

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF SEPTEMBER 7, 2021

The Finance Committee meeting was called to order by Council President Elizabeth Kazinskas at 6:00 p.m. in the City Council Chamber, Room 219, City Hall.

Finance Committee Member Councillor Ronald Cormier was also present. Councillor James Walsh was absent

Also participating was Mayor Michael Nicholson, and City Clerk Titi Siriphan.

1-1 Review and Approval of the Meeting Minutes.

On a motion by Councillor Ronald Cormier and seconded by President Elizabeth Kazinskas, on call of the roll, it was voted to waive reading and to accept the Finance Committee Meeting Minutes of August 2, 2021, as printed.

2-1 An Order Authorizing the City to Borrow \$5,453,850.00 for the Greenwood Memorial Pool Improvements

Mayor Nicholson informed the committee that he didn't expect to have any action anytime soon. He wanted to present this information now with the reports that the engineers provided to the city out to the public so they can review it. If there is any questions, those can get answered at the time the vote goes to the City Council:

- Working with the City Engineer, they hired engineering firm, Tighe and Bond, to perform an updated feasibility study on the pool structure
- They recommended to demolish the indoor pool
- The roof is in dire shape and the exterior wall are now showing signs of structural instability
- Options to revitalize the area is expansion of the outdoor pool to an Olympic sized 25 meter by 50 meter pool to attract new meets to the city
- The Mayor expects a lot of questions and thinks it deserves presentations and is something being presented now to get it out to the public so that if there are questions, they can get those answered
- It is a massive community based project and they are looking for as much community input

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council of the Whole.

2-2 An Order Authorizing the City to Borrow \$33,148.16 to Complete Street Downtown Improvement Project.

Mayor Nicholson informed the committee that the low bid for the City's Complete Street Program came in slightly over budget, requiring us to utilize an additional \$33,148.16 in order to award the contract. Since free cash is not certified at the time, it was advised by DOR that the City seek to borrow the amount needed on a short term basis.

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF SEPTEMBER 7, 2021

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council the following Order ought to pass:

CITY OF GARDNER
LOAN ORDER
(Complete Streets Downtown Improvement Project)

ORDERED:

That the City appropriates Thirty-Three Thousand One Hundred Forty-Eight Dollars and 16/100 cents (\$33,148.16) to pay costs of Complete Streets Downtown Improvement Project =, including the payment of costs incidental and related thereto; that to meet this appropriation, the Treasurer, with the approval of the Mayor, is authorized to borrow said amount under pursuant to G.L. c. 44 §7(1) or any other enabling authority, and to issue bonds or notes of the City therefor. Any premiums received upon the sale of any bonds or notes approved by this order, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this order in accordance with G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

2-3 An Order Authorizing \$69,258.95 Payment of Prior Year Operating Expenditure.

Mayor Nicholson informed the committee that due to an oversight in the Health Department, there was a bill for Waste Management's Solid Waste Hauler Services was left unpaid. This is an expense incurred in a prior fiscal year and that year has already been closed out by the Auditing Department. Mass General Laws requires that the City Council vote to authorize the Health Department to be able to pay that bill.

Councillor Ronald Cormier said that there were some difficulties with Waste Management towards the end of their contract. He would like to make sure this is done fiscally and correctly to make sure it isn't an over budget item.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to refer this item to Safety Committee for further review.

3-1 #10508 – A Measure Designating the Health Department Prevention Coordinator as a Special Municipal Employee.

Mayor Nicolson informed the committee that at the previous Finance meeting Councillor Walsh requested a presentation on how the position would be benefited by becoming a special municipal employee. The Mayor submitted a letter requesting

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF SEPTEMBER 7, 2021

more time due to the large amount of activity in the Health Department.

Councillor Ronald Cormier suggested to grant the Mayor leave to withdraw without prejudice so he can have the presentation after all the activities are done.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to leave to withdraw without prejudice.

3-2 A Measure Confirming the Mayor's Appointment of Shaunesy Dame to the position of Alternate Inspector of Wires, for term expiring August 2, 2022.

Mayor Nicholson informed the committee that this was a reappointment. Mr. Dame was appointed every year as the alternate inspector of wires. He's done an excellent job and has had to fill in for Mr. Sweeny. He comes highly recommended by the Building Commissioner.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to confirm the Mayor's Appointment of Shaunesy Dame to the position of Alternate Inspector of Wires.

3-3 A Measure Confirming the Mayor's Appointment of Dan Forte to the position of Youth Commission Member, for term expiring August 18, 2024.

Mayor Nicholson informed the committee that Mr. Forte is the current Athletic Director who oversees the recreation programs as well. His appointment would benefit both the regular school sports programs as well as the summer recreation program.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to confirm the Mayor's Appointment of Dan Forte to the position of Youth Commission Member.

4-1 #10469 - An Ordinance to Amend Code of the City of Gardner, Chapter 171, Thereof, Entitled "Personnel" by Amending Section 14: Holidays Designated, Section 44: Compensation in Lieu of Paid Holidays, and Section 60: Holidays with Pay (In the City Council and referred to Finance Committee 6/7/2021; More Time 6/21/2021, 7/6/2021).

Councilor Ronald Cormier requested more time.

The committee recommended more time.

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF SEPTEMBER 7, 2021

4-4 **An Ordinance to Amend Code of the City of Gardner, Section 8 of Chapter 390, Thereof, Entitled "Fire Department Fee Schedule."**

Mayor Nicholson requested a leave to withdraw based on feedback received at the previous City Council and Finance Committee meetings of August 2, 2021

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to leave to withdraw without prejudice.

4-5 **An Ordinance to Amend the Code of the City of Gardner, Chapter 390, Entitled "Fees."**
Mayor Nicholson requested a leave to withdraw based on feedback received at the previous City Council and Finance Committee meetings of August 2, 2021

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to leave to withdraw without prejudice.

5-1 **#10484 – A Measure Authorizing a Solar Energy PILOT Agreement with BCC Solar Energy Advantage (In the City Council and Referred to Committee of the Whole 7/6/2021; Informal Meeting 8/2/2021; Referred to Finance Committee 8/2/2021).**

Councillor Ronald Cormier said that he received some additional emails and information this evening before the meeting. It was Councillor James Walsh was not able to join the meeting today and it was his request for further study and review. Councillor Ronald Cormier is requesting more time and that this item stays on the Finance Committee Agenda.

5-2 **A Measure Relative to a Disclosure by Special Public Employee of Financial Interest in Additional Legal or Professional Service Contract(s) with a Public Agency.**

Mayor Nicholson informed the committee that at the previous meeting, the wrong disclosure was submitted for item #10509 on the City Council Agenda for City Prevention Coordinator, Veronika Patty. The corrected form is attached.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to accept the Disclosure by Special Public Employee of Financial Interest in Additional Legal or Professional Service Contract(s) with a Public Agency.

5-3 **A Measure Authorizing Acceptance of Donations and Gifts for Use by Gardner Animal Shelter.**

Mayor Nicholson informed the committee that shelter donations for acceptance is required by law. In the packet submitted is the latest donation list that have been made to the Gardner Animal Shelter. He would like to take the opportunity to thank

all of those generous individuals who donated the items to the shelter.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council that the following Authorization ought to pass:

**ACCEPTANCE OF DONATIONS AND GIFTS
GARDNER ANIMAL CONTROL SHELTER DONATIONS**

VOTED: That the City of Gardner is authorized to accept certain donations and gifts for use by the Gardner Animal Control Shelter, said acceptance in accordance with the provisions of Chapter 44, Section 53A ½ of the General Laws.

5-4 A Measure Authorizing and Inter-Municipal Agreement Between City of Gardner and Town of Westminster Animal Control Services.

Mayor Nicholson informed the committee that for the past several years, Gardner has been providing regional animal control services for the Towns of Westminster, Ashburnham and Hubbardston. The Inter-Municipal Agreement with these towns expired at the start of the Fiscal Year.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council that a Measure Authorizing and Inter-Municipal Agreement Between City of Gardner and Town of Westminster Animal Control Services ought to pass:

A MEASURE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERMUNICIPAL AGREEMENT FOR ANIMAL CONTROL SERVICES

VOTE:

To authorize the Mayor of the City of Gardner to enter into an Inter-Municipal Agreement for Animal Control Services with the Town of Westminster from July 1, 2021 to June 30, 2024.

5-5 A Measure Authorizing and Inter-Municipal Agreement Between City of Gardner and Town of Westminster Veterans Services.

Mayor Nicholson informed the committee that with the retirement of Director Phil Buso as the City's Veteran's Agent, they are currently in the process of reviewing candidates for his replacement. The Town of Westminster reached out to inquire about the possibility of regionalizing the City's Veteran's Service Office with their Town.

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF SEPTEMBER 7, 2021

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council that a Measure Authorizing and Inter-Municipal Agreement Between City of Gardner and Town of Westminster Veterans Services ought to pass:

A MEASURE AUTHORIZING THE MAYOR TO ENTER INTO AN INTERMUNICIPAL AGREEMENT FOR VETERAN SERVICES

VOTE: To authorize the Mayor of the City of Gardner to enter into an Inter-Municipal Agreement for Veteran Services with the Town of Westminster from September 1, 2021 to June 30, 2024.

5-6 An Order Relative to the November 2, 2021 Municipal Election and Review/Acceptance of Polling Places.

City Clerk Titi Siriphan informed the committee that the Ward 5, Precinct 5A and 5B polling location, The National Guard Armory. Due to Department of Defense and Massachusetts Army National Guard COVID-19 restrictions to include all visitors (e.g., voters) entering the armory must wear a face mask, the Military Division has denied the use of the Gardner Armory as a polling location. Therefore, I am recommending that Ward 5 be relocated to the Polish American Citizens Club (PACC). She also recommended that Ward 3, Precinct 3A and 3B polling location – the Acadien Club, be moved to the Gardner City Hall Perry Auditorium due to space concerns.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council that the following order ought to pass:

CITY OF GARDNER, MASSACHUSETTS
CITY ELECTION ORDER
NOVEMBER 2, 2021

ORDERED: That meetings of the citizens of this City qualified to vote for City officers shall be held on TUESDAY, the SECOND DAY of NOVEMBER 2021 from 7:00 o'clock in the morning until 8:00 o'clock in the evening for the purpose of casting their votes for the election of One Mayor for Two years; Six Councillors at Large for Two years; One Councillor in Ward One, One Councillor in Ward Two, One Councillor in Ward Three, One Councillor in Ward Four and One Councillor in Ward Five for Two Years; and Three School Committee Members at Large for Four Years, all terms beginning the first Monday in January 2022

CITY OF GARDNER, MASSACHUSETTS
CITY COUNCIL FINANCE COMMITTEE
MINUTES OF MEETING OF SEPTEMBER 7, 2021

ORDERED: In accordance with the provisions of Section 24 of Chapter 54 of the General Laws, the following polling places are designated by this Council:

WARD 1, PRECINCT A – Elk’s Home, 31 Park Street
WARD 1, PRECINCT B – Elk’s Home, 31 Park Street
WARD 2, PRECINCT A – Levi Heywood Memorial Library, 55 West Lynde Street
WARD 2, PRECINCT B – Levi Heywood Memorial Library, 55 West Lynde Street
WARD 3, PRECINCT A – City Hall, Perry Auditorium, 95 Pleasant Street
WARD 3, PRECINCT B – City Hall, Perry Auditorium, 95 Pleasant Street
WARD 4, PRECINCT A – Gardner Police Headquarters, 200 Main Street
WARD 4, PRECINCT B – Gardner Police Headquarters, 200 Main Street
WARD 5, PRECINCT A – Polish American Club, 171 Kendall Pond Rd W
WARD 5, PRECINCT B – Polish American Club, 171 Kendall Pond Rd W

New Business

Mayor Nicholson informed the committee that following the compensation schedule being sent to first printing, it was noticed that the Assistant Library Director was omitted on accident. He respectfully ask that the City Council vote to amend Ordinance in item #10511 to include the Assistant Library Director position as listed in the attached packet.

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas, on call of the roll, it was voted to recommend to the City Council to amend the ordinance and send it to final printing.

ADJOURNMENT

On a motion by Councillor Ronald Cormier and seconded by President Kazinskas on call of the roll, it was voted to adjourn at 6:35 p.m.