

WARD COUNCILLORS

1 – David R. Thibault-Muñoz
2 – Dana M. Heath
3 – Paul G. Tassone
4 – Karen G. Hardern
5 – Aleksander H. Dernalowicz, Esq.

COUNCIL PRESIDENT

George C. Tyros



COUNCILLORS AT LARGE

Calvin D. Brooks
Craig R. Cormier
Brad E. Heglin
Elizabeth J. Kazinskas
Judy A. Mack

City of Gardner Massachusetts



CALENDAR FOR THE MEETING

of

**MONDAY APRIL 6, 2026
CITY COUNCIL CHAMBER
7:30 P.M.**

ORDER OF BUSINESS

I. CALL TO ORDER

II. CALL OF THE ROLL OF COUNCILLORS

III. OPENING PRAYER

IV. PLEDGE OF ALLEGIANCE

V. 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.

VI. READING OF MINUTES OF PRIOR MEETING(S)

- February 2, 2026, Regular Meeting
- February 17, 2026, Regular Meeting

VII. PUBLIC HEARINGS

VIII. COMMUNICATIONS FROM THE MAYOR

IX. PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.

11801 – District Update from State Representative Jonathan Zlotnik. *Page 16*

11808 – Second Letter from Teamsters Union Local 170 Regarding Union Negotiations Between the Teamsters (Department Heads) and the City. *Page 17*

X. REPORTS OF STANDING COMMITTEES

FINANCE COMMITTEE

11776 – An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule,” by adding a new Section 10 to cover temporary positions. *(Appeared in Finance Committee 2/10/2026; Referred to City Council 2/24/2026; First Printing 3/2/2026; More Time 3/16/2026) Page 20*

11777 – An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule.” *(Appeared in Finance Committee 2/10/2026; Referred to City Council 2/24/2026; First Printing 3/2/2026; More Time 3/16/2026) Page 22*

11782 – Donation Acceptance Order - Gardner Community Action Team. *(Appeared in Finance Committee 2/10/2026; Referred to City Council 2/24/2026; In City Council and Referred to Law Department 3/2/2026; More Time 3/16/2026) Page 26*

11799 – An Order Transferring the sum of \$3,588.00 from Auditing Department Salaries to Auditing Department Expense Account - Professional Services. *(Appeared in Finance 3/10/2026; Referred to City Council 3/31/2026) Page 31*

11803 – A Resolution Supporting the Redeployment of Prior Authorized Funds. *(Pending a vote suspending Council Rule 22; Appeared in Finance Committee 3/31/2026) Page 36*

11806 – A Measure Ratifying the Council President's Recommendation for Step Designation for the City Auditor. *(Pending a vote suspending Council Rule 22; Appeared in Finance Committee 3/31/2026) Page 78*

ECONOMIC AND COMMUNITY DEVELOPMENT COMMITTEE

11772 – An Ordinance to Amend the Code of the City of Gardner, Chapter 675, Thereof Entitled Zoning, to Remove Article IX, Thereof Entitled "Signs and Advertising Devices," and Move it to a New Non-Zoning Chapter to be Numbered Chapter 665. *(Appeared in Economic and Community Development Committee 2/13/2026; Referred to City Council 2/25/2026; Referred to Planning Board 3/2/2026; More Time 3/16/2026) Page 81*

11773 – FY2026 Community Development Block Grant (CDBG) Steering Committee Recommendations – with Resolution. *(Appeared in Economic and Community Development Committee 2/25/2026; Referred to City Council 3/11/2026) Page 85*

11807 – Quarterly Community Development & Planning Department Update – March 2026. *Page 91*

XI. UNFINISHED BUSINESS AND MATTERS FOR RECONSIDERATION

XII. NEW BUSINESS

XIII. COUNCIL COMMENTS AND REMARKS

XIV. CLOSING PRAYER

XV. ADJOURNMENT

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

**REGULAR MEETING OF FEBRUARY 2, 2026**

Regular Meeting of the City Council was held in the City Council Chamber, Room 219, City Hall, on Monday evening, February 2, 2026

CALL TO ORDER

President George Tyros called the meeting to order at 7:30 o'clock p.m.

CALL OF THE ROLL

City Clerk Titi Siriphan called the Roll of Members. Eleven (11) Councillors were present including President George Tyros and Councillors Calvin Brooks, Craig Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone, and David Thibault-Muñoz.

OPENING PRAYER**PLEDGE OF ALLEGIANCE**

President Tyros led the Council in reciting the "Pledge of Allegiance".

OPEN MEETING RECORDING & PUBLIC RECORDS ANNOUNCEMENT

President Tyros announced to the assembly that the Open Meeting Recording and Public Records Announcement. 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 recordings shall notify the Chair forthwith. All documents and exhibits used or referenced at the meeting must be submitted in duplicate to the chair as they become part of the meeting minutes pursuant to General Law Chapter 38 Section 20.

READING & ACCEPTANCE OF MINUTES

On a motion made by Councillor Craig Cormier and seconded by Councillor Elizabeth Kazinskas, it was voted, eleven (11) yeas, President George Tyros and Councillors Calvin Brooks, Craig Cormier, Aleksander Dernalowicz, Karen Hardern, Dana Heath, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone, and David Thibault-Muñoz to waive the reading and accept the minutes of November 3, 2025, Joint Public Hearing of the City Council and Planning Board.



REGULAR MEETING OF FEBRUARY 2, 2026

PUBLIC HEARINGS**#11754**

President Tyros opened the public hearing on High Street – National Grid to Relocate 2 Jointly Owned Poles on High Street beginning at a point approximately 10’ feet south of the centerline of the intersection of High Street and Newton Street and continuing approximately 120’ feet in an east direction. Relocating P30 and P31 on High Street to alleviate clearance issues to new construction being built on Newton Street.

The President called for persons wishing to testify in favor of the Petition.

Colton Marshall, representative of National Grid, spoke in favor. He explained that the building is located too close to the existing overhead high-voltage lines, which requires the power lines to be rerouted. Mr. Marshall stated that the proposed plan is to relocate Pole 31 westerly to shorten the span distance. In addition, Pole 30 will be relocated diagonally to the southwest across the street to provide additional clearance from the building at 38 Newton Street. The project will involve the relocation of two utility poles.

The President thrice called for persons wishing to testify in opposition. There being none, President Tyros closed the hearing. Public hearing closed at 7:35 p.m.

COMMUNICATIONS FROM THE MAYOR**#11775**

Mayor Nicholson provided an update on the implementation of the new salary schedule ordinance for non-union employees, originally passed on November 17. The new step-scale system went into effect during the third pay period in December, with employees receiving retroactive pay adjustments back to July 1.

Following a review of the implementation, the Mayor plans to submit several amendments to the City Council. One amendment will correct the pay scale for golf course mechanic positions after it was discovered the formula did not properly account for employees in the third step, resulting in little or no increase in some cases. Another amendment will add several department head positions, Director of Purchasing and Civil Enforcement, Senior Center Director, Director of Veterans Services, City Auditor, and Director of Community Development and Planning, to the ordinance. A third amendment will change the effective date for lifeguard pay increases from July 1 to June 1 to align with the start of the pool season. The Mayor noted there have also been minor questions from applicants about the step scale beginning at Step 0 rather than Step 1, but this has generally been clarified during

REGULAR MEETING OF FEBRUARY 2, 2026

the hiring process. Overall, he reported the new system is working well and has received positive feedback from employees, with only minor adjustments needed.

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Judy Mack, it was voted to place on file, *A Communication from the Mayor Regarding the Implementation of Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule."*

11 yeas, motion passes.

REPORTS OF STANDING COMMITTEE
SAFETY COMMITTEE

#11740

President Tyros announced, in accordance of rule 20 and 22 of Council rules, a vote for suspension of the rules for this item and items #11741 and #11742. There were no objections.

On a motion made by Councillor Paul Tassone and seconded by Councillor Craig Cormier, it was voted to grant, *Applications for Motor Vehicle Dealers Licenses, Class I.*

- (a) Salvadore Chevrolet, 442 West Broadway
- (b) Salvadore Chrysler-Dodge-Jeep-Ram, 442 West Broadway

11 yeas, motion passes.

#11741

On a motion made by Councillor Paul Tassone and seconded by Councillor David Thibault-Muñoz, it was voted to grant, *Applications for Motor Vehicle Dealers Licenses, Class II.*

- (k) Blake Motors, 412 Main Street
- (l) Salvadore Chevrolet, 421 W Broadway
- (m) Salvadore Chevrolet, 249 Timpany Blvd.
- (n) JPJ Automotive, LLC, 78 East Broadway
- (o) Brian's Auto Sales, 549 W Broadway
- (p) Osagi Enterprise, LLC., 43 Tobey Street

11 yeas, motion passes.

#11742

On a motion made by Councillor Paul Tassone and seconded by Councillor David Thibault-Muñoz, it was voted to grant, *Applications for Motor Vehicle Dealers Licenses, Class III.*

- (b) Osagi Enterprise, LLC., Used Auto Parts Sales, 43 Tobey Street.

11 yeas, motion passes.



REGULAR MEETING OF FEBRUARY 2, 2026

COUNCIL COMMENTS AND REMARKS

Councillor Dana Heath recognized the start of Black History Month, noting that this year marks the 100th anniversary of the first formal Black History Week established in 1926. He highlighted the importance of the month as a time for the nation to reflect on the contributions, resilience, and achievements of the Black community. Councillor Heath emphasized that Black history is an essential part of American history and acknowledged the impact of Black innovators on everyday life. He referenced inventor Garrett Morgan, who patented the three-position traffic signal in 1923, introducing the yellow caution light still used today and improving public safety. He concluded by encouraging the community to use the milestone year not only to reflect on the past but also to celebrate progress and recommend making Gardner a community where everyone has the opportunity to succeed.

Councillor Judy Mack commended the Department of Public Works (DPW) staff for their efforts during the recent snowstorm, noting that some employees worked from Sunday through Tuesday morning to clear and treat the roads. She highlighted that, after addressing roadways, the department prioritized clearing sidewalks near schools to ensure safe access for students.

Councillor Mack also addressed concerns raised by some downtown businesses regarding snow removal. She noted that clearing sidewalks in front of businesses is primarily the responsibility of the property owner or business, although the City of Gardner has historically provided assistance. She explained that transitioning DPW equipment to handle downtown sidewalk clearing requires time and must be scheduled when no additional storms are forecast. She encouraged business owners to clear sidewalks in front of their establishments to ensure customers can safely access their businesses, while emphasizing that the DPW is doing the best it can under the circumstances.

ADJOURNMENT

On a motion by Councillor Paul Tassone and seconded by Councillor Elizabeth Kazinskas, it was voted to adjourn at 7:50 p.m.

Accepted by the City Council:

**REGULAR MEETING OF FEBRUARY 17, 2026**

Regular Meeting of the City Council was held in the City Council Chamber, Room 219, City Hall, on Tuesday evening, February 17, 2026

CALL TO ORDER

President George Tyros called the meeting to order at 7:30 o'clock p.m.

CALL OF THE ROLL

City Clerk Titi Siriphan called the Roll of Members. Ten (10) Councillors were present including President George Tyros and Councillors Calvin Brooks, Craig Cormier, Aleksander Dernalowicz, Karen Hardern, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone, and David Thibault-Muñoz. Councillor Dana Heath was absent.

OPENING PRAYER**PLEDGE OF ALLEGIANCE**

President Tyros led the Council in reciting the "Pledge of Allegiance".

OPEN MEETING RECORDING & PUBLIC RECORDS ANNOUNCEMENT

President Tyros announced to the assembly that the Open Meeting Recording and Public Records Announcement. 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 recordings shall notify the Chair forthwith. All documents and exhibits used or referenced at the meeting must be submitted in duplicate to the chair as they become part of the meeting minutes pursuant to General Law Chapter 38 Section 20.

READING & ACCEPTANCE OF MINUTES

On a motion made by Councillor Brad Heglin and seconded by Councillor Calvin Brooks, it was voted to table the meeting minutes of November 3, 2025, Regular Meeting and November 17, 2025, Regular Meeting. Councillor Brad Heglin noticed some errors and corrections that need to be made before the meeting minutes can be approved.

10 yeas, motion passes.

COMMUNICATIONS FROM THE MAYOR

#11774

Mayor Nicholson informed the Council that, following review of reports from the Massachusetts Environmental Policy Act Office and the Massachusetts Department of Environmental Protection, he



REGULAR MEETING OF FEBRUARY 17, 2026

has directed the City's Department of Public Works and Engineering Department to discontinue pursuing expansion of the existing sludge landfill. The Mayor stated that the decision was made after allowing the full state and federal review process to conclude and determining that expansion is not in the best interest of the City or its ratepayers fiscally or environmentally. He noted that the City will now review alternative options identified in the reports and will continue to update the Council as the administration works toward a solution.

PETITIONS, APPLICATIONS, COMMUNICATIONS, ETC.

#11785

Councillor Aleksander Dernalowicz reported for the Special Search Committee for the City Auditor. He provided an overview of the Auditor Search Committee process. He stated that the committee, composed of members of the Finance and Appointments Committee and co-chaired by himself and Councillor Heath, reviewed and updated the Auditor job description before posting the position for approximately one month. The committee reviewed applications, selected candidates for interviews, and interviewed three candidates, two in person and one virtually. The committee unanimously selected one candidate to recommend to the full Council for election as the next City Auditor.

Council President Tyros opened the nominations for City Auditor.

Councillor Aleksander Dernalowicz nominated Karen Butler for City Auditor and seconded by Councillor Brad Heglin.

There being no further nominations, Council President George Tyros entertained a motion to close nominations.

On a motion made by Councillor Judy Mack and seconded by Councillor Craig Cormier, it was voted to close nominations.

10 yeas, motion passes.

On call of the roll:

Councillor Calvin D. Brooks voting for KAREN BUTLER
Councillor Craig R. Cormier voting for KAREN BUTLER
Councillor Aleksander H. Dernalowicz voting for KAREN BUTLER
Councillor Karen G. Hardern voting for KAREN BUTLER
Councillor Brad E. Heglin voting for KAREN BUTLER
Councillor Elizabeth J. Kazinskas voting for KAREN BUTLER
Councillor Judy A. Mack voting for KAREN BUTLER
Councillor Paul Tassone voting for KAREN BUTLER
Councillor David Thibault-Muñoz voting for KAREN BUTLER

REGULAR MEETING OF FEBRUARY 17, 2026

Council President George C. Tyros voting for KAREN BUTLER

Karen Butler has been elected as City Auditor. A brief recess was taken for the City Clerk to administer the oath of office.

#11786

President Tyros informed the Council that he recently received a communication indicating that a group of department heads has unionized. He stated that Councillor Judy Mack will be appointed as the Council liaison on the matter to keep the Council informed as the situation progresses. He encouraged Councillors to review the communication for additional information.

REPORTS OF STANDING COMMITTEE
APPOINTMENTS COMMITTEE

#11628

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Brad Heglin, it was voted to confirm, *A Measure Confirming the Mayor's Appointment of Greg Dumas, to the position of Conservation Commission Member, for a term expiring August 21, 2028.*

10 yeas, motion passes.

#11646

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Brad Heglin, it was voted to confirm, *A Measure Confirming the Mayor's Appointment of David Orwig, to the position of Conservation Commission Member, for a term expiring August 21, 2028.*

10 yeas, motion passes.

#11680

On a motion made by Councillor Elizabeth Kazinskas and seconded by Councillor Brad Heglin, it was voted to confirm, *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.*

10 yeas, motion passes.

REPORTS OF STANDING COMMITTEE
FINANCE COMMITTEE

#11744

On a motion made by Councillor Brad Heglin and seconded by Councillor Aleksander Dernalowicz, it was voted to adopt the order, *A Measure Confirming the Gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee.*



REGULAR MEETING OF FEBRUARY 17, 2026

A MEASURE CONFIRMING THE GIFT OF \$10,643.67 FROM THE DEPARTMENT OF PUBLIC WORKS TO THE GARDNER COMMUNITY ACTION COMMITTEE

Whereas, the employees of the City of Gardner Department of Public Works has traditionally worked annually to assist the food pantry services offered by the Gardner Community Action Committee, and

Whereas, the Gardner Community Action Committee has experienced a significant increase in demand for their food pantry operations as well as the other services they offer to the residents of the City, and

Whereas, the Department of Public Works has collected scrap metal over a period of several years to be able to be exchanged for a donation for the Gardner Community Action Committee's Food Pantry,

Now Therefore, the City Council of the City of Gardner hereby confirms the issuance of the gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee as a result of the collection of the aforementioned scrap metal for assisting in the operations and expenses related to their food pantry.

10 yeas, motion passes.

#11752

Councillor Brad Heglin submitted a financial chart regarding the salt shed. A brief recess was taken to allow the Council to review the document.

	Appropriations	Free Cash	5% of FC	Over 5% (to Salt Shed)	15% of FC	"Missed" Payments
FY2024	\$ 128,978.00	\$ 2,579,559.00	\$ 128,977.95	\$ 0.05	\$ 386,933.85	\$ 257,955.85
FY2025	\$ 261,809.00	\$ 2,636,168.00	\$ 131,808.40	\$ 130,000.60	\$ 395,425.20	\$ 133,616.20
FY2026*	\$ 100,975.00	\$ 2,019,510.00	\$ 100,975.50	\$ (0.50)	\$ 302,926.50	\$ 201,951.50
	<u>\$ 491,762.00</u>		<u>\$ 361,761.85</u>	<u>\$ 130,000.15</u>	<u>\$ 1,085,285.55</u>	<u>\$ 593,523.55</u>

*Free Cash' total is currently estimated for FY2026

Total Appropriations	\$ 491,762.00
Total Planned Appropriations*	\$ 1,085,285.55
"Missed" Appropriations	\$ 593,523.55

*By the end of FY2026 (June 30, 2026)

Total Loan	\$ 625,000.00
Total Qualifying Payments	\$ 130,000.15
Outstanding Balance*	\$ (494,999.85)

*Not Including Forgone Interest



REGULAR MEETING OF FEBRUARY 17, 2026

On a motion made by Councillor Brad Heglin and seconded by Councillor Aleksander Dernalowicz, it was voted to adopt the resolution and place on file, *Study and Report on the Salt Shed Repayment Issue - Update*.

A RESOLUTION RELATING TO THE WITHDRAWAL OF FUNDS FROM THE STABILIZATION ACCOUNT AND THE CONSTRUCTION OF THE NEW DEPARTMENT OF PUBLIC WORKS SALT SHED

WHEREAS, On January 25, 2024 the Mayor submitted to the City Council a request to withdraw Six Hundred Twenty Five Thousand dollars from the Stabilization Account for the construction of a new salt shed; and

WHEREAS, The Mayor described this plan as a "loan from ourselves" that included a repayment plan which would be fulfilled by increasing the amount of money deposited from 'free cash' on an annual basis to be an additional ten percent of the total certified funds on top of the regular five percent;

NOW THEREFORE, the City Council hereby expresses its will that the stabilization fund should be made whole from this withdrawal as judged by the following conditions:

- i. The deposit of six hundred twenty five thousand dollars plus the interest those funds would have otherwise accrued had they not been withdrawn.
- ii. Only funds deposited that make total annual deposits into the stabilization account to exceed five percent of the total certified free cash amount for that fiscal year will be credited towards repayment of the original withdrawal; and

FURTHER, Until such time that the repayment conditions are met, the City Council will not consider the matter concluded, and will strictly scrutinize requests for appropriations from 'free cash' that would cause to prevent funds from being available for repayment.

George Tyros, City Council President On Behalf of the City Council of the City of Gardner

10 yeas, motion passes.

#11766

On a motion made by Councillor Judy Mack and seconded by Councillor Aleksander Dernalowicz, it was voted to grant, *A Measure Authorizing a Contract of Up to Five (5) Years for Curbside Waste and Recycling Collection*.



REGULAR MEETING OF FEBRUARY 17, 2026

AUTHORIZING A FIVE-YEAR CONTRACT PERIOD FOR CURBSIDE COLLECTION AND RECYCLABLES

VOTED: To authorize the City to enter into a contract not to exceed five (5) years to provide for curbside collection and recyclables, pursuant to the provisions of Massachusetts General Law, Chapter 30B, section 12 and under the terms outlined in the Purchasing Agent’s January 14, 2025, Memorandum.

10 yeas, motion passes.

#11767

On a motion made by Councillor Judy Mack and seconded by Councillor Brad Heglin, it was voted to grant, *A Measure Authorizing a Contract of Up to Five (5) Years for Website Hosting.*

AUTHORIZING A FIVE-YEAR CONTRACT PERIOD FOR WEBSITE MAINTENANCE AND HOSTING SERVICES

VOTED: To authorize the City to enter into a contract not to exceed five (5) years to provide for website maintenance and hosting services, pursuant to the provisions of Massachusetts General Law, Chapter 30B, section 12 and under the terms outlined in the Purchasing Agent’s January 14, 2025, Memorandum.

10 yeas, motion passes.

#11768

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Brad Heglin, it was voted on call of the roll to adopt the order, ten (10) yeas President George Tyros and Councillors Calvin Brooks, Craig Cormier, Aleksander Dernalowicz, Karen Hardern, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone and David Thibault-Muñoz.

Be it Ordered by the City Council

AN ORDER APPROPRIATING FROM FREE CASH TO THE FIRE DEPARTMENT- NEW EQUIPMENT ACCOUNT

ORDERED: That the sum of Thirty-Five Thousand Two Hundred Dollars and No Cents (\$35,200.00) be appropriated from the Free Cash to the Fire Department- New Equipment Account for the sole and exclusive purpose to cover the grant match for the replacement of portable radios for the Fire Department;



REGULAR MEETING OF FEBRUARY 17, 2026

FURTHER ORDERED: That said appropriation shall be expended only for the purpose stated herein, and no portion of this appropriation shall be used for any other purpose, whether directly or indirectly;

FURTHER ORDERED: That upon completion of the stated purpose, or upon determination by the Mayor that no further expenditures are required for said purpose, any unexpended or unencumbered balance shall revert to the General Fund, if not otherwise prescribed by Mass General Laws, and shall not be transferred, repurposed, or re-appropriated except by a separate vote of the City Council.

#11769

On a motion made by Councillor Aleksander Dernalowicz and seconded by Councillor Paul Tassone, it was voted on call of the roll to adopt the order, ten (10) yeas President George Tyros and Councillors Calvin Brooks, Craig Cormier, Aleksander Dernalowicz, Karen Hardern, Brad Heglin, Elizabeth Kazinskas, Judy Mack, Paul Tassone and David Thibault-Muñoz.

Be it Ordered by the City Council

AN ORDER APPROPRIATING FROM FREE CASH TO THE POLICE DEPARTMENT - NEW VEHICLE ACCOUNT

ORDERED: That the sum of Two Hundred One Thousand Dollars and No Cents (\$201,000.00) be appropriated from the Free Cash to the Police Department - New Vehicle Account for the sole and exclusive purpose of purchasing three new police vehicles, and other costs related to the purchase or outfitting of those vehicles;

FURTHER ORDERED: That said appropriation shall be expended only for the purpose stated herein, and no portion of this appropriation shall be used for any other purpose, whether directly or indirectly;

FURTHER ORDERED: That upon completion of the stated purpose, or upon determination by the Mayor that no further expenditures are required for said purpose, any unexpended or unencumbered balance shall revert to the General Fund, if not otherwise prescribed by Mass General Laws, and shall not be transferred, repurposed, or re-appropriated except by a separate vote of the City Council.

COUNCIL COMMENTS AND REMARKS

President Tyros commented that the city recently experienced a significant and celebratory event. One that does not occur often but can have a meaningful impact on the community. Earlier in the day, Growing Places hosted two members of Congress, an uncommon and noteworthy occurrence for the city. He stated that their visit reflects the important work being done by the Community Center and Growing Places at the former Waterford Street School. He also recognized a personal milestone within the Council, congratulating Councillor Kazinskas on her recent engagement.



REGULAR MEETING OF FEBRUARY 17, 2026

ADJOURNMENT

On a motion by Councillor Paul Tassone and seconded by Councillor Elizabeth Kazinskas, it was voted to adjourn at 8:15 p.m.

Accepted by the City Council:

DRAFT

From: [George Tyros](#)
To: [Titi Siriphan](#); [Jayen Kumar](#)
Subject: Item for April 4.6 Meeting
Date: Thursday, March 5, 2026 9:39:32 PM

Madam Clerk,

For the first meeting in April, please add an item under communications for a District Update by Representative Zlotnik.

Thank you,
George

George Tyros

*Council President &
Councillor At-Large
City of Gardner*

978.340.1449
gtyros@gardner-ma.gov
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TEAMSTERS UNION LOCAL 170

11808

WORCESTER, MASSACHUSETTS

affiliated with the INTERNATIONAL BROTHERHOOD OF TEAMSTERS

Business Agents

Sean M. Foley
Elias M. Gillen
Kenneth Bergen
James D. Marks

Assistant Business Agent

Alyssa R. Duffy



Executive Board

John P. Reardon, President
Michael P. Davis, Vice-President
Thomas P. Lamothe, Recording Secretary
Brian P. Colonna, Trustee
Laura M. O'Keefe, Trustee
Salvatore Molinari, Trustee

Shawn C. Stevens, Organizer, Field Rep
Michael Belanger, Organizer

SHANNON R. GEORGE

Secretary-Treasurer
Principal Executive Officer

Teamsters Union Local 170
Jim Marks
330 Southwest Cutoff
Worcester, MA 01604
jmarks@teamsters170.com

3/29/26

City Council President and Members of the City Council
City of Gardner, MA
95 Pleasant Street
Gardner, MA 01440

Re: Charter Compliance and Council Participation in Union Contract Negotiations

Dear Council President and Members of the City Council,

I am writing to Clarify my last letter to the council and still express concern regarding any participation by members of the City Council in the negotiation of collective bargaining agreements on behalf of the City of Gardner. This decision by the council to participate is unprecedented and just because a particular employee falls under the City Council's appointing authority it does not give the council the right to violate the city's own charter.

The **City of Gardner Charter** establishes a clear and deliberate separation of powers between the executive and legislative branches of city government. Specifically, the charter provides that:

- The Mayor serves as the **chief executive officer** of the city.
- The **executive powers of the city are vested solely in the Mayor. (Section 4)**

330 Southwest Cutoff, Suite 201 • Worcester, MA 01604

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- The City Council holds **legislative authority only**, including the adoption of ordinances and appropriation of funds. **The City Charter specifically states that “the legislative powers of the city shall be vested in the City Council.” (Section 5) while the City Charter does not grant appointing authority to three department head positions, the Charter simply states that these positions are appointed by the City Council but does not state the management or reporting structure for those positions as falling under the City Council’s jurisdiction.**

This structure is not merely procedural; it is legally determinative of who may act on behalf of the city in administrative matters. Collective bargaining negotiations fall squarely within the scope of executive functions, as they involve the administration of personnel, labor relations, and contractual obligations.

There is **no provision within the Gardner Charter that authorizes the City Council, or individual councilors, to participate in collective bargaining negotiations that I am aware of.** To the contrary, by vesting executive authority exclusively in the mayor, the charter implicitly precludes such involvement.

Under Massachusetts General Laws Chapter 150E, the authority to negotiate union contracts rests with the designated “public employer,” which in a mayor–council form of government is the executive branch. The City Council’s lawful role is limited to:

- Appropriating funds necessary to implement negotiated agreements
- Exercising legislative oversight consistent with its charter authority

Direct participation by councilors in negotiations risks:

1. **Violating the City Charter** by exercising powers reserved exclusively to the mayor
2. **Undermining the legal integrity of the bargaining process**
3. **Creating potential exposure to legal challenges**, including claims of improper bargaining authority or procedural defects
4. **Blurring the separation of powers**, which the charter was designed to preserve

In contrast, municipalities with council-manager forms of government may involve councils more directly in labor policy because the executive authority flows from the council through a city manager. Gardner, however, has expressly adopted a **strong-mayor system**, making such involvement inconsistent with its governing framework.

For these reasons, any participation by City Council members in union negotiations is not simply a matter of custom or preference—it raises serious concerns regarding compliance with the City Charter and applicable state law.

I respectfully request that the City Council:

- Refrain from direct involvement in collective bargaining negotiations

- Ensure that all labor negotiations are conducted solely by the mayor or properly designated executive representatives
- Seek formal legal guidance if there is any uncertainty regarding the scope of authority under the charter

Maintaining adherence to the charter is essential to preserving the integrity of the City's governance and protecting the legality of its contractual obligations with the City's various bargaining units. The City acting through its authorized representatives (the Executive Branch) which is the mayor or their designee should be left to negotiate and bargain as it has done in the past and will continue to do in the future.

Thank you for your attention to this matter.

Respectfully,

James Marks
Business Agent
Teamsters Union Local 170



City of Gardner - Executive Department
Mayor Michael J. Nicholson

February 5, 2026

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

RE: An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule," by adding a new Section 10 to cover temporary positions

Dear Mr. President and Councilors,

During conversations with Director Morse, it was brought to my attention that in the past, there had been situations where positions that are normally covered under various collective bargaining agreements have had to be temporarily filled due to vacancy, absence, illness, injury, etc.

When a full-time position is hired by these positions, their rate of compensation is covered by their respective collective bargaining agreements. However, part-time, temporary, seasonal, and intermittent staff are not covered by these agreements as they are ineligible for union membership under those classifications. As a result, these temporary positions do not have a documented rate of pay, leaving the City to have to hire these employees at 1099 contractors rather than employees.

The attached proposal seeks to rectify this by adding language to the Non Union Compensation ordinance stating that these positions would be paid the same rate of pay as those covered in the collective bargaining agreement for that position on a regular basis.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule” to add a new Section 10, regarding Temporary Positions.

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

SECTION 1: That a new Section 10 be added to Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule,” to read as follows:

Section 10: In the event the City hires a temporary employee - due to illness, injury, absence, vacancy, or other purpose - to cover the duties of a positions that falls under a collective bargaining contract, the temporary employee shall be paid at the rate listed in the collective bargaining contract for that position.

SECTION 2: That this ordinance take effect upon passage and publication as required by law.



City of Gardner - Executive Department
Mayor Michael J. Nicholson

February 5, 2026

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

RE: An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule."

Dear Mr. President and Councilors,

At the February 2nd, 2026, meeting of the City Council, I informed the City Council of certain changes that the Administration would be proposing for the newly updated Non-Union Compensation Schedule Ordinance.

Those changes are reflected in the attached ordinance amendment proposal.

I also want to note that the language of the ordinance did already address the June 1st, 2026, effective start day for the lifeguards, so this did not need to be amended.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

An Ordinance to Amend the Code of the City of Gardner, Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule.”

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

SECTION 1: That the following positions be removed from Exhibit E of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Non-Union Compensation Schedule”:

- Veteran’s Director
- Council on Aging Director
- Purchasing Agent/Civil Enforcement Director
- City Auditor
- Director of Community Development and Planning

SECTION 2: That the schedule listed in Attachment 1 of this ordinance be added to Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule.”

SECTION 3: That Section 3C of Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Golf Course Staff,” be stricken and replaced with the schedule listed in Attachment 2 of this ordinance.

SECTION 4: That this ordinance shall take effect upon passage and publication as required by law.

Attachment 2

11777

		Pay Grade	Starting Salary	Step 1	Step 2	Step 3	Step 4	Step 5
		Years of Service	Less than 1	1 Year	2 Years	3 Years	4 Years	5 Years
		% Increase		1.50%	1.50%	1.50%	1.50%	1.50%
Hourly Staff								
Golf Course Staff								
Mechanic	3C		\$21.75	\$22.08	\$22.75	\$23.09	\$23.75	\$24.11
Grounds Maintenance Worker	3C		\$21.75	\$22.08	\$22.75	\$23.09	\$23.75	\$24.11

**City of Gardner - Executive Department****Mayor Michael J. Nicholson**

February 5, 2026

George C. Tyros
President
Gardner City Council
95 Pleasant Street
Gardner, MA 01440

RE: Donation Acceptance Order – Gardner Community Action Team

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Gardner Community Action Team in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS
TO THE GARDNER COMMUNITY ACTION TEAM**

VOTED: That the City of Gardner is authorized to accept certain donations and gifts for use by the GCAT Program in their various programs, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

GARDNER, MA



G/L ACCOUNT DETAIL

11782

Org: 21512 Object: 44140
 HEALTH PREV TRAINING FEE REV 210 -500-512-44140 -

YEAR	PER JOURNAL	EFF DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM	DESC	COMMENTS
2025	12	415	06/30/2025	CRP	1	1926161	-250.00	Y		0	TURNOVER		BOH 25-16
2025	12	241	06/30/2025	CRP	1	1924005	-750.00	Y		0	TURNOVER		BOH 25-15
2025	12	91	06/30/2025	CRP	1	1922328	-250.00	Y		0	TURNOVER		BOH 25-14
2025	11	156	05/31/2025	CRP	1	1918394	-400.00	Y		0	TURNOVER		BOH 25-11
2025	09	272	03/31/2025	CRP	1	1904175	-400.00	Y		0	TURNOVER		BOH 25-11
2025	09	194	03/31/2025	CRP	1	1902720	-400.00	Y		0	TURNOVER		BOH 25-11
2025	08	141	03/31/2025	CRP	1	1901696	-700.00	Y		0	TURNOVER		BOH 25-11
2025	08	200	02/28/2025	CRP	1	1892767	-500.00	Y		0	TURNOVER		BOH 25-10
2025	08	155	02/28/2025	CRP	1	1889621	-28.00	Y		0	TURNOVER		BOH 25-10
2025	04	229	10/31/2024	CRP	1	1858177	-1,000.00	Y		0	TURNOVER		BOH 25-10
2025	03	89	09/30/2024	CRP	1	1852157	-250.00	Y		0	TURNOVER		BOH 25-28
2025	02	260	08/31/2024	CRP	1	1850446	-250.00	Y		0	TURNOVER		BOH 25-28
2025	01	132	07/31/2024	CRP	1	1837749	-300.00	Y		0	TURNOVER		BOH 25-22

Total Amount: -5,478.00

** END OF REPORT - Generated by Jackie Leger **

CITY OF GARDNER LAW DEPARTMENT

Vincent Pusateri II
City Solicitor

Christopher Batinsey
Assistant City
Solicitor



128 Prichard Street
Fitchburg, MA 01420

Telephone (978) 342-6081
Fax (978) 343-0600

Writer's Email:
Vpusateri@pusaterilaw.com

March 13, 2026

Mayor Michael Nicholson
95 Pleasant Street
Gardner, MA 01440

**RE: City of Gardner Health Department and Prevention Activities Revolving Fund
Gardner Community Action Team (GCAT)**

Dear Mayor Michael Nicholson,

You have asked me to advise the City Council regarding the legal existence of the Gardner Community Action Team ("GCAT") and whether GCAT has any authority to advise on or control the distribution of certain funds. This letter also responds to related questions raised by Councilor Heglin concerning those same issues.

The governing language establishing the City of Gardner Health Department and Prevention Activities Revolving Fund provides that "monies received from trainings provided by the Prevention Coordinator shall be credited to this fund." However, the Mayor's letter to the City Council submitted in connection with the creation of this revolving fund further explained the intended scope of receipts, stating: "This request is being submitted so that any donations received by the Prevention Coordinator can be used to help further the mission of this position to help curb the trend of the opioid epidemic in our community."

The statute authorizing the creation of revolving funds provides that "a city ... may authorize by ... ordinance the use of ... revolving funds by ... municipal ... departments ... which shall be credited any fees, charges or other receipts from the departmental programs or activities supported by the revolving fund." G.L. c. 44, § 53E½. While the statute clearly restricts how

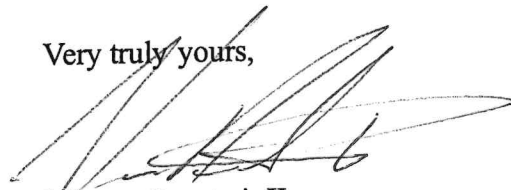
revolving funds may be expended, it places only limited restrictions on the sources of receipts. The statute expressly permits “fees, charges or other receipts” related to departmental programs or activities. Read together with the Mayor’s letter, donations constitute “other receipts” within the meaning of the statute. Accordingly, I conclude that receipt of donated funds by the revolving fund is legally permissible.

With respect to GCAT, the organization appears to function as an unincorporated or informal association that works in coordination with, and in support of, the Gardner Health Department. The Mayor’s letter requesting creation of the revolving fund expressly noted this relationship, stating: “As you may recall, a City Substance Abuse Prevention Coordinator was created during the current fiscal year in order to provide education, training, and resources to the community, associated with the Gardner Community Action Team (‘GCAT’).”

The Gardner Health Department, through the Prevention Coordinator, is the municipal entity authorized to expend monies from the revolving fund. Nothing in the City Charter, City ordinances, or the enabling statute requires oversight or approval by GCAT for the expenditure of those funds. GCAT functions as a voluntary association that assists the Health Department by identifying community needs and opportunities and bringing those matters to the attention of the Prevention Coordinator. All expenditures remain under the control and authority of the Health Department.

Based on the foregoing, the Gardner Health Department may lawfully receive the funds in question through the revolving fund and may expend those funds for training and other expenses related to prevention activities provided by the Prevention Coordinator. I am not sure that the order needs to be corrected as all funds have been solicited and deposited by the Health Department’s agents and employees. If the order needs to be corrected, then I would simply change the order by striking “GCAT” and inserting in its place “the Gardner Health Department”. Finally, the GCAT may continue to operate as an unincorporated association identifying community needs and opportunities, but it does not possess independent authority over City funds.

Very truly yours,



Vincent Pusateri, II



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: An Order Transferring the sum of \$3,588.00 from Auditing Department Salaries to Auditing Department Expense Account – Professional Services

Dear Mr. President and Councilors,

At the meeting of December 15th, 2025, the City Council voted to approve the transfer of \$10,867.80 from the City Auditor salary line item to the Auditing Department Professional Services Account to cover the cost of the interim auditing firm while the search for a new auditor took place.

The attached transfer request is being submitted to cover the difference between what the final bill came to and what was transferred in December.

A copy of the invoice is attached for your review.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

AN ORDER TRANSFERRING APPROPRIATIONS FROM AUDITOR DEPT SAL & WAGES TO AUDITOR DEPT OPERATING EXPENDITURES.

ORDERED:

That there be and is hereby transferred the appropriations sum of Three Thousand Five Hundred Eighty-Eight Dollars and No Cents (\$0.00) from Auditor Dept Salaries & Wages to Auditor Dept Operating Expenditures as follows:

Professional Services Expense	\$3,588.00
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Learn how our digital team can use your data to improve your operations.

11799

Account Name	City of Gardner, MA
Account Number	A335523
Authorization Number	1008000000
Invoice Total	\$14,455.09
Invoice Number	L261074640
Invoice Date	02/18/2026

Direct billing inquiries to 844-325-1836.

Please pay your bill online at CLAAconnect.com/billpay - CLA's preferred method of payment.

Finance charges will be assessed at 1.25% monthly, 15% annually.

Due Upon Receipt

Ship To Address: 95 Pleasant Street, Gardner, MA 01440, United States of America

Service / Work Description	Amount
Accounting Services	\$ 13,766.75
Technology and Client Support Fee	\$688.34
Sales Tax	\$0.00
Invoice Total	\$14,455.09

Please detach and remit payment to the address below.

We appreciate your business and referrals

0829709A335523000144550900L2610746401

Remit to:
 CliftonLarsonAllen LLP
 P.O. Box 829709
 Philadelphia, PA 19182-9709

City of Gardner, MA
 95 Pleasant Street
 Gardner, MA 01440

Amount Remitted	\$ _____
Account Number	A335523
Invoice Number	L261074640

Worker	Transaction Date	Hours	Rate To Bill	Amount To Bill	Memo
Hannah York	12/19/2025	0.50	320.00	160.00	Call with City Attorney
Betsy Macey	1/6/2026	1.00	210.00	210.00	Kick of meeting, Call with Bob setting up Munis access, Debrief with Hannah to go over next steps
Betsy Macey	1/7/2026	2.00	210.00	420.00	Working on FY26 Actuals and updating FY27 Working budget file / Call with Shawn running reports
Betsy Macey	1/8/2026	2.50	210.00	525.00	Working on FY26 Actuals and updating FY27 Working budget file
Betsy Macey	1/9/2026	2.75	210.00	577.50	Starting account analysis and call with Shawn going over analysis needed
Betsy Macey	1/13/2026	1.00	210.00	210.00	Running Reports and updating them for 2027 budgeting
Betsy Macey	1/14/2026	1.50	210.00	315.00	Call with Hannah, responding to emails providing requested information and audit information, and working on projections file
Katherine Pomeroy	1/14/2026	0.25	210.00	52.50	OPEB actuarial call with Betsy Macey
Betsy Macey	1/15/2026	3.25	210.00	682.50	Emails, addressing audit questions, downloading and reviewing fixed asset support, starting to complete enterprise fund file
Katherine Pomeroy	1/15/2026	1.25	210.00	262.50	Call for City of Gardner audit requests, fixed assets, pension information
Shawn McGoldrick	1/15/2026	1.00	290.00	290.00	Meeting w/Betsy on questions and reports (.25). FY25 fixed asset initial prep and scrub (.75)
Michael Mencion	1/16/2026	2.75	165.00	453.75	FY25 fixed assets - YTDB scrubbing
Shawn McGoldrick	1/16/2026	0.50	290.00	145.00	Fixed asset work w/Mike and Betsy.
Betsy Macey	1/19/2026	1.25	210.00	262.50	Drafting email for disposals and reaching out for points of contact, working on enterprise fund file
Eric Mason	1/19/2026	1.00	260.00	260.00	Meeting to review indirect costs Document review
Betsy Macey	1/20/2026	1.25	210.00	262.50	Call with Katherine looking at health insurance email from Deb
Eric Mason	1/20/2026	0.50	260.00	130.00	Document review for indirect costs
Katherine Pomeroy	1/20/2026	4.75	210.00	997.50	Researching City Share vs. Employee Share of Health Insurance Trust fund
Michael Mencion	1/20/2026	1.95	165.00	321.75	FY25 fixed assets - YTDB scrub, additions updates
Betsy Macey	1/21/2026	1.00	210.00	210.00	Drafting and sending email regarding disposals for audit, reviewing enterprise fund file for FY25 for actuary
Eric Mason	1/21/2026	1.25	260.00	325.00	Indirect documentation review Meeting
Michael Mencion	1/21/2026	2.45	165.00	404.25	FY25 fixed assets - YTDB scrub, additions updates, invoice request list updates
Shawn McGoldrick	1/21/2026	0.40	290.00	116.00	Going over fixed assets questions and indirect questions.
Betsy Macey	1/22/2026	8.25	210.00	1,732.50	Pulling invoices for fixed asset addition request from auditors, running and updating requested report for enterprise funds, setting up new project/accounts for free cash request and new fire fighter assistance grant, including researching prior grant and reviewing grant documents
Katherine Pomeroy	1/22/2026	1.00	210.00	210.00	Grant accounts and match questions and research
Shawn McGoldrick	1/22/2026	0.50	290.00	145.00	Working with Betsy on free cash questions and chart of account set up options

Worker	Transaction Date	Hours	Rate To Bill	Amount To Bill	Memo
Betsy Macey	1/26/2026	2.75	210.00	577.50	Working on files requested by HR for 1095's / Running Snow & Ice expense reports
Katherine Pomeroy	1/26/2026	2.50	210.00	525.00	Calls with Betsy Macey on ACA reporting and grant accounting
Michael Mencion	1/26/2026	3.25	165.00	536.25	FY25 fixed assets - additions/invoice reviews & updates
Shawn McGoldrick	1/26/2026	0.50	290.00	145.00	Fixed asset addition review
Michael Mencion	1/27/2026	0.50	165.00	82.50	FY25 fixed assets - additions/invoice reviews & updates
Shawn McGoldrick	1/28/2026	0.40	290.00	116.00	School retirement/health indirect cost allocation
Betsy Macey	1/29/2026	0.50	210.00	105.00	Meeting with Shawn regarding school budget information and mass trails grant
Michael Mencion	1/29/2026	0.25	165.00	41.25	FY25 fixed assets - additions/invoice reviews & updates
Shawn McGoldrick	1/29/2026	0.50	290.00	145.00	Working with Betsy on budgetary adjustments and FY27 budgeting.
Betsy Macey	1/30/2026	4.75	210.00	997.50	Pulling Reports for Health/Dental Insurance to address DOR inquiry // Call with Mark Regarding Indirect costs // Updating ACA Files and Running Additional Reports requested by Amanda // Running Health insurance reports and looking at internal service fund to analyze expenses to date // Call with Hannah and Shawn
Katherine Pomeroy	1/30/2026	2.50	210.00	525.00	Investigating City/employee share health insurance, journal entries, CBAs
Shawn McGoldrick	1/30/2026	1.00	290.00	290.00	Indirect call w/Betsy and Mark. Subsequent report running and research. Internal service fund research.
		<u>65.20</u>		<u>13,766.75</u>	Subtotal
				<u>688.34</u>	5% Technology Fee
				<u>14,455.09</u>	Total Bill



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

March 23, 2026

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

RE: A Resolution Supporting the Redeployment of Prior Authorized Funds

Dear Mr. President and Councilors,

At the meeting of February 18, 2025, the City Council, through Item 11499, voted to redistribute unexpended bond funds from the New School Construction Project to various other capital projects in the City including the Rear Main Street Redevelopment Project.

During the discussions with this Item, I informed the Council that if any changes came up that required the funds to be expended in different ways that fell within the scope of the original reassignment, that I would first notify the Council in the spirit of transparency.

The installation of the geotechnical fabric at the Rear Main Street location is completed and came in under budget. However, new costs have arisen through National Grid's work in relocating electrical services for the project.

While the original reassignment said that these funds would be reassigned for the Rear Main Street Project without specific purpose making it so such a use of funds does not require City Council approval, in keeping with my word and promise made with these funds were first reassigned, I am asking for City Council consent to utilize these funds for this aspect of the project, rather than the previously stated purpose within the same scope of project.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

**A RESOLUTION SUPPORTING THE REDEPLOYMENT OF PRIOR
AUTHORIZED FUNDS**

WHEREAS, The Council has previously approved Item 11499, allowing an appropriation to support the Rear Main Street Redevelopment Project in the amount of \$800,000.00; and

WHEREAS, The stated purpose of this appropriation was to cover expenses related to the remedy of certain subsurface conditions; and

WHEREAS, The cost for that remedy have come in under budget; and

WHEREAS, The final estimate for electrical work is in excess of original projections;

NOW THEREFORE, the City Council hereby offers its consent for prior authorized spending to be used to cover the increased cost of electrical work.

George Tyros, City Council President
On Behalf of the City Council of the City of Gardner

Dear Mayor Nicholson,

The attached materials provide background and documentation supporting the resolution authorizing the redeployment of previously approved project funds to address increased electrical utility costs associated with the Rear Main Street Revitalization Project.

Pages 3–12 include the original Range of Magnitude Estimate prepared by PM&C delivered on March 29, 2023. Within this estimate, anticipated electrical utility company back charges were included on lines 302 and 303, highlighted, as allowances of \$60,000 for engineering and \$200,000 for construction, totaling \$260,000. At the time the estimate was prepared, the project team had not yet received finalized scope or cost information from National Grid.

Pages 13–17 include email correspondence between the City and the project’s engineering consultant, Fuss & O’Neill, following receipt of National Grid’s formal cost breakdown on February 9, 2026, totaling \$922,357.33. This figure reflects the full scope necessary to relocate overhead electrical infrastructure underground and reconnect service for several Main Street properties which will see upgrades incorporated into the project.

Subsequent documentation included in pages 18–28 provide the cost breakdown and scope of work received from National Grid after the City requested additional clarification.

The timeline associated with these documents showcase the significant delays in receiving finalized design responses and cost information from National Grid. While the original engineering estimate was prepared in March 2023, the project team did not receive the full cost breakdown from National Grid until February 2026. Fuss & O’Neill identified that they did advise the city that the back charges could potentially reach \$1,000,000 in cost, but the city requested a lesser amount to be reflected as to not overwhelm the grant application for the project.

The remaining materials demonstrate that the project remains financially capable of absorbing the increased utility cost without requiring additional appropriations. Pages 29–33 show that the Wilkens Road project component of the grant concluded with \$449,412.82 in unexpended funds, which remain eligible to be applied toward the Rear Main project because both projects were funded under the same grant award. Pages 34–37 show a remaining balance of \$2,858,856.58 in state funding after reimbursements to date, while pages 38–41 show the latest approved contractor payment application dated February 17, 2026 indicating a remaining balance of \$2,328,109.08 for the contractor to complete their portion of the project.

The purpose of this resolution is therefore to support the redeployment of previously approved funds within the existing project budget to address these costs and ensure that construction of the Rear Main Street Revitalization Project can proceed without further interruption.

Thank you,



Jason Stevens
Director of Community Development and Planning



Range of Magnitude Estimate

Rear Main Street Improvements

City of Gardner

Derby Drive
Gardner, MA

PM&C LLC
20 Downer Avenue, Suite 5
Hingham, MA 02043
(T) 781-740-8007
(F) 781-740-1012

Prepared for:
Fuss & O'Neill
146 Hartford Road
Manchester, CT

March 29, 2023


Rear Main Street Improvements

City of Gardner

29-Mar-23

Gardner, MA

Range of Magnitude Estimate
MAIN CONSTRUCTION COST SUMMARY
Construction Start
**Estimated
Construction Cost**
Rear Main Street Improvements
TRADE COSTS

SITework	Apr-23	\$5,090,999
<hr/>		
SUB-TOTAL		\$5,090,999
ESCALATION TO START - (based on 7% PA)	0.0%	\$0
DESIGN AND PRICING CONTINGENCY	3.0%	\$152,730
<hr/>		
SUB-TOTAL		\$5,243,729
GENERAL CONDITIONS	4.0%	\$209,749
GENERAL REQUIREMENTS	2.0%	\$104,875
BONDS	1.25%	Included in Backup
INSURANCE	1.50%	Included in Backup
PERMIT	0.50%	By Owner
OVERHEAD AND FEE	5.00%	\$262,186
CONSTRUCTION CONTINGENCY		By Owner
TOTAL OF ALL CONSTRUCTION		\$5,820,539



Rear Main Street Improvements

City of Gardner

Gardner, MA

29-Mar-23

Range of Magnitude Estimate

This ROM cost estimate was produced from drawings prepared by Fuss & O'Neill, Inc. and their design team dated January 25, 2023. Design and engineering changes occurring subsequent to the issue of these documents have not been incorporated in this estimate.

This estimate includes all direct construction costs, General Contractor's overhead, fee and design contingency. Cost escalation assumes start dates indicated.

Restroom Building - Bidding conditions are expected to be public bidding under Chapter 30B of the Massachusetts General Laws, open specifications for materials and manufacturers with subcontractor acting as the prime.

The estimate is based on prevailing wage rates for construction in this market and represents a reasonable opinion of cost. It is not a prediction of the successful bid from a contractor as bids will vary due to fluctuating market conditions, errors and omissions, proprietary specifications, lack or surplus of bidders, perception of risk, etc. Consequently the estimate is expected to fall within the range of bids from a number of competitive contractors or subcontractors, however we do not warrant that bids or negotiated prices will not vary from the final construction cost estimate.

ITEMS NOT CONSIDERED IN THIS ESTIMATE

Items not included in this estimate are:

- Land acquisition, feasibility, and financing costs
- All professional fees and insurance
- Site or existing conditions surveys investigations costs, including to determine subsoil conditions
- Items identified in the design as Not In Contract (NIC)
- Items identified in the design as by others
- Owner supplied and/or installed items as indicated in the estimate
- Utility company back charges, including work required off-site
- Work to City streets and sidewalks, (except as noted in this estimate)
- Construction contingency



Rear Main Street Improvements
City of Gardner
Gardner, MA

29-Mar-23

Range of Magnitude Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
----------	-------------	-----	------	-----------	------------	-----------	------------

SITework

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
G SITEWORK							
G10 SITE PREPARATION & DEMOLITION							
311000 GENERAL CONDITIONS							
	6' high site construction fence - allowance	1,000	lf	14.00	14,000		
	6' high site construction fence double gate	2	loc	5,000.00	10,000		
	Site construction entrance and removal/restoration	2	loc	8,000.00	16,000		
	Mobilizations	1	ea	25,000.00	w_GRs		
	Sidewalk rental/Protection	1	ls	100,000.00	NR		
	Temp laydown areas	1	acres	10,000.00	w_GRs		
	Temporary signs	1	ls	5,000.00	5,000		
	Layout/As-builts/Survey	1	ls	7,500.00	7,500		
311000 SITE DEMOLITION AND RELOCATIONS							
	Demolish curbing	190	lf	6.00	1,140		
	Remove bollards	2	ea	125.00	250		
	Demolish existing paving	46,466	sf	0.75	34,850		
	Demolish existing concrete walk	6,055	sf	1.50	9,083		
	Demolish existing fencing	733	lf	5.00	3,665		
	Maintain and protect tower	1	ls	10,000.00	10,000		
	Demolish existing walls	228	lf	95.00	21,660		
	Demolish existing buried foundations allowance	1	ls	25,000.00	25,000		
	Miscellaneous site demolition; furnishings, concrete pads, signs etc.	1	ls	75,000.00	75,000		
311000 UTILITY DEMOLITION							
	Remove and stockpile existing hydrants	1	ea	1,000.00	1,000		
	Demolish existing utility lines	961	lf	25.00	24,025		
	Demolish existing utility lines - large dia. drainage line	489	lf	75.00	36,675		
	Demolish existing utility structures	9	ea	500.00	4,500		
	Demolish existing utility structures - large dia. Structures	3	ea	1,250.00	3,750		
	Allowance to bypass pump flows in existing drainage	1	ls	10,000.00	10,000		
	Cut/cap utility lines	5	ea	5,000.00	25,000		
311000 ROADWAY WORK							
	Sawcut	568	lf	8.25	4,686		
	Remove pavement	1,598	sf	3.50	5,593		
	Temp pavement patching	1,598	sf	8.00	NR		
	Steel plates	1	ls	5,000.00	5,000		
	Police details	10	dy	850.00	w_GRs		
	Permanent pavement patch	1,598	sf	10.00	15,980		
311000 VEGETATION & TOPSOIL MANAGEMENT							
	Clear existing vegetation	1	ls	15,000.00	15,000		
	Strip + stockpile topsoil	1,860	cy	11.50	21,390		
312000 EROSION & SEDIMENT CONTROL							
	Silt Fence; installation and removal	1,200	lf	11.00	13,200		
	Silt Sacks; installation and removal	25	ea	225.00	5,625		
	Soil stockpile allowance	500	lf	11.00	5,500		
	Street sweeping & dust control allowance	1	ls	15,000.00	w_GRs		
	Erosion Control monitoring & maintenance	1	ls	10,000.00	10,000		
	SUBTOTAL					440,071	
312000 BUILDING EARTHWORK							
	Gravel 12" thick	581	cy	48.00	27,900		
	SUBTOTAL					27,900	
312000 SITE EARTHWORK							
	Site cut to design subgrade	1,000	cy				
	Cut	1,000	cy	10.00	10,000		
	Store cut onsite	1,000	cy	3.50	3,500		
	Site cut processing	1,000	cy				



Rear Main Street Improvements
City of Gardner
Gardner, MA

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Range of Magnitude Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
SITework							
58	Screen cut soils	1,000	cy	7.00	7,000		
59	Site fill to design subgrade	6,500	cy				
60	Fill - from cut	1,000	cy	12.00	12,000		
61	Fill - imported granular fill; swell 25%	6,875	cy	48.00	330,000		
62							
63	312000 ROCK REMOVAL						
64	Utilities						
65	Trench rock allowance	500	cy	225.00	112,500		
66							
67	312000 ESTABLISHING GRADE						
68	Sub grade establishment	184,000	sf	0.15	27,600		
69	Fine grading throughout the site	184,000	sf	0.25	46,000		
70							
71	312000 HAZARDOUS MATERIALS						
72	UST removal allowance	1	ls	50,000.00	NR		
73	Soil disposal & replacement allowance	10	cy	430.00	NR		
74	SUBTOTAL					548,600	
75							
76	G20 SITE IMPROVEMENTS						
81	320000 ROADWAYS AND PARKING LOTS						
82	Asphalt Paving; parking lots and roadway	70,900	sf				
83	gravel base; 8" thick	1,759	cy	50.00	87,969		
84	asphalt top; 1.5" thick	678	tns	200.00	135,563		
85	asphalt binder; 2" thick	906	tns	180.00	163,001		
86	Stamped premium for food truck area	2,900	sf	8.00	23,200		
87	320000 CURBING						
88	Vertical granite curb	3,585	lf	50.00	179,250		
89	ADA Curb cuts	7	ea	850.00	5,950		
90	320000 ROAD MARKINGS AND SIGNS						
91	Parking spot	149	ea	85.00	12,665		
92	Parking spot ADA	7	ea	250.00	1,750		
93	Sign allowance	1	ls	10,000.00	10,000		
94	Park entry sign	1	ls	12,500.00	12,500		
95	Pavement markings allowance	1	ls	10,000.00	10,000		
96	Crosswalk hatching	5	loc	2,500.00	12,500		
97	SUBTOTAL					654,348	
98							
99	320000 PEDESTRIAN PAVING						
100	Concrete sidewalks	10,594	sf				
101	gravel base; 8" thick	263	cy	50.00	13,144		
102	Broom finish concrete paving; 5" thick	10,594	sf	12.00	127,128		
103	Concrete pads	200	sf				
104	gravel base; 12" thick	7	cy	50.00	370		
105	Broom finish concrete paving; 8" thick	200	sf	18.00	3,600		
106	Brick pavers - details assumed	6,769	sf				
107	gravel base; 8" thick	168	cy	50.00	8,399		
108	Concrete slab paving; 4" thick	6,769	sf	9.00	60,921		
109	Brick pavers	6,769	sf	26.00	175,994		
110	Geotextiles	6,769	sf	0.55	3,723		
111	Edging	233	lf	18.00	4,194		
112	Concrete unit pavers - details assumed	5,688	sf				
113	gravel base; 8" thick	141	cy	50.00	7,057		
114	Concrete slab paving; 4" thick	5,688	sf	9.00	51,192		
115	Concrete pavers	5,688	sf	28.00	159,264		



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Gardner, MA

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CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
SITework							
116	Geotextiles	5,688	sf	0.55	3,128		
117	Edging	80	lf	18.00	1,440		
118	SUBTOTAL					619,555	
119							
120	320000 SITE IMPROVEMENTS						
121	320000 SITE FURNISHINGS						
122	Custom metal pergola - allowance	1	ea	100,000.00	100,000		
123	Bleacher style seating	130	lf	725.00	94,250		
124	Overhead string lights with 5 posts	1	ls	25,000.00	25,000		
125	Bike racks	11	ea	850.00	9,350		
126	Straight wood benches	5	ea	3,500.00	17,500		
127	Metal fence	240	lf	125.00	30,000		
128	SUBTOTAL					276,100	
129							
130	329900 SITE WALLS						
131	Concrete seat walls - lighting w_elec.	58	lf	775.00	44,950		
132	Retaining wall at entrance	115	lf	875.00	100,625		
133	SUBTOTAL					145,575	
134							
135	Landscaping						
136	329900 LAWN AND SEED						
137	Screen topsoil	1,860	cy	7.50	13,950		
138	Export tailings from screening process - assume clean rock	558	cy	8.50	4,743		
139	Amend/Place	1,302	cy	20.00	26,040		
140	Soil and mulch at planting areas; 8" thick	242	cy	65.00	15,751		
141	Power rake and hydroseed disturbed areas	44,000	sf	0.35	15,400		
142	Bioswale/Raingarden seed mix	1,016	sf	0.55	559		
143	Tree grate	8	ea	2,500.00	20,000		
144	329900 TREES						
145	Deciduous trees - 2-2.5" cal.	34	ea	1,800.00	61,200		
146	Evergreen trees - 6-7' Ht.	5	ea	1,000.00	5,000		
147	329900 SHRUBS						
148	Shrubs - #2 container	13	ea	30.00	390		
149	Shrubs - #3 container	59	ea	35.00	2,065		
150	329900 GROUNDCOVERS - GRASSES/PERENNIALS/VINES						
151	Groundcovers - #1 container	42	ea	23.00	966		
152	329900 MAINTENANCE						
153	1-yr plant maintenance	1	ls	10,000.00	10,000		
154	1-yr lawn maintenance	1	ls	10,000.00	10,000		
155	Watering to grow-in	1	ls	10,000.00	10,000		
156	SUBTOTAL					196,063	
157							
158	G30 CIVIL MECHANICAL UTILITIES						
159	210000 FIRE PROTECTION						
160	6" CLDI	847	lf	75.00	63,525		
161	Fire department connection	1	ea	2,500.00	2,500		
162	Gate valve	5	ea	1,200.00	6,000		
163	Fire hydrant	3	ea	6,500.00	19,500		
164	Thrust blocks	10	ea	500.00	5,000		
165	331000 WATER UTILITIES						
166	4" CLDI	71	lf	56.00	3,976		
167	331000 CONNECTIONS						
168	Connect to existing water line; 6/8/10 (in roadway)	3	ea	15,000.00	45,000		
169	312000 EXCAVATION & BACKFILL						
170	DI piping excavation/backfill (inside site)	918	lf	45.00	41,310		



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City of Gardner
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Range of Magnitude Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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SITework

171		Pressure test & chlorinate	918	lf	5.00	4,590		
172		SUBTOTAL					191,401	
173								
174	333000	SANITARY SEWER						
175		Forcemain - no size given	247	lf	35.00	8,645		
176		SMH - doghouse	1	ea	15,000.00	15,000		
177		Pump chamber	1	ea	125,000.00	125,000		
178		Valve pit	1	ls	15,000.00	15,000		
179	333000	CONNECTIONS						
180		Connect to existing (in roadway)	1	ea	15,000.00	incl. above		
181	312000	EXCAVATION & BACKFILL						
182		PVC force main piping excavation/backfill (inside site)	247	lf	35.00	8,645		
183		Pressure testing	247	lf	4.00	988		
184		Video Inspection	1	ls	10,000.00	10,000		
185		SUBTOTAL					183,278	
186								
187	334000	STORM DRAINAGE						
188		12" HDPE	687	lf	70.00	48,090		
189		42" RCP	558	lf	235.00	131,130		
190		12" RCP	25	lf	90.00	2,250		
191		DMH - 4' Dia.	3	ea	4,200.00	12,600		
192		DMH - 6' Dia.	1	ea	8,000.00	8,000		
193		DMH - 8' Dia.	5	ea	15,000.00	75,000		
194		STS - 6' Dia.	1	ea	8,000.00	8,000		
195		STS - 8' Dia.	1	ea	12,000.00	12,000		
196		CB - 4' Dia.	8	ea	3,800.00	30,400		
197		DCB	2	ea	8,000.00	16,000		
198		Stone filter strip	50	sf	15.00	750		
199	334000	CONNECTIONS						
200		Connect to existing structure (inside site)	1	ea	10,000.00	10,000		
201		Video Inspection	1	ls	10,000.00	NR		
202	334000	SURFACE DRAINAGE SYSTEMS						
203		<u>Bio retention/Rain Garden</u>	1,016	sf				
204		shape basins	1,016	sf	2.50	2,540		
205		mulch	9	cy	50.00	470		
206		24" Planting soil mix	75	cy	60.00	4,516		
207		12" Sand	38	cy	40.00	1,505		
208		4" Double washed pea stone	12	cy	50.00	621		
209		4" PVC pipe; allowance	50	lf	40.00	2,000		
210		12" Pipe bedding	38	cy	40.00	1,505		
211	334000	SUBSURFACE DRAINAGE SYSTEMS						
212		<u>Detention Areas</u>	6,535	sf				
213		330 XLD Chambers	6,535	sf	40.00	261,400		
214		SUBTOTAL					628,777	
215								
216	220001	NATURAL GAS						
217		Piping excavation/backfill (inside site)	274	lf	35.00	9,590		
218		Piping excavation/backfill (in roadway)	20	lf	45.00	900		
219		SUBTOTAL					10,490	
220								
221	DIV 26 ELECTRICAL							
222								
223	260001	ELECTRICAL						
224		<u>Blue Moon Diner</u>						
225		200A disconnect WP	1	ea	2,200.00	2,200		
226		Meter provisions	1	ls	1,000.00	1,000		
227		Disconnect and remove/abandon existing service	1	ls	1,000.00	1,000		
228		Connect new secondary feeder to existing switchgear	1	ls	500.00	500		



Rear Main Street Improvements
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Range of Magnitude Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
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SITework

229	200A feed	50	lf	90.00	4,500		
230	Coordination & management	1	ls	3,200.00	3,200		
231	Fees & permits	1	ls	200.00	200		
232	<u>Lofts at 30 Pine St</u>						
233	200A disconnect WP	2	ea	2,200.00	4,400		
234	Meter provisions	2	ls	1,000.00	2,000		
235	Disconnect and remove/abandon existing service	1	ls	2,000.00	2,000		
236	Connect new secondary feeder to existing switchgear	2	ea	500.00	1,000		
237	200A feed	100	lf	80.00	8,000		
238	Coordination & management	1	ls	4,500.00	4,500		
239	Fees & permits	1	ls	400.00	400		
240	<u>O'Neil's Bike Shop</u>						
241	200A disconnect WP	1	ea	2,200.00	2,200		
242	Meter provisions	1	ls	1,000.00	1,000		
243	Disconnect and remove/abandon existing service	1	ls	1,000.00	1,000		
244	Connect new secondary feeder to existing switchgear	1	ls	500.00	500		
245	200A feed	50	lf	90.00	4,500		
246	Coordination & management	1	ls	3,200.00	3,200		
247	Fees & permits	1	ls	200.00	200		
248	<u>Paramount cafe</u>						
249	200A disconnect WP	1	ea	2,200.00	2,200		
250	Meter provisions	1	ls	1,000.00	1,000		
251	Disconnect and remove/abandon existing service	1	ls	1,000.00	1,000		
252	Connect new secondary feeder to existing switchgear	1	ls	500.00	500		
253	200A feed	50	lf	90.00	4,500		
254	Coordination & management	1	ls	2,500.00	2,500		
255	Fees & permits	1	ls	200.00	200		
256	<u>Wakefield place</u>						
257	200A disconnect WP	4	ea	2,200.00	8,800		
258	Meter provisions	4	ls	1,000.00	4,000		
259	Disconnect and remove/abandon existing service	1	ls	4,000.00	4,000		
260	Connect new secondary feeder to existing switchgear	4	ea	500.00	2,000		
261	200A feed	200	lf	80.00	16,000		
262	Coordination & management	1	ls	9,000.00	9,000		
263	Fees & permits	1	ls	600.00	600		
264	<u>Wheelan Supply Co</u>						
265	200A disconnect WP	1	ea	2,200.00	2,200		
266	Meter provisions	1	ls	1,000.00	1,000		
267	Disconnect and remove/abandon existing service	1	ls	1,000.00	1,000		
268	Connect new secondary feeder to existing switchgear	1	ls	500.00	500		
269	200A feed	50	lf	90.00	4,500		
270	Coordination & management	1	ls	2,500.00	2,500		
271	Fees & permits	1	ls	200.00	200		
272	<u>John's Sport shop</u>						
273	200A disconnect WP	1	ea	2,200.00	2,200		
274	Meter provisions	1	ls	1,000.00	1,000		
275	Disconnect and remove/abandon existing service	1	ls	1,000.00	1,000		
276	Connect new secondary feeder to existing switchgear	1	ls	500.00	500		
277	200A feed	50	lf	90.00	4,500		
278	Coordination & management	1	ls	2,500.00	2,500		
279	Fees & permits	1	ls	200.00	200		
280	SUBTOTAL						127,600

26	ELECTRICAL UTILITIES
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Civil
Excavation & backfill:



Rear Main Street Improvements
City of Gardner
Gardner, MA

29-Mar-23

Range of Magnitude Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
SITework							
286	Duct banks - primary	1,150	lf	30.00	34,500		
287	Duct banks - secondary	850	lf	40.00	34,000		
288	Duct banks - telecom	1,150	lf	30.00	34,500		
289	Telecom 1-2" - direct buried	400	lf	10.00	4,000		
290	Site lighting circuitry	2,000	lf	10.00	20,000		
291	Truck receptacle circuitry	300	lf	10.00	3,000		
292	Pergola GFI circuitry	180	lf	10.00	1,800		
293	Concrete:						
294	Duct banks - primary	1,150	lf	35.00	40,250		
295	Duct banks - secondary	700	lf	40.00	28,000		
296	Transformer/Ngrid switch pad	4	ea	3,000.00	12,000		
297	Pole base	16	ea	650.00	10,400		
298	<u>Site Demolition</u>						
299	Site demolition and make safe	1	ls	10,000.00	10,000		
300	R&D utility pole & overhead electric	5	loc		Included above		
301	<u>Power</u>						
302	260000 Utility co. back charges : engineering, allow per engineer	1	ls	60,000.00	60,000		
303	260000 Utility co. back charges : construction, allow per engineer	1	ls	200,000.00	200,000		
304	Underground connection	1	ls	4,500.00	4,500		
305	Connection at Ngrid pole	2	ea	2,000.00	4,000		
306	Power manhole	5	ea	8,500.00	42,500		
307	Primary service duct bank, 2-4" empty	1,150	lf	60.00	69,000		
308	Pad mounted transformer	2	ea		By Utility Co.		
309	Ngrid padmount switch	2	ea		By Utility Co.		
310	Secondary service duct bank with 200A feeder:						
311	Blue Moon Diner	80	lf	70.00	5,600		
312	Lofts at 30 Pine St #1	50	lf	70.00	3,500		
313	Lofts at 30 Pine St #2	60	lf	70.00	4,200		
314	O'Neil's Bike Shop	50	lf	70.00	3,500		
315	Paramount cafe	100	lf	70.00	7,000		
316	Wakefield place #1	70	lf	70.00	4,900		
317	Wakefield place #2	50	lf	70.00	3,500		
318	Wakefield place #3	50	lf	70.00	3,500		
319	Wakefield place #4	60	lf	70.00	4,200		
320	Wheelan Supply Co	70	lf	70.00	4,900		
321	John's Sport shop	60	lf	70.00	4,200		
322	Power pedestal 200A WP	1	ls	4,500.00	4,500		
323	Power pedestal 200A direct buried	120	lf	70.00	8,400		
324	Power pedestal - truck area	5	ea	1,500.00	7,500		
325	30A direct buried	300	lf	18.00	5,400		
326	Pergola GFI WP	2	ea	350.00	700		
327	GFI circuitry	180	lf	18.00	3,240		
328	<u>Communications</u>						
329	Connection to existing system	1	ls	5,500.00	5,500		
330	Telecom manhole, allow	5	ea	4,500.00	22,500		
331	Telecom duct bank 2-4" direct buried	1150	lf	60.00	69,000		
332	Telecom duct bank 1-" direct buried	700	lf	30.00	21,000		
333	<u>Site Lighting</u>						
334	Existing street light	7	ea		ETR/NIC		
335	Remove, reinstall relocated air compressor power	1	ea	2,500.00	2,500		
336	Remove, install light pole in new location	1	ea	1,500.00	1,500		
337	SL1 Pergola post mounted light	26	ea	850.00	22,100		
338	SL2 Step light, recessed	29	ea	650.00	18,850		
339	SL3 LED strip light	82	lf	125.00	10,250		
340	SL4 Catenary light	5	ea	250.00	1,250		
341	Catenary light installation at 14'	1	ls	1,200.00	1,200		



Rear Main Street Improvements
 City of Gardner
 Gardner, MA

29-Mar-23

Range of Magnitude Estimate

CSI CODE	DESCRIPTION	QTY	UNIT	UNIT COST	EST'D COST	SUB TOTAL	TOTAL COST
SITework							
342	SL5 Parking lot post top light	11	ea	2,000.00	22,000		
343	SL6 Street light	5	ea	15,000.00	75,000		
344	Pole base grounding	16	ea	150.00	2,400		
345	Site lighting control, allow	1	ls	1,000.00	1,000		
346	Site lighting circuitry	2,000	lf	18.00	36,000		
347	<u>Common Work Results for Electrical</u>						
348	Coordination & management	1	ls	25,000.00	25,000		
349	Fees & permits	1	ls	13,000.00	13,000		
350	SUBTOTAL					1,041,240	
351							
352							
353	TOTAL - SITE DEVELOPMENT						\$5,090,999

Jason Stevens

From: Melissa Cressotti <Melissa.Cressotti@fando.com>
Sent: Thursday, March 5, 2026 12:06 PM
To: Jason Stevens
Cc: Paul Fleming; Charlie Waskiewicz
Subject: [EXTERNAL] RE: Gardner Rear Main: NGrid Service Agreement & Cost Breakdown
Attachments: FW: [EXTERNAL] Gardner; FW: [EXTERNAL] Gardner; FW: Derby Dr Development Gardner; FW: [EXTERNAL] RE: [EXTERNAL] Gardner Electrical for NGrid; RE: [EXTERNAL] RE: WR 31259321 (old work request 31105017) at 0 W Lynde St., Gardner; FW: WR 31259321 (old work request 31105017) at 0 W Lynde St., Gardner; Gardner Rear Improvements 3.29.23.xlsx

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Jason,

Evolution of Events regarding NGrid plan development and backcharge:

03/28/2023 – Third party cost estimate received
 02/27/2024 – City requests project phased approach
 06/25/2024 – NGrid alerted F&O, who informed Gardner of delay due to NGrid design status (email attached)
 07/31/2024 – City released bid invitations
 08/28/2024 – Bid due date & bids received.
 09/13/2024 – Contract award notification issued.
 10/31/2024 – NGrid sent one line diagram and civil sketch (email attached)
 01/14/2025 – NGrid sent civil sketches (email attached)
 11/20/2025 – NGrid sent their approval and final sketches (email attached)
 02/06/2026 – NGrid sent service agreement & first reporting of any backcharges associated with the work (email attached)
 03/03/2026 – NGrid sent updated cost breakdown & design scope (email attached)

Also attached please find third party cost estimate.

Notes of verbal communication:

- F&O advised the City that estimate was not inclusive of all NGrid backcharges due to the lack of information received from NGrid. This is reinforced by referenced email above.
- F&O advised the City going to bid without finalized NGrid documents was a risk, City wanted to push ahead, thereby demonstrating progress for future grant applications.
- F&O advised the City the NGrid backcharge was unknown and suggested the potential for \$1 million, however, the City requested a lesser amount be carried in the estimate so as not to overwhelm the project cost and available grant funds.

Please let know if you need anything else.

Melissa Trombley Cressotti (she / her)
Civil Engineer

FUSS & O'NEILL

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1550 Main Street Suite 400 | Springfield, MA 01103
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From: Jason Stevens <jstevens@gardner-ma.gov>
Sent: Thursday, March 5, 2026 9:52 AM
To: Melissa Cressotti <Melissa.Cressotti@fando.com>
Cc: Paul Fleming <Paul.Fleming@fando.com>; Charlie Waskiewicz <Charlie.Waskiewicz@fando.com>
Subject: RE: Gardner Rear Main: NGrid Service Agreement & Cost Breakdown

This Message is from an external sender.

Hi all,

Wanted to circle back prior to our meeting tomorrow with some of the asks in my below email. Appreciated talking though the history of the direction given by Trevor on moving forward without having a clear direction from National Grid on whether that original estimate was going to be accurate.

I'm not sure if I mentioned this, but given the history of the estimate and your experiences with this, a short narrative on the direction you've been given that has brought us to this point would be helpful. This can be based off the information provided at our meeting, I'll need this to answer any questions I get asked from city council when I bring the resolution to utilize our remaining city funds. If I could have this by Thursday, March 19, that would be great.

Aside from that, I wanted to check on whether any further discussions with National Grid have happened and if they've given the cost breakdown a second look, and whether the attached OPC from 2018 is the one that we've been referencing for the original \$260,000 estimate for National Grid's work?

Thank you,
Jason

Jason Stevens

Director of Community Development & Planning
Gardner City Hall
95 Pleasant Street, Room 201
Gardner, MA 01440
Direct: [978-991-5842](tel:978-991-5842)
www.gardner-ma.gov

From: Jason Stevens
Sent: Wednesday, February 25, 2026 1:00 PM
To: Melissa Cressotti <Melissa.Cressotti@fando.com>
Cc: Paul Fleming <Paul.Fleming@fando.com>; Charlie Waskiewicz <Charlie.Waskiewicz@fando.com>
Subject: RE: Gardner Rear Main: NGrid Service Agreement & Cost Breakdown

Hi Melissa and team,

I wanted to circle back to see if there were any more conversations with National Grid on more information regarding the cost estimate. I had a sit down with the Mayor and in order to move what funding sources I have available, this will need to go in front of the city council as a resolution so I will be drafting that now.

One question I could also use some help with, would you be able to send over a digital copy of the original estimate for this work priced at \$260,000? I'll have to include a copy of it in the resolution and properly date it when mentioned.

Thank you,
Jason

Jason Stevens

Director of Community Development & Planning
Gardner City Hall
95 Pleasant Street, Room 201
Gardner, MA 01440
Direct: [978-991-5842](tel:978-991-5842)
www.gardner-ma.gov

From: Jason Stevens

Sent: Tuesday, February 17, 2026 3:21 PM

To: Melissa Cressotti <Melissa.Cressotti@fando.com>

Cc: Paul Fleming <Paul.Fleming@fando.com>; Charlie Waskiewicz <Charlie.Waskiewicz@fando.com>

Subject: RE: Gardner Rear Main: NGrid Service Agreement & Cost Breakdown

Hi Melissa,

Thanks for this email.

Has there been any word from National Grid on the cost breakdown? And am I understanding this correctly that the original estimate was for \$260,000 where the actual cost came back at \$922,357.33? There have been some years past since the estimate was originally made and those years have seen some incredible levels of inflation for construction materials and electrical equipment, but I will have to have a conversation with the mayor about this and ensure that the project has the funding to see costs overrun over \$650,000.

Thank you,
Jason

Jason Stevens

Director of Community Development & Planning
Gardner City Hall
95 Pleasant Street, Room 201
Gardner, MA 01440
Direct: [978-991-5842](tel:978-991-5842)
www.gardner-ma.gov

From: Melissa Cressotti <Melissa.Cressotti@fando.com>
Sent: Thursday, February 12, 2026 10:29 AM
To: Jason Stevens <jstevens@gardner-ma.gov>
Cc: Paul Fleming <Paul.Fleming@fando.com>; Charlie Waskiewicz <Charlie.Waskiewicz@fando.com>
Subject: [EXTERNAL] Gardner Rear Main: NGrid Service Agreement & Cost Breakdown

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CAUTION: This email originated from a sender outside of the City of Gardner mail system. Do not click on links or open attachments unless you verify the sender and know the content is safe.

Jason,
Attached please find the service agreement and cost breakdown from National Grid. See below email from NGrid with additional details.

Additionally, we identified \$260k in our original estimate and Charlie is reaching back out to NGrid for more detail and information.

Warm Regards,
Melissa

Melissa Trombley Cressotti (she / her)
Civil Engineer

FUSS & O'NEILL
Solve better. Go further.

(413) 333-5473 | cell: (413) 519-0757
1550 Main Street Suite 400 | Springfield, MA 01103

CT MA ME NH NY RI VT

www.FandO.com | [Instagram](#) | [Vimeo](#) | [Facebook](#) | [LinkedIn](#) | [YouTube](#)

From: Shannon Young <Shannon.Young@nationalgrid.com>
Sent: Friday, February 6, 2026 12:40 PM
To: Charlie Waskiewicz <charlie.waskiewicz@fando.com>
Cc: Paul Fleming <Paul.Fleming@fando.com>; Melissa Cressotti <Melissa.Cressotti@fando.com>
Subject: RE: [EXTERNAL] RE: WR 31259321 (old work request 31105017) at 0 W Lynde St., Gardner

This Message is from an external sender.

Hi Charlie,

I will need design to review the below and mark on the sketch. I will reach out to them for assistance and get back to you!

Please see the attached Service Agreement for the above project. The service agreement contains our scope of work and the amount of the customer's contribution. Please review, sign and email back to me, so I can progress this job.

Please note that this service agreement is valid for 90 days after it is sent. After 90 days has passed, the service agreement will no longer be valid and costs for the job will need to be recalculated accordingly.

Please do not remit payment at this time. Once I receive the signed service agreement, I will have an invoice generated for you.

Thank you,

Shannon Young

(she/her/hers)

Representative – MA Electric Customer Connections

NE Electric Connections

55 Bearfoot Rd. Northborough, MA 01532

Nationalgrid

508-571-4008

Please visit <https://ngus.force.com/electric/s/> to check the status of your Work Request online

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NON-STANDARD COSTS: Cost of work and/or facilities required in excess of those which are necessary to meet the customer's electric distribution service requirements.

SCOPE OF WORK: Moving OH pole line UG,m refeeding services to UG. Installing new switchgear

Cost Component	Amount	Description
Install Labor	\$ 108,571.65	
Removal Labor (<i>non-taxable</i>)	\$ 54,956.30	
Operations & Maintenance (<i>non-taxable</i>)	\$ 5,076.20	
Transportation	\$ 10,817.96	Truck expenses, fuel, maintenance, etc.
Materials	\$ 334,074.45	Materials and associated equipment listed in above Install Labor
Contractor Costs (<i>if applicable</i>)	\$ 248,882.40	
Additional Items	\$ -	
Joint Pole Billing	\$ -	
Initial Non-Standard Costs	\$ 762,378.96	
Income Tax Liability	\$ 111,181.44	CIAC is viewed as income and National Grid is charged a tax which is passed on to the customer
Donated Property Tax (Non-Standard)	\$ 48,796.92	Tax on the value of donated property material (Non-Standard)
Total Non-Standard Costs to Customer	\$ 922,357.33	Paid by the customer

SYSTEM IMPROVEMENT COSTS: Work completed in conjunction with aCUSTOMER's project but performed at National Grid's expense, as the work improves the capacity or reliability of the system related to the CUSTOMER's project but will benefit other CUSTOMERS in the area as well.

SCOPE OF WORK: Moving OH pole line UG,m refeeding services to UG. Installing new switchgear

Cost Component	Amount	Description
Install Labor	\$ -	
Removal Labor	\$ -	
Transportation	\$ -	Truck expenses, fuel, maintenance, etc.
Materials	\$ -	Materials and associated equipment listed in above Install Labor
Contractor Costs	\$26,320.12	~100' of conduit replacement to Pads 200-1 and 200-2 SI due to UG wanting conduit with thin walls replaced with better conduit.
Additional Overhead Costs		Costs associated with obtaining contractor bid/payments
Total System Improvement Costs	\$ 26,320.12	Paid by National Grid

WR# 31105017

Derby Dr. Gardner

Gardner, MA

Associated WRs

30825999 - 2-10 Parker, for install of Pad200-3 and service HH on Main St

31157531 - 8 Main St - Discnct Siphon svc from P2, Reconct @HH5661, refed from Pad200-1 to HH

31157514 - 36-38 Main St. - D/R from OH to UG from new Pad2

31206842 - 40-44 Main St. - D/R from OH to UG from new Pad3

31206842 - 46-54 Main St. - D/R from OH to UG from new Pad4

31132414 - 58 Main St (rear) - New svc for park utility shed fed from Pad5

31082996 - 66-72 Main St - D/R from OH to UG from new Pad5

31208088 - 74 Main St - D/R from OH to UG from new Pad5

31088726 - 78 Main St - D/R from OH to UG from new Pad5

WR# 31105017

Derby Dr. Gardner, MA

NGrid UG to:

MH200

-Remove cables to Pads200-1 and 200-2

-Remove cables to Riser Poles 1 and 1-50

-Install new PME-9 SG at SGMH 5643

-Install 3-1C 500CU ~240' to new SGMH5643 SW#321127

-Install 3-1C #2CU ~240' to 1st 100E Fuse

-Install 3-1C #2CU ~50' to Pad200-2

-(Work captured under Child WR30825999 - Loop out of

Pad200-2 w/ 3ph #2CU & FIs, back to MH200, then feed

Pad200-3)

-Loop out of Pad200-3 w/ 1ph #2CU & FI, back to MH200, then feed to Pad200-1

NGrid CIVIL to:

-Remove/abandon conduits going from MH200 to pads200-1 & 200-2, and to riser poles 1 and 1-50

-Install new HDHH 5661

-Install new conduits to Pads 200-1, 200-2, and from Pad200-1 toHDHH5661

-Install new conduits from MH200 to new SGMH5643

-(Coordinate work with Child WR30825999 for Pad200-3 and conduits install to MH200 and secondary conduits to new HH in Main St)

NGrid OH to:

Remove all OH Poles, wires, equipment, risers, xfrmr, srvc From and including P0-50 to P6. P7 to be new riser pole.

-Install new 3ph riser w/ disconnects dvc#321132

CUSTOMER to:

-Install MHs 5643, 5640, & 5641, Pads 2,3,4&5, and all conduits between, as well as to P7

NGrid UG to:

- Install 500Cu cable from MH5643 Sw# 321128 to riserP7 ~520'
- Install 75kVA 3ph xfmrs at Pads 2,3,& 4, and a 167kVA 10 xfrmr at Pad5
- Install #2Cu from second 100E fuse position from MH5643 and loop in and out of each xfrmr pad w/ FIs according to One-line

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- Install new 3ph riser w/ disconnects dvc#321132

-Remove crib cut @P8 to feed service off P7

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NGrid UG to:

MH200

- Remove cables to Pads200-1 and 200-2
- Remove cables to Riser Poles 1 and 1-50
- Install new PME-9 SG at SGMH 5643
- Install 3-1C 500CU ~240' to new SGMH5643 SW#321127
- Install 3-1C #2CU ~240' to 1st 100E Fuse
- Install 3-1C #2CU ~50' to Pad200-2
- (Work captured under Child WR30825999 - Loop out of Pad200-2 w/ 3ph #2CU & FIs, back to MH200, then feed Pad200-3)
- Loop out of Pad200-3 w/ 1ph #2CU & FI, back to MH200, then feed to Pad200-1

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MassWorks Infrastructure Program

Reimbursement Request Form

Submission of this form is required to request a drawdown of funds from your MassWorks Infrastructure Grant. Requests must be based on work completed or materials delivered, as evidenced by invoices of eligible costs and/or other documentation approved by EOED. **Copies of invoices and/or other approved documentation will be required for the approval and processing of any request.**

Incomplete forms will necessitate further review and may result in payment delays.

General Information

Date of Request	10/29/2025
Public Entity	City of Gardner
Project Name	Rear Main Street Revitalization – Phase II
Contract ID	21MWIPGARDNERRMAINST
Preparer's Name	Jason Stevens
Preparer's Email	jstevens@gardner-ma.gov
Dates of Work Covered (MM/DD/YY-MM/DD/YY)	6/17/25-10/15/2025

Project Budget

Please complete the budget table below. **Deviations in line items that exceed 25% of the total contract amount must be approved by EOED and, in some cases, may require a contract amendment.**

REAR MAIN

Spending Category Line Item	<u>A</u> Contract Budget	<u>B</u> Requested to Date	<u>C</u> Remaining Balance = A - B	<u>D</u> Amount of <u>this</u> Request	<u>E</u> New Balance = C - D
Design / Engineering / Bidding	\$150,000	\$314,681.69	-\$164,681.69	\$0.00	-\$164,681.69
Construction					
Land Takings	-				
Demolition/Remediation	-	\$0.00	\$0.00	\$0.00	\$0.00
Mobilization/Demobilization	\$25,000	\$3,585.30	\$21,414.70	\$16,000.00	\$5,414.70

Water/Sewer/Drainage	\$790,416	\$47,652.00	\$742,764.00	\$181,700.00	\$561,064.00
Utility Relocation	\$200,000	\$14,250.00	\$185,750.00	\$11,000.00	\$174,750.00
Roadways	\$353,000	\$0.00	\$353,000.00	\$179,000.00	\$174,000.00
Sidewalks/Curbing/Streetscapes	\$971,461	\$5,581.25	\$965,879.75	\$97,400.00	\$868,479.75
Electrical/Lighting	\$274,200	\$0.00	\$274,200.00	\$48,000.00	\$226,200.00
Bridges/Culverts	-	\$0.00		\$0.00	\$0.00
Contingency	\$322,912	\$3,809.50	\$319,102.50	\$0.00	\$319,102.50
Other Expenses					
Construction Admin./Project Mgt.	\$130,000	\$53,798.50	\$76,201.50	\$30,650.00	45,551.50
Traffic Control/Public Safety Details	\$30,000	\$0.00	\$30,000.00	\$4,500.00	\$25,500.00
Other: Site Work	\$853,011	\$83,905.90	\$769,105.10	\$183,717.33	\$443,562.27
Other:	-				\$0.00
Total	\$4,100,000.00	\$527,264.14	\$3,572,735.86	\$751,967.33	\$2,820,768.53

WILKENS ROAD

Spending Category Line Item	<u>A</u> Contract Budget	<u>B</u> Requested to Date	<u>C</u> Remaining Balance = A - B	<u>D</u> Amount of this Request	<u>E</u> New Balance = C - D
Design / Engineering / Bidding	-				
Construction					
Land Takings	-				
Demolition/Remediation	-				
Mobilization/Demobilization	-				
Water/Sewer/Drainage	\$16,675	\$16,675.00	\$0.00	\$0.00	\$0.00
Utility Relocation	-				
Roadways	\$838,288.50	\$388,875.68	\$449,412.82	\$0.00	\$449,412.82
Sidewalks/Curbing/Streetscapes	\$109,750	\$109,750.00	\$0.00	\$0.00	\$0.00
Electrical/Lighting	-				
Bridges/Culverts	-				
Contingency	-				
Other Expenses					
Construction Admin./Project Mgt.	-				
Traffic Control/Public Safety Details	\$35,286.50	\$35,286.50	\$0.00	\$0.00	\$0.00
Other: Site Work	-				
Other:	-				
Total	\$1,000,000	\$550,587.18	\$449,412.82	\$0.00	\$449,412.82

Supporting Documentation

Based on invoices and/or other documentation approved by EOED, please complete the table below to support this request. **All documents must be submitted as attachments. Any Contractor Applications for Payment must include a corresponding schedule of values.**

Please insert additional rows as needed.

REAR MAIN

Invoice Date MM/DD/YY	Work Start Date for <i>this</i> Invoice MM/DD/YY	Vendor Name	Invoiced Amount	Requested Reimb Amount
08/15/25	06/17/25-07/30/25	UEL Contractors, Inc.	\$122,634.55	\$122,634.55
09/23/25	08/01/25-08/30/25	UEL Contractors, Inc.	\$264,812.50	\$264,812.50
10/13/25	08/31/25-09/30/25	UEL Contractors, Inc.	\$327,346.56	\$327,346.56
07/23/25	05/24/25-06/27/25	Fuss & O'Neill	\$6,258.98	\$6,258.98
10/14//25	06/28/25-09/19/25	Fuss & O'Neill	\$30,914.74	\$30,914.74
Total				\$751,967.33

WILKENS ROAD

Invoice Date MM/DD/YY	Work Start Date for <i>this</i> Invoice MM/DD/YY	Vendor Name	Invoiced Amount	Requested Reimb Amount
Total				

REAR MAIN

Work Completed

Please briefly summarize the work completed and/or materials delivered in association with the documentation listed above.

Over the last three months, the project has continued on with the completion and installation of the drainage system, water service, sewer piping, underground communication conduit and wire, additional cuts and fills, curbing, catch basins, and installation of lighting pole bases.

Submittals have also been continuously coming in including the following:

PCO 6 – Added Conduit per RDI (original and revised), PCO 7 – materials at landscape areas (original and revised), PCO 8 – Hydrant Materials, PCO 9 – T&M for obstructions and unsuitable

RFI 19 – National Grid Address List, RFI 20 – existing utility poles, RFI 21 – utility shed foundation, RFI 22 – Existing waterline, RFI 23 – Communications conduit, RFI 24 – Meter pit, RFI 25 – concrete thickness, RFI 26 – National Grid poles with lights, RFI 27 – ramp transitions, RFI 28 - handholes

Submittal 008B – Revised project schedule, CU 101 – meter pit location

Due to the lack of response from National Grid on their review and approval of the proposed development, the contractor has had to do items out of initial order as much of the site is reliant on confirming the design of the electrical conduits, manholes, and wire placement. I've only recently gotten direction from their team on 10/20 in regards to what forms need to be filled for new easements to be made to ensure their approval of the design due to the additional equipment being placed on the site. These easement forms will be filled for the outstanding commercial properties and submitted to ensure continued progress can be made in the next quarter.

Final Request?

Is this your final reimbursement request? Yes No

WILKENS ROAD

Work Completed

Please briefly summarize the work completed and/or materials delivered in association with the documentation listed above.

The paving of Freddette/Wilkins Road has been fully completed.

Final Request?

Is this your final reimbursement request? Yes No

If yes, please contact your EOED contract manager to request a Contract Closeout Form.

Certification:

By signing below, I, Jason Stevens, hereby certify that the information and expenditures enumerated on this form are true, accurate, and in compliance with applicable state and local rules and regulations. I further certify that these expenditures were made in accordance with a fully executed Contract with EOED, based on our application to the MassWorks Infrastructure Program (MWIP), and that all funds disbursed through this request shall only be used to pay for expenditures that have been disclosed to and approved by EOED.

Signature: Jason Stevens Date: 10/29/2025

Once complete, sign, scan, and submit this form via email with required attachments to your EOED contract manager.

MassWorks Infrastructure Program

Reimbursement Request Form

Submission of this form is required to request a drawdown of funds from your MassWorks Infrastructure Grant. Requests must be based on work completed or materials delivered, as evidenced by invoices of eligible costs and/or other documentation approved by EOED. **Copies of invoices and/or other approved documentation will be required for the approval and processing of any request.**

Incomplete forms will necessitate further review and may result in payment delays.

General Information

Date of Request	1/21/2026
Public Entity	City of Gardner
Project Name	Rear Main Street Revitalization – Phase II
Contract ID	21MWIPGARDNERRMAINST
Preparer's Name	Jason Stevens
Preparer's Email	jstevens@gardner-ma.gov
Dates of Work Covered (MM/DD/YY-MM/DD/YY)	10/15/25-1/15/26

Project Budget

Please complete the budget table below. **Deviations in line items that exceed 25% of the total contract amount must be approved by EOED and, in some cases, may require a contract amendment.**

REAR MAIN/WILKENS ROAD REVITALIZATION

Spending Category Line Item	<u>A</u> Adjusted Budget	<u>B</u> Requested to Date	<u>C</u> Remaining Balance = A - B	<u>D</u> Amount of <u>this</u> Request	<u>E</u> New Balance = C - D
Design / Engineering / Bidding	\$300,000.00	\$346,604.37	\$(46,604.37)	\$0.00	\$(46,604.37)
Construction					
Land Takings	-				
Demolition/Remediation	-	\$0.00	\$0.00	\$0.00	\$0.00
Mobilization/Demobilization	\$25,000.00	\$19,585.30	\$5,414.70	\$0.00	\$5,414.70

Water/Sewer/Drainage	\$807,091.00	\$329,352.00	\$477,739.00	\$10,000.00	\$467,739.00
Utility Relocation	\$200,000.00	\$25,250.50	\$174,749.50	\$0.00	\$174,749.50
Roadways	\$1,191,288.50	\$641,657.50	\$549,631.00	\$59,500.00	\$490,131.00
Sidewalks/Curbing/Streetscapes	\$1,081,211.00	\$133,349.26	\$947,861.74	\$105,500.00	\$842,361.74
Electrical/Lighting	\$274,200.00	\$48,000.00	\$226,200.00	\$66,000.00	\$160,200.00
Bridges/Culverts	-	\$0.00	\$0.00	\$0.00	\$0.00
Contingency	\$322,912.00	\$3,809.50	\$319,102.50	\$2,000.00	\$317,102.50
Other Expenses					
Construction Admin./Project Mgt.	\$130,000.00	\$105,803.07	\$24,196.93	\$27,855.00	(\$3,658.07)
Traffic Control/Public Safety Details	\$65,286.50	\$4,500.00	\$60,786.50	\$0.00	\$60,786.50
Other: Site Work	\$703,011.00	\$309,448.23	\$393,562.77	\$2,928.69	\$390,634.08
Other:	-				
Total	\$5,100,000.00	\$1,967,359.73	\$3,132,640.27	\$273,783.69	\$2,858,856.58

Supporting Documentation

Based on invoices and/or other documentation approved by EOED, please complete the table below to support this request. **All documents must be submitted as attachments. Any Contractor Applications for Payment must include a corresponding schedule of values.**

Please insert additional rows as needed.

REAR MAIN

Invoice Date MM/DD/YY	Work Start Date for <i>this</i> Invoice MM/DD/YY	Vendor Name	Invoiced Amount	Requested Reimb Amount
12/16/2025	10/31/25-11/30/25	UEL Contractors, Inc.	\$179,217.50	\$159,217.50
11/07/25	10/01/25-10/30/25	UEL Contractors, Inc.	\$192,019.87	\$109,193.69
11/18/25	09/15/25-10/17/25	Fuss & O'Neill	\$10,178.50	\$5,372.50
Total				\$273,783.69

REAR MAIN

Work Completed

Please briefly summarize the work completed and/or materials delivered in association with the documentation listed above.

During Q2 2026, the City of Gardner and its project teams at Fuss & O'Neill and UEL Contractors have all continued active construction and coordination efforts on the Rear Main Street Project.

During mid to late October, construction focused on underground utilities and concrete infrastructure. Work included installation of precast concrete curbing, underground water lines between the equipment shed and splash pad, electrical conduits and light pole bases, and ongoing grading and concrete pours. Concrete work was managed with cold-weather protection to maintain progress. During this period, Change Order No. 2 was advanced for City execution, and design clarifications related to the meter pit, splash pad, irrigation, and shed (RFI-024) were reviewed and refined, with pricing coordinated once full design responses were received. Additional work on the project related to the unforeseen and unsuitable conditions which was not a part of the original proposed project and grant were taken out from the invoiced amounts to reflect only work that is encompassing of the original grant's scope of work.

Following that into early November, construction activity expanded across the site. Electrical conduit installation progressed, light pole bases were completed, sidewalks and curbing were installed, and water infrastructure was extended toward final tie-in locations, including work along Derby Street. Additional RFIs addressing ramp transitions and handholes were reviewed and resolved to address field conditions and maintain consistency with approved plans.

Coordination with National Grid represented a critical path item. I worked closely with National Grid to remind them of the timeliness of the project's need for electrical design approvals, experiencing delays that lasted until 11/20 when we finally received the approved civil sketch for the trench and underground wires/conduit equipment from Will Fontaine at National Grid. When the sketch was received, it allowed construction to proceed without revised engineering plans. Water tie-ins within the alley were completed, including documentation of previously unmarked utilities for inclusion in final as-built drawings. Construction continued on electrical systems, sidewalks, grading, and preparation for the equipment shed slab.

As winter conditions emerged in December, construction activities shifted to tasks suitable for cold-weather conditions. Splash pad piping and drainage were completed, electrical work associated with the splash pad and primary electrical infrastructure advanced, and utility vaults were installed with minor field adjustments approved for as-built documentation. Shed permitting was completed, and slab placement was scheduled subject to temperature conditions. Sidewalk and curbing installation continued selectively as weather allowed. In consideration of the work in December, the engineering team at Fuss & O'Neill have not yet approved the December pay req, but will likely be around \$109,000.00 and will be submitted in the Q3 2026 report/reimbursement request.

Overall, the Rear Main Project achieved substantial progress between October and January.

Final Request?

Is this your final reimbursement request? Yes No

WILKENS ROAD

Work Completed

Please briefly summarize the work completed and/or materials delivered in association with the documentation listed above.

The paving of Freddette/Wilkins Road has been fully completed.

Final Request?

Is this your final reimbursement request? Yes No

If yes, please contact your EOED contract manager to request a Contract Closeout Form.

Certification:

By signing below, I, Jason Stevens, hereby certify that the information and expenditures enumerated on this form are true, accurate, and in compliance with applicable state and local rules and regulations. I further certify that these expenditures were made in accordance with a fully executed Contract with EOED, based on our application to the MassWorks Infrastructure Program (MWIP), and that all funds disbursed through this request shall only be used to pay for expenditures that have been disclosed to and approved by EOED.

Signature: Jason Stevens Date: 1/21/2025

Once complete, sign, scan, and submit this form via email with required attachments to your EOED contract manager.

APPLICATION AND CERTIFICATE FOR PAYMENT

AIA DOCUMENT G702

Instructions on reverse side

PAGE ONE OF 2

TO (OWNER): City of Gardner
Department of Community Development and Planning
City Hall
Gardner, MA 01440

PROJECT:

Rear Main Revitalization
Project - Phase 1

APPLICATION NO: 2024-13-10

Distribution to:

PERIOD TO: 1/30/26

OWNER

FROM (CONTRACTOR): UEL Contractors, Inc.
65 Parker Street
Clinton, MA 01510

VIA

PROJECT NO: 2025-891

ARCHITECT

CONTRACTOR

CONTRACT FOR:

CONTRACT DATE: 7/26/24

CONTRACTOR'S APPLICATION FOR PAYMENT:

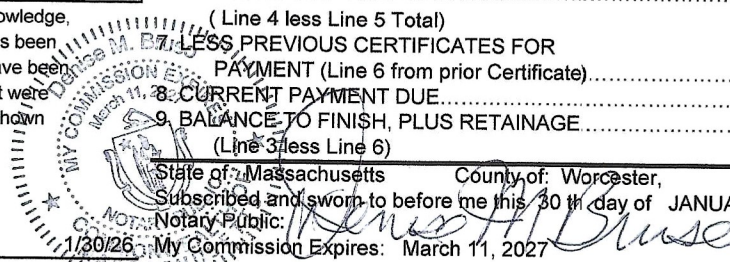
Application is made for payment, as shown below, in connection with the Contract. Continuation Sheet, AIA Document G703, is attached.

Table with columns: CHANGE ORDER SUMMARY, ADDITIONS, DEDUCTIONS. Rows include Change Orders approved in previous months by Owner, Approved this Month, and TOTALS.

Table with columns: Description, Amount. Rows include 1. ORIGINAL CONTRACT SUM, 2. Net change by Change Orders, 3. CONTRACT SUM TO DATE, 4. TOTAL COMPLETED & STORED TO DATE, 5. RETAINAGE, 6. TOTAL EARNED LESS RETAINAGE, 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT, 8. CURRENT PAYMENT DUE, 9. BALANCE TO FINISH, PLUS RETAINAGE.

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: UEL Contractors, Inc.
By: [Signature] DATE: 1/30/26



State of Massachusetts County of Worcester
Subscribed and sworn to before me this 30th day of JANUARY, 2026
Notary Public: [Signature]
My Commission Expires: March 11, 2027

ENGINEER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application, the Engineer certifies to the Owner that to the best of the Engineer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$42,845.00

(Attached explanation if amount certified differs from the amount applied for.)

Engineer/Architect: Fuss & O'Neill

By: [Signature] Date: February 17, 2026

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein, Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Owners Agent

CITY OF GARDNER
 REAR MAIN STREET REVITALIZATION PROJECT
 PHASE 1 - NORTH

DATE: 1/30/26
 INVOICE # 2024-13-10

DESCRIPTION OF WORK	SCHEDULED VALUE	PREVIOUS INVOICE	THIS INVOICE	STORED MATERIALS	TOTAL COMPLETED AND STORED TO DATE	PERCENT COMPLETE	BALANCE TO FINISH	RETAINAGE
ITEM #1 - SITE CLEARING \$60,000								
TREE CLEARING	14,000.00	14,000.00			14,000.00	100.00%	0.00	700.00
STUMP & GRUB	29,000.00	29,000.00			29,000.00	100.00%	0.00	1,450.00
SWPPP	8,000.00	8,000.00			8,000.00	100.00%	0.00	400.00
OH&P	9,000.00	9,000.00			9,000.00	100.00%	0.00	450.00
ITEM #2 - SITE EROSION & SEDIMENT CONTROLS \$20,000								
SILT SACKS	1,000.00	722.00	50.00		772.00	77.20%	228.00	38.60
TEMP FENCE & CONTROLS	13,000.00	9,886.00	500.00		10,386.00	79.89%	2,614.00	519.30
CONSTRUCTION ENTRANCE	3,000.00	2,446.00	50.00		2,496.00	83.20%	504.00	124.80
OH&P	3,000.00	2,446.00	50.00		2,496.00	83.20%	504.00	124.80
ITEM #3 - SITE DEMOLITION AND PREP \$534,000								
DEMO, HOT TOP, SIDEWALKS, CONCRETE PADS	47,000.00	47,000.00			47,000.00	100.00%	0.00	2,350.00
CUTS/FILL	32,000.00	32,000.00			32,000.00	100.00%	0.00	1,600.00
LEDGE ALLOWANCE - 300 CY	30,000.00				0.00	0.00%	30,000.00	0.00
CUT/CAP AND REMOVE UTILITIES	21,000.00	21,000.00			21,000.00	100.00%	0.00	1,050.00
ROUGH GRADE	50,000.00	47,000.00			47,000.00	94.00%	3,000.00	2,350.00
GRAVEL IMPORT	160,000.00	110,000.00			110,000.00	68.75%	50,000.00	5,500.00
SPREAD AND COMPACT	49,000.00	39,500.00			39,500.00	80.61%	9,500.00	1,975.00
FINE GRADE	45,000.00	20,000.00			20,000.00	44.44%	25,000.00	1,000.00
SURVEY	20,000.00	17,000.00			17,000.00	85.00%	3,000.00	850.00
OH&P	80,000.00	55,430.00			55,430.00	69.29%	24,570.00	2,771.50
ITEM #4 - SITE RESTORATION \$1,569,000								
SUBSURFACE INFILTRATION SYSTEM	65,000.00	65,000.00			65,000.00	100.00%	0.00	3,250.00
CATCH BASINS AND MANHOLES	73,000.00	73,000.00			73,000.00	100.00%	0.00	3,650.00
DRAINAGE PIPE	37,000.00	37,000.00			37,000.00	100.00%	0.00	1,850.00
WATER QUALITY UNIT	15,000.00	15,000.00			15,000.00	100.00%	0.00	750.00
WATER	72,000.00	62,000.00			62,000.00	86.11%	10,000.00	3,100.00
SEWER	42,000.00	30,860.00			30,860.00	73.48%	11,140.00	1,543.00
PLAZA WALKS	89,000.00				0.00	0.00%	89,000.00	0.00
SIDEWALKS	58,000.00	25,000.00			25,000.00	43.10%	33,000.00	1,250.00
DUMPSTER PADS	28,000.00	7,500.00			7,500.00	26.79%	20,500.00	375.00
UTILITY SHED PAD	22,000.00		22,000.00		22,000.00	100.00%	0.00	1,100.00
BUILDING	32,000.00				0.00	0.00%	32,000.00	0.00
SUB TOTAL OR TOTAL	1,147,000.00	779,790.00	22,650.00	0.00	802,440.00	69.96%	344,560.00	40,122.00

CITY OF GARDNER
 REAR MAIN STREET REVITALIZATION PROJECT
 PHASE 1 - NORTH

DATE: 1/30/26
 INVOICE # 2024-13-10

DESCRIPTION OF WORK	SCHEDULED VALUE	PREVIOUS INVOICE	THIS INVOICE	STORED MATERIALS	TOTAL COMPLETED AND STORED TO DATE	PERCENT COMPLETE	BALANCE TO FINISH	RETAINAGE
CURBING	70,000.00	60,000.00			60,000.00	85.71%	10,000.00	3,000.00
PAVING	149,000.00				0.00	0.00%	149,000.00	0.00
STAMPED PAVEMENT	78,000.00				0.00	0.00%	78,000.00	0.00
BRICK PAVERS	92,000.00				0.00	0.00%	92,000.00	0.00
FENCING	86,000.00				0.00	0.00%	86,000.00	0.00
LOAM & SEED	16,000.00				0.00	0.00%	16,000.00	0.00
LANDSCAPING	60,000.00				0.00	0.00%	60,000.00	0.00
IRRIGATION	35,000.00				0.00	0.00%	35,000.00	0.00
SITE FURNISHINGS	78,000.00	22,000.00			22,000.00	28.21%	56,000.00	1,100.00
SPRAY FEATURES	76,000.00	70,000.00			70,000.00	92.11%	6,000.00	3,500.00
LINE STRIPING	5,000.00				0.00	0.00%	5,000.00	0.00
SHADE SHELTER	56,000.00	51,000.00			51,000.00	91.07%	5,000.00	2,550.00
OH&P	235,000.00	108,775.00	2,200.00		110,975.00	47.22%	124,025.00	5,548.75
ITEM #5 - SITE ELECTRICAL \$1,160,000								
MOBILIZATION	16,000.00	16,000.00			16,000.00	100.00%	0.00	800.00
SUBMITTALS	8,000.00	4,000.00			4,000.00	50.00%	4,000.00	200.00
F&I SERVICE/LIGHTING FEEDERS	85,000.00				0.00	0.00%	85,000.00	0.00
F&I LIGHTING FIXTURES	182,200.00				0.00	0.00%	182,200.00	0.00
F&I LIGHTING CONTROLS	28,000.00				0.00	0.00%	28,000.00	0.00
F&I POWER INCLUDING PEDESTALS	60,000.00				0.00	0.00%	60,000.00	0.00
F&I CONDUIT/WIRE TO FOUNTAIN AND SEWER PU	77,000.00				0.00	0.00%	77,000.00	0.00
F&I 3 EV CHARGING STATIONS	50,100.00				0.00	0.00%	50,100.00	0.00
F&I PVC TO NGRID, COMCAST & VERIZON	46,000.00	23,000.00			23,000.00	50.00%	23,000.00	1,150.00
F&I ELECTRICAL SERVICE EQUIPMENT	128,000.00				0.00	0.00%	128,000.00	0.00
F&I SERVICE CONDUIT TO BUILDING	144,870.00				0.00	0.00%	144,870.00	0.00
CLOSEOUT	3,658.00				0.00	0.00%	3,658.00	0.00
COMMUNICATION HAND HOLES	54,000.00	50,000.00			50,000.00	92.59%	4,000.00	2,500.00
TRANSFORMER PADS	9,472.00				0.00	0.00%	9,472.00	0.00
VAULTS	39,000.00	20,000.00			20,000.00	51.28%	19,000.00	1,000.00
EXCAVATION & BACKFILL	40,000.00	15,000.00	5,000.00		20,000.00	50.00%	20,000.00	1,000.00
CONCRETE ENCLASEMENT	26,000.00		10,000.00		10,000.00	38.46%	16,000.00	500.00
LIGHT POLE BASES	20,000.00	20,000.00			20,000.00	100.00%	0.00	1,000.00
OH&P	142,700.00	22,010.00	1,000.00		23,010.00	16.12%	119,690.00	1,150.50
SUB TOTAL OR TOTAL	3,343,000.00	1,261,575.00	40,850.00	0.00	1,302,425.00	38.96%	2,040,575.00	65,121.25

CITY OF GARDNER
 REAR MAIN STREET REVITALIZATION PROJECT
 PHASE 1 - NORTH

DATE:
 INVOICE #

DESCRIPTION OF WORK	SCHEDULED VALUE	PREVIOUS INVOICE	THIS INVOICE	STORED MATERIALS	TOTAL COMPLETED AND STORED TO DATE	PERCENT COMPLETE	BALANCE TO FINISH	RETAINAGE
ITEM #6 - GENERAL CONDITIONS \$300,000								
BOND AND INSURANCE	67,000.00	67,000.00			67,000.00	100.00%	0.00	3,350.00
SUPERVISION	120,000.00	91,640.00	2,500.00		94,140.00	78.45%	25,860.00	4,707.00
PROJECT MANAGEMENT	45,000.00	32,140.00	1,000.00		33,140.00	73.64%	11,860.00	1,657.00
GENERAL CONDITIONS	21,000.00	15,162.00	250.00		15,412.00	73.39%	5,588.00	770.60
MOBILIZATION	17,000.00	3,774.00			3,774.00	22.20%	13,226.00	188.70
OH&P	30,000.00	23,660.00	500.00		24,160.00	80.53%	5,840.00	1,208.00
CHANGE ORDERS					0.00	#DIV/0!	0.00	0.00
CO#1					0.00	#DIV/0!	0.00	0.00
SURFACE SEALER	1,619.09				0.00	#DIV/0!	0.00	0.00
UNSUITABLE MATERIAL/VEHICULAR TRAFFIC ARE	261,003.50	246,000.00			0.00	0.00%	1,619.09	0.00
UNSUITABLE MATERIALS OVER HARDSCAPE ARE/	30,705.08	20,000.00			246,000.00	94.25%	15,003.50	12,300.00
STORMWATER DRAINAGE RECHARGE AREA	157,685.33	157,685.33			20,000.00	65.14%	10,705.08	1,000.00
UNFORESEEN STRUCTURES	82,797.00	82,797.00			157,685.33	100.00%	0.00	7,884.27
CO#2					82,797.00	100.00%	0.00	4,139.85
ADDED UNDERGROUND CONDUIT	61,673.94				0.00	0.00%	61,673.94	0.00
UNSUITABLE MATERIAL REMEDIATION FOR LANDSCAPE AR	53,830.34	20,000.00			20,000.00	37.15%	33,830.34	1,000.00
T&M UNFORESEEN STRUCTURES	(19,970.82)	(19,970.82)			-19,970.82	100.00%	0.00	(998.54)
SUB TOTAL OR TOTAL	4,272,343.46	2,001,462.51	45,100.00	0.00	2,046,562.51	47.90%	2,225,780.95	102,328.13

A MEASURE RATIFYING THE COUNCIL PRESIDENT'S
RECOMMENDATION FOR STEP DESIGNATION FOR THE CITY
AUDITOR.

BE IT HEREBY ENACTED BY THE CITY COUNCIL OF THE CITY
OF GARDNER AS FOLLOWS: That the designation of steps for the
purpose of compensation in accordance with the provisions of
Attachment F of Chapter 8 of the Code of the City of Gardner be
ordered as follows for the City Auditor Position at the recommendation
of the Council President:

Position	Employee	Group	Step	Years Credit
City Auditor	Karen Butler	1B	2	7.5



Re: Item Assignments

From George Tyros <gtyros@gardner-ma.gov>
Date Wed 3/25/2026 11:23 AM
To Jayen Kumar <jkumar@gardner-ma.gov>
Cc Titi Siriphan <tsiriphan@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>

Thanks Jay, one more item for Finance:

A MEASURE RATIFYING THE COUNCIL PRESIDENT'S
RECOMMENDATION FOR STEP DESIGNATION FOR THE
CITY AUDITOR.

From: Jayen Kumar <jkumar@gardner-ma.gov>
Sent: Wednesday, March 25, 2026 10:32 AM
To: George Tyros <gtyros@gardner-ma.gov>
Cc: Titi Siriphan <tsiriphan@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>
Subject: Re: Item Assignments

Good morning President Tyros,

Will do! Please let me know if you need anything else.

Regards,
Jay

Jayen Kumar
Assistant City Clerk
City of Gardner
95 Pleasant Street, Room 121
Gardner, MA 01440
Phone: 978-630-4058
Fax: 978-630-2589

From: George Tyros <gtyros@gardner-ma.gov>
Sent: Tuesday, March 24, 2026 10:40 PM
To: Jayen Kumar <jkumar@gardner-ma.gov>
Cc: Titi Siriphan <tsiriphan@gardner-ma.gov>; Alek Dernalowicz <adernalowicz@gardner-ma.gov>
Subject: Item Assignments

Jay, please assign the Resolution in the folder to Finance.

Please create the following items for the Finance Committee:

1. FY2027 City Council Budget Proposal by the Council President (attached)
2. Discussion on City Council Budget Transfers

Thank you,
George

George Tyros
*Council President &
Councillor At-Large
City of Gardner*

978.340.1449
gtyros@gardner-ma.gov
gardner-ma.gov\citycouncil



City of Gardner

January 13, 2026

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

RECEIVED
2026 JAN 29 A 11: 16
CITY OF GARDNER OFFICE
GARDNER, MA

RE: An Ordinance To Amend The Code Of The City Of Gardner, Chapter 675, Thereof Entitled Zoning, To Remove Article IX, Thereof Entitled "Signs And Advertising Devices," And Move It To A New Non-Zoning Chapter To Be Numbered Chapter 665

Dear Mr. President and Councilors,

We hereby submit the attached zoning ordinance amendment proposal.

Respectfully Submitted,

Judy A. Mack
Councillor At-Large
Gardner City Council

Michael J. Nicholson
Mayor, City of Gardner

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 675,
THEREOF ENTITLED ZONING, TO REMOVE ARTICLE IX, THEREOF ENTITLED “SIGNS
AND ADVERTISING DEVICES,” AND MOVE IT TO A NEW NON-ZONING CHAPTER TO BE
NUMBERED CHAPTER 665**

PREAMBLE:

WHEREAS, the City of Gardner is looking to promote business growth and make things easier for individuals to open and expand business opportunities in the City; and

WHEREAS, the City of Gardner and its officials have received feedback from residents and prospective business owners of the restrictive natures of the City’s current ordinance regarding signs and advertising devices; and

WHEREAS, the City of Gardner is looking for greater flexibility in evaluating, adapting, and evolving its ordinances regarding the placement, regulation, and requirements for signs and advertising devices;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GARDNER AS FOLLOWS:

SECTION 1: Article IX of Chapter 675 of the Zoning Code of the City of Gardner, thereof entitled “Signs and Advertising Devices,” be removed from the City’s Zoning Code and created as a new non-zoning chapter to be numbered and entitled “Chapter 665: Signs and Advertising Devices.”

SECTION 2: That the Articles and Sections of Chapter 675 be renumbered accordingly to account for this removal.

SECTION 3: That the Sections of the new Chapter 665 be renumbered accordingly as Sections 1 through 9

SECTION 4: Severability

If any provision of this section is held to be invalid by a court of competent jurisdiction, then such provision shall be considered separately and apart from the remaining provisions, which shall remain in full force and effect.

SECTION 5: That this ordinance take effect upon passage and publication as required by the General Laws of the Commonwealth and the Charter of the City of Gardner for all Zoning Ordinance procedures and timelines.

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905***PLANNING BOARD – PUBLIC HEARING RECOMMENDATION**

Dear Mrs. Siriphan,

On Tuesday, March 10, with a vote of 4-0, the Planning Board motioned to recommend that a joint public hearing of the City Council and the Planning Board be scheduled for Monday, April 6, 2026, at 6:30 PM in the City Council Chambers, 95 Pleasant Street, Gardner, MA 01440 to consider the following proposed zoning ordinances:

11772 - An Ordinance to Amend the Code of the City of Gardner, Chapter 675, Thereof Entitled Zoning, to Remove Article IX, Thereof Entitled "Signs and Advertising Devices," and Move it to a New Non-Zoning Chapter to be Numbered Chapter 665.

Please initiate the necessary legal notice and publication procedures required under M.G.L. Chapter 40A, Section 5, to ensure proper public notification and advertisement of the hearing.

Thank you for your attention and coordination in scheduling this joint hearing. Please let me know if any further materials are needed for inclusion with the public notice.

Sincerely,

Jason Stevens
Director of Community Development & Planning
City of Gardner



CITY of GARDNER
Office of the City Clerk
95 Pleasant Street, Room 121
Gardner, MA 01440
*Tel. 978-630-4058 *Fax: 978-630-2589

CITY OF GARDNER
NOTICE OF JOINT PUBLIC HEARING

Pursuant to G.L. 40A, § 5, notice is hereby given that the City Council and Planning Board will conduct a **Joint Public Hearing** on **Monday, April 6, 2026** at **7:00 P.M.** in the City Council Chamber, Room 219, City Hall, 95 Pleasant Street, Gardner, to consider amending Chapter 675, the Zoning Code of the City of Gardner. The proposed Amendment involves changing item:

11772 - An Ordinance to Amend the Code of the City of Gardner, Chapter 675, Thereof Entitled Zoning, to Remove Article IX, Thereof Entitled "Signs and Advertising Devices," and Move it to a New Non-Zoning Chapter to be Numbered Chapter 665.

Information regarding these amendments and associated maps are available for viewing in the City Clerk's Office, the Department of Community Development and Planning (DCDP), or on the City's webpage – www.gardner-ma.gov.

All persons interested in this matter and desire to offer testimony are invited to attend the hearing.

Titi Siriphan
City Clerk



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

March 13, 2026

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

RE: A Resolution to Endorse the City of Gardner FY2026 Community Development Block Grant (CDBG) Mini Entitlement Program Application

Dear Mr. President and Councilors,

As you are likely aware, the City of Gardner is designated a mini entitlement community by the Federal Department of Housing and Urban Development (HUD) for the Community Development Block Grant (CDBG) Program.

As a mini-entitlement community, the funds for this program are sent from HUD to the Massachusetts Executive Office of Housing and Livable Communities (EOHLC) who annually reviews the ways in which the City plans to use its allotted funds to ensure they meet all national standards for the CDBG program.

Attached, please find a resolution requesting City Council endorsement of the City's application and plan for the FY2026 CDBG program.

Respectfully Submitted,

Michael J. Nicholson
Mayor, City of Gardner

RESOLUTION**FY 2026 COMMUNITY DEVELOPMENT BLOCK GRANT****Mini-Entitlement Plan**

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

WHEREAS, the City Council has reviewed the proposals prepared by the Department of Community Development and Planning for inclusion within the FY 2026 Community Development Block Grant (CDBG) Mini-Entitlement Plan; and

WHEREAS, the CDBG proposals seek funding for support of infrastructure improvements and associated administrative costs; and

WHEREAS, the activities proposed within the FY 2026 CDBG Mini-Entitlement Plan meet the priorities identified within the City's 2022-2026 Community Development Strategy; and

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

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

NOW THEREFORE, the City Council hereby extends its support of each proposed activity and endorses the City's FY 2026 CDBG Mini-Entitlement Plan to be submitted to the Commonwealth of Massachusetts, Department of Housing and Community Development.

Summary of Applications Received for FFY2026 Funds					
Agency	Project Description	CDBG Request	FY2026 Recommendation	FY2022-23 Reallocation	FY2025 Reallocation
Public Social Services - limited to 5 in the FY2026 application and 20% of the grant					
Gardner Community Action Committee, Inc.	New full time Coordinator position to manage front-line emergency needs of Gardner residents seeking assistance	\$30,000.00	\$0.00	\$0.00	\$30,000.00
Gardner School Department, Athletic Program	Athletic scholarship program to cover full athletic user fees for low- and moderate-income students	\$15,000.00	\$0.00	\$9,000.00	6000
North Star Family Services, Inc.	Program staff and operating costs for Bonnie's Place emergency family shelter in Leominster - portion of the case management salary and heating oil	\$25,000.00	\$0.00	\$0.00	\$0.00
St. Paul's Episcopal Church	Laundry Love program to pay for the costs to use washers and dryers at a local laundromat with 20-30 individuals served per month	\$4,500.00	\$0.00	\$0.00	\$4,500.00
Voices of Truth Corporation	Domestic violence prevention and survivor support including planning and coordination/Task Force meetings, workshops, supplies and printing, community awareness, social media, staff training, one-time utility assistance and refreshments	\$15,000.00	\$0.00	\$0.00	\$15,000.00
Infrastructure Improvements					
City of Gardner, Dept. of Community Development and Planning	Downtown Phase 6, City Hall Ave, between Connors and Pleasant Street, includes new crosswalks, sidewalks, curbing, street lighting, and accessibility improvements	\$824,624.00	\$753,764.00	\$0.00	\$70,500.00
Public Facility Improvements					
St. Paul's Episcopal Church	Community garden improvements including masonry wall repair, drainage improvements, tree trimming, soil improvement; 3 new beds, soil and composte; composte, fertilizer and plants for exiting 27 beds; 20 dwarf fruit trees, and signage	\$50,150.00	\$0.00	\$0.00	\$0.00
Montachusett Veterans Outreach Center, Inc. - Application Withdrawn	Purchase and installation of four automatic door openers at 268 Central St., new CT board and siding on dormers and new windows at the transitional shelter	\$31,900.00	\$0.00	\$0.00	\$0.00
Program Administration	Costs necessary for the administration of the CDBG program, including salary and fringe benefits and other items needed in support of office overhead	\$131,250.00	\$121,236.00	\$0.00	\$14,000.00
Total Amount Requested - limited to five PSS projects and three other projects (admin not included)		\$1,127,424.00	\$875,000.00	\$9,000.00	\$140,000.00
Available Funds*		\$1,024,000.00	\$1,024,000.00		
* Available funds includes \$875,000 from FY2026, \$90,000 from FY2025 School St. School pathway design, \$50,000 from Gardner Emergency Housing Mission's homelessness prevention project and \$9,000 from FY2022-23.					

Proposed FFY2026 CDBG Mini-Entitlement Application Schedule

Completed	Date	Task
√	Tuesday, November 25, 2025 CDBG Steering Committee Meeting	Review proposed FFY2026 application schedule
√	Friday, December 5, 2025	Prepare post for website, add address to ad Send legal ad for RFP to paper by 3 p.m.
√	Wednesday, December 10, 2025	Publish ad for FFY2026 RFP in Gardner News, post on website and JS to send email to Councilors/St. Paul's/MVOC
√	Thursday, December 18, 2025@11	Conduct application training for potential applicants
√	Tuesday, December 30, 2025	Send legal ad to paper for 1/20 1/27 public hearings – publish on 1/6
√	Thursday, January 8, 2026	Responses to RFP due by 4 p.m.
√	Monday, January 5, 2025	Submit current FY22-25 Community Development Strategy to EOHLC (required submittal due 2 weeks prior to public forum where CDS is presented)
√	Tuesday, January 20, 2026 CDBG Steering Committee Meeting	Public Hearing: Initial review of proposals Review FY22-26 Community Development Strategy
√	Tuesday, February 17, 2026	Application available from EOHLC
√	Tuesday, February 24, 2026 CDBG Steering Committee Meeting	Public Hearing: Continued review of proposals Review FY22-26 Community Development Strategy
√	Tuesday, February 24, 2026 (submitted on 2/24)	Submit required list of proposed activities to EOHLC (within a week of application availability)
√	Wednesday, February 25, 2026	Economic and Community Development Standing Committee: FY2026 Community Development Block Grant (CDBG) Steering Committee Recommendations
√	Friday, February 27, 2026 (submitted 2/26 and approved 3/4)	Submit timely expenditure waiver request to EOHLC if the following are not met: <ul style="list-style-type: none"> • 90% of all FY2022-23 funds drawn in EOHLC's grant management system • 40% of all FY2024 drawn in EOHLC's grant management system
√	Wednesday, March 11, 2026	Economic and Community Development Standing Committee: FY2026 Community Development Block Grant (CDBG) Steering Committee Recommendations
	Tuesday, March 24, 2026	Public Hearing: Final review of application
	Monday, April 6, 2026	Present proposed projects to City Council – obtain resolution to endorse application
	Tuesday, April 7, 2026	Obtain Mayor Nicholson's signature on application forms and certifications
	Friday, April 10, 2026 (4/21 deadline)	Submit application to EOHLC through the new grants management system

Summary of Applications Received for FFY2026 Funds				
Agency	Project Description	FY2026 Recommendation	FY2022-23 Reallocation	FY2025 Reallocation
Public Social Services				
Gardner Community Action Committee, Inc.	New full time Coordinator position to manage front-line emergency needs of Gardner residents seeking assistance	\$0.00	\$0.00	\$30,000.00
Gardner School Department, Athletic Program	Athletic scholarship program to cover full athletic user fees for low- and moderate-income students	\$0.00	\$9,000.00	\$6,000.00
St. Paul's Episcopal Church	Laundry Love program to pay for the costs to use washers and dryers at a local laundromat with 20-30 individuals served per month	\$0.00	\$0.00	\$4,500.00
Voices of Truth Corporation	Domestic violence prevention and survivor support including planning and coordination/Task Force meetings, workshops, supplies and printing, community awareness, social media, staff training, one-time utility assistance and refreshments	\$0.00	\$0.00	\$15,000.00
Infrastructure Improvements				
City of Gardner, Dept. of Community Development and Planning	Downtown Phase 6, City Hall Ave, between Connors and Pleasant Street, includes new curb cuts, crosswalks, sidewalks, curbing, and street lighting	\$753,764.00	\$0.00	\$70,500.00
Program Administration	Costs necessary for the administration of the CDBG program, including salary and fringe benefits and other items needed in support of office overhead	\$121,236.00	\$0.00	\$14,000.00
Total		\$875,000.00	\$9,000.00	\$140,000.00
Available Funds*		\$1,024,000.00		
* Available funds includes \$875,000 from FY2026, \$90,000 from FY2025 School St. School pathway design, \$50,000 from Gardner Emergency Housing Mission's homelessness prevention project and \$9,000 from FY2022-23.				



Agenda Item - February 25 & March 11 Eco and Comm Dev Committee Meetings

From Elizabeth Kazinskas <ekazinskas@gardner-ma.gov>

Date Thu 1/22/2026 1:45 PM

To Jayen Kumar <jkumar@gardner-ma.gov>

Cc Titi Siriphan <tsiriphan@gardner-ma.gov>; George Tyros <gtyros@gardner-ma.gov>; Jason Stevens <jstevens@gardner-ma.gov>; Amy Yuhasz <ayuhasz@gardner-ma.gov>

Good afternoon Jay,

Please place the following item on the agenda for the February 25th and March 11th Economic and Community Development Standing Committee Meeting meetings:

FY2026 Community Development Block Grant (CDBG) Steering Committee Recommendations

Best,
Lizzy

Elizabeth Kazinskas
Councillor at Large
Gardner City Council
(978) 337-1533
ekazinskas@gardner-ma.gov

Economic & Community Development Committee, Chair
Appointments Committee, Member
Capital Improvement Planning Committee, Council Designee
Community Development Block Grant Steering Committee, Council Designee
Constituent Services & Community Outreach, Council Liaison
Master Plan Steering Committee, Member

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905*

3/19/2026

To: Titi Siriphan

CC: Elizabeth Kazinskas

Quarterly Report (Q1 2026)

Rear Main Street Revitalization Project

The Rear Main Street Project continues to represent one of the City's most significant public infrastructure investments, with steady progress made despite seasonal and coordination challenges. Construction activities on the North Phase have advanced in targeted areas, including excavation, conduit installation, and preparation for the utility infrastructure, while work on the electrical shed foundation has been delayed due to winter conditions impacting concrete pours which have been able to be coordinated for pouring/prep work over the past two weeks of March.

A major development this quarter involved National Grid's finalized cost estimate for utility work, which totaled \$922,357.33, higher than the original \$260,000 estimate. In response, the Department prepared a funding strategy and resolution to reallocate previously authorized bond proceeds to close the gap and maintain project continuity which have been submitted to the Finance Committee for their review and the Economic Development and Planning Committee for their awareness.

Coordination with American Tower for a temporary shutdown necessary to complete adjacent subsurface work has been ongoing, with continued follow-up required to finalize scheduling.

For the South Phase, engagement with Realty Income, the current owner of the Cumberland Farms property, have continued. The Director has continued negotiations with them with the intent to advance the project while mitigating financial costs.

Maki Park Improvements

The Maki Park project has reached the final stages of construction, with only minor completion items remaining. Seasonal weather conditions have delayed final welding of accessible tables and completion of landscaping elements; however, the project is otherwise substantially complete and positioned for closeout early in the spring construction season.

In parallel, the Department addressed Architectural Access Board (AAB) compliance matters associated with the related park facilities and await further feedback from the AAB on our responses.

North Central Pathway & Perley Brook Culvert

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905*

The City achieved a major milestone this quarter with the successful completion and submission of the 25% design for the remaining segments of the North Central Pathway. This submission included full preliminary engineering plans, environmental documentation, and right-of-way layouts.

The project is now under formal review by MassDOT, the Director and engineering team have held an initial meeting on 3/9 to respond to comments from MassDOT to help prepare for the next phase of design, including a future Design Public Hearing anticipated in spring/summer 2026.

To sustain project momentum, the City also submitted a MassTrails grant application seeking up to \$250,000 in funding to support continued design, permitting, and project advancement through to 100% completion and preparation of bid-ready plans.

No new updates were received this quarter regarding National Grid's engineering timeline for the Perley Brook Culvert replacement aside from the project still being reviewed for possible solutions by their engineering team.

Master Plan, Hazard Mitigation Plan, and other Comprehensive Plans

Significant progress was made on the City's comprehensive Master Plan update. During the quarter, the Department completed draft sections covering existing conditions, key issues, opportunities, and goals, and advanced the Implementation Plan to a full draft stage. The document was circulated to the Master Plan Steering Committee and City Hall staff for review. We are preparing for an open house to take place on 4/15 for another chance for citizens, city staff/boards to interact and comment/provide feedback on the full draft.

The Hazard Mitigation Plan (HMP) update also advanced substantially. Emergency Action Plans and Phase I reports on all major city owned dams were provided to the HMP team to better inform them of all current city owned infrastructure. The plan is nearing full draft completion aimed for 4/3 delivery to the city which will be followed by the public hearing in front of the Planning Board.

Along with these plans, the city is undergoing a Municipal Surplus Property Plan and Housing Production Plan to assist with the city's ongoing efforts to provide opportunities for housing growth and variety to the area.

Gardner Redevelopment Authority

The Gardner Redevelopment Authority focused on work related to strategic redevelopment sites. We have focused ongoing deliberations for the disposition of land at 155 Mill Street, 205-213 Main Street, and coordination with the land owners for the upcoming Rear Main Project – South. These deliberations are still within executive sessions as they have not reached their conclusion.

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905***Community Development Block Grant (CDBG) Program**

Assistant Director Yuhasz has maintained active administration and advancement of the city's CDBG program portfolio. Updates to the department's administration of these funds and communication with local social service providers have been completed, facilitating smoother communication between social service providers and the city, as well as between the city and the Executive Office of Housing and Livable Communities who oversee these grant funds. Iris Kwafu-Mensah has worked alongside Assistant Director Yuhasz in financial administration for these funds, aiming to close out prior grant years which had expended their funding.

Construction work at Greenwood Pool progressed through demolition, backfilling, and site preparation, with final site improvements scheduled for the spring season. The Greenwood Pavilion project advanced through an approved program amendment, allowing the Department to move forward with design and procurement of engineering services.

Looking ahead, the Department prepared for future funding cycles by initiating an updated slum and blight inventory to maintain eligibility for targeted redevelopment funding and began evaluating options for a citywide records scanning initiative utilizing administrative funds.

The FY26 CDBG application was also finalized through the Steering Committee process, identifying priority projects across infrastructure, public services, and community development initiatives.

Through the work of Assistant Director Yuhasz and Iris Kwafu-Mensah, FY2024 social service projects accomplished the following:

- o 121 low- and moderate-income middle school and high school students received scholarships to waive their athletic program fees
- o 1,131 Gardner residents receive food, hearing or other emergency assistance
- o 24 people who were homeless or at-risk of homelessness received short-term rental assistance
- o 55 people were assisted through domestic violence prevention training or assistance provided to victims/survivors of domestic violence

Under the new Economic Development and Finance Manager position, Ms. Kwafu-Mensah has been able to complete the following for our CDBG funding:

- o Reconciled CDBG 2020/21 funds
 - Returned unspent 2021 funds drawdown to state
 - Charged omitted expenses made in Munis to Intelligrants
 - Balanced overdrawn CDBG Munis accounts

Small Business Support & Workshops

CITY OF GARDNER**DEPARTMENT OF COMMUNITY DEVELOPMENT AND PLANNING***Manca Annex, 115 Pleasant Street, Room 201, Gardner, MA 01440**Telephone: (978) 630-4014 ♦ Fax: (978) 632-1905*

In collaboration with the Greater Gardner Chamber of Commerce, Economic Development & Finance Manager Iris Kwafo-Mensah organized and hosted a small business workshop on January 28.

Building on this effort, Iris initiated a partnership with the Massachusetts Supplier Diversity Office to broaden outreach to our business community. This collaboration is intended to establish a series of small business-focused workshops, with the first event currently being planned for May 27. These workshops will focus on increasing awareness of state contracting opportunities, certification programs, and pathways for local businesses to participate in public procurement.

Director Stevens engaged with the Massachusetts Office of Business Development regarding the newly restructured Vacant Storefront Program. With updated program guidelines released in earlier this month, the Department has already identified interested parties seeking to partner with the City on a potential application.