



WELCOME TO THE FITCHBURG CITY COUNCIL

October 21, 2025

**Fitchburg Legislative Building
700 Main Street
Fitchburg MA 01420**

Immediately following the Council as a Whole Committee meeting, which begins at 7:00 PM

This meeting can also be viewed live on FATV. Go to www.fatv.org/watch-fatv for more information on accessing this meeting.

This is intended to help you understand the meeting format and assist you with the rules of the Council as they pertain to your participation.

All meetings of the Fitchburg City council are open to the public. This does not mean that the public participates in all aspects of the meeting. It simply means that the meeting itself, including all discussions and votes, is open for public view.

Executive Session

The only time a Council meeting can be closed to the public is when the Council votes for Executive Session in order to discuss sensitive matters in private, such as pending litigation. Any votes taken however, must be taken in open session.

OPPORTUNITIES FOR THE PUBLIC TO SPEAK DURING A COUNCIL MEETING:

Public Forum

The Public Forum occurs immediately following the Pledge of Allegiance. The President will ask if anyone in the audience wishes to speak on any matter appearing on the Agenda. If you wish to address the Council, you must stand and be recognized and follow these rules before speaking:

1. State your name and city of residence.
2. Approach the center table and either stand or sit. This allows you to be seen and heard clearly by everyone in attendance.
3. You may speak only on items appearing on the agenda for no more than (2) minutes. Copies of the agenda are available on the center table prior to the meeting.
4. Please state the petition, order, ordinance, or resolution number to which you refer.

Public Hearings

Public hearings are held on various issues such as Special Permits and Zoning changes. The same rules apply with the following exceptions:

1. You must stand and be recognized either "in favor" or "in opposition" when asked by the Council President.
2. You need not refer to the petition number.

If you have any questions or comments either before or after the meeting, any Councilor would be happy to assist you.

Thank you for your interest!

I. PUBLIC FORUM

This meeting will be open to the public. Persons who wish to participate remotely in the Public Forum portion of the meeting may request a remote attendance link by contacting the City Clerk at cityclerk@fitchburgma.gov by 12:00 PM (noon) on the day of meeting.

II. ANNOUNCEMENTS

III. REPORT OF THE APPOINTMENTS COMMITTEE

New Appointments:

Fitchburg Board of Library Trustees

(Term to expire October 1, 2028)

Jillian Jenkins

IV. REPORT OF COMMITTEE ON RECORDS

V. COMMUNICATION

Her Honor the Mayor

1. New-Appointment letter:

Permanent Full-Time Firefighter

Anthony Russo

(Suspension of Rules)

2. New-Appointment letter:

Emily S. Randall, as a member of the Fitchburg Historical Commission, for a term to expire on November 1, 2028.

3. Re-Appointment letter:

Donald Ostrowski, as a member of the Fitchburg Historical Commission, for a term to expire February 1, 2028.

Promotion Letters

1. Promotion letter:

Lieutenant Robert DaCosta to Captain

2. Promotion letter:

Firefighter Jarod Roy to Lieutenant

VI. COMMUNICATION

Russell Cornelia – Airport Manager

Clayton Raymond– Chairman Fitchburg Airport

Minimum Standards for Aeronautical Activities and Services

VII. SPECIAL PRESENTATION

Felix I. Zemel
Building Commissioner

- South Street treatment facility project

VIII. REPORT OF COMMITTEES

City Property Committee **Meeting of October 21, 2025** **Oral Report**

- 176-25. Liz Murphy, Executive Director Community Development & Planning, request that the City Council accept the offered to purchase and authorize the Mayor to take any and all actions necessary to facilitate the transfer of this property:
0 Townsend St.
Assessor's Map 333-1-4A
- 177-25. Liz Murphy, Executive Director Community Development & Planning, request that City Council authorize the sale of the following property through an RFP Process:
0 Princeton Rd.
Assessor's Map W-11-B

Council as a Whole Committee **Meeting of October 21, 2025** **Oral Report**

- 178-25. President Zarrella to amend the Council Rules and Orders to provide for a new Committee on Human ~~Resources~~ Services as detailed in the enclosed petition.

Finance Committee **Meeting of October 8, 2025** **Oral Report**

- 167-25. ORDER THAT: the City of Fitchburg approves the expenditure of a gift made to the Fitchburg Senior Center of approximately SEVENTY-SEVEN THOUSAND DOLLARS (\$77,000) from the Estate and Trust of Deane A. Jakola.
(Be Adopted)
- 168-25. ORDER THAT: the City of Fitchburg approves the expenditure of a gift made to the Fitchburg Public Library of approximately SEVENTY-SEVEN THOUSAND DOLLARS (\$77,000) from the Estate and Trust of Deane A. Jakola.
(Be Adopted)
- 169-25. ORDER THAT: the City of Fitchburg approve the expenditure of grant funds from the Federal Aviation Administration and MassDOT in the approximate amount of TWO MILLION FORTY-FIVE THOUSAND DOLLARS (\$2,045,000) for the purpose of said grant, which is to install wildlife fencing and gates at the Fitchburg Municipal Airport.
(Be Adopted)

- 170-25. ORDER THAT: the City of Fitchburg approve the expenditure of funds in the approximate amount of THREE HUNDRED THIRTY-NINE THOUSAND THIRTY-SIX DOLLARS (\$339,036) from the US Department of Transportation Safe Streets and Roads for All (SS4A) grant program.
(Be Held)
- 171-25. ORDER THAT: the City of Fitchburg approve the expenditure of a gift from the Nashoba Regional High School class of 1971, made to the Pawlak Playground gift account, in the approximate amount of SEVEN HUNDRED TWELVE AND 50/100 DOLLARS (\$712.50).
(Be Held)
- 172-25. ORDER THAT: there be and hereby is appropriated the sum of TWENTY-EIGHT THOUSAND NINE HUNDRED DOLLARS (\$28,900) same to be charged against RESERVE FOR OTHER MUNICIPAL PURPOSES - Expenses and credited to the following departmental accounts:
- | | |
|--------------------------------------|---------|
| ASSESSOR - Personal Services | \$3,400 |
| TREASURER - Personal Services | \$5,100 |
| CITY CLERK - Personal Services | \$3,400 |
| POLICE - Personal Services | \$3,400 |
| FIRE - Personal Services | \$1,700 |
| BUILDING - Personal Services | \$1,700 |
| PUBLIC WORKS- Personal Services | \$1,700 |
| HEALTH - Personal Services | \$3,400 |
| COUNCIL ON AGING - Personal Services | \$3,400 |
| VETERANS - Personal Services | \$1,700 |
- (Be Adopted)
- 173-25. ORDER THAT: there be and hereby is transferred the sum of ONE THOUSAND SEVEN HUNDRED DOLLARS (\$1,700) from WATER PERSONAL SERVICES - Overtime to WATER PERSONAL SERVICES - Clerical.
(Be Adopted)
- 174-25. ORDER THAT: the City of Fitchburg hereby raise and appropriate the sum of TWENTY-NINE THOUSAND FOUR HUNDRED NINETY-FIVE DOLLARS (\$29,495), crediting POLICE – VEHICLE REPLACEMENT.
(Be Adopted)

IX. ORDERS – FINANCE

- 182-25. ORDER THAT: the City of Fitchburg approve the transfer of TWENTY-SEVEN THOUSAND FIVE HUNDRED DOLLARS (\$27,500) from ELECTION PERSONAL SERVICES – Election Workers to ELECTION EXPENSE - Voting Equipment for the purchase of a high-speed scanner.
(Suspension of Rules)

183-25. ORDER THAT: the City of Fitchburg approve the expenditure of funds in the approximate amount of EIGHTY-FOUR THOUSAND NINE HUNDRED NINETY-SIX DOLLARS (\$84,996) from the Massachusetts Broadband Institute's Digital Equity Implementation Grant program.

184-25. ORDER THAT: *the City of Fitchburg amend Council Order #153-25 as follows:*

there be and hereby is appropriated the sum of ~~TWENTY-SIX THOUSAND FIVE HUNDRED DOLLARS (\$26,500)~~ TWENTY-FOUR THOUSAND FIVE HUNDRED DOLLARS (\$24,500) same to be charged against RESERVE FOR OTHER MUNICIPAL PURPOSES - Expenses and credited to the following accounts:

TREASURER - Personal Services	\$1,000
POLICE - Personal Services	\$23,500
AIRPORT - Personal Services	\$2,000

185-25. ORDER THAT: there be and hereby is appropriated the sum of TWO THOUSAND DOLLARS (\$2,000) same to be charged against AIRPORT RECEIPTS RESERVED and credited to AIRPORT - Personal Services - Labor.

186-25. ORDER THAT: the City of Fitchburg amend Council Order #106-25 to reduce the sum appropriated to Water Expenses by \$350,000, as follows:

there be and hereby is appropriated the sum of ~~NINE MILLION EIGHTEEN THOUSAND FOUR HUNDRED EIGHTY-FIVE DOLLARS (\$9,018,485)~~ EIGHT MILLION SIX HUNDRED SIXTY-EIGHT THOUSAND FOUR HUNDRED EIGHTY-FIVE DOLLARS (\$8,668,485) same to be charged against WATER ENTERPRISE FUND RECEIPTS and credited to Fiscal Year 2026 Water Enterprise Fund accounts as follows:

Personal Services	\$2,417,125
Expenses	\$2,421,000
Indirect Costs	\$1,452,300 <u>\$1,102,300</u>
Debt Service	\$2,178,060
Capital Expenses	\$ 550,000

- 187-25. ORDER THAT: the City of Fitchburg amend Council Order #107-25 to reduce the sum appropriated to Wastewater Expenses by \$750,000, as follows:

there be and hereby is appropriated the sum of ~~TWENTY MILLION THIRTY-SEVEN THOUSAND THREE HUNDRED THIRTY-ONE DOLLARS (\$20,037,331)~~ NINETEEN MILLION TWO HUNDRED EIGHTY-SEVEN THOUSAND THREE HUNDRED THIRTY-ONE DOLLARS (\$19,287,331), charging \$17,594,495 against WASTEWATER ENTERPRISE FUND RECEIPTS and \$1,692,836 against WASTEWATER ENTERPRISE FUND RETAINED EARNINGS, and credited to Fiscal Year 2026 Wastewater Enterprise Fund accounts as follows:

Personal Services	\$3,094,268
Expenses	\$6,313,005 <u>\$5,563,005</u>
Indirect Costs	\$1,555,300
Debt Service	\$6,673,958
Capital Expenses	\$2,400,800

X. ORDINANCE

- 188-25. AN ORDINANCE: Chapter 111, § 111.2 of the Code of the City of Fitchburg be amended as follows:

That the General Ordinances of the City of Fitchburg, Chapter 111, § 111.2, as most recently amended, be further amended by adding the language denoted as emboldened:

§111.2 Board officers; quorum.

Amend by inserting the following emboldened language:

111.2 In February of each year the Board of Health shall organize by electing one of its members as Chair and a Clerk, who need not be a member of the Board. The salary of the Clerk shall be fixed by the Board. Two members shall constitute a quorum for the transaction of business.
(Legislative Affairs)

XI. PETITION

- 189-25. Unitil, to petition relocate p#31-52. The proposed p#31-52 would be moved 14' west from original pole and located approximately 275' from Mount Elam Road., Fitchburg as enclosed outlined in the petition.
(Public Hearing November 5, 2025)

XII. OTHER BUSINESS

Next Regular Meeting
Wednesday, November 5, 2025 7:00 PM