A meeting of the Finance Committee was called to order by Chairman DiNatale on Tuesday, April 9, 2019 at 6:00 PM in the Memorial Middle School Library, 615 Rollstone Street, Fitchburg, MA.

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

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. Samantha Squailia spoke on Item #068-19, noting that the rent in the agreement given to City Council is half what it should be and asking that the matter be addressed during the Finance Committee meeting.

100-19 ORDER: that the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Executive Office of Public Safety and Security grant in the approximate amount of $7,521.28 (SEVEN THOUSAND, FIVE HUNDRED TWENTY-ONE AND 28/100 DOLLARS) for the purpose of said grant, which is to enhance effective pedestrian, bicycle, and moped-type enforcement.

Discussion: The chairman read the letter from Chief Ernest Martineau dated March 21, 2019. Chief Martineau noted that the grant this time is higher than in the past. The department will use the additional funds to acquire and give out more bicycle helmets. The grant is for targeted enforcement throughout the city and will focus on pedestrian safety downtown.
Councilors asked if the city is enforcing jay walking downtown. The chief said he does not have the manpower to do so. Councilors asked how old someone riding a moped or motorized bicycle has to be. The chief replied that a person has to be old enough to get a permit to drive. He stated that he is more concerned about people driving bicycles on sidewalks and about promoting bicycle safety.
Action: Be adopted (4-0)

101-19 ORDER: that there be and hereby is transferred from within the sum of EIGHTEEN THOUSAND, EIGHT HUNDRED EIGHTY-THREE AND 00/100 DOLLARS ($18,883.00) same to be transferred from ELECTION & REGISTRATION, PERSONAL SERVICES, ELECTION WORKERS and credited to ELECTION & REGISTRATION, EXPENSES, VOTING EQUIPMENT.
Discussion: The chairman read a letter from City Clerk Anna Farrell dated March 27, 2019. Ms. Farrell was present, but did not speak.
Action: Be adopted (4-0)

102-19 ORDER: that there be and hereby is appropriated the sum of SEVEN THOUSAND AND 00/100 DOLLARS ($7,000.00) same to be charged against AVAILABLE FUNDS and credited to DEPARTMENT OF PUBLIC WORKS, HIGHWAY PERSONAL SERVICES, SUMMER HELP ($6,000.00) and DEPARTMENT OF PUBLIC WORKS, HIGHWAY EXPENSES, SIDEWALK MAINTENANCE ($1,000.00) for the purpose of performing outside maintenance duties in the downtown area and along main roads.
Discussion: The chairman read a letter from DPW Commissioner Lenny Laakso dated March 27, 2019. Chief of Staff A. J. Tourigny said that Mr. Laakso sends his regrets in not being able to attend the meeting and that this measure has been part of the mayor’s focus on dressing up downtown and the gateways to the city.
Councilors asked about getting businesses or individuals to maintain the traffic islands in exchange for advertising. Mr. Tourigny stated that this method is used in certain areas, but can not be relied on for all areas. Councilors noted the plantings made on River Street and wondered why abutting property owners don’t maintain the section in front of their property. Mr. Tourigny replied that he understood the councilor’s concern, but that ultimately it is still public property and the responsibility of the city.
Action: Be adopted (4-0)

068-19 ORDER: that the Airport Commission be authorized to lease said parcel for a period of more than 20 years to the City of Fitchburg as outlined in the enclosed lease agreement.
Discussion: The chairman read an email from Assistant City Solicitor Christine Tree asking that the order be amended to show the correct monthly rental amount of $1,200 and not $600 as was originally stated.
City Solicitor Vincent Pusateri said he was pleased to bring this matter to City Council’s attention because it corrects the lease arrangements with AKS that were not according to FAA regulations. He quoted a letter from the FAA stating that they are pleased with the new lease. This arrangement allows the city to lease some land from the airport; the city will then sub-
lease the land to AKS. The lease will provide rental income to the airport. The sublease will provide the city with lease revenue, tipping fees, and a host fee.

Councilors applauded the move because it solves a problem and keeps the city from losing revenue. Without this arrangement, the city could stand to lose about $250,000 in revenue. Mr. Pusateri noted that other consequences of not acting could have been removal from FAA funding lists, thereby affecting completion of future projects.

Mr. Pusateri noted that the lease has an escalator based on the CPI-U index and every ten years there is an appraisal process. This lease will be a model for other airport leases. The host fee is meant to compensate the city for potential liability from waste contamination. Councilors did express a concern for long term contamination and possibly putting aside 5% of the host fees to cover possible future events. The City Auditor stated that there could be an escrow account created or the funding could come from the Stabilization Fund. Councilors noted that the city has been putting $250,000 to $300,000 into the Stabilization Fund each year and they would like it to continue to be the first order from Free Cash.

Action: Be amended to change the monthly base rent from $600 to $1,200. (4-0)
Action: Be adopted as amended (4-0)

The meeting adjourned at 6:50 PM.

Respectfully submitted,

Calvin D. Brooks, Clerk
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Subtotal - Approved Appropriations: 3,686,792

Balance Available: 3,913,139

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Subtotal - Proposed Appropriations: 7,000

Balance Available if Proposed Appropriations are Approved: 3,154,129
March 21, 2019

Honorable Mayor Stephen L. DiNatale
City of Fitchburg
166 Boulder Drive, Suite 108
Fitchburg, MA 01420

Re: FY19 Bike / Pedestrian Safety Grant

Dear Mayor:

The Fitchburg Police Department has received an allocation of funds totaling $7,521.28 from the Commonwealth of Massachusetts Executive Office of Public Safety and Security Office of Grants and Research Highway Safety Division.

These awarded funds are intended to develop or enhance an effective pedestrian, bicycle and/or moped-type enforcement effort to reduce the incidence of fatalities and injuries in these areas. The contract extends from March 1, 2019 through September 30, 2019.

I request your approval to start spending down these funds.

Sincerely,

Ernest F. Martineau
Chief of Police

EFM/rfs

cc: Auditor Calvin Brooks
March 27, 2019

The Honorable Stephen L. DiNatale
Mayor

Dear Mayor,

I respectfully request that $18,882.50 be transferred from Elections & Registration Personal Services account #011631-511163 and credited to Elections & Registration Expense account # 011634 545412 Voting Equipment and Maintenance.

There is a surplus in the Personal Services account due to the fact that I budgeted to staff expected Early Voting before the 2018 State Primary that was later not ordered by the Secretary of State as well as a supplement to the account from State reimbursement extended polling hours funding.

The City is in need of new voting booths. We purchased the existing booths fifteen years ago, they have served us well over the years but they are in need of replacement. Some are completely unusable and many of the legs are broken in the ones we do use, posing a set-up challenge for each election and a potential hazard for voters. I’ve been researching new booths since last year and, after sampling and viewing several others, have found a product that is sturdy, easy to set up, compact to store and competitively priced. A price quote for the product is attached and totals $16,446.45 for 33 triple booths and 12 ADA station booths. This will provide adequate product for 12 precincts.

We also need to pay the $850.00 annual software licensing fee for our tabulators – copy of invoice attached. Normally I pay this out of the Election Office Supplies account but that has a current balance of only $160.79. I spent more than anticipated out of the account due to the need for a $1000 portable handicapped ramp installation at Saima Park for the 2018 November election, the recount after the State Primary and the necessary purchase of new, reusable and modern covers for our voting lists after the last ones literally fell apart.

Please feel free to contact me with any questions regarding this matter.

Very truly yours,

Anna M. Farrell
City Clerk

C: City Auditor
Memorandum

Date: March 27, 2019

To: Mayor Stephen L. DiNatale
From: Lenny R. Laakso
Subject: Appropriation Request- Seasonal Help

I respectfully request approval of the Mayor and City Council for the appropriation of $7,000 from available funds to cover the cost of seasonal help plus related expenses for the remainder of FY19 to perform outside maintenance duties in the downtown area and along main roads. The work would consist of maintaining landscapes such as traffic islands, planting areas and grassy areas by weeding, watering, picking up trash, pruning, sweeping, mowing, weed wacking, planting flowers, spreading mulch, etc. This work would improve the appearance of prominent areas in the city and free up DPW Parks crews so they can concentrate on our parks.

The cost of one full-time seasonal laborer until June 30 is $6,000, and the cost of related expenses is $1,000. There will be a request in the FY20 budget for this temporary position to cover the remainder of the season in calendar year 2019 as well as spring of 2020.

Copies:
C. Brooks
A. Farrell
City Council
The Landlord reserves the right to install, use, maintain, repair and replace in the Premises (but in such manner as not unreasonably to interfere with Tenant’s use of the Premises) utility lines, shafts, pipes, and the like, in, over, under and upon the Premises. Such utility lines, shafts, pipes and the like shall not be deemed part of the Premises under this Lease.

Lease Term:

Forty-nine (49) years from the Term Commencement Date of January 1, 2019, unless earlier terminated pursuant to Paragraph 3.3 below.

Base Rent:

Starting on the Commencement Date and ending on December 31, 2068, at the rate of $7,214,400.00 per annum ($601,200.00 per month), subject to annual increases as stated in Paragraph 4.1(b) below (by an amount equal to the annual difference calculated as a percentage of the Consumer Price Index for Urban Consumers seasonally adjusted (“CPI-U”), with the Base Rent adjusted by fair market value appraisal every ten (10) years.

Due Date:

Equal monthly installments are due on the 1st day of each calendar month.

Guarantor of Tenant’s Obligations:

Not applicable.

Permitted Use:

For the non-aviation purpose of subletting to a recycling facility so long as the same does not interfere with the use of the Airport for general aviation purposes, and such other uses and activities as shall be permitted by the FAA subject to such limitations thereon as shall be proscribed by law or by the FAA, and for no other purpose or purposes (the “Permitted Use”).

1.3 Enumeration of Exhibits

EXHIBIT A: PLAN SHOWING THE PREMISES
EXHIBIT B: TERM COMMENCEMENT DATE AGREEMENT