A meeting of the Finance Committee was called to order by Chairman Kushmerek on Tuesday, March 12, 2019 at 6:02 PM in the Memorial Middle School Library, 615 Rollstone Street, Fitchburg, MA.

Committee Members present: Councilors Paul Beauchemin, Michael Kushmerek, Elizabeth Walsh, and Anthony Zarrella.
Committee Members absent: Councilor Marcus DiNatale.
Others present: Councilor Samantha Squailia, City Auditor Calvin Brooks, Mayor Stephen DiNatale, Fire Chief Kevin Roy, DPW Engineer Gary Bevilacqua, Police Captain Harry Hess, Airport Manager Scott Ellis, Community Development Director Thomas Skwierawski, Human Resources Director Susan Davis, Mayor’s Chief of Staff A. J. Tourigny, Community Development Coordinator Cynthia Dalton, Housing Director Liz Murphy, Economic Development Director Mary Jo Bohart, and representatives of various non-governmental agencies.

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 from the public addressed the committee.

050-19 ORDER: that there be and hereby is appropriated the sum of ONE HUNDRED TWENTY-FIVE THOUSAND AND 00/100 DOLLARS ($125,000.00) same to be charged against AVAILABLE FUNDS and credited to COMMUNITY DEVELOPMENT EXPENSES, ZONING ORDINANCE UPDATE account, for the
purpose of procuring a consultant to assist in the updating of the city’s Zoning Ordinance.

Discussion: The chairman read the letter from Thomas Skwierawski, Director of Community Development, dated December 26, 2018. Councilors asked if they would be allowed to make changes to the zoning ordinance and were told they will have that ability when the ordinance is presented to City Council for approval. Councilors also expressed the view that a comprehensive review is needed and that outside expertise is necessary to do the task correctly.

Action: Be adopted (4-0)

051-19 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Department of Transportation, Aeronautics Division, Airport Safety and Maintenance Program grant in the approximate amount of $640,000.00 (SIX HUNDRED FORTY THOUSAND AND 00/100 DOLLARS) for the purpose of said grant, which is to pay for the installation of a self-serve fueling station at the airport.

052-19 ORDER: that there be and hereby is appropriated the sum of ONE HUNDRED SIXTY THOUSAND AND 00/100 DOLLARS ($160,000.00) same to be charged against AVAILABLE FUNDS and credited to AIRPORT CAPITAL, SELF-SERVE FUELING STATION account, for the purpose of installing a self-serve fueling station at the airport.

Discussion: The chairman announced that Orders #051-19 and #052-19 would be taken together. He then read the letter from Airport Manager Scott Ellis dated February 25, 2019. Councilor Beauchemin moved to refer these items to City Council Committee of the Whole. There was no second to the motion.

Councilors expressed concern about spending up to $300,000 this year at the airport and whether there is a way for the city to gain revenue from the airport. In response, Councilors noted that in prior meetings they have been told that the airport can not give away its land nor direct revenues to the city, other than to reimburse the city for loans and other indirect spending. Airport Manager Scott Ellis stated that the airport can lease its land for other uses, and in fact does so with hangers. The airport gets the rent and the city gets the property taxes.

Councilors noted that the self-service fuel station is one component in a revenue plan for the airport and, because of the grant, the airport is getting an $800,000 investment for a $160,000 cost. Mr. Ellis noted that a self-service fuel station will make the Fitchburg Airport competitive with other airports. Currently, Gardner and Sterling have this service, and Orange has just installed one. The Fitchburg airport has been losing fuel sales because it is not selling fuel at night.

Action: Orders #051-19 and #052-19 be adopted. (3-1, Beauchemin in opposition)

053-19 ORDER: that there be and hereby is appropriated the sum of ONE HUNDRED FIFTY THOUSAND AND 00/100 DOLLARS ($150,000.00) same to be charged against AVAILABLE FUNDS and credited to POLICE, CAPITAL...
EXPENDITURES, BUILDING REPAIRS for the purpose of replacing the main HVAC roof top unit and thermostat and PVC control valves regulating HVAC functions.

Discussion: The chairman read a letter from Police Chief Ernest Martineau dated February 27, 2019.
Action: Be adopted (4-0)

054-19 ORDER: that there be and hereby is appropriated the sum of NINE THOUSAND AND 00/100 DOLLARS ($9,000.00) same to be charged against AVAILABLE FUNDS and credited to POLICE, CAPITAL EXPENDITURES, BUILDING REPAIRS for the purpose of construction design services for expansion of the female locker room.

Discussion: The chairman read a letter from Police Chief Ernest Martineau dated February 27, 2019.
Action: Be adopted (4-0)

055-19 ORDER: that there be and hereby is appropriated the sum of ONE HUNDRED NINETY THOUSAND AND 00/100 DOLLARS ($190,000.00) same to be charged against AVAILABLE FUNDS and credited to DEPARTMENT OF PUBLIC WORKS, CAPITAL, STREET REPAIR for the purpose of repairing and repaving city streets.

Discussion: The chairman read a letter from DPW Commissioner Lenny Laakso dated February 21, 2019. Councilors noted that there are a lot of roads that need to be repaired or repaved and there is not enough manpower in the DPW to even fix potholes or clean parks. They also noted that the DPW has a method for evaluating roads and prioritizing repairs and those decisions are better left with the department than with City Council. Getting more manpower to the DPW should be a priority.
Action: Be adopted (4-0)

056-19 ORDER: that there be and hereby is appropriated the sum of THIRTY-FIVE THOUSAND AND 00/100 DOLLARS ($35,000.00) same to be charged against AVAILABLE FUNDS and credited to DEPARTMENT OF PUBLIC WORKS, CAPITAL, ARBOR WAY for the purpose of designing repairs to the Arbor Way retaining wall.

Discussion: The chairman read a letter from DPW Commissioner Lenny Laakso dated February 26, 2019.
Action: Be adopted: (4-0)

057-19 ORDER: that there be and hereby is appropriated the sum of EIGHTY-EIGHT THOUSAND AND 00/100 DOLLARS ($88,000.00) same to be charged against AVAILABLE FUNDS and credited to DEPARTMENT OF PUBLIC WORKS, CAPITAL, BUILDING RENOVATION for the purpose of designing and installing a new roof over the DPW Office Building.

Discussion: The chairman read a letter from DPW Commissioner Lenny Laakso dated February 26, 2019.
Action: Be adopted (4-0)
058-19 ORDER: that there be and hereby is transferred from within the sum of TWENTY-FOUR THOUSAND AND 00/100 DOLLARS ($24,000.00) same to be transferred from DPW HIGHWAY, EXPENSES, GAS & OIL ($20,000.00) and DPW HIGHWAY, EXPENSES, BUILDING & GROUNDS ($4,000.00) and credited to DPW HIGHWAY, PERSONAL SERVICES, OVERTIME.

059-19 ORDER: that there be and hereby is transferred from within the sum of ONE THOUSAND AND 00/100 DOLLARS ($1,000.00) same to be transferred from PARKS, PERSONAL SERVICES, CERTIFICATIONS and credited to PARKS, PERSONAL SERVICES, OVERTIME.

060-19 ORDER: that there be and hereby is transferred from within the sum of THREE THOUSAND AND 00/100 DOLLARS ($3,000.00) same to be transferred from CEMETERY, PERSONAL SERVICES, LABOR and credited to CEMETERY, PERSONAL SERVICES, OVERTIME.

Discussion: The chairman announced that Orders #058-19, #059-19, and #060-19 would be taken together. He then read a letter from DPW Commissioner Lenny Laakso dated February 27, 2019. Councilors noted that these orders were transfers only.

Action: Orders #058-19, #059-19, and #060-19 be adopted (4-0)

066-19 PETITION: to amend Chapter 44, Section 10 of the Code of the City of Fitchburg by deleting the current rates for temporary seasonal employees and adding the attached table of wage rates.

Discussion: The chairman read a letter from DPW Commissioner Lenny Laakso dated February 27, 2019.

Action: Be adopted (4-0)

COMMUNICATION: Year 45 Community Block Grant Application

Discussion: The chairman read the letter from Mayor Stephen DiNatale dated February 27, 2019. Year 45 requests for funding totaled $1,431,725 and recommended funding totals $1,048,561. Community Development Director Thomas Skwierawski stated that he did not want to make cuts in the requests, but had to do so in order to fit under the spending cap. Total funding is still estimated, because Congress has to pass a final budget and then formulas kick in to determine local allocations. Reprogrammed funds are funds that were in revolving accounts or that weren’t spent in prior years, so they are free for allocation in Year 45. Revolving funds are loans and paybacks.

The chairman said he would take up each section, read the requests, allow discussion, and then vote on each.

Public Facilities and Improvements - $281,000 – Councilors asked how streets are chosen for the Streetscape Improvements. Mr. Skwierawski stated that they have been reviewing projects with the DPW and this year are looking for projects that could be leveraged with other Grants for larger projects. The DPW has been struggling to get jobs done from earlier years and are focused on ones in lower Cleghorn.
The high speed internet connection is part of the city being a good neighbor and getting work done while also changing the connection to City Hall.
Action: Be adopted (4-0)

Public Services - $147,000 - Councilors asked how someone could be homeless, yet ineligible for state aid. The answer is that some people are too poor to manage housing, but have too much assets for state aid, for example, they may own a car. Kevin MacLean from Our Father’s House explained that part of the help his agency gives is budget education, teaching people how to manage their money, helping them to realize that paying rent is more important than paying the cable bill. He also stated that only people from the Fitchburg area are housed at Our Father’s House. They do not take people from Boston or Worcester. Councilors expressed the view that expanding homeless shelter capacity will not attract more homeless people; they are often a neglected population.

Councilors expressed the view that programs for children are more important, because they keep children out of trouble.

The mayor stated that the homeless program at Our Father’s House has been important to his administration, addressing a growing problem in the city. He also wants to see continued the programs for children, which have been successful.

Leona Whetzel from MOC, Inc. spoke of the importance of the Cleghorn Neighborhood Center in trying to address achievement gaps among disadvantaged groups.

Councilors thought that landlords often work with tenants to resolve rent issues. Faye Rachlin from Community Legal Aid said her group sifts through cases looking for appropriate ones. Sometimes the cases aren’t good and the tenant needs to move on. Sometimes her group will find a way to work with tenants and landlords by providing assistance and support to the tenants and trying to stabilize the landlord tenant relationship.
Action: Our Father’s House ($28,000), MOC, Inc. ($15,000), Montachusett Regional YMCA ($10,000), Fitchburg Police Department ($60,000), Boys & Girls Club of Fitchburg and Leominster ($16,000), and Community Legal Aid ($10,000) be adopted (4-0)
Action: Montachusett Interfaith Hospitality Network ($8,000) be adopted (3-1, Beauchemin in opposition)

Economic Development - $75,000 – Ray Belanger, Director of Small Business Assistance, NewVue Communities, reported that he has worked with 311 business owners over the past few years, and they have retained 385 jobs in the community. He works with micro business, five or fewer employees, so it takes a lot of businesses to get jobs.

Joe Ferguson, Director of Re-Imagine North of Main, in conjunction with Fitchburg State University, is requesting funding for a downtown coordinator. The grant will pay for a portion of an estimated $55,000 salary for the position, which will help promote businesses downtown and coordinate downtown events. The goal is to have events look like a part of bigger efforts, rather than a series of piecemeal events.
Action: NewVue Communities ($21,000) and Community Development Department ($24,000) be adopted (4-0)
Action: Fitchburg State University ($30,000) be adopted (3-1, Beauchemin in opposition)
Rehabilitation and Preservation - $120,000 – Carolyn Read, Habitat for Humanity, stated that the program is city-wide and homeowners are being asked to pay the cost of materials forward, although they are not required to do so.
Action: be adopted (4-0)

Clearance Activities - $229,476 – Mr. Skwierawski reported that the NICE committee is currently generating a list for demolition to fulfill the Year 44 grant. These funds will be used for the next list.
Action: be adopted (4-0)

Planning and Administration - $196,085 – Councilors expressed a desire to reduce this category and increase Public Services. Mr. Skwierawski stated that there is a 15% cap on the public services category, so the request can not be pursued.
Action: be adopted (4-0)

The meeting adjourned at 7:59 PM.

Respectfully submitted,

Calvin D. Brooks, Clerk
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Subtotal - Approved Appropriations: -2,300,782
Balance Available: 3,910,829

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Subtotal - Proposed Appropriations: -757,000
Balance Available if Proposed Appropriations are Approved: 3,153,829

Possible Appropriations:
- Snow & Ice
- Stabilization Fund 5% - $8,250,000 7% - $8,750,000 Current - $6,528,356
- DPEb Fund
- Host Fee / Mitigation
- Labor Contracts
- Comp Time
- Health Insurance
- Legal - Code Enforcement
- Demolition - Laurel Street School
- Building - Organizing Files
- Police - Vehicles
- Police - Handicap Accessibility
- Steam Plant Cleanup
- Marketing City
- Cemetery Software
- Cemetery - Expansion engineering
- Crocker Field Lighting
- DPW - Oak Hill Road Bridge
- DPW - Vehicles
- DPW - Street Paving
- Health - Scalemaster and Inspector Salaries - review in May
- Veterans Benefits - review in May
- Library - Custodian Clothing Allowance - review in May
- Library - Asbestos Abatement on windows and HVAC pipes
- Parks - Maintenance
- Other - Longso Bke Race and other civic events
- Schools - Longso Roof - Debit Paydown
- Schools - Phone System
- DPW - South Street School - Weal Building Facade and Roof

Available Funds FY19.xlsx
City of Fitchburg, Massachusetts
DEPARTMENT OF COMMUNITY DEVELOPMENT
HOUSING & DEVELOPMENT • PLANNING • ECONOMIC DEVELOPMENT

December 26, 2018

Honorable Mayor DiNatale
Mayor, City of Fitchburg
166 Boulder Drive – Municipal Offices
Fitchburg, MA 01420

Re: Appropriation Request – $125,000
Economic Development Strategic Plan Re-Zoning

Dear Mayor DiNatale:

I respectfully request an appropriation of $125,000 for the procurement of a consultant to update Fitchburg’s Zoning Ordinance, in accordance with the recently-approved 2018 Economic Development Strategic Plan. The proposed changes will better align the Fitchburg’s Zoning Ordinance to support increased economic development, and are the critical next step for the Plan, which was in July approved unanimously by the Fitchburg City Council.

As you know, the Plan recommended a detailed 5-year “implementation plan”, which outlined a series of goals and action items the City aims to achieve in order to achieve the Plan. As the attached list indicates, a significant component of the implementation plan involves changes to the City of Fitchburg’s Zoning Ordinance, Chapter 181 of the Fitchburg City Code. The proposed work would involve both a feasibility analysis of the recommendations proposed, as well as a subsequent ordinance revision. In addition, there are a small number of additional revisions the City would hope to make to the ordinance, above-and-beyond those proposed in the Plan. Although not directly proposed in the Plan, given the efficiencies achieved by securing a zoning consultant, I deemed it prudent to include these elements in the ordinance revision scope.

We appreciate the Mayor and Fitchburg City Council’s continued support of Economic Development planning in the City. Whether through participation in the Plan’s Steering Committee—which included 4 City Councillors and the Mayor’s Office—or through the unanimous approval given to that plan in July, it is clear that our elected leaders support the Community Development Department in its efforts to enhance the City’s economic competitiveness and increase the City’s tax base. I see this as a next logical step in that process, a short-term investment that will pay large dividends in the future, as we work to remove regulatory impediments to increased investment in the City. If you have any questions related to this request, please do not hesitate to contact me.

Sincerely,

[Signature]
Tom Skwierawski
Executive Director, Community Development

Co: Fitchburg City Council
Calvin Brooks, City Auditor.
TO: Stephen L DiNatale, Mayor  
City of Fitchburg

FROM: Scott A Ellis, Manager  
Fitchburg Airport

CC: Calvin Brooks, City Auditor

DATE: 25 February 2019

RE: Grant acceptance

Mayor DiNatale, The Massachusetts Department of Transportation-Aeronautics Division has offered the city an Airport Safety and Maintenance Program (ASMP) grant in the amount $640,000 For the design and installation of a self-serve fueling station at Fitchburg Municipal Airport. The total cost of this project will be $800,000.00. The Mass DOT-A grant paying 80% and a local share of 20%. The local share for this project will be $160,000.00

A self-serve fuel facility will provide fuel 24 hours a day, Holidays and weekends when fuel will normally not be available at Fitchburg. This project is just one part of a larger capital improvement program at Fitchburg Airport that will help make the Airport self-sufficient and profitable into the future.

On behalf of the Commission I ask that this grant be accepted and we fund the local share ($160,000.00) at your earliest convenience.

Thank you and the City Council for your consideration.

Best regards,  
Scott A Ellis  
Manager  
Fitchburg Municipal Airport
Mayor Stephen L. DiNatale
City of Fitchburg
166 Boulder Drive
Fitchburg MA. 01420

February 27, 2019

RE: replacement of HVAC system

Dear Mayor DiNatale:

The Fitchburg Police Department is respectfully requesting a supplemental appropriation of funds to the FY19 Budget that would be used to support the replacement of the main HVAC roof top unit, along with all thermostat and PVC control values which regulate HVAC functions.

The existing HVAC unit # 1 is the largest of the three roof top units servicing the Fitchburg Police Department and is original to the building. The typical longevity of a HVAC system from that era is twenty years of service.

The Fitchburg Police Department is requesting $150,000 from available funds to complete this project. I have attached a quote received by MPC Service Inc.

If you should have any questions please don’t hesitate to ask

Respectfully submitted

Chief Ernest Martineau

Cc: Mr. Calvin Brooks Auditor
AJ Tourigny Chief of Staff
Mayor Stephen L. DiNatale
City of Fitchburg
166 Boulder Drive
Fitchburg MA. 01420

February 27, 2019

RE: Female locker room expansion

Dear Mayor DiNatale:

The Fitchburg Police Department located at 20 Elm Street was constructed in 1986. A female locker room was constructed to house eight (8) police officers, and at that time none were employed. Presently we have eight female officers working for the City of Fitchburg with the anticipation of adding three females in the next couple of years.

In order to complete this type of expansion it will be necessary to relocate the public facility restroom to another location. The existing female facility will double its capacity and provide much needed space.

I respectfully request a supplemental appropriation of funds in the amount of $9,000 which would be used for construction design services consisting of schematic design, design development, drawings, and construction administration.

I have attached a copy of the proposal for design services with this request. If you have any questions please don’t hesitate to ask

Respectfully submitted

Ernest Martineau
Chief of Police

Cc: Mr. Calvin Brooks City of Fitchburg Auditor
    Mr. AJ Tourginy Chief of Staff for Mayor DiNatale.
Memorandum

Date: February 21, 2019

To: Mayor Stephen L. DiNatale

From: Lenny R. Laakso

Subject: DPW Capital- Paving

I respectfully request approval of the Mayor and City Council for the appropriation of $190,000 from available funds to cover some of the cost of paving Mount Elam Road from Fifth Massachusetts Turnpike to #330 Mount Elam Road, which is where we left off with paving in 2016. Total distance to be paved is 6,500 feet. This road is in very poor condition, with a Pavement Condition Index (PCI) of 8 on a scale from 0 to 100, where 100 is perfect. Mount Elam Road is one of the access roads to Fitchburg from Route 2, and one of our goals has been to improve the various gateways to the city.

The work would be done in FY2019, and total cost of paving is about $640,000. The project would be funded as follows:

- Chapter 90
- City Appropriation
- TOTAL

$450,000.
$190,000.
$640,000.

Copies:
C. Brooks
A. Farrell
City Council
Memorandum

Date: February 26, 2019

To: Mayor Stephen L. DiNatale
From: Lenny R. Laakso
Subject: DPW Capital- Arbor Way Wall Engineering

I respectfully request approval of the Mayor and City Council for the appropriation of $35,000 from available funds to cover the cost of designing repairs to the Arbor Way retaining wall.

An 80-foot long section of the wall has collapsed. The wall is 24 ft high, and the collapse involves the upper 5 to 10 feet, endangering the stability of the road which serves two businesses. The repairs will be complicated because of the type of wall that is involved, which has horizontal anchors extending 21 feet into the road embankment. The wall repair will also require removal and reconstruction of the road embankment and the wall on the opposite side of the road. Thus, the engineering work will include:

- Determining sequence of demolition and construction work. This will include coordinating with affected businesses so that disruption to their operations is minimized.
- Designing road embankment, pavement and drainage.
- Plans for dismantling and rebuilding the wall on the opposite side of the road.
- Designing temporary support for subsurface utilities
- Designing repairs to the retaining wall.

Copies:
C. Brooks
A. Farrell
City Council
Memorandum

Date: February 26, 2019

To: Mayor Stephen L. DiNatale
From: Lenny R. Laakso
Subject: DPW Capital- DPW Office Building Roof

I respectfully request approval of the Mayor and City Council for the appropriation of $88,000 from available funds to cover the cost of designing and installing a new roof over the DPW Office Building at 301 Broad Street.

The DPW Building was renovated in 1985, some 34 years ago, and that project included a new roof which remains to this day. The roof has outlived its expected life and is starting to leak. This endangers the electronic equipment that supports our engineering and office staff, causes damage to floor and ceiling tiles, and increases the likelihood of mold problems.

Copies:
C. Brooks
A. Farrell
City Council
Memorandum

Date: February 27, 2019

To: Mayor Stephen L. DiNatale
From: Lenny R. Laakso, Commissioner of Public Works
Subject: DPW Account Transfers

I respectfully request that transfers be made within the DPW budget- without the need for an appropriation from available funds- to cover overtime for the remainder of the fiscal year.

**Streets**
- Increase budget of account #01410741-511104 DPW Highway- Personal Services- Overtime by $24,000 to cover cost of emergency call-ins, special events and change from contracted to in-house custodial work.
- Decrease budget of account #01410744-545447 DPW Highway- Expenses- Gas & Oil by $20,000. We have a surplus due to low price of gasoline.
- Decrease budget of account #01410744-545416 DPW Highway- Expenses-Bldg & Grounds by $4,000 due to discontinuance of custodial contract.

**Parks**
- Increase budget of account #016501-511104 Parks- Personal Services- Overtime by $1,000 to cover cost of special events such as winter festival and to fill in for regular Coggshall caretakers when they take time off.
- Decrease budget of account #016501-515594 DPW Parks- Personal Services- Certifications by $1,000.

**Cemeteries**
- Increase budget of account #014911-511104 Cemeteries- Overtime by $3,000 to cover cost of weekend burials that are occurring more frequently.
- Decrease budget of account #014911-511115 Cemeteries- Labor by $3,000. We have a surplus due to vacancy that will be filled in the spring.

Copies:
C. Brooks
C. Lamoureux
J. Poirier

City of Fitchburg, Massachusetts 01420
www.fitchburgma.gov
MEMORANDUM

Date: February 27, 2019
To: Mayor Stephen L. DiNatale
From: Lenny R. Laakso, Commissioner
Subject: Seasonal Employees- Wage Rates
City Code, Chapter 44, Section 10

I respectfully request approval of the Mayor and City Council to amend Chapter 44, Section 10 of the Code of the City of Fitchburg by deleting the current rates for temporary seasonal employees and adding the attached table of wage rates.

The Recreation Director was advised by the Human Resources Director that the Minimum Wage in Massachusetts has exceeded some of the wages that were set by City Ordinance for seasonal employment. As of January 1, 2019 the state minimum wage was increased to $12.00 an hour with additional increases over the next 5 years which will ultimately bring the minimum wage to $15.00.

This prompted the need to propose new wages for seasonal and/or temporary employees for the Recreation Division as well as the Streets, Engineering, Cemetery, Parks, Water and Wastewater Divisions of the Department of Public Works. Certain positions will be paid at the minimum wage rate, while others will be paid at higher rates because of greater responsibilities or education requirements. Also, we need to remain competitive to attract good candidates.

The attached table shows the minimum wage, wage rates per the existing Pay Ordinance and proposed wage rates for the various positions that we plan to fill over the next five years.

Copies:
Calvin Brooks, City Auditor
Susan Davis, Director of Human Resources
Nate LaRose, Recreation Director
John Deline, Deputy Commissioner- Wastewater
Jeff Murawski, Deputy Commissioner- Water
Jaquelyn Poirier, Cemetery Superintendent
Gary Withington, Streets Superintendent
Courtney Lamoureux, DPW Business Manager

City of Fitchburg, Massachusetts 01420
www.fitchburgma.gov
February 27, 2019

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 45 Community Development Block Grant (CDBG), I hereby submit to the City Council the following year 45 CDBG application for your review. Attached, please find Year 45 Estimated Funding, Year 45 Funding Requested, and Year 45 Funding Recommended.

The Year 45 Consolidated Plan must be submitted to the Department of Housing and Urban Development no later than May 15, 2019 to ensure funds will be available by July 1, 2019. In order to meet the submission deadline for Year 45 CDBG program, comments must be received by the City Council’s March 19, 2019 meeting.

Sincerely,

Stephen L. DiNatale
Mayor

Cc: Fitchburg City Council
    Calvin Brooks, City Auditor
    Cindy Dalton, Community Development Coordinator