

Jan 26 2023 4:22 pm



**City of Fitchburg
Massachusetts 01420**

CITY COUNCIL

Councilors at Large

Marcus L. DiNatale
Sally H. Cragin
Amy L. Green
Samantha M. Squailia
Anthony M. Zarrella

President

Anthony M. Zarrella

Vice President

Andrew J. Van Hazinga

Ward Councilors

Ward 1 – Bernard J. Schultz, III
Ward 2 – Paul R. Beauchemin
Ward 3 – Andrew J. Couture
Ward 4 – Andrew J. Van Hazinga
Ward 5 – Marisa R. Fleming
Ward 6 – Derrick J. Cruz

Finance Committee

A meeting of the Finance Committee was called to order by Councilor DiNatale on Wednesday, January 25, 2023 at 6:05 PM in the Legislative Building, 700 Main Street, Fitchburg, MA.

Committee Members present: Councilors Paul Beauchemin, Derrick Cruz, Marcus DiNatale, Andrew Van Hazinga, and Anthony Zarrella.

Committee Members absent: None.

The chairman read an announcement regarding the recording of public meetings, noting that FATV was recording and broadcasting the meeting. No other person stated that they were recording the meeting.

The chairman opened the meeting for public comment. No one spoke.

015-23 ORDER: that there be and hereby is transferred from within the sum of FORTY-TWO THOUSAND, NINE HUNDRED FIFTY-FIVE AND 00/100 DOLLARS (\$42,955.00) same to be transferred from RESERVE FOR OTHER MUNICIPAL PURPOSES, CAPITAL EXPENSES and credited to BUILDING, CAPITAL EXPENDITURES, VEHICLE REPLACEMENT for the purpose of replacing one vehicle used by the Building Department Inspectors.

Discussion: Building Commissioner Mark Barbadoro was present. The chairman read a letter from Commissioner Barbadoro dated January 9, 2023.

Action: On a motion made by Councilor Beauchemin second by Councilor Cruz, the committee voted unanimously to approve Order #015-23.

016-23 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public

Safety and Security, SAFE grant in the approximate amount of \$5,481.00 (FIVE THOUSAND, FOUR HUNDRED EIGHTY-ONE AND 00/100 DOLLARS) for the purpose of said grant, which is to continue to teach fire safety to students.

017-23 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Commonwealth of Massachusetts, Executive Office of Public Safety and Security, SAFE grant in the approximate amount of \$2,477.00 (TWO THOUSAND, FOUR HUNDRED SEVENTY-SEVEN AND 00/100 DOLLARS) for the purpose of said grant, which is to educate seniors in the community regarding fire and life safety topics.

Discussion: The chairman announced that he was taking up items #016-23 and #017-23 together. Fire Chief Dante Suarez was present. The chairman read a letter from the chief dated January 6, 2023.

Action: On a motion made by Councilor Cruz second by Councilor Zarrella, the committee voted unanimously to approve Orders #016-23 and #017-23.

018-23 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Executive Office of Public Safety and Security VAWA grant in the approximate amount of \$60,530.07 (SIXTY THOUSAND, FIVE HUNDRED THIRTY AND 07/100 DOLLARS) for the purpose of said grant, which is to support the Domestic Violence Advocate position within the Police Department.

Discussion: Police Captain Steve Giannini was present. The chairman read a letter from Police Chief Ernest Martineau dated January 10, 2023.

Action: On a motion made by Councilor Cruz second by Councilor Van Hazinga, the committee voted unanimously to approve Order #018-23.

019-23 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Executive Office of Public Safety and Security, FY23 Shannon Community Safety Initiative grant in the approximate amount of \$416,812.00 (FOUR HUNDRED SIXTEEN THOUSAND, EIGHT HUNDRED TWELVE AND 00/100 DOLLARS) for the purpose of said grant, which is to reduce gang and youth related violence.

Discussion: Captain Giannini remained. The chairman read a letter from Chief Martineau dated January 3, 2023. Councilors asked if this grant is for the city or the region. Captain Giannini said the amount covers all communities and that the Fitchburg share is about \$80,000. The activities include work on truancy, as well as the Junior Police Academy, mentoring, youth outreach, and hot spot patrols. This grant is awarded annually and is about the same each year.

Action: On a motion made by Councilor Zarrella second by Councilor Beauchemin, the committee voted unanimously to approve Order #019-23.

020-23 ORDER: 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 POLICE, PERSONAL SERVICES, CIVILIAN DISPATCHERS and credited to POLICE, PERSONAL SERVICES, DISPATCHER OVERTIME.

Discussion: Police Chief Ernest Martineau was present. He stated that this request is a transfer within his departmental budget. Because of a shortfall in personnel, there has been a need to backfill with overtime. On occasion, he has had to use police officers to do this work.

Councilors asked about moving to a regional dispatch center. Chief Martineau responded that he would be happy to discuss the issue. It works well in smaller communities, but has proven to be more difficult in communities the size of Fitchburg. Councilors asked about current staffing and the chief said that there are currently openings for dispatchers in that he has ten of twelve seats filled. Councilors asked about pay rates and the chief responded that the city is currently competitive with its rates.

Action: On a motion made by Councilor Zarrella second by Councilor Beauchemin, the committee voted unanimously to approve Order #020-23.

021-23 ORDER: that there be and hereby is transferred from within the sum of TWO HUNDRED THIRTY-SEVEN THOUSAND, FIFTY-FOUR AND 20/100 DOLLARS (\$237,054.20) same to be transferred from POLICE, PERSONAL SERVICES, PATROLMAN (\$200,000.00) and from POLICE, PERSONAL SERVICES, PROFESSIONAL STANDARD (\$37,054.20) and credited to POLICE, PERSONAL SERVICES, OVERTIME.

Discussion: Chief Martineau remained. He explained three factors that are causing the shortfall in overtime. First, there has been a change in payroll calculations whereby educational incentive is now included in the overtime rate and paid as overtime and not incentive. Second, there has been a staffing shortage requiring work to be covered by overtime. He is currently seven positions short with one more retirement expected in April. Third, compensatory time is now paid from overtime and he has been making an effort to reduce the city's exposure to comp time liability. Regular police training is necessary, but does not necessarily fall during officer's regular shifts. When they go to training they can either be paid overtime or have comp time put on the books and use the time at a later date. Doing so helps the city avoid the cost of having to pay the overtime. Over the last two contracts, the chief has also been trying to reduce the limits on how much comp time officers can carry. It used to be unlimited; in the last contract it was limited to 480 hours, and in the new contract it is further limited to 240 hours.

Councilors expressed their appreciation for the work the chief has done on this issue.

Action: On a motion made by Councilor Zarrella second by Councilor Beauchemin, the committee voted unanimously to approve Order #021-23.

022-23 ORDER: that there be and hereby is appropriated the sum of FIVE HUNDRED THOUSAND AND 00/100 DOLLARS (\$500,000.00) same to be charged against AVAILABLE FUNDS and credited to STABILIZATION FUND.

Discussion: The chairman noted that at the last meeting City Council had approved an annual appropriation of \$350,000 to the Stabilization Fund. This order is to cover part of the cost of the new Crocker School project and the Library Renovation project and will be needed in four or five years. Adding \$500,000 times three years will make \$1.5 million available for debt service.

Councilors expressed their belief that this appropriation represents responsible fiscal management. They also referenced the Pink Sheet used for projecting future borrowing costs. Action: On a motion made by Councilor Cruz second by Councilor Zarrella, the committee voted unanimously to approve Order #022-23.

023-23 ORDER: that there be and hereby is appropriated the sum of TWO THOUSAND, SIX HUNDRED TWENTY AND 00/100 DOLLARS (\$2,620.00) same to be charged against AVAILABLE FUNDS and credited to ASSESSORS EXPENSES, CONTRACTED SERVICES.

Discussion: City Assessor Chris Paquette was present. He explained that last year the city had received a quotation from Real Estate Research Consultants (RRC) to provide services on personal property accounts that totaled \$33,000. Because one large account had to be split, there is an additional cost of \$3,000, which this appropriation will cover.

Action: On a motion made by Councilor Beauchemin second by Councilor Zarrella, the committee voted unanimously to approve Order #023-23.

024-23 ORDER: that there be and hereby is appropriated the sum of FOURTEEN THOUSAND, EIGHT HUNDRED EIGHTY-FIVE AND 00/100 DOLLARS (\$14,885.00) same to be charged against AVAILABLE FUNDS and credited to the following accounts:

FACILITIES, PERSONAL SERVICES	\$ 2,454.00
COUNCIL ON AGING, PERSONAL SERVICES	\$ 6,708.00
LIBRARY, PERSONAL SERVICES	\$ 5,723.00

Discussion: Human Resources Director Susan Davis was present. The chairman read a letter from City Auditor Calvin Brooks dated January 11, 2023.

Action: On a motion made by Councilor Zarrella second by Councilor Beauchemin, the committee voted unanimously to approve Order #024-23.

025-23 ORDER: that there be and hereby is appropriated the sum of FOUR HUNDRED THIRTY-FIVE THOUSAND AND 00/100 DOLLARS (\$435,000.00) same to be charged against AVAILABLE FUNDS and credited to the following accounts:

POLICE, PERSONAL SERVICES	\$398,000.00
POLICE, PERSONAL SERVICES, OVERTIME	\$ 30,000.00
EMPLOYEE BENEFITS, OTHER BENEFITS	\$ 7,000.00

Discussion: Ms. Davis remained. Chief Martineau joined her. The chairman read a letter from Ms. Davis dated January 11, 2023. He noted that the annual COLA's for the three years are each 2½ %. The chief thanked the union for negotiating in a professional manner over the course of four or five months.

Councilors asked about the increase in Professional Standards Stipends of 0.5% and 0.5% and were told by the chief that it had to do with adding body cameras to the work environment. Councilors asked about access to the Memorandum of Agreement and were told it will be available on the Human Resources page of the city's website once City Council has approved it. Councilors asked if the pay rates are competitive and the chief replied that the

changes in the contract make the city much more competitive that it had been. Councilors thanked the chief and the union for their work in getting this agreement done.
Action: On a motion made by Councilor Cruz second by Councilor Zarrella, the committee voted unanimously to approve Order #025-23.

026-23 ORDER: that there be and hereby is appropriated the sum of FIVE HUNDRED THIRTY-TWO THOUSAND AND 00/100 DOLLARS (\$532,000.00), same to be charged against AVAILABLE FUNDS and credited to

FIRE, PERSONAL SERVICES	\$494,000.00
FIRE, PERSONAL SERVICES, OVERTIME	\$ 15,000.00
EMPLOYEE BENEFITS, OTHER BENEFITS	\$ 23,000.00.

Amended by City Council on January 17, 2023 to read as follows:

that there be and hereby is appropriated the sum of FOUR HUNDRED SIXTY-FIVE THOUSAND AND 00/100 DOLLARS (\$465,000.00), same to be charged against AVAILABLE FUNDS and credited to

FIRE, PERSONAL SERVICES	\$420,000.00
FIRE, PERSONAL SERVICES, OVERTIME	\$ 18,000.00
EMPLOYEE BENEFITS, OTHER BENEFITS	\$ 27,000.00.

Discussion: Ms. Davis remained. Chief Suarez joined her. The chairman read a letter from Ms. Davis dated January 11, 2023. He then noted that the COLA's for each of the three years are 2½ %, the same as the police contract. Chief Suarez thanked both sides for working hard on the negotiations. The union had come to the table with open minds and reasonable requests.

Councilors asked if the new rates are in effect and we told by Auditor Brooks that the old rates are used and will continue to be used until the contract is funded by City Council. Councilors asked about the 17% differentials between certain ranks. Chief Suarez said that a similar change was made in the police contract three years ago. Ms. Davis stressed the importance of remaining competitive in the current labor market. Councilors asked if the department is fully staffed and Chief Suarez said yes and that people want to come to work in Fitchburg. Councilors thanked the negotiators on both sides.

Action: On a motion made by Councilor Cruz second by Councilor Zarrella, the committee voted unanimously to approve Order #026-23 as amended.

On a motion made by Councilor Zarrella second by Councilor Cruz, the committee voted unanimously to adjourn.

The meeting adjourned at 7:45 PM.

Respectfully submitted,



Calvin D. Brooks, Clerk

City of Fitchburg
Available Funds Summary
Fiscal Year 2022

Available Funds Certified as of July 1, 2022			6,514,191
Less Approved Appropriations:			
01/07/23	010-23	Stabilization Fund	-350,000
01/07/23	011-23	OPEB Fund	-250,000
01/07/23	012-23	Reserve for Capital Expenses	-27,500
Subtotal - Approved Appropriations			-627,500
Balance Available			5,886,691
Less Proposed Appropriations:			
01/17/23	022-23	Stabilization Fund - Future Debt Service	-500,000
01/17/23	023-23	Assessors, Contracted Services	-2,620
01/17/23	024-23	Various Departments, Personal Services - Contract Adjustments	-14,885
01/17/23	025-23	Police, Personal Services - Contract	-435,000
01/17/23	026-23	Fire, Personal Services - Contract	-465,000
Subtotal - Proposed Appropriations			-1,417,505
Balance Available if Proposed Appropriations are Approved			4,469,186
Possible Appropriations:			
Snow & Ice			
Stabilization Fund 5% - \$7,499,346 7% - \$10,499,084 Current - \$7,954,692			
OPEB Fund Current - \$2,324,167			
Stabilization Fund for future debt service costs			
Labor Contracts			
Comp Time			
Overtime			
Veterans - Cash Benefits			
Community Development - Rail Trail - Phase 2			
Main Street Garage - Phase 1			
Salary Study			
Crocker Field			
DPW - Stormwater Expenses			
DPW - Oak Hill Road Bridge			
Schools - Longsjo School - Window Replacement			
Info Tech - Relocation of cabling on Cherry Street			
Police Station Renovation			
Senior Center Renovation			
Demolition - Laurel Street School			
Police - Vehicles			
Fire - Vehicles			
Cemetery Software			
Cemetery - Vehicles			
Cemetery - Masoleum			
Cemetery - Engineering & Design for Expansion			
Cemetery - Construction for Expansion			
Parks - Downtown Summer Groundskeeper			



Fitchburg, Massachusetts
Office of the
Building Commissioner

MARK BARBADORO
Building Commissioner

January 9, 2023

Mayor Stephen L. DiNatale
City of Fitchburg
718 Main St
Fitchburg MA 01420

Dear Mayor DiNatale,

I respectfully request an appropriation of \$42,955.00 from available funds in order to purchase a new Ford Explorer. Currently the building department has one 2022 Ford Explorer and 4, 2013 (10 year old) Ford Explorers. These vehicles are becoming expensive to maintain due to their age and mileage. I am proposing that we replace one a year until the fleet is newer. If we replace one a year the oldest one will be 14 years old when it is replaced.

Sincerely,

Mark Barbadoro

Mark Barbadoro
Building Commissioner



Dante W. Suarez
Provisional Chief of Fire Department

City of Fitchburg, Massachusetts FIRE DEPARTMENT

33 North Street
Fitchburg, MA 01420

978-345-9666
FAX: 978-345-9589

January 6, 2023

To: Mayor Stephen L. DiNatale
From: Dante W. Suarez
Re: Student and Senior Awareness of Fire Education Grants

Dear Mayor DiNatale:

I am requesting the City accept (2) Student Awareness of Fire Education Grants awarded to the Fitchburg Fire Department by the States Executive Office of Public Safety.

The first grant is in the amount of \$ 5,481.00 for our S.A.F.E. program which teaches fire safety to children in our elementary schools. This has been a very successful program that has enabled many children in the City to take the proper actions during emergency situations.

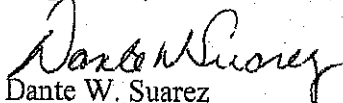
The second grant is in the amount of \$2,477.00 for the Senior S.A.F.E program. This program teaches Senior citizens about the importance of fire safety regarding cooking fires, electrical fires, etc. Seniors Citizens and younger children are at the greatest risk of fire death.

These funds will also be used to supply them with fundamental necessities to fire safety, such as batteries for smoke detectors.

I am also respectfully requesting your signature on the CASL form, which is part of the application process. Could we please submit this grant to be included on the City Council's 1/17/23 Agenda, to ensure the grant funds are secured?

If you have any questions regarding these grants, please contact me.

Respectfully,


Dante W. Suarez
Provisional Chief of Department

cc: Calvin Brooks, City Auditor

DWS/rmk



ERNEST F. MARTINEAU
CHIEF OF POLICE

CITY OF FITCHBURG POLICE DEPARTMENT

20 Elm Street
Fitchburg, Massachusetts 01420-3204
www.fitchburgpolice.com

DEPARTMENT / OPERATIONS

978-345-4355
FAX: 978-345-4088

DETECTIVE BUREAU
978-345-9650

RECORDS BUREAU
978-345-9643
FAX: 978-342-7606

CHIEF OF POLICE
978-345-9656

January 10, 2023

Honorable Mayor Stephen L. DiNatale
City Hall
718 Main Street
Fitchburg, MA 01420

Re: VAWA STOP GRANT FFY22 (FY23/24)

Dear Mayor DiNatale:

The Fitchburg Police Department has received an allocation of funds totaling \$60,530.07 from the Executive Office of Public Safety and Security for the purpose of retaining our Domestic Violence Advocate. This project is offered by the Federal Violence Against Women Act of 1994 through state appropriations.

This grant will support our Domestic Violence Advocate position along with partial associated expenses and benefits. This position has become vital to our department's success by assisting victims in court, with emergency housing, medical attention, referral services, and creating a support network.

I request your approval to spend down these funds as necessary. Thank you for your attention to this matter.

Sincerely,

Ernest F. Martineau
Chief of Police

EFM/kc



ERNEST F. MARTINEAU
CHIEF OF POLICE

CITY OF FITCHBURG POLICE DEPARTMENT

20 Elm Street
Fitchburg, Massachusetts 01420-3204
www.fitchburgpolice.com

DEPARTMENT / OPERATIONS
978-345-4355
FAX: 978-345-4088

DETECTIVE BUREAU
978-345-9650

RECORDS BUREAU
978-345-9643
FAX: 978-342-7608

CHIEF OF POLICE
978-345-9656

January 3, 2023

Mayor Stephen L. DiNatale
City Hall
718 Main Street
Fitchburg, MA 01420

Re: FY23 Shannon Community Safety Initiative Grant

Dear Mayor:

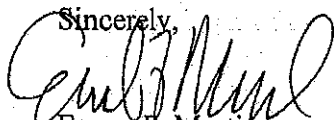
The City of Fitchburg has received an allocation of funds totaling \$416,812.00 from the Commonwealth of Massachusetts Executive Office of Public Safety and Security. This grant is an ongoing effort from the Commonwealth awarded to municipalities that are actively involved in multi-jurisdictional projects to reduce gang and youth related violence.

Fitchburg is partnering with multiple agencies that support numerous towns in the Worcester County area, with special focus on Fitchburg, Leominster and Gardner, offering a wide range of services designed to reduce gang violence and educate youth at risk of juvenile justice involvement.

The Fitchburg Police Department is the fiscal agent for this grant as well as co-monitor of programmatic activities. These funding resources will be used to support proactive patrols, reduction of school truancy, provide funding for Junior Police Academies, to supplement outreach agency programs, support after school programs and anti-drug education and provide equipment for these programs, and facilitate restorative justice training for participating agencies.

I request your approval to start spending down these funds. Thank you for your attention to this matter.

Sincerely,


Ernest F. Martineau
Chief of Police

EFM/kc



City of Fitchburg

718 Main Street

Fitchburg, Massachusetts 01420

Office of the City Auditor/Finance Director

Tel: 978-829-1840 ♦ Fax: 978-829-1961

Calvin D. Brooks
City Auditor/Finance Director

Jacquelyn M. Cronin
Deputy City Auditor

January 11, 2023

Mayor Stephen L. DiNatale
718 Main Street
Fitchburg, MA 01420

Re: SEIU Contract Adjustments

Dear Mayor:

The SEIU Inspectors contract was settled last spring, and the city made the appropriate retroactive adjustments to employees covered by the contract.

After the start of the current fiscal year, additional changes were made on the placement of certain employees within the matrix. Because of this recent change, additional funding will be required to cover the additional costs for this fiscal year, as well as the retroactive adjustments for the two prior years.

At this time, I am requesting an appropriation of \$14,885.00 from Available Funds to be credited to the following accounts;

Facilities, Personal Services	\$2,454.00
Council on Aging, Personal Services	\$6,708.00
Library, Personal Services	\$5,723.00

Thank you for your consideration.

Sincerely,

Calvin D. Brooks
City Auditor

cc: Susan Davis, Human Resources Director



Susan A. Davis
Director

sdavis@fitchburgma.gov
978.829.1809

City of Fitchburg
Department of Human Resources

718 Main Street, Suite 302
Fitchburg, MA 01420
P. 978.829.1807
F. 978.829.1966
www.fitchburgma.gov

Wendy M. Piermarini
HR Generalist
wpiermarini@fitchburgma.gov
978.829.1808

Brittney L. Fish
HR Assistant
bfish@fitchburgma.gov
978.829.1807

January 11, 2023

Honorable Mayor Stephen L. DiNatale
Municipal Offices
718 Main Street
Fitchburg, MA 01420

Dear Mayor DiNatale:

Please find the attached to be the Memorandum of Agreement and related documents for the recently concluded negotiations between the City of Fitchburg and the Fitchburg Police Union. This Agreement is applicable to fiscal years 2023 – 2025. (July 1, 2022 – June 30, 2025).

As a result of these successful negotiations, I am requesting an appropriation from available funds in the amount of Four Hundred Thirty-five Thousand Dollars (\$435,000). This figure represents Police Personal Services in the amount of Three Hundred Ninety-eight Thousand Dollars (\$398,000), Police Overtime in the amount of Thirty Thousand Dollars (\$30,000) and Employee Other Benefits in the amount of Seven Thousand Dollars (\$7,000).

Please contact me directly should you have any questions related to this matter.

A handwritten signature in cursive script that reads "Susan A. Davis".

Susan A. Davis
Director of Human Resources

Cc: Calvin Brooks, City Auditor
Enc: Memorandum of Agreement



Susan A. Davis
Director

sdavis@fitchburgma.gov
978.829.1809

City of Fitchburg
Department of Human Resources

718 Main Street, Suite 302
Fitchburg, MA 01420

P. 978.829.1807
F. 978.829.1966

www.fitchburgma.gov

Wendy M. Piermarini
HR Generalist

wpiermarini@fitchburgma.gov
978.829.1808

Brittney L. Fish
HR Assistant

bfish@fitchburgma.gov
978.829.1807

January 11, 2023

Honorable Mayor Stephen L. DiNatale
Municipal Offices
718 Main Street,
Fitchburg, MA 01420

Dear Mayor DiNatale:

Please find the attached to be the Memorandum of Agreement and related documents for the recently concluded negotiations between the City of Fitchburg and the International Association of Fire Fighters, Local 3128. This Agreement is applicable to fiscal years 2023 – 2025. (July 1, 2022 – June 30, 2025).

As a result of these successful negotiations, I am requesting an appropriation from available funds in the amount of Five Hundred Thirty-two Thousand Dollars (\$532,000). This figure represents Fire Personal Services in the amount of Four Hundred Ninety-four Thousand Dollars (\$494,000), Fire Overtime in the amount of Fifteen Thousand Dollars (\$15,000) and Employee Other Benefits in the amount of Twenty-three Thousand Dollars (\$23,000).

Please contact me should you have any questions related to this matter.

A handwritten signature in cursive script that reads "Susan A. Davis".

Susan A. Davis
Director of Human Resources

Cc: Calvin Brooks, City Auditor
Enc: Memorandum of Agreement