappointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and the Bandstand Committee

Position Summary:

Oversees all fundraising and scheduling operations for the City's Summer Concert in the Parks Series

SECTION 2: Appointee Information

Name of Appointee: Nancy Binder, Esq.

Statement of Qualification:

Atty Binder has served on the Bandstand Committee since its codification into ordinance in 2018. She has worked diligently every year in the planning of and staffing of the summer concerts in the park series and has volunteered a lot of his time into making sure the concerts were successful and has performed in some of the concerts herself as well in the past. She also serves as a member of the City's License commission.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? N/A

City Employee Handbook received and signed? N/A

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, reading "Michael J. Fichman". The signature is written in a cursive style with a large initial "M" and a long, sweeping underline.

August 22, 2025

RECEIVED

Commonwealth of Massachusetts

2025 AUG 22 A 11:58

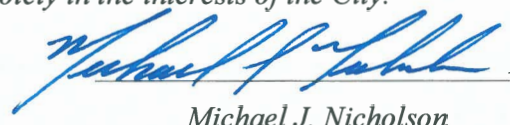
Worcester County

CITY CLERK'S OFFICE
GARDNER, MA

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Michael Zlotnik to the position of Member, Bandstand Committee, and I certify 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

Michael J. Nicholson

Confirmed by City Council _____

_____ City Clerk

Titi Siriphan

Expires: August 22, 2028

Worcester, ss., _____

Then personally appeared the above named Michael Zlotnik and made oath that he/she would faithfully and impartially perform the duties of the office of Member, Bandstand Committee 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 _____

SECTION 1: Position Details

Position Title: Member

Department/Board/Commission: Bandstand Committee

Term Length: 3 years

Compensation:

Paid/Stipend: No

Amount: Volunteer

Appointment Type: Reappointment

Gardner Residency Requirement: No

Reporting Structure: e.g., Reports to the Mayor and the Bandstand Committee

Position Summary:

Oversees all fundraising and scheduling operations for the City's Summer Concert in the Parks Series

SECTION 2: Appointee Information

Name of Appointee: Michael Zlotnik

Statement of Qualification:

Mr. Zlotnik has served on the Bandstand Committee since its codification into ordinance in 2018 and has served as the Committee' chair. During his years with the committee, he has been the point person for all aspects of the committee's operations and interactions with the City with regard to fundraising, recruiting bands, and scheduling the shows.

SECTION 3: Administrative & Compliance Review

HR and Policy Training

Initial HR training and orientation completed? Yes

Annual HR training completed? N/A

City Employee Handbook received and signed? N/A

Background check completed? Yes

Conflict of Interest

Any known conflicts under M.G.L. c. 268A? No

Open Meeting Law & Public Records Requirements

Training materials received? Yes

SECTION 4: Signatures & Certification

Mayor's Certification: I hereby certify that the information provided above is accurate to the best of my knowledge and that this appointment has been made in the best interest of the City of Gardner.

Signature:

A handwritten signature in blue ink, reading "Michael J. Fichman". The signature is written in a cursive style with a large initial "M".

11628

August 21, 2025

RECEIVED

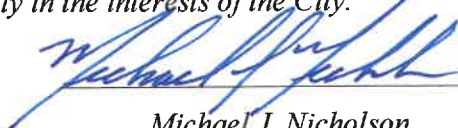
Commonwealth of Massachusetts

2025 AUG 21 P 2:14
Worcester County
CITY CLERK'S OFFICE
GARDNER, MA

City of Gardner

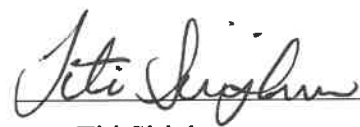
CERTIFICATE OF APPOINTMENT

I appoint Greg Dumas to the position of Member, Conservation Commission and I certify 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.



Michael J. Nicholson Mayor

Confirmed by City Council Feb. 17, 2026



Titi Siriphan City Clerk

Expires: August 21, 2028

Worcester, ss., _____

Then personally appeared the above named Greg Dumas 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 _____

11771

January 13, 2026

RECEIVED

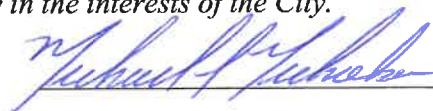
Commonwealth of Massachusetts

2026 FEB -9 A 8:48
Worcester County
CITY CLERK'S OFFICE
GARDNER, MA

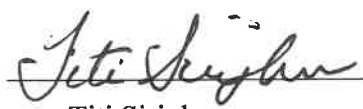
City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint **Melissa MacDonald** to the position of **Building Commissioner**, and I certify 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
Michael J. Nicholson

Confirmed by City Council March 16, 2026

 City Clerk
Titi Siriphan

Expires: January 13, 2027

Worcester, ss., _____

Then personally appeared the above named Melissa MacDonald and made oath that he/she would faithfully and impartially perform the duties of the office of **Building Commissioner** 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 _____

11757

December 11, 2025

RECEIVED

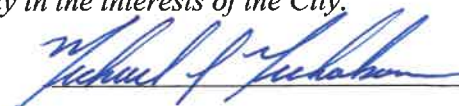
2026 JAN -6 P 3:11
Worcester County
CITY CLERK'S OFFICE
GARDNER, MA

Commonwealth of Massachusetts


City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Linda Rice to the position of Member, Historical Commission and I certify that in my opinion 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
Michael J. Nicholson

Confirmed by City Council : March 16, 2026

 City Clerk
Titi Siriphan

Expires: December 11, 2028

Worcester, ss., _____

Then personally appeared the above named Linda Rice, and made oath that she would faithfully and impartially perform the duties of the office of Historical Commissioner according to law and the best of her abilities.

Before me,

City Clerk

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received _____

11789

RECEIVED

February 17, 2026

2026 FEB 17 A 9:19

Commonwealth of Massachusetts

Worcester County
GARDNER

City of Gardner

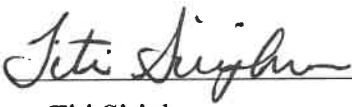
CERTIFICATE OF APPOINTMENT

I appoint Derek Wight, to the position of Police Officer, of the Gardner Police Department and I 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.



Michael J. Nicholson Mayor

Confirmed by City Council: March 16, 2026



Titi Siriphan City Clerk

Expires: Permanent

Worcester, ss., _____ 2026

Then personally appeared the above-named Derek Wight and made oath that he would bear true faith and allegiance to the United States of America and the Commonwealth of Massachusetts and would support the Constitution and laws thereof.

Before me,

City Clerk

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received _____

11676

August 21, 2025

RECEIVED
Commonwealth of Massachusetts

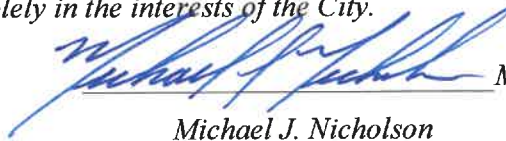
Worcester County

2025 AUG 21 P 2:15
CITY CLERK'S OFFICE
GARDNER, MA

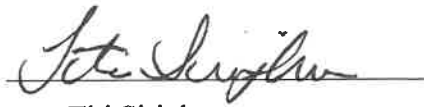
City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint David Orwig to the position of Member, Conservation Commission and I certify 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
Michael J. Nicholson


Confirmed by City Council Feb. 17, 2026

 City Clerk
Titi Siriphan

Expires: August 21, 2028

Worcester, ss., March 6, 2026

Then personally appeared the above named David Orwig 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,
 Asst.
City Clerk

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received 

August 21, 2025

RECEIVED
Commonwealth of Massachusetts

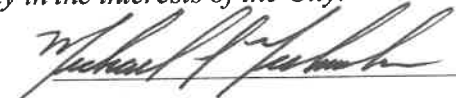
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Worcester County

City of Gardner

CITY CLERK'S OFFICE
GARDNER, MA

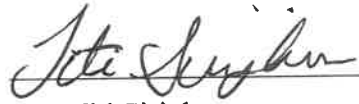
CERTIFICATE OF APPOINTMENT

I appoint Duncan Burns to the position of Member, Conservation Commission and I certify 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
Michael J. Nicholson

Confirmed by City Council March 16, 2026



City Clerk
Titi Siriphan

Expires: August 21, 2028


Worcester, ss., March 17, 2026

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 

11770

January 13, 2026

RECEIVED Commonwealth of Massachusetts

Worcester County 2026 FEB - 9 A 8:48

City of Gardner

CITY CLERK CITY OF GARDNER

CERTIFICATE OF APPOINTMENT

I appoint Jason Stevens to the position of Director of Community Development & Planning, and I certify 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.

Michael J. Nicholson Mayor Michael J. Nicholson

Confirmed by City Council March 16, 2026

Titi Siriphan City Clerk Titi Siriphan

Expires: January 13, 2029

Worcester, ss., March 16, 2026

Then personally appeared the above named Jason Stevens and made oath that he/she would faithfully and impartially perform the duties of the office of Director of Community Development & Planning according to law and the best of his/her abilities.

Before me, Titi Siriphan City Clerk

Chapter 303 Acts of 1975 and Chapter 409 Acts of 1983

Received [Signature]

11755

December 11, 2025

RECEIVED

Commonwealth of Massachusetts

2026 JAN Worcester County

City of Gardner

CITY CLERK GARDNER

CERTIFICATE OF APPOINTMENT

I appoint Christopher J. Black to the position of Police Officer and I 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.

Michael J. Nicholson Mayor

Confirmed by City Council : March 16, 2026

Titi Siriphan City Clerk

Expires: PERMANENT

Worcester, ss., March 16, 2026

Then personally appeared the above named Christopher J. Black, and made oath that he would faithfully and impartially perform the duties of the office of Police Officer according to law and the best of his abilities.

Before me, Titi Siriphan City Clerk

Chapter 303 Acts of 1975 and Chapter 409 Acts of 1983

Received Black

11787

RECEIVED

February 9, 2026

2026 FEB 12 A 10

Commonwealth of Massachusetts

Worcester County

City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Michael King, to the position of Police Officer, of the Gardner Police Department and I 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.

Michael J. Nicholson Mayor

Confirmed by City Council: March 16, 2026

Titi Siriphan City Clerk

Expires: Permanent

Worcester, ss., March 16, 2026

Then personally appeared the above-named Michael King and made oath that he would bear true faith and allegiance to the United States of America and the Commonwealth of Massachusetts and would support the Constitution and laws thereof.

Before me, Titi Siriphan City Clerk

Chapter 303 Acts of 1975 and Chapter 409 Acts of 1983

Received [Signature]

11788

RECEIVED

February 17, 2026

2026 FEB 17

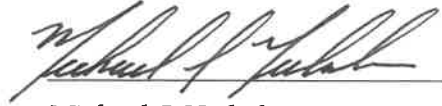
Commonwealth of Massachusetts

Worcester County OFFICE
GARDNER

City of Gardner

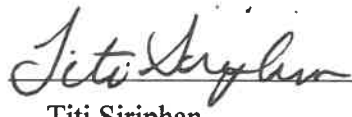
CERTIFICATE OF APPOINTMENT

I appoint Ryan Coates, to the position of Sergeant, of the Gardner Police Department
and I 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.



Michael J. Nicholson Mayor

Confirmed by City Council: March 16, 2026

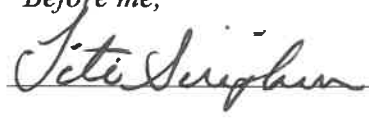


Titi Siriphan City Clerk

Expires: Permanent

Worcester, ss., March 16, 2026

Then personally appeared the above-named Ryan Coates and made oath that he would bear true faith
and allegiance to the United States of America and the Commonwealth of Massachusetts and would
support the Constitution and laws thereof.

Before me,


Titi Siriphan City Clerk

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received 

11759

December 11, 2025

RECEIVED

2026 JAN -6 P 3:12

CITY CLERK'S OFFICE
GARDNER, MA

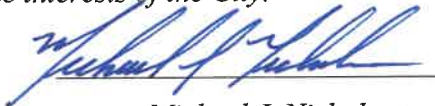
Commonwealth of Massachusetts

Worcester County

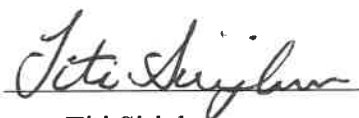
City of Gardner

CERTIFICATE OF APPOINTMENT

I appoint Ottavio Canu to the position of Member, Historical Commission and I 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.

 Mayor
Michael J. Nicholson

Confirmed by City Council : March 16, 2026

 City Clerk
Titi Siriphan

Expires: December 11, 2028

Worcester, ss., March 18, 2026

Then personally appeared the above named Ottavio Canu, and made oath that he would faithfully and impartially perform the duties of the office of Historical Commissioner 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 

11758

December 11, 2025

RECEIVED

Commonwealth of Massachusetts

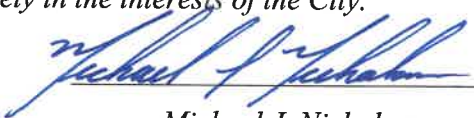
Worcester County

City of Gardner

2026 JAN -6 P 3:10
CITY CLERK'S OFFICE
GARDNER, MA

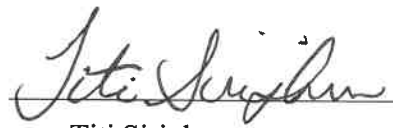
CERTIFICATE OF APPOINTMENT

I appoint Marcia White to the position of Member, Historical Commission and I certify that in my opinion 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.



Michael J. Nicholson
Mayor

Confirmed by City Council : March 16, 2026

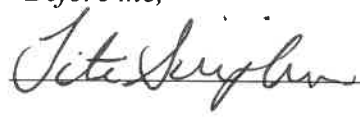


Titi Siriphan
City Clerk

Expires: December 11, 2028

Worcester, ss., March 17, 2026

Then personally appeared the above named Marcia White, and made oath that she would faithfully and impartially perform the duties of the office of Historical Commissioner according to law and the best of her abilities.

Before me,


Titi Siriphan
City Clerk

Chapter 303 Acts of 1975
and
Chapter 409 Acts of 1983

Received Marcia J White



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

February 26, 2026

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Measure Approving the Job Description Change for the City's Human Resources Director

Dear Mr. President and Councilors,

Section 6 of Chapter 3 of the Code of the City of Gardner requires City Council approval for job description changes.

Attached, please find a proposal from the Administration to amend the job description for the Director of Human Resources removing oversight of the Greenwood Pool operations.

This accompanies an additional measure that adds these duties to the job description of the Youth Center Director.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

A MEASURE AUTHORIZING AN AMENDMENT TO THE JOB DESCRIPTION OF THE DIRECTOR
OF HUMAN RESOURCES

ORDERED: That the attached job description of the Director of Human Resources be
accepted and authorized as amended.

HUMAN RESOURCES DIRECTOR

Position Purpose:

Performs highly responsible professional and administrative work overseeing and administering the City's comprehensive human resources programs for municipal and school employees. Responsibilities include wage and salary administration, benefits administration including health, life, dental, and Medicare, unemployment administration, labor relations and collective bargaining, employee assistance programs, workers' compensation, recruitment and selection, performance management, disciplinary processes, personnel policies and procedures, training and development, and records management. Ensures compliance with all applicable federal, state, and local laws and regulations affecting personnel administration.

Supervision:

Supervision Scope: Perform complex and responsible duties requiring independent judgment in ensuring compliance with applicable laws, collective bargaining agreements, and City policies. Participates in the development of management plans and programs at the city-wide level. Work regularly requires coordination across multiple departments and functional areas.

Supervision Received: The work is performed independently under the administrative direction of the mayor.

Supervision Given: Provides direct supervision to Human Resources Department staff including hiring, assigning work, evaluating performance, and providing coaching and discipline consistent with City policies. Provides general guidance to all department heads regarding matters of personnel policies, procedures, and best practices. Participates in administrative processes related to hiring, discipline, and termination of City and School employees.

Job Environment:

Work is performed under typical office conditions within municipal facilities.

Operates computer, telephone, copier, and other standard office equipment.

Maintains frequent contact with employees, department heads, elected officials, job applicants, union representatives, legal counsel, consultants, insurance providers, and federal, state, and regional agencies. Contacts involve both routine matters and complex or sensitive issues requiring discretion, diplomacy, and sound judgment.

Has access to highly confidential information such as personnel records, labor negotiations, investigations, and legal matters.

Errors in judgment could result in significant legal liability, financial loss, operational disruption, or negative impact on employee morale and public trust.

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

Administers and oversees all human resources functions including recruitment, selection, onboarding, classification and compensation, employee relations, benefits administration, and compliance programs.

Develops and implements human resources policies, procedures, and programs consistent with federal and state law and City policy including ADA, FLSA, FMLA, HIPAA, MCAD, and EEO requirements.

Oversee recruitment and hiring activities including posting vacancies, screening applications, coordinating interviews, convening interview panels, administering examinations, coordinating pre-employment requirements, and overseeing new employee orientation.

Maintains centralized personnel records and ensures accuracy and compliance with reporting requirements.

Participates in collective bargaining including development of proposals, strategy support, contract administration, and grievance processes in collaboration with the mayor, department heads, and labor counsel.

Administers and maintains classification and compensation plans including reviewing job descriptions, salary structures, and recommending updates.

Ensures timely processing of personnel actions including hires, promotions, transfers, leaves, retirements, and separations.

Administers Civil Service processes and serves as liaison with the Civil Service Commission including maintaining required documentation and records.

Supports the annual budget process by ensuring accurate personnel and compensation projections.

Oversees employee benefits programs for active employees and retirees including health, dental, life, and Medicare programs.

Administers employee wellness programs, pre-employment physicals, and drug and alcohol testing programs.

Develops and coordinates employee training programs including compliance training and leadership development.

Conducts or oversees workplace investigations including harassment and employee relations matters.

Serves as the City's designated representative for compliance areas including workers' compensation, ADA, FMLA, FLSA, EEO, and related programs.

Serves as a strategic partner to department leadership in promoting effective workforce management and equitable employment practices.

Maintains awareness of emerging trends, laws, and best practices in public sector human resources.

Attends City Council meetings as needed regarding personnel matters.

Performs similar or related duties as required.

Recommended Minimum Qualifications:

Education, Training and Experience:

Bachelor's degree in human resources, Public Administration or related field with ten years of increasingly responsible local government management, human resources and labor relations experience that includes supervisory experience or any equivalent combination of education, training and experience which provides the requisite knowledge skills and abilities for this job. A Master's degree is preferred. Coursework in employment law is helpful.

Special Requirements:

Valid Driver's License
Certifications in SPHR or PHR is desired.

Knowledge, Ability and Skill:

Knowledge: Maintains knowledge of personnel administration programs; insurance, safety and loss control principles; human resources trends. Practical knowledge of city management and the mandates affecting human resources in local government. Practical knowledge of administrative, managerial and supervisory practices and techniques. Thorough knowledge of the principles, practices, regulations, and applicable Federal and State laws relating to personnel administration in the public sector. Thorough knowledge of position classification, compensation and benefits, recruitment, selection, training, risk management, safety practices, and labor relations. Knowledge and understanding of FMLA, ADA, FLSA, COBRA, Affirmative Action, Equal Opportunity Employment, and HIPAA. Knowledge of legal and legislative practices in MA.

Ability: Ability to interact in a positive and effective manner with personnel at all levels. Ability to demonstrate objectivity, sensitivity, and a balanced perspective regarding employee concerns and organizational expectations. Ability to communicate clearly and concisely, in writing and

orally. Ability to maintain accurate and detailed records. Ability to prepare and analyze comprehensive reports. Ability to interpret and analyze union contracts.

Skill: Strong interpersonal and negotiation skills. Proficiency with computer systems and common office software applications. Strong organizational and problem solving skills.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently required to work at a desk; regularly communicate with City/School employees and applicants to identify and exchange information; regularly move about inside the office to access file cabinets and office machinery; traverse stairs. The employee must occasionally lift and/or move objects weighing up to 25 pounds, such as supplies, folders and books. Ability to operate a keyboard and calculator at efficient speed and to view computer screens for extended periods of time. Ability to discern numerical details such as pay scales. Ability to operate a motor vehicle to attend business meetings.

(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

February 26, 2026

Hon. George C. Tyros, Council President
And City Councilors
Gardner City Hall, Rm 121
95 Pleasant Street
Gardner, MA 01440

RE: A Measure Approving the Job Description Change for the City's Youth Center Director

Dear Mr. President and Councilors,

Section 6 of Chapter 3 of the Code of the City of Gardner requires City Council approval for job description changes.

Attached, please find a proposal from the Administration to amend the job description for the Youth Center Director adding oversight of the Greenwood Pool operations.

This accompanies an additional measure that removes these duties to the job description of the Director of Human Resources.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

A MEASURE AUTHORIZING AN AMENDMENT TO THE JOB DESCRIPTION OF THE YOUTH
CENTER DIRECTOR

ORDERED: That the attached job description of the Youth Center Director be accepted
and authorized as amended.

| | |
|-------------------------|--|
| Job Title: | Director of Youth Center Services |
| Position Status: | Exempt |
| Report to: | Mayor |
| Date: | February 2026 |

Position Purpose:

The Director of Youth Center Services is responsible for the overall management, planning, and daily operations of the City's Youth Center, which serves students in grades 6 through 12. The Director will develop and implement engaging programs, supervise staff and volunteers, foster partnerships with schools and community organizations, and ensure a safe, inclusive, and supportive environment for all youth participants.

Supervision:

Supervision Scope: Performs a variety of very responsible functions requiring the exercise of judgment, initiative and discretion in dealing with the public and in interpreting and applying relevant state laws and city ordinances.

Supervision Given: The Director of Youth Center Services provides direct supervision to departmental staff and volunteers including assigning work, monitoring performance, and ensuring programming is completed in a safe, timely, and efficient manner.

Supervision Received: Works under general direction of the Mayor, referring specific problems to supervisor only when clarification or interpretation of policy or procedure is required. Works according to established department and city policies and procedures, standards, or special directives, instructions and intent.

Job Environment:

Majority of work is performed indoors with possible exposure to weather extremes of hot and cold temperatures and inclement weather. Work may be performed outside of normal business hours and on the weekends.

Operates standard office equipment to include personal computer, calculator, telephone, copier, etc. Operates miscellaneous equipment relating to position specific programming.

Make frequent contact with school age children, parents, school department, community groups, vendors, and all other persons/organizations associated with the duties of the position.

Has access to department-related confidential information.

Errors could result in danger to public, personal injury, confusion, delay or loss of services, and cause adverse public relations, and have financial and/or legal repercussions.

Essential Functions:

(The essential functions or duties listed below are intended only as illustrations of the various types of

work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.)

- Oversee the daily operations of the Gardner Youth Center, including program planning, scheduling, staffing, and facility management.
- Develop and implement afterschool, evening, and occasional weekend programs that support academic achievement, social-emotional growth, recreation, and life skills development.
- Recruit, train, supervise, and evaluate a team of youth center staff, part-time employees, and volunteers.
- Establish and maintain strong relationships with local schools, youth-serving organizations, city departments, and community stakeholders.
- Manage the Youth Center's budget, including purchasing, expense tracking, and seeking out grant funding or sponsorship opportunities.
- Ensure the Youth Center operates in compliance with all applicable city, state, and federal regulations, including safety and health codes.
- Maintain accurate record and provide reports on program attendance, outcomes, and community impact.
- Promote the Youth Center through outreach, marketing campaigns, and social media.
- Serve as a mentor and positive role model for youth, encouraging participation, leadership, and personal development.
- Serves as the Pool Facilities Manager for the City. Oversees the operations of the pool facility. Processes all facilities related repair requests and work orders. Responds to inquiries from staff and personnel via phone, email, and in person concerning maintenance issues. Analyze and take corrective action on reported and preventative pool facility maintenance issues. Schedules pool usage. Coordinates and schedules the work of repair staff. May assist and train personnel.

Recommended Minimum Qualifications:

Education, Skills and Experience:

Bachelor's degree in Education, Social Work, Recreation, Public Administration, or a related field. Minimum of 3-5 years of progressively responsible experience working with youth in an educational, recreational, or community setting. Master's degree in a related field and familiarity with the Gardner community and regional youth resources preferred.

Special Requirement:

Possession of a valid motor vehicle operator's license.
CPR/First Aid Certification (or willingness to obtain upon hire).

Knowledge, Ability and Skill:

Knowledge: Thorough working knowledge of applicable Massachusetts General Laws, city ordinances and town bylaws. Thorough knowledge of principles and practices of youth development, positive youth engagement, and trauma-informed programming. Working knowledge of adolescent social, emotional, and behavioral development. Knowledge of program planning, implementation, and evaluation methods. Knowledge of applicable federal and Massachusetts laws, regulations, and policies related to youth services, including child safety, mandated reporting requirements, CORI/SORI compliance, and public procurement requirements.

Ability: Ability to develop, implement, and evaluate comprehensive youth programming that meets diverse community needs. Ability to supervise, train, and evaluate full-time, part-time, and volunteer staff. Ability to establish and maintain effective working relationships with youth, families, school officials, community partners, elected officials, and the public. Ability to manage a departmental budget, monitor expenditures, and pursue grant and alternative funding opportunities. Ability to exercise sound judgment, discretion, and decision-making in sensitive situations involving minors.

Skill: Skills in operating above-mentioned equipment. Excellent problem-solving skills. Strong leadership and team-building skills. Program development and strategic planning skills. Financial management and organizational skills. Grant writing and fundraising skills. Interpersonal and community engagement skills. Crisis intervention and problem-solving skills. Proficiency in standard office software and data tracking systems.

Physical Requirements:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

Frequent light to moderate physical effort is generally required in performing duties. Very good mobility and physical conditioning required to spend the majority of shift actively engaging in programming and using hands to operate all tools and equipment. Ability to talk and hear sounds. Regularly lifts up to 30 pounds; occasionally lifts and/or moves objects weighing up to 100 pounds. Accesses all levels of structures/offices. Vision and hearing at or correctable to normal ranges.

Selection Guidelines

Formal application, rating of education and experience; oral interview and reference checks; job related tests may be required. The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

(This job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.)

Employee Signature: _____

Printed Name: _____

Approved by Human Resources: _____ Date: _____

Approved by Department Head: _____ Date: _____

Approved by Mayor: _____ Date: _____

The City of Gardner is an EOE/AA employer: Pay Equity/Equal Opportunity/Americans with Disabilities Act Employer.

| License Commission | | Expiration Date | Appointment Certificate Filed | NOTES: |
|---------------------------------------|--|---|-------------------------------|---|
| Kenneth Arsenault | | 1/4/2027 | | |
| Michael Fitzsimmons | | 1/4/2027 | | Oath Pending, Confirmed 3/4/2024 |
| Nancy Binder | | 1/4/2027 | | |
| Municipal Grounds Commission | | | | |
| John Awdycki | | 8/21/2028 | | |
| Denise Merriam | | 8/21/2028 | | |
| Tammy Erdmann | | 1/9/2027 | | |
| Charles LaHaye | | 8/21/2028 | | |
| Planning Board | | | | |
| Richard Roux | | 7/21/2028 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Robert J. Swartz, Vice Chair | | 1/4/2027 | | |
| Paul Cormier - Member | | 8/21/2028 | | |
| Stephen E. Cormier, Member | | 1/4/2027 | | |
| Eric Flint, Member | | 1/7/2028 | | |
| Plumbing and Gas Inspector | | | | |
| Dennis Ashe | | 12/3/2028 | | |
| Police Chief | | | | |
| Eric McAvene | | 1/16/2028 | | |
| Deputy Chief | | | | |
| Nicholas Maroni | | 1/16/2028 | | |
| Public Works Director | | | | |
| Dane Arnold | | 1/4/2027 | | |
| Purchasing Director | | | | |
| Joshua Cormier | | 8/21/2028 | | |
| Revelopment Authority (GRA) | | 4 Members, Residents, 5 year term | | |
| | | VOLUNTEER POSITIONS | | |
| Judy Mack | | 8/21/2030 | | |
| Jonathan Zlotnik | | 8/21/2030 | | |
| M. Paul Carlberg | | 8/21/2030 | 9/10/2024 | 8/21/2025 Appointment Submitted and Pending |
| Timothy J. Horrigan | | 1/8/2027 | | Oath Pending, Confirmed 4/16/2024 |
| STATE APPOINTED POSITON VACANT | | | | |
| Board of Election Registrars | | 3 Members, =Democrat/Republican, City Clerk 4th Member | | |
| Marcelle Cormier | | 1/8/2027 | | |
| Patricia Darby | | 1/9/2027 | | |
| Mario Guay | | 9/20/2028 | | |
| Senior Citizen Director | | | | |
| Michael Ellis | | 1/4/2027 | | |
| Veteran's Agent | | | | |
| Niqui Lavoilette | | TEMPORARY APT | | |
| Sealer of Weights and Measures | | | | |
| Stephen Hiron | | 1/16/2028 | | |
| Williams Rockwell Trustees | | 9 Trustees, Mayor, Council President, Treasurer, Superintendent, School Committee Rep, 4 by Mayor confirmed by council | | |
| | | VOLUNTEER POSITIONS | | |
| Mayor Michael J. Nicholson, Mayor | | No Expiration | | |
| George Tyros, Council President | | No Expiration | | |
| Jennifer Dymek, Treasurer | | No Expiration | | |

| | | | | |
|--|---------------------------|-----------------|-----------|------------------------------------|
| James R. Abare, Representative of School Committee | No Expiration | | | |
| Mark Pellegrino, Superintendent | No Expiration | | | |
| Robert Rice, Esq. | 1/4/2027 | | | Oath Pending, Confirmed 3/18/24 |
| Dr. James Faust | 8/21/2028 | | | Oath Pending, Confirmed 11/17/2025 |
| Carla Wojtukiewicz | 1/4/2027 | | | |
| Tina Sbrega | 1/15/2028 | | | Oath Pending, Confirmed 2/18/25 |
| Inspector of Wires | | | | |
| Darrell Sweeney | 8/6/2023 | | | |
| Youth Commission | | | | |
| | Must be registered voters | | | |
| Philip Baczewski | 8/21/2028 | | | |
| Dana Health | Council Appointment | | | |
| Brandon Hughey | 8/1/2027 | | | |
| VACANT | | | | |
| VACANT | | | | |
| Zoning Board of Appeals | | | | |
| Raymond LaFond | 8/1/2027 | | | |
| Richard Hanks | 8/1/2027 | | | |
| Melory Cornett | 8/21/2028 | 6/12/2025 | 8/21/2025 | Appointment Submitted and Pending |
| Laurie Wiita | 1/22/2028 | | | |
| James Bilodeau | 8/22/2028 | | | |
| VACANT Alternate | | | | |
| Rober Rice, Alternate | 8/21/2028 | 8/1/2025 | 8/21/2025 | Appointment Submitted and Pending |
| IT Director | | | | |
| Robert O'Keefe | 8/22/2028 | 7/11/2026 | 8/21/2025 | Appointment Submitted and Pending |
| Airport Commission | | | | |
| James Morrissey | 3/4/2025 | | | |
| Philip Morrissey | 3/4/2025 | | | |
| Andrew Guertin | 8/21/2028 | | | |
| John Lavoie | 3/4/2025 | | | |
| David Urquhart | 8/21/2028 | | | |
| Alan Cosentino | 8/21/2028 | | | |
| James Woods | 8/21/2028 | | | |
| Animal Control Officer | | | | |
| Autumn Brown | 1/16/2028 | | | |
| Cheryl Slack | 1/16/2028 | | | |
| Alana Meserve | 1/16/2028 | | | |
| Board of Assessors | | | | |
| Paulette Burns | 8/21/2028 | 7/1/2025 | 8/21/2025 | Appointment Submitted and Pending |
| Charles LeBlanc | 1/4/2027 | | | |
| Christine Kumar, Assessor | 1/16/2028 | | | |
| Cemetery Commission | | | | |
| John Awdycki | 8/21/2028 | | | |
| Chuck LaHaye | 8/21/2028 | | | |
| Denise Merriam | 8/21/2028 | | | |
| Brighton Cormier | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 | Appointment Submitted and Pending |
| Donald Robinson | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 | Appointment Submitted and Pending |
| City Solicitor | | | | |
| Vinny Pusateri | 1/5/2029 | | | |

| | | | | |
|--|---|------------|-----------------|---|
| Assistant City Solicitor | 1 year appointment by Mayor, confirmed by council | | | |
| Christopher Batinsey | | 1/3/2027 | NEW APPOINTMENT | Appointment Submitted and Pending |
| Civil Defense Director | | | | |
| Paul Topolski | | 1/4/2027 | | |
| Community Development & Planning Director | | | | |
| Jason Stevens | | 1/17/2029 | | |
| Conservation Commission | | | | |
| Duncan Burns | | 8/21/2028 | | |
| Greg Dumas | | 8/21/2028 | | Oath Pending, Confirmed 2/17/2026 |
| Brian Hall | | 3/6/2028 | | Oath Pending, Confirmed 5/19/2025 |
| David Orwig | | 8/21/2028 | | |
| Corinne Smith | | 2/1/2027 | | |
| Nicholas Summerhayes | | 2/13/2028 | | |
| Constable | | | | |
| Kevin Arsenault | | 1/1/2027 | | |
| Alan Kirk | | 11/14/2028 | | |
| VACANT | | | | |
| Council on Aging | | | | |
| Ronald G. Darmetka | | 1/16/2028 | | |
| Paul Crowley | | 1/16/2028 | | Oath Pending, Confirmed 3/17/2025 |
| Kathy O'Brien | | 1/8/2027 | | |
| Terry Hillman | | 1/8/2027 | | |
| Paul Leone | | 1/16/2028 | | |
| Barbara LeBlanc | | 1/8/2027 | | |
| Adele Peterson | | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Stanley Luczko | | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Nancy Hebert | | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Daniel Kelley - Associate Member | | 8/22/2026 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Kristy Livingston- Associate Member | | 8/22/2026 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Cheryl Howes- Associate Member | | 8/22/2026 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Mary Schaffer- Associate Member | | 8/22/2026 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Cultural Council | No Less than 5 members, 3 year appointment by Mayor, confirmed by council; Limited to 2 consecutive terms | | | |
| | VOLUNTEER POSITIONS | | | |
| Marion Knoll | | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Brandon Hughey | | 8/22/2028 | NEW APPOINTMENT | 8/21/2025 Appointment Submitted and Pending |
| Frances LeMieux | | 8/21/2028 | | Oath Pending, Confirmed 10/20/2025 |
| Kathleen Deal | | 8/21/2028 | | Oath Pending, Confirmed 10/20/2025 |
| Jason Stevens | | 5/11/2025 | | |
| Veronika Patty | | 8/22/2028 | | |
| City Engineer | | | | |
| Robert Oliva | | 1/16/2028 | | |
| Mayor's Executive Secretary | | | | |
| Rachel Roberts | | 1/1/2027 | | |
| Human Resources Director | | | | |
| Amanda Morse | | 8/1/2027 | | |
| Fire Chief | | | | |
| Gregory Lagoy | | 1/4/2027 | | |
| Golf Commission | | | | |

| | | | | | |
|---|--|------------|-----------------|-----------|------------------------------------|
| Michael Budwick | | 1/16/2028 | | | |
| Jeffrey Gallant | | 8/21/2028 | | | Oath Pending, Confirmed 10/6/2025 |
| Paul Cormier | | 1/22/2027 | | | |
| Ann Twohig | | 1/4/2027 | | | Oath Pending, Confirmed 3/4/24 |
| Aleksander Dernalowicz | | 8/21/2028 | 3/22/2025 | 8/21/2025 | Appointment Submitted and Pending |
| Disability Commission | | | | | |
| Amanda Morse | Runs with HR Director Appt | | | | |
| Judy Cladaugh | | 7/6/2026 | | | |
| Anne Hurst | | 1/16/2028 | | | |
| Linda Dembek | | 3/4/2027 | | | Oath Pending, Confirmed 4/16/24 |
| Danielle Fournier | | 10/20/2026 | | | |
| Board of Health | | | | | |
| Michele Parker | | 1/8/2027 | | | Oath Pending, Confirmed 3/4/2024 |
| VACANT | | | | | |
| Geoffrey Tobia | | 1/8/2027 | | | |
| Emma Chaitin | | 2/27/2028 | | | |
| Historical Commission | | | | | |
| Scott Huntoon | | 8/22/2028 | | | |
| Chris Pera | | 8/22/2028 | | | |
| Charles LaHaye | | 9/13/2025 | | | |
| Alan Agnelli | | 1/8/2027 | | | |
| Paul Gaj | | 10/16/2027 | | | |
| Linda Rice | | 12/11/2028 | | | Oath Pending, Confirmed 3/16/26 |
| Marcia White | | 12/11/2028 | | | |
| Ottavio Canu | | 12/11/2028 | | | |
| Gardner Housing Authority | | | | | |
| | 4 members, 5 year appointment by Mayor, confirmed by council | | | | |
| | 1 appointment by Governor | | | | |
| | VOLUNTEER POSITIONS | | | | |
| Stephen Cormier | | 8/22/2028 | | | Oath Pending; confirmed 10/20/2025 |
| Stephen Hancock | | 3/30/2027 | | | |
| George Ouellet | | 3/22/2027 | | | |
| Leonette Roy | | 12/27/2027 | | | |
| Industrial Development Finance Authority | | | | | |
| Judy Mack | | 8/22/2030 | | | |
| M. Paul Carlberg | | 6/26/2024 | | | |
| VACANT | | | | | |
| Timothy Horrigan | | 8/22/2030 | | | Oath Pending, Confirmed 11/17/2025 |
| Jonathan Zlotnik | | 8/22/2030 | | | |
| CAC Board of Directors | | | | | |
| Terri Hillman | | 8/22/2026 | | | |
| Building Commissioner | | | | | |
| Melissa MacDonald | | 1/13/2027 | | | |
| Local Inspector | | | | | |
| Timothy Stott | | 1/13/2029 | NEW APPOINTMENT | 1/13/2026 | Appointment Submitted and Pending |
| Allen Diantonio | TEMPORARY APT | | | | |
| Golden Agers Club President | | | | | |
| | Appointed by Mayor, Not confirmed by Council | | | | |
| Paulette Burns | | 8/22/2026 | | | |
| Alternate Plumbing Inspector | | | | | |
| Casey Bashaw | | 3/9/2025 | | | |

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|---------------------------------|--|-----------|-----------|---|
| Alternate Wire Inspector | | | | |
| VACANT | | | | |
| Bandstand Committee | | | | |
| Nancy Binder | | 8/22/2028 | 7/25/2025 | 8/21/2025 Appointment Submitted and Pending |
| Chris Caisse | | 6/25/2027 | | |
| Edward Vipond | | 8/22/2028 | 7/25/2025 | 8/21/2025 Appointment Submitted and Pending |
| Michael Zlotnik | | 8/22/2028 | 4/15/2025 | 8/21/2025 Appointment Submitted and Pending |
| Denise Merriam | | 8/22/2028 | 7/25/2025 | 8/21/2025 Appointment Submitted and Pending |