Regular Meeting

The regular meeting of the City Council of the City of Fitchburg was held in the Memorial Middle School Library, 615 Rollstone St., Fitchburg, on March 15, 2016. The meeting was called to order by President Kushmerek at 7:09 P.M. The Clerk called the roll and eleven (11) members were present. The meeting opened with a salute to the Flag led by Councillor Green.

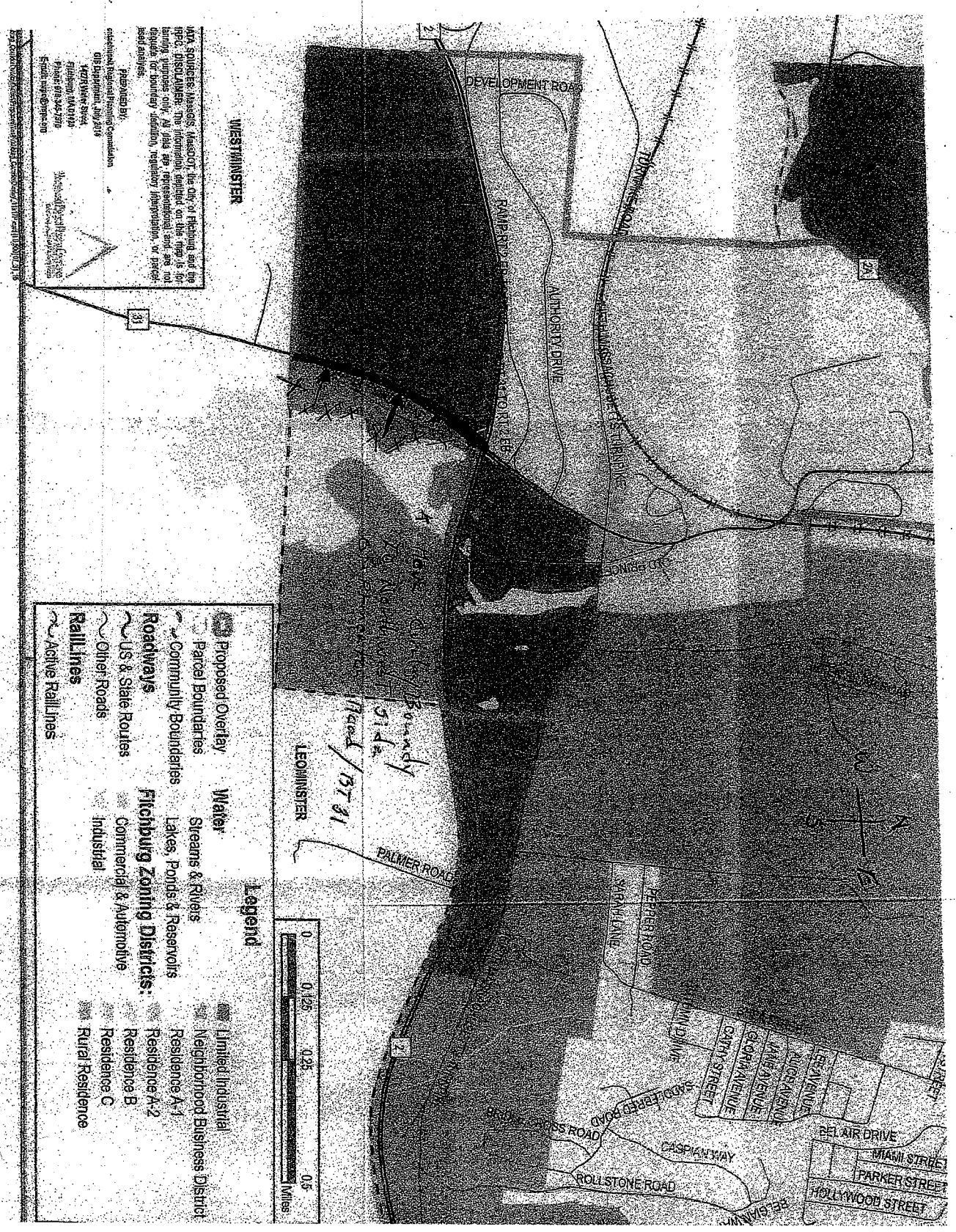
PUBLIC FORUM

Public Forum

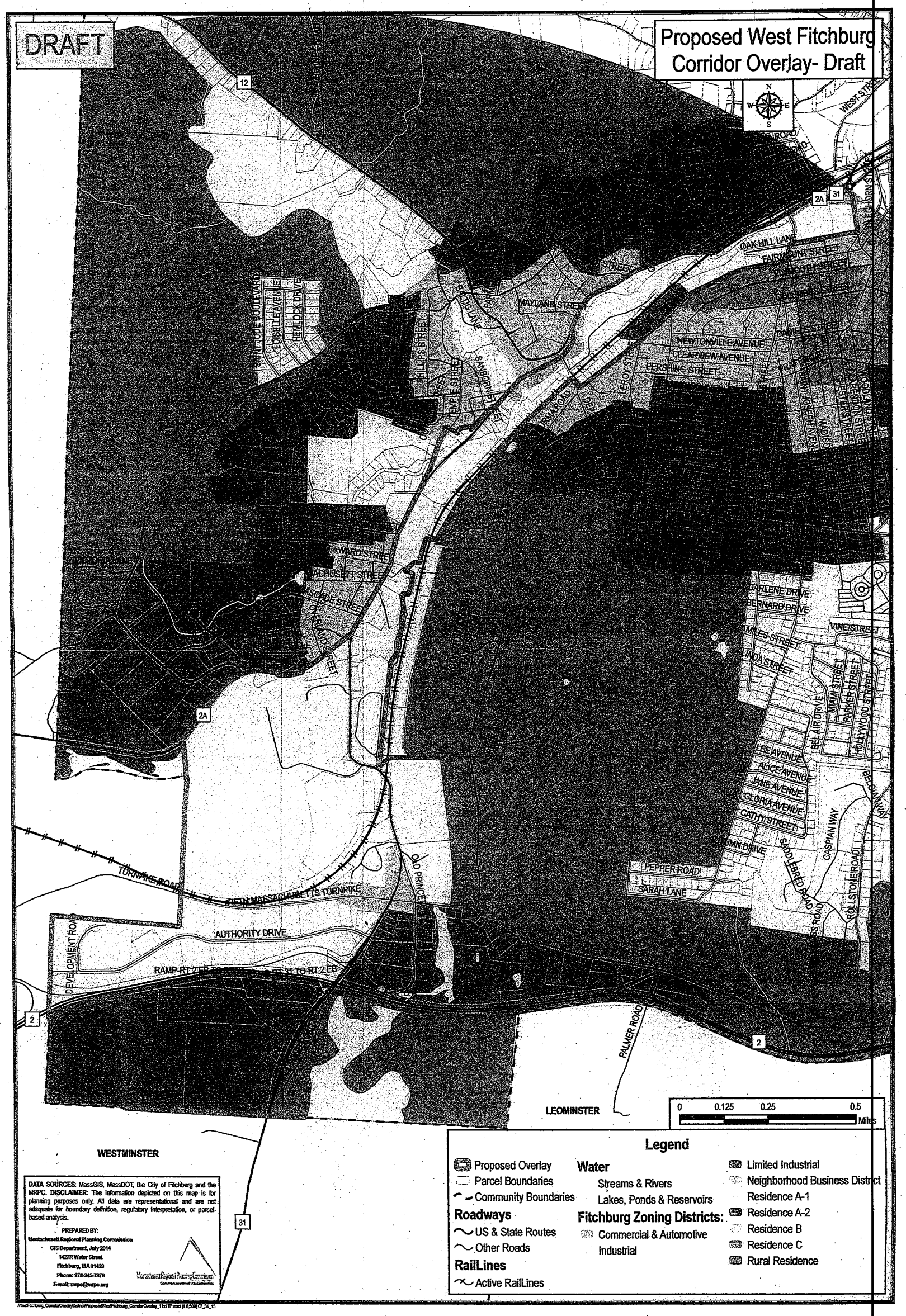
William Colonis, 145 Pine St. spoke regarding Orders 43-16, 44-16 and 45-16. He stated that the date of April 3 referenced in the Orders is incorrect.

Attorney Robert Lavoie, on behalf of his client Mr. Robert Lemay spoke regarding Special Permit petition 13-16. He requested that deliberation on the matter be again continued in order to give the petitioner an opportunity to discuss conditions with the NICE committee.

Richard Grote, 24 Sawmill Pond Road, spoke regarding Ordinance 46-16. He requested that the boundary of the overlay district be moved so that it does not encompass the condominium property. He submitted a map detailing his request as follows.



Public Forum (cont)



City of Fitchburg, March 15, 2016

Communication
His Honor the Mayor

Appointment Letters

COMMUNICATIONS FROM HIS HONOR THE MAYOR

1. Five letters of Appointment as follows:
   A. Ms. Mary Ann Guichard to the Disability Commission for a term to expire February 1, 2019.

Appt

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK
16 FEB 29 08 26

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

February 26, 2016

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 Ms. Mary Ann Guichard of 245 River Street, Apartment 410, Fitchburg, MA, as a member of the Disability Commission for a term to expire on February 1, 2019.

Please feel free to contact me with any questions.

Sincerely,

Stephen L. DiNatale
Mayor

City of Fitchburg, March 15, 2016

Communication
His Honor the Mayor

Appointment Letters

B. Ms. Ellen DiGeronimo to the Historical Commission for a term to expire February 1, 2019.

Appt

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

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JDAVID@FITCHBURGMA.GOV

March 3, 2016

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. Ellen DiGeronimo of 197 Bridle Cross Road, Fitchburg, MA, as a member of the Historical Commission for a term to expire on February 1, 2019.

Please feel free to contact me with any questions.

Sincerely,

Stephen L. DiNatale
Mayor

FITCHBURG CITY CLERK
2016 MAR -7 PM 3:32

City of Fitchburg, March 15, 2016

Communication
His Honor the Mayor

Appointment Letters

C. Ms. Judith Perla to the Trustees of Public Burial Grounds for a term to expire January 1, 2019.

Appt

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK
16 MAR 2 10 51

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
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JOAN DAVID
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JDAVID@FITCHBURGMA.GOV

February 29, 2016

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. Judith Perla of 236 Walton Street, Fitchburg, MA, as a Trustee to the Trustees of Public Burial Grounds for a term to expire on January 1, 2019.

Please feel free to contact me with any questions.

Sincerely,

Stephen L. DiNatale
Mayor

City of Fitchburg, March 15, 2016

Communication
His Honor the Mayor

Appointment Letters

D. Attorney Anna R. Phillips to the Zoning Board of Appeals, term to expire August 26, 2016. (Temporary Appointment) (Council Confirmation not required)

Temporary Appt - no confirmation from Council needed

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

FITCHBURG CITY CLERK
16 FEB 29 08 26

STEPHEN L. DINATALE
MAYOR
166 BOULDER DRIVE
FITCHBURG, MA 01420
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AARON TOURIGNY
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ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

February 26, 2016

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

Dear Honorable Councilors,

I hereby temporarily appoint Attorney Anna R. Phillips of 559 Pearl Hill Road, Fitchburg, MA as a member of the Zoning Board of Appeals for a term of 6 months, effective immediately, to expire on August 26, 2016.

Please feel free to contact me with any questions.

Sincerely,

Stephen L. DiNatale

Stephen L. DiNatale
Mayor

City of Fitchburg, March 15, 2016

Communication
His Honor the Mayor

Appointment Letters

E. Attorney Anna R. Phillips to the Zoning Board of Appeals, term to expire January 1, 2021.

Appt

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

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

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ATOURIGNY@FITCHBURGMA.GOV

JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

February 26, 2016

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

Dear Honorable Councilors,

I hereby appoint Attorney Anna R. Phillips of 559 Pearl Hill Road, Fitchburg, MA as a member of the Zoning Board of Appeals for a term to expire on January 1, 2021.

Please feel free to contact me with any questions.

Sincerely,

Stephen L. DiNatale

Stephen L. DiNatale
Mayor

Communications read and referred to the Appointments Committee:

Communication
His Honor the Mayor

MOC Board of Directors

2. Letter regarding Sergeant Thomas Leger to serve as the City's representative to the Montachusett Opportunity Council Board of Directors.

File

The City of Fitchburg
Massachusetts
OFFICE OF THE MAYOR

CLERK
16 MAR 3 '16

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

AARON TOURIGNY
CHIEF OF STAFF
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JOAN DAVID
ADMINISTRATIVE AIDE
JDAVID@FITCHBURGMA.GOV

March 2, 2016

Mr. Kevin Reed
Executive Director
Montachusett Opportunity Council, Inc.
133 Prichard Street
Fitchburg, MA 01420

Dear Mr. Reed,

I am writing to inform you that Sergeant Thomas Leger from the Fitchburg Police Department will be serving as the City of Fitchburg's representative to the Montachusett Opportunity Council Board of Directors.

Sergeant Thomas Leger has served the city for well over 20 years and I am confident that he will be a great fit for the board and will serve the City of Fitchburg proud.

I look forward to working with you in the future.

Sincerely,

Stephen L. DiNatale
Mayor

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

City of Fitchburg, March 15, 2016

Communication
School Superintendent

Statements of
Interest

COMMUNICATION FROM DEPARTMENT HEAD

1.Andre Ravenelle, School Superintendent, and Robert Jokela, Assistant Superintendent

7

Prepared to Succeed

376 South Street
Fitchburg, MA 01420
978-345-3220 Tel.
978-348-2305 Fax

ANDRÉ RAVENELLE
Superintendent

PATTI PIEKARZ
Administrative Assistant

PAULA GIAQUINTO
Assistant Superintendent

ROBERT M. JOKELA
Assistant Superintendent

March 10, 2015

FITCHBURG CITY CLERK
15 MAR -9 15 56

Mayor Stephen DiNatale
City Hall
160 Boulder Drive
Fitchburg, MA 01420

RE: Statements of Interest to Massachusetts School Building Authority ("MSBA")

Dear Mayor:

The School Department is once again submitting Statements of Interests ("SOI") to the Massachusetts School Building Authority ("MSBA"), this time, under its Core Program for a project which would be reimbursed by MSBA at 80% of eligible expenses.

Project Plan Summary

The Fitchburg Public schools is submitting three (3) Statements of Interest (SOI) to MSBA for consideration under its Core Program. Crocker Elementary is the Priority Application, but given the Strategic Facilities Use Plan recently completed by an independent architectural firm, and specific financial issues more applicable to Fitchburg, we request MSBA consider the SOI's for Crocker and South Street schools, subject to a comprehensive Feasibility Study if accepted into the MSBA pipeline, in a comprehensive manner as either a potential sequential or simultaneous plan. The Goodrich Academy proposal once again is being submitted for compliance purposes. Fitchburg, in partnership with MSBA, have a unique once in a generation opportunity to complete a school project(s) that meets both the educational needs of our students and is sustainable for the City.

The Fitchburg Public Schools insures employment, educational opportunities and affirmative action, regardless of race, religion, color, creed, national origin, sex, sexual orientation, or disability, in compliance with Title VI, IX Chapter 622, IDEA 2004 and section 504, MGL Ch. 76, Section 5.
Questions related to this non-discrimination regulation must be addressed to: Richard Zeena, Grievance Officer, 376 South Street, Fitchburg, MA 01420, (978) 345-3215

Communication
School Superintendent

Statements of Interest

History 2007-2015:

Fitchburg was originally approved by MSBA in 2007 to proceed with a feasibility study on Crocker Elementary School, which provided teaching and learning to x# of students in grades PK-4. With a change in Business Managers occurring in 2008, and the subsequent great recession, FPS changed its priorities when Green Repair Project applications were first entertained by MSBA. Given the deferred maintenance and end of useful life of several school's (roof/windows/doors) infrastructure, FPS embarked on a plan to make wholesale upgrades to several schools' boilers, roofs, and windows as summarized in the following table:

SCHOOL	BOILERS	WINDOWS	ROOF
South St. Elementary	West Bldg (1)	West & South Bldg	NO
Reingold Elementary	YES (2)	YES	YES
Memorial Middle School	YES (3)	YES	YES
Goodrich Academy (f/k/a Alternative HS)	YES (2)	NO	NO
Fitchburg High School	YES (4)		
Crocker Elementary	After meeting with MSBA in 2009, it was mutually agreed by former Mayor Wong, Supt. Ravenelle, City Auditor Sarasin, Bus. Mgr. Jokela and MSBA leadership to defer the renovation project until the above projects were completed. The City Council had approved $400,000 for a Feasibility Study for Crocker project, but that study was not undertaken given the decision to complete Green Repair projects at several schools.		

With MSBA's $10M of approval, and corresponding 80% reimbursement, FPS successfully completed the above listed capital improvements, and with these facilities upgrades, plus local utility funded improvements to our lighting infrastructure, FPS saved $200,000 combined natural gas and electricity in the first year after the improvements were made.

In 2010, the school department initiated a school redistricting initiative, however, in retrospect, the City was not in a financial position to undertake a redistricting plan involving capital investment because of its then outstanding debt structure and maturities.

2015 – PRESENT:

In the summer of 2015, the City issued an RFP for assistance in helping the district create a Strategic Facilities Use Plan which would represent the starting point for the School Department, City, and MSBA to use as the School Department reviews enrollment trends, needs of current students and staff, and the financial ability of the City to undertake a school project bond, and the school department's ability to sustain operating costs as a result of any change. Lamoureux Pagano Associates (Architects) of Worcester were selected and delivered said Strategic Facilities Use Plan in January 2016. The Lamoureux Pagano Plan presented three options whose costs are estimated by LPA as follows:

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Communication
School Superintendent

Statements of
Interest

	A	B	C
School ($Millions)	Basic Repair	Addition (+ Basic Repair [A])	New Construction
Crocker	$16-17.9M	$4.4-4.5M	$54.8-56.1
SSES-West	7.1-8.3		
SSES-South	5.1-6		
SSES-East	2.9-3.6		
SSES-North	0	$5.5-6	$19.8-20.3
Reingold	8.2-10.2		
McKay	0		
Memorial	18.7-21.8	$8.7-8.9	
Longsjo	41.8-46.7		
FHS	12.5-18.7		
Goodrich	4.2-4.6		
TOTAL OPTION A:	**$116.5-137.9M**		
TOTAL OPTION B(ONLY):		**$18.6-19.4M**	
COMBINED A+B		**$135-157.3M**	
TOTAL OPTION C (NEW)			**$74.6-76.4M**
Plus 20% Soft Costs			**$15M**
EST. 80% MSBA REIMB			**$72M**
NET CITY EST.			**$18M**

Basic Repair involves numerous subsystem repairs at each school, which may or may not qualify for reimburseme under MSBA Accelerated Repair or Core program. Option B involves small additions to Crocker Elementary a Memorial Middle School, with a refurbishing of the North wing at South Street Elementary. Lastly, the Ne Construction option involves the decommissioning of Longsjo, and the replacement of Crocker Elementary School (K- with a new K-8 school constructed behind the current footprint on available land. In addition, the New Constructi option includes the tear down and reconstruction of the North wing at South Street Elementary and conversion from K-4 school to a K-8 school.

The City of Fitchburg will have borrowing availability in FY20 as the current FHS bond, and other municipal de principally the fire station, are paid off. See attached debt schedule from the City Auditor.

In addition to construction costs, it is necessary to review operational costs associated with any proposed sch construction or redistricting option. As the City is only one of twelve communities who struggle to timely meet I School Spending, it is necessary to review the potential operational impact on Option C. With the current bus contract in effect through FY19, we asked the current transportation provider to estimate any operating imp Fitchburg's yellow buses run on a three tier schedule, and Longsjo is currently an Extended Learning Time school, wh

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Questions related to this non-discrimination regulation must be addressed to: Richard Zeena, Grievance Officer, 376 South Street, Fitchburg, MA 01420, (978) 345-3215

Communication
School Superintendent

Statements of
Interest

is grant funded by DESE. While it is difficult to confirm the ongoing approval of the ELT grant in perpetuity, the districts' yellow bus vendor estimates that transportation will increase another $220,000 or $731,000 with or without continued ELT funding by the state in FY19, when a potential project might be completed. These increased transportation costs raise sustainability of funding questions for the City, and any future school project would require more in depth financial vetting of both site location development/construction of eligible (and ineligible) investments and ongoing operating costs, especially transportation which is ineligible for Net School Spending. We expect a more in depth analysis of operating costs to occur in the next stage, Feasibility Analysis, if FPS's SOI's are accepted into the MSBA pipeline. Because Fitchburg only has the financial opportunity every 15-20 years to undertake a school project, and given Fitchburg's economic challenges, Fitchburg requests MSBA to view this SOI submittal in a comprehensive and systemic manner to achieve the best possible school project(s) for the next generation of students in Fitchburg.

In closing, we thank you for your continued support of the Fitchburg Public Schools.

Sincerely

Andre Ravenelle
Superintendent

Robert M. Jokela
Assistant Superintendent Finance & Operations

Cc: Mayor Stephen DiNatale and City Council
Richard Sarasin, City Auditor
Calvin Brooks, City Treasurer

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Questions related to this non-discrimination regulation must be addressed to: Richard Zeena, Grievance Officer, 376 South Street, Fitchburg, MA 01420, (978) 345-3215

Communication read and referred to the Finance Committee.

Special Presentation

Survey of Residents
Re: CDBG Funding

SPECIAL PRESENTATION

The recent survey of Fitchburg residents regarding funding priorities for the City needs with the use of CDBG funding.

Acting Community Development Director Larry Casassa introduced Thomas Schilling and Hildur Schilling who conducted the Resident Survey Project 2016 regarding CDBG funding priorities. The Schilling's presented the survey results as follows and answered various questions from the Councillors.

City of Fitchburg
Resident Survey Project (2016)

Presentation to the Meeting of the Fitchburg City Council

3/15/2016

Hildur Schilling, Ph.D.

Thomas Schilling, Ph.D.

Department of Psychological Science

Fitchburg State University

Special Presentation

Survey of Residents Re: CDBG Funding (cont)

Purpose of City of Fitchburg Resident Survey Project (2016)

- The City of Fitchburg Resident Survey Project (2016) was developed to help determine funding priorities for Community Development Block Grant (CDBG)

Resident Survey

- Survey designed to gain resident feedback about funding needs in nine categories:
  - Anti-Crime Programs
  - Public Sevices
  - Infrastructure
  - Public Use Facilities
  - Youth Programs
  - Senior Programs
  - Demolition/Code Enforcement
  - Financial Assistance for Housing, Rehab, & Reconstruction
  - Economic Development

- Residents were asked to rate the funding needs on a 1 -4 scale
  - 1 - very high need for funding
  - 2 - high need for funding
  - 3 - some need for funding
  - 4 - no need for funding
  - N - no opinion

Sample of City Residents

- Introductory letters, survey, and return envelopes were sent from Mayor Lisa Wong and the Community Development Department to 1023 randomly selected Fitchburg residential addresses
  - 74 were returned as undeliverable, 203 were completed for a 21.4% return rate

Principle Results

Table 1
Top 5 responses from residents remained the same, however some of the ordinal rankings changed from 2010 to 2015

2010	2015
1. Street Improvements	Street Improvements
2. Add More Police Patrols	Demo of Damaged/Dangerous Crime-Ridden Buildings
3. Demo of Damaged/Dangerous Crime-Ridden Buildings	Enforcement of Building and Health Codes
4. Job Creation	Add More Police Patrols
5. Enforcement of Building and Health Codes	Job Creation

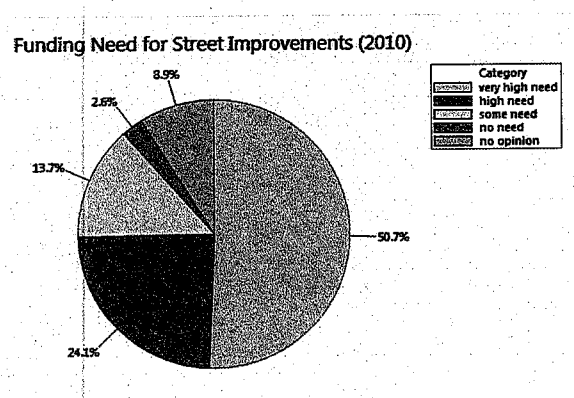
Special Presentation

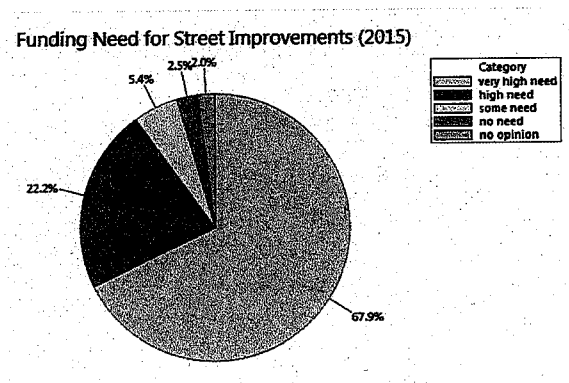
Survey of Residents
Re: CDBG Funding
(cont)

Figure 1
Comparison of 2010 Responses to 2015 Responses (Ranked According to 2015 Survey Results)

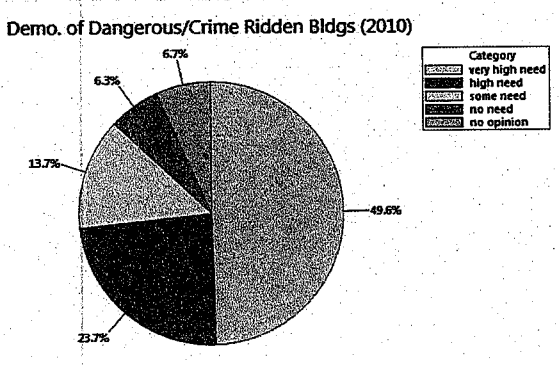
7

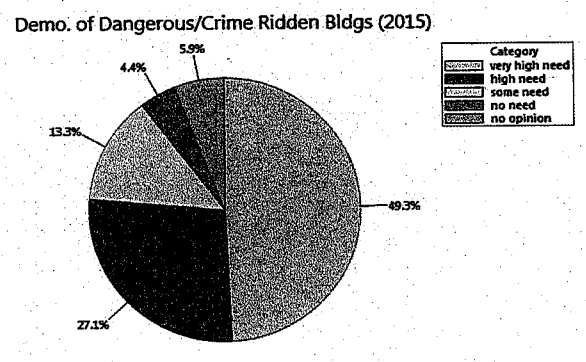
1. Street Improvements



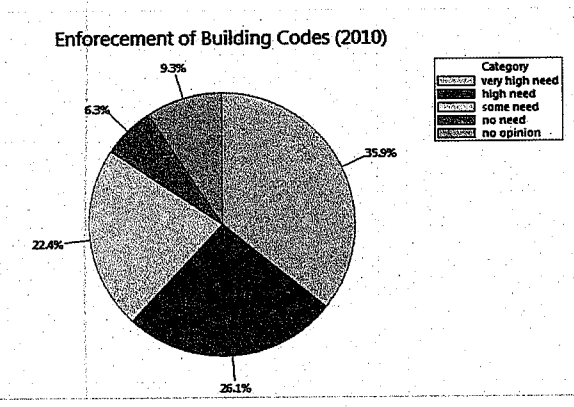


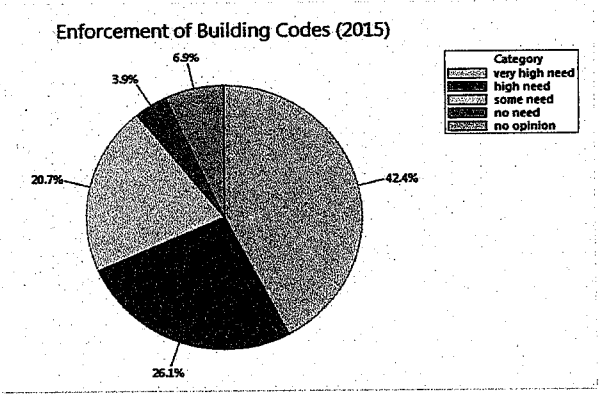
2. Demolition of Dangerous/Crime-Ridden Buildings





3. Enforcement of Building & Health Codes for Substandard or Vacant Housing

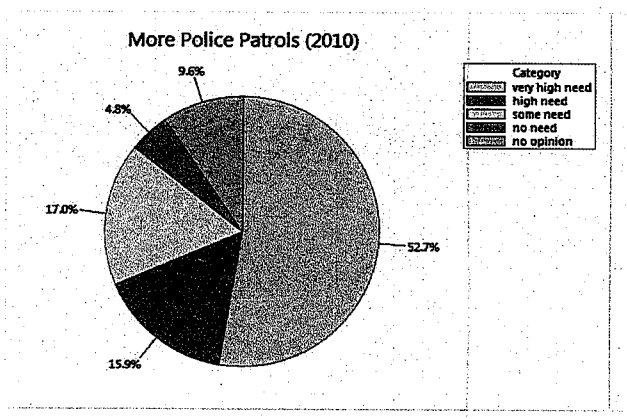


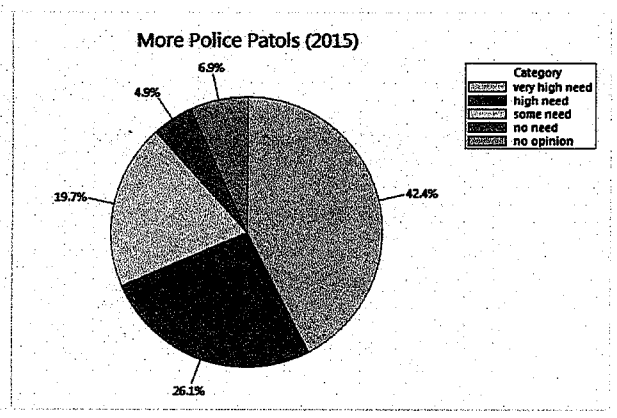


Special Presentation

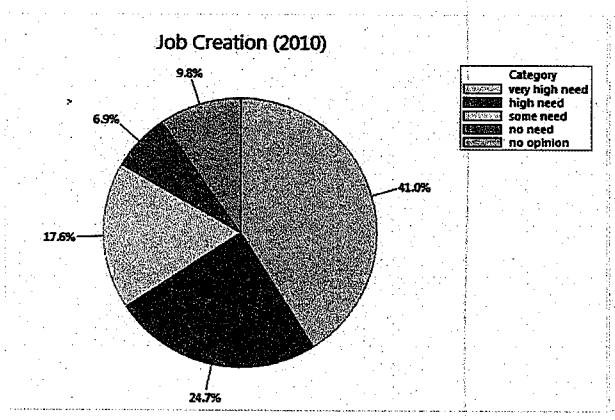
Survey of Residents Re: CDBG Funding (cont)

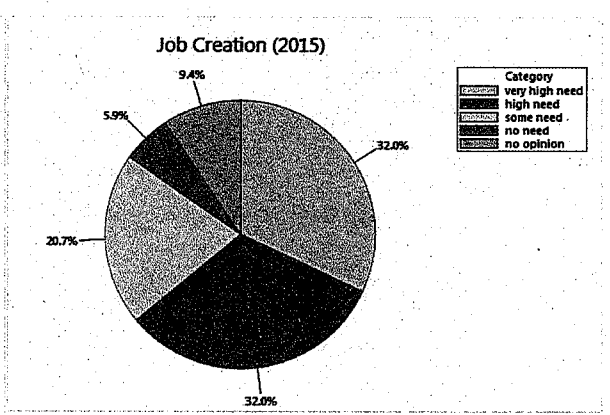
4. Add More Police Patrols





5. Job Creation





Special Presentation

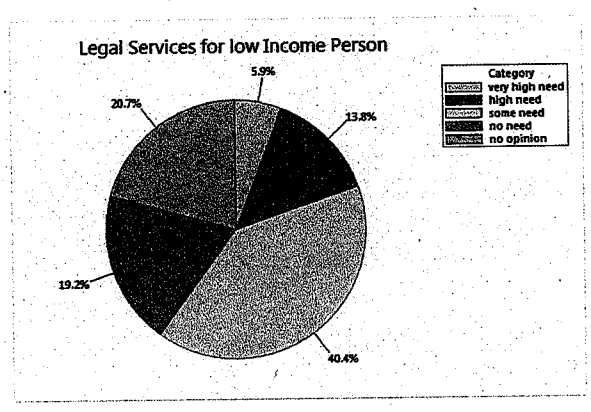
Survey of Residents
Re: CDBG Funding
(cont)

Table 2
Lowest 5 Resident Response Rankings from 2010 Survey and 2015 Survey

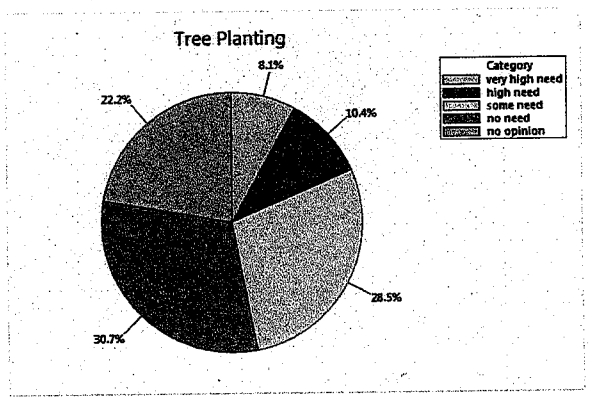
2010	2015
1. Tree Planting	Bike Lanes on Roads
2. Parking Facilities	Search for Apartments
3. Substance Abuse Services	Parking Facilities
4. Walking/Bike Trails	Tree Planting
5. Fair Housing Education	Legal Services for Low Income Person

Figure 2
Percentage Breakdown of Lowest 5 Response Rankings from 2015 Survey

40. Legal Services for Low Income Person



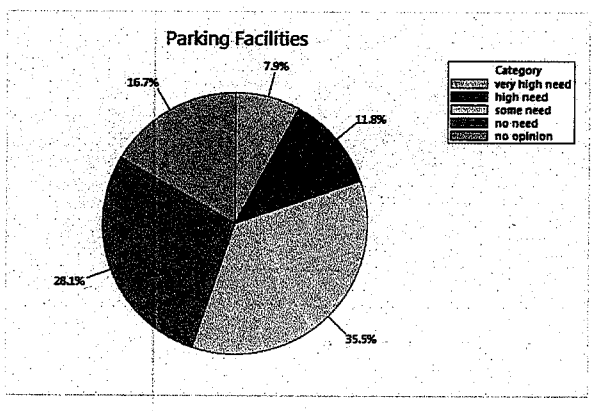
41. Tree Planting



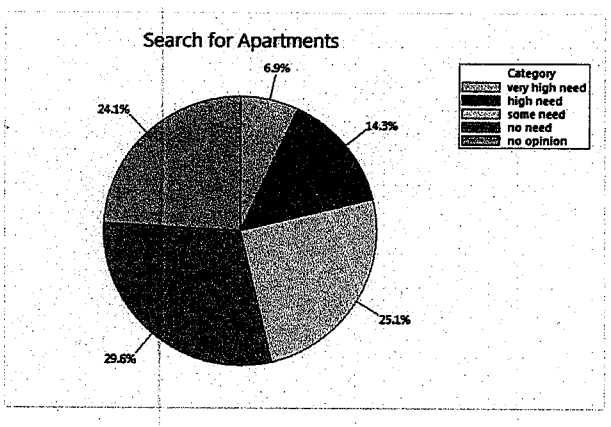
Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

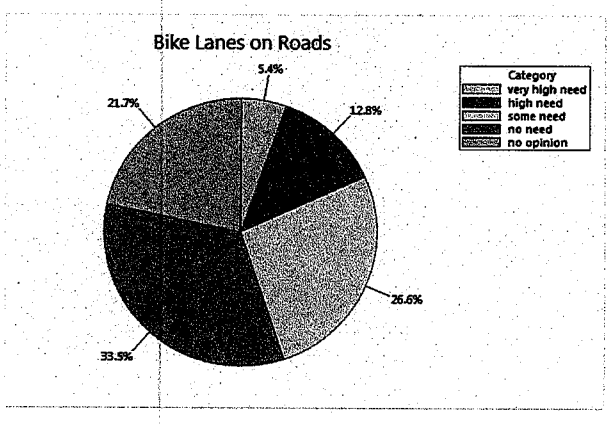
42. Parking Facilities



43. Search for Apartments



44. Bike Lanes on Roads

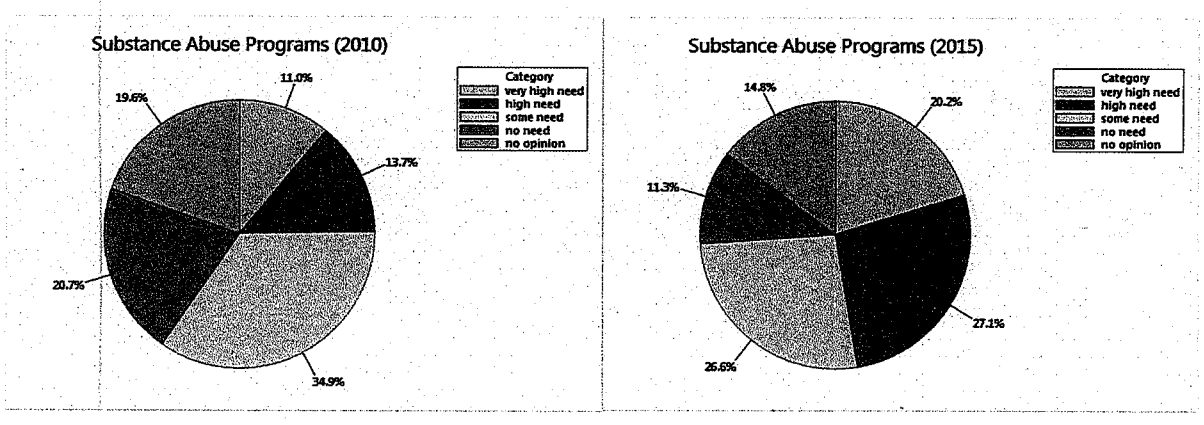


Special Presentation

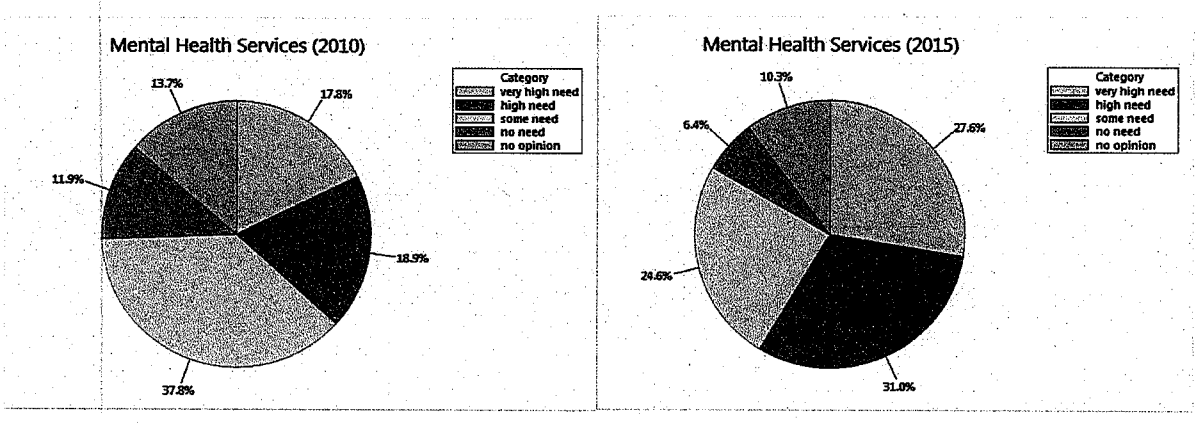
Survey of Residents
Re: CDBG Funding
(cont)

Figure 3
Largest Change in Resident Response Rankings from 2010 Survey to 2015 Survey

Funding Priority for Substance Abuse Programs Moved *Up* from a 2010 Ranking of 41 to a 2015 Ranking of 15



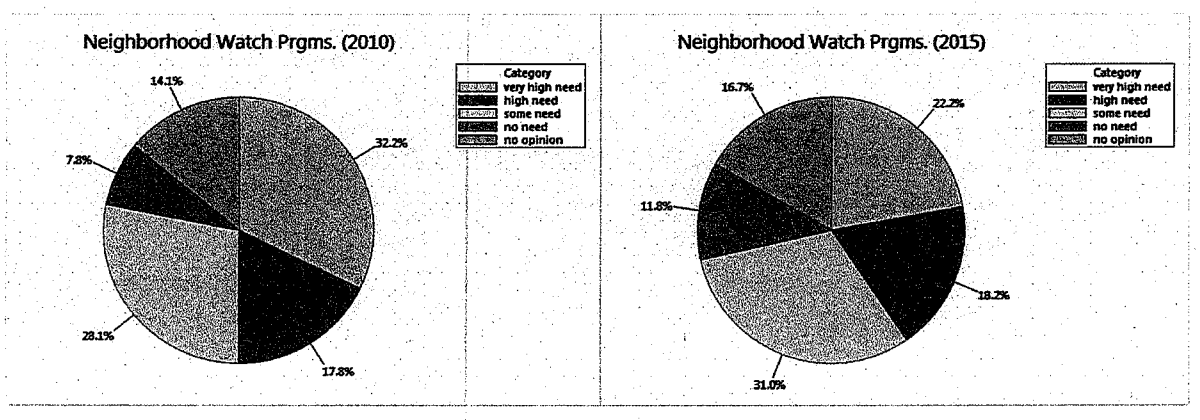
Funding Priority for Mental Health Services Moved *Up* from a 2010 Ranking of 26 to a 2015 Ranking of 8



Special Presentation

Survey of Residents Re: CDBG Funding (cont)

Funding Priority for Neighborhood Watch Programs Moved *Down* from a 2010 Ranking of 8 to a 2015 Ranking of 20



Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Complete survey results

Fitchburg Residents' Ratings of Funding Priorities for Community Development Block Grant (2016-2020)

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1/14/2016

Abstract

To determine which items are considered by residents to be most needed for funding during the next five years (2016-2020), researchers administered surveys to a random sample of residents in Fitchburg, Massachusetts. Participants rated 44 items on the need for funding, using a 1 - 4 point Likert scale. Using Geocoding, data collected was separated into two groups: responses by participants who reside within the Community Development Block Grant Strategy Area and responses by participants who live outside of the Strategy Area. The majority of respondents were at least 62 years of age; from 2-person households; and 41.9% were of low-moderate income. The majority of respondents were White and the majority of responses from Persons of Color came from within the CDBG Strategy Area. Eighty-Eight and one-half % of the respondents from outside the CDBG Strategy Area were homeowners compared to 59.8% from within the CDBG Strategy Area. Six and 3/10 % of the respondents from outside the CDBG Strategy Area were renters compared to 34.6% from within the CDBG Strategy Area.

For both groups, the items rated highest in need for funding are street improvements and demolition of damaged/dangerous buildings. Other items ranked high in need for funding include adding more police, job creation, enforcement of building and health codes, in-home services to frail elderly, job training, neighborhood watch programs, and sidewalks. Means for responses to each survey item are summarized from members of the City Council, Members of Boards and Commissions, and Department Heads.

Special Presentation

Survey of Residents Re: CDBG Funding (cont)

Fitchburg Residents' Ratings of Funding Priorities for

Community Development Block Grant (2016-2020)

The Community Development Department of the city of Fitchburg, Massachusetts will develop a Five-Year Consolidation Plan (2016-2020) to address community development and housing needs to the Department of Housing and Urban Development. The report will identify needs, strategies for addressing these needs, and an action plan to allocate funds from the Community Development Block Grant (CDBG) as well as additional federal, state, and local resources. To help assess needs for funding, Mary McCaffrey, Elizabeth Murphy, and Sue Christensen (City of Fitchburg Community Development Department) consulted with Thomas Schilling and Hildur Schilling (Psychological Science faculty members at Fitchburg State University) to create a community survey to be administered to two groups of households: those within the CDBG Strategy Area, and those outside of the CDBG Strategy Area. The survey contained items drawn from the list of housing and development needs which must be addressed in the city's Consolidated Plan according to regulations of the Federal Department of Housing and Urban Development. Participants were instructed to rate the items on a 4 point scale ("1" for most needed) for funding. Mean ratings for each item were determined for all residents, residents within the Strategy Area, and residents outside of the Strategy Area. The mean ratings were sorted to determine the rank order of items by funding need for each group.

Method

Sampling Frame of the Population of Fitchburg Residents

Using the Melissa Data purchased in October, 2015 it was determined that there were 17,391 dwelling units with Zip Code 01420 (Fitchburg, Massachusetts). The list of residences was sorted in order by United States Postal Service carrier routes. From this list, every 17th address was selected to form a list

of 1023 addresses which were geocoded into the Geographic Information System using the street centerline data as the address locator. The Community Development Block Grant (CDBG) Strategy Area layer was added to the map. All geocoded points that fell within the distance of 20 feet in the Strategy Area were identified. It was determined that of the 1023 addresses, 644 were in the CDBG Strategy Area, and 379 were outside of the Strategy Area. Of letters sent, 74 were returned as undeliverable. Of surveys sent to the CDBG Strategy Area, 107 were completed and returned. Of surveys sent outside of the Strategy Area, 96 were returned. That is, of 1023 surveys mailed to residents, 19.8% were completed and returned to City Hall. Dropping the 74 undeliverable letters from the 1023 sent letters, the return rate is 21.4%.

Participants

Age Groups of Participants

Participants were 203 residents of Fitchburg, Massachusetts. The participants were broken down into 5 age groups for the overall sample and within the two CDBG strategy area groups. As shown in Figure 1, of all participants, 1.0 % selected Age-Group 1 (18-25), 7.4% selected Age-Group 2 (26-35), 27.1% selected Age-Group 3 (36-55), 21.2% selected Age-Group 4 (55-61), 39.9% selected Age-Group 4 (62-older) and 3.4% did not select an age group.

Of the participants who live *within* the CDBG Strategy area, 1.9% were aged 18-25 years, 10.3% were 26-35 years, 29% were 36-55 years, 18.7% were 55-61 years, 39.3% were at least 62 years, and .9% gave no response (see Figure 2). Of participants who live *outside* the CDBG Strategy area, 0% were 18-25 years, 4.2% were 26-35 years, 25% were 36-55 years, 24% were 55-61 years, 40.6% were at least 62 years, and 6.3% gave no response (see Figure 3).

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Figure 1. Age Group Breakdown of Entire Sample

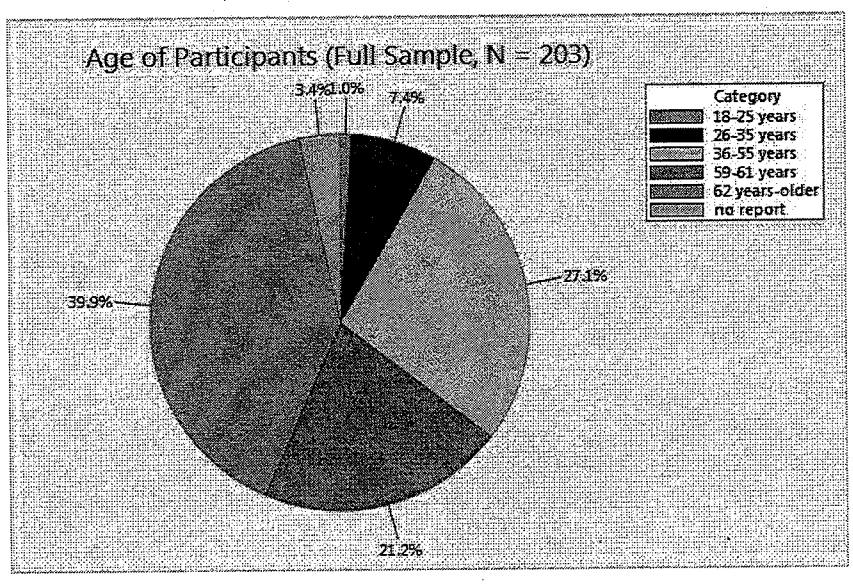


Figure 2. Age Group Breakdown of Participants from Within CDBG Target Area

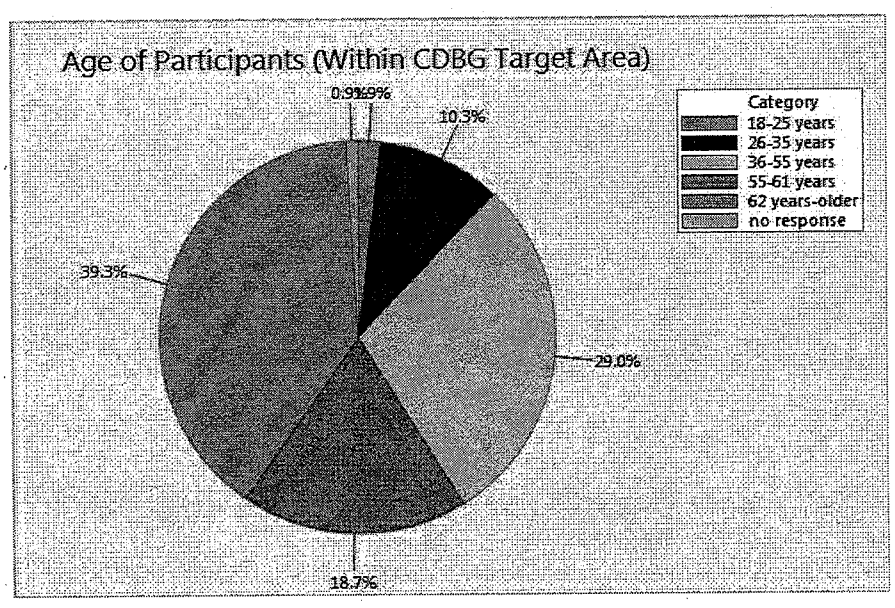
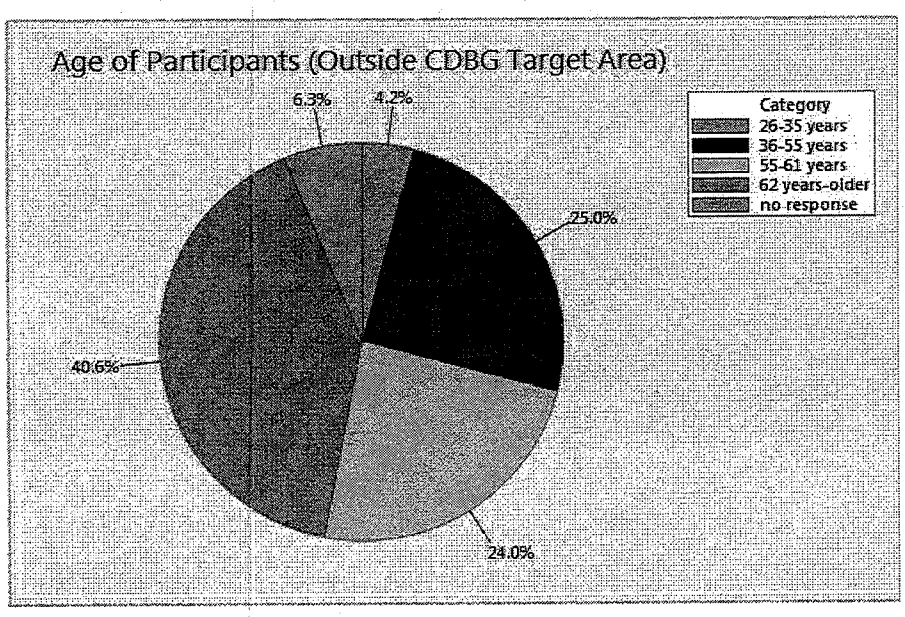


Figure 3. Age Group of Participants from Outside CDBG Target Area



Reported Income Levels and House Size of Participants

As displayed in Figure 4, the number of reported people living in the household, 24.6 % of participants selected "1," 47.3% selected "2," 8.4% selected "3," 9.4% selected "4," 4.4% selected "5," 1.0 % selected "6," and 4.9% did not respond to the question. Also, 41.9% of respondents indicated that they were within the HUD guidelines for low-moderate income.

The reported number of people living in the household from the participants who live *within* the CDBG Strategy area are 32.7% selected "1," 44.9% selected "2," 5.6% selected "3," 5.6% selected "4," 5.6% selected "5," 1.9% selected "6," and 3.7% selected "no response" (see Figure 5). Of these participants, 54.21% indicated that they were within the HUD guidelines for low-moderate income. For the participants who live *outside* the CDBG strategy area, 15.6% selected "1," 50% selected "2," 11.5%

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

selected "3," 13.5% selected "4," 3.1% selected "5," and 6.3% selected "no response" (see Figure 6). Of these participants 28.12% indicated that they were within the HUD guidelines for low-moderate income.

Figure 4. Number of People Living in Your Household (Full Sample)

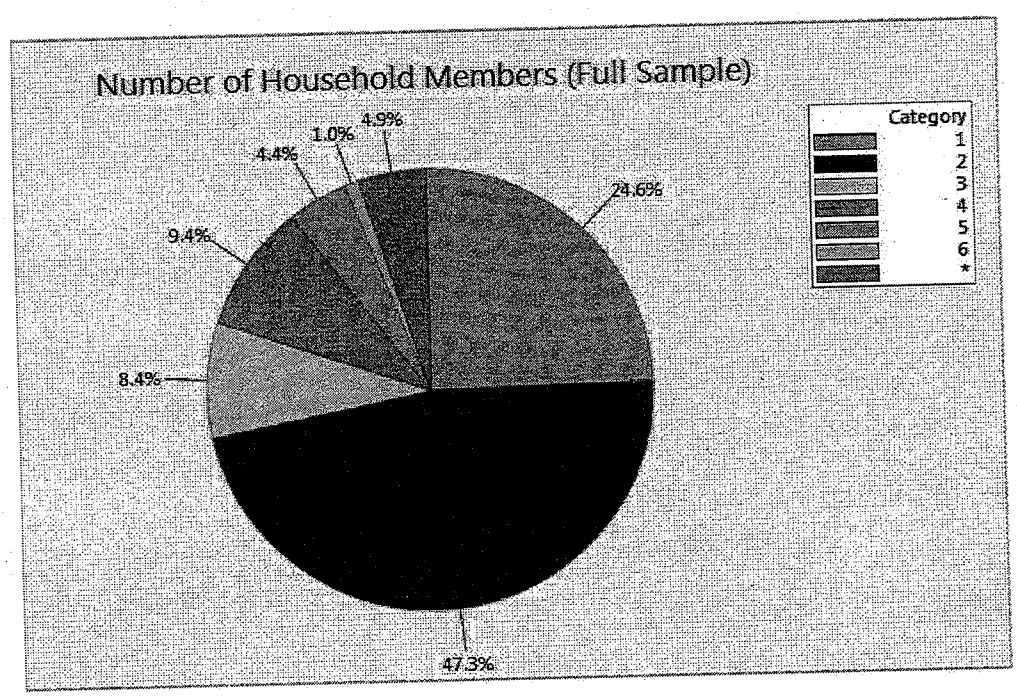


Figure 5. Number of People Living in Your Household (Within CDBG Target Area)

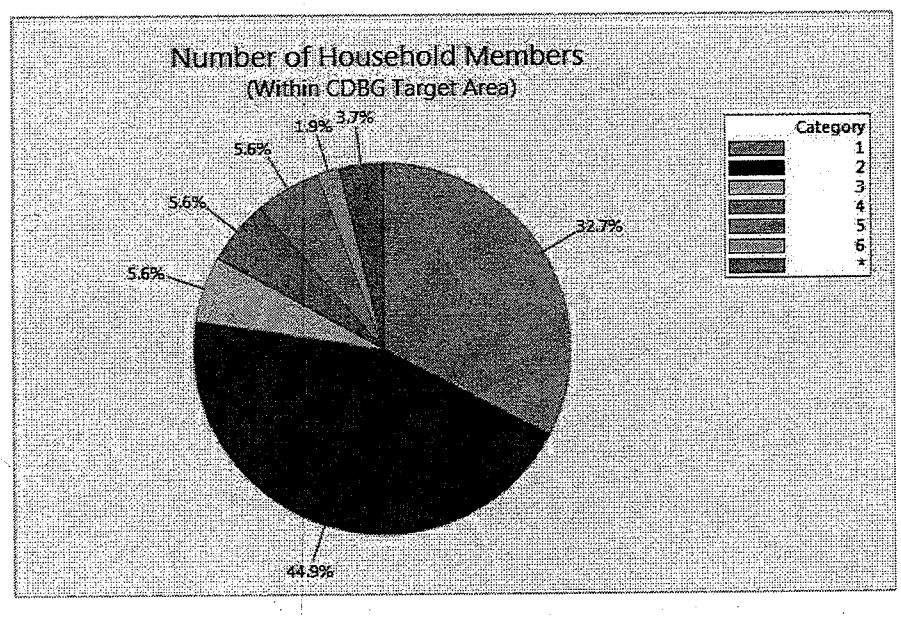
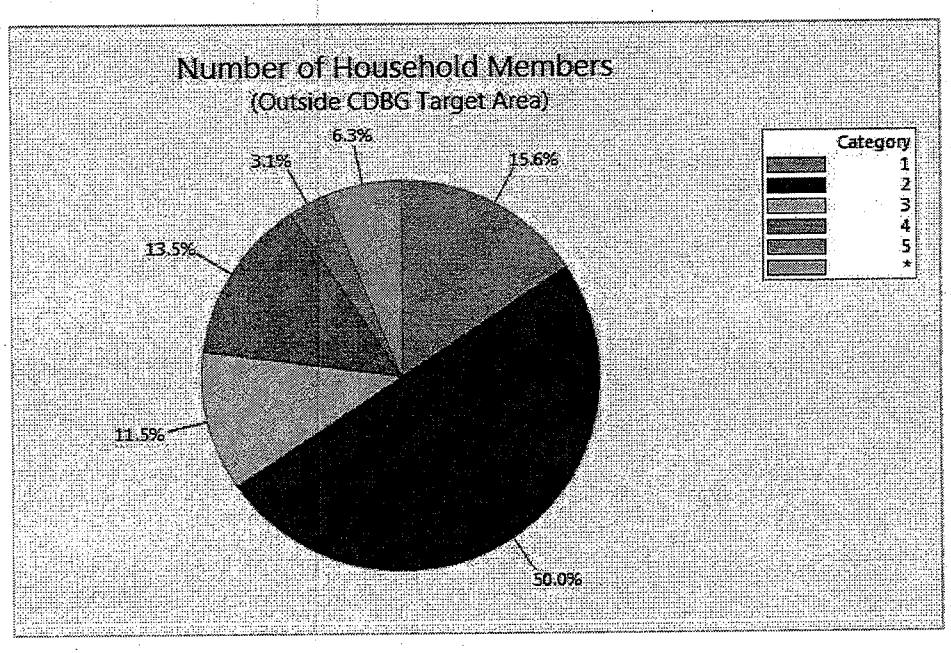


Figure 6. Number of People Living in Your Household (Outside CDBG Target Area)



Special Presentation

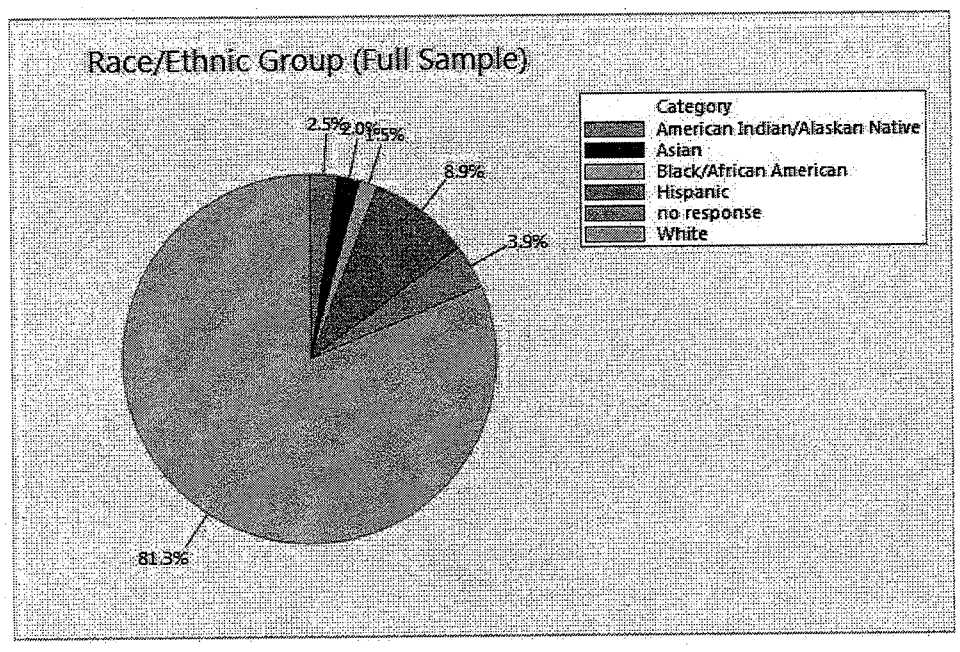
Survey of Residents
Re: CDBG Funding
(cont)

Reported Race/Ethnic Background of Participants

In reporting race/ethnic group, of all participants, 81.3% selected "White," 1.5% selected "Black African/American," 8.9% selected "Hispanic," 2.0 % selected "Asian," and 2.5% selected "American Indian/Alaskan Native." Also, 3.7 % of participants gave no response about race (see Figure 7).

Of Participants who live *within* the CDBG Strategy area, 76.6% selected "White," 1.9% selected "Black/African American," 13.1% selected "Hispanic," 1.9% selected "Asian," 2.8% selected "American Indian," and 3.7% provided no response to the question (see Figure 8). Of the participants who live *outside* the CDBG Strategy area, 86.5% selected "White," 1.0 % selected "Black/African American," 4.2% selected "Hispanic," 2.1% selected "Asian," 2.1% selected "American Indian," and 4.2% did not respond to the question (see Figure 9).

Figure 7. Race/Ethnic Group (Full Sample)



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Survey of Residents
Re: CDBG Funding
(cont)

Figure 8. Race/Ethnic Group (Within CDBG Target Area)

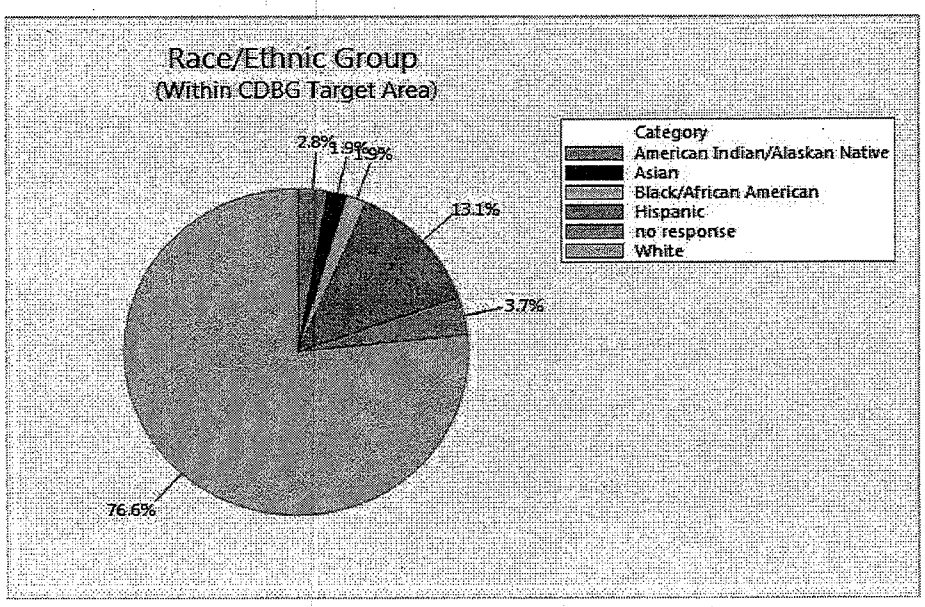
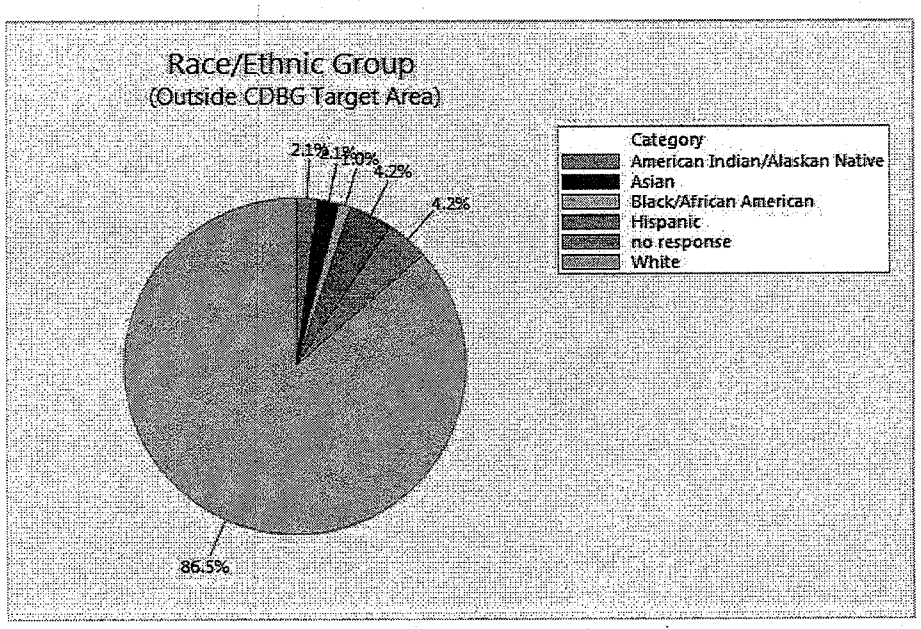


Figure 9. Race/Ethnic Group (Outside CDBG Target Area)



Special Presentation

Survey of Residents Re: CDBG Funding (cont)

Reported Employment Status of Participants

In selecting employment status, of all participants, 46.8 % were employed full-time, 8.9% were part-time, 36% were retired, 2.0% were unemployed, 3.9% selected "other" (e.g., recipients of disability payments), and 2.5% of participants gave no response (see Figure 10).

Of participants who live *within* the CDBG Strategy area, 42.1% were employed full-time, 12.1% were part-time, 34.6% were retired, 2.8 % were unemployed, 5.6% selected other, and 2.8% gave no response (see Figure 12). Of participants who live *outside* the CDBG Strategy area, 52.1% were employed full-time, 5.2% were part-time, 37.5% were retired, 1.0% were unemployed, 2.1% indicated "other," and 2.1% gave no response (see Figure 11).

Figure 10. Self-Reported Employment Status (Full Sample)

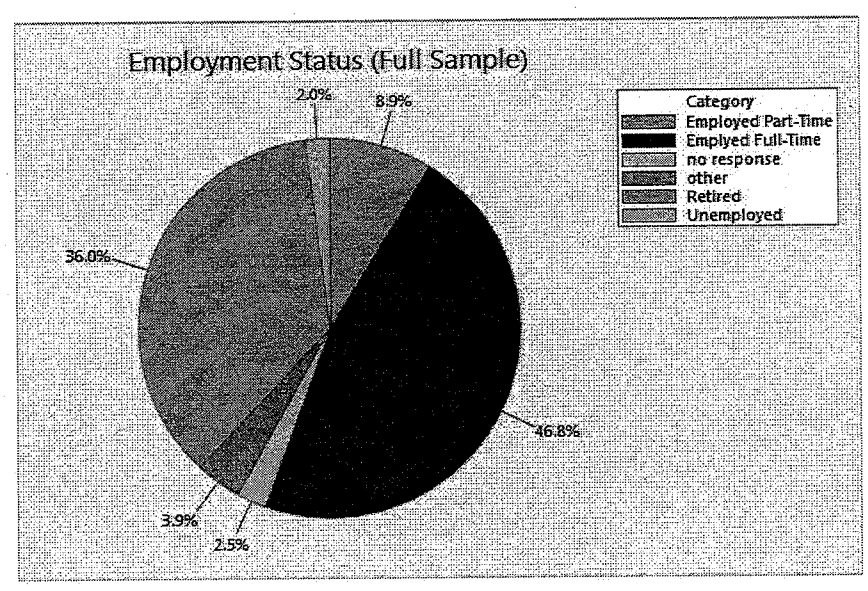


Figure 11. Self-Reported Employment Status (Within CDBG Target Area)

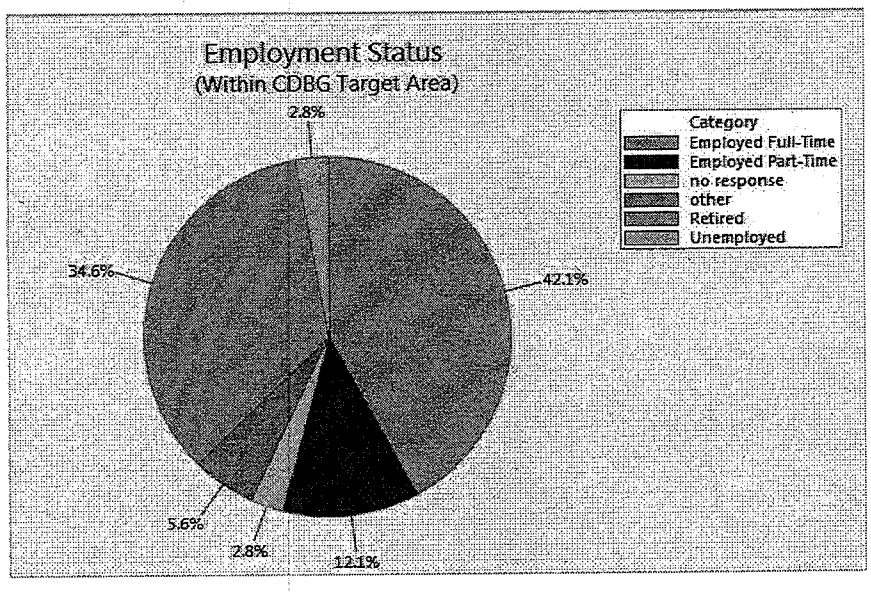
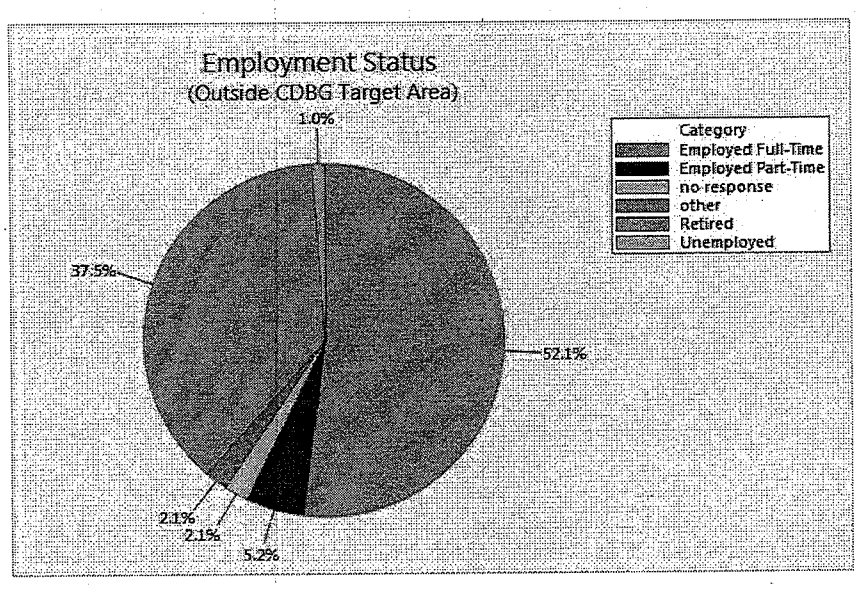


Figure 12. Self-Reported Employment Status (Outside CDBG Target Area)



Special Presentation

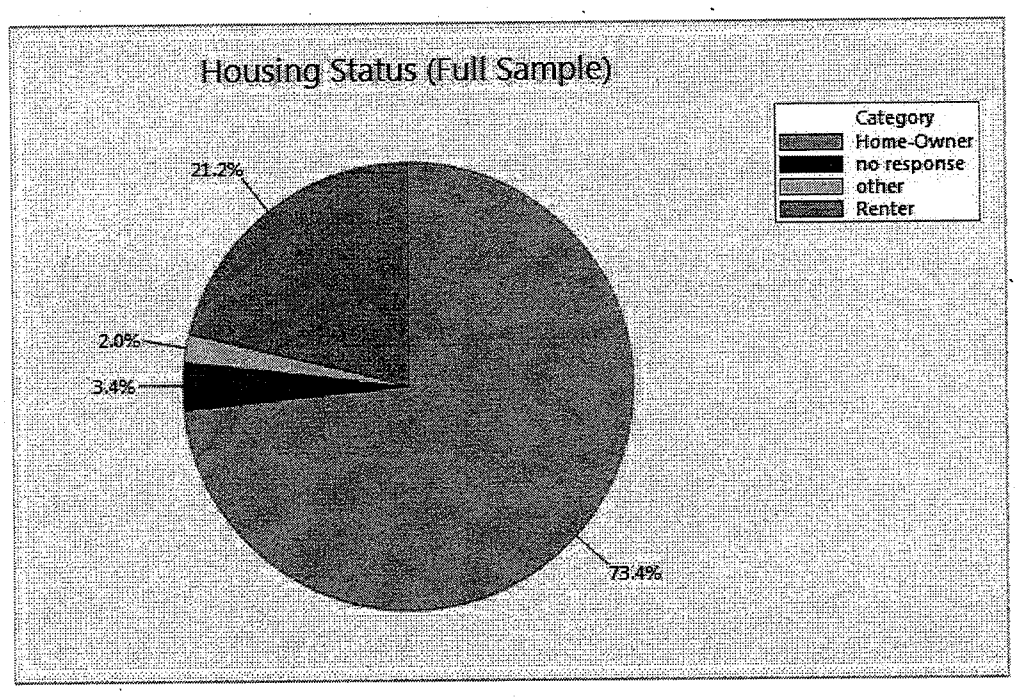
Survey of Residents Re: CDBG Funding (cont)

Reported Housing Status of Participants

As shown in Figure 13, in selecting housing status, of all participants, 21.2 % selected "renter," 73.4% selected "Home Owner," 2.0% selected "other," and 3.4% gave no response.

Of participants who live *within* the CDBG Strategy area, 59.8% reported that they were homeowners, 34.6% were renters, 2.8% indicated "other," and 2.8% gave no response (see Figure 14). Of participants who live *outside* the CDBG Strategy area, 88.5% indicated they were homeowners, 6.3% were renters, 1.0% indicated "other" and 4.2% gave no response (see Figure 15).

Figure 13. Housing Status (Full Sample)



Special Presentation

Survey of Residents Re: CDBG Funding (cont)

Figure 14. Housing Status (Within CDBG Target Area)

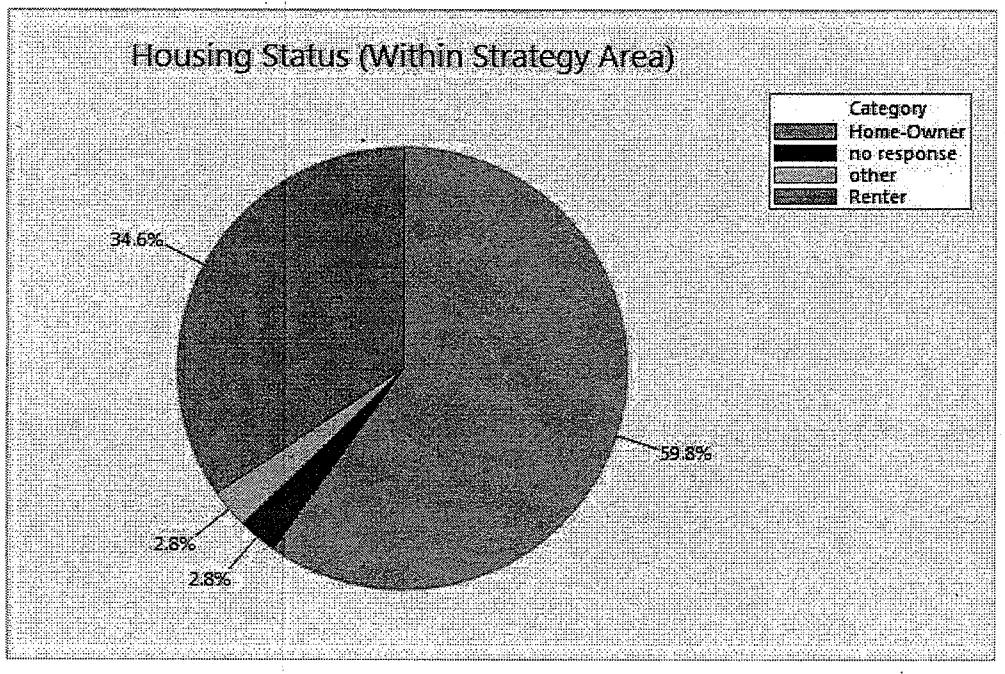
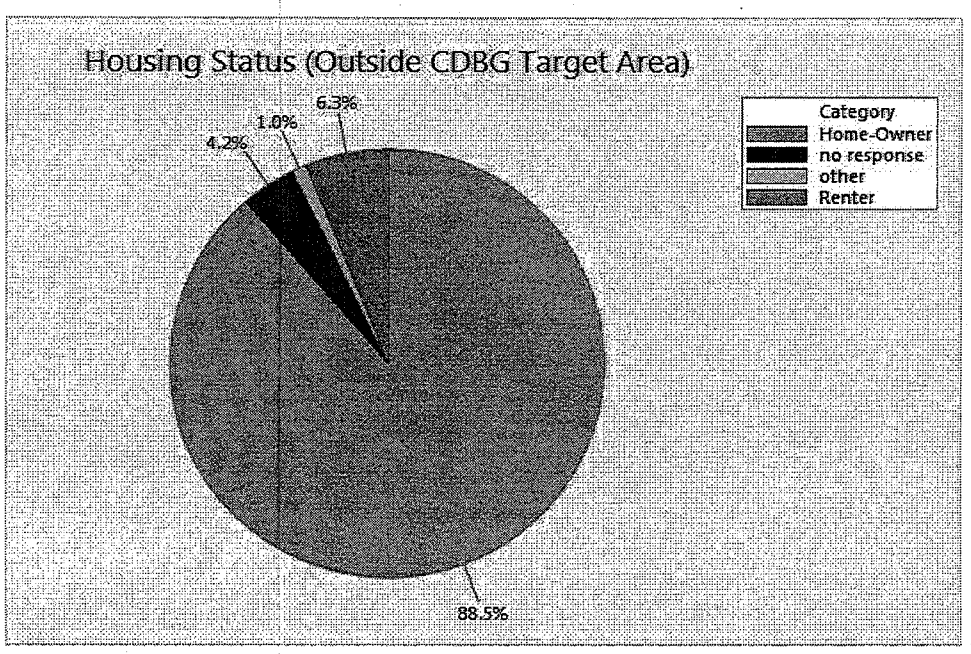


Figure 15. Housing Status (Outside CDBG Target Area)



Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Materials & Procedure

Participants were sent a cover letter, survey, and self-addressed stamped envelope. A copy of the cover letter is presented in Appendix A. The letter, signed by Mayor Lisa Wong, informed participants that the community survey was being used to collect data for the next 5-year Consolidation Plan for community development and housing needs. It was stated that the community survey was developed in collaboration with the Fitchburg State University Psychological Science Department and that it was sent to over 1,000 households. Participants were also informed that the sample was drawn at random. Participants were asked to complete the survey and return it in the self-addressed envelope to the City of Fitchburg Department of Community Development.

A copy of the survey is presented in Appendix B. The items are drawn from the list of eligibility criteria for funding CDBG grant proposals as developed by the Department of Housing and Urban Development. On the front of the survey are 44 rated items that fall under the following nine categories: "Anti-Crime Reduction," "Public Services," "Infrastructure," "Public Use Facilities," "Youth Programs," "Senior Programs," "Demolition/Code Enforcement," "Financial Assistance for Housing Rehabilitation, & Reconstruction," and "Economic Development." On the back of the survey, participants were asked to circle answers to questions about "Age," "Number of People Living in Household," "Number of Household Size and Household Income," "Race," "Employment Status," and "Housing Status." There is also a section for participants to write down comments. At the bottom of the form were instructions to return the survey by 11/16/2015 in the self-addressed envelope or to Fitchburg City Hall. In the right lower corner of the front page, there were two letters "W" and "O." Forms with an "O" circled were sent to residents outside of the Strategy Area. These marks allowed returned surveys to be separated

into "within" and "outside" CDBG strategy areas. Surveys were mailed during the week of October 26, 2015.

Surveys were also mailed to members of the following committees: City Council, Parks Board, License Commission, Fitchburg Historical Commission, Planning Board, Conservation Commission, Zoning Board of Appeals, Disability Commission, Airport Commission, Industrial Development Commission, Council on Aging, Fitchburg Human Rights Commission, Board of Health, Trustees of the Public Library, Water Commission, Wastewater Treatment Commission, and Fitchburg Redevelopment Authority, Montachusett Joint Transportation Commission, Agricultural Commission, Capital Improvement Commission, Energy Commission, Fitchburg Housing Authority Board, Fitchburg Historical Commission, and the Youth Commission.

RESULTS & DISCUSSION

For each participant, responses for each item were entered into a data base. If a participant circled "n" or did not circle a number, then no number was recorded for the corresponding item for the participant. If a participant circled two numbers (e.g., "2" and "3") for a particular item, then the data were recorded as missing for that item. For each item, the percentage of responses for each rating ("1," "2," "3," "4,""N") was determined for all residents (see Table 1), for residents within the CDBG Strategy Area (see Table 2), and residents outside the CDBG Strategy Area (see Table 3).

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Table 1. For Each Survey Item, the Percentages of Participants (*N* = 203) who Selected Each Rating

Question Item	Need for Funding				
	1	2	3	4	5
	very high need	high need	some need	no need	no opinion
Neighborhood Watch Programs	22.2	18.2	31.0	11.8	16.7
Add More Police Patrols	42.4	26.1	19.7	4.9	6.9
Handicapped Services	12.8	15.3	41.4	8.9	21.7
Legal Services for a Low income Person	5.9	13.8	40.4	19.2	20.7
Transportation Services	14.3	21.7	31.0	17.7	15.3
Substance Abuse Services	20.2	27.1	26.6	11.3	14.8
Employment Training	14.8	31.5	32.5	9.4	11.8
Health Services	22.2	29.1	29.1	9.9	9.9
Mental Health Services	27.6	31.0	24.6	6.4	10.3
Services to Support Victims of Domestic Violence	18.7	29.6	33.5	6.4	11.8
Support Services for Homeless People	17.7	26.6	35.5	7.9	12.3
Fair Housing Education	13.3	21.7	36.5	14.3	14.3
HIV/AIDS/Services/Education	8.4	16.7	35.0	20.2	19.7
Search for Apartments	6.9	14.3	25.1	29.6	24.1
Flood-Drainage Improvements	14.3	26.6	31.0	12.8	15.3
Water/Sewer Improvements	20.7	26.1	32.0	10.3	10.8
Street Improvements	68.0	22.2	5.4	2.5	2.0

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Sidewalks	38.4	23.6	23.2	8.4	6.4
Tree Planting	8.1	10.4	28.5	30.7	22.2
Improving Handicap Accessibility	16.3	19.7	37.4	14.3	12.3
Walking/Bike Trails	14.8	15.8	33.5	21.2	14.8
Neighborhood Facilities	7.9	15.8	38.4	16.3	21.7
Parks/Playgrounds	16.3	20.7	37.4	13.3	12.3
Homeless Facilities	13.3	16.7	40.9	14.8	14.3
Parking Facilities	7.9	11.8	35.5	28.1	16.7
Bike Lanes on Roads	5.4	12.8	26.6	33.5	21.7
Services for Pre-School Children	16.7	28.6	31.5	11.3	11.8
Afterschool Services for Elementary Age Children	22.7	26.6	30.5	11.8	8.4
Afterschool Services for Teens	22.7	26.6	30.5	11.8	8.4
Senior Center	20.7	31.0	33.5	6.4	8.4
Senior Services	22.7	31.5	34.0	3.4	8.4
In-home Services to Frail Elderly	30.5	35.0	26.1	3.4	4.9
Assisted Living/Nursing Home Services	24.6	31.5	27.1	5.9	10.8
Demolition of Damaged/Dangerous or Crime-Ridden Buildings	49.3	27.1	13.3	4.4	5.9
Removal of Graffiti	23.2	23.6	36.9	9.9	6.4
Enforcement of Building & Health Codes	42.4	26.1	20.7	3.9	6.9
Assistance for New Home Buyers	14.3	15.8	35.0	24.1	10.8
Renovating Single Family Homes	13.3	18.2	37.4	19.7	11.3
Housing for the Homeless	14.8	21.7	38.4	11.3	13.8
Renovating Rental Properties	12.8	16.3	35.5	22.2	13.3
Business Loans	14.8	25.6	30.5	9.9	19.2

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Small Business Technical Assistance	12.8	25.1	30.0	11.8	20.2
Job Creation	32.0	32.0	20.7	5.9	9.4
Improve Appearance of Commercial Buildings	18.7	28.1	24.6	16.3	12.3

Table 2. For Each Item, the Percentage of Within CDBG Strategy Area Residents (*N* =107) who Selected Each Rating.

	Need for Funding				
Question Item	1 very high need	2 high need	3 some need	4 no need	5 no opinion
Neighborhood Watch Programs	25.2	17.8	30.8	11.2	15.0
Add More Police Patrols	43.9	25.2	19.6	5.6	5.6
Handicapped Services	12.1	18.7	48.0	5.6	20.6
Legal Services for a Low income Person	10.3	15.9	40.2	14.0	19.6
Transportation Services	16.8	21.5	35.5	14.0	12.1
Substance Abuse Services	24.3	29.9	22.4	12.1	11.2
Employment Training	18.7	30.8	31.8	9.3	9.3
Health Services	26.2	28.0	27.1	7.5	11.2
Mental Health Services	30.8	27.1	25.2	6.5	10.3
Services to Support Victims of Domestic Violence	23.4	33.6	27.1	6.5	9.3
Support Services for Homeless People	20.6	38.3	24.3	7.5	9.3
Fair Housing Education	15.9	24.3	33.6	15.0	11.2

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

HIV/AIDS/Services/Education	11.2	23.4	31.8	17.8	15.9
Flood-Drainage Improvements	20.6	27.1	32.7	8.4	11.2
Water/Sewer Improvements	23.4	27.1	30.8	6.5	12.1
Street Improvements	69.2	19.6	7.5	1.9	1.9
Sidewalks	43.0	24.3	23.4	4.7	4.7
Tree Planting	8.4	21.5	29.0	24.3	16.8
Improving Handicap Accessibility	17.8	20.6	43.0	8.4	10.3
Walking/Bike Trails	15.9	13.1	39.3	17.8	14.0
Neighborhood Facilities	12.1	16.8	40.2	10.3	20.6
Parks/Playgrounds	18.7	19.6	38.3	13.1	10.3
Homeless Facilities	14.0	23.4	39.3	13.1	10.3
Parking Facilities	9.3	12.1	36.4	25.2	16.8
Bike Lanes on Roads	4.7	14.0	32.7	28.0	20.6
Services for Pre-School Children	16.8	29.9	30.8	10.3	12.1
Afterschool Services for Elementary Age Children	21.5	27.1	28.0	14.0	9.3
Afterschool Services for Teens	23.4	28.8	26.2	12.1	8.4
Senior Center	21.5	32.7	29.9	5.6	10.3
Senior Services	24.3	31.8	30.8	3.7	9.3
In-home Services to Frail Elderly	29.0	37.4	23.4	4.7	5.6
Assisted Living/Nursing Home Services	26.8	28.2	24.2	5.2	15.5
Demolition of Damaged/Dangerous or Crime Ridden Buildings	50.5	28.0	10.3	4.7	6.5
Removal of Graffiti	22.4	22.4	40.2	8.4	6.5
Enforcement of Building & Health Codes	38.3	29.0	21.5	3.7	7.5
Assistance for New Home Buyers	16.8	16.8	33.6	24.3	8.4

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Renovating Single Family Homes	16.8	18.7	37.4	15.9	11.2
Housing for the Homeless	18.7	26.2	33.6	9.3	12.1
Renovating Rental Properties	15.0	18.7	31.8	20.6	14.0
Business Loans	16.8	27.1	25.2	10.3	20.6
Small Business Technical Assistance	14.0	22.4	32.7	10.3	20.6
Job Creation	34.6	32.7	20.6	3.7	8.4
Improve Appearance of Commercial Buildings	15.9	29.0	27.1	14.0	14.0

Table 3. For Each Item, the Percentage of Non-Strategy Area (*N* =96) who Selected Each Rating.

	Need for Funding				
Question Item	1	2	3	4	5
	very high need	high need	some need	no need	no opinion
Neighborhood Watch Programs	18.8	18.8	31.3	12.5	18.8
Add More Police Patrols	40.6	27.1	19.8	4.2	8.3
Handicapped Services	13.5	11.5	39.6	12.5	22.9
Legal Services for a Low income Person	1.0	11.5	40.6	25.0	21.9
Transportation Services	11.5	21.9	26.0	21.9	18.8
Substance Abuse Services	15.6	24.0	31.3	10.4	18.8
Employment Training	10.4	32.3	33.3	9.4	14.6
Health Services	17.7	30.2	31.3	12.5	8.3
Mental Health Services	24.0	35.4	24.0	6.3	10.4
Services to Support Victims of Domestic Violence	13.5	25.0	40.6	6.3	14.5
Support Services for Homeless People	14.6	13.5	47.9	8.3	15.6

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Fair Housing Education	10.4	18.8	39.6	13.5	17.7
HIV/AIDS/Services/Education	5.2	9.4	38.5	22.9	24.0
Search for Apartments	5.2	6.3	28.1	32.3	28.1
Flood-Drainage Improvements	7.3	26.0	29.2	17.7	19.8
Water/Sewer Improvements	17.7	25.0	33.3	14.6	9.4
Street Improvements	66.7	25.0	3.1	3.1	2.1
Sidewalks	33.3	22.9	22.9	12.5	8.3
Tree Planting	10.4	11.5	27.1	34.4	16.7
Improving Handicap Accessibility	14.6	18.8	31.3	20.8	14.6
Walking/Bike Trails	13.5	18.8	27.1	25.0	15.6
Neighborhood Facilities	3.1	14.6	36.5	22.9	22.9
Parks/Playgrounds	13.5	21.9	36.5	13.5	14.6
Homeless Facilities	12.5	9.4	42.7	16.7	18.8
Parking Facilities	6.3	11.5	34.4	31.3	16.7
Bike Lanes on Roads	6.3	11.5	19.8	39.6	22.9
Services for Pre-School Children	16.7	27.1	32.3	12.5	11.5
Afterschool Services for Elementary Age Children	24.0	26.0	33.3	9.4	7.3
Afterschool Services for Teens	24.0	28.1	28.1	8.3	11.5
Senior Center	19.8	29.2	37.5	7.3	6.3
Senior Services	20.8	31.3	37.5	3.1	7.3
In-home Services to Frail Elderly	32.3	32.3	29.2	2.1	4.2
Assisted Living/Nursing Home Services	22.9	34.4	25.0	6.3	11.5
Demolition of Damaged/Dangerous or Crime Ridden Buildings	47.9	26.0	16.7	4.2	5.2
Removal of Graffiti	24.0	25.0	33.3	11.5	6.3

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Enforcement of Building & Health Codes	46.9	22.9	19.8	4.2	6.3
Assistance for New Home Buyers	11.5	14.6	36.5	24.0	13.5
Renovating Single Family Homes	9.4	17.7	37.5	24.0	11.5
Housing for the Homeless	10.4	16.7	43.8	13.5	15.6
Renovating Rental Properties	10.4	13.5	39.6	24.0	12.5
Business Loans	12.5	24.0	36.5	9.4	17.7
Small Business Technical Assistance	11.5	28.1	27.1	13.5	19.8
Job Creation	29.2	31.3	20.8	8.3	10.4
Improve Appearance of Commercial Buildings	21.9	27.1	21.9	18.8	10.4

For each item, the mean across subjects was calculated by averaging the scores for which a number was circled. For example, consider an item for which five participants circled "n" and five participants did not circle a response. The mean for that condition was determined by dropping the ten participants and determining the average response for the 260 numbers that were circled. As shown in Table 4, the mean rating for each item was determined for the following categories: all participants, residents within the CDBG Strategy Area, and residents outside the CDBG Strategy Area.

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Table 4. Mean Rating for Each Item for All Residents, Strategy Area Residents, and Non-Strategy Residents (the lower the mean rating the higher need for funding)

Item	Residents	Strategy	Non-Strat
Neighborhood Watch Programs	2.39	2.46	2.33
Add More Police Patrols	1.86	1.86	1.86
Handicapped Services	2.59	2.66	2.53
Legal Services for a Low income Person	2.92	3.14	2.72
Transportation Services	2.61	2.72	2.53
Substance Abuse Services	2.34	2.44	2.25
Employment Training	2.41	2.49	2.35
Health Services	2.3	2.42	2.18
Mental Health Services	2.1	2.14	2.08
Services to Support Victims of Domestic Violence	2.31	2.46	2.19
Support Services for Homeless People	2.38	2.59	2.2
Fair Housing Education	2.6	2.68	2.54
HIV/AIDS/Services/Education	2.83	3.04	2.67
Search for Apartments	3.02	3.22	2.86
Flood-Drainage Improvements	2.5	2.71	2.33
Water/Sewer Improvements	2.35	2.5	2.23
Street Improvements	1.41	1.41	1.41
Sidewalks	2.02	2.16	1.89
Tree Planting	2.92	3.02	2.83
Improving Handicap Accessibility	2.57	2.68	2.47

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Walking/Bike Trails	2.72	2.75	2.68
Neighborhood Facilities	2.81	3.03	2.61
Parks/Playgrounds	2.54	2.59	2.51
Homeless Facilities	2.67	2.78	2.57
Parking Facilities	3.01	3.09	2.93
Bike Lanes on Roads	3.13	3.2	3.01
Services for Pre-School Children	2.42	2.46	2.39
Afterschool Services for Elementary Age Children	2.34	2.3	2.38
Afterschool Services for Teens	2.27	2.24	2.3
Senior Center	2.3	2.34	2.22
Senior Services	2.2	2.25	2.15
In-home Services to Frail Elderly	2.03	2.01	2.04
Assisted Living/Nursing Home Services	2.16	2.16	2.16
Demolition of Damaged/Dangerous or Crime Ridden Buildings	1.71	1.76	1.67
Removal of Graffiti	2.36	2.34	2.37
Enforcement of Building & Health Codes	1.85	1.8	1.9
Assistance for New Home Buyers	2.77	2.84	2.71
Renovating Single Family Homes	2.72	2.85	2.59
Housing for the Homeless	2.54	2.72	2.38
Renovating Rental Properties	2.77	2.88	2.67
Business Loans	2.44	2.52	2.36
Small Business Technical Assistance	2.51	2.53	2.49
Job Creation	2.01	2.09	1.93
Improve Appearance of Commercial Buildings	2.44	2.88	2.67

Items Sorted from Most Needed to Least Needed for Funding

As shown in Table 5, the items were sorted in order from lowest mean (most need for funding) to highest mean (least need for funding), and these rankings are reported for all residents, residents within the CDBG Strategy Area, and residents outside the CDBG Strategy Area. Sorted by item, Table 6 reports the rankings for all participants, residents within the CDBG Strategy Area, and residents outside the CDBG Strategy Area.

For the group of all residents, the five items that were rated highest in need for funding are: Street Improvements, Demolition of Damaged/Dangerous or Crime-Ridden Buildings, Enforcement of Building & Health Codes, Add More Police Patrols, and Job Creation. For residents within the target zone, the five items rated most needed are: Street Improvements, Demolition of Damaged/Dangerous or Crime-Ridden Buildings, Enforcement of Building & Health Codes, Add More Police patrols, and In-home Services to Frail Elderly. For residents outside the Strategy Area, the five items rated most needed are: Street Improvements, Demolition of Damaged/Dangerous or Crime-Ridden Buildings, Add More Police Patrols, Sidewalks, and Enforcement of Building & Health Codes.

The mean responses for each survey item from members of the City Council, Members of Boards and Commissions, and Department Heads are summarized in Appendix C.

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Table 5. Items Ranked from Most to Least Funding Needs

	All Residents	CDBG Strategy Area	CDBG Non- Strategy Area
1	Street Improvements	Street Improvements	Street Improvements
2	Demolition of Damaged/ Dangerous or Crime Ridden Buildings	Demolition of Damaged/ Dangerous or Crime Ridden Buildings	Demolition of Damaged/Dangerous or Crime Ridden Buildings
3	Enforcement of Building & Health Codes	Enforcement of Building & Health Codes	Add More Police Patrols
4	Add More Police Patrols	Add More Police Patrols	Sidewalks
5	Job Creation	In-home Services to Frail Elderly	Enforcement of Building & Health Codes
6	Sidewalks	Job Creation	Job Creation
7	In-home services to Frail Elderly	Mental health Services	In-home Services to Frail Elderly
8	Mental Health Services	Sidewalks	Mental Health Services
9	Assisted Living/Nursing Home Services	Assisted Living/Nursing Home Services	Senior Services
10	Senior Services	After School Services for Teens	Assisted Living/Nursing Home Services
11	Afterschool Services for Teens	Senior Services	Health Services
12	Health Services	Afterschool Services for Elementary Age Children	Services to Support Victims of Domestic Violence
13	Senior Center	Senior Center	Support Services for Homeless People
14	Services to Support Victims of Domestic Violence	Removal of Graffiti	Senior Center
15	Substance Abuse Services	Health Services	Water/Sewer Improvements
16	Afterschool Services for Elementary Age Children	Substance Abuse Services	Substance Abuse Services

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

17	Water/Sewer Improvements	Services to Support Victims of Domestic Violence	After School Services for Teens
18	Removal of Graffiti	Neighborhood Watch Programs	Neighborhood Watch Programs
19	Support Services for Homeless People	Services for Pre-School Children	Flood-Drainage Improvements
20	Neighborhood Watch Programs	Employment Training	Employment Training
21	Employment Training	Water/Sewer Improvements	Business Loans
22	Services for Pre-School Children	Business Loans	Removal of Graffiti
23	Business Loans	Small Business Technical Assistance	After School Services for Elementary Age Children
24	Improve Appearance of Commercial Buildings	Support Services for Homeless People	Housing for the Homeless
25	Flood-Drainage Improvements	Parks/Playground	Services for Pre-School Children
26	Small Business Technical Assistance	Handicap Services	Improving Handicap Accessibility
27	Parks/Playgrounds	Improving Handicap Accessibility	Small Business Technical Assistance
28	Housing for the Homeless	Fair Housing Education	Parks/Playgrounds
29	Improving Handicap Accessibility	Flood-Drainage Improvements	Handicap Services
30	Handicap Services	Housing for the Homeless	Transportation Services
31	Fair Housing Education	Transportation Services	Fair Housing Education
32	Transportation Services	Walking/Bike Trails	Homeless Facilities
33	Homeless Facilities	Homeless Facilities	Renovating Single Family Homes
34	Walking/Bike Trails	Assistance for New Home Buyers	Neighborhood Facilities
35	Renovating Single family Homes	Renovating Single Family Homes	Improve Appearance of Commercial Buildings

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

36	Assistance for New Home Buyers	Improve Appearance of Commercial Buildings	Renovating Rental Properties
37	Renovating Rental Properties	Renovating Rental Properties	HIV/AIDS/Services/Education
38	Neighborhood Facilities	Tree Planting	Walking/Bike Trails
39	HIV/AIDS/Services/Education	Neighborhood Facilities	Assistance for New Home Buyers
40	Legal Services for a Low Income Person	HIV/AIDS/Services/Education	Legal Services for a Low Income Person
41	Tree Planting	Parking Facilities	Tree Planting
42	Parking Facilities	Legal Services for a Low Income Person	Search for Apartments
43	Search for Apartments	Bike Lanes on Roads	Parking Facilities
44	Bike Lanes on Roads	Search for Apartments	Bike Lanes on Roads

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Table 6. Ranking ("1" for most needed to "44" for least needed) by Residents, Strategy Area Residents, and Non-Strategy Area Residents for Each Item

Item	Residents	Strategy	Non-Strategy
Neighborhood Watch Programs	20	18	18
Add More Police Patrols	4	4	3
Handicapped Services	30	26	29
Legal Services for a Low income Person	40	42	40
Transportation Services	32	31	30
Substance Abuse Services	15	16	16
Employment Training	21	20	20
Health Services	12	15	11
Mental Health Services	8	7	8
Services to Support Victims of Domestic Violence	14	17	12
Support Services for Homeless People	19	24	13
Fair Housing Education	31	28	31
HIV/AIDS/Services/Education	39	40	37
Search for Apartments	43	44	42
Flood-Drainage Improvements	25	29	19
Water/Sewer Improvements	19	21	15
Street Improvements	1	1	1
Sidewalks	6	8	4
Tree Planting	41	38	41
Improving Handicap Accessibility	29	27	26
Walking/Bike Trails	34	32	38
Neighborhood Facilities	38	39	34

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

7

Parks/Playgrounds	27	25	28
Homeless Facilities	33	33	32
Parking Facilities	42	41	43
Bike Lanes on Roads	44	43	44
Services for Pre-School Children	22	19	25
Afterschool Services for Elementary Age Children	16	12	17
Afterschool Services for Teens	11	10	17
Senior Center	13	13	14
Senior Services	10	11	9
In-home Services to Frail Elderly	7	5	7
Assisted Living/Nursing Home Services	9	9	10
Demolition of Damaged/Dangerous or Crime Ridden Buildings	2	2	2
Removal of Graffiti	18	14	22
Enforcement of Building & Health Codes	3	3	5
Assistance for New Home Buyers	36	34	39
Renovating Single Family Homes	35	35	36
Housing for the Homeless	28	30	24
Renovating Rental Properties	37	37	36
Business Loans	23	22	21
Small Business Technical Assistance	26	23	27
Job Creation	5	6	6
Improve Appearance of Commercial Buildings	24	36	35

Overall, the participants within and outside the CDBG Strategy area rankings of the survey items were quite consistent. However, an analysis of the means (using independent means *t*-tests with Bonferonni

corrections) of participants within and outside the CDBG strategy area of the two groups revealed significant differences in funding priority for 7 particular items. Participants from within the CDBG Strategy area indicated higher funding needs for Support for Victims of Domestic Violence ($M_{outside}$, = 2.46, M_{within} = 2.19, $t(175) = 2.12$, $p < .05$) Support for Homeless ($M_{outside}$, = 2.59, M_{within} = 2.2, $t(170) = 2.88$, $p < .01$), HIV/AIDS Services Education ($M_{outside}$, = 3.04, M_{within} = 2.67, $t(160) = 2.65$, $p < .01$), Search for Apartments ($M_{outside}$, = 3.22, M_{within} = 2.86, $t(151) = 2.34$, $p < .05$), Flood Drainage ($M_{outside}$, = 2.71, M_{within} = 2.33, $t(164) = 2.73$, $p < .01$), Neighborhood Facilities ($M_{outside}$, = 3.03, M_{within} = 2.61, $t(156) = 3.06$, $p < .01$), and Housing for Homeless ($M_{outside}$, = 2.72, M_{within} = 2.38, $t(171) = 2.41$, $p < .05$).

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Appendix C. Means for Each Survey Item for Respondents from the City Council (N = 4), Department Heads (N = 10), and Members of Boards and Commissions (N = 27) (Lower means indicate greater the need for funding)

Survey Item	City Council	Dept. Heads	Boards & Commissions
Neighborhood Watch Programs	2.0	2.89	2.73
Add More Police Patrols	1.25	2.56	2.18
Handicapped Services	3.25	3.0	2.76
Legal Services for a Low income Person	3.67	3.43	3.11
Transportation Services	2.25	2.5	2.9
Substance Abuse Services	2.5	1.8	2.39
Employment Training	1.67	2.67	2.58
Health Services	3.67	2.78	2.69
Mental Health Services	1.75	1.8	2.35
Services to Support Victims of Domestic Violence	3.0	2.33	2.64
Support Services for Homeless People	3.67	2.11	2.53
Fair Housing Education	3.75	3.0	2.9
HIV/AIDS/Services/Education	3.5	2.88	3.04
Search for Apartments	3.75	3.5	3.3
Flood-Drainage Improvements	2.25	2.88	2.81
Water/Sewer Improvements	2.5	2.56	2.56
Street Improvements	1.25	1.7	1.38
Sidewalks	2.0	2.2	1.94
Tree Planting	3.25	3.2	2.97
Improving Handicap Accessibility	2.5	2.56	2.81
Walking/Bike Trails	2.25	2.6	2.48

Special Presentation

Survey of Residents
Re: CDBG Funding
(cont)

Neighborhood Facilities	3.75	2.88	2.79
Parks/Playgrounds	3.0	2.8	2.35
Homeless Facilities	3.75	2.78	2.66
Parking Facilities	3.5	3.11	3.23
Bike Lanes on Roads	2.75	2.8	2.79
Services for Pre-School Children	2.25	2.78	2.7
Afterschool Services for Elementary Age Children	1.75	2.78	2.5
Afterschool Services for Teens	1.5	2.33	2.29
Senior Center	2.0	3.3	2.62
Senior Services	2.0	3.0	2.67
In-home Services to Frail Elderly	2.25	2.7	2.55
Assisted Living/Nursing Home Services	2.5	3.11	2.9
Demolition of Damaged/Dangerous or Crime Ridden Buildings	1.0	1.6	1.69
Removal of Graffiti	1.0	2.4	2.47
Enforcement of Building & Health Codes	1.25	1.78	1.69
Assistance for New Home Buyers	3.75	3.3	2.85
Renovating Single Family Homes	2.75	2.78	2.56
Housing for the Homeless	3.75	2.56	2.59
Renovating Rental Properties	3.33	2.8	2.84
Business Loans	2.25	2.4	2.52
Small Business Technical Assistance	2.25	2.33	2.48
Job Creation	1.25	1.7	2.12
Improve Appearance of Commercial Buildings	1.5	1.8	2.41

Reports of Committees

Appointments Committee Oral Report

REPORTS OF COMMITTEES

APPOINTMENTS COMMITTEE
Oral Report of meeting to be held on March 15, 2016 at 6:45PM

The Appointments Committee recommended the following Appointments be confirmed:

New Appointments:
Human Rights Commission
Ms. Santa Helena Amico, 188 Beech St., Fitchburg, MA 01420
(For a term to expire on May 1, 2019)

Fitchburg Cultural Council
Ms. Claudia Stephens, 490 Pearl Hill Road, Fitchburg, MA 01420
(For a term to expire on September 1, 2019)

Re-Appointments:
Human Rights Commission
Mr. Adrian Ford, 66 Day St., Fitchburg, MA 01420
(For a term to expire on May 1, 2019)

Fitchburg Redevelopment Authority
Mr. Charles Caron, 75 Prospect St., Fitchburg, MA 01420
(For a term to expire on July 1, 2019)

Report accepted. Appointments confirmed by unanimous vote. 11 members present. Board consists of 11 members.

Council as a Whole Committee

Council as a Whole Committee
Report of meeting held on March 8, 2016 at 6:00PM

28-2016. John M. Deline, Jr., Deputy Commissioner of Water Supply, to approve increases in the minimum monthly charges, water usage rate and miscellaneous charges described in Chapter 177, Article VI, Section 177-15 of the City Code. (Rate/fee increases detailed in petition.)

Council as a Whole Committee was held on Tuesday, March 8, 2016 at Memorial Middle School library, 615 Rollstone Street Fitchburg and called to order by President Kushmerek at 6:00PM. 9 members of the Council were present. Councillors Bean and Tran were absent.

There was one item on the agenda as follows:

28-2016. John M. Deline, Jr., Deputy Commissioner of Water Supply, to approve increases in the minimum monthly charges, water usage rate and miscellaneous charges described in Chapter 177, Article VI, Section 177-15 of the City Code. (Rate/fee increases detailed in petition.)

Deputy DPW Commissioner for Water Supply John Deline and Mike Schrader, P.E., Tighe & Bond Project Manager were present. Together they presented the attached Power Point. Also attached to these minutes are two documents which were placed at each councillors' seat.

Public comment was received as follows:

1. Michael Breton, 484 Shea Street: He displayed a glass jar filled with noticeably yellow water which he stated was a water sample from his home. He stated that he has had to replace the water lines to his house as well as the mixing valve on his heating system and shower valves due to rust build up. He supports the increase in water rates if the problem will be fixed.

2. Christine Breton, 484 Shea Street. States she grew up at this address but only moved back to this house a year and one half ago. She stated that she was shocked by the poor water quality. She stated they have had to purchase new appliances (dishwasher, washing machine) and throw away clothes due to chronic rusty water. She supports an increase in the water rates if the problem will be fixed.

Reports of Committees

Council as a Whole Committee (cont)

3. Mrs. Breton read a statement from Patricia Pezzolesi who lives at 487 Shea Street. The statement echoed the concerns about rusty water expressed by the Bretons.

4. Written statement from Thomas and Ellen Hughes, 15 Haskell St. (attached to these minutes)

Discussion and question/answer session continued with the Councillors, Mr. Schrader and Mr. Deline. Comments and concerns expressed included the following:

- Not opposed to water rate increase if the distribution system will be benefit. Revenue from the increase should not be used to fund additional staff;
- The water rate is only a small portion of the water/sewer bill. The sewer rate is higher than the water rate. The public needs to be educated on the difference between the two and how the bills are compiled;
- Shea Street is an area of particular concern with long-standing issues of poor water quality. It was identified as a priority on the list of water main replacement projects;
- It is likely that a replacement of the water main on Shea Street will not occur until next spring after funding is secured and the bid process completed;
- Can there be something done to provide free water to the residents on Shea Street in the meantime – such as allowing them access to water at the plant;
- The bleeder system in the Shea Street area is not working as intended;
- Water main projects are outsourced but in-house staff provide support during the projects;
- Complaints are currently logged in to MUNIS but there is no practical way of extracting the data in to a useful format. The Water Dept. is working on a GIS system to be able to map out complaints;
- Although the distribution system is a priority, the plants and facilities also need to be adequately maintained;
- Adequate water flow for fire protection is a priority;

Motion and second to recommend that the petition BE GRANTED passed by unanimous vote. 9 members present. Board consists of 11 members.

The meeting adjourned at 8:35 PM.

Respectfully Submitted,

Anna M. Farrell

Anna M. Farrell
City Clerk

Report from CAW was read & acc.
Pet granted by unan vote
etc etc.

Reports of Committees

Council as a Whole Committee (cont)

FITCHBURG CITY CLERK
16 FEB 11 09 24

TO THE HONORABLE CITY COUNCIL OF THE CITY OF FITCHBURG

Ladies and Gentlemen:

The undersigned Petition your Honorable Body to

to approve increases in the minimum monthly charges, water usage rate, and miscellaneous charges described in Chapter 177, Article VI, Section 177-15 of the City Code. The rate/fee increases which are proposed by the City of Fitchburg D.P.W. - Division of Water Supply are as follows:

Minimum Monthly Charges (includes usage of 200 cubic feet per month)				
Meter Size	**Current Rate**	**June 1, 2016**	**June 1, 2017**	**June 1, 2018**
5/8", 3/4", 1"	$5.34	$6.25	$6.75	$7.09
1-1/2" (1.5")	$16.80	$19.66	$21.24	$22.31
2"	$25.20	$29.49	$31.85	$33.45
3"	$48.00	$56.16	$60.66	$63.70
4"	$73.60	$86.12	$93.01	$97.67
6"	$145.20	$169.89	$183.49	$192.67
8"	$230.80	$270.04	$291.65	$306.24

Water rate to be charged for usage in excess of 200 cubic feet per month				
	Current Rate	**June 1, 2016**	**June 1, 2017**	**June 1, 2018**
Rate per 100 cubic feet (which equals 748 gallons)	$3.16	$3.70	$4.00	$4.20

Miscellaneous Charges (Only Those Charges Listed Below Are Proposed To Be Increased)		
Service/Inspection/Activity	**Current Fee**	**Proposed Fee**
Backflow Prevention Device Testing	$75.00/test	$85.00/test
Backflow Prevention Device Re-test after failure	$50.00/re-test	$55.00/re-test
Additional services and/or emergency calls outside of regular work hours (regular work hours are: M – F, 7:00 a.m. – 3:00 p.m.).	$125.00 per hour (one hour minimum), $62.50 per additional half-hour	$150.00 per hour (one hour minimum), $75.00 per additional half-hour
Engineering services/inspections.	$75.00 per hour	$100.00 per hour

Respectfully submitted by,

John M. Deline, Jr.

John M. Deline, Jr.
Deputy Commissioner of Water Supply

Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Fitchburg, MA
Water Rate Study

Fitchburg City Council

March 8th, 2016
Mike Schrader, P.E., Project Manager

Tighe&Bond

Why rates need to increase

- **Last increase: 7% in 2011**
- **Since then**
  - Expenses have increased at 2% per year
  - Consumption has decreased by 6% per year
  - Revenue essentially flat (0.2% increase per year)
  - DEP notice of non compliance (NON)
    - » 14 violations, 24 deficiencies, 21 recommendations
- **Drivers**
  - Water quality
  - Capital improvements
    - » Required by DEP
    - » Required by age and condition
- **Level of service declining**

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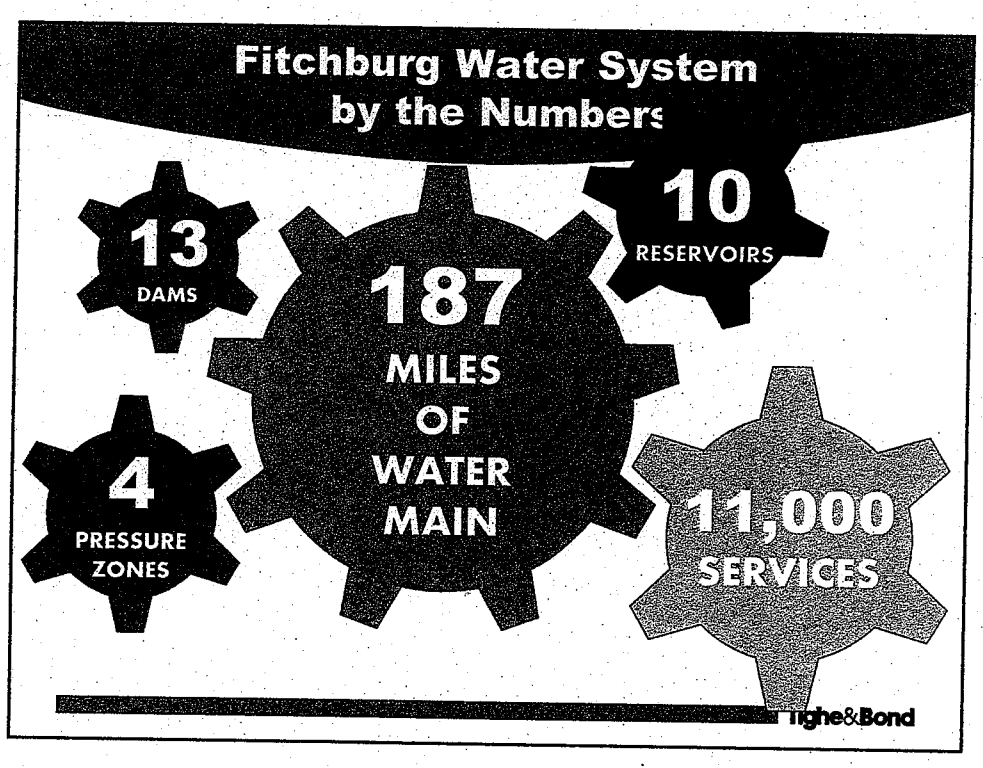
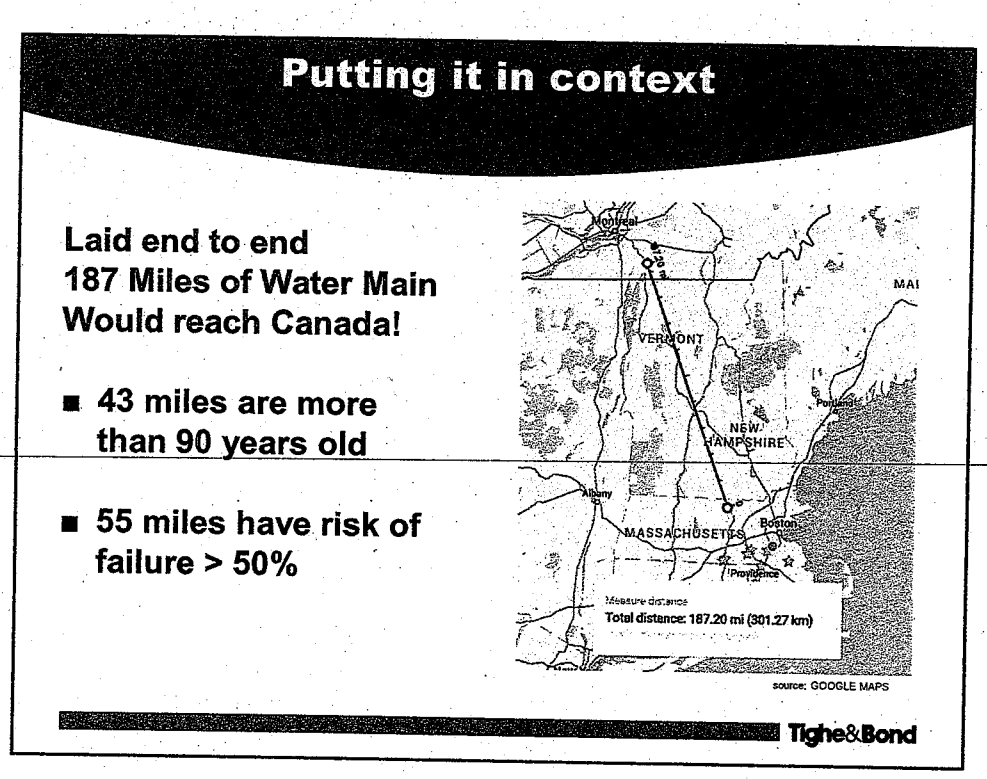
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016





Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Rate Making Objectives

To develop a sustainable financial model

- **Accounts for**
  - Operating expenses
  - Debt Service
  - Infrastructure repair and replacement
- **Based upon repeating revenues**
- **Maintains sufficient reserves**
- **Process is transparent, informed and defendable**
- **Rates are fair and equitable**

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Usage

- **Usage (or consumption) is the primary source of revenue for a water utility**
- **Usage can be impacted by**
  - Weather
  - Population trends
  - Conservation
- **To project revenue we project consumption**

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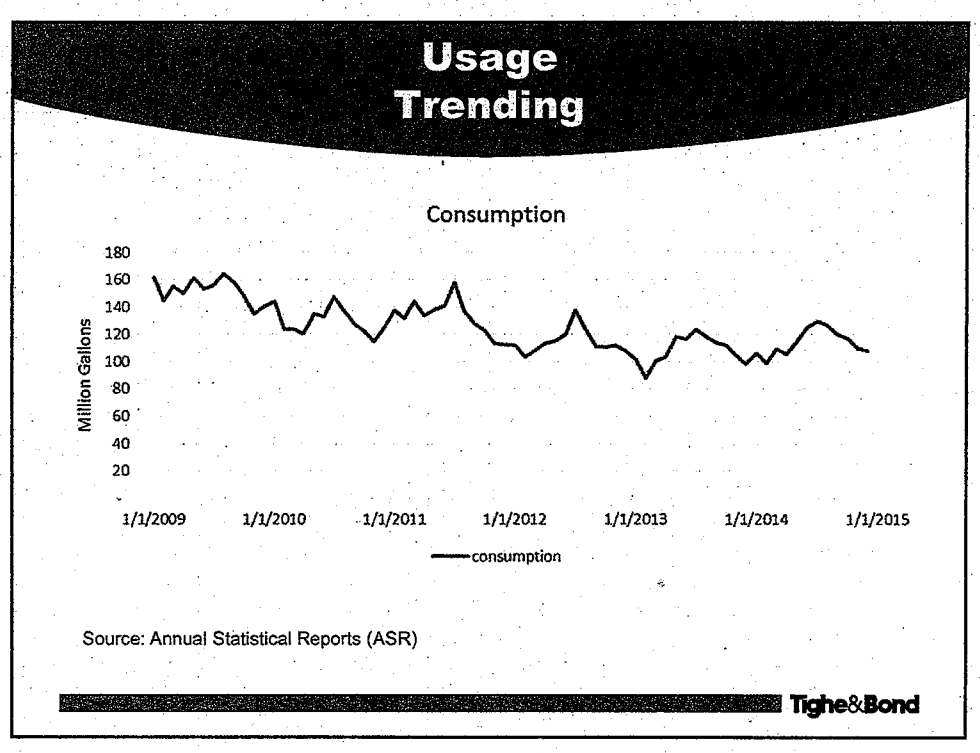
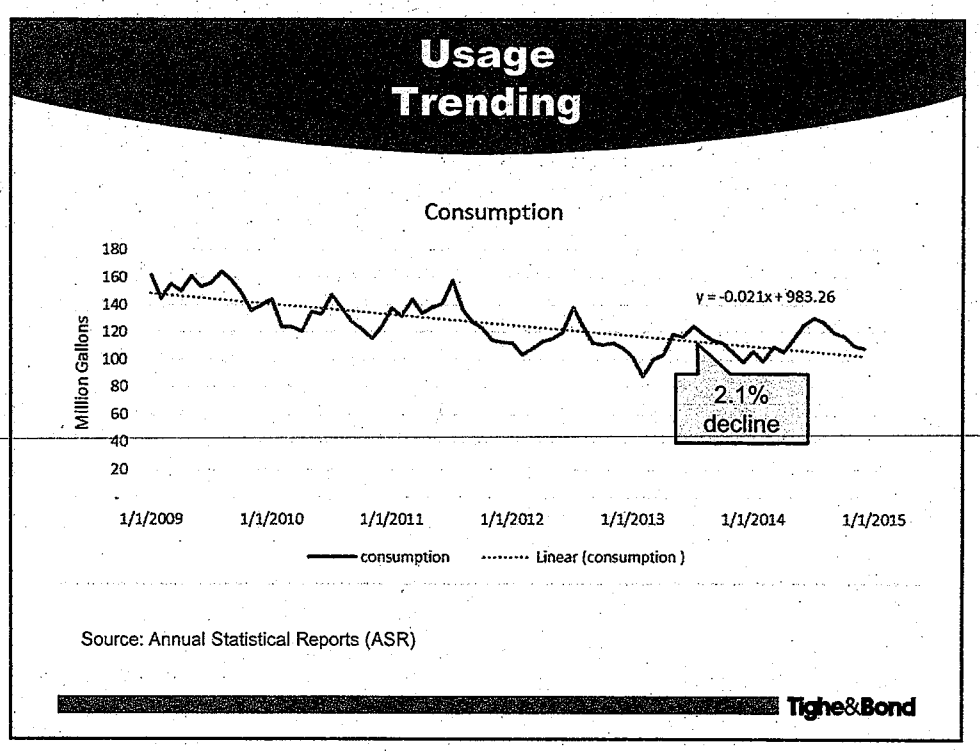
Reports of Committees

Council as a Whole Committee (cont)

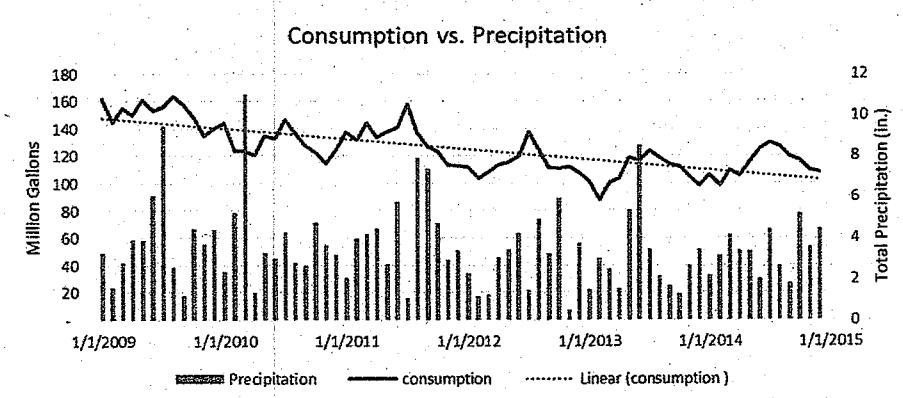
3/8/2016





3/8/2016

Usage
Impact of Precipitation



Source: Annual Statistical Reports (ASR)
NOAA Monthly Climatological Summary, Fitchburg Municipal Airport

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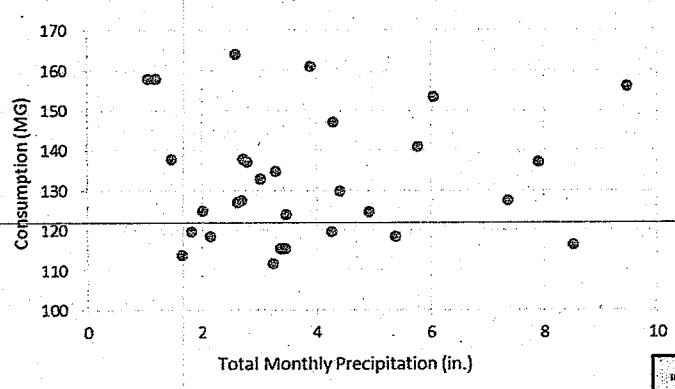
Usage
Impact of Precipitation



"Summer" = May through September

Source: Annual Statistical Reports (ASR)
NOAA Monthly Climatological Summary, Fitchburg Municipal Airport

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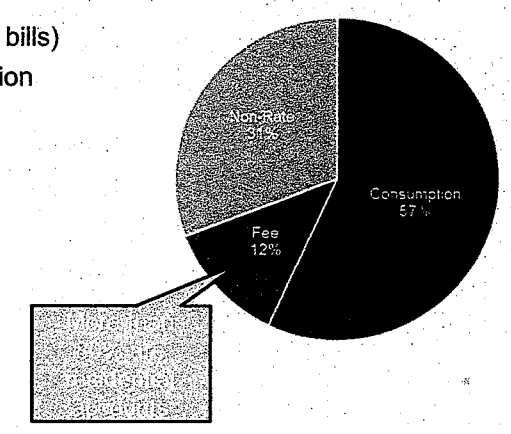
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Revenue
Where does money come from?

- **Revenue Types**
  - Rate Revenue (water bills)
    - » Consumption portion
    - » Fixed Charge
  - Non Rate Revenue
    - » Service charges
    - » Connection fees
    - » Grants
    - » Donations



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Historic Revenue

Revenue Source	2008	2009	2010	2011	2012	2013	2014	2015
Water Rates	$ 3,402,309	$ 3,208,304	$ 3,431,841	$ 3,730,841		$ 3,751,538	$ 3,736,175	$ 3,741,283
Tax Title	$ 38,102	$ 36,226	$ 49,609	$ 37,026	$ 38,929	$ 32,445	$ 28,584	
Interest Tax Title	$ 5,068	$ 6,737	$ 4,058	$ 8,050	$ 6,567	$ 5,140	$ 6,720	
Service Pipes	$ 244,547	$ 253,037	$ 253,853	$ 247,398		$ 250,488	$ 259,418	[illegible]
Miscellaneous	$ 5,155	$ 5,479		$ 4,413	$ 357	$ 7,534	3,001	1,515
Investment Income		$ 6,457	$ 3,209	[illegible]	$ 2,408	[illegible]	$ 4,884	$ 3,240
Interest And Penalty Fees	$ 64,749	$ 59,673		[illegible]	[illegible]	[illegible]	$ 39,843	
Water Liens	$ 465,461		$ 424,305	$ 406,852	$ 377,941	$ 434,899	$ 434,748	$ 430,377
City WTF Reimbursement	$ 130,000	$ 130,000	$ 130,000	$ 130,000	$ 130,000			
Westminster Reimbursement	$ 27,084	[illegible]	[illegible]	[illegible]	[illegible]			
WMA Charge	$ 23,591	[illegible]	$ 29,194	$ 29,402	$ 22,645	[illegible]		$ 28,454
Verizon Lease	$ 34,389	$ 41,830	$ 39,722	[illegible]	[illegible]	[illegible]	[illegible]	[illegible]
Timber Sales	$ 38,997	$ -	[illegible]	$ 11,530	[illegible]		[illegible]	$ -
Hydrant Use	$ 1,500	[illegible]	[illegible]	$ 1,000	[illegible]	$ 2,675	$ 2,768	
Federal revenue								
Inspection Fees		$ 1,487	$ 1,850	$ 1,897	[illegible]	$ 700	$ 2,025	$ 2,000
Connection Fees		$ 70,482	$ 85,000	[illegible]	$ 56,458	$ 49,164	$ 64,428	$ 62,982
Transfer From Retained Earnings	$ -	$ -	$ -	$ -	$ -	$ -	$ 105,000	
Total	$ 4,845,368	$ 4,609,380	$ 4,860,313	$ 5,106,375	$ 5,873,853	$ 5,246,912	$ 5,265,717	$ 5,138,973

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Projecting Revenue

Revenue Source	2015	Data Analysis: Average	Data Analysis: Trending	Projection: Base	Projection: Annual Change	Projection: change as %
Water Rates	$ 3,741,283	$ 3,687,847				
Tax Title		$ 42,547		$ 30,000	$ (2,000)	-6.7%
Interest Tax Title		$ 7,624		$ 12,648	$ 1,000	7.9%
Service Pipes	$ 272,313	$ 258,382		$ 272,313	$ 2,000	0.7%
Miscellaneous	1,516	$ 5,443		$ 3,000	$ -	0.0%
Investment Income	$ 3,240	$ 19,512		$ 3,240	$ -	0.0%
Interest And Penalty Fees		$ 68,341		$ 31,266	$ (2,500)	-8.0%
Water Liens	$ 430,377	$ 436,476		$ 430,377	$ -	0.0%
City WTF Reimbursement		$ 145,938		$ 172,500	$ -	0.0%
Westminster Reimbursement		$ 213,945		$ 254,439	$ (3,000)	-1.2%
WMA Charge	$ 26,454	$ 29,243		$ 30,000	$ -	0.0%
Verizon Lease	[illegible]	$ 42,511		$ 44,437	$ -	0.0%
Timber Sales	$ -	$ 45,527		$ -	$ -	
Hydrant Use		$ 3,514		$ 3,000	$ 500	16.7%
Federal revenue				$ -	$ -	
Inspection Fees	$ 2,000	$ 2,236		$ 2,000	$ -	0.0%
Connection Fees	$ 62,982	$ 71,151		$ 62,982	$ 2,000	3%
Transfer From Retained Earnings						
Total	$ 5,138,973					

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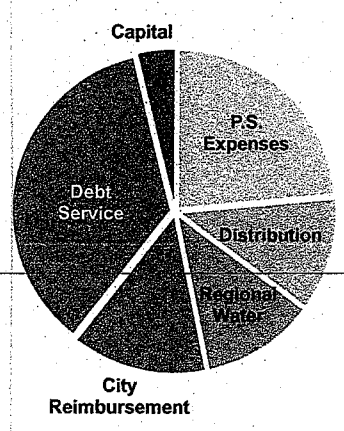
Expenses
Where does money go?



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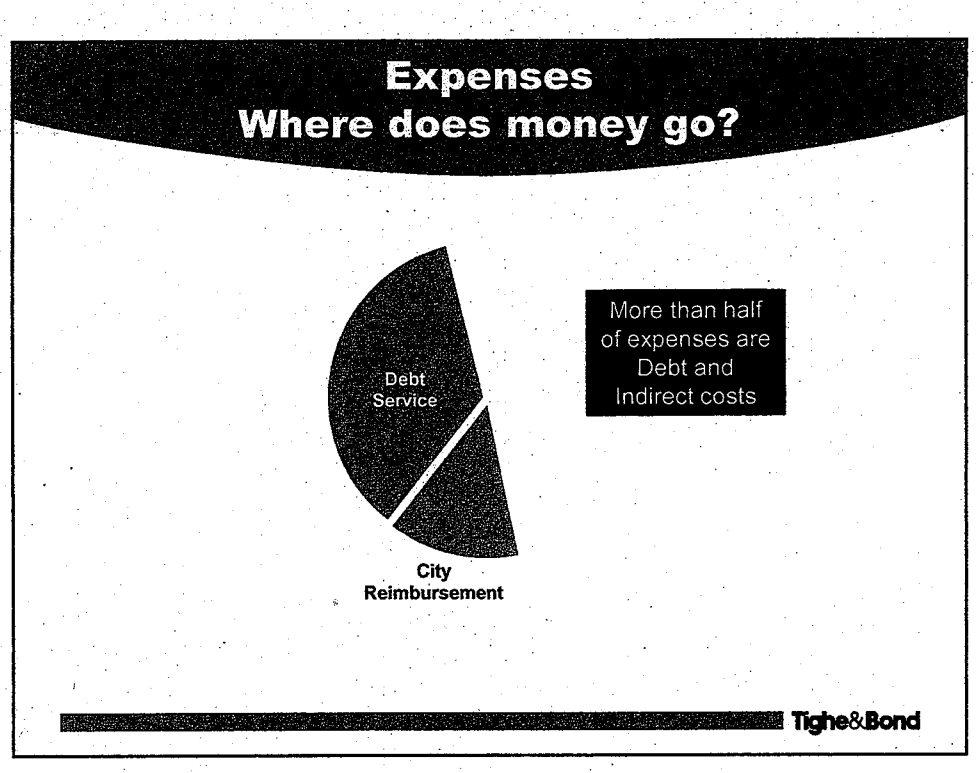
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016



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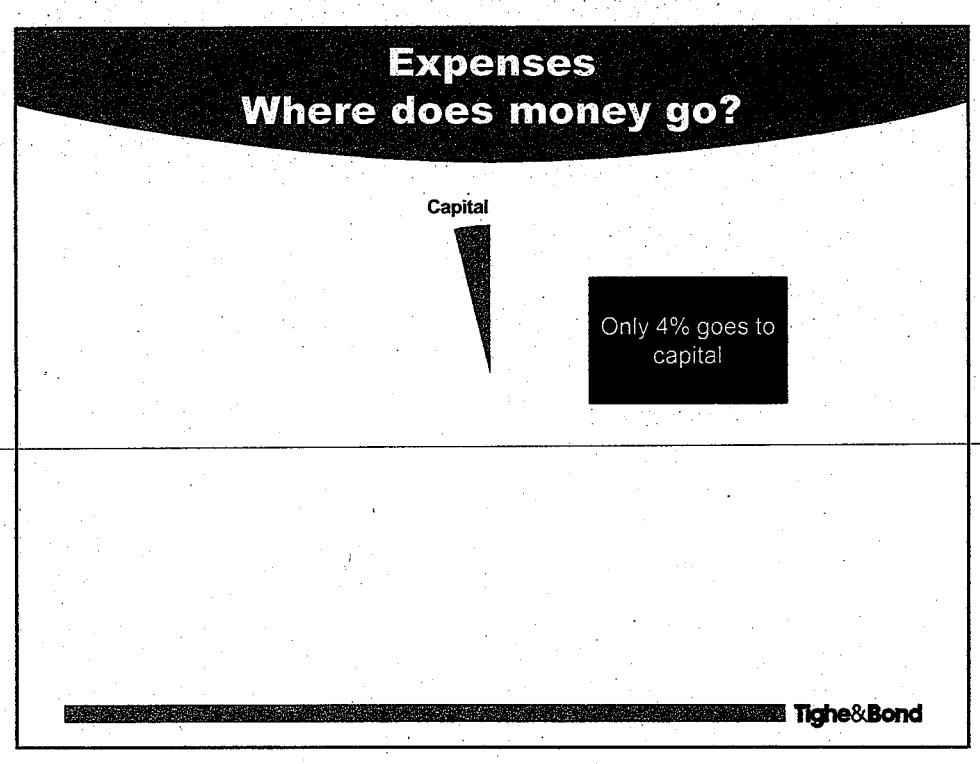

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Reports of Committees

3/8/2016 Council as a Whole Committee (cont)

Expenses Review and Analysis

Analysis of historic expenses

Type	2008	2009	2010	2011	2012	2013	2014	2015
Secondary Plant Operator (3)	$ 108,723	$ 113,045	$ 115,690	$ 108,901	$ 115,970	$ 119,000	$ 117,526	$ 92,041
Sub Total Water P.S.	$ 1,229,154	$ 1,236,820	$ 1,190,508	$ 1,184,394	$ 1,241,479	$ 1,301,451	$ 1,285,522	$ 1,327,183
Electricity	$ 43,039	$ 45,755	$ 43,853	$ 49,394	$ 37,516	$ 37,702	$ 46,575	$ 31,937
Telephone	$ 6,745	$ 5,701	$ 6,266	$ 5,313	$ 6,067	$ 4,533	$ 5,243	$ 6,160
Office Supplies	$ 5,832	$ 4,543	$ 6,183	$ 4,699	$ 5,158	$ 4,304	$ 6,001	$ 7,181
Travel & Meetings	$ 62	$ 33	$ 95	$ 75	$ 500	$ 219	$ 338	$ 150
Publications & Printing	$ 5,962	$ 732	$ 2,223	$ 3,308	$ 5,000	$ 1,222	$ 2,358	$ 3,117
Repair & Maintenance Of Building	$ 7,185	$ 6,448	$ 12,018	$ 9,455	$ 11,687	$ 2,649	$ 9,599	$ 11,178
Office Equipment	$ -	$ 2,557	$ 1,532	$ 2,144	$ 1,713	$ 1,985	$ 1,958	$ -
Repair & Maintenance Of Equipment	$ 28,082	$ 21,179	$ 22,884	$ 27,176	$ 28,270	$ 24,750	$ 23,424	$ 26,332
Heating Fuel	$ 12,987	$ 24,938	$ 27,340	$ 29,365	$ 23,272	$ 28,369	$ 30,361	$ 20,615
Gas & Oil	$ 33,855	$ 31,517	$ 28,797	$ 28,784	$ 36,009	$ 43,184	$ 38,872	$ 33,057
Automobile	$ 14,870	$ 12,330	$ 13,650	$ 13,734	$ 13,086	$ 10,340	$ 10,435	$ 14,092
Lab Supplies & Analytical Services	$ 16,450	$ 20,287	$ 30,091	$ 26,583	$ 22,343	$ 21,204	$ 22,301	$ 27,552
Tools & Hardware	$ 8,266	$ 7,031	$ 5,475	$ 10,880	$ 10,583	$ 12,897	$ 8,976	$ 17,020
Repair & Maintenance Of Radios	$ 4,287	$ 6,082	$ 6,372	$ 5,377	$ 5,319	$ 5,786	$ 5,563	$ 5,595
Bcs/Cold Patch	$ 8,530	$ 20,179	$ 23,078	$ 7,071	$ 8,602	$ 14,781	$ 10,545	$ 16,906

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Projecting Expenses

Analysis of historic expenses

Type	Data Analyis: Average	Trending	Projection: Base	annual change	as %
Secondary Plant Operator (3)	$ 111,923		$ 125,674	$ 3,526	▲ 2.81%
Sub Total Water P.S.					
Electricity	$ 45,188		$ 50,000	$ -	▲ 0.00%
Telephone	$ 6,254		$ 7,000	$ -	▲ 0.00%
Office Supplies	$ 5,739		$ 7,000	$ -	▲ 0.00%
Travel & Meetings	$ 184		$ 500	$ -	▲ 0.00%
Publications & Printing	$ 3,445		$ 5,000	$ -	▲ 0.00%
Repair & Maintenance Of Building	$ 9,427		$ 20,000	$ 750	▲ 3.75%
Office Equipment	$ 1,911		$ 2,000	$ -	▲ 0.00%
Repair & Maintenance Of Equipment	$ 26,075		$ 35,000	$ 250	▲ 0.71%
Heating Fuel	$ 26,013		$ 30,000	$ 500	▲ 1.67%
Gas & Oil	$ 35,421		$ 35,000	$ -	▲ 0.00%
Automobile	$ 14,322		$ 17,000	$ -	▲ 0.00%
Lab Supplies & Analytical Services	$ 25,224		$ 28,000	$ 250	▲ 0.89%
Tools & Hardware	$ 9,677		$ 12,000	$ -	▲ 0.00%
Repair & Maintenance Of Radios	$ 5,874		$ 6,000	$ -	▲ 0.00%
Bcs/Cold Patch	$ 14,499		$ 15,000	$ 500	▲ 3.33%

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Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Proposed Rates

Consumptive use charge	Current 2016	Proposed (rate increase shown in blue) 17% 2017	8% 2018	5% 2019	0% 2020
	$ 3.16	$ 3.70	$ 4.00	$ 4.20	$ 4.20
Minimum monthly charge					
5/8" Meter	$ 5.34	$ 6.25	$ 6.75	$ 7.09	$ 7.09
3/4" Meter	$ 5.34	$ 6.25	$ 6.75	$ 7.09	$ 7.09
1" Meter	$ 5.34	$ 6.25	$ 6.75	$ 7.09	$ 7.09
1.5" Meter	$ 16.80	$ 19.66	$ 21.24	$ 22.31	$ 22.31
2" Meter	$ 25.20	$ 29.49	$ 31.85	$ 33.45	$ 33.45
3" Meter	$ 46.00	$ 56.16	$ 60.66	$ 63.70	$ 63.70
4" Meter	$ 73.60	$ 86.12	$ 93.01	$ 97.67	$ 97.67
6" Meter	$ 145.20	$ 169.89	$ 183.49	$ 192.67	$ 192.67
8" Meter	$ 230.80	$ 270.04	$ 291.65	$ 306.24	$306.24

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Comparisons to other communities

Average Monthly Water Bill for Family of Four - Current and Proposed Rates
City of Fitchburg D.P.W. - Water Division

Community	Billing Cycle	Number of Customers	Last Rate Change	Average Monthly Bill for Family of Four (assuming 75 gpd/person)
Clinton	Quarterly	4,100	2007	$33.33
Fitchburg	Monthly	11,000	2011	$37.33
Fitchburg	Monthly	11,000	2016 (+17%)	$43.25
Worcester	Quarterly	42,000	2015	$44.70
Leominster	Quarterly	12,190	2012	$44.95
Fitchburg	Monthly	11,000	2017 (+8%)	$46.75
Fitchburg	Monthly	11,000	2018 (+5%)	$49.09
Lancaster	Quarterly	1,820	2013	$53.64
Gardner	Quarterly	5,600	2012	$57.20
Lunenburg Water Dist.	Quarterly	2,342	2010	$57.20
Westminster	Quarterly	1,267	2012	$58.34
Winchendon	Bi-annually	2,000	2015	$62.39
Ashburnham	Quarterly	1,125	2014	$73.67

gpd - gallons per day

NOTE: TABLE IS ORGANIZED FROM LOWEST AVERAGE MONTHLY BILL TO HIGHEST AVERAGE MONTHLY BILL.

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Comparisons to other communities

Average Monthly Water Bill for Single Person - Current and Proposed Rates
City of Fitchburg D.P.W. - Water Division

Community	Billing Cycle	Number of Customers	Last Rate Change	Average Monthly Bill for Single Person (assuming 75 gpd/person)
Fitchburg	Monthly	11,000	2011	$8.50
Fitchburg	Monthly	11,000	2016 (+17%)	$9.95
Fitchburg	Monthly	11,000	2017 (+8%)	$10.75
Fitchburg	Monthly	11,000	2018 (+5%)	$11.29
Worcester	Quarterly	42,000	2015	$12.30
Leominster	Quarterly	12,190	2012	$13.63
Lancaster	Quarterly	1,820	2013	$15.61
Gardner	Quarterly	5,600	2012	$15.78
Winchendon	Bi-annually	2,000	2015	$16.85
Ashburnham	Quarterly	1,125	2014	$18.75
Clinton	Quarterly	4,100	2007	$18.87
Westminster	Quarterly	1,267	2012	$19.84
Lunenburg Water Dist.	Quarterly	2,342	2010	$23.60

gpd - gallons per day

NOTE: TABLE IS ORGANIZED FROM LOWEST AVERAGE MONTHLY BILL TO HIGHEST AVERAGE MONTHLY BILL.

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Rate Impacts Residential User

	2017	2018	2019
Consumption	$ 44	$ 24	$ 16
Base Charge	$ 11	$ 17	$ 21
Total	$ 55	$ 41	$ 37

Total ***incremental*** impact on residential users from year to year.

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Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

The need for Capital Improvements

- **Capital Improvement Plans have been underfunded**
- **Fitchburg Owns Significant Assets**
  - Treatment Facilities $34.6M
  - Pump Stations $1.4M
  - Reservoir Structures and Equipment $6.5M
  - Storage Tanks $4.0M
  - Meter Reading Equipment $1.1M
  - Equipment and Vehicles $0.7M
  - Water Mains $23.9M

Total, all assets $56,440,554

These are book value, NOT original or replacement cost

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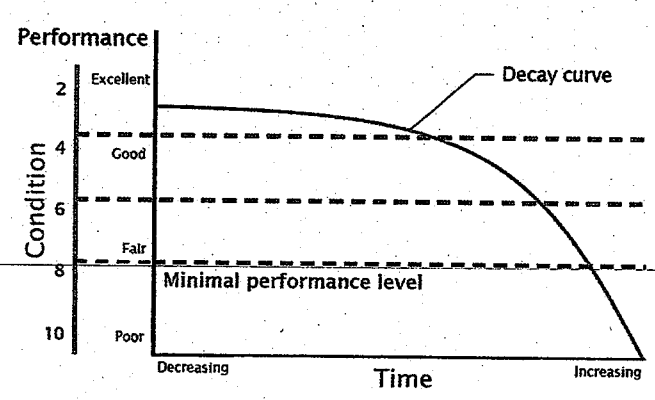
Asset Life and Condition Decay



ALL equipment has an expected life
Ranging from 20 – 100 years

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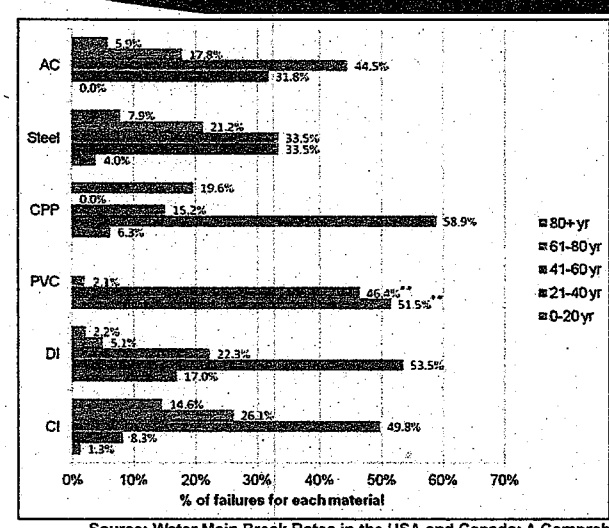
3/8/2016

Distribution System Failure Rates



Age is no longer considered to be the primary indicator for pipe replacement.

Maturation of the industry has shown it is a combination of installation date and material type.

Source: Water Main Break Rates in the USA and Canada: A Comprehensive Study
April 2012 Utah State University Buried Structures Laboratory | Steven Folkman, Ph.D., P.E.

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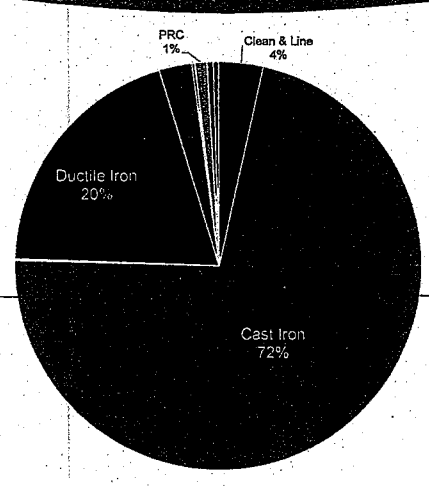
Fitchburg's Distribution System



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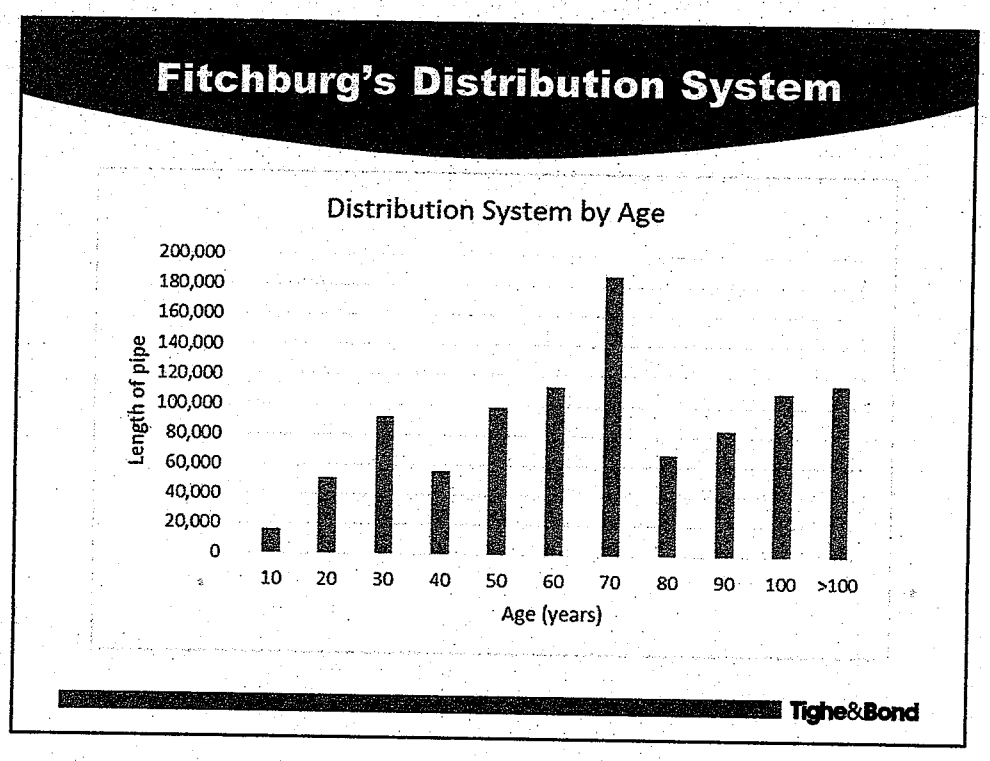
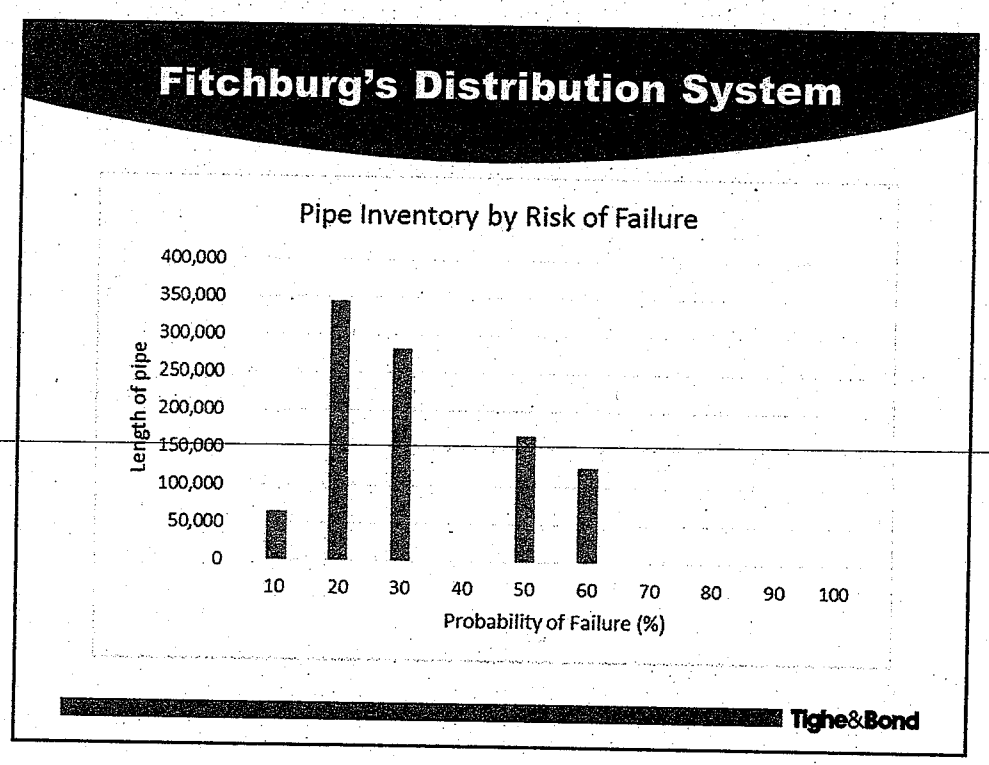
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016



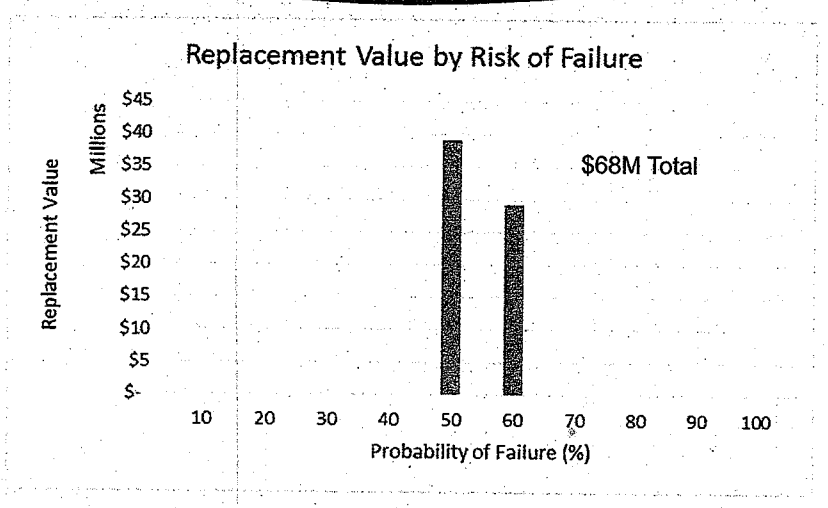


Reports of Committees

3/8/2016

Council as a Whole Committee (cont)

Fitchburg's Distribution System



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Pipes fail in various ways

- **Structural failure (break)**
  - Can be caused by
    - » Over pressurization
    - » Corrosion
    - » Severe weather conditions
    - » Settlement
- **Hydraulic failure**
  - Loss of C-Factor
  - Inability to meet needed fire flow
- **Water quality failure**
  - Pipes cannot be sufficiently cleaned or maintained

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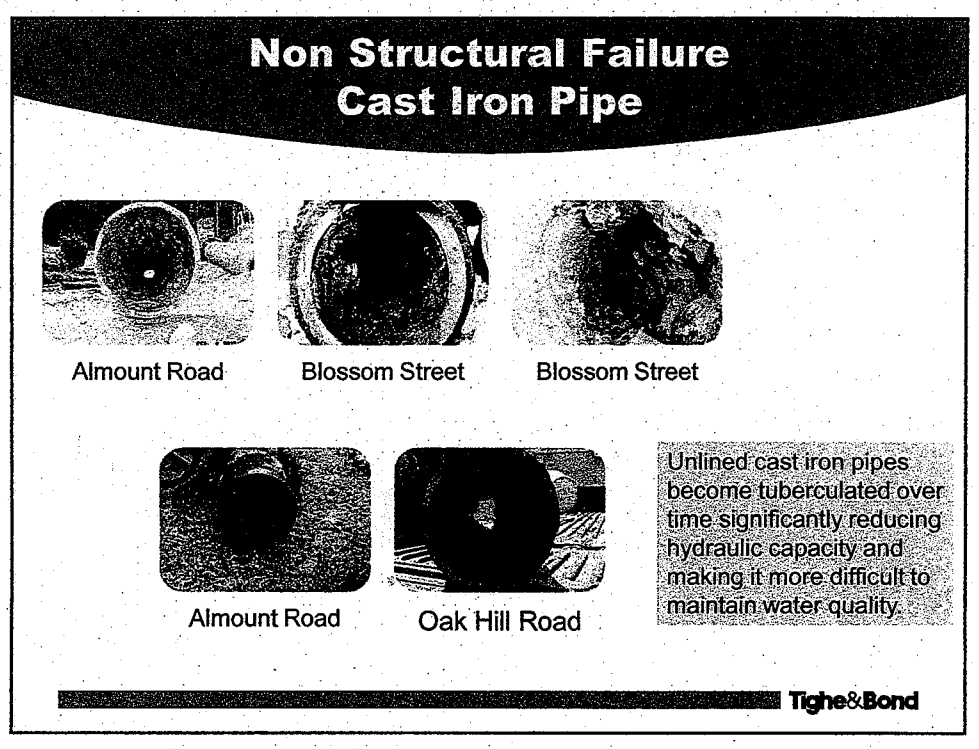
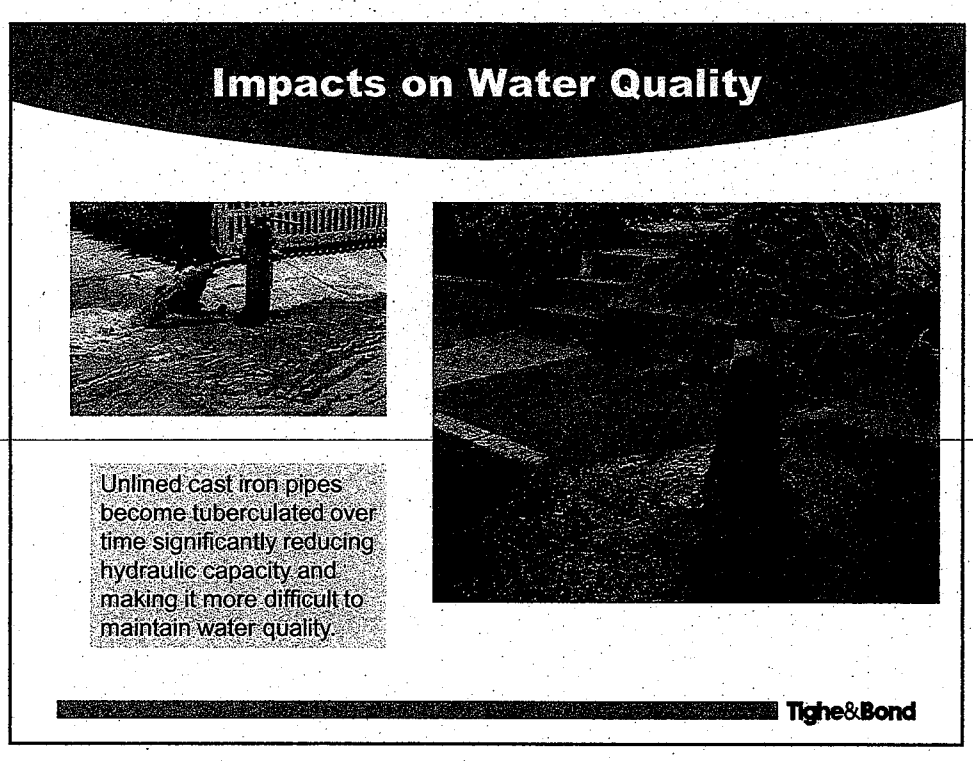
Reports of Committees

Council as a Whole Committee (cont)

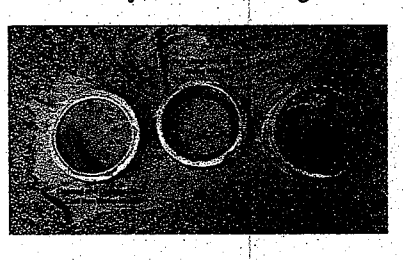
3/8/2016





Fixing the System

- **Water mains**
  - If they are the right size we can rehabilitate them
  - If they are not the right size we must replace them



Cleaning and lining
- Trenchless construction, access pits every 500' +/-
- Mechanical scrapers remove tuberculation
- Cement mortar lining installed in line
- Hydrants and valves replaced
- Saves 20% - 30% over new pipe

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Proposed Rates Fund Capital Improvements

Rate increase	*0%*	*0%*	*0%*	*17%*	*8%*	*5%*	*0%*
Revenue	**2014**	**2015**	**2016**	**2017**	**2018**	**2019**	**2020**
Consumption	$ 3,143,944	$ 3,346,724	$ 3,335,314	$ 3,891,821	$ 4,192,732	$ 4,386,889	$ 4,371,304
Fee	$ 796,870	$ 803,639	$ 810,453	$ 956,588	$ 1,041,916	$ 1,103,692	$ 1,113,105
Non-Rate	$ 1,530,542	$ 941,825	$ 941,825	$ 941,825	$ 941,825	$ 941,825	$ 941,825
Total	$ 5,471,056	$ 5,092,189	$ 5,087,592	$ 5,790,234	$ 6,176,473	$ 6,432,406	$ 6,428,234
Expenses	$ 5,457,067	$ 5,368,398	$ 5,695,683	$ 5,897,739	$ 5,959,386	$ 6,022,637	$ 6,082,353
Balance	$ 13,989	$ (276,739)	$ (608,091)	$ (107,505)	$ 217,087	$ 409,769	$ 343,880
Retained Earnings			$ 541,013	$ 433,508	$ 500,000	$ 500,000	$ 500,000
Capital Improvements				$ 350,000	$ 500,595	$ 759,769	$ 633,880

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Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Capital Planning

- **The current capital plan is based upon known deficiencies that must be addressed**
  - Low hanging fruit
- **Future capital projects will be planned using risk based decision making process**
  - Not all failures have the same consequences
    - » Critical users
    - » Number of customers affected
    - » Potential damages

Tighe&Bond

Looking Ahead Thinking Ahead

- **Three new tools will improve efficiency and decision making**
  1. GIS: will improve access to information
     - » In the field – no more driving back to get copies of plans
     - » In the office – GIS is both a hub and a tool
  2. Hydraulic Model: Detailed system analysis
     - » Locate areas with deficient fire flows
     - » Establish hydraulic efficiency pipe by pipe
  3. Risk Based Capital Improvement Plan
     - » Uses likelihood and consequence of failure to prioritize
     - » Incorporates City values

Tighe&Bond

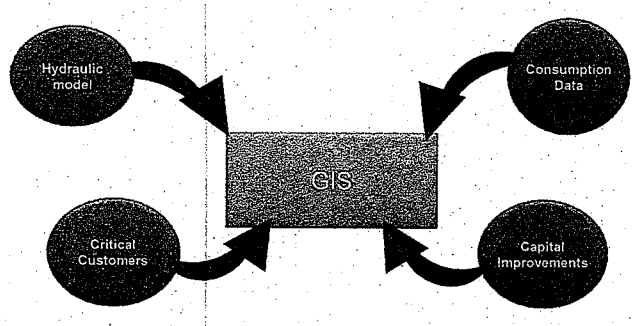
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

GIS

1. **GIS: will improve access to information**
   - » In the field – no more driving back to get copies of plans
   - » In the office – GIS is both a hub and a tool



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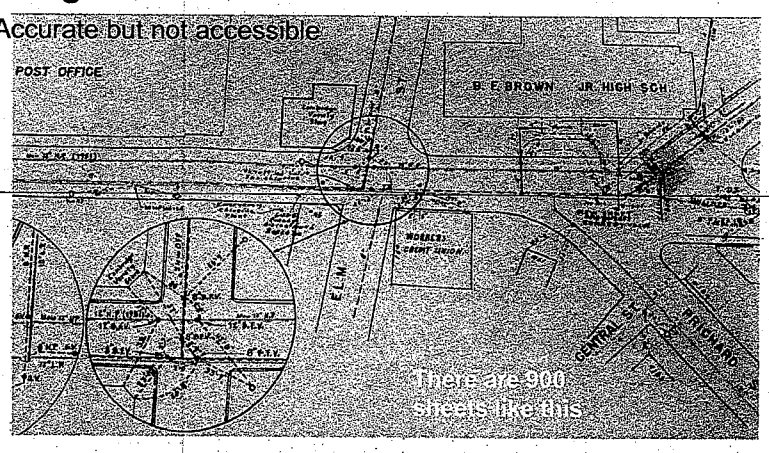
GIS

- **Existing Data**
  - Accurate but not accessible



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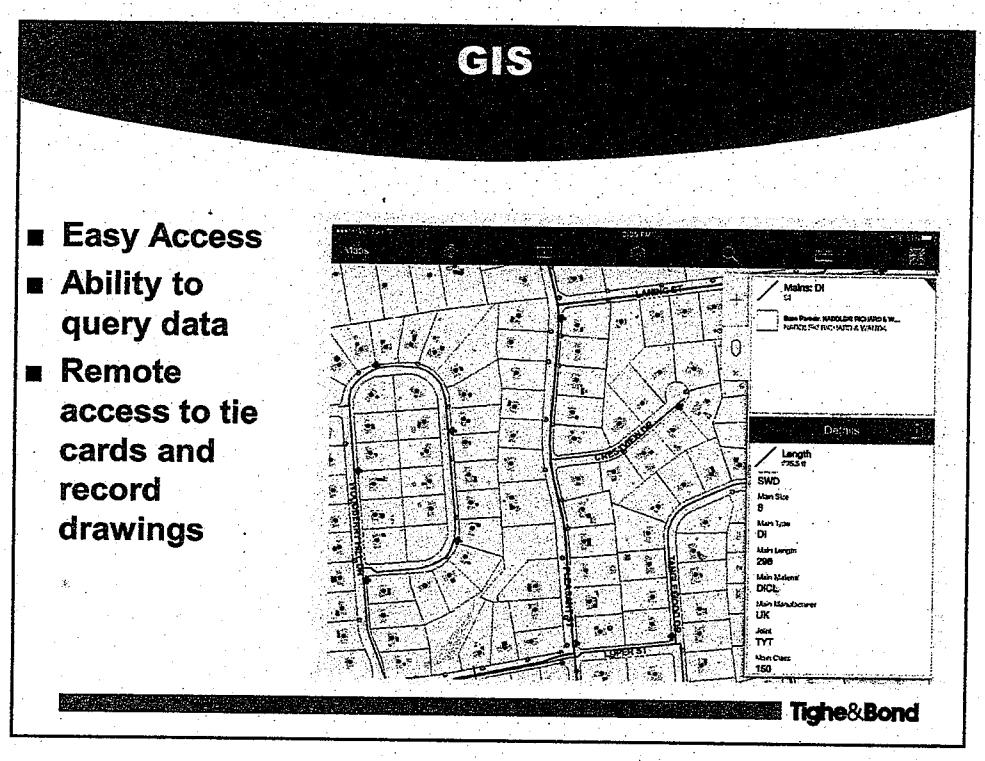
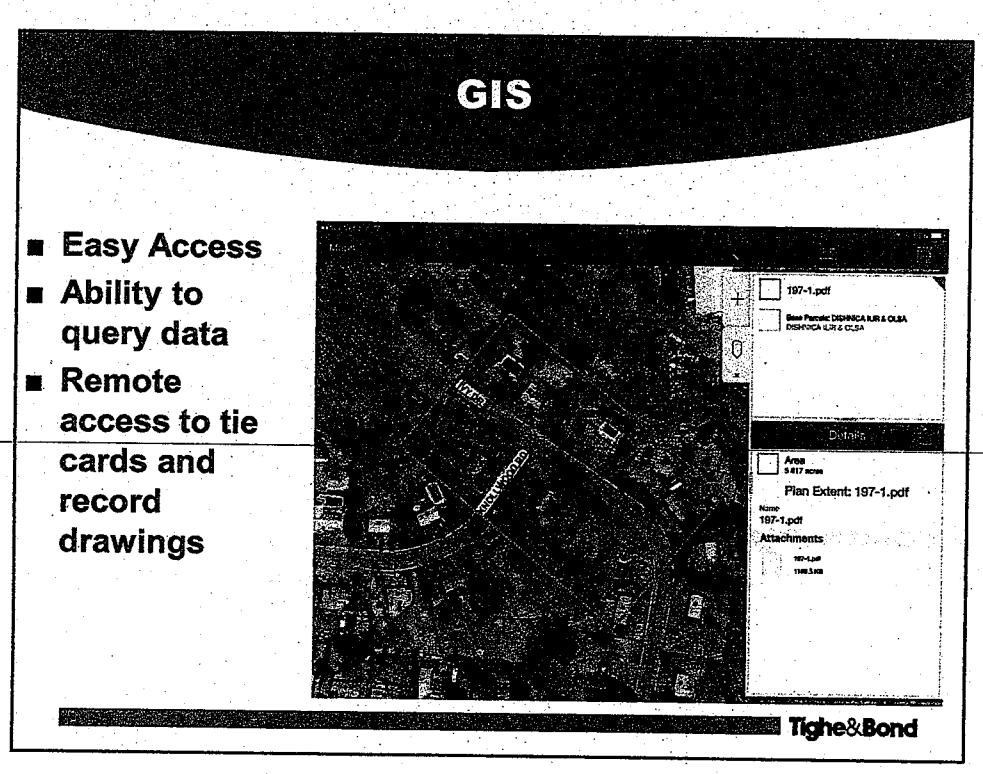
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016





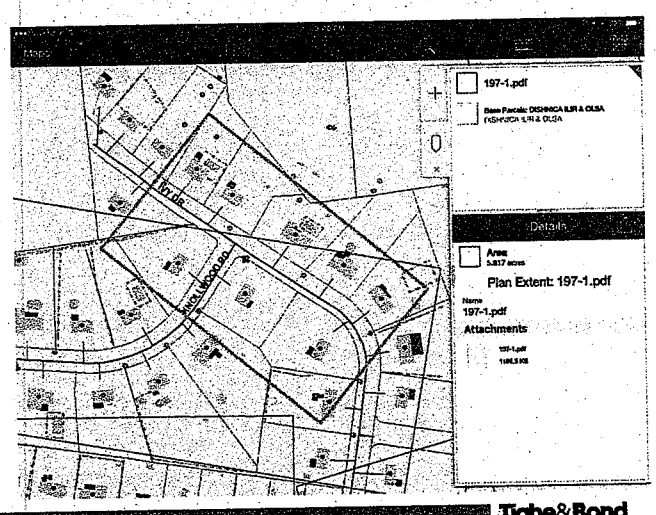
Reports of Committees

3/8/2016

Council as a Whole Committee (cont)

GIS

- Easy Access
- Ability to query data
- Remote access to tie cards and record drawings



Tighe&Bond

GIS

- Easy Access
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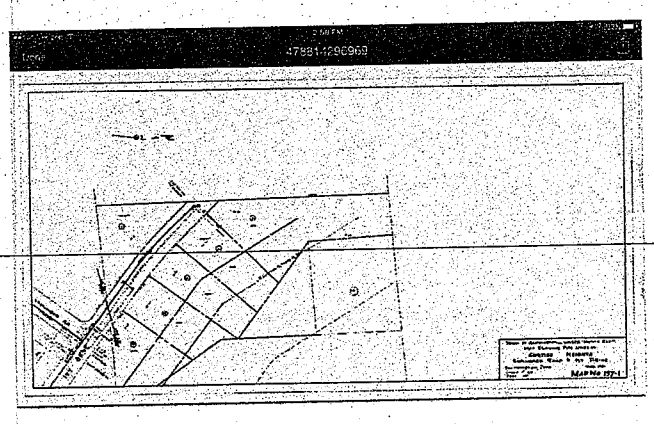


Tighe&Bond

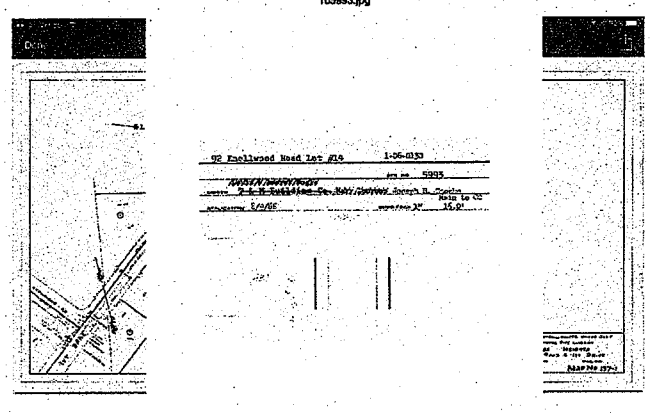
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

GIS

- Easy Access
- Ability to query data
- Remote access to tie cards and record drawings



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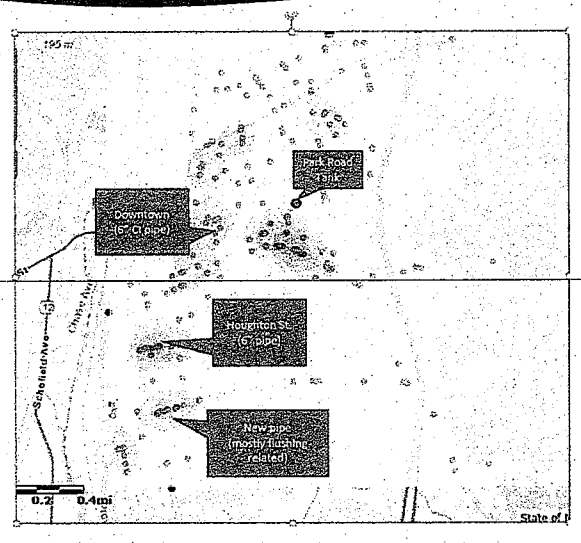
GIS

- Track and analyze complaint data



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Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Hydraulic Model

- **Hydraulic model:**
  - Diagnose system
    - » Fire flows
    - » Loss of capacity
    - » Age of water
  - "Test" improvements

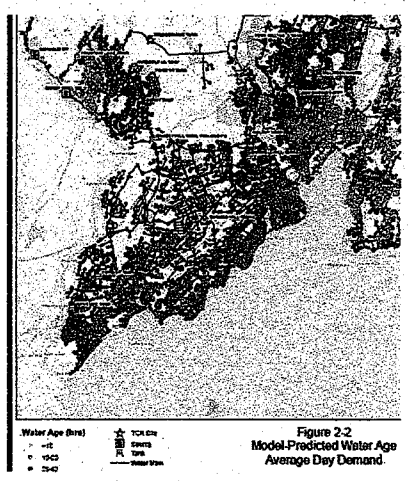

Figure 2-2
Model-Predicted Water Age
Average Day Demand

Tighe&Bond

Risk Based CIP

CAP-Tool

											Failure Modes				Consequence Factors				
											5	5	5	15	10	0	0	
Inventory - Mains (Enterprise)					180.46 mi					112.0	3.0	2.0	2.0	2.33	2.75	2.75	2.75	
Acct. No.	Location	Diam (in)	Mat'l	Length (ft)	Year Inst.	Asset type	Cohort	Estimated Service Life (YRS)	Condition Rating (Hyd model)	Water Quality Cond Rating	Breakage History Rating	Condition Rating	Social Cof	Enviro Cof	Financial Cof
1831	MAIN ST	16	DI	710	1978	16-DI	16-DI-1978	110	3	2	2	2.33	3.8	4	4
1831	RIVER ST	16	DI	350	1992	16-DI	16-DI-1992	110	3	1	1	1.67	4.0	4	4
1831	AUTHORITY DR	12	DI	4335	1976	12-DI	12-DI-1976	110	3	2	1	2.00	4.0	4	4
1831	DEVELOPMENT RD	12	DI	1075	1976	12-DI	12-DI-1976	110	3	2	3	2.67	4.0	4	4
1831	BLUEBERRY LN	12	DI	445	1978	12-DI	12-DI-1978	110	3	1	1	1.67	3.5	4	4
1831	MAIN ST	12	DI	1480	1978	12-DI	12-DI-1978	110	3	2	2	2.33	4.0	4	4
1831	DANIELS ST	12	DI	1610	1979	12-DI	12-DI-1979	110	3	1	2	2.00	4.3	4	4
1831	PRINCETON RD	12	DI	2500	1980	12-DI	12-DI-1980	110	3	3	1	2.33	4.0	4	4
1831	ACADEMY ST	12	DI	700	1981	12-DI	12-DI-1981	110	3	2	1	2.00	3.9	4	4
1831	HIGH ST	12	DI	2400	1985	12-DI	12-DI-1985	110	3	1	1	1.67	4.3	4	4
1831	LUNENBURG ST	12	DI	1360	1987	12-DI	12-DI-1987	110	3	2	1	2.00	4.1	4	4
1831	ST CAMILLE ST	12	DI	180	1988	12-DI	12-DI-1988	110	3	1	3	2.33	4.0	4	4
1831	LUNENBURG ST	12	DI	1070	1990	12-DI	12-DI-1990	110	3	2	3	2.67	3.9	4	4
1831	Dalton Rd	12	DI	486	1990	12-DI	12-DI-1990	110	3	2	3	2.67	4.2	4	4
1831	St Camille Street	12	DI	1640	1993	12-DI	12-DI-1993	110	3	1	1	1.67	4.1	4	4
1831	RIVER ST	10	DI	350	1992	10-DI	10-DI-1992	110	3	3	1	2.33	3.2	3	3
1831	Dennis Road	10	DI	350	1993	10-DI	10-DI-1993	110	3	3	2	2.67	3.2	3	3
1831	WHITTEMORE ST	8	DI	1411	1975	8-DI	8-DI-1975	110	3	2	3	2.67	2.8	3	3
1831	MAYLAND ST	8	DI	335	1977	8-DI	8-DI-1977	110	3	2	1	2.00	2.7	3	3
1831	EAST ST	8	DI	820	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.2	3	3
1831	GODDARD ST	8	DI	115	1978	8-DI	8-DI-1978	110	3	2	1	2.00	3.3	3	3
1831	KNOWLTON TERRACE	8	DI	350	1978	8-DI	8-DI-1978	110	3	2	2	2.33	3.3	3	3
1831	MICHAEL ST	8	DI	720	1978	8-DI	8-DI-1978	110	3	2	3	2.67	3.3	3	3
1831	MT. VERNON ST	8	DI	2360	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.1	3	3
1831	OLIVER ST	8	DI	795	1978	8-DI	8-DI-1978	110	3	2	1	2.00	2.9	3	3
1831	TILTON ST	8	DI	235	1978	8-DI	8-DI-1978	110	3	1	3	2.33	3.2	3	3
1831	CLEGHORN ST	8	DI	55	1979	8-DI	8-DI-1979	110	3	2	3	2.67	2.9	3	3
1831	DANIELS ST	8	DI	1310	1979	8-DI	8-DI-1979	110	3	1	3	2.33	2.8	3	3
1831	EDWARD ST	8	DI	50	1979	8-DI	8-DI-1979	110	3	3	3	3.00	2.9	3	3
1831	HADLEY ST	8	DI	21	1979	8-DI	8-DI-1979	110	3	1	3	2.33	2.8	3	3

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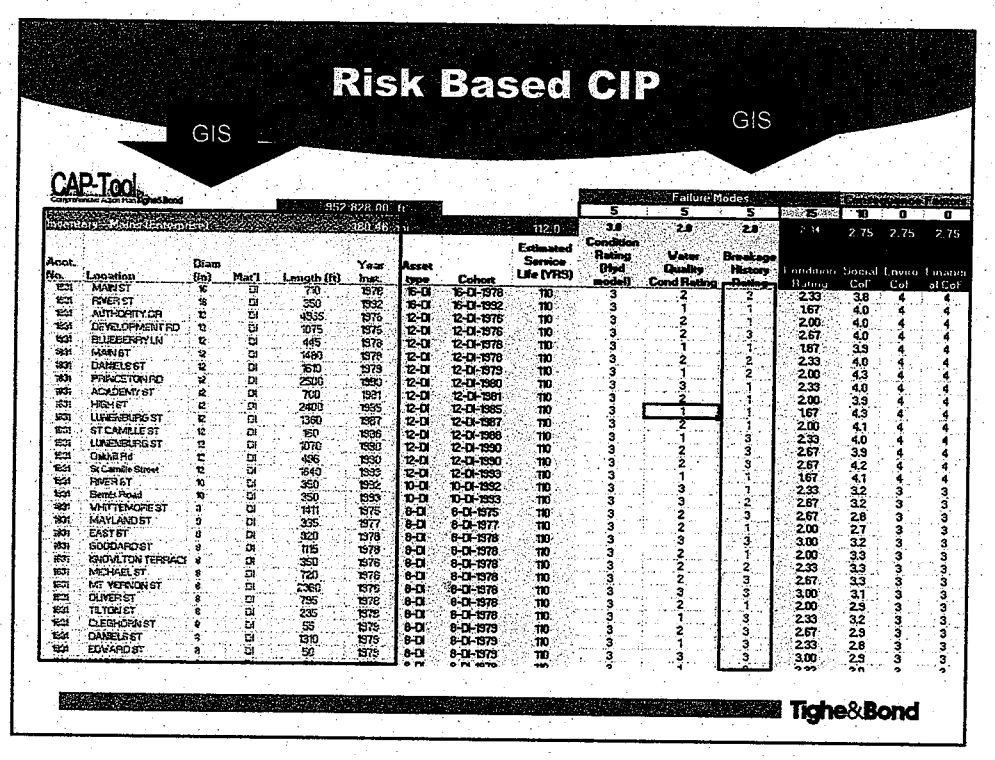
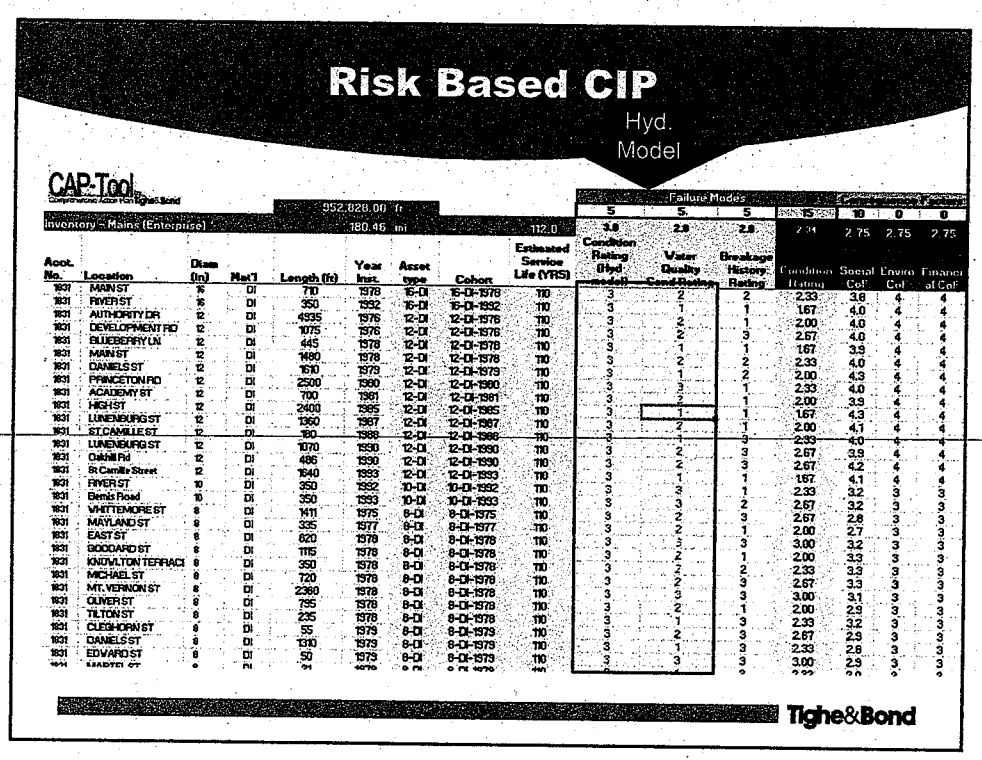
Reports of Committees

Council as a Whole Committee (cont)

3/8/2016



Acct. No.	Location	Diam (in)	Mat'l	Length (ft)	Year Inst.	Asset type	Cohort	Estimated Service Life (YRS)	Condition Rating (Hyd model)	Water Quality Cond Rating	Breakage History Rating	Condition Rating	Social Coef	Enviro Coef	Financial Coef
1831	MAIN ST	16	DI	710	1978	16-DI	16-DI-1978	110	3	2	2	2.33	3.8	4	4
1831	RIVER ST	16	DI	350	1992	16-DI	16-DI-1992	110	3	1	1	1.67	4.0	4	4
1831	AUTHORITY DR	12	DI	4935	1976	12-DI	12-DI-1976	110	3	2	1	2.00	4.0	4	4
1831	DEVELOPMENT RD	12	DI	1075	1976	12-DI	12-DI-1976	110	3	2	3	2.67	4.0	4	4
1831	BLUEBERRY LN	12	DI	445	1978	12-DI	12-DI-1978	110	3	1	1	1.67	3.9	4	4
1831	MAIN ST	12	DI	1480	1978	12-DI	12-DI-1978	110	3	2	2	2.33	4.0	4	4
1831	DANIELS ST	12	DI	1610	1979	12-DI	12-DI-1979	110	3	1	2	2.00	4.3	4	4
1831	PRINCETON RD	12	DI	2500	1980	12-DI	12-DI-1980	110	3	3	1	2.33	4.0	4	4
1831	ACADEMY ST	12	DI	700	1981	12-DI	12-DI-1981	110	3	2	1	2.00	3.9	4	4
1831	HIGH ST	12	DI	2400	1985	12-DI	12-DI-1985	110	3	1	1	1.67	4.3	4	4
1831	LUNENBURG ST	12	DI	1360	1987	12-DI	12-DI-1987	110	3	2	1	2.00	4.1	4	4
1831	ST CAMILLE ST	12	DI	160	1988	12-DI	12-DI-1988	110	3	1	3	2.33	4.0	4	4
1831	LUNENBURG ST	12	DI	1070	1990	12-DI	12-DI-1990	110	3	2	3	2.67	3.9	4	4
1831	Oakhill Rd	12	DI	486	1990	12-DI	12-DI-1990	110	3	2	3	2.67	4.2	4	4
1831	St Camille Street	12	DI	1640	1993	12-DI	12-DI-1993	110	3	1	1	1.67	4.1	4	4
1831	RIVER ST	10	DI	350	1992	10-DI	10-DI-1992	110	3	3	1	2.33	3.2	3	3
1831	Bemis Road	10	DI	350	1993	10-DI	10-DI-1993	110	3	3	2	2.67	3.2	3	3
1831	WHITTEMORE ST	8	DI	1411	1975	8-DI	8-DI-1975	110	3	2	3	2.67	2.8	3	3
1831	MAYLAND ST	8	DI	335	1977	8-DI	8-DI-1977	110	3	2	1	2.00	2.7	3	3
1831	EAST ST	8	DI	820	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.2	3	3
1831	GOODARD ST	8	DI	1115	1978	8-DI	8-DI-1978	110	3	2	1	2.00	3.3	3	3
1831	KNOWLTON TERRACE	8	DI	350	1978	8-DI	8-DI-1978	110	3	2	2	2.33	3.3	3	3
1831	MICHAEL ST	8	DI	720	1978	8-DI	8-DI-1978	110	3	2	3	2.67	3.3	3	3
1831	MT. VERNON ST	8	DI	2360	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.1	3	3
1831	OLIVER ST	8	DI	795	1978	8-DI	8-DI-1978	110	3	2	1	2.00	2.9	3	3
1831	TILTON ST	8	DI	235	1978	8-DI	8-DI-1978	110	3	1	3	2.33	3.2	3	3
1831	CLEGHORN ST	8	DI	55	1979	8-DI	8-DI-1979	110	3	2	3	2.67	2.9	3	3
1831	DANIELS ST	8	DI	1310	1979	8-DI	8-DI-1979	110	3	1	3	2.33	2.8	3	3
1831	EDWARD ST	8	DI	50	1979	8-DI	8-DI-1979	110	3	3	3	3.00	2.9	3	3



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1831	RIVER ST	16	DI	350	1992	16-DI	16-DI-1992	110	3	1	1	1.67	4.0	4	4
1831	AUTHORITY DR	12	DI	4935	1976	12-DI	12-DI-1976	110	3	2	1	2.00	4.0	4	4
1831	DEVELOPMENT RD	12	DI	1075	1976	12-DI	12-DI-1976	110	3	2	3	2.67	4.0	4	4
1831	BLUEBERRY LN	12	DI	445	1978	12-DI	12-DI-1978	110	3	1	1	1.67	3.9	4	4
1831	MAIN ST	12	DI	1480	1978	12-DI	12-DI-1978	110	3	2	2	2.33	4.0	4	4
1831	DANIELS ST	12	DI	1610	1979	12-DI	12-DI-1979	110	3	1	2	2.00	4.3	4	4
1831	PRINCETON RD	12	DI	2500	1980	12-DI	12-DI-1980	110	3	3	1	2.33	4.0	4	4
1831	ACADEMY ST	12	DI	700	1981	12-DI	12-DI-1981	110	3	2	1	2.00	3.9	4	4
1831	HIGH ST	12	DI	2400	1985	12-DI	12-DI-1985	110	3	1	1	1.67	4.3	4	4
1831	LUNENBURG ST	12	DI	1360	1987	12-DI	12-DI-1987	110	3	2	1	2.00	4.1	4	4
1831	ST CAMILLE ST	12	DI	160	1988	12-DI	12-DI-1988	110	3	1	3	2.33	4.0	4	4
1831	LUNENBURG ST	12	DI	1070	1990	12-DI	12-DI-1990	110	3	2	3	2.67	3.9	4	4
1831	Oakhill Rd	12	DI	486	1990	12-DI	12-DI-1990	110	3	2	3	2.67	4.2	4	4
1831	St Camille Street	12	DI	1640	1993	12-DI	12-DI-1993	110	3	1	1	1.67	4.1	4	4
1831	RIVER ST	10	DI	350	1992	10-DI	10-DI-1992	110	3	3	1	2.33	3.2	3	3
1831	Bemis Road	10	DI	350	1993	10-DI	10-DI-1993	110	3	3	2	2.67	3.2	3	3
1831	WHITTEMORE ST	8	DI	1411	1975	8-DI	8-DI-1975	110	3	2	3	2.67	2.8	3	3
1831	MAYLAND ST	8	DI	335	1977	8-DI	8-DI-1977	110	3	2	1	2.00	2.7	3	3
1831	EAST ST	8	DI	820	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.2	3	3
1831	GOODARD ST	8	DI	1115	1978	8-DI	8-DI-1978	110	3	2	1	2.00	3.3	3	3
1831	KNOWLTON TERRACE	8	DI	350	1978	8-DI	8-DI-1978	110	3	2	2	2.33	3.3	3	3
1831	MICHAEL ST	8	DI	720	1978	8-DI	8-DI-1978	110	3	2	3	2.67	3.3	3	3
1831	MT. VERNON ST	8	DI	2360	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.1	3	3
1831	OLIVER ST	8	DI	795	1978	8-DI	8-DI-1978	110	3	2	1	2.00	2.9	3	3
1831	TILTON ST	8	DI	235	1978	8-DI	8-DI-1978	110	3	1	3	2.33	3.2	3	3
1831	CLEGHORN ST	8	DI	55	1979	8-DI	8-DI-1979	110	3	2	3	2.67	2.9	3	3
1831	DANIELS ST	8	DI	1310	1979	8-DI	8-DI-1979	110	3	1	3	2.33	2.8	3	3
1831	EDWARD ST	8	DI	50	1979	8-DI	8-DI-1979	110	3	3	3	3.00	2.9	3	3

Reports of Committees

Council as a Whole Committee (cont)

3/8/2016

Risk Based CIP

City

CAP-Tool
Comprehensive Action Plan Tighe&Bond

952,020.00 ft

Inventory – Mains (Enterprise) 180.46 mi 112.0

Asset No.	Location	Diam (in)	Mat'l	Length (ft)	Year Inst.	Asset type	Cohort	Estimated Service Life (YRS)	Condition Rating (Hyd model)	Water Quality Cond Rating	Breakage History Rating	Condition Rating	Social Cost	Future Cost	Financial Cost
									3.0	2.0	2.0	2.34	2.75	2.75	2.75
									Failure Modes						
									5	5	5	15	10	0	0
1831	MAIN ST	16	DI	710	1978	16-DI	16-DI-1978	110	3	2	2	2.33	3.8	4	4
1831	RIVER ST	16	DI	350	1932	16-DI	16-DI-1932	110	3	1	1	1.67	4.0	4	4
1831	AUTHORITY DR	12	DI	4935	1976	12-DI	12-DI-1976	110	3	2	1	2.00	4.0	4	4
1831	DEVELOPMENT RD	12	DI	1075	1976	12-DI	12-DI-1976	110	3	2	3	2.67	4.0	4	4
1831	BLUEBERRY LN	12	DI	445	1978	12-DI	12-DI-1978	110	3	1	1	1.67	3.9	4	4
1831	MAIN ST	12	DI	1480	1978	12-DI	12-DI-1978	110	3	2	2	2.33	4.0	4	4
1831	DANIELS ST	12	DI	1610	1979	12-DI	12-DI-1979	110	3	1	2	2.00	4.3	4	4
1831	PRINCETON RD	12	DI	2500	1980	12-DI	12-DI-1980	110	3	3	1	2.33	4.0	4	4
1831	ACADEMY ST	12	DI	700	1981	12-DI	12-DI-1981	110	3	2	1	2.00	3.8	4	4
1831	HIGH ST	12	DI	2400	1985	12-DI	12-DI-1985	110	3	1	1	1.67	4.3	4	4
1831	LUNENBURG ST	12	DI	1360	1987	12-DI	12-DI-1987	110	3	2	1	2.00	4.1	4	4
1831	ST CAMILLE ST	12	DI	160	1988	12-DI	12-DI-1988	110	3	1	3	2.33	4.0	4	4
1831	LUNENBURG ST	12	DI	1070	1990	12-DI	12-DI-1990	110	3	2	3	2.67	3.9	4	4
1831	Oakhill Rd	12	DI	486	1990	12-DI	12-DI-1990	110	3	2	3	2.67	4.2	4	4
1831	St Camille Street	12	DI	1640	1993	12-DI	12-DI-1993	110	3	1	1	1.67	4.1	4	4
1831	RIVER ST	10	DI	350	1932	10-DI	10-DI-1932	110	3	3	1	2.33	3.2	3	3
1831	Bemis Road	10	DI	350	1933	10-DI	10-DI-1933	110	3	3	2	2.67	3.2	3	3
1831	WHITEMORE ST	8	DI	1411	1975	8-DI	8-DI-1975	110	3	2	3	2.67	2.8	3	3
1831	MAYLAND ST	8	DI	335	1977	8-DI	8-DI-1977	110	3	2	1	2.00	2.7	3	3
1831	EAST ST	8	DI	820	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.2	3	3
1831	GODDARD ST	8	DI	115	1978	8-DI	8-DI-1978	110	3	2	1	2.00	3.3	3	3
1831	KNOWLTON TERRACE	8	DI	350	1978	8-DI	8-DI-1978	110	3	2	2	2.33	3.3	3	3
1831	MICHAEL ST	8	DI	720	1978	8-DI	8-DI-1978	110	3	2	3	2.67	3.3	3	3
1831	MT. VERNON ST	8	DI	2360	1978	8-DI	8-DI-1978	110	3	3	3	3.00	3.1	3	3
1831	OLIVER ST	8	DI	795	1978	8-DI	8-DI-1978	110	3	2	1	2.00	2.9	3	3
1831	TILTON ST	8	DI	235	1978	8-DI	8-DI-1978	110	3	1	3	2.33	3.2	3	3
1831	CLEGHORN ST	8	DI	55	1979	8-DI	8-DI-1979	110	3	2	3	2.67	2.9	3	3
1831	DANIELS ST	8	DI	1310	1979	8-DI	8-DI-1979	110	3	1	3	2.33	2.8	3	3
1831	EDWARD ST	8	DI	50	1979	8-DI	8-DI-1979	110	3	3	3	3.00	2.9	3	3

Tighe&Bond

Risk Based CIP

CAP-Tool
Comprehensive Action Plan Tighe&Bond

City of Fitchburg, MA

Model Parameters
LoF Threshold
CoF Threshold
Max Yearly Cap Expense $ 1,000,000
Max Yearly O&M Expense $ 300,000

Decision Making Inputs
Replace if RUL <=
Assume 0 Breaks/year/mi =
Assume in Urgent Need of LoF between Repl. Or Inspection
Assume in Critical Need of LoF Condition Score after renewal:
RUL after renewal:

Total System Replacement Cost: $ 193,253,970
Total System Repl./20 yrs: $ 9,657,698.50
Avg. Yearly Repair Cost: $ 306,003
Total repair costs over 20 yrs: $ 6,120,028

	AGE	Pipe Life (yrs)	Condition	Avg Remaining Life (yrs)	RUL (%)	LoF	Max Break (0-5)			% Repair Cost	Repair Cost	Total Cost
											2.04 M	$2.35 M	$5.73 M
										75.21	142,094	0000000	0000000
2006	43.0	90.7	2.34	69.0	62%	38%	3.34	2.34	0	100,000	0	0,000,000	0,000,000
2007	44.0	90.2	2.30	70.0	62%	38%	3.34	2.34	0	100,000	0	270,000	200,270
2008	45.0	89.6	2.28	69.0	60%	40%	3.34	2.34	0	102,000	0	2,290,000	2,494,007
2009	46.0	89.1	2.28	67.0	60%	40%	3.34	2.34	0	102,000	0	1,020,000	2,007,004
2010	47.0	88.7	2.40	66.0	59%	41%	3.34	2.34	0	104,000	0	2,080,000	2,220,000
2011	48.0	88.2	2.47	64.0	57%	43%	3.34	2.34	0	104,000	0	0,000,000	0,000,000
2012	49.0	87.8	2.44	64.0	55%	45%	3.34	2.34	0	106,000	0	300,000	406,000
2013	50.0	87.3	2.45	63.0	57%	43%	3.34	2.34	0	108,000	0	4,000,000	4,108,000
2014	51.0	86.9	2.46	61.0	55%	45%	3.34	2.34	0	110,000	0	2,707,000	2,817,000
2015	52.0	86.4	2.46	60.0	55%	45%	3.34	2.34	0	112,000	0	1,000,000	1,112,000
2016	53.0	85.9	2.49	58.0	54%	46%	3.34	2.34	0	114,000	0	1,000,000	1,000,000
2017	54.0	85.5	2.50	57.0	53%	47%	3.34	2.34	0	116,000	0	1,642,000	1,742,000
2018	55.0	85.0	2.50	55.0	52%	48%	3.34	2.34	0	118,000	0	3,472,000	3,590,000
2019	56.0	84.5	2.50	54.0	51%	49%	3.34	2.34	0	120,000	0	2,200,000	2,320,000
2020	57.0	84.0	2.54	53.0	50%	50%	3.34	2.34	0	122,000	0	1,000,000	1,122,000
2021	58.0	83.5	2.57	52.0	50%	50%	3.34	2.34	0	124,000	0	1,470,000	1,594,000
2022	59.0	83.0	2.58	50.0	49%	51%	3.34	2.34	0	126,000	0	2,470,000	2,777,000
2023	60.0	82.5	2.62	49.0	48%	52%	3.34	2.34	0	128,000	0	2,240,000	2,368,000
2024	61.0	82.0	2.62	48.0	47%	53%	3.34	2.34	0	130,000	0	170,000	300,000
2025	62.0	81.5	2.62	46.0	46%	54%	3.34	2.34	0	132,000	0	2,360,000	2,518,000

Costs

Tighe&Bond

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Tuesday, February 23, 2016 3:58 PM
To: Amy Green; Angelo Bisol; David Clark; Dean Tran; Jeffrey A. Bean; Jody Joseph; Joel Kaddy; Marcus DiNatale; Michael Kushmerek; Paul Beauchemin; Steve Hay
Cc: Stephen DiNatale; AJ Tourigny; Farrell, Anna; Lenny Laakso (LLaakso@fitchburgma.gov); Joan David; Jeff Murawski (JMurawski@fitchburgma.gov); 'Michael J. Schrader'
Subject: Petition to Increase Water Rates - Presentation
Attachments: Fitchburg water rate study.pdf

Good afternoon Councilors,

Attached to this email is a pdf of the presentation that has been developed by our consultants, Tighe & Bond, in conjunction with the water rate study to determine rates/fees which will support the operating costs of the Water Department and also a modest capital improvement budget. I would encourage you to review this presentation in preparation for our meeting on March 8. If you have questions that you would like to ask me beforehand or if there is any additional information that you would like to see included, please do not hesitate to contact me. I would like to note though that, if contacting by email, you should not "reply all" in order to avoid any violations of the Massachusetts open meeting laws. I would also welcome meeting with you in person to answer your questions and discuss your concerns about these proposed rate increases (or any matter pertaining to Fitchburg's water system).

I would like you to know that I have taken this matter very seriously and, with our consultants, spent considerable time and effort studying the city's situation, not just the water system but the financial health of its residents and businesses. I am not going to tell you that this increase will not hurt anyone and that people can afford it because that is not true – any money out of peoples' pockets is that much less they will have for their housing, food, and families. However, the city's water distribution system is falling further and further into disrepair and the only solution is to begin investing more money into upgrading water mains, whether it be cleaning and lining or replacing. There are areas of the distribution system which experience discolored water on a daily basis and no amount of flushing and running of water is going to improve the situation for any length of time beyond the short term – it is only going to get worse. Beyond the water quality issues is the fact that heavily tuberculated water mains restrict flows which reduce the quantity of water that can flow from fire hydrants. In some areas of Fitchburg there are hydrants which are actually useless for fighting a fire because the water mains to which they are connected are so heavily plugged with tuberculation. In addition, because of the age of the piping in the water system, water main breaks are a frequent occurrence which cause significant damage and disrupt service. If the city does not begin investing more in its water system, these problems are going to continue to build and more and more neighborhoods will experience degrading water quality and decreased fire protection. Delaying this type of investment will only push the problems further down the road and, eventually, they will become unmanageable.

For those looking to see where Fitchburg stands relative to other cities and towns in the state in terms of water (and sewer) rates, below is a link to a useful tool for comparing water and sewer rates. You can compare Fitchburg to similarly sized systems in the state and also add percentage increases to see

how that changes the comparison. Here is the link (to open tool select "click to run in browser" and a new window will open): http://www.efc.sog.unc.edu/reslib/item/massachusetts-water-and-wastewater-rates-dashboard

The data in the above "tool" is based on the water and sewer rate survey that Tighe & Bond completes each year: http://rates.tighebond.com/

Another good source of information is the MWRA rate survey: http://mwraadvisoryboard.com/wp-content/uploads/2014/12/2-2014-Annual-Water-and-Sewer-Retail-Rate-Survey.pdf

Finally, here is a rather long/detailed story but one which really tells the tale of the state of drinking water infrastructure throughout the country (Fitchburg's problems are far from unique):

http://www.cnn.com/2016/02/23/health/louisiana-st-joseph-dirty-water/index.html

And, in case you did not see it in yesterday's Sentinel, here is another article on a more local level:

http://www.sentinelandenterprise.com/news/ci_29546356/concern-over-brown-water-in-leominster

I will be emailing some additional data/information in the coming days that I believe will be helpful in your decision making process and, again, I would like to welcome you to speak with me if you have any questions.

Thank you,

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road
Fitchburg, MA 01420
978-345-9616 ext. 109

City of Fitchburg Massachusetts

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Monday, February 29, 2016 9:09 AM
To: Amy Green; Angelo Bisol; David Clark; Dean Tran; Jeffrey A. Bean; Jody Joseph; Joel Kaddy; Marcus DiNatale; Michael Kushmerek; Paul Beauchemin; Steve Hay
Cc: Stephen DiNatale; AJ Tourigny; Lenny Laakso (LLaakso@fitchburgma.gov); 'vpusateri@pusaterilaw.com'; Farrell, Anna; 'Michael J. Schrader'
Subject: Video on Water Infrastructure

Good morning Councilors,

Here is an informative video (it is about 6 minutes long) about water infrastructure across the country and is definitely representative of what Fitchburg's situation is.

Please take the time to watch it – it is on the bottom of the page that I am providing a link to:

http://www.awwa.org/legislation-regulation/issues/infrastructure-financing.aspx

Thank you!

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road
Fitchburg, MA 01420
978-345-9616 ext. 109

City of Fitchburg Massachusetts

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Friday, February 26, 2016 2:57 PM
To: 'Amy Green'; 'Angelo Bisol'; 'David Clark'; 'Dean Tran'; 'Farrell, Anna'; 'Jeffrey A. Bean'; 'Jody Joseph'; 'Joel Kaddy'; 'Marcus DiNatale'; 'Michael Kushmerek'; 'Paul Beauchemin'; 'Steve Hay'
Cc: 'Stephen DiNatale'; 'AJ Tourigny'; Lenny Laakso (LLaakso@fitchburgma.gov); 'vpusateri@pusaterilaw.com'; 'Sarasin, Richard'; 'Farrell, Anna'; 'Michael J. Schrader'
Subject: Water Division Capital Improvement Plan for FY2017 through FY2020
Attachments: Water - Capital Improvement Plan - February 2016.pdf; Water Division Loan Payment Schedule.xlsx

Good afternoon Councilors,

In past years the Water Division has completed several capital improvement plans that, due to inadequate funding, were really more of a wish list than something which could be adhered to. This is not to say that work has not been completed in the City's water distribution system since the construction of the treatment facilities, as some water mains have been replaced. However, the length of water mains that have been upgraded has simply not kept pace with what is needed in the system to provide adequate water quality and quantity (for fire protection) to all areas of the city. Approximately one-hundred forty (140) miles of the city's water mains are unlined cast iron pipe (which is the type of water main that is subject to tuberculation) and of those one-hundred forty miles, forty-three miles are more than 90 years old. In today's dollars, the total cost of replacing a water main (including providing temporary water which must be supplied through disinfected/bacteria free piping, excavating the roadway, disposal of asphalt, installation of the new water main, valves, hydrants, and water service lines, and restoration of the roadway, sidewalks, lawn areas, etc.) is approximately $1,000,000.00 per mile or $200 per foot. Cleaning and lining of cast iron water mains (only suitable if the water main is not undersized and is also not subject to frequent breaks) is approximately 10-20% less.

With these numbers, it is a bit overwhelming what it would (and will eventually) cost to replace or rehabilitate these many miles of water main. However, these are not the only capital project needs in the water system – the city's two water treatment plants are now 15 years old (Regional Plant) and 10 years old (Falulah facility) and work is needed to maintain and upgrade these facilities. In addition, the dams/spillways (13 dams), reservoirs (10), gatehouses (8), pump stations (7), pressure reducing stations (2), and water storage tanks (7) all require regular maintenance and also some major rehabilitation/upgrades to ensure future reliability of the water supply system.

We will provide greater detail and discussion in the presentation as to what the rate increases will allow in terms of a capital improvement budget but would like to provide these numbers at this time.

Capital improvements budget based on proposed rate increases: FY2017 - $350,000, FY2018 - $567,000, FY2019 - $760,000, FY 2020 - $694,000

I have also attached a capital improvement plan for FY17-FY20 that presents a total of $9,920,000.00 in capital improvements over the course of these fiscal years. It is our plan to utilize the proposed budget for capital improvements to leverage low interest loans (each $1 million in loans equals $67,000 in loan payments each year at 3% interest over 20 years, we may be able to get 2% loans but wanted to be conservative in my calculations) that will allow this funding level for these years. It will allow us to get a "jump start" on some of the truly pressing projects that are needed while minimizing the increase in water rates (and the impact on our

Reports of Committees

Council as a Whole Committee (cont)

customers). Even though we are borrowing this money, it allows us to hedge against increases in future contruction costs.

So what happens in the future when we have borrowed this money and still need to continue to make capital improvements to the city's water system. In 2022, the Water Division will see its loan payments on the treatment facilities, storage tanks, etc. (the borrowing totaled approximately $34 million for this work) drop from approximately $1.8 million per year to $860,000 per year, providing an additional $900K toward water system improvements. Additional loans will be paid off from 2022-2033, providing more funding for capital improvements – I have attached the schedule of principal and interest payments for your review.

With these loans being retired, the additional funds will enable the Water Division to continue to invest significant monies in much needed capital improvements. It will not allow us to upgrade/replace all of the water mains that are in poor condition in as short a time frame as we would really like to see but does put the city on a better track than where we stand today.

I would again like to welcome you all to send me any questions that you may have or, if you prefer, I would be happy to meet with you. Also, if any would like to have a tour of any or even all of our facilities, reservoirs, etc. I would certainly enjoy the opportunity to spend some time with you looking at what the Water Division is responsible for. Just to put it in perspective, when MA DEP conducts a detailed inspection (called a Sanitary Survey, which is completed every 2-3 years) of the Water Division's treatment plants and facilities, it takes two people (from MA DEP) about a week to visit and inspect everything.

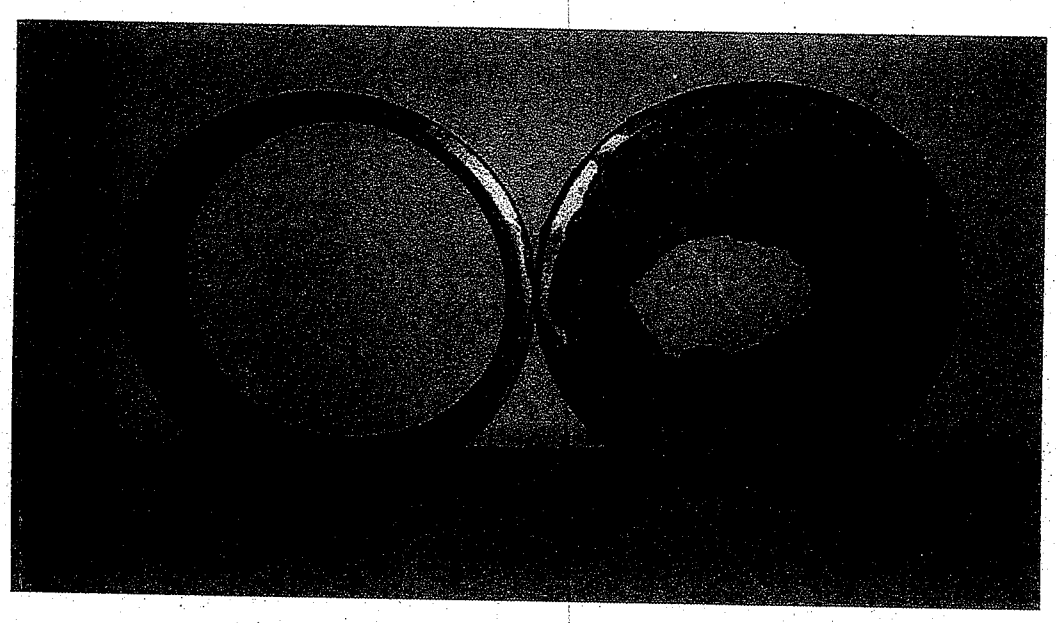
Thank you,

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road
Fitchburg, MA 01420
978-345-9616 ext. 109

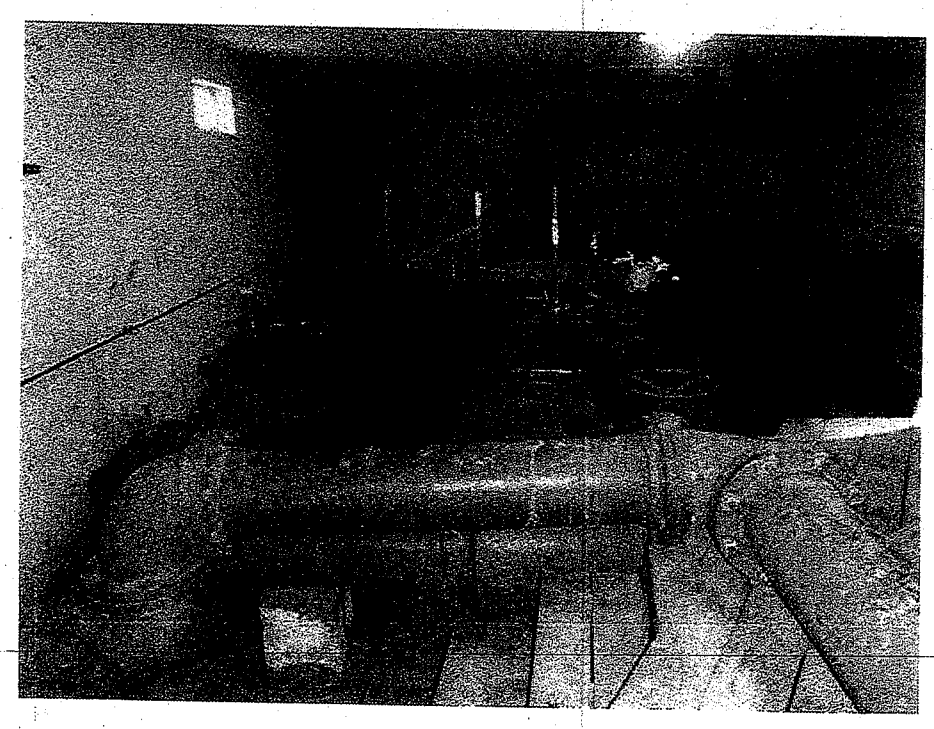
Here is a picture of a cement-lined ductile iron water main next to a tuberculated cast iron. Cement-lined ductile iron water main is much stronger than cast iron (cast iron is much more "brittle" than ductile iron which can "give" a bit). All of our water main breaks are associated with cast iron water mains. We estimate that 40 to 60 miles of the city's water mains look like the one on the right.

Reports of Committees

Council as a Whole Committee (cont)



The below picture shows a portion of the interior of the Narrows Road Pressure Reducing Station. Approximately 2/3 of the city's water is supplied through this piping. The roof on this building is in very poor condition and, overall, the building needs a complete rehabilition along with piping improvements.



Reports of Committees

Council as a Whole Committee (cont)

CAPITAL IMPROVEMENT PLAN - FEBRUARY 2016

FITCHBURG D.P.W. - DIVISION OF WATER SUPPLY

Fiscal Year	Project	Need	Cost
FY 2017	Upgrade of control panels/computers/SCADA system at Regional and Falulah facilities, including changeover of telephone communication to radio systems at storage tanks, pump stations, and pressure reducing stations.	Equipment/technology is outdated and unreliable, replacement parts are no longer manufactured/supported, SCADA computers are running on Windows XP. Also needed to improve security from cyber threats.	$400,000.00
	Demolish Burbank Hospital Chlorination Building	Building's structure is failing/collapsing and a liability to the city. It is no longer needed (it is only 12' X 12', with transmission main in basement.)	$10,000.00
	Repair sluice gate at Fitchburg Reservoir gatehouse	Outlet gate controlling flow from Fitchburg Res. to Lovell Res. is broken partially open.	$60,000.00
	Clean exterior, inspect, and coat Falulah storage tanks, install security fencing as required by MA DEP.	Tanks have significant mildew, moss etc. development/growth, cleaning/inspection/coating of the exteriors is needed to prevent deterioration of concrete structure.	$200,000.00
	Install mixers in each of the water storage tanks to prevent the formation of ice (which damages the interior of the tanks) and improve water quality.	Formation of ice in storage tanks damages interior coatings and concrete structure, wear occurs as water levels fluctuate. Ice also reduces amount of water for fires. Mixers also significantly improve water quality and reduce formation of disinfection byproducts, particularly during summer months.	$250,000.00
		TOTAL	**$920,000.00**
FY 2018	Replace or clean and line 10,500 feet (approx. 2 miles) of water main ($200/ft) - list of water mains is below: Beacon St (600'), Berkley St (280'), Bond St (1,070'), Brigham Park (710'), Dudley St (170'), Fitch Hill Ave (1,370'), Haskell St (700'), Highview St (640'), Lennox St (440'), Longwood Ave (265'), Lovisa St (535'), Newport St (255'), Pershing St (410'), Shea St (1,645'), View St (890'), Winch St (520')	Poor water quality and limited fire protection due to heavily tuberculated water mains.	$2,100,000.00
	Rehabilitation of Narrows Road pressure reducing station (cut and cap transmission mains from Wachusett Reservoir/Wyman Pond as required by MA DEP), rehabilitate Mare Meadow and Bickford pump stations and Marshall Regulating Plant (replacement of roofs, upgrade of electrical/mechanical/and piping systems).	Buildings are in desperate need of rehabilitation, including complete roof replacements on all structures. Pump and piping upgrades are needed to ensure the reliability of these facilities to continue to operate and provide water to the City. This work is needed to mitigate MA DEP noncompliance/deficiency notices.	$600,000.00
	Installation of new water meters and electronic registers on all residential service lines (+/- 10,000) - Phase 1 of 3, total cost of project is expected to be $3,600,000.00 (Water's expectation is that Wastewater will share in cost 50/50).	Water meters are 20-30 years old and, due to age, are now underregistering and failing. The electronic registers have a battery life of 7-12 years and are now 10 years old with frequent failures.	$600,000.00
		TOTAL	**$3,300,000.00**
FY 2019	Rehabilitate Meetinghouse Gatehouse and traveling screens or extend intake and eliminate building. Install security fencing as required by MA DEP.	Meetinghouse is the reservoir through which all water to the Regional Plant flows from the City's southern reservoirs. It is in deteriorating condition and MA DEP has cited the building equipment as being deficient. Upgrade/rehabilitation is needed in the near future to ensure that this intake will remain useable.	$500,000.00
	Replace or clean and line 10,000 feet (approx. 2 miles) of water main ($200/ft)	Poor water quality and limited fire protection due to heavily tuberculated water mains.	$2,000,000.00
	Installation of new water meters and electronic registers on all residential service lines (+/- 10,000) - Phase 2 of 3, total cost of project is expected to be $3,600,000.00 (Water's expectation is that Wastewater will share in cost 50/50).	Water meters are 20-30 years old and, due to age, are now underregistering and failing. The electronic registers have a battery life of 7-12 years and are now 10 years old with frequent failures.	$600,000.00
		TOTAL	**$3,100,000.00**

Reports of Committees

Council as a Whole Committee (cont)

FY 2020	Replace or clean and line 10,000 feet (approx. 2 miles) of water main ($200/ft)	Poor water quality and limited fire protection due to heavily tuberculated water mains.	$2,000,000.00
	Installation of new water meters and electronic registers on all residential service lines (+/- 10,000) - Phase 3 of 3, total cost of project is expected to be $3,600,000.00 (Water's expectation is that Wastewater will share in cost 50/50).	Water meters are 20-30 years old and, due to age, are now underregistering and failing. The electronic registers have a battery life of 7-12 years and are now 10 years old with frequent failures.	$600,000.00
		TOTAL	**$2,600,000.00**

Reports of Committees

Council as a Whole Committee (cont)

City of Fitchburg
Water Division - Loan Principal Payments
Fiscal Year 2016 and Thereafter

Fiscal Year	MWPA Trust DW-99-06 (O)	MWPA Trust DW-00-10 (O)	MWPA Trust DW-00-10A (O)	MWPA Trust DW-01-16	Water Project 2013 (O)	Water 2013 (O)	Total
2016	466,946	249,817	218,906	467,529	100,000	90,000	1,593,197
2017	480,392	261,247	221,065	467,529	100,000	90,000	1,620,233
2018	504,604	273,114	225,572	467,529	100,000	90,000	1,660,819
2019	520,493	283,179	235,029	467,529	100,000	90,000	1,696,230
2020	533,763	291,812	239,662	467,529	100,000	90,000	1,722,767
2021	537,754	290,809	244,195	467,529	100,000	90,000	1,730,287
2022	-	-	253,474	467,529	-	90,000	811,003
2023	-	-	261,406	467,529	-	90,000	818,935
2024	-	-	263,931	467,529	-	85,000	816,460
2025	-	-	267,662	467,529	-	85,000	820,191
2026	-	-	-	467,529	-	85,000	552,529
2027						85,000	85,000
2028						85,000	85,000
2029						85,000	85,000
2030						85,000	85,000
2031						85,000	85,000
2032						85,000	85,000
2033						85,000	85,000
Total	$3,043,951	$1,649,978	$2,430,902	$5,142,819	$600,000	$1,570,000	$14,437,651
							$14,437,651

City of Fitchburg
Water Division - Loan Interest Payments
Fiscal Year 2016 and Thereafter

Fiscal Year	MWPA Trust DW-99-06 (O)	MP1999 Water(O)	MWPA Trust DW-00-10 (O)	MWPA Trust DW-00-10A (O)	Water Project MP2011(O)	Water 2013 (O)	TOTAL
2016	61,561		33,374	44,998	24,000	46,313	210,246
2017	44,705		24,272	39,777	20,000	44,513	173,267
2018	25,483		13,861	34,270	16,000	42,713	132,326
2019	10,662		5,813	28,779	12,000	40,913	98,166
2020	-		-	23,134	8,000	38,213	69,347
2021	-		-	17,348	4,000	35,513	56,860
2022	-		-	11,364	-	32,813	44,177
2023	-		-	5,719	-	30,113	35,831
2024						27,413	27,413
2025						24,863	24,863
2026						22,313	22,313
2027						19,763	19,763
2028						17,213	17,213
2029						14,450	14,450
2030						11,688	11,688
2031						8,925	8,925
2032						5,950	5,950
2033						2,975	2,975
Total	$142,411	$0	$77,320	$205,388	$84,000	466,650	$975,770
							$975,770

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Monday, February 29, 2016 4:28 PM
To: 'Amy Green'; 'Angelo Bisol'; 'David Clark'; 'Dean Tran'; 'Jeffrey A. Bean'; 'Jody Joseph'; 'Joel Kaddy'; 'Marcus DiNatale'; 'Michael Kushmerek'; 'Paul Beauchemin'; 'Steve Hay'
Cc: 'Stephen DiNatale'; 'AJ Tourigny'; 'vpusateri@pusaterilaw.com'; Lenny Laakso (LLaakso@fitchburgma.gov); Jeff Murawski (JMurawski@fitchburgma.gov); 'Michael J. Schrader'; Carol Brown; George Siener; Jennifer A. Lambert; McLaughlin, Michael (Southborough, MA); Mike McLaughlin; Rick Healey; Ron Lubianez
Subject: Lien History for Water Division
Attachments: Lien Spreadsheet - Feb-2016.pdf

Good afternoon Councilors,

Some questions have come up about unpaid water (and sewer) bills and the amounts liened each year. I have analyzed the lien history for water (not wastewater) over the last 10 years and have put together a simple table (please see attached) of the amount liened for each fiscal year and how much of the liened amount and added fees have been paid. Also include are the history of tax title interest and interest/fees on water bills that have been paid late each year. Before analyzing this data, I would like to discuss why some water (and sewer) bills are not paid on time as it may not simply be because of a lack of funds.

There are typically three reasons why a property owner does not pay their bill on time:

1) Inadequate funds or the property is in foreclosure and the owner has stopped paying all bills.

2) If a property owner fails to pay his/her water/sewer bill on time and the amount in arrears is liened, if there is a mortgage on the property, the holder of the note will frequently pay the bill and then increase the mortgagee's monthly payment to cover the expected amount of the water/sewer bill for the year for that property. Once that increase occurs, it can be difficult for the mortgagee to pay their water and sewer bill along with the increased mortgage payment that was increased expecting they would not pay their water/sewer bill on time (and the banks are hesitant to reduce the payment on the guarantee of the mortgagee that they will pay their water/sewer bill on time – the banks do not want to see these bills go unpaid). The result is a cycle whereby the water/sewer bills are not paid each year until they have gone to lien. While working in this field I have heard the comment from customers many times that "the bank just pays my water/sewer bills with my taxes so I don't bother paying them".

3) Water and sewer bills are not tax deductible and, as a result, some water/sewer customers will intentionally neglect to pay their water/sewer bills intending for these amounts to be moved to their real estate tax account (real estate taxes are tax deductible). At that point, they pay the liened amount. They then include this amount in the real estate tax deduction that they declare on their tax returns. It is my understanding that this is an ill-advised and evasive attempt to increase a deduction and possibly could be subject to penalties if discovered by the IRS.

When looking at the amounts liened for water bills, it is not a simple matter to look at the amounts precisely by each fiscal year as some of the liens are paid (along with interest and fees) over the course of several fiscal years. We have noted that some amounts liened for FY2006 were paid over the course of 8 fiscal years – most of it was collected in the first year after being liened but then smaller amounts trickled in over the next 7 fiscal years.

Reports of Committees

Council as a Whole Committee (cont)

I believe in looking at those bills that are not paid within the fiscal year they are billed (and end up being liened) the major concerns are: 1) does the Water Division have to borrow money to cover it operating expenses because these bills are not paid on time and, 2) does it negatively impact customers who pay their bills on time (and avoid interest and late payment charges). If there are concerns about unpaid bills other than these, please let me know.

To answer #1, the Water Division has not had to borrow money to pay its bills as a result of customers not paying their bills on time so there is no negative impact in terms of additional loans for operating expenses.

To answer #2, which I feel is the more important question, one has to look at the data and determine whether the Water Division is collecting all of the money it is billing out. This is not something that can be analyzed easily because there are some properties for which water bills and sewer/real estate tax bills do not end up being paid and then, in extreme instances, the city takes them for non-payment. Whether those properties are auctioned off by the city for an amount that will cover everything that is owed all city department's is not something I can easily review. In any situation other than the city taking the property, the water liens on a property will stay with it and, eventually, be paid along with interest (normally 14% but increases to 16% for tax title properties) and fees/penalties. Because of the difficulty in looking at it "piece by piece" I have taken the approach to analyze what has happened over the past 10 years and gain an overall picture as far as liens and what was collected along with the amount of revenue that was generated in interest/fees/penalties.

From FY2006 to FY2015, a total amount of $3,712,798.22 was liened (you can review the attached table for the amounts for each year). From FY2006 from to FY2015 the Water Division collected $4,133,493.44 in liens/interest/penalties. In addition, the total amount of revenue to the Water Division from tax title property from FY2006 to FY2015 was $512,970.70. From these numbers one can see that $3,712.798.22 was liened over the course of 10 years and, from these liened amounts, a total of $4,646,464.14 was collected on the original bills together with the interest/fees/penalties, which is a net positive of $933,665.92 for the Water Division for this 10 year period.

In addition to the interest/fee/penalty revenue on the amounts liened, interest (14%) is also charged over the course of each fiscal year on all accounts/bills that are not paid within 30 days. The total interest in this category during the FY2006 to FY 2015 time period was $660,538.14, an average of $66,053.81 per year.

After looking at these numbers, one can see that, even though a large number of property owners do not pay their bills on time, the revenue generated on these "late bill payers" are a significant revenue stream for the Water Division. Over the course of 10 years, $1.59 million in additional revenue (i.e., interest/fees/penalties) was generated and, in fact, is "counted on" as revenue in the budget each year. If the Water Division did not have this additional revenue from interest/fees/penalties on those property owners who pay their bills late, we would actually have to look at a higher rate increase to make up for it.

So, the bottom line is that the revenue from people who pay their bills late actually help (somewhat) to keep down the water rates – crazy isn't it?

Please let me know if there are any questions. I know that this can be a difficult topic to understand.

Thank you,

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road
Fitchburg, MA 01420

FY2006 through FY 2015 - Water Liens, Tax Title, and Interest Charges by Fiscal Year
City of Fitchburg D.P.W. - Water Division

Fiscal Year	Unpaid water bills: amount liened by fiscal year	Revenue: collected liens and lien interest/fees/penalties	Revenue: bills and interest/fees collected on tax title properties	Revenue: interest/fees collected during the course of each FY on water bills paid late
2006	($338,577.83)	$278,055.68	$53,267.98	$53,180.77
2007	($407,445.93)	$373,944.85	$58,336.19	$61,616.80
2008	($445,688.27)	$475,505.91	$44,169.95	$64,745.56
2009	($345,458.41)	$520,906.65	$42,963.14	$69,672.55
2010	($336,650.65)	$404,977.78	$58,756.36	$95,305.89
2011	($313,614.00)	$418,507.69	$45,076.27	$83,693.35
2012	($404,673.77)	$353,222.92	$45,495.77	$80,369.44
2013	($396,931.83)	$452,731.99	$37,586.37	$80,844.03
2014	($388,303.09)	$427,684.63	$35,404.41	$39,843.63
2015	($335,454.44)	$427,955.34	$91,914.26	$31,266.12
TOTALS	**($3,712,798.22)**	**$4,133,493.44**	**$512,970.70**	**$660,538.14**

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Tuesday, March 01, 2016 3:40 PM
To: Amy Green; Angelo Bisol; David Clark; Dean Tran; Jeffrey A. Bean; Jody Joseph; Joel Kaddy; Marcus DiNatale; Michael Kushmerek; Paul Beauchemin; Steve Hay
Cc: Stephen DiNatale; AJ Tourigny; 'vpusateri@pusaterilaw.com'; Lenny Laakso (LLaakso@fitchburgma.gov); Jeff Murawski (JMurawski@fitchburgma.gov); 'Michael J. Schrader'; Carol Brown; George Siener; Jennifer A. Lambert; McLaughlin, Michael (Southborough, MA); Mike McLaughlin; Rick Healey; Ron Lubianez
Subject: Fitchburg - Average Monthly Bill for a Single Person and Family of Four
Attachments: Fitchburg - Ave Monthly Bill for Single Person.pdf; Fitchburg - Ave Monthly Bill for Family Four.pdf

Good afternoon Councilors,

There is a comparison of Fitchburg's water rates/bills to those in surrounding communities in Tighe & Bond's presentation, which I sent to you last week, but I thought that I would put together something with more detail to help you understand the impact of the proposed rate increases on our customers. I have attached two tables, one shows the average monthly bill for a family of four at Fitchburg's current and proposed rates and compares these bills to those in other communities. The second table shows the average monthly bill for a single person with the same comparison. Please note that for each table I have ranked the average monthly bills from low to high so that you can see where Fitchburg would fall under the proposed rate increases. I believe that Tighe & Bond's comparison was an average yearly bill whereas I broke it down into monthly bills. I have personally vetted and calculated these bills based on the latest rates/fees for those communities to which the comparison is made.

In calculating the water bills for Fitchburg and each of the other communities I utilized the rate of 75 gallons per day per person (gpd/person), which is higher than the figures Tighe & Bond used in their calculations for average annual bills. This is in the high range as the average person typically uses from 55 to 75 gpd (state/country-wide average range, not just Fitchburg) and, in many situations (such as the elderly), it is much less than 55 gpd/person. However, I wanted to be conservative in my calculations and not undervalue the daily usage to lower my figures, especially in respect to the proposed increases.

One interesting thing that I would like to point out is that for a single-person Fitchburg's average monthly bill, even with the proposed rates increases, will be below Leominster. However, when calculating the bills for a family of four Fitchburg goes above Leominster with the 8% increase in 2017. This is due to the fact that the minimum charge is slightly higher in Leominster when averaged out over 3 months (Leominster bills quarterly while Fitchburg is monthly). Nothing wrong with my math, just a difference in how the water rates/minimum charges are structured, which I thought should be pointed out.

Hopefully this is helpful in your analysis of the petition and, if there is any addition comparisons you would like to see, please do not hesitate to ask.

Thank you,

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road

Average Monthly Water Bill for Single Person - Current and Proposed Rates
City of Fitchburg D.P.W. - Water Division

Community	Billing Cycle	Number of Customers	Last Rate Change	Average Monthly Bill for Single Person (assuming 75 gpd/person)
Fitchburg	Monthly	11,000	2011	$8.50
Fitchburg	Monthly	11,000	2016 (+17%)	$9.95
Fitchburg	Monthly	11,000	2017 (+8%)	$10.75
Fitchburg	Monthly	11,000	2018 (+5%)	$11.29
Worcester	Quarterly	42,000	2015	$12.30
Leominster	Quarterly	12,190	2012	$13.63
Lancaster	Quarterly	1,820	2013	$15.61
Gardner	Quarterly	5,600	2012	$15.78
Winchendon	Bi-annually	2,000	2015	$16.85
Ashburnham	Quarterly	1,125	2014	$18.75
Clinton	Quarterly	4,100	2007	$18.87
Westminster	Quarterly	1,267	2012	$19.84
Lunenburg Water Dist.	Quarterly	2,342	2010	$23.60

gpd - gallons per day

NOTE: TABLE IS ORGANIZED FROM LOWEST AVERAGE MONTHLY BILL TO HIGHEST AVERAGE MONTHLY BILL.

Reports of Committees

Council as a Whole Committee (cont)

Average Monthly Water Bill for Family of Four - Current and Proposed Rates
City of Fitchburg D.P.W. - Water Division

Community	Billing Cycle	Number of Customers	Last Rate Change	Average Monthly Bill for Family of Four (assuming 75 gpd/person)
Clinton	Quarterly	4,100	2007	$33.33
Fitchburg	Monthly	11,000	2011	$37.03
Fitchburg	Monthly	11,000	2016 (+17%)	$43.25
Worcester	Quarterly	42,000	2015	$44.70
Leominster	Quarterly	12,190	2012	$44.95
Fitchburg	Monthly	11,000	2017 (+8%)	$46.75
Fitchburg	Monthly	11,000	2018 (+5%)	$49.09
Lancaster	Quarterly	1,820	2013	$53.64
Gardner	Quarterly	5,600	2012	$57.20
Lunenburg Water Dist.	Quarterly	2,342	2010	$57.20
Westminster	Quarterly	1,267	2012	$58.34
Winchendon	Bi-annually	2,000	2015	$62.39
Ashburnham	Quarterly	1,125	2014	$73.67

gpd - gallons per day

NOTE: TABLE IS ORGANIZED FROM LOWEST AVERAGE MONTHLY BILL TO HIGHEST AVERAGE MONTHLY BILL.

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Friday, March 04, 2016 10:48 AM
To: Amy Green; Angelo Bisol; David Clark; Dean Tran; Jeffrey A. Bean; Jody Joseph; Joel Kaddy; Marcus DiNatale; Michael Kushmerek; Paul Beauchemin; Steve Hay
Cc: Stephen DiNatale; AJ Tourigny; 'vpusateri@pusaterilaw.com'; Lenny Laakso (LLaakso@fitchburgma.gov); Jeff Murawski (JMurawski@fitchburgma.gov); 'Michael J. Schrader'; Carol Brown; George Siener; Jennifer A. Lambert; McLaughlin, Michael (Southborough, MA); Mike McLaughlin; Rick Healey; Ron Lubianez
Subject: Staffing and Fitchburg compared to Leominster
Attachments: Water Division Dams - Maintenance & Repair Costs - Feb-2016.pdf

Good morning Councilors,

I thought I would give you a break for a couple days to absorb the information that I have sent you over the last week and a half. I am doing my best not to overload you with too much material (my apologies if I have) but at the same time also want to make sure that the questions/concerns presented to me are thoroughly researched and answered. Based on some feedback/questions I have recently received, I want to provide a general comparison between Fitchburg's water system and Leominster's, so here it goes -

Both cities have close to 200 miles of water main. However, that does not necessarily mean that the water mains in each system are equivalent. Fitchburg's population grew at a much faster pace than Leominster in the late 1800s/early 1900s. Some historical population figures for each city are:

	1860	1890	1920
Fitchburg	7,805	22,037	41,029
Leominster	3,522	7,269	19,477

From these figures you can see that Fitchburg's population was double Leominster's in 1860, triple in 1890, and more than double in 1920. To support this large population growth, many miles of water mains, service lines, hydrants, etc. were installed at the turn of (that) century, particularly in the 1890s to 1920. Leominster's population growth occurred more gradually and later. Therefore, on average, Fitchburg's water system is comprised of older piping (i.e., unlined cast iron) which puts Fitchburg ahead (if you want to call it that) of Leominster in the deterioration of its water mains, as all piping installed in this era was unlined cast iron pipe. What does this mean? More tuberculation, maintenance, breaks, and, in general, more problems.

Hydrants: Fitchburg has 30% more hydrants than Leominster (1900 vs 1460) and Fitchburg's hydrants are generally older (Fitchburg has 100-200 hydrants that are 100 years old or older, which we are gradually replacing) for the reasons stated above. We estimate that, overall, there are approximately 500 hydrants (out of 1900) that should be upgraded (i.e., replaced) as they are 70 years or older. These older hydrants will work but when used (for fighting a fire, flushing, etc.) will likely require maintenance/repairs or even replacement afterwards. What does it cost to replace a hydrant (removal of the existing hydrant, installation of the new hydrant, and restoration of the roadway/sidewalk/lawn)? Once these 500 are replaced, there will be another 500 that will be due for replacement. With our personnel about $2,500 (just the parts & materials, without the city's labor priced in) and $5,000 to $8,000 utilizing an outside contractor (a little lower if it is part of a water main replacement project). The good thing is that, with the newer hydrants, the parts are more available and can be rebuilt rather than replaced. Most parts for hydrants that are 70 or more years old are difficult to impossible to

Reports of Committees

Council as a Whole Committee (cont)

come by (whenever possible we do salvage parts from hydrants that are removed/replaced for use in other hydrants).

Number of treatment plants – Fitchburg has 2 large plants, Leominster has 1 large plant and 2 smaller plants.

Number of reservoirs – Fitchburg has 10, Leominster has 7.

Number of dams – Fitchburg has 13, Leominster has 7.

Number of water storage tanks – Fitchburg has 7, Leominster has 4.

Number of pump/pressure reducing stations – Fitchburg has 9, Leominster has 4.

Number of pressure zones – Fitchburg has 4, Leominster has 3.

Number of current, full-time employees (public and private) – Fitchburg has 25, Leominster has 22

And here is one major difference between Fitchburg and Leominster – in Fitchburg the city/Water Division is responsible for the water lines serving individual homes/buildings from the water main in the street to the property line (the owner is responsible from the property line to their house/building) whereas in Leominster the property owner is responsible for their service line from their house/building to the water main in the street. On average, we experience 50 to 60 leaks per year on the service lines from the water main in the street to the property line (of course, there are a similar number of leaks that occur on the "owner's side"). Repairing these leaks on the "city side" as we call it usually requires one day for a crew to complete the repair and then another one-half to one day to properly complete the restoration of the road/sidewalk/lawn (leaks repaired in the winter months cannot be restored properly until the asphalt/concrete plants reopen and/or lawn areas can be loamed/seeded). This is a tremendous difference as it significantly increases our manpower needs over the course of a year.

Another difference worth noting is that Fitchburg bills monthly for water/sewer whereas Leominster bills quarterly. The monthly reading of meters (more than 11,000) and processing/mailing of bills is a labor intensive endeavor and also adds additional cost in terms of supplies/paper/envelopes/postage to the Water Division's (and Wastewater's) annual budget.

I would also like to visit the difference in the number of dams. Fitchburg has almost twice (13 vs 7) the number of dams/spillways/gatehouses that Leominster has. Many of these were constructed in the late 1800s/early 1900s to support the water supply needs of the rapid population growth of Fitchburg. Maintenance of these dams, etc. require a significant amount of manpower and money. Mowing, brush cutting, etc. alone is daunting. The professional engineer (Mark Giangiacomo) that works for the city completing the state-required dam inspections and, in general, keeps an eye on the state of our dams estimates that the Water Division spends almost $180,000 per year on maintenance of the dams – that does not include recommended minor and major repairs for which revenue has simply not been adequate to complete. I have attached a table which lists each of the Water Division's dams (the city has others in addition to this list) and the associated maintenance costs along with what has been recommended for budgeting for minor and major projects (this work will have to be programmed into the Water Division's budgets in the coming years).

I have been asked why can't Fitchburg get along with the same or fewer number of people as Leominster does? Hopefully you can see from the points above that, overall, Fitchburg has a larger, older water system despite a similar population size. Fitchburg has approximately twice the number of dams/spillways, storage tanks, and pump/pressure reducing stations to maintain, 30% greater number of hydrants to flush/repair/paint, is

responsible for water service lines to the property line, does monthly (not quarterly) billing, and in general has older water mains/valves/hydrants.

Hopefully this provides a better picture of how we compare to Leominster and the work that is required of our staff needs to maintain our water infrastructure. Fitchburg's water system is, on average, older and we have more "things" to take care of and, yet, Fitchburg's water rates have been 10% lower than Leominster's for a number of years. Unfortunately, time is not on our side and as Fitchburg's water system ages, investment in it becomes a necessity.

Thank you,

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road
Fitchburg, MA 01420
978-345-9616 ext. 109

City of Fitchburg Massachusetts

Water Division Dams - Estimated Maintenance and Repair Costs
City of Fitchburg D.P.W. - Water Division

Name of Dam	Annual Maintenance Costs	Costs - Minor Repairs	Costs - Major Repair
Ashby Compensating Reservoir Dam	$7,400.00	$74,000.00	$479,000.00
Bickford Pond Dam & Dike	$18,000.00	$83,000.00	$0.00
Falulah Reservoir Dam	$8,900.00	$69,000.00	$178,000.00
Fitchburg Reservoir North Dam, South Dam & Dike	$27,500.00	$748,000.00	$1,150,000.00
Lovell Reservoir Dam	$23,000.00	$53,500.00	$161,000.00
Mare Meadow Reservoir Dam	$19,500.00	$65,000.00	$0.00
Meetinghouse Pond Dam	$23,000.00	$57,500.00	$575,000.00
Overlook Reservoir Dam and Dike	$9,500.00	$116,000.00	$748,000.00
Scott Reservoir Dam	$16,500.00	$85,750.00	$635,000.00
Wachusett Lake Dam	$12,000.00	$0.00	$0.00
Wyman Pond Dam	$12,500.00	$193,000.00	$920,000.00
TOTALS	$177,800.00	$1,544,750.00	$4,846,000.00

Reports of Committees

Council as a Whole Committee (cont)

John Deline

From: John Deline
Sent: Monday, March 07, 2016 3:00 PM
To: 'Angelo Bisol'
Cc: Amy Green; Angelo Bisol; David Clark; Dean Tran; Jeffrey A. Bean; Jody Joseph; Joel Kaddy; Marcus DiNatale; Michael Kushmerek; Paul Beauchemin; Steve Hay; Stephen DiNatale; AJ Tourigny; 'vpusateri@pusaterilaw.com'; Lenny Laakso (LLaakso@fitchburgma.gov); 'Michael J. Schrader'; Carol Brown; George Siener; Jeff Murawski (JMurawski@fitchburgma.gov); Jennifer A. Lambert; McLaughlin, Michael (Southborough, MA); Mike McLaughlin; Rick Healey; Ron Lubianez
Subject: RE: Staffing and Fitchburg compared to Leominster
Attachments: Water - Capital Improvement Plan - February 2016.pdf

Good afternoon Angelo,

We are looking at spending $920,000 in FY17, $3.3 million in FY18, $3.1 million in FY19, and $2.6 million in FY20 (the proposed capital improvement plan is attached). If the water rate increase does pass, our plan is to begin upgrades of water mains by replacing/upgrading about 2 miles of water main next summer (2018). We would actually have liked to begin this "first round" of water main upgrades this summer but we need to plan/survey/design/bid the project (which takes quite a bit of time). We also need to begin generating revenue and/or line up financing to pay for the work. The water main upgrade project for 2018 will be put out to bid over next winter, which is the most favorable time of the year for obtaining the best prices as contractors are looking to line up work for the construction season (usually by late winter to early spring they have their work lined up for the season - they may still bid on a project but will bid high to make it worthwhile for them to fit it into their schedule).

I would like to point out that this is not, unfortunately, a "project" that will eventually end. The city needs to continually invest in its water system and make sure that capital improvements are budgeted each fiscal year. Fitchburg has approximately 140 miles (out of approximately 190 total) that is unlined cast iron pipe and all of it will eventually need to be upgraded or replaced. In today's dollars, that is $140 million worth of pipe replacement (and that does not include the costs associated with maintenance and upgrade of treatment plants, storage tanks, pump stations, pressure reducing stations, dams, and gatehouses). Even spending $2 million per year (not adjusting for inflation as time passes) it would take 70 years just to replace these "old" water mains and, when these are done, there will be additional miles of water main at the end of or even past their expected service life.

Water mains do have a "usable" service life – it is expected that newly installed water mains will last 100 years or more (actually pretty amazing that they have that long a life, wouldn't it be great if newly paved roads or buildings lasted that long with only a regular cleaning, i.e., flushing?). Fitchburg has quite a bit of unlined cast iron that is 100-120 years old (way past its effective service life of about 50 years, new ductile iron water main has double the life span). Some of these old, unlined cast iron water mains are in such poor condition (i.e., heavily tuberculated) that the Water Division has had to resort to "bleeders" to provide "usable" drinking water. Sounds like something from an episode of Walking Dead or some other show or movie about zombies, doesn't it? No, a bleeder is a method by which water is "bled" from the system through a small diameter water line (usually ¾-inch diameter) at a low but steady rate in order to "turn over" the water in the respective water mains so that it is maintained "fresh" and not stagnant. The water from these bleeders is discharged onto the ground, into a catch basin, etc. – simply wasted. This is not a practice unique to Fitchburg and there are very few water systems that do not have to utilize them – we all face the same challenges to providing good quality

Reports of Committees

Council as a Whole Committee (cont)

drinking water. In fact, MA DEP requires water utilities in Massachusetts to record the amount of water utilized (or wasted) by this means and submit these figures in the Annual Statistical Report (ASR) that we are required to complete at the end of each calendar year. Currently, there are seven bleeders running in Fitchburg's water system, some have been utilized for years while a couple have been installed in recent years as the water quality has declined in the certain areas. In general, the rate of flow from these bleeders is 2 to 4 gallons per minute (gpm) which calculates to (using 3 gpm for an average) 30,240 gallons per day or about 11 million gallons per year. Now this is a small percentage (less than 1 %) of what the city uses over the course of the year, - an average of 3.76 million gallons per day or 1.37 billion gallons for a whole year (these are the figures for calendar year 2014) but, still, it is water going to waste that has been pumped, treated, etc. which is not something we want to do or take lightly.

The first two miles of water main that we propose to upgrade/replace under the capital improvement plan will address the majority of these bleeders, significantly reducing the water that is being wasted (which is a strong word because these "bleeders" are allowing us to provide safe, clean drinking water via a water main that is heavily tuberculated). However, replacing/upgrading the two miles of our worst water mains will not be enough because there are other areas that are nearing the lower water quality levels that would eventually require a bleeder if these mains also are not upgraded or replaced eventually. Therefore, we truly need to embark on a long-term, continuous program of water main upgraded/replacement in order to ensure that we can provide safe drinking water to future generations.

Hopefully I have answered your questions. If not, please do not hesitate to contact me.

John M. Deline, Jr., Deputy Commissioner of Water Supply
Fitchburg DPW – Division of Water Supply
1200 Rindge Road
Fitchburg, MA 01420
978-345-9616 ext. 109

From: Angelo Bisol [mailto:fitchburgward5@gmail.com]
Sent: Monday, March 07, 2016 6:59 AM
To: John Deline <JDeline@fitchburgma.gov>
Subject: Re: Staffing and Fitchburg compared to Leominster

Hi John
I went through everything again.
Do we have the actual project sequence and the cost associated with each phase?
Also a time line when this will all happen.
Thanks
Angelo Bisol

On Fri, Mar 4, 2016 at 10:48 AM, John Deline <JDeline@fitchburgma.gov> wrote:

Fitchburg DPW-Div. of Water Supply
2097000

Fitchburg
Survey Date: Dec. 17, 2013

SUMMARY OF FINDINGS
NOTICE OF NONCOMPLIANCE NON-CE-14-5D028

Table A – Violations

Please note that this document is also a Notice of Noncompliance (NON) pursuant to M.G.L. c.21A, §16 and 310 C.M.R. 5.00. Within 30 days of receipt of the NON and Summary of Sanitary Survey, you must fill in the corrected date(s) and submit this form to MassDEP and the attached WATER SUPPLIER RESPONSE AND CERTIFICATION FORM, including all applicable attachments.

	Citation	TABLE A - CORRECTIVE ACTION	GWR Significant Deficiency†	Action Due Date*	Date Complete by PWS
1.	22.04(7), 22.04(12) & Chp 2.17 & 7.1 Guidelines	As noted during the previous two sanitary surveys (2006 and 2010), the area around the Meetinghouse Reservoir gatehouse is not restricted to authorized vehicles and therefore is vulnerable to contamination, either accidental or intentional. The immediate area around the gatehouse and dam must be secured. Notify MassDEP upon completion.	N	01-OCT-2014	
2.	22.04(7), 22.04(12) & Chp 3 & 7 Guidelines	As noted during the previous two sanitary surveys (2006 and 2010), Meetinghouse Reservoir gatehouse needs rehabilitation. Notify MassDEP upon completion.	N	01-JUL-2015	
3.	22.04(7), 22.04(12) & Chp 2.6 & 7.7 Guidelines	As noted during the previous sanitary survey (2010 Table B), install a transfer switch at the Meetinghouse Reservoir gatehouse for a portable generator to provide backup power. Notify MassDEP upon completion.	N	01-JUL-2015	
4.	22.04(7), 22.04(12) & Chp 6.1.3.6 & 6.1.4 Guidelines	As noted during the previous sanitary survey (2010 Table B), develop a written alarm and interlock testing protocol and make it available at each WTP. The SOP shall include a list of the alarms/interlocks to be tested, the frequency of testing, and the method of testing. Testing of the chlorine gas leak detection system and emergency shower/eyewash units should be included. Notify MassDEP upon completion.	N	01-MAY-2014	
5.	22.04(7), 22.04(12) & Chp 8.1.4 Guidelines	As noted during the previous sanitary survey (2010 Table B), improve security at the Falulah Tanks. Notify MassDEP upon completion.	N	01-JUL-2015	
6.	22.04(7), 22.04(12) & Chp 8.1.4 Guidelines	As noted during the previous sanitary survey (2010 Table B), make repairs to the security fencing around the Oak Hill Tank. Notify MassDEP upon completion.	N	01-JUL-2014	
7.	22.22(3)(j)	Annually report to MassDEP through submittal of the Annual Statistical Report (ASR) those employees or subcontractors that conduct cross connection testing and surveying.	N	31-MAR-2014	

Reports of Committees

Council as a Whole Committee (cont)

Fitchburg DPW-Div. of Water Supply **Fitchburg**
2097000 **Survey Date: Dec. 17, 2013**

	Citation	TABLE A - CORRECTIVE ACTION	GWR Significant Deficiency	Action Due Date*	Date Complete by PWS
8.	22.22(3)(c)	Submit to MassDEP a plan and schedule to complete a cross connection survey of all commercial, industrial, and institutional premises served.	N	01-MAY-2014	
9.	22.22(3)(d)1	Maintain a list of facilities surveyed in a readily accessible form. Maintain records of all cross connection surveys until another comprehensive cross connection survey is conducted; even the facilities without any cross connection must have a record that a survey has been conducted on file. Provide confirmation to MassDEP that survey files have been organized with the appropriate information.	N	01-JUL-2014	
10.	22.22(3)(j)	Report annually in the ASR the number and types of facilities surveyed.	N	31-MAR-2014	
11.	22.22(3)(c)	Submit documentation to MassDEP confirming that all FWD facilities have been surveyed for cross connections (e.g., water treatment plants and pumping stations).	N	15-APR-2014	
12.	22.22(3)(l)	Submit documentation to MassDEP confirming that any violations identified in the cross connection surveys have been addressed (eliminated or protected).	N	15-APR-2014	
13.	22.22(3)(l) & (r)	Submit documentation to MassDEP confirming that all backflow prevention devices owned by FWD function properly upon testing.	N	15-APR-2014	
14.	22.22(2)(a), 22.04(7) & Chp 2.2 Guidelines	Submit documentation to MassDEP confirming that the three piped plant bypasses that have been identified to date (Narrows Road Station, Regional WTP and Falulah WTP) have been eliminated.	N	31-DEC-2014	

*Table B – Deficiencies***

MassDEP has made note of several items that do not reflect good water system practice; and, if left unresolved, could lead to problems that are more serious and may be elevated to violations in subsequent surveys. Due to the item's importance an action due date has been established.

	Citation	TABLE B - CORRECTIVE ACTION	GWR Significant Deficiency†	Action Due Date*	Date Complete by PWS
1.	22.11B	Submit an updated staffing plan for MassDEP review and approval.	N	15-APR-2014	
2.	22.04(7) & Chp 7.2.1 Guidelines	Replace the roof and submit documentation confirming that the roof of the Mare Meadow Pump Station has been replaced. The temporary repairs made in 2007 in response to the 2006 sanitary survey are no longer adequate.	N	31-DEC-2014	

Reports of Committees

Council as a Whole Committee (cont)

Fitchburg DPW-Div. of Water Supply
2097000

Fitchburg
Survey Date: Dec. 17, 2013

	Citation	TABLE B - CORRECTIVE ACTION	GWR Significant Deficiency	Action Due Date	Date Complete by PWS
3.	22.04(7) & Chp 7.2.1 Guidelines	Replace the roof and submit documentation confirming that the roof of the Bickford Pond Pump Station has been replaced. The temporary repairs made in 2007 in response to the 2006 sanitary survey are no longer adequate.	N	31-DEC-2014	
4.	22.04(7) & Chp 7.4.1 Guidelines	Submit documentation that the finished water unidirectional flow meters at Scott Pump Station have been calibrated.	N	31-DEC-2014	
5.	22.04(7) & Chp 5.4.2 Guidelines	Relocate the continuous analyzers at the Scott Pump Station so that all water leaving the Falulah Tanks is being monitored and notify MassDEP upon completion.	N	01-JUL-2014	
6.	22.22(3)(c)	Determine if the backflow prevention device located on the feed line to the boiler in the Scott Pump Station is adequate. Take appropriate action(s) and notify MassDEP upon completion.	N	15-APR-2014	
7.	22.04(7) & Chp 2.6 & 7.7 Guidelines	A transfer switch for use with a portable generator must be installed at Rollstone Booster Pump Station. Notify MassDEP upon completion.	N	01-NOV-2014	
8.	22.04(7) & Chp 2.17 & 7.1 Guidelines	Install an intrusion alarm at Meetinghouse Reservoir gatehouse and notify MassDEP upon completion.	N	01-JUL-2015	
9.	22.04(7) & Chp 6.3.4. Guidelines	Repair the water heater at Regional WTP that supplies tempered water to the emergency shower/eyewash units and notify MassDEP upon completion.	N	01-MAY-2014	
10.	22.04(7) & Chp 8.1.7 Guidelines	Clear the vegetation from around the outfall from the Falulah Tank overflows so that the overflow outlet is visible and notify MassDEP upon completion.	N	01-JUL-2014	
11.	22.04(7) & Chp 8.1.4 Guidelines	Remove the trees along the security fence at Overlook Tank and notify MassDEP upon completion.	N	01-JUL-2014	
12.	22.04(7) & Chp 8.1.7 Guidelines	Provide a permanent means to secure the screen on the overflow of the Oak Hill Tank because corrective actions taken by FWD have not prevented this deficiency from reoccurring (2006, 2010). Notify MassDEP of the corrective action(s) taken.	N	01-JUL-2014	
13.	22.04(7) & Chp 8.1.22 Guidelines	Remove shrubs growing along Oak Hill Tank sidewalls and notify MassDEP upon completion.	N	01-JUL-2014	
14.	22.04(7) & Chp 8.1.3 Guidelines	Complete actions identified in the Underwater Solutions 2013 inspection report to prevent further deterioration of the roof of the Oak Hill Tank and notify MassDEP upon completion.	N	01-JUL-2015	
15.	22.04(7) & Chp 7 & 9 Guidelines	Repair or replace the 6-inch Ross valve (PRV) that is leaking at Marshall Regulating Station and notify MassDEP upon completion.	N	01-JUL-2014	

Reports of Committees

Council as a Whole Committee (cont)

Fitchburg DPW-Div. of Water Supply
2097000

Fitchburg
Survey Date: Dec. 17, 2013

	Citation	TABLE B - CORRECTIVE ACTION	GWR Significant Deficiency?	Action Due Date	Date Complete by PWS
16.	22.04(13) & Chp 12 Guidelines	The "Emergency Plan for Regional WTP Shutdown" (i.e., plant bypass for an extended period of time) in FWD's ERP does not acknowledge that implementation of a Boil Water Order would be necessary. Update this section of the ERP (refer to Level III Major Emergency in Appendix O-Handbook for Water Supply Emergencies on the MassDEP website). Provide a copy of this updated section of the ERP to MassDEP. Note: this section will also have to be revised in the future once the piped bypass that currently exists at this WTP has been eliminated.	N	01-JUL-2014	
17.	22.22(3)(f)	The public water system is responsible for establishing and maintaining a cross connection control program for residential users that shall include an educational component. Submit documentation to MassDEP as evidence of completion. MassDEP recommends that cross connection information be included in its annual Consumer Confidence Report (see attachment) as a means to fulfill this requirement. Also utilize the FWD website to provide educational information on cross connections.	N	15-JUL-2014	
18.	22.15(5)	Review the water withdrawal records for 2010, 2011 and 2012 and provide to MassDEP an explanation to the reporting issues raised in the Water Quantity section of this report.	N	31-MAR-2014	
19.	22.22(2)(a), 22.04(7) & Chp 2.2 Guidelines	Review distribution system records to identify any additional piped connections between untreated reservoir water and the treated water distribution system and make modifications to comply with the cross connection regulations. Notify MassDEP of cross connections identified and actions taken to eliminate the cross connection.	N	31-DEC-2014	
20.	22.04(7) & Chp 6.1.3.6 & 6.1.4 Guidelines	Include flow interlock testing that is reportedly being done quarterly on the log sheet at each WTP. Notify MassDEP upon completion.	N	15-APR-2014	
21.	22.04(7) & Chp 6.3.4 #2 Guidelines	Provide an eye-washing device in the PAC, sodium carbonate, sodium bicarbonate feed system areas of the Falulah WTP. Notify MassDEP upon completion.	N	15-APR-2014	
22.	22.04(7) & Chp 2.12 Guidelines	Label the PAC chemical feed lines in the Falulah WTP. Notify MassDEP upon completion.	N	15-APR-2014	

Reports of Committees

Council as a Whole Committee (cont)

Fitchburg DPW-Div. of Water Supply
2097000

Fitchburg
Survey Date: Dec. 17, 2013

	Citation	TABLE B - CORRECTIVE ACTION	GWR Significant Deficiency	Action Due Date*	Date Complete by PWS
23.	22.04(7) & Chp 6.1.3 Guidelines	Critical chemical feed systems must comply with 6.1.3 of the Guidelines. The soda ash metering pumps shall be configured to prevent overriding of the safety shutdown systems, which includes an HOA switch with a timer or spring loaded HOA switch. Notify MassDEP upon completion.	N	01-JUL-2014	
24.	22.04(7) & Chp 6.1.4 Guidelines	Non-critical chemical feed systems (e.g., sodium bicarbonate) must have audible and visual alarms when operating in manual mode. At a minimum, manual override mode operation shall initially activate a visual alarm and after a set period of time an audible alarm would be triggered. Notify MassDEP upon completion.	N	01-JUL-2014	

** MassDEP reserves the right to exercise its Order authority under M.G.L. Chapter 111, Section 160, or to take other appropriate action as permitted by law, in order to prevent the pollution and to secure the sanitary protection of the water supply and to ensure the delivery of a fit and pure water supply to all consumers, including without limitation if sufficient progress to meeting a recommended deadline is not achieved.

Table C - Recommendations

MassDEP has included a list of recommendations you are encouraged to evaluate and follow in order to improve your system's ability to provide safe and pure drinking water. Failure to act on these recommendations may be elevated to deficiencies in subsequent surveys.

	Citation	TABLE C - RECOMMENDATIONS
1.	22.04(7) & Chp 11 Guidelines	MassDEP recommends that the Fitchburg Division of Water Supply (FWD) update its Master Plan.
2.	22.04(13)(c), 22.04(7) & Chp 12 Guidelines	MassDEP recommends that Fitchburg conduct a Tabletop Exercise with staff on procedures to supply water and public notification in the event a treatment plant was not functional or a source became contaminated (source water supply failure, Section 8F of ERP).
3.	22.04(7) & Chp 3 Guidelines	MassDEP recommends that all dam intakes be visually inspected and the screens and gate valves maintained. The 24-inch shaft in the gatehouse at Fitchburg Reservoir is reported to be in need of repair.
4.	22.04(7) & Chp 3 Guidelines	MassDEP recommends that FWD consider developing a local Surface Water Supply Protection Plan. Review the guidance document and contact Kathy Romero of the Drinking Water Program in Boston (617-292-5727) for technical assistance.
5.	22.04(7) & Chp 11 Guidelines	MassDEP recommends that meter calibration be added into the computerized Preventative Maintenance Calendar.
6.	22.04(7) & Chp 2.3 Guidelines	MassDEP recommends that the light switches at Regional WTP be relocated outside of the fluoride chemical feed room.
7.	22.04(7) & Chp 6 Guidelines	MassDEP recommends that the shower/eye wash units at both water treatment plants be periodically tested and a log be kept. MassDEP recommends this activity be added to the Preventative Maintenance Calendar.
8.	22.04(7) & Chp 2.3 Guidelines	MassDEP recommends that the light switches for the clarifier/filter bay area at Falulah WTP be relocated from the middle of the bay to the access doors.

Fitchburg DPW-Div. of Water Supply
2097000

Fitchburg
Survey Date: Dec. 17, 2013

	Citation	TABLE C - RECOMMENDATIONS
9.	22.04(7) & Chp 5.10.7 Guidelines	MassDEP recommends that FWD consider bringing the sewer line to the Regional WTP site to handle wastewater generated at the plant as originally planned in the plant design.
10.	22.04(7) & Chp 2.3 Guidelines	MassDEP recommends that a light be installed in the valve vault at the Scott Tank.
11.	22.04(7) & Chp 8.1.7 Guidelines	MassDEP recommends that the overflow pipe for the Oak Hill Tank be extended to the final outfall and the interim overflow box be eliminated.
12.	22.04(7) & Chp 8.1 Guidelines	MassDEP recommends that the overflow pipe for the lagoon supernatant be extended to protect the integrity of the finished water tanks at Regional WTP.
13.	22.04(7) & Chp 7 Guidelines	MassDEP recommends that a flood alarm be installed in the vault adjacent to Westminster's pump station at Hager Park/Regional WTP.
14.	22.04(7) & Chp 2.17 & 7.1 Guidelines	MassDEP recommends that the police department be notified of the vandalism at Marshall Regulating Station and patrol assistance for this critical infrastructure be requested.
15.	22.04(7) & Chp 9.3.9 Guidelines	MassDEP recommends annual system-wide (unidirectional) flushing and a gate valve exercising program. (2006, 2010)
16.	22.04(7) & Chp 9.5 Guidelines	MassDEP recommends a hydrant maintenance program.
17.	22.22(3)(o)	MassDEP recommends that a written procedure for intra- and interdepartmental communication be developed for instances when water service is started/stopped, new facilities, plumbing changes, to make sure cross connection survey is considered.
18.	22.15(5)	MassDEP recommends that FWD continue to report water withdrawn from Fitchburg Reservoir and Scott Reservoir if FWD is confident that the methodology used provides accurate withdrawal volumes.
19.	22.04(7) & Chp 6.3.4.#1 Guidelines	MassDEP recommends that proper respiratory protection be used when working with dry chemicals that can produce dust.
20.		MassDEP recommends that FWD coordinate with the Fire Departments in Fitchburg and Westminster to test the chlorine gas leak detection systems at the Falulah and Regional WTPs. MassDEP recommends that gas leak detection systems and alarms be tested quarterly for proper functioning and a log be kept.
21.		MassDEP recommends that FWD permanently label any hydrants supplied by raw or not fully treated water as "non-potable" and notify the appropriate Fire Department and DPW.

* If the time required to complete the action is greater than 3 months, submit quarterly progress reports and anticipated completion date.

† **GWR Significant Deficiencies:** The EPA, as part of the Groundwater Rule, required states to identify specific Significant Deficiencies that are related to the potential for fecal contamination of the water system. Significant deficiencies, when identified at a PWS that is subject to the Groundwater Rule, are regulated under the treatment technique requirements of the GWR. A PWS has 120 days to correct any significant deficiencies after notification from the state of their existence. If the deficiencies cannot be corrected within 90 days, then the PWS must enter into a MassDEP-approved correction action plan, with intermediate timelines for compliance. Failure to have an approved corrective action plan in place within 120 days or to comply with the timelines contained within the corrective action plan, constitutes a treatment technique violation, as detailed in 310 CMR 22.26(4). If a system fails to correct any identified significant deficiencies, then the PWS will be required to provide an alternate source of water, eliminate the source of contamination, or provide treatment that reliably achieves at least 4-log inactivation of viruses.

Tuesday, March 08, 2016

I am writing this in regards to our property at 15 Haskell St. in Fitchburg, which we purchased in March of 2011. When we purchased the property it had been foreclosed and was fully winterized. Upon moving in and turning our water back on, we noticed discoloration in the water which resulted in damage to clothing, as well as water that we did not feel comfortable drinking, cooking with or bathing in. For the past several years we have been forces to buy our drinking and cooking water, while continuing to pay our water bill.

Our first resolve was to investigate the pipes in our home to see if they were the cause. After speaking with several neighbors, we learned that they as well, were experiencing the same problems.

We, in addition to our neighbors made calls to the water department reporting the problem. I took pictures of the water and submitted those as well. Calls were made to Mayor Wong as well as emails to Councilor Kaddy. Within weeks, the water department was at the top of Haskell Street flushing pipes and allowing water to run down our road which resulted in clear water. After a few days of the flushing the water department returned, shut the water off, and the discoloration returned.

As you can see from the attached photo, this tap water was not fit for animals, never mind humans to consume. The city water pipes are ancient and far beyond their life expectancy. We would like to thank the Water Department for addressing our problem in an efficient manner so that our everyday life can be fairly normal. Until the pipes are replaced, the current situation seems to be working, but at the cost of thousands of gallons of water draining into the sewer pipe.

Everyone in the city is entitled to clean drinking water.

Sincerely,

Thomas & Ellen Hughes
15 Haskell St.
Fitchburg, MA 01420

Reports of Committees

Public Works Committee

Public Works Committee Oral Report
Meeting of March 15, 2016

The Public Works Committee recommended the following Petition be referred to the Council as a Whole Committee:

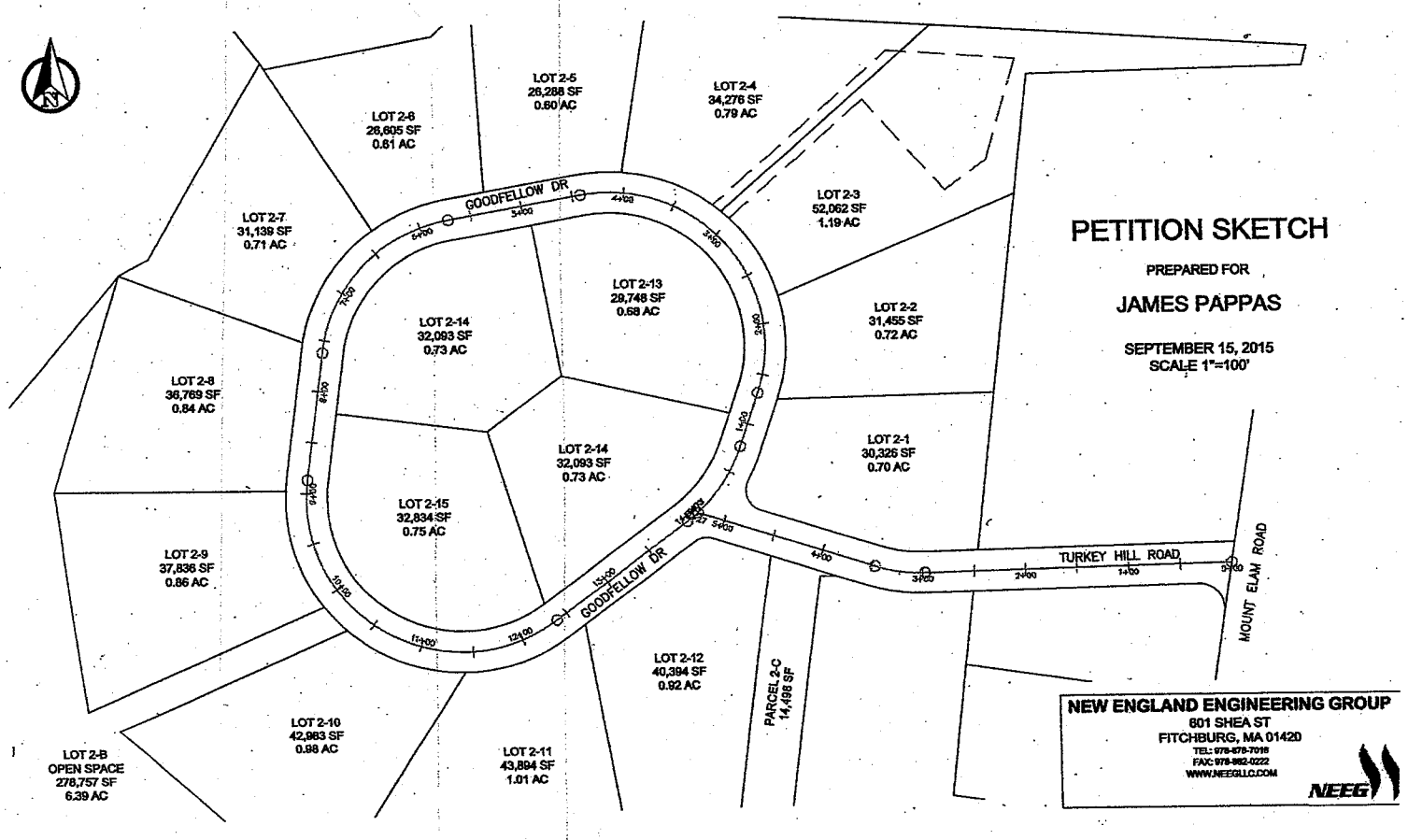
245-14. Councillor Joel Kaddy and various City Residents to make Main St. a one lane street with a bike lane on the left and angled parking on the right from Blossom St. to the old City Hall. Including parking at Monument Park for the Library only. Also raise crosswalks for pedestrian safety.

Report accepted. Petition referred to the Council as a Whole Committee by unanimous vote. 11 members present. Board consists of 11 members.

The Public Works Committee recommended the following Petition be granted on the condition that the street acceptance plans are corrected per Engineering Division's requirements:

215-15. James C. Pappas, Manager, Alex Developers, LLC, to
1. Accept Turkey Hill Road, from Mt. Elam Road westerly approx. 500 feet to Goodfellow Drive as a public way, and
2. Accept Goodfellow drive, a circular road at the terminus of Turkey Hill Road, approximately 1400 feet in length, as a public way.

Attorney George E. Watts will represent the matter.



Report accepted. Petition granted on the condition that the street acceptance plans are corrected per Engineering Division's requirements by unanimous vote. 11 members present. Board consists of 11 members.
Petition forwarded to the City Solicitor for preparation of Orders Laying Out.

Reports of Committees

Public Works Committee (cont)

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

207-15. Kenneth J. Matson, President, to accept Downy Circle, located within the Parker Hill Subdivision, as a public way. Attorney George E. Watts will represent this matter.

Report accepted. Petition held in Committee by unanimous vote. 11 members present. Board consists of 11 members.

Recessed Hearing #94-15

RECESSED HEARING

094-15. The Fitchburg City Council, pursuant to the unanimous, affirmative vote on April 22, 2015, on petition 38-15, filed by Councillor Stephan Hay, does now propose that Chapter 181-Zoning-of the Code of the City of Fitchburg be amended to create a solar farm component.

Hearing resumed. Email from Michael O'Hara read aloud which suggested that since there is no draft amendment pending before the Planning Board and that the Board will soon be working on a "Green Communities" designation for the City which permits alternative energy facilities, the Petition be given leave to withdraw and have the Board submit their own amendment at a later date.
Hearing closed and petition given leave to withdraw by unanimous vote. 11 members present. Board consists of 11 members.

Orders-Finance

ORDERS - FINANCE

The following Orders were referred to the Finance Committee:

041-16. ORDERED: That the City of Fitchburg hereby approves the expenditure of funds from the Federal Emergency Management Agency (FEMA) as administered through the Massachusetts Emergency Management Agency (MEMA), for the FY16 Fire Emergency Performance Grant, in the approximate amount of $14,600, for the purposes of said grant.

042-16. ORDERED: That the City of Fitchburg hereby approves the expenditure of funds from the Massachusetts Department of Environmental Protection (Mass DEP), for the FY16 Health Sustainable Materials Grant, in the approximate amount of $19,000, for the purposes of said grant.

Orders-Other

ORDERS - OTHER

The following Orders were referred to the Finance Committee:

043-16. ORDER: MSBA Votes 3-7-16

1. Resolved: Having convened in an open meeting on April 3, 2016 prior to the closing date, the City Council of the City of Fitchburg, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form as the districts Priority School Application dated April 4, 2016 for the Crocker Elementary School located at 200 Bigelow Road, Fitchburg MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority as a Priority 7- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements. Based on a strategic facilities use plan recently completed by an architectural firm, the buildings' functionality, and the overall current district portfolio of facilities and enrollment trends, and further subject to a more comprehensive feasibility analysis to review site construction and operating costs to best ensure long term sustainability; and hereby further specifically acknowledges that by submitting this Statement of Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Fitchburg or its school district to filing an application for funding with the Massachusetts School Building Authority.

044-16. ORDER:

2. Resolved: Having convened in an open meeting on April 3, 2016 prior to the closing date, the City Council of the City of Fitchburg, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 4, 2016 for the South Street Elementary School located at 376 South Street, Fitchburg MA which describes and explains the following deficiencies and the priority category(s) for which an application may be submitted to the Massachusetts School Building Authority in the future as a Priority 7- Replacement of or addition to obsolete buildings in order to provide for a full range of programs consistent with state and approved local requirements. Based on a strategic facilities use plan recently completed by an architectural firm, the buildings' functionality, and the overall current district portfolio of facilities and enrollment trends, and further subject to a more comprehensive feasibility analysis to review site construction and operating costs to best ensure long term sustainability; and hereby further specifically acknowledges that by submitting this Statement of

Interest Form, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Fitchburg or its school district to filing an application for funding with the Massachusetts School Building Authority.

045-16. ORDER:

.3 Resolved: Having convened in an open meeting on April 3, 2016 prior to the closing date, the City Council of the City of Fitchburg, in accordance with its charter, by-laws, and ordinances, has voted to authorize the Superintendent to submit to the Massachusetts School Building Authority the Statement of Interest Form dated April 4, 2016 for the Goodrich Academy Building located at 111 Goodrich Street which describes and explains the following deficiencies and the priority category(s) for which Fitchburg may be invited to apply to the Massachusetts School Building Authority in the future a Priority 3 application to upgrade the electrical infrastructure and make the facility compliant with American Disabilities Act; and hereby further specifically acknowledges that by submitting this Statement of Interest, the Massachusetts School Building Authority in no way guarantees the acceptance or the approval of an application, the awarding of a grant or any other funding commitment from the Massachusetts School Building Authority, or commits the City of Fitchburg or its School District to filing an application for funding with the Massachusetts School Building Authority.

City of Fitchburg, March 15, 2016

Ordinance #46-16

ORDINANCES

046-16. Establishing a West Fitchburg Corridor Overlay District as outlined in the enclosed Ordinance.

CITY OF FITCHBURG

IN THE YEAR

FITCHBURG CITY CLERK

16 MAR -7 13 2

AN ORDINANCE

Be it ordained by the City Council of the City of Fitchburg, as follows:

181.89 WEST FITCHBURG CORRIDOR OVERLAY DISTRICT

181.891 Purpose. The intent of the West Fitchburg Corridor Overlay District is to encourage compact, pedestrian friendly development that is physically and functionally integrated through site design, dimensional and parking standards that limit parking, provide flexibility for development initiatives and provide incentives for mixed-use development. Specifically, the purposes and objectives of the West Fitchburg Corridor Overlay District are:

a) To promote the economic development, general welfare and safety of the community through the use of appropriate urban design standards in special development areas.
b) To encourage a mix of moderate and high density development within walking distance of transit stations to increase transit ridership and limit vehicular traffic.
c) To encourage compact development of compatible land uses at urban densities.
d) To encourage reuse and redevelopment of existing buildings and building lots.
e) To foster the development of high-quality, pedestrian-scale environments through site and building design that provides an aesthetically pleasing pedestrian environment that is accessible, compact, safe and inviting to encourage walking, bicycling and transit use.
f) To promote urban design that is consistent with the City of Fitchburg's economic development, planning and programmatic efforts.
g) To avoid over-dedication of land to surface parking by preventing excessive accessory off-street parking.
h) To preserve and enhance the historical, cultural, and architectural assets of the city.
i) To provide flexibility with regard to dimensional requirements in a manner that is consistent with the purposes and intent of this Section.

181.892 Establishment
The West Fitchburg Corridor Overlay District is hereby established, the boundaries of which are shown on the City of Fitchburg Zoning Map.

181.893 Administration
The approval authority for Site Plan Review and Special Permits in the West Fitchburg Corridor Overlay District shall be the Planning Board unless designated otherwise in the underlying base zoning district.

181.894 Definitions
MIXED-USE DEVELOPMENT – A development characterized by two (2) or more distinct uses that are physically integrated in a compatible way within a building or a lot.

181.895 Use Regulations
The following uses shall be allowed within the West Fitchburg Corridor Overlay District in addition to what the underlying zoning district allows, provided that such use will be regulated herein. Any use not specifically listed below or within Section 181.3 shall be prohibited.

181.8951 Uses By Right and Site Plan Review
The following uses proposed in buildings less than 10,000 square feet in the West Fitchburg Corridor Overlay District are allowed by right with Site Plan Review:

Bus Terminal / Station and Railroad Passenger Terminal	General Service establishment
Retail Kiosk	Building trade shop
Lodge or Club	Bakeries
Bed & Breakfast	Gymnasiums
Garden Center	Museums / Art Galleries
Restaurant and seasonal outdoor dining	Newsstands
Business or professional office, including medical and dental	Art / Photography Studio
Bank, financial agency	Printing / Copy Service
Personal service establishment	Retail stores and services not elsewhere set forth

181.8952 Uses by Special Permit
The following uses in the West Fitchburg Corridor Overlay District are allowed by Special Permit from the Planning Board:

Three-family dwelling	Amusement facility
Multifamily dwelling	Commercial recreation
Assisted Living	Commercial parking facility
Flexible Development	Theaters
Planned Unit Development	Hotel, Inn or Motel
Funeral Home	Veterinary Care
Nursing Home	Other open-air retail sales
Motor vehicle service station or car wash	Golf course
Motor vehicle fuel dispensing station	All uses listed in Sec. 181.8941 above having > 10,001 sq. ft.
Fast Food Restaurant	Multi-Uses with in one building structure considering compatibility of such proposed uses

181.896 Design Standards
The Planning Board may adopt Design Standards under this section as part of their Rules & Regulations for Special Permits & Site Plan Review.

Ordinance #46-16
(cont)

181.897 Waivers

181.8971 The Planning Board may waive strict adherence to sections of this ordinance if it finds that the safety and well-being of the public will not be adversely affected by such a waiver. For each waiver granted, the Planning Board will make a written record indicating that the proposed development meets the purpose of this bylaw.

181.8972 All requests for waivers shall be made in writing on a separate sheet (or sheets) of paper and be attached to the site plan review special permit application and be presented at the time of the initial application.

181.8973 Requests for waivers shall indicate the section number and the reason the applicant needs the waiver along with any documentation to support the request.

181.898 Severability

If any provision of this Ordinance is found to be invalid by a court of competent jurisdiction, the remainder of the bylaw shall not be affected but shall remain in full force. The invalidity of any section of this bylaw shall not affect the validity of the remainder of the City of Fitchburg Zoning Ordinance.

Ordinance was referred to the Legislative Affairs Committee by unanimous vote.
11 members present. Board consists of 11 members.

Petitions

PETITIONS

The following Petition was referred to the City Property Committee:

047-16. Calvin D. Brooks, City Treasurer, to declare as excess the following properties and refer them to the Chief Procurement Officer for advertising and sale:

1. 21 Goddard Street. Parcel 17-20-0
2. 43 East Street. Parcel 34-37-0
3. 16 Market Street. Parcel 141-7-0

TO THE HONORABLE CITY COUNCIL OF THE CITY OF FITCHBURG

Ladies and Gentlemen:

The undersigned Petition your Honorable Body to

After receiving surplus needs surveys from the City Clerk, declare as excess the following properties and refer them to the Chief Procurement Officer for advertising and sale.

1. 21 Goddard Street Parcel 17-20-0
2. 43 East Street Parcel 34-37-0
3. 16 Market Street Parcel 141-7-0

These parcels have had tax liens on them for many years. In January, 2016, Land Court issued judgment in the city's tax lien foreclosure cases on these properties. They now are owned by the city. Selling these properties will put them back on the tax rolls.

Respectfully submitted,

Calvin D. Brooks
Treasurer

FITCHBURG CITY CLERK
16 MAR 10 03 43

City of Fitchburg, March 15, 2016

Petitions (cont)

[SEAL]

Bk 8507 Pg220 #2848
02-22-2016 @ 09:57a

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT

21 Goddard Street

Case No.: 14 TL 149814

JUDGMENT IN TAX LIEN CASE

City of Fitchburg

vs.

Roland J. Gurney, Jr.

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is

ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the following deed(s) given by and/or the tax taking(s) made by the Collector of Taxes for the City of Fitchburg in Worcester County and said Commonwealth:

Land Type	Tax Taking Date	Book No.	Page No.	Document No.	Certificate of Title No.
Recorded	11/04/2004	5481	122		

By the Court: Deborah J. Patterson

Attest:

A TRUE COPY
ATTEST:
Deborah J. Patterson
RECORDER

Deborah J. Patterson
Recorder

Entered: January 21, 2016

ATTEST NO. WORC. REGISTRY OF DEEDS
KATHLEEN REYNOLDS DAIGNEAULT, REGISTER

Unofficial Property Record Card - Fitchburg, MA

General Property Data

Parcel ID 17-20-0
Prior Parcel ID -42.455-0.01584
Property Owner GURNEY, ROLAND J. JR.
GURNEY, DIANA M.
Mailing Address 21 GODDARD STREET
City FITCHBURG
Mailing State MA Zip 01420
ParcelZoning RB

Account Number
Property Location 21 GODDARD ST
Property Use 3 FAMLY
Most Recent Sale Date 5/12/1978
Legal Reference 1201-415
Grantor ECONOMOU, NICOLAOS ETUX
Sale Price 22,500
Land Area 0.127 acres

Current Property Assessment

Land Value 22,600 | Building Value 103,900 | Total Value 129,400

Building Description

Building Style 3 FAMILY
# of Living Units 3
Year Built 1910
Building Grade AVERAGE
Building Condition Average
Finished Area (SF) 3268.80002
Number Rooms 13
# of 3/4 Baths 0

Foundation Type MASONRY
Frame Type WOOD
Roof Structure GABLE
Roof Cover ASPHALT SH
Siding VINYL
Interior Walls PLASTER
# of Bedrooms 5
# of 1/2 Baths 0

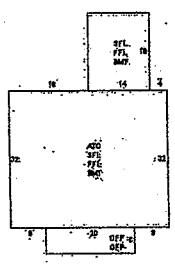
Flooring Type SOFTWOOD
Basement Floor N/A
Heating Type STEAM
Heating Fuel GAS
Air Conditioning 0%
# of Bsmt Garages 0
# of Full Baths 3
# of Other Fixtures 0

Legal Description

Narrative Description of Property

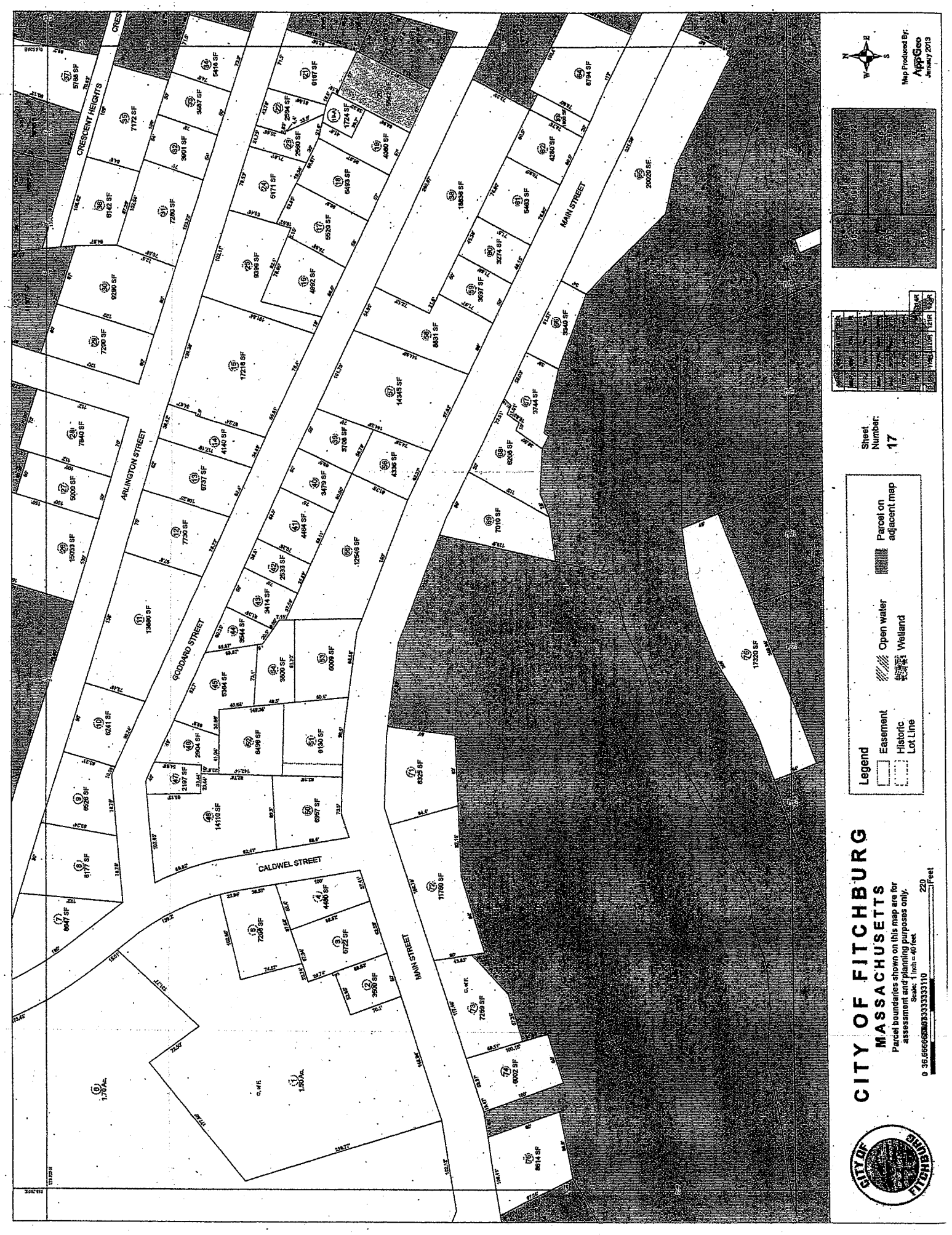
This property contains 0.127 acres of land mainly classified as 3 FAMLY with a(n) 3 FAMILY style building, built about 1910 , having VINYL exterior and ASPHALT SH roof cover, with 3 unit(s), 13 room(s), 5 bedroom(s), 3 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranteed.

Petitions (cont)



City of Fitchburg, March 15, 2016

Petitions (cont)

Bk 8495 Ps316 #1682
02-01-2016 @ 10:25a

[SEAL]

43 East Street

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT

Case No.: 15 TL 000675

JUDGMENT IN TAX LIEN CASE

City of Fitchburg

vs.

Patricia Maki

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is

ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the following deed(s) given by and/or the tax taking(s) made by the Collector of Taxes for the City of Fitchburg in Worcester County and said Commonwealth:

Land Type	Tax Taking Date	Book No.	Page No.	Document No.	Certificate of Title No.
Recorded	01/05/2006	5991	63		

By the Court: Deborah J. Patterson

Attest:

A TRUE COPY
ATTEST:
Deborah J. Patterson
RECORDER

Deborah J. Patterson
Recorder

Entered: January 12, 2016

ATTEST NO. WORC. REGISTRY OF DEEDS
KATHLEEN REYNOLDS DAIGNEAULT, REGISTER

Petitions (cont)

Unofficial Property Record Card - Fitchburg, MA

General Property Data

Parcel ID 34-37-0
Prior Parcel ID -80.07-0.04286
Property Owner MAKI, PATRICIA

Mailing Address 43 EAST STREET

City FITCHBURG
Mailing State MA Zip 01420
ParcelZoning RB

Account Number 0

Property Location 43 EAST ST
Property Use ONE FAM
Most Recent Sale Date 10/26/2010
Legal Reference 7282-241
Grantor MAKI, KARL M.,
Sale Price 1
Land Area 0.062 acres

Current Property Assessment

Land Value 19,900 Building Value 70,700 Total Value 94,000

Building Description

Building Style CONVENT`NL
# of Living Units 1
Year Built 1910
Building Grade AVERAGE
Building Condition Average
Finished Area (SF) 1128.5
Number Rooms 5
# of 3/4 Baths 0

Foundation Type MASONRY
Frame Type WOOD
Roof Structure GABLE
Roof Cover ASPHALT SH
Siding ASBESTOS
Interior Walls PLASTER
# of Bedrooms 2
# of 1/2 Baths 0

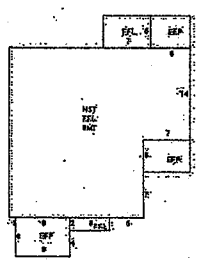
Flooring Type SOFTWOOD
Basement Floor N/A
Heating Type FORCED H/A
Heating Fuel GAS
Air Conditioning 0%
# of Bsmt Garages 0
# of Full Baths 1
# of Other Fixtures 0

Legal Description

Narrative Description of Property

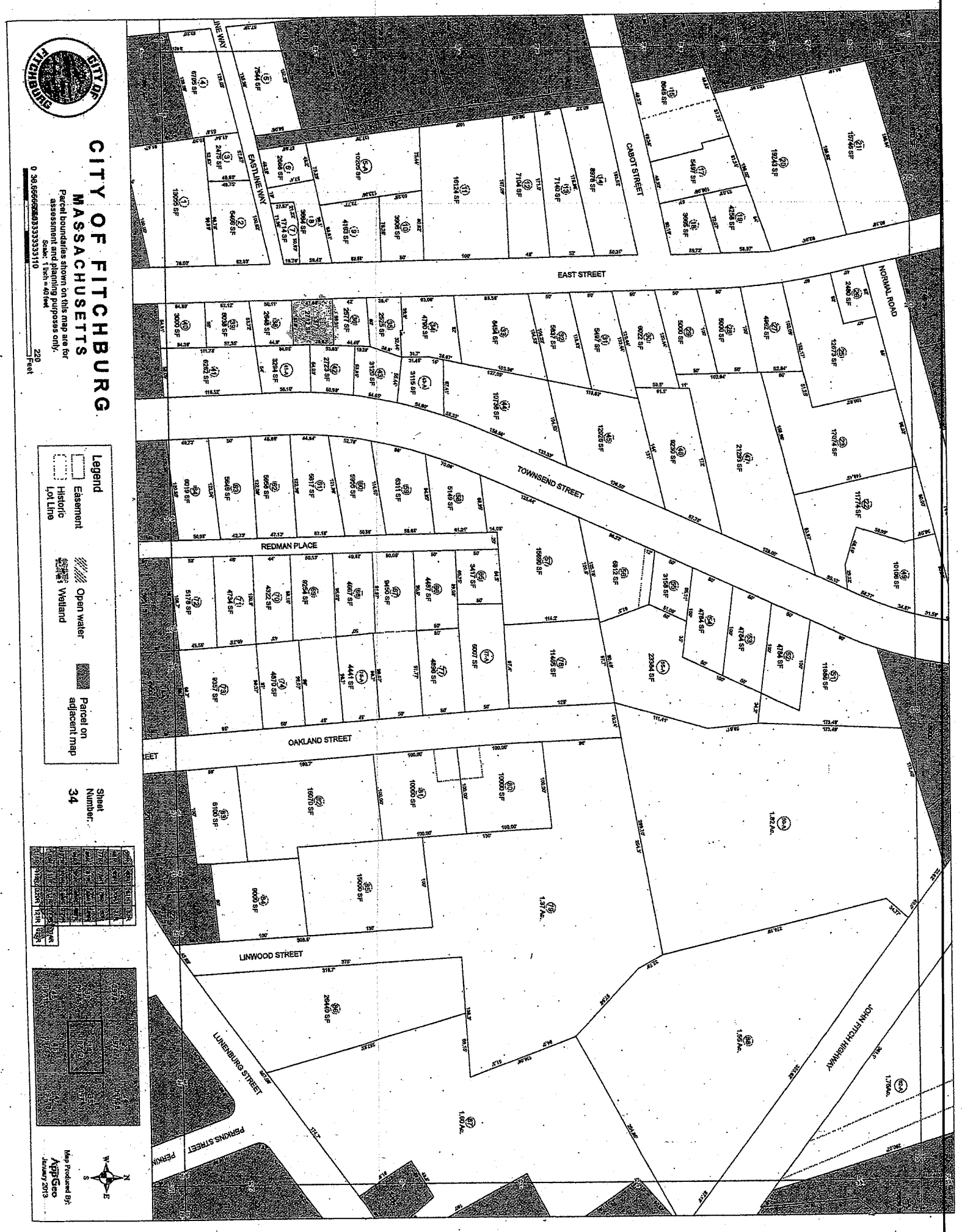
This property contains 0.062 acres of land mainly classified as ONE FAM with a(n) CONVENT`NL style building, built about 1910 , having ASBESTOS exterior and ASPHALT SH roof cover, with 1 unit(s), 5 room(s), 2 bedroom(s), 1 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranteed.

Petitions (cont)



City of Fitchburg, March 15, 2016

Petitions (cont)

Bk 8495 Pg315 #1681
02-01-2016 @ 10:25a

[SEAL]

16 Market Street

COMMONWEALTH OF MASSACHUSETTS
LAND COURT
DEPARTMENT OF THE TRIAL COURT

Case No.: 15 TL 000670

JUDGMENT IN TAX LIEN CASE

City of Fitchburg

vs.

Clarwood Realty Corporation

This case came on to be heard and was argued by counsel, and thereupon, upon consideration thereof, it is

ADJUDGED and ORDERED that all rights of redemption are forever foreclosed and barred under the following deed(s) given by and/or the tax taking(s) made by the Collector of Taxes for the City of Fitchburg in Worcester County and said Commonwealth:

Land Type	Tax Taking Date	Book No.	Page No.	Document No.	Certificate of Title No.
Recorded	03/23/2009	6908	331		

By the Court: Deborah J. Patterson

Attest:

A TRUE COPY
ATTEST:
Deborah J. Patterson
RECORDER

Deborah J. Patterson
Recorder

Entered: January 12, 2016

ATTEST NO. WORC. REGISTRY OF DEEDS
KATHLEEN REYNOLDS DAIGNEAULT, REGISTER

Unofficial Property Record Card - Fitchburg, MA

General Property Data

Parcel ID 141-7-0
Prior Parcel ID -76.244-0.04666
Property Owner CLARWOOD REALTY CORPORATION

Mailing Address 16 MARKET ST

City FITCHBURG
Mailing State MA Zip 01420
ParcelZoning RC

Account Number 0

Property Location 16 MARKET ST
Property Use TWO FAM
Most Recent Sale Date 1/1/1900
Legal Reference 966-427
Grantor N/A
Sale Price 1
Land Area 0.093 acres

Current Property Assessment

Land Value 24,700 | Building Value 55,300 | Total Value 81,500

Building Description

Building Style MULTI-CONV
# of Living Units 2
Year Built 1900
Building Grade AVERAGE
Building Condition Fair
Finished Area (SF) 1620
Number Rooms 8
# of 3/4 Baths 0

Foundation Type MASONRY
Frame Type WOOD
Roof Structure GABLE
Roof Cover SLATE
Siding ASBESTOS
Interior Walls PLASTER
# of Bedrooms 4
# of 1/2 Baths 0

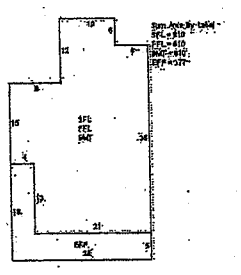
Flooring Type SOFTWOOD
Basement Floor N/A
Heating Type FORCED H/W
Heating Fuel GAS
Air Conditioning 0%
# of Bsmt Garages 0
# of Full Baths 2
# of Other Fixtures 0

Legal Description

Narrative Description of Property

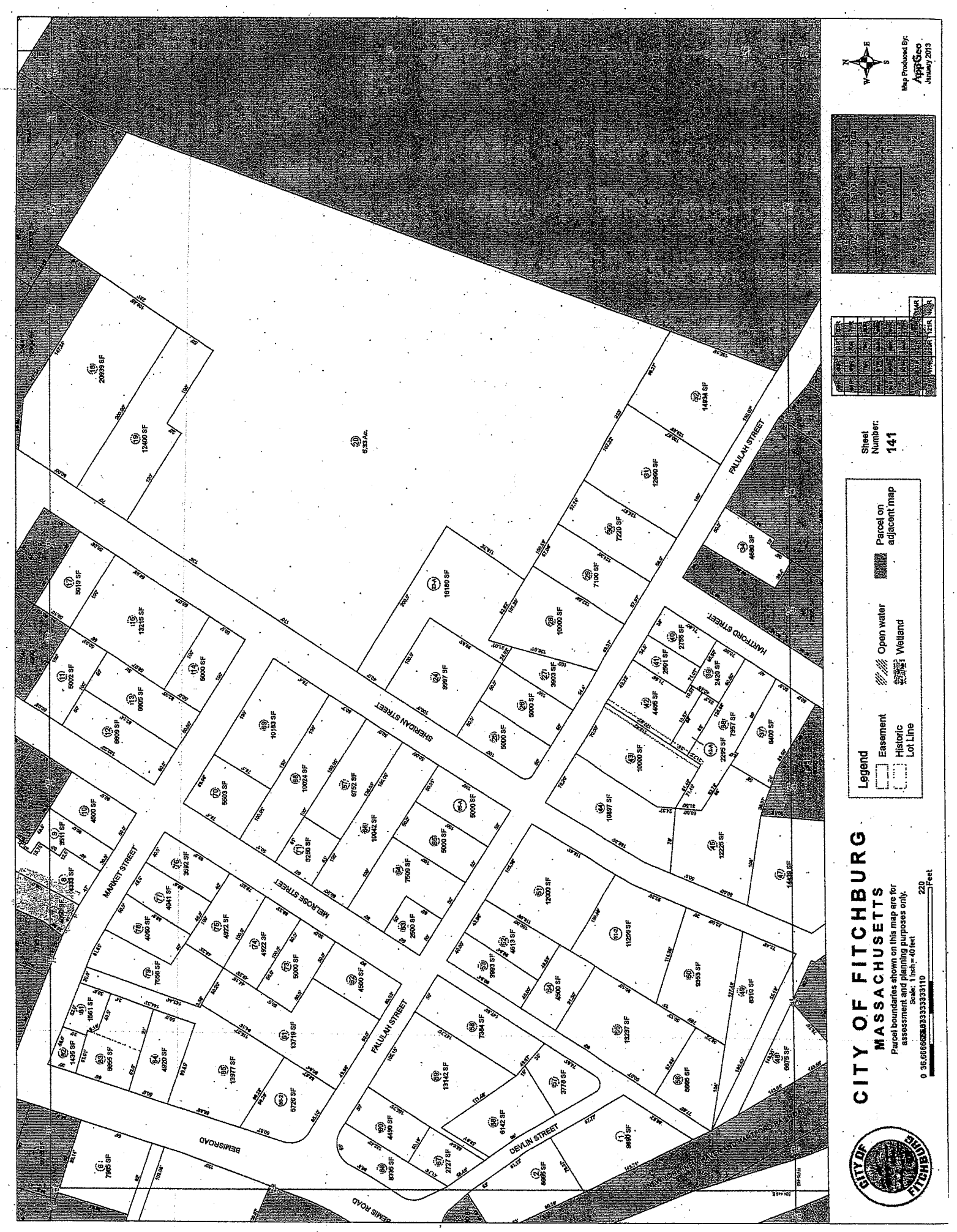
This property contains 0.093 acres of land mainly classified as TWO FAM with a(n) MULTI-CONV style building, built about 1900 , having ASBESTOS exterior and SLATE roof cover, with 2 unit(s), 8 room(s), 4 bedroom(s), 2 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranteed.

Petitions (cont)



Petitions (cont)

The following Petitions were referred to the Public Works Committee:

048-16. Councillor Angelo Bisol, to review a water issue in front of 88 Charlton Street, Fitchburg.

049-16. Councillor Paul Beauchemin and John Jeffrey, to request a tree be cut down for safety purposes. The tree is located on Norfolk Street, a paper road, as outlined in the enclosed petition.

The following Petition was referred to the Public Safety Committee:

050-16. Councillor Paul Beauchemin, to request a stop sign be put on the corner of Fairmount Place and Fairmount Street for safety reasons.

Tabled Matter

#13-2016

TABLED MATTER

13-2016. SPECIAL PERMIT PETITION: Mr. Robert Lemay to renovate non-conforming building that has been abandoned or not used for a period of more than two years at 148 Myrtle Ave. Map 33, Block 124 Lot 0.

The following email chain was read in to the record of the City Council meeting held on March 15, 2016, immediately prior to discussion held on Special Permit 13-2016:

Farrell, Anna

From: Michael Kushmerek <michael.kushmerek@yahoo.com>
Sent: Tuesday, March 15, 2016 12:16 PM
To: Farrell, Anna
Subject: Fw: Fwd: Special Permit petition #13-2016 related to 148 Myrtle Ave

Per our discussion. Can you please print this chain for tonight's reading?

thanks,

Michael P. Kushmerek
Fitchburg City Council President
Ward 4
339 Blossom Street
Fitchburg, MA 01420
michael.kushmerek@yahoo.com
(978) 696-5824

----- Forwarded Message -----
From: Michael Kushmerek <mkushmerek@gmail.com>
To: Michael Kushmerek <michael.kushmerek@yahoo.com>
Sent: Monday, March 14, 2016 9:59 PM
Subject: Fwd: Special Permit petition #13-2016 related to 148 Myrtle Ave

Sent from my iPhone

Begin forwarded message:

> **From:** Vincent Pusateri II <vpusateri@pusaterilaw.com>
> **Date:** March 14, 2016 at 9:47:50 PM EDT
> **To:** "mkushmerek@gmail.com" <mkushmerek@gmail.com>
> **Subject: Fwd: Special Permit petition #13-2016 related to 148 Myrtle Ave**
>
> I think the purge any potential open meeting violation it would be well advised for you to read the chain of emails or make them available to the public for their inspection at the meeting.
> It's relatively short. I also think it will highlight an opportunity so that Everyone will know not to respond to the group like this in the future.
>
> What do you think?
>
> Please excuse typos
> Vincent P. Pusateri, II, Esquire
> Pusateri & Wilson, P.C.
> 128 Prichard Street

Tabled Matter

#13-2016 (cont)

Fitchburg, MA 01420
978-342-6081
978-343-0600

Confidentiality: The information contained in this electronic message is confidential information intended only for the use of the individual or entity named above. If the reader of this message is not the intended recipient, you are hereby notified that any reading, dissemination, distribution, copying or other use of this communication is strictly prohibited. If you have received this communication in error, please immediately notify us by telephone (978) 342-6081 and return the original message to us at the above address via the U.S. Postal Service.

IRS Circular 230 Disclosure: To ensure compliance with requirements imposed by the IRS, we inform you that any U.S. federal tax advice contained in this communication (including any attachments) is not intended or written to be used, and cannot be used, for the purpose of (i) avoiding penalties under the Internal Revenue Code or (ii) promoting, marketing or recommending to another party any transaction or matter addressed herein.

Debt Collection: Part of the practice of the attorney sending you this email involves the collection of debts. Any and all information obtained with regard to such matters will be used for such purposes.

Begin forwarded message:

> **From:** Dean A Tran <dean@deantran.com>
> **Date:** March 14, 2016 at 1:49:48 PM EDT
> **To:** "Amy Green (voteamygreen@gmail.com)" <voteamygreen@gmail.com>
> **Cc:** "Jeffrey A. Bean" <beanandassociates@gmail.com>, ANGELo BISOL <fitchburgward5@gmail.com>, Stephen Hay <councilorhay@gmail.com>, "Michael Kushmerek" <mkushmerek@gmail.com>, Paul Beauchemin <pbeaucheminsr@gmail.com>, Bob Lavoie <Bob@jbllclaw.com>, "David Clark (fitchburgsdaveclark@gmail.com)" <fitchburgsdaveclark@gmail.com>, Joel Kaddy <joelkaddy@gmail.com>, "Robert Lemay" <robertjlemay56@gmail.com>, <jodyndebj@gmail.com>, Marcus DiNatale <marcusdinatale@gmail.com>, <vpusateri@pusaterilaw.com>
> **Subject: Re: Special Permit petition #13-2016 related to 148 Myrtle Ave**
>
> Please refrain from responding with everyone on the thread and respond directly to the petitioner.
>
> Thank you,
> Dean
>
> On Mar 14, 2016, at 1:44 PM, Amy Green <voteamygreen@gmail.com> wrote:

Tabled Matter

#13-2016 (cont)

I will only grant permit if all the conditions are met as set forth by the NICE committee & the previous directions from the department heads
Amy Green Ward 1 Councilor
On Mar 14, 2016 1:42 PM, "Jeff Bean" <beanandassociates@gmail.com> wrote:

Peter /Bob,

I would like to see a response from Mr Lanciani in regards to your letter outlining your conditions that are acceptable before pulling it off the table.

Thanks

Jef

Jeffrey Bean, President
Bean & Associates
1495 Pearl Hill Road
Fitchburg, MA 01420
202-446-8140

On Mon, Mar 14, 2016 at 12:28 PM, Robert Lemay <robertjlemay56@gmail.com> wrote:

Dear Councilors,

As you are aware, at the last City Council meeting, we requested a continuance to review the conditions we prepared to special permit petition #13-2016 related to 148 Myrtle Ave that we find acceptable

Since that meeting, we have communicated with the NICE Committee and have not received any concerns back.

If any councilors have any concerns that you would like us to address before the meeting, please let us know.

Regards,

Peter Lemay
(978) 618-7174

Robert Lemay
(978) 764-6938

Tabled Matter

#13-2016 (cont)

for 3-15-16 packet

Conditions acceptable to applicant for Special Permit #13-2016

148 Myrtle Ave

1. The existing barn will be removed before any units can be occupied.

2. The entire building shall have a fire protection system in compliance with the current building code before any units can be occupied. We will install 13R sprinklers in entire building.

3. The rear egress (stairways and porch) will be removed and rebuilt before any units can be occupied. Current photo and proposed 3D rendering attached.

4. The front stairs between the 2nd and 3rd floors will be removed and rebuilt before any units can be occupied. Proposed floor plan attached with stairway highlighted.

5. All work done will be done in compliance with current code. Sanitary codes under lead poisoning prevention controls will be followed before any units can be occupied.

6. All work being done must be done under Construction Control guidelines of the current building code. Mark Schryver, architect, will supervise project.

7. The 21F fire inspections will be complete before any units can be completed.

8. Each unit will be inspected before being occupied. We reserve the right to have tenants occupy units once all work is complete on that unit items and items #1 thru #4 are complete. The building permit will be good for two years and may be practical that units are phased in during that time,

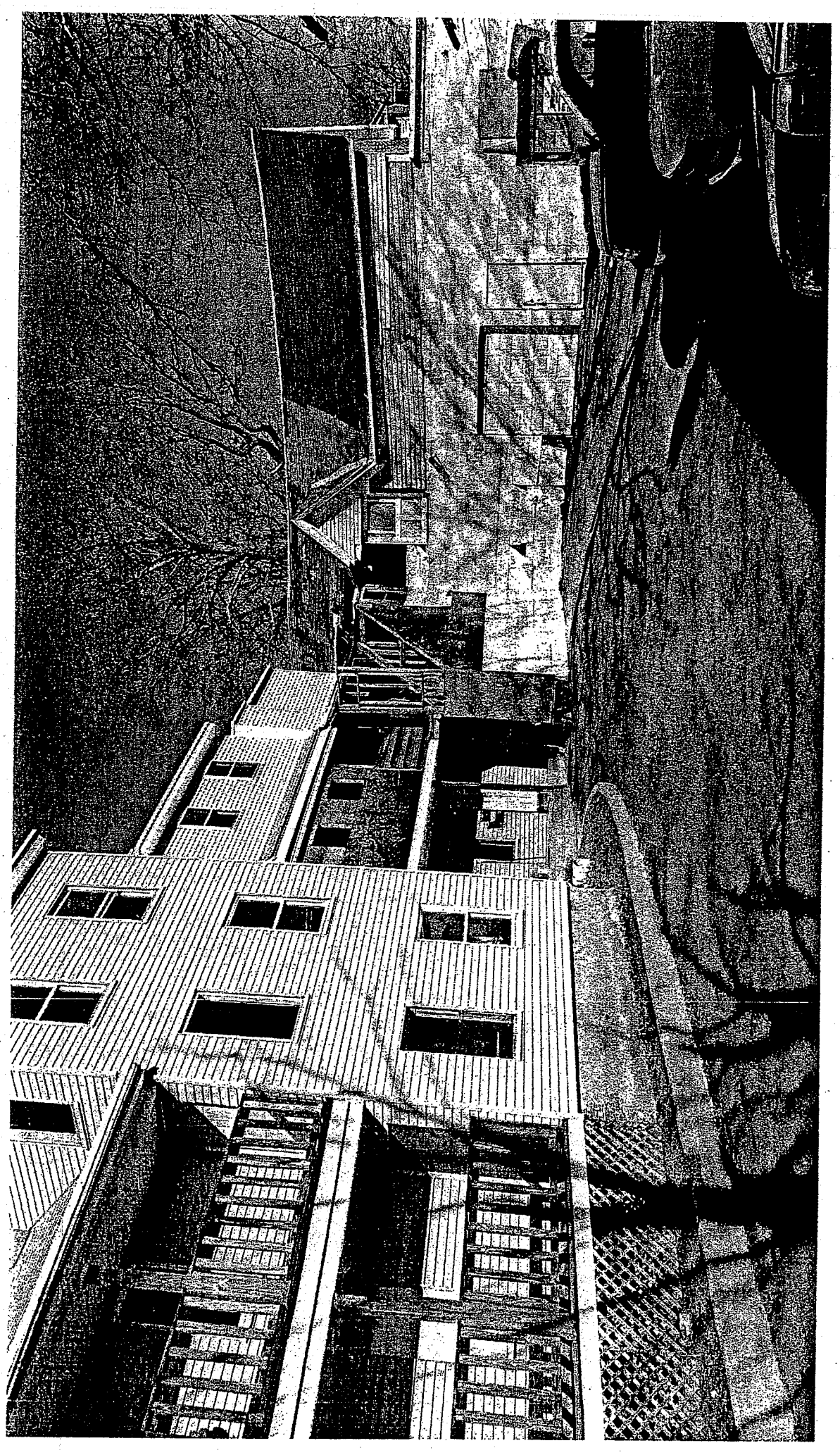
9. We will provide the form of lease to be used for each apartment. We have modified the lease and added language that no more than 3 unrelated persons can occupy the apartment and all tenant as a single housekeeping unit will maintain the apartment. Attached.

10. We will notify the City of Fitchburg (building, health and fire departments) when we have apartment turn over so the premises can be inspected for compliance that it is not being operated as a lodging house. We will have a maximum of three bedrooms per apartment and no more than three unrelated persons forming a single housekeeping unit.

11. Nothing in these conditions imply that we intend to demolition any part of building that is structurally sound and functioning just because the current code has changed from when building was built. For example, the ceiling height on 3rd floor is 7'1" while current code is 7'4". We are not intending to remove roof and raise height of building. All priors issue raised regarding this building involving public health and safety or work done by prior owner which may have been unauthorized are being addressed in #1 thru #4 above.

Tabled Matter

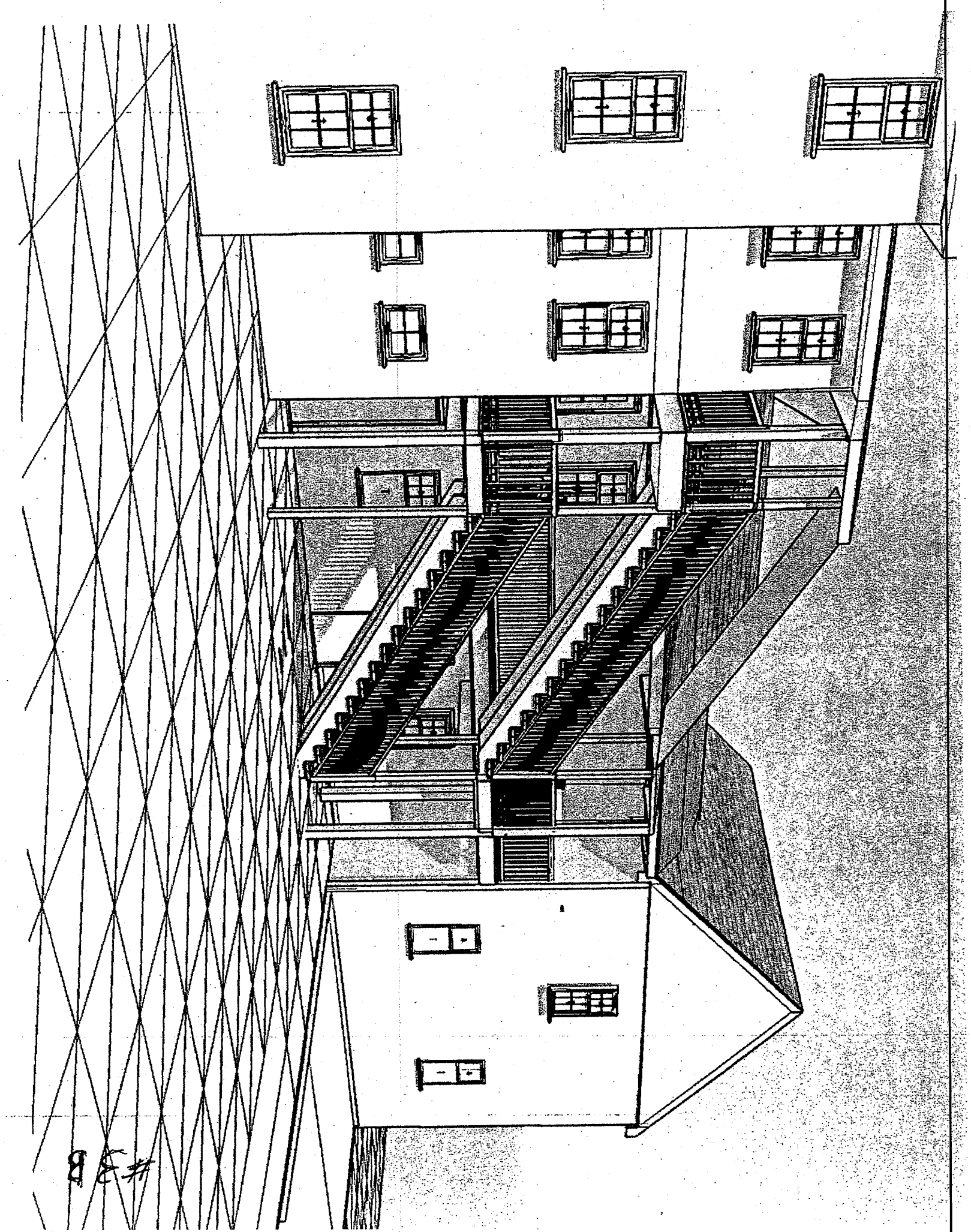
#13-2016 (cont)



#3 A

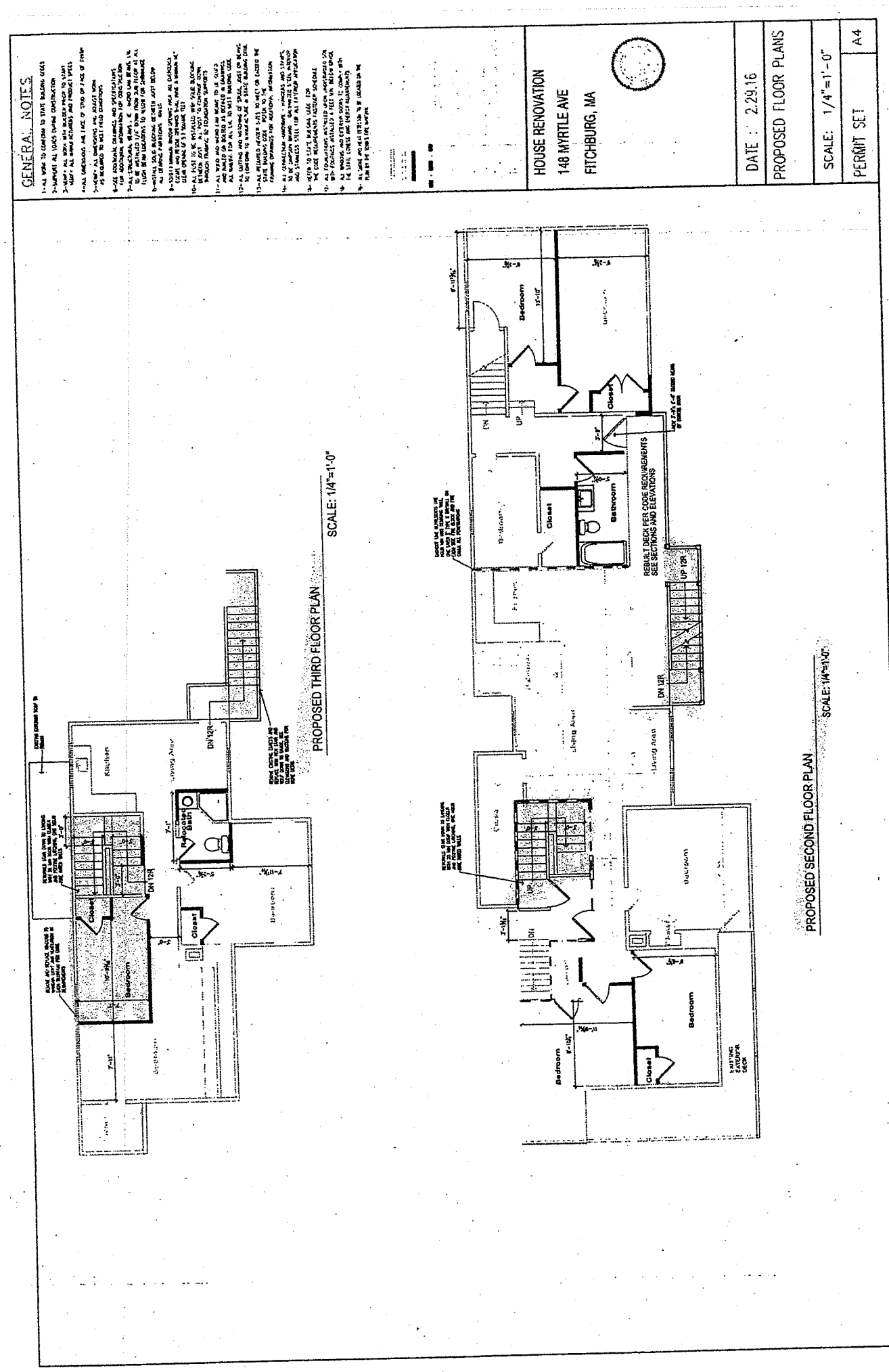
Tabled Matter

#13-2016 (cont)



Tabled Matter

#13-2016 (cont)



#4

Tabled Matter

#13-2016 (cont)

#9_1

Residential Lease Agreement.

This agreement, dated _____ is between Fitchburg State Off Campus, and

name :_____

name :_____

name :_____

1. **Landlord:**
   the landlord(s) and/or agent(s) is/are:

   _____

   (or agent)who may sign as an authorized representative on behalf of the owner or the Leased Premised and will be referred to in this Lease Agreement as "Land lord"

2. **Tenant:**
   The Tenant(s) is/are:

   Name: _____ ss# last four; _____

   Name: _____ ss# last four; _____

   Name: _____ ss# last four; _____

   And will be referred to in this Lease Agreement as "Tenant".

3. **Rental Property:**
   The Landlord agrees to rent to the Tenant the property _____, which will be referred to in this Lease as the "Leased Premises".

4. **Term of Lease Agreement:**
   The Lease Agreement will begin _____and will end on _____.
   Example; School year ends May 10th, the tenant agrees to be out of the apartment by the 20th.

5. **Use and Occupancy of Property:**
   A. The Tenant(s) defined in #2 are the only person(s) living in the Leased Premises.
   B. Any change in occupancy will require written consent of the Landlord and may be subject to an adjustment in the amount of rent.
   C. It is understood Mass. Law does not allow more than three unrelated persons living together, (chapter 140, and section 22).

Tabled Matter

#13-2016 (cont)

#9-2

D. The tenants / occupants which together form a "single housekeeping unit", agree they are jointly responsible for the maintenance, operation (cooking and cleaning), and preservation of the apartment.
E. The tenant will use the Leased Premises only as a residence.
F. Any person on location more than 14 days per month or more than 3 consecutive days will be considered living there, this is a violation.

6. Rent:

A. The amount of the Rent is (variable number) to be paid monthly.
B. The rent is due in advance on or before the 1st day of each month. The rent due date is the date the Landlord must receive the Tenant's payment.
C. The Landlord acknowledges receipt from the Tenant of the sum of (payment amount) as "Advance Rent" for the last and final month of the Lease. If the lease term is renewed, the Advance Rent shall be carried though and applied to the last rent payment at the end of the very last renewal lease term. At no time shall the Advance Rent be used as payment for rent before the last payment due at the end of the last lease term without written permission by the Landlord.
D. Tenant agree to pay the rent and all additional rent when due on time, without demand. All additional charges, costs and fees set forth throughout this Lease Agreement, are considered to be additional rent. Upon the nonpayment of additional rent, Landlord will have the same rights to proceed against the Tenant for the collection or eviction as if Tenant defaulted on the rental payment.
E. Rental payments are made electronically through the tenant portal.
F. A credit of $20.00 is applied when paid electronically.
G. A credit of $20.00 is applied when paid before the due date.

7. Funds Collected on or before Lease Signing:

The following funds are due on or before the signing of the Lease Agreement unless otherwise agree to in writing

First Month's rent, _____

Last Month's rent, _____

Total Due _____

Funds marked with (R) are refundable in accordance with terms and conditions of this Lease and all applicable laws, while funds marked (NR) are non-refundable fees.

8. Late Fee:

A. If the rent or any other charges are not received by the Landlord on or before 30 days after the rent due date, Tenant must pay a late fee of (variable number) in additional to the rent.
B. Payments received by Landlord when there are arrearages, shall be credited first, to the outstanding balance, and then applied to the current amount due.

9. Returned Payments:

Tabled Matter

#13-2016 (cont)

#9-3

A. A returned payment fee of _____ will be added for all returned payments. A personal check will not be accepted as payment to replace a returned payment. Payments need be completed on line.
B. If there are 2 or more instances of returned payments, Tenant agree that the Landlord may require all future payment to be made only by Certified Check, Money Order, or Online (realizing no credits).
C. If your financial institution returns payment and causes the rental payment to be late, a late charge will be applied.

10. Ending the Lease:

At the end of this Lease Agreement, Tenant must vacate and shall immediately and peacefully surrender and return to the Landlord the possession of the Lease Premises in as good condition as when Tenant took possession less normal wear and tear. The Leased Premises shall be cleared out of all occupants, furniture, personal articles, and effects of any kind.

11. Utilities & Services:

A. Land will be responsible for the following utilities and services; Electricity, Water, Gas, Cable TV, and Internet.
   a. Tenant agrees that Landlord will not be held responsible for the loss of use, or discontinuation or interruption of utility or extra services beyond the Landlord's control.
   b. Tenant shall notify the Landlord of any malfunction of a utility.
   c. Tenant may not be negligent in his/hers use of any included utility or service. An allowance of _____ kilowatt hours is apportioned per unit (this is a two year average, documentation attached as addendum). As well, _____ CCF's (basic measurement of natural gas) will be allocated per unit. (This is a two year average, documentation attached as addendum).
      1. These allowances and appropriations are for the first ten months of tenancy. Any overage will be added to the eleventh month's rent.
      2. This section will not apply if the allowance fields are not completed.

12. Appliances:

A. Landlord will supply and maintain; washing machine (coin op), Dryer (coin op), Refrigerator, and Stove.
   a. Tenant will keep appliances provided by the Landlord in good working order and shall report any malfunction to the Landlord. Any damages sustained due to the neglect or misuse by the Tenant will become the full responsibility of the Tenant, either in the appliance repair or replacement.
   b. Tenant agrees that the items specified above are the property of the Landlord and will remain with the Leased Premises at the end of this lease term.
B. Tenant must have written approval before installing any appliance. Landlord accepts no responsibility for the maintenance, repair or upkeep of any appliance supplied by the Tenant. Tenant agrees he/she is responsible for any damage that occurs to the Leased

Tabled Matter

#13-2016 (cont)

#9-4

Premises resulting from the additional of any appliance that is supplied by the Tenant, an Air Conditioner is considered to be an appliance (the utility cost of an air conditioner is not included in the rent, energy cost for air conditioner is $30.00 per month).

13. Maintenance and Repairs:

The Tenant is responsible for all repairs needed in or about the Leased Premises, up to and including $10.00.

A. It is the responsibility of the Tenant to promptly notify the Landlord of the need for any repair of which the Tenant becomes aware, notifications are to be completed within the tenant portal.

B. If any required repair is caused by the negligence of the Tenant and/or Tenant's guest, the Tenant will be fully responsible for the cost of the repair and/or replacement that may be needed. Tenant is 100% responsible for repairs within private space, and proportionately responsible with the shared areas.

C. The Tenant must keep the Leased Premises clean and sanitary at all times and remove all rubbish, garbage, and other waste, in a clean, tidy and sanitary manner.

D. Tenant must abide by all local recycling regulations.

E. The Tenant shall properly use and operate all electrical, cooking and plumbing fixtures and keep them clean and sanitary.

F. The Tenant is not permitted to paint, make any alterations, improvements or additions to the Leased Premises without first obtaining the written permission of the landlord. The Landlords permission to a particular painting, alteration, improvement, or addition shall not be deemed as consent to future painting, alterations, improvement, or additions.

G. The tenant is responsible for removing snow and ice from stairs and walkways.

H. The Tenant shall provide his or her own pest control services.

I. The Tenant shall contact _____, in the event of any repair emergency.

J. The $10.00 repair limit, is for items such as a light bulb, your trash bags.

K. It is important that any water leak, any concerns or issues be reported as soon as possible.

14. Condition of the Property:

A. The Tenant acknowledges that the Tenant has inspected the Leased Premises and at the commencement of the Lease Agreement, the interior and exterior of the Leased Premised, as well as all equipment and any appliances are found to be in an expectable condition and in good working order.

B. The Tenant agrees that neither the Land lord nor his agent has made promises regarding the condition of the Leased Premises.

C. The Tenant agrees to return the Leased Premises to Landlord at end of the Lease Agreement in the same condition it was at the beginning of the Lease Agreement.

D. Landlord and Tenant will support the condition of the property with pictures.

15. Pets:

A. Pets are not allowed.

Tabled Matter

#13-2016 (cont)

#9_5

16. Rules and Regulations:

A. Late fees are strictly enforced and any unpaid fees will not be waived.
B. Absolutely no smoking is permitted in the Leased Premises.
C. Garbage/Trash must be taken to the curb on the scheduled day of trash removal, placed at the curb the day before pickup. Within the college area, Thursday is the pickup day.
D. The Tenant may not interfere with the peaceful enjoyment of the neighbors.
E. The Tenant will be responsible for any fine and/or violation that in imposed on the Landlord due to the Tenant's negligence. Example; under age alcohol drinking violations, police involvement violations...
F. The Tenant shall abide by all Federal, State, and Local laws.
G. The Tenant shall notify the police and Land lord of any illegal activity that is witnessed in or around the Leased Premises.
H. The Tenant agrees not to use the Leased Premises for any unlawful purpose including but not limited to the sale, use or possession of illegal drugs on or around the Leased Premises.
I. The Tenant agrees to test smoke detectors periodically as well as maintain operational batteries at all times.
J. The Tenant must report any malfunction with smoke detectors immediately to Landlord. The Tenant agrees not remove, dismantle, or take any action to interfere with the operation of any smoke detector(s) installed on the Leased Premises.
K. The Tenant agrees to test carbon monoxide detector(s) periodically as well as maintain operational batteries at all times. The Tenant must report immediately to the Landlord any malfunction with carbon monoxide detector(s).
L. Absolutely no hazardous materials are permitted to be in or around the Leased Premised at any time.
M. The Tenant may not use or store Kerosene or space heaters at any time in or around the Leased Premises.
N. The burning of candles is not permitted within the Leased Premises.
O. Under no circumstance may a stove, oven, or range be used as a source for heat.
P. Charcoal and Gas Barbeque grills may not be used inside the Leased Premises.
Q. The Tenant shall use ventilating fans at all times when bathing and cooking.
R. All windows and doors must remain closed during inclement weather. FSOC will install weather film to the windows, any removal or damage will be subject to the cost of replacement.
S. The Tenant shall notify Landlord of any pest control problems.
T. The Tenant must notify Landlord of any changes in finances or employment.
U. The basement and/or attic may not be modified for use as living quarter without written permission of the Landlord.
V. Trampolines are not permitted on the Leased Premises
W. Waterbeds and liquid furniture are not permitted without the written permission of the Landlord.
X. The Tenant must obtain written permission to install a satellite system or antenna on or around the Leased Premises.

Tabled Matter

#13-2016 (cont)

#9-6

Y. The Tenant may not store or park a recreational vehicle, commercial vehicle, or watercraft on Leased Premises without Landlord's permission.

Z. The Tenant may not hang or place any signs on or about the Leased Premises.

AA. The Tenant may not block the fire escape at any time.

BB. Charcoal and Gas Barbeque grills may not be used or stored on any common areas, balconies, decks, patios, porches, and/or landings or entranceways.

CC. The Tenant may not use windows, decks, or balconies for the purpose of drying laundry.

DD. Landlord does not permit loud gatherings. A disturbance caused by Tenant or Tenant's occupants or invitees that result in any police action or complaints from neighbor is considered sufficient cause for termination of this Lease and action for eviction as permitted by law. Balance of lease will be due in full.

17. Addenda:

The following Addenda, attached to this Lease Agreement, shall become part of this Lease Agreement:

A. Security Deposit Receipt and Disclosure.

B. Lead Paint Pamphlet.

C. Lease Co-Signer Agreement

D. Utility usage chart.

18. Insurance:

Although not required, Tenant is encouraged to obtain personal property/renter's insurance with an insurance company properly licensed to do business in the state. Tenant is solely responsible for any damage or loss of the Tenant's personal property to the extent that the law permits.

19. Security Not Promised:

The Tenant has inspected and acknowledges that all locks and smoke detectors are in working order. Any provided fire extinguishers, security alarm systems, and/or carbon monoxide detectors have also been inspected by the Tenant and are in sound working order. Tenant understands that although the Landlord makes every effort to make the Leased Premises safe and secure, this is no way creates a promise of security.

20. Right of Entry:

A. Landlord and/or his agent, with 24 hours written notice have the right during the term of this Lease Agreement to enter during reasonable hours to inspect the premises, make repairs or improvement or show prospective buyers and/or Tenant(s) the Property.

B. In the event of an emergency, Landlord reserves the right to enter Leased Premises without notice. It is required that Landlord have a working set of keys and/or security codes to gain access to the Leased Premises.

Tabled Matter

#13-2016 (cont)

#9-7

a. Tenant will not change, or install additional locks, bolts or security systems without the written permission of the Landlord.
b. Unauthorized installation or changing of any locks will be replaced at the Tenant's expense.
c. Tenant shall be responsible for any and all damages that may occur as a result of forcible entry during an emergency, where there is an unauthorized placement of a lock.

21. Notices:

A. Any notice, required by the terms of this Lease Agreement shall be in writing.
B. Notices sent to Landlord may be sent to the following:
   a. _____, Fitchburg, Ma., 01420
   b. Email: through the tenant portal,
   c. Notices may be given by either party to the other in any of the following ways, or any other manner provided for by law;
      1. Regular mail,
      2. Personal delivery
      3. Certified or registered mail, return receipt requested
      4. Email,

22. Abandonment:
If Tenant vacates the Leased Premises before the end of the Lease Term or renewal thereof without written permission from the Landlord, Landlord may, at Landlord's sole discretion, hold the Tenant in default of this Lease Agreement. If the Tenant fails to follow proper move out procedures, Tenant will be responsible for any and all damages and losses allowed by federal, state and local regulations as well as this Lease.

23. Landlord's Remedies:
If Tenant violates any part of this Lease Agreement including non-payment of rent, the Tenant is in default of this Lease Agreement. In the event of a default, the Landlord may initiate legal proceedings in accordance with local and state regulations to evict or have Tenant removed from the Leased Premises as well as seek judgment against Tenant for any monies owed to Landlord as a result of Tenant's default.
   A. All rent for the balance of the term of this Lease Agreement is immediately due to the Landlord and the Landlord sue for the entire balance as well as any damages, expenses, legal fees and cost.

24. Subordination:
This Lease Agreement is subject and subordinated to any lease, financing, loans, other arrangements, or right to possession with regards to the building or land that the Landlord is obligated to now or in the future financing and/or loans or leases on the building and land.

25. Condemnation:
If the whole or any part of the Lease Premises is taken by any authority having power of condemnation, this Lease Agreement will end. Tenant shall peaceably vacate the Leased

Tabled Matter

#13-2016 (cont)

#9-8

Premises and remove all personal property and the lease terms will no longer apply. The Tenant however is responsible for all rent and charges until such time that Tenant vacated the Leased Premises.

26. Joint and Several Liability:
The Tenant understands and agrees that if there is more than one Tenant that has signed the Lease Agreement each Tenant is individually and completely responsible for all obligations under the terms of the Lease Agreement.

27. Misrepresentation:
I any information provided by Tenant in application for this Lease is found to be knowingly incorrect, untruthful and/or misleading, it is a breach of this lease.

28. Binding of Heirs and Assigns:
All Provisions, terms and conditions of this Lease Agreement shall be binding to Tenant, Landlord, their Heirs, Assignees and Legal Successors.

29. Severability:
If any part of this Lease Agreement is not valid, enforceable, binding or legal, in will not cancel or void the rest of this Lease Agreement, The remainder of the Lease Agreement will continue to be valid and enforceable by the Land lord, to the maximum extent of the laws and regulation set forth by local, state, and federal governments.

30. Governing Law:
This Agreement shall be governed, construed and interpreted by, through and under the Laws of the State of Massachusetts.

31. Additional Clauses:

A. Landlord's partial acceptance of rental payment in not a waiver of any default by the Tenant.

32. Paragraph Headings:
Paragraph headings in this Lease Agreement are for convenient reference only and do not represent the rights or obligations of the Landlord or Tenant.

33. Entire Agreement:

A. Landlord and Tenant agree that this Lease Agreement and any attached Addenda, Rules and Regulations, and/or Special Terms and Conditions accurately represent all terms and agreements between the Landlord and Tenant regarding the Leased Premises.
B. Tenant acknowledges the receipt of any disclosures required the State of Massachusetts as well as any disclosures required by federal, state, and local jurisdictions.

Tabled Matter

#13-2016 (cont)

#9-9

NOTICE: THIS IS AN IMPORTANT LEGAL DOCUMENT.

A. You may have an attorney review the Lease Agreement prior to signing it.
B. If the Landlord fails to enforce any provision of this Lease Agreement, it will not constitute a waiver of any defaults, future defaults or default of the remaining provisions.
C. Time is of the essence in this Lease Agreement.

By signing this Lease Agreement, the Tenant certifies that he/she has read, understood and agrees to comply with all of the terms, conditions, Rules and Regulations of this Lease Agreement including any addenda and that he/she has received the following ;

A. Copies of all Addenda, Rules and Regulations, Special Terms and Conditions, and Applications.
B. All necessary Keys(s), Garage Door Opener(s), Security Card(s), and/or Auto Stickers to the Lease Premises.

Tenant Signature:_____

Tenant Signature:_____

Tenant Signature:_____

Co-Signer Signature:_____ to be added on another page _____

Landlord/Agent Signature:_____

Tabled Matter

#13-2016 (cont)

COMMONWEALTH OF MASSACHUSETTS
CITY OF FITCHBURG
CITY COUNCIL

__March 3_, 2016

TO: City Council
166 Boulder Dr.
Fitchburg, MA 01420

Re: Request for Extension and Waiver of Time Constraints

Please be advised that, in connection with the approval of an extension and continuance of the public hearing in the matter noted below, the undersigned has agreed to waive and extend the time constraints by ____15___ days beyond whatever deadline(s) would otherwise have been applicable to this proceeding under the State Zoning Act, Mass.Gen.Laws Ch. 40A.

Application for _Special Permit_#13-2016

Property: 148 Myrtle Ave_____
Fitchburg, MA
Map/Parcel- _33 / 124_

Applicant: FSOC Property Management LLC
7 Keystone Way
Andover, MA 01810

Next Meeting Date: __March 15__, 2016_

Applicant,

Signed: Peter Lemay
FSOC One, LLC

Cc: Fitchburg City Clerk
166 Boulder Dr.
Fitchburg, MA 01420

Tabled Matter

#13-2016 (cont)

SPECIAL PERMIT APPLICATION
FROMT THE
CITY OF FITCHBURG
CITY COUNCIL

FITCHBURG CITY CLERK
16 JAN 14 08 43

Permit Fee $300.00

Instructions: Complete each section as required. Submit the original application to the Office of the City Clerk.

1. Applicant Name: Robert Lemay
   Mailing Address of Appliant: 73 Central St.
   Fitchburg, Ma
   01420

   Telephone Number of Applicant: 978 764 6938

2. Address and Description of Property for which the Special Permit is being requested:
   148 Myrtle Ave.
   Fitchburg, Ma.
   01420

   Fitchburg Assessor's Map 33, Block 124, Lot 0

3. Owner of Property: FSOC ONE, LLC
   73 Central St.
   Fitchburg, Ma.
   01420

4. Contact Person for Property: Robert Lemay
5. Telephone Number for Contact Person: 978 764 6938

Tabled Matter

#13-2016 (cont)

6. Describe What you Intend to use the Property For:
   It is our intention to continue to use the Residential building with its existing use. There will be no change of use.

7. Total Square Footage of Proposed Use: 5543.3 (SF)

8. Total Parking Required: EIGHT (8)

9. Total Parking Provided: EIGHT (8)

10. Municipal Services:
    Please check as appropriate:

    A. Project will tie in to City Sewer System; existing – active

    B. Project will tie in to City Water Service; existing – active

    C. Project will tie in to Storm Drainage System; NO.

11. Is this Special Permit for a Nursing Home, Truck/Bus Terminal, Research & Testing, Publishing and Printing, Light Manufacturing or Manufacturing?

    NO.

12. If yes, ...

Tabled Matter
#13-2016 (cont)

13. Signature of Applicant: _____

14. Print Name of Applicant: Robert Lemay

Date: January 14, 2016

Please note: This application will not be accepted unless ALL the requirements stated in the letter of determination by the Building Commissioner have been met.

FITCHBURG CITY CLERK
16 JAN 14 08 43

_____
DATE RECEIVED BY CITY CLERK

$ 301 CK# 328
APPICATION FEE RECIEVED

Tabled Matter

#13-2016 (cont)

Unofficial Property Record Card - Fitchburg, MA

General Property Data

Parcel ID	33-124-0	Account Number	
Prior Parcel ID	-47.984-0.01416		
Property Owner	FANNIE MAE AKA FEDERAL NATL MORG ASSOC	Property Location	148 MYRTLE AV
		Property Use	APT 4-8
Mailing Address	P.O. BOX 650043	Most Recent Sale Date	1/21/2015
		Legal Reference	8261-350
City	DALLAS	Grantor	MAXWELL, STEPHEN L. (TE),
Mailing State	TX Zip 75265-0043	Sale Price	40,200
ParcelZoning	RB	Land Area	0.228 acres

Current Property Assessment

Land Value 26,200 Building Value 115,000 Total Value 156,800

Building Description

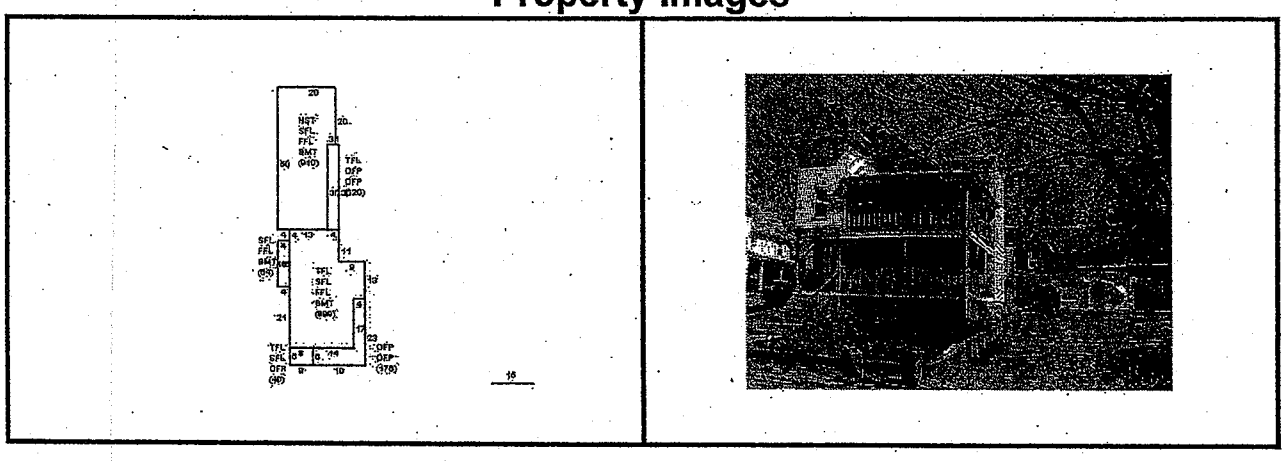
Building Style 4-8 FAM	Foundation Type MASONRY	Flooring Type SOFTWOOD
# of Living Units 4	Frame Type WOOD	Basement Floor N/A
Year Built 1910	Roof Structure GABLE	Heating Type STEAM
Building Grade AVERAGE	Roof Cover SLATE	Heating Fuel OIL
Building Condition Fair	Siding ALUMINUM	Air Conditioning 0%
Finished Area (SF) 5543.5	Interior Walls PLASTER	# of Bsmt Garages 0
Number Rooms 16	# of Bedrooms 8	# of Full Baths 4
# of 3/4 Baths 0	# of 1/2 Baths 0	# of Other Fixtures 0

Legal Description

Narrative Description of Property

This property contains 0.228 acres of land mainly classified as APT 4-8 with a(n) 4-8 FAM style building, built about 1910 , having ALUMINUM exterior and SLATE roof cover, with 4 unit(s), 16 room(s), 8 bedroom(s), 4 bath(s), 0 half bath(s).

Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranteed.

Tabled Matter

#13-2016 (cont)

Fitchburg, Massachusetts

Office of the Building Commissioner

ROBERT LANCIANI
Building Commissioner

JOHN J. MORAN SR.
Local Building Inspector

JOHN MORREALE
Local Building Inspector

KYLE RIDLEY
Inspector of Wires

WAYNE LITTLE
Plumbing/Gas Inspector

January 12, 2016

FSOC ONE, LLC
73 Central St.
Fitchburg, MA 01420

RE: Form of Intent for 148 Myrtle St, Map 33 Block 124 Lot 0

Dear Sirs;

I have reviewed your request for a zoning determination and my findings are as follows:

1. Land and building at 148 Myrtle St, Map 33 Block 124 Lot 0 are located in a Residential B District (Zoning Map of the City of Fitchburg and Chapter 181, Section 181.23 of the General Ordinances of Fitchburg as amended).

2. The existing house is a nonconforming building that has been abandoned or not used for a period of more than two years. The building has lost its protected status and is now subject to the provisions of the zoning ordinance, unless a special permit is issued pursuant to Section 181.3561. The required setbacks for RB are 25 front, 15 side, and 30 rear. **Applications for a Special Permit from the City Council are available at the City Clerk's office, 166 Boulder Drive.**

3 All renovations done to the existing building will require plans and specifications to show that code compliance is met under the Massachusetts State Building Code eighth edition before a building permit can be issued.

Very truly yours,

Robert Lanciani
Building Commissioner

City Hall, 166 Boulder Drive, Fitchburg, MA 01420 (978) 829-1880 Fax (978) 829-1963

Tabled Matter

#13-2016 (cont)

Fitchburg, Massachusetts
Office of the
Building Commissioner

Robert Lanciani
BUILDING COMMISSIONER

FORM OF INTENT
Please Print Clearly

Zoning District: _____
Map ____ Block ____ Lot ____

FEE: $30.00

PRINT LEGIBLY THE FOLLOWING:

Name of Business:
Name of Owner: FSOC ONE, LLC
Location of Request: 148 Myrtle Ave.
Mailing Address: 73 Central St.,
Fitchburg, Ma . , 01420

Daytime Phone Number: 978 764 6938

Print a Complete Explanation about your Business or Intentions:

It is our intention to use said location, 148 Myrtle Ave., Fitchburg , as it has been used . A four family residential building.

Robert F. Lanciani — Jan 7, 2016
Print Name — Signature — Date

[redacted]

Tabled Matter

#13-2016 (cont)

Fitchburg, Massachusetts

Office of the
Building Commissioner

FITCHBURG CITY CLERK
16 FEB -2 08 43

ROBERT LANCIANI
Building Commissioner

JOHN J. MORAN SR.
Local Building Inspector

JOHN MORREALE
Local Building Inspector

KYLE RIDLEY
Inspector of Wires

WAYNE LITTLE
Plumbing/Gas Inspector

February 2, 2016

City Council
166 Boulder Dr
Fitchburg, MA 01420

RE: Petition # 13-2016

Honorable Council Members;

It is the building departments recommendation todeny the Special Permit to reconstruct 148 Myrtle Ave, Map 33 Block 124 Lot 0 at this time. This building was vacated by the previous owner due to the large amount of code violations on the property.

During inspections of the property by the building department there were several deficiencies noted. These included work done without building permits that did not meet the minimum standards for code compliance. The open stairway on the right side of the building were found to be unsafe. The entire barn section of the building had been modified in an unsafe manner. Common areas did not have emergency lighting or exit signs. The entry doors did not have an entry buzzer system. During the inspection of the building the owners said they would be relocating the one tenant and vacating the building due to their inability or desire to repair the building.

Additionally the owner of this property FSOC One Inc., owns or controls several other buildings in the neighborhood that do not have current certificate's of inspection and may be operating as unregistered rooming houses.

If the Council decides to allow this building to be rehabilitated the building department recommends that conditions be placed on the permit. Our recommendations are:

1. The existing barn must be rebuilt to current building code, or removed before any units can be occupied.

2. The entire building shall have a fire protection system in compliance with the current building code before any units can be occupied.

Tabled Matter

#13-2016 (cont)

148 Myrtle Ave, Map 33 Block 124 Lot 0 February 2, 2016

3. The building shall be brought into compliance with the current building code before any units can be occupied.

4. All work being done must be done under Construction Control guidelines of the current building code.

5. A valid Certificate of Inspection must be received before any units can be occupied.

6. The owner must provide a copy of the lease agreement for all units of the building to show the building is being operated as a legal apartment building before any units can be occupied.

Thank you for considering the concerns of the building department in trying to assure that minimum standars for public safety are met if this project moves forward. If you have any questions please do not hesitate to contact me.

Sincerely,

Robert Lanciani
Building Commissioner

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
OFFICE OF THE CITY CLERK

166 Boulder Drive
Fitchburg MA 01420

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

DATE: **January 20, 2016**

TO: Conservation Commission
Community Development
Treasurer (for tax clearance)
Fire
Health
Police
Public Works Commissioner
Water Deputy Commissioner
Wastewater Deputy Commissioner
Building Commissioner
City Solicitor

FROM: Anna M. Farrell, City Clerk AMF

FITCHBURG CITY CLERK 16 JAN 20 P 2:21

Subject: Special Permit Application (See Attached) Petition # 13-2016
As directed by the City Council, you are respectfully requested to provide a written report, recommendations or information which will be of assistance in processing the request for a Special Permit.
Special Permit Public Hearing to be held on: February 16, 2016

Kindly deliver said report to the City Clerk
no later than Friday, February 5, 2016

For your convenience, you may use the following space to respond:

X Approved as submitted Taxpayer is tax compliant.

_____ Approved with modifications (Please attach list of suggested modifications)

_____ Disapproved (Please attach list reasons)

Department Treasurer by [signature]
(Signature)

Date: 1-20-16

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
OFFICE OF THE CITY CLERK

166 Boulder Drive
Fitchburg MA 01420

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

DATE: **January 20, 2016**

TO: Conservation Commission
Community Development
Treasurer (for tax clearance)
Fire
Health
Police
Public Works Commissioner
Water Deputy Commissioner
Wastewater Deputy Commissioner
Building Commissioner
City Solicitor

FROM: Anna M. Farrell, City Clerk AMF

Subject: Special Permit Application (See Attached) Petition # 13-2016
As directed by the City Council, you are respectfully requested to provide a written report, recommendations or information which will be of assistance in processing the request for a Special Permit.
Special Permit Public Hearing to be held on: February 16, 2016

Kindly deliver said report to the City Clerk
no later than Friday, February 5, 2016

For your convenience, you may use the following space to respond:

_____ Approved as submitted

✓ Approved with modifications (Please attach list of suggested modifications)

_____ Disapproved (Please attach list reasons)

Department Fire by [signature]
(Signature)

Date: 1-20-16

Tabled Matter

#13-2016 (cont)

Fire Prevention Director
Lt. Phil Jordan

City of Fitchburg, Massachusetts
FIRE PREVENTION BUREAU
33 North Street
Fitchburg, MA 01420

978-345-9672
FAX: 978-345-9589

Name: City Clerk: Anna Farrell
Address: (Regarding 148 Myrtle Ave) Petition: 13-2016
Date: 01-20-16

Dear Anna: After review of the Special Permit Application the Fitchburg Fire prevention Bureau has come to the determination that a 26F Inspection needs to be done through the Fitchburg Fire Prevention office.

Ma Chapter 148 (Section C): *Every dwelling, building or structure, occupied in whole or in part for residential purposes, shall upon sale or transfer of such dwelling, building or structure, be inspected by the head of the fire department for compliance*

The property seller regarding the special permit can contact Fire Prevention and schedule this appointment. The fee is commensurate with the amount of apartments in the building. If they have a bank loan, the banks require this permit on condition of sale due to the above State Law.

This appears to be a 4-8 family by the listing.

Thank You!

Lt. Philip Jordan – Fire Prevention Bureau

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
OFFICE OF THE CITY CLERK

166 Boulder Drive
Fitchburg MA 01420

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

DATE: **January 20, 2016**

TO: Conservation Commission
Community Development
Treasurer (for tax clearance)
Fire
Health
Police
Public Works Commissioner
Water Deputy Commissioner
Wastewater Deputy Commissioner
Building Commissioner
City Solicitor

FROM: Anna M. Farrell, City Clerk AMF

Subject: Special Permit Application (See Attached) Petition # 13-2016
As directed by the City Council, you are respectfully requested to provide a written report, recommendations or information which will be of assistance in processing the request for a Special Permit.
Special Permit Public Hearing to be held on: February 16, 2016

Kindly deliver said report to the City Clerk
no later than Friday, February 5, 2016

For your convenience, you may use the following space to respond:

_____ Approved as submitted

_____ Approved with modifications (Please attach list of suggested modifications)

X Disapproved (Please attach list reasons)

Department COMMUNITY DEV'T by _____ (Signature)

Date: 2-4-16

Tabled Matter

#13-2016 (cont)

Attached Comments from the Community Development Department regarding Petition #13-2016

Upon review of the petition, the Community Development Department recommends that a Special Permit not be granted for the following reason(s):

- The Petition does not meet Special Permit Criteria 181.932 which specifies that special permits shall be granted only upon written determination that....***"the benefit to the city and the neighborhood outweigh the adverse effects of the proposed use, taking into account the characteristics of the site and of the proposal in relation to that site.***

Upon examination of the petition, it does not appear to meet the criteria of providing a benefit to the city or the neighborhood which would outweigh its adverse effects. In particular, we are concerned about the potentially adverse effect of allowing additional rental units in this neighborhood which currently has a surplus of such units. We note that the city continues to face increasing code enforcement and demolition costs in its response to widespread vacancy and/or abandonment of rental housing throughout the neighborhood and the city. Granting a permit for more rental units at this time is therefore not advised.

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
OFFICE OF THE CITY CLERK

166 Boulder Drive
Fitchburg MA 01420

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

DATE: January 20, 2016

TO: Conservation Commission
Community Development
Treasurer (for tax clearance)
Fire
Health
Police
Public Works Commissioner
Water Deputy Commissioner
Wastewater Deputy Commissioner
Building Commissioner
City Solicitor

FROM: Anna M. Farrell, City Clerk AMF

Subject: Special Permit Application (See Attached) Petition # 13-2016
As directed by the City Council, you are respectfully requested to provide a written report, recommendations or information which will be of assistance in processing the request for a Special Permit.
Special Permit Public Hearing to be held on: February 16, 2016

Kindly deliver said report to the City Clerk
no later than Friday, February 5, 2016

For your convenience, you may use the following space to respond:

____ Approved as submitted

X Approved with modifications (Please attach list of suggested modifications) Special Permit conditions should include storm water management plan

____ Disapproved (Please attach list reasons)

Department DPW by [signature] (Signature)

Date: 2/5/2016

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
OFFICE OF THE CITY CLERK

FITCHBURG CITY CLERK
16 FEB -5 16 10

166 Boulder Drive
Fitchburg MA 01420

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

DATE: **January 20, 2016**

TO: Conservation Commission
Community Development (PLNG BD)
Treasurer (for tax clearance)
Fire
Health
Police
Public Works Commissioner
Water Deputy Commissioner
Wastewater Deputy Commissioner
Building Commissioner
City Solicitor

FROM: Anna M. Farrell, City Clerk AMF

Subject: Special Permit Application (See Attached) Petition # 13-2016
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Special Permit Public Hearing to be held on: February 16, 2016

Kindly deliver said report to the City Clerk
no later than Friday, February 5, 2016

For your convenience, you may use the following space to respond:

_____ Approved as submitted

✓ Approved with modifications (Please attach list of suggested modifications) PLS. SEE ATTACHED

_____ Disapproved (Please attach list reasons)

Department PLANNING BOARD by Michael J. O'Hara (Signature) PRINCIPAL PLANNER

Date: 2/5/2016

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
PLANNING BOARD
301 BROAD STREET
FITCHBURG, MASSACHUSETTS 01420

(978) 829-1891
PHONE

(978) 345-9687
FAX

MEMO

DATE: February 2, 2015

TO: City Council
City Clerk

FROM: Michael O'Hara, Principal Planner MOHara

SUBJECT: Petition #13-2016
Special Permit
148 Myrtle Ave.
Lemay

At a January 28, 2016 meeting the Fitchburg Planning Board discussed this application. The Board recognizes that this is already a dense area, but they do not want the property to be another abandoned multifamily. As an alternative the Board recommended 6-0 that:

- The structure have less than 4 dwelling units.
- That adequate off-street parking (two per unit) be provided for the number of units and entire driveway/parking area to be paved and striped (to be demonstrated on a submitted plan). Parking only on paved areas.
- That a Special Permit condition be added requiring that the on-site structures be brought up to all current Codes.
- For safety reasons it is also recommended that the barn either be brought up to code structurally or demolished.
- All exterior structures (including windows, porches, and barn) to be updated/repaired (i.e. painted and/or sided); and to be maintained in aesthetic condition.
- Lawn/landscaping to be repaired and maintained.
- Exterior improvements to be completed prior to occupancy.
- The Special Permit should not be transferable to any successor in interest without a prior review by the Special Permit Granting Authority.
- It is suggested that the dwelling meet the standards of the Lodging House regulations adopted by the Fitchburg Board of Health

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
OFFICE OF THE CITY CLERK

CITY CLERK

16 FEB -8

166 Boulder Drive
Fitchburg MA 01420

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

DATE: **January 20, 2016**

TO: Conservation Commission
Community Development (PLNG BD)
Treasurer (for tax clearance)
Fire
Health
Police
Public Works Commissioner
Water Deputy Commissioner
Wastewater Deputy Commissioner
Building Commissioner
City Solicitor

FROM: Anna M. Farrell, City Clerk AMF

Subject: Special Permit Application (See Attached) **Petition # 13-2016**
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no later than Friday, February 5, 2016

For your convenience, you may use the following space to respond:

_____ Approved as submitted

✓ Approved with modifications (Please attach list of suggested modifications) PLS. SEE ATTACHED

_____ Disapproved (Please attach list reasons)

Department PLANNING BOARD by Michael J. O'Hara (Signature) PRINCIPAL PLANNER

Date: 2/5/2016

Tabled Matter

#13-2016 (cont)

CITY OF FITCHBURG
PLANNING BOARD
301 BROAD STREET
FITCHBURG, MASSACHUSETTS 01420

(978) 829-1891
PHONE

(978) 345-9687
FAX

MEMO

DATE: February 2, 2015

TO: City Council
City Clerk

FROM: Michael O'Hara, Principal Planner MOHara

SUBJECT: Petition #13-2016
Special Permit
148 Myrtle Ave.
Lemay

At a January 28, 2016 meeting the Fitchburg Planning Board discussed this application. The Board recognizes that this is already a dense area, but they do not want the property to be another abandoned multifamily. As an alternative the Board recommended 6-0 that:

- The structure have less than 4 dwelling units.
- That adequate off-street parking (two per unit) be provided for the number of units and entire driveway/parking area to be paved and striped (to be demonstrated on a submitted plan). Parking only on paved areas.
- That a Special Permit condition be added requiring that the on-site structures be brought up to all current Codes.
- For safety reasons it is also recommended that the barn either be brought up to code structurally or demolished.
- All exterior structures (including windows, porches, and barn) to be updated/repaired (i.e. painted and/or sided); and to be maintained in aesthetic condition.
- Lawn/landscaping to be repaired and maintained.
- Exterior improvements to be completed prior to occupancy.
- The Special Permit should not be transferable to any successor in interest without a prior review by the Special Permit Granting Authority.
- It is suggested that the dwelling meet the standards of the Lodging House regulations adopted by the Fitchburg Board of Health

Tabled Matter

#13-2016 (cont)

Fitchburg, Massachusetts

Office of the Building Commissioner

FITCHBURG CITY CLERK

16 FEB 26 09 27

ROBERT LANCIANI
Building Commissioner

JOHN MORREALE
Local Building Inspector

KYLE RIDLEY
Inspector of Wires

WAYNE LITTLE
Plumbing/Gas Inspector

February 25, 2016

City Council
166 Boulder Dr
Fitchburg, MA 01420

RE: Petition # 13-2016

Honorable Council Members;

In consultation with members of the Nice Committee the building department makes the following recommendations to be placed on the Special Permit:

1. The existing barn must be removed before any units can be occupied.

2. The entire building shall have a fire protection system in compliance with the current building code before any units can be occupied.

3. The building shall be brought into compliance with the current building codes, and sanitary codes under lead poisoning prevention controls, before any units can be occupied.

4. All work being done must be done under Construction Control guidelines of the current building code.

5. A valid Certificate of Inspection must be received before any units can be occupied.

6. The owner must provide a copy of the lease agreement for all units of the building to show the building is being operated as a legal apartment building before any units can be occupied.

7. The building, health, and fire departments shall be given access to the building twice annually to inspect the premises for compliance with codes and conditions of the Special Permit. One of the inspections shall be done during August, and the other inspection at the discretion of the city with 24 hour notice to the management company

Sincerely,

Robert Lanciani
Building Commissioner

City Hall, 166 Boulder Drive, Fitchburg, MA 01420 (978) 829-1880 Fax (978) 829-1963

Tabled Matter

#13-2016 (cont)

COMMONWEALTH OF MASSACHUSETTS
CITY OF FITCHBURG
CITY COUNCIL

__March 3_, 2016

TO: City Council
166 Boulder Dr.
Fitchburg, MA 01420

Re: Request for Extension and Waiver of Time Constraints

Please be advised that, in connection with the approval of an extension and continuance of the public hearing in the matter noted below, the undersigned has agreed to waive and extend the time constraints by ____15___ days beyond whatever deadline(s) would otherwise have been applicable to this proceeding under the State Zoning Act, Mass.Gen.Laws Ch. 40A.

Application for _Special Permit_#13-2016

Property: 148 Myrtle Ave_____
Fitchburg, MA
Map/Parcel- _33 / 124_

Applicant: FSOC Property Management LLC
7 Keystone Way
Andover, MA 01810

Next Meeting Date: __March 15__, 2016_

Applicant,

Signed: Peter Lemay
FSOC One, LLC

Cc: Fitchburg City Clerk
166 Boulder Dr.
Fitchburg, MA 01420

At the request of the petitioner, by his Attorney Robert Lavoie, the petition was taken from the table by unanimous vote. Petition was again tabled with the agreement to an extension of time to avoid a constructive grant by unanimous vote. 11 members present. Board consists of 11 members.

The meeting adjourned at 7:55 P.M.

Anna M. Farrell, Clerk

City of Fitchburg,