

**PRESIDENT**  
Scott Joseph Graves, Esq.

**COUNCILLORS AT LARGE**  
James S. Boone  
Craig R. Cormier  
Ronald F. Cormier  
Edward A. Gravel  
Scott J. Graves, Esq.  
Christine A. Johnson

**WARD 1 COUNCILLOR**  
James M. Walsh, Esq.

**WARD 2 COUNCILLOR**  
Elizabeth J. Kazinskas

**WARD 3 COUNCILLOR**  
Nathan R. Boudreau

**WARD 4 COUNCILLOR**  
Karen G. Hardern

**WARD 5 COUNCILLOR**  
James D. Johnson

**CITY OF GARDNER**  
**MASSACHUSETTS 01440-2630**

OFFICE OF THE  
CITY COUNCIL



June 24, 2019

**PUBLIC SAFETY COMMITTEE MEETING**

**Date:** Thursday, June 27, 2019  
**Time:** 6:30 p.m.  
**Location:** Mayor's Conference, Room 128, City Hall

*ANNOUNCEMENT - Any person may make a video or audio recording of an open session of a meeting, or may transmit the meeting through any medium, subject to reasonable requirements of the chair as to the number, placement and operation of equipment used so as not to interfere with the conduct of the meeting. Any person intending to make such recording shall notify the Chair forthwith. All Documents referenced or used during the meeting must be submitted in duplicate to the Chair of the Committee, pursuant to the Open Meeting and Public Records Law. All documents shall become part of the official record of the meeting.*

- I. Review and Approval of the Minutes of the May 28, 2019 Meeting.
- II. #10130, An Ordinance to Amend the Code of the City of Gardner, Chapter 275 Thereof, Entitled "Traffic Commission," to Change Commission Membership (*In City Council and Referred to Public Safety, 6/17/2019*).
- III. #10131, An Ordinance to Amend the Code of the City of Gardner, Chapter 600 Thereof, Entitled "Vehicles and Traffic," Article V. Parking Meters and Article VI. Stopping, Standing, and Parking (*In City Council and Referred to Public Safety, 6/17/2019*).
- IV. Other Business.
- V. Adjournment.

*NOTICE: The listing of Agenda items are those reasonably anticipated by the Chairman which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.*

CITY COUNCIL OF GARDNER  
*James D. Johnson*  
COUNCILLOR JAMES D. JOHNSON  
Chairman, Public Safety Committee

**CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL PUBLIC SAFETY COMMITTEE  
MINUTES OF THE MEETING OF MAY 28, 2019**

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Committee Chairman Councillor James Johnson called the Public Safety Committee meeting to order at 6:00 p.m. in the Mayor's Conference Room, City Hall. Committee members Councillors Karen Hardern and Edward Gravel were present.

Other Officials present and/or participating were Fire Chief Richard Ares; Chief of Police Richard Braks; Building Commissioner Roland Jean; Assistant Director of Public Health Lauren Saunders; and, City Clerk Alan Agnelli.

**Minutes of Prior Meeting(s).**

On a motion by Councillor Hardern and seconded by Councillor Gravel, it was voted to accept the Minutes of the May 2, 2019 Public Safety Committee Meeting, as printed.

**Building Department/City Hall Maintenance Budgets – Commissioner Roland Jean**

- Professional Development & Travel - \$4,000 allowed by the Mayor. Includes funding for Commissioner and Local Inspector to attend the annual Inspectors Training in Taunton.
- City Hall Maintenance Overtime – Increase necessary to manage winter weather conditions around facilities.
- City Hall Repairs & Maintenance – Increased from \$10,000 to \$25,000 for maintenance and repairs to the City Hall and Annex. FY2019 account “in the red.”

**Fire Department Budget – Fire Chief Richard Ares**

- FD Overtime – 4 Firefighter vacancies at the present time and one more after July 1.
- Termination Leave – Budgeted under Mayor's Unclassified.
- Energy & Utilities – Gas heating for three buildings – Central Station, the adjacent former Cumberland Farms, and South Gardner station (storage). Energy savings not realized with conversion to gas (Honeywell conservation). Energy costs are rising.
- South Gardner Station (storage) energy inefficient. New insulated overhead doors would help with heat retention. Must maintain the building since it is the only storage building available for additional Fire equipment.
- Councillor Johnson cited decaying concrete wall alongside the building and adjacent to Prospect Street sidewalk & brick retaining wall behind the building and Laundromat. Chief Ares suggested that maintenance of the concrete wall may be within the purview of the DPW.
- New Fire Vehicles – The Mayor “zeroed” the line item, choosing to fund the City's share for Engine 3 replacement from Free Cash. Car 2, the Shift Commander's vehicle, may be replaced in late 2019 from Free Cash.

**Ambulance Department Budget - Fire Chief Richard Ares**

- Appears that FY2019 projected receipts and expenditures will “break even.” FY2019 YTD gross receipts are greater than budget projections.
- Professional Services - \$300k includes payments to billing company (%age of City's collections) and Wood's Ambulance for ALS intercepts.
- If \$1,000 billed for transport, \$500 retained by the City and \$500 paid to Wood's ALS – basically “a pass-through.”
- 1,867 transports since July 1, 2018 (count as of last week).

**CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL PUBLIC SAFETY COMMITTEE  
MINUTES OF THE MEETING OF MAY 28, 2019**

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- Inquiry concerning expanding City's BLS response – no plans to add a second BLS Ambulance at this time.
- Department not interested in van-style Ambulances – Ford engine problems and limited interior room for treating patients.
- Information Technology – IMC/2 software licenses (computers in each Ambulance).
- Professional Development & Travel – Increase for training for two EMS Coordinators – National EMS Conference. Also provides for EMS Certification renewals for 8 EMTs.

**Health Department Budget – Asst. Public Health Director Lauren Saunders**

- Department Head Salary & Wages – 55% paid from BOH and 35% paid from Solid Waste Enterprise. Position is classified as a G-10 – salary budgeted for mid-range of scale.
- Professional Services – Covers water testing at Greenwood Pool (\$75/week all summer); Kendall Pond; Constable fees.
- Municipal Dumpster Collection – For all municipal and school buildings. Included in the Waste Disposal Contract.

**Solid Waste Expenses – Asst. Public Health Director Lauren Saunders**

- Transfer Station Supervisor Salary – Position was reclassified in the Budget under Assistant Staff Salary & Wages.
- Repairs & Maintenance – Repairs to equipment, facilities, CAT loader.

**Police Department Budget – Chief Richard Braks**

- Professional Services – Provides for various systems no longer under warranty – 4<sup>th</sup> year of new facility. Includes door security (fobs), Cruiser data consoles/communication systems.
- Information Technology – Hardware, copiers, etc.
- Repairs & Maintenance – Maintenance to building; Mayor's cut may result in postponing certain repairs until the next fiscal year (e.g. electronic doors, wiring).
- Minor Equipment – Request included shelving units for storage – cut by Mayor.
- New Vehicles – Replace two marked cruisers (2014 and 2015, over 100,000 miles each) and one unmarked cruiser. All purchased from State Contract – prices up 1% this year.

**Dispatch Budget**

- Professional Development & Travel – Increase to train more dispatchers and Dispatch Supervisors. Total of 3 on duty at all times.

**Animal Shelter**

- Police Department does all hiring and training of employees.
- Shelter takes in animals from the other communities within the Intermunicipal Agreement – Ashburnham, Hubbardston, and Westminster.

**Adjournment.**

On a motion Councillor Gravel and seconded by Councillor Hardern, it was voted to adjourn at 7:18 p.m.

# ORDINANCE

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10130

AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 275 THEREOF, ENTITLED "TRAFFIC COMMISSION," TO CHANGE COMMISSION MEMBERSHIP.

Be it ordained by the City Council of the City of Gardner as follows:

Section 1. Subsection B. of § 275-1 of the Code of the City of Gardner is hereby amended by inserting the words "Civil Enforcement Director" immediately following the words "Director of Community Development and Planning."

Section 2. Effective date.

This ordinance shall become effective on passage and publication as required by law.



**CITY OF GARDNER POLICE DEPARTMENT**

200 Main Street  
Gardner, Massachusetts 01440

Phone: (978) 632-5600  
Fax: (978) 630-4027



RECEIVED  
2019 JUN 12 AM 11:27  
CITY CLERK'S OFFICE  
GARDNER, MA

James F. Trifiro Jr.  
Deputy Chief of Police  
Email: JTrifiro@Gardner-MA.Gov

June 12<sup>th</sup>, 2019

Gardner City Council Members,

Good day, since the beginning of this calendar year members of the Traffic Commission have convened on two separate occasions to discuss prospective public safety roadway concerns, traffic related issues, motor vehicle complaints, major project proposals and ideas for street improvements. During this time frame it was brought to our attention that an extensive range on Ash Street was described to be under specification (width less than 28 feet) which could conceivably affect the safe transit of motor vehicles in the area where roadside parking was taking place. In addition, we also received information on extended or long term roadside parking concerns in the vicinity of Knowlton Street, which was reported to impact local business in the area by restricting the availability of open spaces to customer parking. And finally, it was identified during a review of our City Codes there was a potential lack of membership in the construct of the Traffic Commission. After wide-ranging surveys, assessments and dialogue regarding this subject matter, we as a Traffic Commission would like to recommend conducting amendments to the subsequent City Codes:

600-24/Parking prohibited on certain street – west side of Ash Street starting at the southerly property line of address #164/ traveling in a southerly direction terminating at the intersections of West and Monadnock Street's.

600-24/Parking prohibited on certain street – repeal no parking north side of Knowlton Street entire length and amend to no parking north side between Pleasant and Connors Street's.

600-18/Three-hour parking meters – north side (6 spots) and south side (4 spots) of Knowlton Street between Nichols and Connors Street's.

600-18/Three-hour parking meters – West side of Connors Street starting at the Knowlton Street intersection and traveling in a northerly direction for a distance of 238 feet (10 spots).

275-1/Commission established; member – insert Civil Enforcement Director as member.

In summary, we believe these changes would be in the best interest of public safety, of great assistance in filtering parking complaints, and will formally increase the professional dynamics of the Traffic Commission.

Your favorable consideration in our recommendations would be greatly appreciated.

James F. Trifiro Jr.  
Deputy Chief of Police  
City of Gardner Police Department

City of Gardner, MA  
Wednesday, June 12, 2019

## Chapter 275. Traffic Commission

[HISTORY: Adopted by the City Council of the City of Gardner 10-3-1988 by Ord. No. 981. Amendments noted where applicable.]

### GENERAL REFERENCES

Parking — See Ch. 512.

Vehicles and traffic — See Ch. 600.

### § 275-1. Commission established; membership.

- A. There shall be established in the City of Gardner a Traffic Commission.
- B. Members shall consist of the Chief of Police or his designee, as Chairperson, a member of the Council's Public Safety Committee as designated by the Chairperson of that Committee, the City Engineer, the Director of Public Works, and the Director of Community Development and Planning, all whom shall serve ex officio.  
[Amended 11-18-2013 by Ord. No. 1563]

### § 275-2. Placement of official traffic signs and signals.

[Amended 11-18-2013 by Ord. No. 1563]

The Director of Public Works, under supervision of the Traffic Commission, is hereby authorized and it shall be his duty to place and maintain or cause to be placed and maintained all official traffic signs and signals, markings and safety zones. All signs, signals, markings and safety zones shall conform to the standards as prescribed by the Highway Division of the Massachusetts Department of Transportation.

### § 275-3. Meetings; duties.

- A. The Traffic Commission shall meet regularly, not less often than quarterly.
- B. Among its duties the Traffic Commission shall:
  - (1) Make recommendations to the City Council, supported by engineering studies and reports when necessary, regarding changes required to the Chapter 600, Vehicles and Traffic, of this Code.
  - (2) Monitor all traffic-related issues, from signs to major project proposals.
  - (3) Actively pursue state or federal grants for street improvements (including curbing, pedestrian crossings, and signalization).
  - (4) Improve traffic on a regional basis, working with and supporting endeavors of the Montachusets Regional Planning Commission (MRPC), with an active member (appointed by Mayor for a three-year term) to be part of the MRPC.

# ORDINANCE

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AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GARDNER, CHAPTER 600 THEREOF, ENTITLED "VEHICLES AND TRAFFIC," ARTICLE V. PARKING METERS AND ARTICLE VI. STOPPING, STANDING AND PARKING.

Be it ordained by the City Council of the City of Gardner as follows:

Section 1.

Section 600-18 A. of Chapter 600, Three-Hour Parking Meters, of the Code of the City of Gardner, is hereby amended by adding the following:

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
Knowlton Street	North	From Connors Street to Nichols Street (6 spaces)
Knowlton Street	South	From Connors Street to Nichols Street (4 spaces)
Connors Street	West	From the corner of Knowlton Street northerly for a distance of 238 feet (10 spaces).

Section 2.

Section 600-24 of Chapter 600, Parking Prohibited on Certain Streets, of the Code of the City of Gardner, is hereby amended by deleting and repealing the following:

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
Knowlton Street	North	Entire Length

Section 3.

Section 600-24 of Chapter 600, Parking Prohibited on Certain Streets, of the Code of the City of Gardner, is hereby amended by adding the following:

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
Ash Street	West	From the southerly property line of 164 Ash Street migrating in a southerly direction to the intersection of West Street and Monadnock Street.
Knowlton Street	North	From Pleasant Street to Connors Street.

Section 4.

This ordinance shall become effective upon passage and publication as required by law.

10131



**CITY OF GARDNER POLICE DEPARTMENT**

RECEIVED

200 Main Street  
Gardner, Massachusetts 01440

Phone: (978) 632-5600

Fax: (978) 630-4027



2019 JUN 12 AM 11:27

CITY CLERK'S OFFICE  
GARDNER, MA

James F. Trifiro Jr.  
Deputy Chief of Police  
Email: JTrifiro@Gardner-MA.Gov

June 12<sup>th</sup>, 2019

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James F. Trifiro Jr.  
Deputy Chief of Police  
City of Gardner Police Department



City of Gardner, MA  
Monday, June 24, 2019

## Chapter 567. Streets and Sidewalks

### Article II. Street Construction

#### § 567-8. Specifications.

No street or way constructed on private land shall hereafter be laid out or accepted as a public street of the City of Gardner unless previously constructed and completed in accordance with the specifications hereinafter set forth:

- A. Every such street shall be constructed not less than 50 feet in width, if such width can be secured without material and disproportionate injury to adjoining estates, and that part of the street or way between the regularly established curblines or sidewalk lines and especially improved and intended to be used for vehicular traffic shall have a width of not less than 28 feet.
- B. The entire area of every street shall be first cleared of all stumps, roots, brush and perishable materials and all trees not intended for preservation. All loam and loamy material and clay shall be removed from the limits of the street, inclusive of sidewalks, to such depths as may be approved by the Director of Public Works or his designee. The entire area of the street shall be graded to a subgrade of not less than 16 inches for the roadway and eight inches for the sidewalk below finish grade.  
[Amended 11-18-2013 by Ord. No. 1563]
- C. The subgrade shall be brought to a true grade and cross section; upon this, good, binding gravel shall be placed and brought to finished grade and cross section and the whole road thoroughly rolled. The travelled way of the street shall be paved with Type 1 bituminous concrete to a minimum depth of 2 1/2 inches, applied in two courses.  
[Amended 4-22-1969 by Ord. No. 417]
- D. Embankments shall be of clean sand, gravel, broken stone, cinders or other suitable material; no perishable material shall be used for the making of street embankments. All slopes shall be no steeper than two feet horizontally to one foot vertically, with the top of slope extending at least one foot outside the street line in filled sections. Such slopes may be substituted by suitable retaining walls, if approved by the Planning Board.
- E. Such surface water drainage systems as the Planning Board may determine shall be installed with an outlet into an existing or proposed

City of Gardner, MA  
Monday, June 24, 2019

## Chapter 600. Vehicles and Traffic

### Article VI. Stopping, Standing and Parking

#### § 600-21. General prohibitions.

[Amended 9-17-2001 by Ord. No. 1353; 2-20-2007 by Ord. No. 1455]

No person shall stand or park any vehicle, registered or unregistered, in any street, way, highway, roadway or parkway under the control of the City of Gardner, and no person shall allow, permit or suffer any vehicles registered in his name to stand or park in any street, way, highway, road or parkway under the control of the City of Gardner, in violation of any of the traffic rules, ordinances and orders adopted by the City Council, and in particular in any of the following places, except when necessary to avoid conflict with other traffic or in compliance with the direction of a police officer or traffic sign or signal. Vehicles found violating any of the provisions of this section may be moved by or under the direction of an officer, at the expense of the owner, to a place where parking is allowed.

- A. Within an intersection, except in those areas where installation of parking meters has been approved by the Massachusetts Department of Transportation, Highway Division.
- B. Upon any sidewalk.
- C. Upon any crosswalk.
- D. Upon a roadway where parking is permitted unless both wheels on the right of the vehicle are within 12 inches of the curb or edge of the roadway, except upon those streets which are designated as one-way streets; on such one-way streets, vehicles shall be parked in the direction in which said vehicle is moving and with both wheels within 12 inches of the curb. This shall not apply to streets or parts of streets where angle parking is required by these regulations.
- E. Upon any roadway where the parking of a vehicle will not leave a clear and unobstructed lane at least 10 feet wide for passing traffic.
- F. Upon any street or highway within 10 feet of a fire hydrant.
- G. In front of any private road or driveway.
- H. Upon any street or highway within 20 feet of an intersection or intersecting way, except alleys.

- I. Within 15 feet of a wall of a fire station or directly across the street from such station, provided that signs are erected acquainting the driver with such restriction.
- J. On the roadway side of any vehicle stopped or parked at the edge or curb of a street in such a manner as to constitute double-line or multiple-line parking.
- K. Adjacent to any center division strip or island placed upon or being a part of a public way.
- L. On bridges and approaches thereon where these are designated by standard signs.