

**ATTLEBORO MUNICIPAL COUNCIL
DOCKET
MARCH 1, 2022**

APPROVAL OF THE RECORDS: January 11, 18 and February 1 and 15, 2022. Executive Session June 27, 2017.

PUBLIC HEARING to amend City Ordinance 1-12 that states the Powers and Duties of the Attleboro Historical Commission.

LICENSES

Ty Waterman, Chairperson

PUBLIC WORKS

Laura Dolan, Chairperson

A joint petition from Massachusetts Electric company and Verizon New England, Inc. requesting to install a new pole (1071) on County Street and install an intermediate pole (1071-1) 106 feet from new pole 1071. A public hearing is required. (3/15/2022 PH)

The Mayor respectfully submits a communication from Director of Recreation Dennis Walsh regarding the need for funds to cover the cost of price increases in supplies and services over the past six months. Therefore, I hereby request Your Honorable Body transfer \$17,620.50 from Account 16301000-511000 (Recreation – Salary & Wages) to the following:

\$12,500.00 to Account 16301000-546012 (Recreation – Supplies Rec Grounds)

\$ 5,120.50 to Account 16301000-530101 (Recreation – Professional Services)

The Mayor respectfully submits a communication from Superintendent of Park & Forestry Derek Corsi regarding the need for funds cover the cost of price increases for fertilizer and grass seed. Therefore, the Mayor hereby requests Your Honorable Body appropriate \$8,819.19 from Account 1000-359000 (Undesignated Fund Balance/Free Cash-General Government) to Account 16501000-546010 (Park – Supplies Ground).

The Mayor respectfully submits a communication from Director of Park & Forestry Derek Corsi regarding the receipt the Massachusetts Office of Business Development Grant for Capron Park Zoo. The City of Attleboro’s “Capron Park Zoo’ has been awarded \$125,000 in state funds to help support the Capron Park Zoo in the areas of visitor experience, new equipment, exhibit refurbishment and repair, and to support the overall animal welfare and zoo operations. Although this grant does not require any matching funds, the contract states that all funding should be spent or committed by June 30, 2022. In accordance with Chapter 1, Section 12 of the Revised Ordinances of the City of Attleboro, the Mayor hereby requests Your Honorable Body approve expending of such funds and any future grant amendments.

CAPITAL IMPROVEMENTS (FINANCE COMMITTEE)

Richard Conti, Chairperson

The Mayor respectfully submits a communication from Director of Recreation Dennis Walsh regarding the need for funds to repair the roof at the Bartek Center. The funding request includes a 10% contingency. Therefore, the Mayor hereby requests Your Honorable Body appropriate \$7,546.00 from Account 1000-359000 (Undesignated Fund Balance/Free Cash-General Government) to Account 16301000-582513 (Recreation – Building Improvements).

The Mayor respectfully submits a communication from Superintendent of Park & Forestry Derek Corsi regarding the need for funds to purchase a new pre-fabricated ticket booth at Capron Park Zoo, in order to make a permanent main entrance point. At the start of the pandemic in 2020, the zoo was forced to use its auxiliary side entrance as a main entrance point for zoo patrons. Over that timeframe, this new setup has been very beneficial to the zoo. By separating the entrance and exit points, the reduction in wait time and ease of entering the zoo has been extremely positive to the visitor experience. Therefore, the Mayor hereby requests Your Honorable Body appropriate \$15,000.00 from Account 1000-359000 (Undesignated Fund Balance/Free Cash-General Government) to Account 16601000-582513 (Capron Park Zoo – Building Improvements).

TRAFFIC AND TRANSPORTATION

Kelly Bennett, Chairperson

BUDGET AND APPROPRIATIONS (FINANCE COMMITTEE)

Todd Kobus, Chairperson

The Mayor respectfully submits a communication from Director of Planning & Development Gary Ayrassian regarding the receipt of Green Communities Grant of approximately \$186,629 from the Executive Office of Energy and Environmental Emergency Affairs (EOEEA). In accordance with Chapter 1, Section 12 of the Revised Ordinances of the City of Attleboro, the Mayor hereby requests Your Honorable Body to approve the expenditure of such funds and approve any further grant amendments.

ZONING AND LAND USE

Diana Holmes, Chairperson

CITY PROPERTY AND CLAIMS

Sara-Lynn Reynolds, Chairperson

A proposed resolution in support of the South Attleboro Train Station Renovation project.

The Mayor respectfully submits a communication from Legal Secretary Alison Wood regarding a printer that the Assessor's Office would like to declare as surplus. Therefore,

the Mayor hereby requests Your Honorable Body to declare the following as surplus and available for disposition:

<u>ITEM</u>	<u>MAKE/MODEL</u>	<u>SERIAL NO.</u>	<u>CONDITION</u>
Printer	HP Laserjet 9050dn	JPRC97704T	Very Poor

The Mayor respectfully submits a communication from Legal Secretary Alison Wood regarding items that the Recreation Department would like to declare as surplus. Therefore, the Mayor hereby requests Your Honorable Body to declare the following as surplus and available for disposition:

<u>ITEM</u>	<u>CONDITION</u>
Gym Lockers	Fair to Poor
Exercise Equipment	Fair

The Mayor respectfully submits a communication from Legal Secretary Alison Wood regarding items that the Police Department would like to declare as surplus. Therefore, the Mayor hereby requests Your Honorable Body to declare the following as surplus and available for disposition:

<u>Year</u>	<u>Make/Model</u>	<u>Vin #</u>	<u>Miles</u>	<u>Condition</u>
2011	Dodge/Charger	2B3CL1CT7BH597891	84,790	Poor
2014	Ford/Explorer	1FM5K8AR8EGC26650	118,495	Poor
2007	Fisher/Minute Mount II	N/A	N/A	Poor

The Mayor respectfully submits a communication from Library Director Amy Rhilinger regarding the donation of 20 laptop computers to the Attleboro Public Library from Sensata Technologies with an estimated value of \$10,000.00. In accordance with Section 1-12 of the Revised Ordinances of the City of Attleboro, the Mayor hereby requests Your Honorable Body to accept this generous donation to the City of Attleboro.

The Mayor respectfully submits a communication from Superintendent of Schools David Sawyer regarding the donation of a Skutt KM 1027 208v 1ph Kiln with an estimated value of \$3,440.92 for the art room at Studley Elementary School from Ameriport Logistics. In accordance with Section 1-12 of the Revised Ordinances of the City of Attleboro, I hereby request Your Honorable Body to accept this generous donation to the City of Attleboro.

PERSONNEL, VETERANS AND HUMAN SERVICES

Michael Angelo, Chairperson

The Mayor respectfully submits for confirmation by Your Honorable Body the following reappointments for the positions and for the terms as indicated:

<u>Name</u>	<u>Appointment</u>	<u>Term</u>	<u>Expires</u>
Kathi Gariepy	Conservation Commission	3 Year	February 2025
Douglas Greene	Cultural Council	3 Year	February 2025

The Mayor respectfully submits for confirmation by Your Honorable Body the following reappointments to positions and for terms as indicated:

<u>Name</u>	<u>Appointment</u>	<u>Term</u>	<u>Expires</u>
Randal Vincent	Inspector of Wiring	3 Year	February 2025
Laban O'Brien	Alt. Inspector of Wiring	1 Year	February 2023
Steven Nunes	Asst. Insp. Of Gas Piping/ Gas App.	3 Year	February 2025
Cynthia Amara	City Solicitor	1 Year	February 2023
Dorothy Brissette	Community Development Dir.	2 Year	February 2024
Ben Quelle	Dir. Vet. Serv./Agent/Burial Agent	2 Year	February 2024
Scott Lachance	Forest Warden	1 Year	February 2023
Christopher Quinn	Health Officer	1 Year	February 2023
Kyle Heagney	Lockup Keeper	1 Year	February 2023
Catherine Rego	Parking Administrator	1 Year	February 2023
Derek Corsi	Superintendent of Park & Forestry	3 Year	February 2025

The Mayor respectfully submits for confirmation by Your Honorable Body the appointment of Derek Corsi, 467 Seven Mile Road, Hope, RI to fill an expired term as the Superintendent of Insect Pest Control. Term to expire February 2025.

The Mayor respectfully submits a communication from Director of Budget & Administration Jeremy Stull regarding the need to fund the added Grade 9 Solid Waste Manager for the remainder of FY22. Therefore, the Mayor hereby requests Your Honorable Body transfer \$23,776.48 from Account 11241000-578300 (City Wide – Reserve Fund for Transfer) to Account 15101000-511000 (Health Department – Salary and Wages Full Time). Upon approval, the available balance in Reserve Fund for Transfer, to include any pending requests, will be \$5,667.68.

The Mayor respectfully submits a communication from Director of Budget & Administration Jeremy Stull regarding the executed memorandum of agreement with the Attleboro Laborers' Association, which covers fiscal years 2021-2023. Additional funding is needed in order to complete this agreement.

It is our intention to implement the new wage scale, once funding is approved, on the payroll of March 10, 2022 and process retro payments and one-time payments on the payroll of March 17, 2022.

Therefore, the Mayor hereby requests Your Honorable Body transfer \$72,187.11 from Account 11241000-578350 (City Wide – Reserve for Labor Negotiations) to accounts:

11211000	511000	MAYORS OFFICESALARY AND WAGES FULL TIME	\$1,456.28
11211000	511100	MAYORS OFFICESALARIES AND WAGES PART TIME	\$ 347.69
11211000	513001	MAYORS OFFICELUMP SUM RETRO	\$ 500.00
12101000	511000	POLICE SALARY AND WAGES FULL TIME	\$3,200.47
12101000	511100	POLICE SALARIES AND WAGES PART TIME	\$ 215.00
12101000	513001	POLICE LUMP SUM RETRO	\$1,000.00
12401000	511000	BUILDING INSP. SALARY AND WAGES FULL TIME	\$4,058.95
12401000	513001	BUILDING INSP. LUMP SUM RETRO	\$1,000.00
15101000	511000	HEALTH SALARY AND WAGES FULL TIME	
			\$2,890.54

15101000	513001	HEALTH	LUMP SUM RETRO	
				\$1,000.00
15411000	511000	COA	SALARY AND WAGES FULL TIME	\$ 314.78
15411000	513001	COA	LUMP SUM RETRO	\$ 500.00
16101000	511000	LIBRARY	SALARY AND WAGES FULL TIME	\$1,341.31
16101000	513001	LIBRARY	LUMP SUM RETRO	\$ 500.00
16301000	511000	RECREATION	SALARY AND WAGES FULL TIME	\$10,452.13
16301000	513001	RECREATION	LUMP SUM RETRO	\$ 3,000.00
16301000	515050	RECREATION	SPECIAL LICENSES	\$ 3,600.00
16501000	511000	PARK & FORESTRY	SALARY AND WAGES FULL TIME	\$25,909.96
16501000	513000	PARK & FORESTRY	OVERTIME	\$ 500.00
16501000	513001	PARK & FORESTRY	LUMP SUM RETRO	\$ 8,500.00
16501000	515050	PARK & FORESTRY	SPECIAL LICENSES	\$ 2,400.00

Additionally, the Mayor hereby requests Your Honorable Body transfer \$43,899.32 from Account 6000-578350 (Wastewater – Reserve for Labor Negotiations) to account 6000-511000 (Wastewater - Salary and Wages Full Time).

Moreover, the Mayor requests Your Honorable Body appropriate \$33,403.04 from Account 6000-359000 (Wastewater – Retained Earnings) to the following accounts:

6000	511000	WASTEWATER	SALARY AND WAGES FULL TIME	\$ 8,303.04
6000	513000	WASTEWATER	OVERTIME	\$ 2,900.00
6000	513001	WASTEWATER	LUMP SUM RETRO	\$15,300.00
6000	513003	WASTEWATER	OT CALL BACK/DIG SAFE MARKINGS	\$ 800.00
6000	513010	WASTEWATER	OVERTIME SNOW REMOVAL	\$ 400.00
6000	513022	WASTEWATER	CALL BACK OVERTIME	\$ 1,200.00
6000	513024	WASTEWATER	MAIN BLOCK OVERTIME	\$ 450.00
6000	513100	WASTEWATER	HOLIDAY OVERTIME	\$ 2,400.00
6000	514020	WASTEWATER	NIGHT DIFFERENTIAL	\$ 1,250.00
6000	514030	WASTEWATER	LONGEVITY	\$ 400.00

Furthermore, the Mayor hereby requests Your Honorable Body transfer \$31,272.76 from Account 6100-578350 (Water – Reserve for Labor Negotiations) to Account 6100-511000 (Water – Salary and Wages Full Time).

Lastly, the Mayor requests the Municipal Council appropriate \$30,233.49 from Account 61000-359000 (Water – Retained Earnings) to the following accounts:

6100	511000	WATER	SALARY AND WAGES FULL TIME	\$10,783.49
6100	513000	WATER	OVERTIME	\$ 2,500.00
6100	513001	WATER	LUMP SUM RETRO	\$11,700.00
6100	513003	WATER	OT CALL BACK/DIG SAFE MARKINGS	\$ 100.00
6100	513010	WATER	OVERTIME SNOW REMOVAL	\$ 250.00
6100	513022	WATER	CALL BACK OVERTIME	\$ 425.00
6100	513023	WATER	MAIN BREAK OVERTIME	\$ 1,000.00
6100	513100	WATER	HOLIDAY OVERTIME	\$ 1,500.00
6100	514020	WATER	NIGHT DIFFERENTIAL	\$ 1,925.00
6100	514030	WATER	LONGEVITY	\$ 50.00

ORDINANCES, ELECTIONS AND LEGISLATIVE MATTERS

Cathleen DeSimone, Chairperson

Policy for Waiving Building Department Permit Fees

Pursuant to Section 3–8.2 of the Revised Ordinances of the City of Attleboro, as amended, this policy explains the process and evaluation criteria when a waiver of Building Department permit fees listed in Section 3–8.1 is requested.

I. GENERAL:

- a. This policy does not apply to municipal requests for a permit fee waiver(s).
- b. This policy does not apply to Senior Citizen Exemptions described in Section 3–8.4.
- c. All requests to waive a permit fee shall be subject to a public hearing governed by the Municipal Council Rules of Procedure.
- d. A waiver request from plumbing, gas, and electrical fees may not exceed the percentage of the gross amount of the respective inspection fees remaining after compensation for services has been made to the appropriate inspector(s), as provided by the terms of Section 3–7 in effect the waiver request is filed.
- e. Approved permit fee waivers are valid for six months from the date of the Municipal Council vote.
- f. The Municipal Council will not consider permit fee waiver request retroactively. The Municipal Council shall not reimburse any applicant for fees that have already been paid to the City.

II. PROCEDURES:

- a. All persons and private entities seeking a building permit fee waiver need to complete the attached *Building Permit Fee Waiver Application* and submit it to the Municipal Council Office. The application needs to be signed by the applicant or designated agent/representative. Incomplete applications will not be processed and will be returned to the petitioner.
- b. There is no fee to file a *Building Permit Fee Waiver Application*.
- c. Applicants are required to pay all advertising costs associated with the public hearing which must be paid prior to the public hearing.
- d. Public hearings will be scheduled according to the Municipal Council regular meeting schedule.
- e. All persons and entities, public and private, seeking a building permit fee waiver must obtain a written recommendation of support from the Mayor, which must be attached to the application package.
- f. Applications must include sufficient and relevant supporting financial and other documentation demonstrating the need for the waiver. Such documentation must include, but not be limited to: proof of entity status, a

budget comprised of all actual revenues and expenses, revenue sources, the amount of the gap in financing (if applicable) and the portion thereof that the fee waiver is sought to cover.

- g.** The applicant(s) or the designated agent/representative that appears on the *Building Permit Fee Waiver Application* must appear before the Municipal Council at the public hearing and be prepared to present a case for the requested waiver.
- h.** The Municipal Council may grant a fee waiver in an amount different from that requested by the applicant based on the information presented during the public hearing.
- i.** Only the Municipal Council can grant a fee waiver and such waiver shall be limited to the specific fee sought to be waived listed on the Application.
- j.** No individual authorized to collect a building or inspectional fee shall accept a reduced fee as full payment for the requested permit or inspection without receiving a copy of the Fee Waiver granted by the Municipal Council, which shall be kept on file in the Building Department.

III. EVALUATION CRITERIA:

- a.** If the application seeks less than a full waiver of the fee, the applicant must present written documentation of the financial resources that have been secured to pay the remainder of the applicable fee (i.e. building, inspections). The Municipal Council will not waive any permit fee(s) if the waiver covers only a portion of the gap in financing without written documentation of the availability of sufficient funds to close the gap.
- b.** The amount of the requested fee waiver cannot exceed amount of the financial gap. The Municipal Council shall not waive a total fee amount exceeding the amount of the gap in financing.
- c.** Permit fees are an important source of City revenue. A waiver may only be granted in circumstances where a project will improve the overall quality of life of Attleboro residents, advance objectives contained in the Comprehensive Plan, provide economic benefits to the City, increase the supply of affordable/workforce housing, create/retain jobs, remove blight or decadence, improve environmental quality, preserve City resources, upgrade infrastructure, or has civic, cultural or historical benefit.

PUBLIC SAFETY

Peter Blais, Chairperson

SPECIAL COMMITTEE ON SENIOR TAX

Richard Conti, Chairperson