

Warrant for a
Special Meeting



**City of Fitchburg
Massachusetts**

CITY COUNCIL

President

Michael P. Kushmerek

Vice President

Amy L. Green

Councillors at Large

Jeffrey A. Bean

David Clark

Marcus L. DiNatale

E. Thomas Donnelly

Dean A. Tran

Ward Councillors

Ward 1 – Amy L. Green

Ward 2 – Paul R. Beauchemin

Ward 3 – Joel R. Kaddy

Ward 4 – Michael P. Kushmerek

Ward 5 – Angelo J. Bisol, Jr.

Ward 6 – Jody M. Joseph

March 15, 2017

WARRANT FOR A SPECIAL MEETING OF THE CITY COUNCIL

A Special Meeting of the City Council will be held on

Tuesday, March 28, 2017

Immediately following Finance Committee

Which is scheduled to begin at 6:00PM

Memorial Middle School Library

615 Rollstone Street, Fitchburg MA

The agenda will consist of the following:

Report from Finance Committee on the following matter:

COMMUNICATION: From Mayor Stephen L. DiNatale regarding the Year 43
Community Development Block Grant Program (CDBG) –
Total Recommended Funding - \$950,073.

Per Order

Michael P. Kushmerek, President

By:

Anna M. Farrell

City Clerk

The Special meeting of the City Council was held in the Memorial Middle School Library, 615 Rollstone Street, Fitchburg, MA, and called to order by President Michael Kushmerek at 6:44 PM. The salute to the Flag was led by Councillor Donnelly. The Clerk called the Roll and ten (10) members were present. Councillor Green was absent. President Kushmerek read the Warrant for the Special Meeting.

The following oral report was received from the Finance Committee:
The Finance Committee recommended that the Mayor's Year 43 CDBG application
BE GRANTED.

Agenda

Roll Call

City of Fitchburg,

March 28, 2017

Communication
His Honor the
Mayor

Re: CDBG Year 43



The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

3/7/17
Amended
Refer Fin

STEPHEN L. DINATALE
MAYOR

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FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF

ATOURLIGNY@FITCHBURGMA.GOV

JOAN DAVID

ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

March 1, 2017

President Michael Kushmerek
Fitchburg City Council
166 Boulder Drive
Fitchburg, MA. 01420

Dear President Kushmerek:

In consideration of the recommendation of the Planning Board and comments by various citizens regarding the Year 43 Community Development Block Grant Program (CDBG), I hereby submit to the City Council the following Year 43 CDBG application for your review.

I. YEAR 43 ESTIMATED FUNDING

Estimated Year 43 Entitlement	\$ 875,000. **
ESTIMATED PROGRAM INCOME FROM PRIOR YEARS (BOH and Building Code Enforcement Fees Collected)	\$ 9,857.
REPROGRAMMED AMOUNT (unused funds in previous years)	\$ 65,216.
ESTIMATED TOTAL FUNDS AVAILABLE FOR NEW PROGRAMS AS OF 6/30/17	\$ 950,073.
<u>CDBG Housing Revolving Loan Funds:</u>	
Anticipated Program Income July 1, 2016 – June 30, 2017	\$ 88,000.
Anticipated Fund Balance as of June 30, 2017	\$ 10,000.
Potential Program Income from July 1, 2017 – June 30, 2018	\$ 72,000.
<u>CDBG Business Revolving Loan Funds:</u>	
Anticipated Program Income July 1, 2016 – June 30, 2017	\$ 15,187.
Anticipated Fund Balance as of June 30, 2017	\$ 15,000.
Potential Program Income July 1, 2017 – June 30, 2018	\$ 11,296.
<u>Other Program Income (BOH/Bldg Dept Code Enforcement Fees)</u>	
Anticipated Program Income July 1, 2016 – June 30, 2017	\$ 29,870.
Potential Program Income July 1, 2017 – June 30, 2018	\$ 1,500.

Communication
His Honor the
Mayor

Re: CDBG Year 43

II. CDBG YEAR 43 FUNDING REQUESTED

PUBLIC FACILITIES AND IMPROVEMENTS (10)	\$ 803,091.00
PUBLIC SERVICES (6)	\$ 244,902.14
ECONOMIC DEVELOPMENT (3)	\$ 150,000.00
CLEARANCE ACTIVITIES (1)	\$ 300,000.00
REHABILITATION AND PRESERVATION (2)	\$ 250,000.00
PLANNING AND ADMINISTRATION (1)	\$ 185,000.00
TOTAL YEAR 43 FUNDING REQUESTS (23)	<u>\$ 1,932,993.14</u>

III. RECOMMENDATIONS

The Mayor recommends adoption of the following Year 43 Program.

PUBLIC FACILITIES (4)	\$ 150,000.00
PUBLIC SERVICES (6)	\$ 145,000.00
ECONOMIC DEVELOPMENT (2)	\$ 95,000.00
CLEARANCE ACTIVITY (1)	\$ 235,073.00
REHAB AND PRESERVATION (1)	\$ 150,000.00
PLANNING AND ADMINISTRATION (1)	\$ 175,000.00
TOTAL YEAR 43 FUNDING RECOMMENDATIONS (15)	<u>\$ 950,073.00</u>

15 projects

Communication
His Honor the
Mayor

Re: CDBG Year 43

PUBLIC FACILITIES AND IMPROVEMENTS

Sidewalk Accessibility **City of Fitchburg** \$ 5,000.00 ✓
Improvements **Disability Commission**

This amount plus available prior balance will be used to bring city sidewalks into compliance with ADA requirements. The project involves adding/improving crosswalks and removal of curbs that are obstructing universal access along Water Street, between Nashua and Fifth Streets, and on South Street near the Hosmer School. Approximately 30 architectural barriers will be removed. Work will be performed by the DPW to ADA standards.

Parks and Playground **Community Development** \$ 70,000.00 ✓
Improvements **Department**

Project funds will be used to supplement funding available for the DPW to improve the soccer fields at Coolidge Park. Approximately 65,000 square yards of fields will be upgraded by regrading, loam and hydroseed. Work will be performed by the DPW and will be ADA compliant. Also fund design and construction by DPW of new fences, barriers and natural barriers for Coolidge Park. Planning Board recommends fence not be used for billboards/large posters and also that a few openings for walkways be left open. DPW to perform prep work for Fitchburg Dog Park.

Crocker Field Grandstand **City of Fitchburg School** \$ 25,000.00 ✓
Roof Restoration Phase IV **Department**

Project funds will be used to fund Phase IV, painting the steel roof trusses and columns in order to prevent further erosion of roof supports. It will extend the life of the grandstand and restore the appearance of the steel. Funding provided by CDBG will be matched equally by the School Department.

Streetscape Improvements **Community Development** \$ 50,000.00 ✓

Project funds will be used to design, install or replace sidewalks, curb-cuts, fencing, lighting, plantings or other streetscape or accessibility improvements along City Gateways, North of Main or other strategic locations. Complete streets plans to determine locations. Also to be used as match under MassWorks complete Streets Program. Will cover sidewalks on sections of Allen Place and sections of Clarendon Street.

TOTAL PUBLIC FACILITIES & IMPROVEMENTS (4) \$150,000.00

Communication
His Honor the
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Re: CDBG Year 43

Transportation Services **Boys & Girls Club** **\$ 15,000.00 ✓**
to Afterschool Program, **of Fitchburg and Leominster**
Project Learn STEAM

Project funds will be used to provide one-way transportation from Fitchburg schools to the Boys and Girls Club Afterschool Program located at 365 Lindell Street in Leominster. The Fitchburg schools include: Memorial, South Street, Reingold, Crocker, McKay, Longsjo, Sizer and Fitchburg High School. It is estimated that approximately 1,440 transportation trips will be provided and 250 Fitchburg youth (unduplicated) served.

MIHN Family Housing/ **Montachusett Interfaith** **\$ 8,000.00 ✓**
Family Pathways Project **Hospitality Network**

Project funds will provide emergency housing for homeless families in North Worcester County, including case management and follow up services. It is estimated MIHN will screen at least 250 referrals during the year, and will continue to try to meet the goal of serving 30 Fitchburg residents (unduplicated count) in the shelter and emergency services. The CDBG funds will be used to partially pay for the MIHN Operations Manager salary costs.

TOTAL PUBLIC SERVICE (6) **\$145,000.00**

ECONOMIC DEVELOPMENT

Small Business **NewVue Communities** **\$ 20,000.00 ✓**
Technical Assistance **(formerly Twin Cities CDC)**

Project funds will provide outreach and technical assistance to businesses. This program leverages loans for small businesses. It is estimated that 40 businesses will be served (unduplicated count), 60 jobs will be created/retained, 40 businesses will be counseled, 4 loans with a value of \$100,000 total will be facilitated and 25 business plans developed. Funds will be used to pay staff salary.

CDBG Business Loan Pool **Fitchburg Comm Development Dept.** **\$ 75,000.00 ✓**

Summary: Program funds will provide financing for new and existing small businesses to start-up and expand their operations in Fitchburg and will allow grant incentives for building owners in the Main Street commercial district to encourage accessibility improvements such as elevators or lifts. It is estimated that 4-8 businesses (unduplicated count) will be served; 3-6 full time equivalent jobs will be created and 1-2 units will be made handicapped accessible. Funding for Loan Guarantee Program may be set aside from this pool subject to feasibility determination.

TOTAL ECONOMIC DEVELOPMENT (2) **\$ 95,000.00**

Communication
His Honor the
Mayor

Re: CDBG Year 43

REHABILITATION AND PRESERVATION

Code Enforcement **Fitchburg BOH** **\$ 150,000.00 ✓**

Project funds will be used to pay 100% of two existing full-time BOH Inspector positions and 50% of one full-time Clerk position. Through the enforcement of the State's Sanitary and Building Codes, Fitchburg's housing stock will be greatly improved. To be eligible, this activity must be part of a comprehensive strategy to arrest deterioration, including housing rehab and demolition. It is estimated that 1,000 housing units (duplicated count) will be inspected in the CDBG strategy area.

TOTAL REHABILITATION AND PRESERVATION (1) **\$ 150,000.00**

CLEARANCE ACTIVITIES

Demolition **Fitchburg Community** **\$ 235,073.00 ✓**
Development Department

Project funds will be used to remove abandoned structures which pose an imminent threat to public safety and which contribute to slums and blight. It is estimated that 8 buildings containing up to 20 units will be demolished. Consultants will be hired for specific expertise such as environmental assessment or engineering services.

TOTAL CLEARANCE (1) **\$ 235,073.00**

PLANNING AND ADMINISTRATION

CDBG Administration **Fitchburg Community** **\$ 175,000.00 ✓**
Development Department

Project funds will provide for the necessary administration of CDBG programs and sub-recipient contracts in accordance with federal guidelines, including staffing, technical services and planning activities. This also includes the cost of various activities such as the Consolidated Plan; Consolidated Annual Performance Report; Analysis of Impediments to Fair Housing and other strategic plans and services. These funds enable the City to apply for, receive and administer additional federal and state grants.

TOTAL PLANNING AND ADMINISTRATION PROPOSAL (1) **\$175,000.00**

City of Fitchburg, March 28, 2017

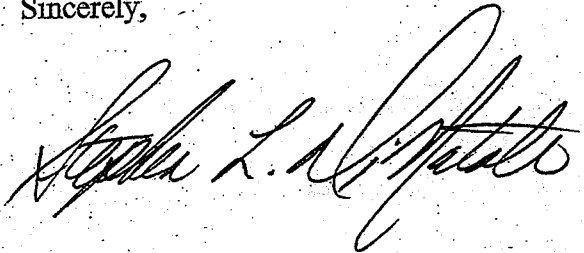
Communication
His Honor the
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Re: CDBG Year 43

TOTAL RECOMMENDED YEAR 43 CDBG PROGRAM	\$950,073.00
TOTAL ANTICIPATED FUNDING AVAILABLE	\$950,073.00

This Year 43 Consolidated Plan must be submitted to the Department of Housing and Urban Development no later than May 15, 2017 to insure funds will be available by July 1, 2017. In order to meet the submittal deadline for our Year 43 CDBG Program, comments must be received by the City Council's March 21st meeting.

Sincerely,



Stephen L. DiNatale
Mayor of Fitchburg

cc: Fitchburg City Council
Richard Sarasin, Auditor
Sue Christensen, Community Development Administrator

Communication
His Honor the
Mayor

Re: CDBG Year 43

A motion to accept the report of the Finance Committee except for the proposed \$8,000.00 to MIHN Family Housing/Family Pathways Project passed by vote of 9 in favor and 1 opposed (Beauchemin).

A motion to delete the \$8,000.00 in proposed funding to MIHN Family Housing/Family Pathways Project failed by vote of 2 in favor (Beauchemin, Joseph) and 8 opposed.

A motion to approve the proposed \$8,000.00 in funding to MIHN Family Housing/Family Pathways Project passed by vote of 8 in favor and 2 opposed (Beauchemin, Joseph).
10 members present. Board consists of 11 members.

Lead in to The record.

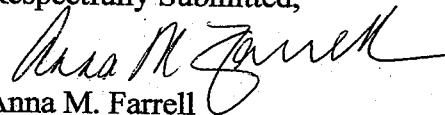
This language must be included in the development of the proposed Action Plan

Contingency Plan
regarding
allocation
amounts.

The City of Fitchburg has adopted a contingency plan regarding allocation amounts. All proposed activities' budgets will be proportionally increased or decreased from the estimated funding levels to match the actual allocation amounts.

The meeting adjourned at 7:04 PM.

Respectfully Submitted,


Anna M. Farrell
City Clerk

City of Fitchburg,.....

