

Regular Meeting

The regular meeting of the City Council of the City of Fitchburg was held over the Zoom meeting platform and live streamed at FATV Studios, Fitchburg, on July 7, 2020. The meeting was called to order by President Michael Kushmerek at 7:01 P.M. The Clerk stated the names of the Councillors who have logged in and ten (10) Councillors were present. Councillor Couture logged in at 7:34 P.M. The meeting opened with a salute to the Flag led by Councillor Fleming.

For the Record

Noted for the record:

FATV was recording the audio and video of the meeting.

Public Forum

PUBLIC FORUM

The following statement was issued for anyone wishing to participate the Public Forum:

The public is invited to participate in the Zoom webinar of July 7, 2020 07:00 PM

Topic: Fitchburg City Council Meeting

Register in advance for the Public Comment/Hearing portion of the Agenda by going to:

https://us02web.zoom.us/webinar/register/WN_3mjIeTIEQVyMYnkGh3jG-Q

After registering, you will receive a confirmation email containing information about logging in to join the webinar.

Alternatively, comments of not more than two (2) minutes may be sent to the City Clerk's Office by NOON on July 7, 2020 by calling 978-829-1820 or via email at: cityclerk@fitchburma.gov.

REPORT OF COMMITTEE ON RECORDS

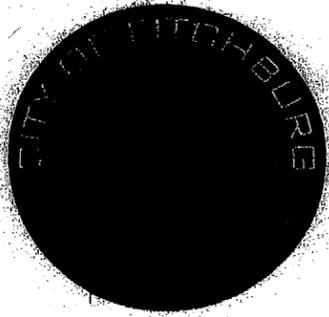
Records

The Committee on records reported the minutes of the Regular Meeting of June 16, 2020, were correctly recorded. Report accepted and minutes adopted.

Communication
His Honor the
Mayor
Re-Appointment
Letter

COMMUNICATION
His Honor the Mayor
Re-Appointment Letter

1. Dan H. Mylott, as a member of the Board of Registrars, term to expire April 1, 2023.



The City of Fitchburg
FITCHBURG CITY CLERK
Massachusetts
2020 JUN 26 AM 9:56
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOIRIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

June 25, 2020

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby reappoint and ask for your confirmation of Mr. Dan H. Mylott of 237 Williams Road, Fitchburg, MA to the Board of Registrars of Voters for a term scheduled to expire on April 1, 2023.

Please feel free to contact me with any questions.

Sincerely,

A handwritten signature in black ink, reading "Stephen L. DiNatale". The signature is written in a cursive style with a large, prominent initial "S".

Stephen L. DiNatale
Mayor

Appointment read and referred to the Appointments Committee.

Communication
His Honor the
Mayor
Appointment Letter.

Appointment Letter

1. Mr. Anthony C. Marrama, as the Acting Chief Engineer/Fire Chief, to fill the retirement of Fire Chief Kevin D. Roy, to begin on July 1, 2020 until his successor is appointed and qualified, but no later than September 1, 2020.



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK

2020 JUN 30 AM 10:48

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURLIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

June 30, 2020

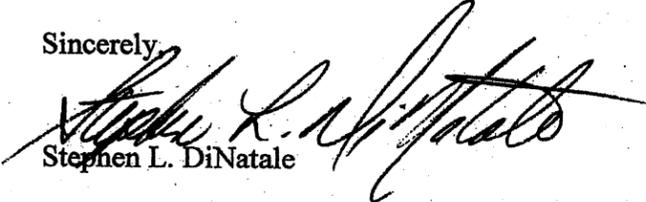
The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

Pursuant to Chapter 3 § 5 of the Fitchburg City Code, I am writing to temporarily appoint Anthony C. Marrama to the position of Acting Chief Engineer/Fire Chief to fill the retirement of Fire Chief Kevin D. Roy, beginning on July 1, 2020 for a term until his successor is appointed and qualified, but no later than September 1, 2020.

Please be advised Acting Fire Chief Marrama will be supported by retired Fire Chief Kevin Roy. Beginning on July 1, 2020 and expiring on July 26, 2020, retired Fire Chief Kevin D. Roy will be hired as the Supervisor to assist in the transition of the functions and duties of the Chief of the Fitchburg Fire Department. The Supervisor shall be a direct report to the Mayor, and is a civil, non-uniformed position.

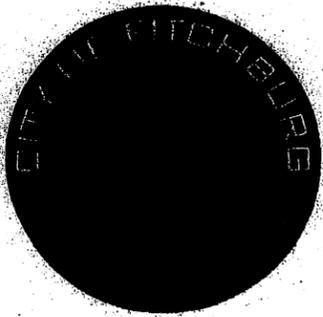
Sincerely,


Stephen L. DiNatale

Appointment read and placed on file in the City Clerk's Office.

2. Mr. Anthony C. Marrama, to the position of Chief Engineer/Fire Chief, to begin July 27, 2020.

Communication
His Honor the
Mayor
Appointment Letter



The City of Fitchburg
FITCHBURG CITY CLERK
Massachusetts
2020 JUN 30 AM 10: 58
OFFICE OF THE MAYOR

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

June 30, 2020

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

Pursuant to Chapter 23 §25 of the Fitchburg City Code and in accordance with the provisions of MGL, Ch. 31, I am writing to request confirmation of my appointment of Anthony C. Marrama, to the position of Chief Engineer/Fire Chief, to begin on July 27, 2020.

Sincerely,


Stephen L. DiNatale
Mayor

Communication
His Honor the
Mayor
Appointment Letter

3. Ms. Alice E. Hillman, as a member of the Board of Registrars,
term to expire April 1, 2023.



The City of Fitchburg

Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK

2020 JUN 26 AM 9:56

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
TEL. (978) 829-1801

AARON TOURIGNY
CHIEF OF STAFF
ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

June 25, 2020

The Honorable City Council
Fitchburg Municipal Offices
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Dear Honorable Councilors,

I hereby appoint and ask for your confirmation of Ms. Alice E. Hillman of 75 Warren St., Fitchburg, to the Board of Registrars of Voters for a term scheduled to expire on April 1, 2023.

Please feel free to contact me with any questions.

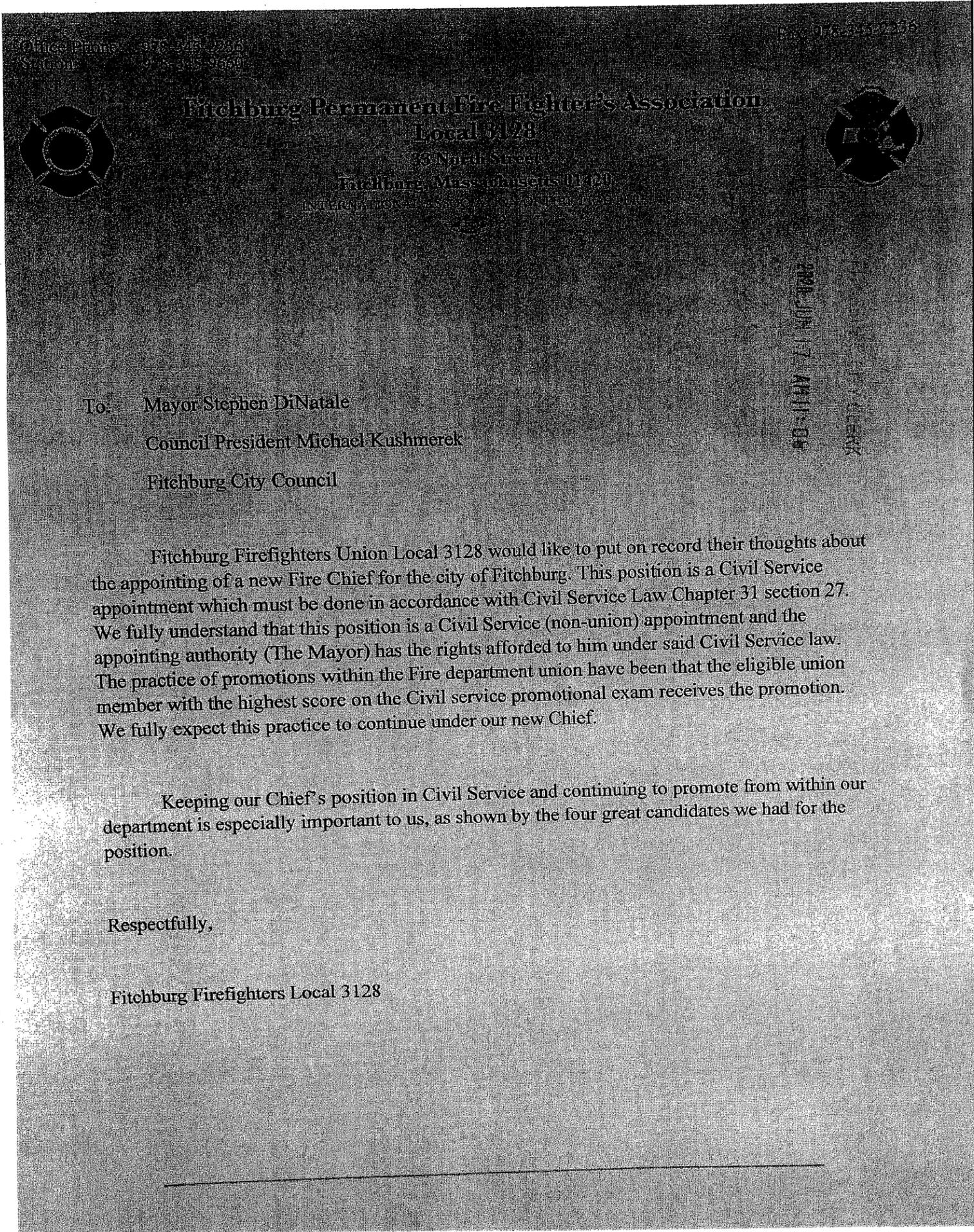
Sincerely,

Stephen L. DiNatale
Mayor

Appointments read and referred to the Appointments Committee.

COMMUNICATION
Fire Fighter's Association, Local 3128

Communication
Fire Fighter's
Association
Local 3128



To: Mayor Stephen DiNatale
Council President Michael Kushmerek
Fitchburg City Council

Fitchburg Firefighters Union Local 3128 would like to put on record their thoughts about the appointing of a new Fire Chief for the city of Fitchburg. This position is a Civil Service appointment which must be done in accordance with Civil Service Law Chapter 31 section 27. We fully understand that this position is a Civil Service (non-union) appointment and the appointing authority (The Mayor) has the rights afforded to him under said Civil Service law. The practice of promotions within the Fire department union have been that the eligible union member with the highest score on the Civil service promotional exam receives the promotion. We fully expect this practice to continue under our new Chief.

Keeping our Chief's position in Civil Service and continuing to promote from within our department is especially important to us, as shown by the four great candidates we had for the position.

Respectfully,

Fitchburg Firefighters Local 3128

Communication read and placed on file in the City Clerk's Office.

Communication

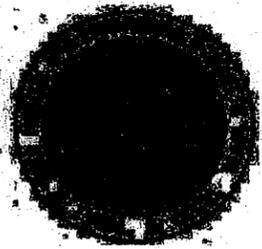
Re: Parking Study

COMMUNICATION

Anne Cervantes, City Treasurer, and Tom Skwierawski, Exec. Dir.,
Community Development and Planning

RE: Completed Parking Study-See link below:

<http://www.ci.fitchburg.ma.us/DocumentCenter/View/6452/Fitchburg-Parking-Study-Final-Report-121119>



City of Fitchburg, Massachusetts

FITCHBURG CITY CLERK

2020 JUN 30 PM 12:06

MEMO

TO: COUNCIL PRESIDENT KUSHMEREK
FROM: ANNE CERVANTES, TOM SKWIERAWSKI
SUBJECT: PARKING STUDY AND PHASED APPROACH
DATE: 6/30/2020

In 2019, Fitchburg City Council approved an appropriation of funds to support a parking study, in partnership with Fitchburg State University, which was done in preparation for the City Hall and Theater Block renovation projects. The study conducted a supply/demand analysis in the vicinity of the developments, performed a cost analysis of building a parking facility adjacent to the Theater Block, and more broadly examined parking policies and enforcement throughout the downtown.

Attached, find the completed parking study, which was completed in December 2019. Given that many of the recommendations of the study are long-term in nature--they envision a time when the Theater Block, City Hall, and the Fitchburg Arts Community are all completed--City officials took the winter to develop a phasing plan to begin to implement solutions to improve the efficiency and effectiveness of our downtown parking system. Broadly speaking, the phased approach is proposed as follows:

Short-Term Implement stationary LPR technology in the Mill Street garage as a pilot for utilization across the system

Goals

1. Increase ease of parking and in turn, demand as a benefit to struggling Main Street businesses
2. Enhance ease and efficiency of enforcement in a cost-effective way
3. Allow for consumer-parking on the covered and surface lot
4. Maintain the existing Mill Street system (i.e. two-hour-free parking) without the capital expense of updating the oft-vandalized kiosk.

Timeframe

Within the next 3 to 6 months, to make the way for the Main Street/Boulder Drive conversion

Communication
Re: Parking Study

Medium-Term Implement gradual technological enhancements to implement LPR technology in other parts of the downtown (on-street, Putnam garage)

Goals

1. Increase ease of on-street parking by reducing the reliance on coin meters
2. Increase demand of on-street parking as a benefit to struggling Main Street businesses
3. Provide a revenue-neutral approach
4. Gradually increasing infrastructure investments, while meeting the current demand-levels
5. Enhance ease and efficiency of parking enforcement in a cost-effective way

Time Frame

Next 1-2 years (6-9 months ideally)

Long-term Implement efficiently managed pay-by-plate kiosks to meet growing parking needs, as several development projects take hold in the downtown.

Goals

1. Further enhance efficiency and effectiveness of parking enforcement
2. Provide enhanced systems to control demand of parking systems
3. Encourage turnover in a bustling downtown
4. Establish benchmarks (e.g. 85% space occupancy) to gradually work towards enhancements when necessitated by demand

Timeframe

5+ years, but largely determined by demand and/or fiscal health.

With the onset of COVID-19, efforts were prioritized elsewhere. Given the upcoming Main/Boulder project, and a forthcoming grant through Fitchburg's 40R expansion, we are now in a place to review the 2019 Parking Plan, and to discuss which phases are most cost-effective to implement in advance of the Main Boulder project. We would like to submit this parking study as a communication and would be happy to review it with whichever committees you deem appropriate. Taking into account any recommendations and feedback from the Council, we would then return at a later date to present a plan for the first phase of these parking improvements. We look forward to beginning this conversation with the Council soon.

Tom Skwierawski
Executive Director
Planning and Community Development

Anne Cervantes
City Treasurer, Parking Clerk

<Enclosure: 2019 Downtown Parking Study>

FITCHBURG MUNICIPAL OFFICES
166 BOULDER DR, FITCHBURG, MA 01420-3125 ♦ PHONE: (978) 829-1890 ♦ FAX: (978) 829-1965

Communication placed on file in the City Clerk's Office.

Communication
Tom Skwierawski,
Exe. Dir. Comm.
Dev. & Planning

COMMUNICATION

Tom Skwierawski, Exe. Dir.
Community Development & Planning
Re: Petition #29-2020; see link below:
<http://www.ci.fitchburg.ma.us/DocumentCenter/View/6453/Zoning-Phase-One-Changes-Track-Changes-063020>



**CITY OF FITCHBURG, MASSACHUSETTS
DEPARTMENT OF COMMUNITY DEVELOPMENT**

HOUSING & DEVELOPMENT ♦ PLANNING ♦ ECONOMIC DEVELOPMENT

MEMO

TO: COUNCILOR ELIZABETH WALSH, LEGISLATIVE AFFAIRS CHAIR
FROM: TOM SKWIERAWSKI, EXECUTIVE DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT
SUBJECT: PHASE ONE ZONING CHANGES
DATE: 6/23/2020/9/2020

2020 JUN 23 PM 3:37
FITCHBURG CITY CLERK

Given the hearing delays that have transpired as a result of the COVID-19 public health crisis, and Community Development and Planning wanted to take the time to give the Phase One Zoning Changes another thorough analysis before the April 28th hearing.

Along with the Planning Board Chair, our consultants at BSC, and City Staff, the Phase One changes were reviewed to look for: 1) grammar or other administrative errors a result of the overhaul, and 2) Additional minor or process improvements we could make, pursuant to discussions we had with our Zoning Advisory Committee. We found several additional fixes that would improve the revised zoning ordinance, submitted to the City Clerks' Office on March 5th.

In lieu of submitted an additional petition, , reflecting the this memorandum is being supplied in connection with the ordinance so that you are aware of the additional changes. The hope is that this will avoid the confusion of sifting through multiple revised ordinances throughout the hearing. The following recommended changes are below:

Renewable Energies

Pursuant to the work underway between the West Group and City officials in seeking an adaptive reuse of the West Wastewater Treatment Plant facilities, a use addition was requested by the West Group to clarify that adaptive reuse would be allowed under zoning:

181.313 Table of Principal Uses

- o Add
"RENEWABLE OR ALTERNATIVE ENERGY, RENEWABLE OR ALTERNATIVE FUELS RESEARCH, DEVELOPMENT OR MANUFACTURING FACILITIES" to Table of Principal Uses, make allowable in "T" district with a Special Permit from the Planning Board

181. Definitions.

- o Add definition for the above:

"RENEWABLE OR ALTERNATIVE ENERGY, RENEWABLE OR ALTERNATIVE FUELS RESEARCH, DEVELOPMENT OR MANUFACTURING FACILITIES shall include Facilities used primarily for the research, development, testing, generation or production of Renewable or Alternative Energy or Renewable or Alternative Fuels. This can include the design, development, manufacturing and testing of biological, chemical, electrical, magnetic, mechanical, and/or optical components in advance of generation/production or manufacturing."

Items initially moved to Phase Two, now recommended for Phase One

During the Planning Board hearing, a list of items were moved to Phase Two, in the interest of time. After reviewing the list and given the additional time it appears as though a number of these fixes are quite simple and can be resolved in Phase One. Doing these in Phase One will reduce the complexity of Phase Two, making for a more comprehensible passage of the latter:

181.313 Table of Principal Use Regulations

- o C5. Hospital: Change to "N" in RA
- o D7. Nursing Home: Match with use table for Assisted Living
- o E9. Research and Testing: Change to "Y" in LI District

181.946 Lapse – [REDACTED]

"...substantial use thereof or construction thereunder has not begun [REDACTED] except for good cause, up to 24 month..."

Administrative Errors and Consistency Improvements

The following changes clear up inconsistencies or otherwise ensure the document voted on by the Council reflects the spirit of the discussions held during the Planning Board public hearing:

Section 181.313 Table of Principal Uses.

- o A3: Remove asterisk under RB.
- o A6 Bed & Breakfast: use is listed in duplicate (item A6 and A10). Remove A10.
- o A7 Assisted Living: remove red text from PB, no changes made from original ordinance.
- o D19: Commercial Recreation: Change to N under RR.
- o D24A & D24B: remove these. It was decided to remove these suggested rows and just refer to D24 with the asterisks.

181.3212 Home Occupation reference

- o Typo: ("See Section 181.378" should read "See Section 181.78")

Communication
Tom Skwierawski,
Exe. Dir. Comm.
Dev. & Planning

181.4213 add

- o Swimming pools, associated uncovered decks, and freestanding decks or patios shall be set back at least six (6) feet from any [REDACTED] side or rear lot line, and not [REDACTED] the front yard setback

181.4231

- o Typo: ("structureshall" should be "structure shall")

181.514 Design Standards Table.

- o Typo on Parking stall length of Line: (180 should read 18.0)

181.7231 PUD dimensions. remove [REDACTED]

- o Retain existing PUD dimensions "... The minimum area for a property to be eligible under this section is two acres [REDACTED]"

181.7734 (a) remove [REDACTED]

- o Typo: ...Any accessory apartment construction shall not create more than a 15% increase in the gross floor space of the [REDACTED] structure. existing

181. Definitions. remove [REDACTED]

- o Typo between Recreation and Regulations definitions.

a) (~~Amended June 8, 2018~~)

- o Planned Unit Development.

"PLANNED UNIT DEVELOPMENT- A planned development on a plot of land containing the minimum of the less of sixty thousand (60,000) square feet or five (5) times the minimum lot size of the zoning district, in which..."

Communication
Tom Skwierawski,
Exe. Dir. Comm.
Dev. & Planning

- o Lodging Houses. Add a dwelling unit limit to the Lodging House definition:

“LODGING HOUSE – A building, structure or portion thereof where lodgings are let to more than three, [REDACTED] persons...”

I look forward to discussing these and the other changes at the April 28th hearing of Legislative Affairs. Until then, if you have any questions about these or other changes in advance of the hearing, please don't hesitate to reach out.

Communication
Fitchburg
Retirement System
Re: Budget

COMMUNICATION
Fitchburg Retirement System
Re: Budget

Fitchburg Retirement System

Office Location: Rollstone Bank Building ♦ 780 Main Street, Suite 2 ♦ Fitchburg, MA 01420
Mail Address: 166 Boulder Drive, Suite 108 ♦ Fitchburg, MA 01420
Tel (978) 829-1843 ♦ Fax (978) 345-9698 ♦ Email: tschneider@fitchburgma.gov

2020 JUN 16 AM 8:11

June 12, 2020

To: Mayor Stephen L DiNatele
Fitchburg City Council

From: Fitchburg Retirement Board

RE: Fitchburg Retirement System Budget – Calendar year 2020 (July 1, 2020 – December 31, 2020)

In accordance with the provisions of Section 36 in Chapter 306 of the Acts of 1996, the Fitchburg Retirement Board respectfully submits the following budget for the rest of calendar year 2020 (7/1/2020 – 12/31/2020) * see attached

Please contact the Retirement Board with any questions you may have. The Retirement Board will be submitting an annual calendar year budget in November 2020 for January 1, 2021 – December 31, 2021

Members of the Retirement Board:

Calvin D. Brooks <i>Ex-Officio, Chairman</i>	John C. Curran <i>Elected</i>	Thomas A. Dateo, Jr. <i>Elected</i>	Ellen M. Jerszyk <i>Appointed</i>	Norman J. LeBlanc <i>Appointed</i>	Tina M. Schneider <i>Board Administrator</i>
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Fitchburg Calendar 2020 6 months Budget

		2020 BUDGET
	Salaries	
#5118	Board	7,500.00
#5119	Staff	63,500.00
	Total Salaries	71,000.00
	Expenses	
#5589	Supplies	3,900.00
#5589	Telephone/Internet	500.00
#5311	Maint. Contracts/software	39,200.00
#5589	Association Dues	600.00
#5310	Liability	2,000.00
#5599	Equipment / Furniture	2,500.00
#5719/#5320	Training & Conf. Travel	3,200.00
#5308	Legal - Medical	7,000.00
#5316	Actuarial Study	9,000.00
#5317	Audit Expense	3,500.00
#5312	Rent	7,500.00
#5589	Subscription /publications	300.00
	Total Expenses	79,200.00
	Total Salaries & Expenses	150,200.00
	Management Fees (PRIT)	324,000.00

Communication read and placed on file in the City Clerk's Office.

Communication
Pension Reserves
Investment
Management Board

COMMUNICATION

Pension Reserves Investment Management Board

Pension Reserves Investment Management Board

84 State Street, Suite 250
Boston, Massachusetts 02109

Fitchburg Retirement System

General Allocation Account
May 01, 2020 to May 31, 2020

Deborah B. Goldberg, Treasurer and Receiver General, Chair
Michael G. Troitsky, CFA, Executive Director



Your beginning net asset value for the period was:
Your change in investment value for the period was:
Your exchanges from (to) the Cash Fund for the period were:
Your ending net asset value for the period was:

Month To Date	Fiscal Year To Date	Calendar Year To Date
119,612,954.67	118,903,475.64	132,259,241.63
2,658,414.19	2,163,268.16	(5,187,872.77)
(1,200,000.00)	4,625.06	(6,000,000.00)
<u>121,071,368.86</u>	<u>121,071,368.86</u>	<u>121,071,368.86</u>

Net Change in Investment Value represents the net change through investment activities as follows:

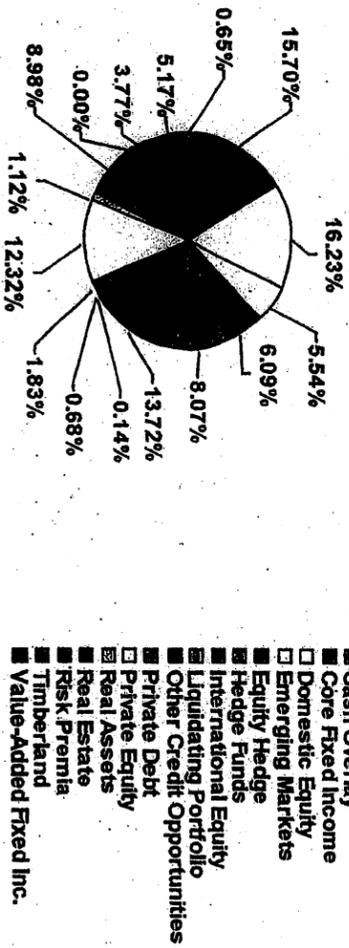
Gross Investment Income:	180,851.98	2,628,721.16	1,038,847.64
Less Management Fees:	(19,052.36)	(522,511.34)	(191,643.47)
Net Investment Income:	161,799.62	2,106,209.82	847,204.17
Net Fund Unrealized Gains/Losses:	2,227,827.76	(3,214,724.13)	(6,268,106.95)
Net Fund Realized Gains/Losses:	268,786.81	3,271,782.47	233,030.01
Net Change in Investment Value as Above:	<u>2,658,414.19</u>	<u>2,163,268.16</u>	<u>(5,187,872.77)</u>

As of May 31, 2020 the net asset value of your investment in the PRIT Fund was:

\$121,071,368.86

PRIT Fund Core Asset Allocation

As of May 31, 2020



If you have any questions regarding your statement, please contact your Senior Client Services Officer Paul Todisco (617) 946-8423.
A detailed statement of your account is attached to this summary sheet.

FITCHBURG CITY CLERK
2020 JUN 22 PM 12:30

Communication read and placed on file in the City Clerk's Office.

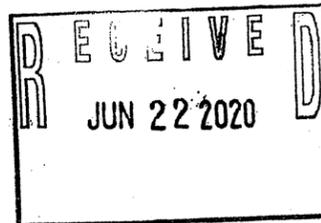
COMMUNICATION

Montachusett Regional Vocational Technical School Committee
Resolution: Re: Covid-19 State Funding

**MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL
SCHOOL COMMITTEE RESOLUTION:
COVID-19 STATE FUNDING**

DATE: June 17, 2020

TO: MA Governor Charlie Baker
MA Secretary of Education James Peyser
MA Commissioner of Education Jeffrey Riley
MA Senate President Karen Spilka
MA House Speaker Robert DeLeo



CC: Senator Anne Gobi
Senator Dean Tran
Senator James Eldridge
Senator Harriette Chandler
Senator Joanne Comerford
Representative Jonathan Zlotnik
Representative Sheila Harrington
Representative Susannah Whipps
Representative Donald Berthiaume, Jr.
Representative Stephan Hay
Representative Lori Trahan
Representative Kimberly Ferguson
Mayor Stephen DiNitale
Acting Mayor Elizabeth Kazinskas

WHEREAS, if schools are to re-open this fall in the midst of the COVID-19 pandemic, it is the responsibility of each school district to do so safely and responsibly; and

WHEREAS, it is the responsibility of the state to ensure that each school district is able to pay for the enormous additional staffing, transportation and material expenses required to do this; and

WHEREAS, the state cannot expect mandatory COVID-19 safety guidelines to be followed without also ensuring that each school district has the funds required to implement these guidelines; therefore, let it be

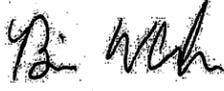
RESOLVED: that the state must guarantee every school district full reimbursement for whatever COVID-19 expenses are required to follow state mandates.

We must ensure a statewide school re-opening that is safe, responsible and equitable.

Communication
Mont. Reg. Voc.
Tech. High School
Committee
Resolution

THERE CAN BE NO UNFUNDED MANDATES FOR COVID-19.

Respectfully,



Montachusett Regional Vocational Technical School Committee

- Chairman Brian Walker
- Vice-Chair Diane Swenson
- Peter Capone
- Toni Phillips
- Whitney Marshall
- Dr. Ronald Tourigny
- Melanie Weeks
- James Boone
- Matthew Vance
- Amy Morton
- James Cournoyer
- Kathleen Airoidi
- Barbara Reynolds
- Edward Simms
- Eric Olson
- John Mollica
- Mary Barclay
- William Brassard
- John Columbus
- Ross Barber
- Dr. Maureen Ward

Communication read and placed on file in the City Clerk's Office.

Annual Report

Office of the City Clerk

ANNUAL REPORT

151-20. ANNUAL REPORT: Office of the City Clerk for the year 2019.



CITY OF FITCHBURG OFFICE OF THE CITY CLERK

166 Boulder Drive Fitchburg MA 01420

Anna M. Farrell, City Clerk (978) 829-1820

RECEIVED - CITY CLERK JUL 14 2020 11:51 AM

The Honorable City Council The Honorable Stephen L. DiNatale, Mayor

I respectfully submit the Annual Report of the City Clerk for the calendar year 2019.

2019 ANNUAL REPORT OF THE CITY CLERK'S OFFICE CITY CLERK - CITY COUNCIL - ELECTIONS - LICENSE COMMISSION

- STAFF Anna M. Farrell, City Clerk Mary de Alderete, City Clerk in-training (October - December) Amanda K. Alford, Assistant City Clerk Lisa Sicard, Principal Clerk Secretary Elizabeth Keese, Principal Clerk Secretary Gloria Cormier, Part-time Clerical

In accordance with, and under the provisions of the Massachusetts General Laws and the Code of the City of Fitchburg, the duties and functions of the City Clerk's Office consist of the following:

CUSTODIAN OF THE CITY SEAL AND KEEPER OF THE RECORDS

- Records and certifies official City documents with the City Seal; Official keeper of City records; Acts as primary records access officer for public records which includes coordinating multi-department public records responses; Invoices and issues various licenses and permits as directed by the Council and the Code of the City including car dealers, flammable storage, municipal fire alarms, raffles, utility poles, dog licenses, peddlers/hawkers; Accepts, records and maintains Zoning Board of Appeals applications and decisions; Maintains and records Planning Board decisions and all City contracts; Maintains and tracks annual city-wide employee compliance with State Ethics Commission testing and Open Meeting Law summary distribution.

All of the city's permanent and temporary records that came over in the 2012/2013 move out of 718 Main Street are being stored in an open warehouse accessible to all city employees. Most of the records specific to the City Clerk's office are being stored in a caged-in area accessible only from the City Clerk's office which provides some additional security. However, a secure vault of adequate size with a controlled atmosphere (heat, light, humidity, fire) should be obtained as soon as possible in order to provide preservation of the city's permanent paper records in compliance with State standards.

Annual Report

Office of the
City Clerk**REGISTRAR OF VITAL STATISTICS**

The City Clerk is responsible for the accurate recording of births, deaths and marriages and issuing certified copies of same. During the year 2019, 462 resident births, 491 deaths, and 185 marriages were processed, recorded and permanently filed on site and with the MA Registry of Vital Records. Affidavits of correction to vital records are processed and recorded.

CLERK OF THE CITY COUNCIL

The City Clerk prepares all matters for and attends and records the proceedings of all regular and special City Council meetings and Council of the Whole committee meetings. During 2019, there were 26 City Council meetings (including Special meetings and the Organizational meeting), 4 Council of the Whole committee meetings, and 1 site visit. Research and meetings with various department heads were conducted to ensure correct procedure. Matters were referred to various committees for processing and agendas, minutes and follow up correspondence relating thereto were prepared.

292 new matters were placed before the City Council via petitions, orders, ordinances and resolutions. All matters were processed and recorded accordingly.

All Appointments to City Boards and Commissions were processed, sworn in to duty and a permanent record made thereof.

All City Council matters were indexed and catalogued for ease of research and retrieval.

On September 3, 2019 a completely updated and revised set of City Council Rules was approved and instituted.

ELECTION ADMINISTRATOR; BOARD OF REGISTRARS OF VOTERS

The City Clerk administers all State and municipal elections in the City of Fitchburg which includes the following: Conduct and process annual city census, voter confirmation and street listing; new voter registrations, party changes and resident address changes in MA Central Voter Registry (CVR); provide information to individuals seeking to run for elected office; solicit and collect Campaign Finance Reports from local elected officials; plan annual municipal election schedule; issue and process nomination papers for local, state and federal candidates; recruit and train over 100 election workers; liaison with Secretary of the Commonwealth Elections Division; test and maintain voting equipment; ballot preparation and testing; administer all aspects of Early Voting as directed by the Secretary of State; plan, implement, supervise and trouble-shoot all aspects of city-wide election procedures on Election Day; compile, report and certify election results locally and to the Secretary of the Commonwealth.

The 2019 Election process:

<u>City Preliminary</u>	<i>September 24, 2019 (Ward 3 Only)</i>
Voter Turnout:	771 (16%)

For what is believed to be the first time in Fitchburg's history, the Preliminary between the three Ward Councillor candidates resulted in a two-way tie for second place. Therefore, in accordance with MA General Law, all three candidates advanced to the November 2019 ballot.

<u>Municipal Election</u>	<i>November 5, 2019 (All Wards)</i>
Voter Turnout:	4,710 (20%)

Annual Report

Office of the
City Clerk**STATISTICS OF CITY CLERK SERVICES RENDERED AND REVENUE COLLECTED**

Income	\$188,888.65
Marriage Intentions	197
Certified Copies	7599
Dog Licenses	2339
Kennels	14
Late Dog Fines	138
Municipal Tie - Ins	277
Dealers Licenses	41
Bus Cert	200
ZBA Special Permits	38
ZBA Variances	2
CC Special Permits	0
Street Books	4
Street Booklets	12
Disc Bus Cert	15
Voter Reg. Cards	0
Animal control donations	6
Physician certificate	0
Notary Public	449
Photocopies	15
Raffles	12
Theater Licenses	0
Dance Licenses	0
Marijuana fee	11
Conduit fee	0
Flammable permits	61
Flammable Mailing fee	1
Constable Fees	1
Resident Letter	1
Miscellaneous	0
ZBA Modify decision	0
ZBA Use Variance	0
Zoning Ordinance copy	0
Bowling Alley Lic.	2
Dog Replacement Tag	2
Pole Locations	1
Junk Collector Permit	4
Hawkers Permits	9
Bus Cert change	6
Legal ad-Comcast	0
Junk Dealer's license	2
Affidavit Fee	44
Zoning Map	0
Dog Licenses	\$22,398.20
Miscellaneous	\$166,490.45
TOTAL	\$188,888.65

Annual Report

Office of the
City Clerk

CLERK OF THE BOARD OF LICENSE COMMISSIONERS

The City Clerk's office provides administrative support for the Board of License Commissioners. The City Clerk attends all License Commission meetings, processes all licenses, permits and documents related thereto, receives and responds to all community inquiries regarding License Commission business and acts as the City's liaison to the Alcoholic Beverages Control Commission (ABCC).

Daniel Sarefield served as Chair with Donna Pawlak and Glenn Fossa as Commissioners. Donna Pawlak resigned from the Board in June. Richard Boscardin was appointed to fill the vacancy in September. Lt. Jeffrey Howe was the designated liaison to the Commission from the Fitchburg Police Department and attended all meetings.

The Commission held 26 meetings during 2019. The Commission heard and processed various applications pertaining to licensed liquor establishments, special one-day alcohol licenses, taxi companies, taxi drivers, automatic amusement and entertainment permits, common victuallers and student housing providers. Summons hearings were conducted pertaining to various police reports received concerning potential violations by licensed liquor establishments.

ANNUAL LIQUOR LICENSE INFORMATION

2019 Annual License fees received

Number of Licenses	Cost of License	Type of License	Revenue	Other
9	\$1,600.00	Package Goods – All Alcohol	\$14,400.00	
10	\$ 850.00	Package Goods – Wine and Malt	\$8,500.00	
19	\$1,200.00	Restaurant – All Alcohol	\$24,000.00	1 transfer
5	\$ 750.00	Restaurant – Wine and Malt	\$3,750.00	
8	\$1,200.00	Club – All Alcohol	\$9,600.00	
0	\$1,200.00	Veterans Club	\$0.00	
7	\$1,200.00	General On Premise – All Alcohol	\$8,400.00	
1	\$1,200.00	Inn/Hotel – All Alcohol	\$1,200.00	
1	\$ 750.00	Farmer/Brewer – Malt Only	\$750.00	
		TOTAL	\$70,600.00	
SPECIAL ONE DAY LICENSE INFORMATION				
19	\$100.00	Special One Day – All Alcohol	\$1,900.00	
30	\$ 50.00	Special One Day – Wine and Malt	\$1,400.00	2 fees waived

License Board Fees

License Class	Fee
All Alcoholic Common Victualler	\$1,200
All Alcoholic General On Premise	\$1,200
All Alcoholic Club	\$1,200
All Alcoholic Package Store	\$1,600
All Alcoholic Inn/Hotel	\$1,200
Wine & Malt	
Wine & Malt Common Victualler	\$750
Wine & Malt General On Premise	\$750
Wine & Malt Package Store	\$850
Wine & Malt Club	\$750
Druggist	\$850
Other	
One Day All Alcohol	\$100
One Day Wine & Malt	\$50
Common Victualler	\$50
Dance	\$25
Automatic Amusement Device	\$100
Jukebox	\$50
Filing fee for MGL Chapter 138 Section 12 (on-premise) and Section 15 (off-premise) license applications	\$100
Taxi Business License	\$250
Modification of existing taxi business	\$50
Taxi Vehicle License	\$50
Taxi Vehicle Lic. replacing vehicle previously. lic. In same calendar year	\$20
Taxi Driver Permit (Good for 2 yrs.)	\$25

Respectfully submitted,

Anna M. Farrell
City Clerk

Reading waived. Report placed on file in the City Clerk's Office.

Reports of
Committees
Planning Board

REPORTS OF COMMITTEES

Planning Board
Meeting of May 27, 2020

The Planning Board recommended the following Petition NOT be granted:

129-20. Councillor Paul Beauchemin, to accept Beech Street Lane as a Street within the City of Fitchburg.

Report accepted. 10 members present. Board consists of 11 members.

The Petition was also referred to the City Property Committee and Public Works Committee.

Public Works Committee
Meeting of June 30, 2020

Public Works
Committee

The Public Works Committee recommended the following Petition be granted:

101-20. Councillor Paul Beauchemin, to install a berm at 88 Newtonville Avenue, to mitigate water damage.

Report accepted. Petition granted by roll call vote of 10 in favor and 0 opposed. 10 members present. Board consists of 11 members.

The Public Works Committee recommended the following Petitions be held in Committee:

102-20. Councillor Paul Beauchemin, to request Unitil to apply new asphalt around poles 12 to 26 on Franklin Road up to Oak Hill Road.

Report accepted. Petition held in Committee by roll call vote of 10 in favor and 0 opposed. 10 members present. Board consists of 11 members.

The Public Works Committee recommended the following Petition be held in Committee:

129-20. Councillor Paul Beauchemin, to accept Beech Street Lane as a Street within the City of Fitchburg.
(Also referred to the City Property Committee and Planning Board)

Report not accepted. Petition given leave to withdraw by roll call vote of 9 in favor and 1 opposed (Beauchemin). 10 members present. Board consists of 11 members.

The Public Works Committee recommended the following Petitions be held in Committee:

130-20. Councillor Paul Beauchemin, to petition that Unitil repair the sidewalks where new poles have been added for the area of Woodland and Pratt Street and Pratt Road (Poles 5, 6, 7, 8, and 23) with asphalt or cement, as well as the poles at Beech Street and Pratt Road.

Reports of Committees

Public Works Committee

144-20. Councillor Paul Beauchemin, to petition the Unitil repair the sidewalk in front of pole number 27 on Pratt Road. The guidewire has raised the sidewalk in this area.

149-20. Councillor Paul Beauchemin, to request Unitil repair the sidewalk at Pole #11 on Plymouth Street. The sidewalk is washing out.

046-20. Councillors Marisa Fleming and Marcus DiNatale, to declare Ethier Street a Public Way. (Also referred to the City Property Committee and Planning Board)

Report accepted. Petitions held in Committee by roll call vote of 10 in favor and 0 opposed. 10 members present. Board consists of 11 members.

The Public Works Committee recommended the following Petition be granted:

126-19. Councilor Joel Kaddy, to correct water problem at 15 Thurston Place.

Report accepted. Petition granted by roll call vote of 10 in favor and 0 opposed. 10 members present. Board consists of 11 members.

PUBLIC HEARING

126-20. Unitil, to petition for three new pole locations, approximately 935 feet West of Williams Road, on the North side of McIntire Road as outlined in the enclosed Petition.

Public Hearing
Petition #126-20

POLE PETITION CONTACT PERSON INFORMATION

NAME: JAMES DEE

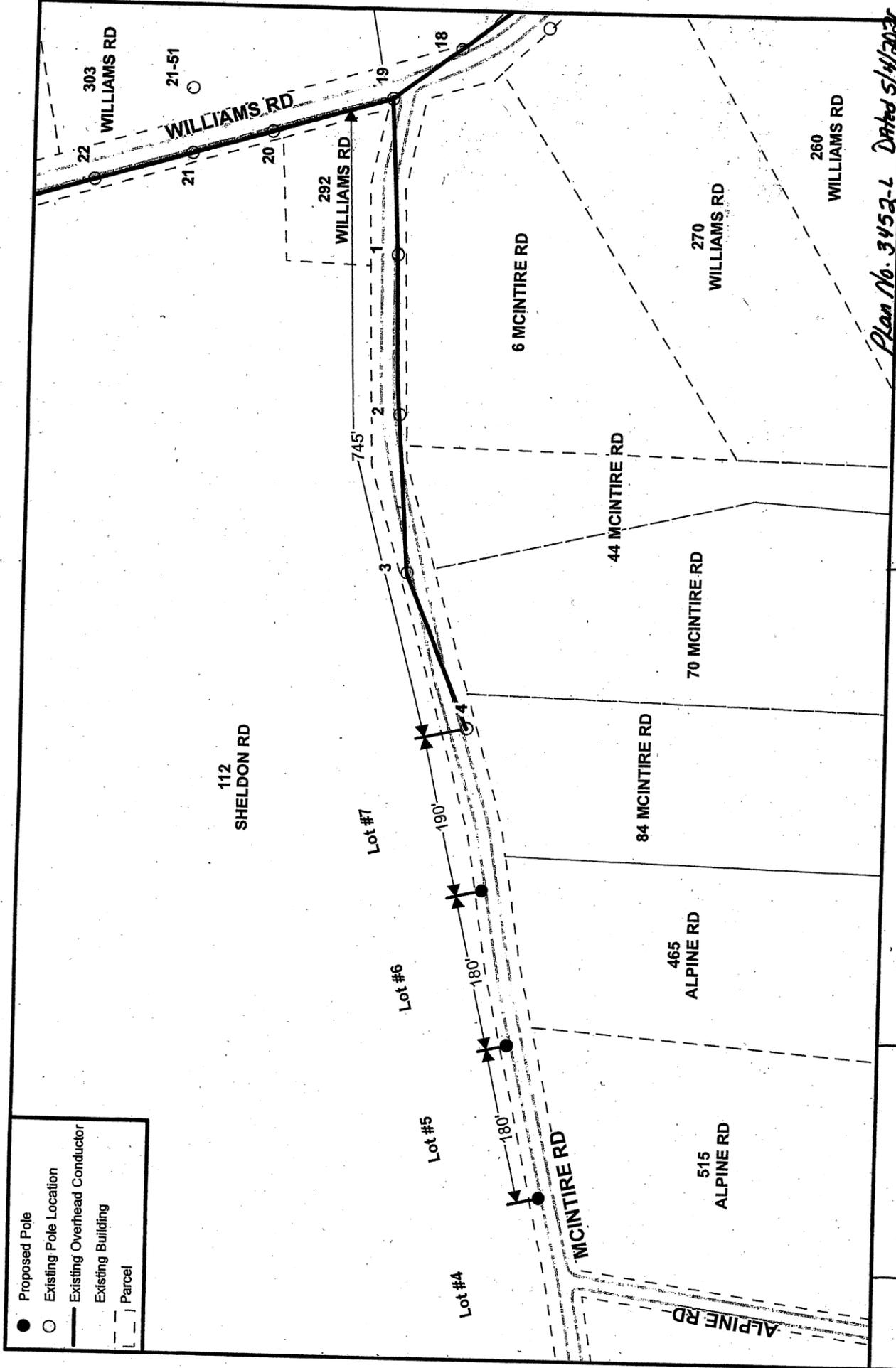
PHONE#: 978-353-3215

CELL#: 978-833-1231

EMAIL: dee@unitil.com

REC'D
2020 MAY 13 PM 1:03
FITCHBURGH CITY CLERK

Public Hearing
Petition #126-20



Plan No. 3452-L Dated 5/11/2020

Pole Petition
McIntire Rd
Fitchburg, MA



	Drawn	olsonj
	Date	4/30/2020
Scale		1" = 150'

CITY CLERK

For City Clerk's Book
(Copy of Order adopted Granting original Pole Location,
and Certificate of Notice and Hearing)

City of Fitchburg

IN CITY COUNCIL

ORDERED: That upon petition of Unitil, dated 05/04/2020 due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

MCINTIRE RD. - Approximately 935' West of Williams Rd. - 3 proposed new pole locations on the North side of McIntire Rd., as shown on pole petition. See attached sketch. (Plan No. 3452-L)

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECIFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3452-L, Dated 05/04/2020" hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 2020, written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

City Clerk

Public Hearing
Petition #126-20

(Order for Adoption by Granting Original Pole Location)

City of Fitchburg

IN CITY COUNCIL

ORDERED: that upon petition of Unitil dated 05/04/2020, due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, heating and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

MCINTIRE RD. - Approximately 935' West of Williams Rd. - 3 proposed new pole locations on the North side of McIntire Rd., as shown on pole petition. See attached sketch. (Plan No. 3452-L)

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECTFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3452-L, Dated 05/04/2020," hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

(Signed) _____ City Clerk

(Petition for Original Pole Location)

Fitchburg, MA May 4, 2020

To the City Council of the City of Fitchburg:

Unitil, a company incorporated under the laws of the Commonwealth for the transmission of electricity for lighting, heating and power, respectfully ask permission to construct and use a line for such transmission, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

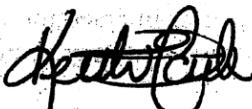
MCINTIRE RD. - Approximately 935' West of Williams Rd. - 3 proposed new pole locations on the North side of McIntire Rd., as shown on pole petition. See attached sketch. (Plan No. 3452-L)

And to this end your Honorable Board is hereby requested, after due notice and a public hearing as provided by law, to grant to your petitioner, and its successors and assigns, a location for such line agreeably to the provisions of Chapter 166 of the General Laws and all acts in amendment thereof.

Also for permission to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

It is suggested that the poles be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3452-L, Dated 05/04/2020".

UNITIL FITCHBURG GAS AND ELECTRIC LIGHT COMPANY

By
Keith Caribo 
Manager Electric T & D Operations

City of Fitchburg 2020

Received and filed.

City Clerk

The Hearing, continued from the June 16th, 2020 Council Meeting, was declared open. Councilor Couture joined the Zoom meeting at 7:34 PM.

Mr. Jim Dee, Unitil Representative, was present at the meeting. Councilor Beauchemin noted that he would like Unitil to consider placing the lines underground for esthetic purposes.

Mr. Dee stated that the developer might find this too prohibitive due to about triple costs to do so.

No one spoke in favor or opposition to the petition. Hearing closed.

The petition was granted by roll call vote 10/1 (Beauchemin). 11 members present. Board consists of 11 members.

Orders-Finance

ORDERS-FINANCE

Motion to suspend the rules passed by roll call vote of 11 in favor and 0 opposed. 11 members present. Board consists of 11 members.

- 152-20. ORDERED THAT: There be and hereby is transferred from within the sum of FIVE THOUSAND AND 00/100 DOLLARS (\$5,000.00) same to be transferred from FIRE, EQUIPMENT & REPAIR, GAS & OIL and credited to FIRE, BUILDING MAINTENANCE,HOUSEHOLD.
- 153-20. ORDERED THAT: There be and hereby is transferred from within the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) same to be transferred from WATER EXPENSES, WATERSHED MAINTENANCE and credited to REGIONAL WATER TREATMENT FACILITY EXPENSES, HEATING FUEL.
- 154-20. ORDERED THAT: There be and hereby is transferred from within the sum of TWENTY-FIVE THOUSAND AND 00/100 DOLLARS (\$25,000.00) same to be transferred from MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL, ASSESSMENT and credited to LAW OTHER EXPENSES, DAMAGES PERSONS & PROPERTY.
- 155-20. ORDERED THAT: There be and hereby is transferred from within the sum of TWENTY THOUSAND AND 00/100 DOLLARS (\$20,000.00) same to be transferred from MONTACHUSETT REGIONAL VOCATIONAL TECHNICAL SCHOOL, ASSESSMENT and credited to AIRPORT EXPENSES, ELECTRICITY (\$15,000) and to AIRPORT EXPENSES, REPAIR & MAINTENANCE OF BUILDINGS (\$5,000).
- 156-20. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the PowerOptions, Inc. grant in the approximate amount of \$1,500.00 (ONE THOUSAND, FIVE HUNDRED AND 00/100 DOLLARS) for the purpose of said grant, which is for purchasing Personal Protective Equipment for the city.
- 157-20. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Executive Office of Health and Human Services, Department of Mental Health grant in the approximate amount of \$49,365.00 (FORTY-NINE THOUSAND, THREE HUNDRED SIXTY-FIVE AND 00/100 DOLLARS) for the purpose of said grant, which is to support a police based Jail Diversion Program for individuals with mental illnesses or emotional disturbances.
- 158-20. ORDERED THAT: The City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Department of Transportation, Aeronautics Division grant in the approximate amount of \$9,000.00 (NINE THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to install two door closers in the lobby of the Administration Building.

Orders adopted by unanimous consent 11/0. 11 members present.
Board consists of 11 members.
Orders signed by the Mayor July 8, 2020.

PETITIONS

The following Petition was referred to the City Property Committee:

- 159-20. Anne M. Cervantes, City Treasurer, to accept a deed in lieu of foreclosure under G.L. c. 60, s. 77c for a parcel of land at 0 Merrill Street, assessors' parcel 0025-0011-0 containing 0.09 acres, owned by the Estate of Ida Raisanen.

The following Petition was referred to the Economic Development Committee and the Planning Board:

- 160-20. Councillor Paul Beauchemin, to Petition the City to not demolish the building at 617 Water Street, but rather, take the funds allocated for this and use them to demolish 40, 40 ½ (already in progress) and 44 Nashua Street in order to improve the neighborhood with single family lots.

The following Petition was referred to the Public Safety Committee:

- 161-20. Councillor Bernie Schultz and resident Ontaya Lewis of 143 Charles Street to add stop signs on Charles Street in both directions at the intersection of Charles and Forest Streets.

The following Petitions were referred to the Public Works Committee:

- 162-20. Councillor Paul Beauchemin, to repair the sidewalk at the corner of Pratt Street and Daniels Street, near the Red Dog Roofing Company. There is a big hole, the sidewalk is caving in, and the wall there could be compromised.
- 163-20. Councillor Paul Beauchemin, to repair sidewalk at 37 Chester Street. This is a hazard causing people to trip on the roots of a tree.
-

Petitions

The following Petitions were referred to Public Hearings on July 21, 2020:

164-20. Unitil, to petition for a new pole #8A on Industrial Road, approximately 45' from the intersection of Stevens Road, as outlined in the enclosed petition.

City Clerk
Plan No. 3454-L

(Petition for Original Pole Location)

Fitchburg, MA June 16, 2020

To the City Council of the City of Fitchburg:

Unitil, a company incorporated under the laws of the Commonwealth for the transmission of electricity for lighting, heating and power, respectfully ask permission to construct and use a line for such transmission, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

INDUSTRIAL RD. - A proposed new pole #8A on Industrial Road, approximately 45' from the intersection of Stevens Road.

And to this end your Honorable Board is hereby requested, after due notice and a public hearing as provided by law, to grant to your petitioner, and its successors and assigns, a location for such line agreeably to the provisions of Chapter 166 of the General Laws and all acts in amendment thereof.

Also for permission to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

It is suggested that the poles be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3454-L, Dated 06/16/2020".

UNITIL FITCHBURG GAS AND ELECTRIC LIGHT COMPANY

By
Keith Caribou
Manager Electric T & D Operations

City of Fitchburg 2020

Received and filed.

City Clerk

2020 JUN 26 AM 10:41
PROPOSED CITY CLERK

For City Clerk's Book
(Copy of Order adopted Granting original Pole Location,
and Certificate of Notice and Hearing)

City of Fitchburg

IN CITY COUNCIL

ORDERED: That upon petition of Unitil, dated 06/16/2020 due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

INDUSTRIAL RD. – A proposed new pole #8A on Industrial Road, approximately 45' from the intersection of Stevens Road.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECIFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3454-L, Dated 06/16/2020" hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 2020, written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

City Clerk

Petitions

(Order for Adoption by Granting Original Pole Location)

City of Fitchburg

IN CITY COUNCIL

ORDERED: that upon petition of Unitil dated 06/16/2020, due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, heating and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

INDUSTRIAL RD. – A proposed new pole #8A on Industrial Road, approximately 45' from the intersection of Stevens Road.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECTFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3454-L, Dated 06/16/2020," hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

(Signed) _____ City Clerk

For the Company
(Attested Copies of Order Adopted by Granting
Original Pole Locations and of Certificate of Notice of Hearing)

City of Fitchburg

IN CITY COUNCIL

ORDERED: that upon petition of Unitil, dated 06/16/2020, due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, heating and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

INDUSTRIAL RD. – A proposed new pole #8A on Industrial Road, approximately 45' from the intersection of Stevens Road.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECIFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3454-L, Dated 06/16/2020," hereby referred to and made a part of this order.

Also that permission be and hereby is granted Unitil to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

(Copy of Certificate by City Clerk appearing on his record of the foregoing order.)

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 2020. written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

I hereby certify that the foregoing are true copies of (1) an order adopted by the City Council on the _____ day of _____ 2020, and (2) my certificate as to notice and hearing which appears on my official record of said order, and that the original order was duly recorded by me in a book kept exclusively for the purpose of recording such orders.

Attest: _____ 2020

City Clerk

Petitions

165-20. Unitil, to petition for a new pole #5A on Ross Street, approximately 24' West of North Street as outlined in the enclosed petition.

City Clerk- 3453-L

(Petition for Original Pole Location)

Fitchburg, MA June 9, 2020

To the City Council of the City of Fitchburg:

Unitil, a company incorporated under the laws of the Commonwealth for the transmission of electricity for lighting, heating and power, respectfully ask permission to construct and use a line for such transmission, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

ROSS ST. - Install a proposed new pole #5A on Ross St., approximately 24' West of North Street.

And to this end your Honorable Board is hereby requested, after due notice and a public hearing as provided by law, to grant to your petitioner, and its successors and assigns, a location for such line agreeably to the provisions of Chapter 166 of the General Laws and all acts in amendment thereof.

Also for permission to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

It is suggested that the poles be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3453-L, Dated 06/09/2020".

UNITIL FITCHBURG GAS AND ELECTRIC LIGHT COMPANY

By 
Keith Caribo
Manager Electric T & D Operations

City of Fitchburg 2020

Received and filed.

City Clerk

2020 JUN 18 PM 3:41
FITCHBURG CITY CLERK

Petitions 2020

For City Clerk's Book
(Copy of Order adopted Granting original Pole Location,
and Certificate of Notice and Hearing)

City of Fitchburg

IN CITY COUNCIL

ORDERED: That upon petition of Unitil, dated 06/09/2020 due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

ROSS ST. – Install a proposed new pole #5A on Ross St., approximately 24' West of North Street.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECIFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3453-L, Dated 06/09/2020" hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 2020, written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

City Clerk

(Order for Adoption by Granting Original Pole Location)

City of Fitchburg

IN CITY COUNCIL

ORDERED: that upon petition of Unitil dated 06/09/2020, due notice having been given and a public hearing held as provided by law, permission is hereby given said Company to construct and use a line for the transmission of electricity for lighting, heating and power, with the poles and other fixtures necessary to sustain and protect its wires, upon and along the public ways in said City as follows:

ROSS ST. – Install a proposed new pole #5A on Ross St., approximately 24' West of North Street.

And to said Company, its successors and assigns, is hereby granted a location for such line, the same to be constructed and maintained in accordance with the Ordinances of said City and with the following

SPECTFICATIONS:

The poles shall be located substantially as shown on a plan filed herewith marked "Unitil Proposed Pole Locations in Fitchburg, Plan No. 3453-L, Dated 06/09/2020," hereby referred to and made a part of this order.

Also that permission be and hereby is granted to place and maintain underground laterals, manholes, handholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

(Signed) _____ City Clerk

Petitions

For the Company
(Attested Copies of Order Adopted by Granting
Original Pole Locations and of Certificate of Notice of Hearing)

City of Fitchburg

IN CITY COUNCIL

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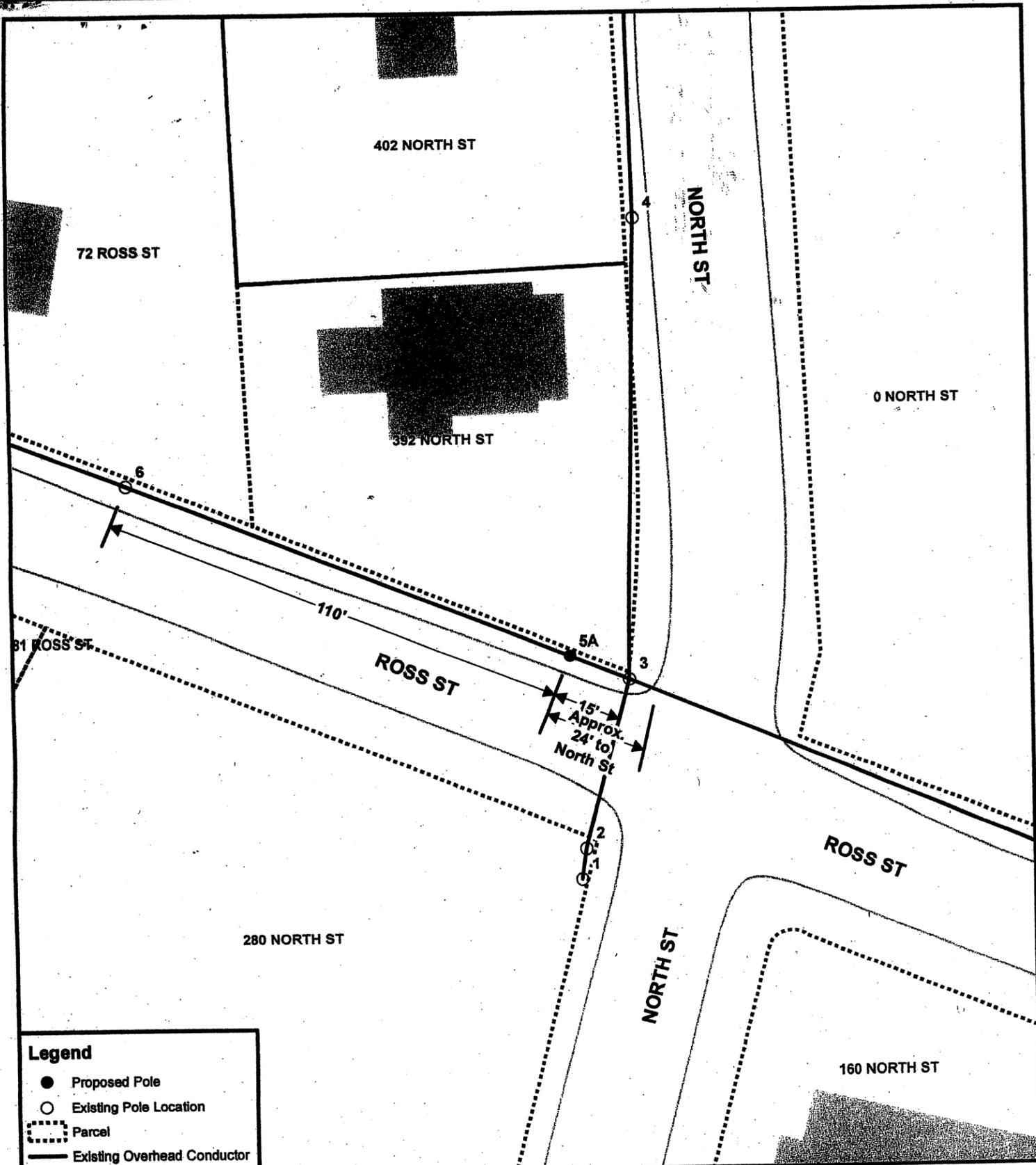
(Copy of Certificate by City Clerk appearing on his record of the foregoing order.)

I hereby certify that the foregoing order was adopted after due notice and a public hearing as prescribed by Chapter 166 of the General Laws, namely, after a public hearing had been held by the City Council on _____ 2020. written notice of the time and place of which had been mailed at least seven days prior thereto by me to all owners of real estate abutting upon the ways or parts of ways upon, along or across which the lines are to be constructed under said order, said ownership having been determined by the last preceding assessment for taxation.

I hereby certify that the foregoing are true copies of (1) an order adopted by the City Council on the _____ day of _____ 2020, and (2) my certificate as to notice and hearing which appears on my official record of said order, and that the original order was duly recorded by me in a book kept exclusively for the purpose of recording such orders.

Attest: _____ 2020

City Clerk



Legend

- Proposed Pole
- Existing Pole Location
- ⋯ Parcel
- Existing Overhead Conductor

Drawn **olsonj**
 Date **6/4/2020**

Scale 1" = 30'



**Pole Petition
 Ross St At North St
 Fitchburg, MA**

Plan No 3453-L Date: 6/9/20

The meeting adjourned at 7:57 P.M.

Mary de Alderete
 Mary de Alderete, City Clerk