



# CITY OF FITCHBURG

## NOTICE OF PUBLIC MEETING

*Filed in the City Clerk's Office:*

**FITCHBURG CITY CLERK**

***Oct 10 2024 11:36 am***

### AGENDA

#### LEGISLATIVE AFFAIRS COMMITTEE MEETING

**MEETING DATE:** Tuesday, October 15, 2024  
**MEETING TIME:** 6:00 PM  
**MEETING PLACE:** LEGISLATIVE BUILDING  
**MEETING ADDRESS:** 700 Main Street, Fitchburg, MA

**AGENDA ITEMS:\***

This meeting will be open to the public.

Agenda Items:\*

- 097-23. Petition to review attached disclosure Municipal Employees pursuant to G.L c268A, §20 (a) (b) to approve the same.
- 270-23. Marisa Fleming on behalf of Ward 5 residents to relocate the election polling site either back to Saima Park or any other suitable location where traffic is not so dense.
- 166-24. Liz Murphy to amend Chapter 44 of the City Code to add the following position Municipal Hearing Officer pursuant G.L c268A, §20 (b).
- 177-24. The Community Development & Planning Department is requesting that City Council designate the new Municipal Hearing Officer as a Special Municipal Employee.
- 167-24. President Zarrella, to designate the Veteran Services Commissioner as a Special Municipal Employee.

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*\*Please note: Massachusetts Open Meeting Law requires that all topics that the Chair reasonably anticipates must be listed and that the list of topics must be sufficiently specific to reasonably inform the public of the issues to be discussed at the meeting.*



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176-24. City Councilor Derrick Cruz and cosponsored by Councilor Cragin and Councilor Walsh. The City of Fitchburg shall adopt a fee structure for public records requests, in accordance with the Massachusetts Public Records Law, as follows:

1. Copying Costs: The City of Fitchburg will charge up to 5 cents per page for standard black-and-white paper copies or printouts of public records.
2. Electronic Records: For records provided electronically, no per-page fee will be charged, though charges may apply for staff time as outlined below.
3. Personnel Costs: The City will charge for the time required to search for, compile, segregate, and redact public records if the time exceeds two hours. The hourly rate will be based on the hourly wage of the lowest-paid employee capable of performing the task, not exceeding \$25 per hour, unless otherwise approved by the Supervisor of Public Records (City Clerk).
4. Preliminary Cost Estimate: Upon receiving a public records request, the City of Fitchburg shall provide the requester with a written, itemized, good-faith estimate of the expected fees before processing the request, if applicable.
5. Effective Date: These changes shall take effect immediately upon approval by the City Council.

Anthony Zarrella, Chairman, Legislative Affairs Committee

*Joanna Bilotta-Simeone*

Posted By Joanna Bilotta-Simeone, Clerk