



City of Fitchburg Massachusetts 01420

CITY COUNCIL

Councilors at Large

David Clark
Marcus L. DiNatale
Samantha M. Squaillia
Anthony M. Zarrella
One Vacancy

President

Michael P. Kushmerek

Vice President

Amy L. Green

Ward Councilors

Ward 1 – Amy L. Green
Ward 2 – Paul R. Beauchemin
Ward 3 – Joel R. Kaddy
Ward 4 – Michael P. Kushmerek
Ward 5 – Marisa R. Fleming
Ward 6 – Elizabeth R. Walsh

Finance Committee

A meeting of the Finance Committee was called to order by Chairman DiNatale on Tuesday, January 23, 2018 at 6:02 p.m. in the Memorial Middle School Library, 615 Rollstone Street, Fitchburg, MA.

Committee Members present: Councilors Paul Beauchemin, Marcus DiNatale, Michael Kushmerek, Elizabeth Walsh, and Anthony Zarrella.

Other Councilors present: Councilor Samantha Squaillia.

Others present: City Auditor Calvin Brooks, City Solicitor Vincent Pusateri, DPW Commissioner Lenny Laakso, Police Chief Ernest Martineau, and Fire Chief Kevin Roy.

010-18 ORDER: that there be and is hereby appropriated the sum of THREE HUNDRED THOUSAND AND 00/100 DOLLARS (\$300,000.00) same to be charged against AVAILABLE FUNDS and credited to the following DEPARTMENT OF PUBLIC WORKS, SNOW & ICE accounts:

PERSONAL SERVICES, OVERTIME	\$ 40,000.00
EQUIPMENT RENTAL	\$100,000.00
PLOWS & BLADES	\$ 60,000.00
SALT	\$100,000.00

Discussion: DPW Commissioner Lenny Laakso reported that as per past practice, the FY2018 Snow & Ice budget was underfunded with the expectation that there would be additional requests for funds as they are needed during the year. When he wrote the letter requesting more funds, the original appropriation of \$500,000 had been exhausted. Since that time, the department has spent about half of the additional \$300,000 that is being requested. There have been a lot of storms lately, and in fact the night before the salt trucks were out all night sanding and salting the roads.

Councilors asked about the equipment and if it is in need of replacement. Mr. Laakso said that the equipment is holding up all right, although one sander had been towed the night

before, but should be ready after repair. The department does buy new equipment regularly, usually at the same time as fire equipment is bonded or using Chapter 90 funds. The department is currently waiting for one new truck on order. It can take about a year to get delivery.

Councilors pointed out that last fiscal year the city used free cash to purchase a new sander/plow and a new salt shed. In answer to questions, Mr. Laakso explained that last year the city spent about \$400,000 on salt. Truck repairs are charged to the plows & blades account. Equipment rental is used mostly for private plow drivers, although some goes toward the rental of the sifter for the sand.

Action: Be adopted (5-0)

011-18 ORDER: that there be and hereby is transferred from within the sum of TWENTY-FOUR THOUSAND, ONE HUNDRED EIGHT AND 00/100 DOLLARS (\$24,108.00) same to be transferred from POLICE, PERSONAL SERVICES, ANIMAL CONTROL OFFICER (\$16,732.00) and from POLICE, PERSONAL SERVICES, ANIMAL CONTROL OFFICER OVERTIME (\$7,376.00) and credited to POLICE, OTHER EXPENSES, ANIMAL CONTROL.

Discussion: Chief Ernest Martineau has requested this transfer to close out personal services for animal control and use the funds to cover expenses of the new animal control contract. He has received a lot of positive feedback on the new contract, although it has only been going about 2 months. He is still trying to gauge what the city's actual expenses will be.

Action: Be adopted (5-0)

012-18 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Executive Office of Public Safety and Security, FY18 Shannon Community Safety Initiative grant in the approximate amount of \$142,709.24 (ONE HUNDRED FORTY-TWO THOUSAND, SEVEN HUNDRED NINE AND 24/100 DOLLARS) for the purpose of said grant, which is to reduce gang and youth related violence.

Discussion: Chief Martineau reported that the city has been actively pursuing and using the Shannon Grant for the last ten years. The program aims to build good relationships between youth and partners in the neighborhoods. Fitchburg is the fiscal agent for the grant and spends about \$26,000 of the total on truancy enforcement, home visits, identifying high risk and at risk students, working with them over the summer to get them back to school in the fall, sponsoring the summer Junior Police Academy, park patrols and mentoring over the summer, and sometimes just playing a kickball game with youth at Coolidge Park.

Besides the city, the following agencies also participate in this grant: MWCC (\$22,000), Shining Light Ministries (\$22,000), MOC (\$29,000), Cleghorn Center (MOC) (\$13,000), and Gardner Police Department (\$18,000). The Program Coordinator receives about \$13,000. Councilors asked about the future of these funds since they are backed by federal funding. The chief stated that there has been a downward trend over the years in the amount received, but that this year the city did receive slightly more. He commended his grant writer for her assistance. Councilors noted that they are seeing a positive change in the perception of police within the community.

Action: Be adopted (5-0)

013-18 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Department of Fire Services grant in the approximate amount of \$56,000.00 (FIFTY-SIX THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to purchase a new regional Fire Safety House to be used in teaching fire safety.

Discussion: Chief Kevin Roy stated that Fitchburg is in charge of the Fire Safety trailer used by the 34 cities and towns of the regional fire district. This grant will allow for the purchase of the third generation trailer, replacing the second generation trailer that is now ten years old. No match from the city is required, and he expects to have the new trailer by the end of May or beginning of June. The department will be salvaging some equipment from the old trailer.

Action: Be adopted (5-0)

Before adjourning, councilors commended the Department of Public Works for their work during the most recent storms.

The meeting adjourned at 6:28 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Calvin D. Brooks". The signature is written in a cursive style with a large initial "C" and "B".

Calvin D. Brooks, Clerk

**City of Fitchburg
Available Funds Summary
Fiscal Year 2018**

Available Funds Certified as of July 1, 2017			4,948,341
Less Approved Appropriations:			
11/21/17	258-17	School Expenses	-632,438
11/21/17	259-17	Stabilization Fund	-300,000
11/21/17	260-17	OPEB Fund	-250,000
11/21/17	261-17	Supplemental Appropriation to Several Departments	-123,433
11/21/17	262-17	Building - BOA building maintenance & additional electrical	-18,000
11/21/17	263-17	Election & Registration - Special Elections	-9,934
11/21/17	264-17	DPW - Oak Hill Road Bridge (\$85,000 - \$25,000 Host Money)	-60,000
11/21/17	266-17	Community Development - DEP Compliance	-9,825
12/07/17	289-17	Fire - "Jaws of Life"	-165,000
12/07/17	290-17	Fire - North Street Station Driveway	-20,000
12/07/17	291-17	Fire - Support Vehicle	-36,000
12/07/17	292-17	Police - Vehicle Replacement (5 vehicles)	-154,532
12/07/17	293-17	General Insurance - Insurance Advisor	-30,000
01/16/18	003-18	City Hall Renovation	-1,000,000
Subtotal - Approved Appropriations			-2,809,162
Balance Available			2,139,179
Less Proposed Appropriations:			
01/16/18	010-18	Snow & Ice	-300,000
Subtotal - Proposed Appropriations			-300,000
Balance Available if Proposed Appropriations are Approved			1,839,179
Possible Appropriations:			
		Snow & Ice	
		Old City Hall - Preservation and Asbestos Clean-Up	
		Labor Contracts	
		Assessors - Contracted Services	
		Demolition	
		Building - Organizing Files	
		Fire - Replace Engine 2	
		Police - Carpeting & Flooring	
		Marketing City	
		Crocker Field Lighting	
		DPW - Oak Hill Road Bridge	
		DPW - Street Paving	
		Schools - Crocker School Feasibility Study (80% MSBA)	
		Schools - Phone System	
		Schools - Longsjo Compressor	
		Schools - Complete FHS Auditorium project	
		Schools - Longsjo Roof and Cupola	
		Schools - South Street School - West Building Façade	

FITCHBURG DEPARTMENT OF PUBLIC WORKS									
DPW Personal Services					DPW Expenses			FY2018	
Overtime					Equip. Rentals (private contractors)			SUM	
Labor					Plows/Blades (equipment)			Salt	
2018 Budget	\$ 60,000	\$ 50,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 500,000	\$ 500,000	
Total	\$ 60,000	\$ 50,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 130,000	\$ 500,000	\$ 500,000	
Pre-Winter Prep	\$ 300	\$ 9,400	\$ 22,700	\$ 50,100	\$ 54,600	\$ 137,100	\$ 1,309,000	\$ 1,309,000	
Dec 9-10; 6" snow	\$ 12,000	\$ 5,400	\$ 44,000	\$ -	\$ 27,000	\$ 88,400	\$ 1,529,000	\$ 1,529,000	
Dec 12-13; 2" mix, ice	\$ 4,000	\$ 4,900	\$ 7,300	\$ -	\$ -	\$ 16,200	\$ 1,050,000	\$ 1,050,000	
Dec 18, Snow Shwr	\$ 200	\$ 2,800	\$ -	\$ -	\$ -	\$ 3,000	\$ 975,000	\$ 975,000	
Dec 19, Frzg Fog	\$ 1,800	\$ -	\$ -	\$ -	\$ 27,000	\$ 28,800	\$ 550,000	\$ 550,000	
Dec. Eq't Repairs	\$ 6,700	\$ 3,000	\$ 10,300	\$ 5,300	\$ -	\$ 5,300	\$ 815,000	\$ 815,000	
Dec 22; 2" Snow	\$ 6,800	\$ -	\$ 6,000	\$ -	\$ 22,500	\$ 20,000	\$ 898,000	\$ 898,000	
Dec 23; Frzg Rain	\$ 11,500	\$ -	\$ 36,600	\$ -	\$ 22,500	\$ 35,300	\$ 977,000	\$ 977,000	
Dec 25; 5" Snow	\$ 2,000	\$ 5,000	\$ -	\$ -	\$ -	\$ 70,600			
Dec Sand Calls	\$ 10,000	\$ 5,000	\$ 59,000	\$ 34,000	\$ -	\$ 7,000	\$ 520,000	\$ 520,000	
Jan 4; 14" Snow	\$ 5,400	\$ 2,000	\$ 3,300	\$ -	\$ -	\$ 10,700	\$ 290,000	\$ 290,000	
Jan 5-6; Drifts	\$ 3,900	\$ -	\$ -	\$ -	\$ -	\$ 3,900	\$ 450,000	\$ 450,000	
Jan 8- Removal	\$ 800	\$ -	\$ -	\$ 9,500	\$ -	\$ 800	\$ 590,000	\$ 590,000	
Jan 8- <1" Snow	\$ 1,500	\$ 3,000	\$ -	\$ -	\$ -	\$ 9,500	\$ 350,000	\$ 350,000	
Jan Eq't Repairs	\$ 1,200	\$ -	\$ -	\$ -	\$ -	\$ 4,500	\$ 250,000	\$ 250,000	
Jan Sand Calls	\$ 6,000	\$ 3,000	\$ 33,000	\$ 22,500	\$ -	\$ 23,700	\$ 310,000	\$ 310,000	
Jan 13; Flash Freeze	\$ 7,000	\$ -	\$ 7,200	\$ -	\$ 34,000	\$ 48,200	\$ 350,000	\$ 350,000	
Jan 17; 4.5" Snow	\$ 81,100	\$ 43,500	\$ 222,200	\$ 64,900	\$ 232,600	\$ 644,300	\$ 650,000	\$ 650,000	
Jan 22-23; Frzg Rain	\$ 81,100	\$ 43,500	\$ 222,200	\$ 64,900	\$ 232,600	\$ 644,300	\$ 650,000	\$ 650,000	
Expended	\$ 81,100	\$ 43,500	\$ 222,200	\$ 64,900	\$ 232,600	\$ 644,300	\$ 650,000	\$ 650,000	
Adjustments*									
Net Committed	\$ 81,100	\$ 43,500	\$ 202,200	\$ 64,900	\$ 232,600	\$ 624,300	\$ 624,300	\$ 624,300	
% of Total Spending	13%	7%	32%	10%	37%	100%			
Bal. Remaining	(\$21,100)	\$ 6,500	(\$72,200)	\$ 65,100	(\$102,600)	(\$124,300)			
*Adjustments	Treasurer's Parking Garage \$20,000 Credit;								