

**Council President**

David R. Cormier

**Council Vice President**

Pauline M. Cormier



**Councillors-at-Large**

Thomas F. Ardinger

Susan Chalifoux-Zephir

Todd M. Deacon

Claire M. Freda

**Ward Councillors**

Ward 1 – William A. Brady

Ward 2 – Pauline M. Cormier

Ward 3 – David R. Cormier

Ward 4 – Mark C. Bodanza

Ward 5 – Peter A. Angelini

**MINUTES**

**CITY OF LEOMINSTER**

**CITY COUNCIL**

**JULY 25, 2022**

**JOHN P. MAHAN CITY COUNCIL CHAMBERS**

**INTERVIEWS OF CANDIDATES REFERRED BY WAYS AND MEANS  
COMMITTEE, 6:00 PM.**

**The interviews opened at 6:00PM. Councillor Pauline Cormier explained how the Ways and Means committee went through the resume screening process. She explained that there were over 30 candidates. Six semifinalists were selected, and of that, 6, 3 were presented to the City Council. One applicant withdrew, and two were left remaining.**

**Ms. Maribel Perez was the first finalist invited into Council Chambers. Councillor Pauline Cormier asked Ms. Perez to introduce herself and provide a summary of her experience. She explained that she has worked in the City Clerk's office for 18 years. She became a Head Clerk in 2016. Each Councillor took turns asking Ms. Perez questions where she expanded on her skills and experience.**

**Ms. Vicki Jackson was the second finalist to be invited into Council Chambers. Councillor Pauline Cormier asked Ms. Jackson to introduce herself and provide a summary of her experience. She explained that she has worked as a paralegal for over twenty years. She has strong communication, organization, and research skills. She also informed the council that she is loyal and has lasting relationships with previous employers. Each Councillor took turns asking Ms. Jackson questions where she expanded on her skills and experience.**

## **CONTINUED PUBLIC HEARING 6:50 PM.**

- 62-22 Pauline Cormier, Ward 2 Councillor, requests stop signs to be placed at the junction of Eighth Street and Spruce Streets, both Northbound and Southbound.  
*(Legal Affairs; Regular Course 06/27/2022; Public Hearing 07/11/2022 at 6:45 PM; Further Time; 07/11/2022; Continued Public Hearing 07/25/2022 at 6:50 PM; Majority Vote)*

**The public hearing opened at 7:01 PM. Councillor Angelini informed the Council that the traffic division was not in favor of this ordinance. Councillor Pauline Cormier, the petitioner, requested that the Legal Affairs committee grant the petition further time so that she can meet with Sgt. Robichaud regarding the petition and discuss possible alternatives. She felt that something needed to happen in this area due to safety concerns. Councillor Angelini opened the public hearing for public comment. He asked three times if anyone wanted to speak for or against the petition. No one spoke. The Legal Affairs committee recommended that the petition be granted further time and that the public hearing be continued to the next regularly scheduled meeting.**

## **PUBLIC FORUM, 6:55 PM.**

The public forum is an opportunity for any member of the audience to speak on a matter specifically listed on the Council Agenda. Speakers will be asked to come to the microphone and state their formal name and address, along with identifying the specific item(s) they wish to address. Each speaker is respectfully asked to keep their comments within a two (2) minute time frame. The Council will not be responding or answering any questions; however, at the discretion of the Council President, clarification may be given.

**Council President David Cormier opened the public forum at 7:15 PM. Ms. Wendy Wiiks, of 142 Blossom Street, and Grant Administrator for the City, spoke in favor of communications C-04 and C-05.**

## **I. REGULAR MEETING OF THE CITY COUNCIL, 7:00 PM.**

**The regular meeting of the City Council opened at 7:00 PM. Councillor Bodanza made a motion to recess. Councillor Ardinger seconded the motion. The motion carried unanimously by a vote of 8-0. The meeting went into recess at 7:01 PM. The regular meeting went back into session at 7:16 PM.**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL OF COUNCILLORS IN ATTENDANCE**

**Council President David Cormier, Council Vice President Pauline Cormier, Councillor Bodanza, Councillor Ardinger, Councillor Angelini, Councillor Brady, Councillor Deacon, and Councillor Freda present. Councillor Chalifoux-Zephir, Absent.**

**Others present: Katelyn Huffman, City Clerk**

**IV. APPROVAL OF RECORDS**

- July 11, 2022 – **The meeting minutes were approved as amended and placed on file.**

**V. COMMUNICATIONS FROM THE MAYOR**

**Money Orders**

C-06 Dean J. Mazzearella, Mayor: Request an appropriation of \$227,236 be made to the following expense accounts; the same amount to be from additional state funds released. This is to balance the current year budget.

- Landfill Expense \$15,600 (additional maintenance on the property and law care)
- Landfill Expense \$7,600 (increase in contract price for the current year)
- Plumbing inspector \$445 (Key error in budget process)
- Police drug unit \$5,250 (excluded from original departmental budget)
- Police PT Dispatchers \$13,500 (excluded from original departmental budget)
- Planning Clerk \$1,000 (change in current year rates)
- OPEB health insurance \$100,000 (increases due to additional retirements)
- Health insurance \$83,841 (increase in costs)

*(Finance; Regular Course 07/25/2022; Majority Vote)*

**This communication was given regular course.**

C-07 Dean J. Mazzearella, Mayor: Request an appropriation of \$40,000.00 be made to the I.T.T.F Expense Account; the same amount to be transferred from Stabilization. *(Finance; Regular Course 7/25/2022; 2/3 Vote)*

RE: This is to continue the necessary upgrades to the city wide WIFI network.

**This communication was given regular course.**

C-08 Dean J. Mazzearella, Mayor; Request an appropriation of \$42,000.00 be made to the Fire Equipment Expense Account; the same amount to be transferred from Stabilization. (*Finance; Regular Course 7/25/2022; 2/3 Vote*)

**This communication was given regular course.**

C-09 Dean J. Mazzearella, Mayor; Request an appropriation of an estimated \$175,000.00 be made to the Police & Dispatch Department Salary & Wages Account; the same amount to be transferred from the Collective Bargaining Expense Account. (*Finance; Regular Course 07/25/2022; Majority Vote*)

**This communication was given regular course.**

C-10 Dean J. Mazzearella, Mayor; Request an appropriation of \$464,000.00 be made to the Communication Project Fund; the same amount to be transferred from the Stabilization Fund. (*Finance; Regular Course 7/25/2022; 2/3 Vote*)

**This communication was given regular course.**

### **Appointments**

Dean J. Mazzearella, Mayor; Request that the attached list of individuals be appointed as Election Officers. Term to expire August 1, 2023. (*Ways and Means; Regular Course 07/25/2022; Majority Vote*)

**This appointment was given regular course.**

## **VI. PETITIONS FIRST TIME ON THE AGENDA**

## **VII. MATTERS BEFORE THE CITY COUNCIL**

**VIII. FINANCIAL REPORT – STABILIZATION FUND BALANCE: \$19,982,488**

**IX. FINANCE**

C-01 Dean J. Mazzarella, Mayor: Request an FY23 appropriation of \$11,000 be transferred from the Doyle Field Salaries Account; the same amount to be transferred to the Doyle Field Expense Account.  
*(Finance; Regular Course 07/11/2022; Majority Vote)*

**The Finance Committee recommended that the City Council GRANT the communication. By a vote of 8-0 the communication was GRANTED.**

**ORDERED: By a vote of 8-0 the communication was ADOPTED.**

C-02 Dean J. Mazzarella, Mayor: Request an FY22 appropriation of \$125,000 be transferred from the unfunded liability account; with \$100,000 to the OPEB insurance account and \$25,000 to the group insurance account.  
*(Finance; Regular Course 07/11/2022; Majority Vote)*

RE: This is to cover the additional cost for the fourth quarter bill, due to an increased health care cost and the number of people retiring in the current year.

**The Finance Committee recommended that the City Council GRANT the communication. By a vote of 8-0 the communication was GRANTED.**

**ORDERED: By a vote of 8-0 the communication was ADOPTED.**

C-03 Dean J. Mazzarella, Mayor: Request an FY23 appropriation of \$146,878 be transferred from the Stabilization Fund; with \$60,594 to the CDBG Coordinator Salary Account and \$86,284 to the Code Enforcement Officer Salary Account in the health department.  
*(Finance; Regular Course 07/11/2022; 2/3 Vote)*

RE: The CDBG Grant structure has changed, and these positions are no longer going to be allowed to be supported with grant funds. These funds will be budgeted in the annual budget going forward.

**The Finance Committee recommended that the City Council GRANT the communication. By a vote of 8-0 the communication was GRANTED.**

**ORDERED: By a vote of 8-0 the communication was ADOPTED.**

## X. LEGAL AFFAIRS

- C-05 Dean J. Mazzearella, Mayor: Request that the City of Leominster take by eminent domain permanent and temporary easements on certain properties abutting or near Viscoloid Avenue for the purposes of the Safe Routes to Schools Grant. *(Legal Affairs; Suspension of the Rules 07/11/2022; Regular Course 07/11/2022; 2/3 Vote)*

**Councillor Bodanza, made a motion to amend the communication to include new language as provided by the City Solicitor. Councillor Pauline Cormier seconded the motion. The motion carried unanimously by a roll call vote of 8-0.**

**The Legal Affairs committee recommended that the City Council grant the amended communication. By a roll call vote of 8-0 the communication was GRANTED.**

- 62-22 Pauline Cormier, Ward 2 Councillor, requests stop signs to be placed at the junction of Eighth Street and Spruce Streets both Northbound and Southbound.  
*(Legal Affairs; Regular Course 06/27/2022; Public Hearing 07/11/2022 at 6:45 PM; Further Time; 07/11/2022; Continued Public Hearing 07/25/2022 at 6:50 PM; Majority Vote)*

**The Legal Affairs committee recommended that the City Council grant the petition FURTHER TIME and continue the public hearing to August 8, 2022, at 6:50 PM. By a vote of 8-0 the petition was given FURTHER TIME and the public hearing was continued to August 8, 2022, at 6:50 PM.**

## XI. WAYS AND MEANS

- C-04 Dean J. Mazzearella, Mayor: Authorize the City of Leominster to pursue \$22,356.00 through the United States Department of Justice – Justice Assistance Grant Program (JAG).  
*(Ways and Means; Regular Course 07/11/2022; Majority Vote)*

**The Ways and Means committee recommended that the City Council GRANT the authorization to pursue the JAG Grant. By a vote of 8-0 the JAG grant was GRANTED.**

1-23 Request to sign the Election Order for the September 6, 2022, State Primary Election.  
*(Ways and Means; Regular Course 07/11/2022; Majority Vote)*

**The Ways and Means committee recommended that the City Council GRANT the Election Order. By a vote of 8-0 the election order was GRANTED.**

## **XII. NEW BUSINESS**

## **XIII. OLD BUSINESS**

### **SELECTION OF A NEW ASSISTANT CITY CLERK**

Confirm the appointment of the finalist for the Assistant City Clerk Position. *(Ways and Means; Regular Course and Interviews 07/25/2022; Majority Vote)*

**Councillor Bodanza made a motion to elect Maribel Perez as the new Assistant City Clerk for a term to expire on 04/15/2027. Councillor Ardinger seconded the motion.**

**Councillor Freda informed the Council that she did not object to the candidate getting the job, but she did object to the process. She felt more time was needed to select a candidate. Councillor Brady felt that the process was too short.**

**Councillor Bodanza felt that the process was followed, good candidates were presented, and that the nominated candidate would make a good fit in the office.**

**Councillor Pauline Cormier reiterated the process to the Council and stated that she felt it was thorough, thoughtful, and appropriate.**

**By a roll call vote of 7-1 (Councillor Freda Nay) Maribel Perez was elected as the new Assistant City Clerk, term to expire 04/15/2027.**

**Second Reading of an Ordinance:**

C-84 Dean J. Mazzarella, Mayor: Request that the following ordinance change be adopted: Amend Chapter 16. Personnel. Section 16-30. Compensation grades. By inserting therein, the following sections: for FY2022 through FY2024: as follows:

6/30/2022	FY22							
	MIN	2	3	MID	4	5	6	MAX
S-1	32,263	33,556	34,898	36,292	37,743	39,260	40,822	41,642
S-2	36,137	37,580	39,084	40,650	42,271	43,965	45,723	46,643
S-3	40,471	42,091	43,772	45,528	47,346	49,245	51,211	52,235
S-4	45,331	47,144	49,030	50,986	53,027	55,148	57,353	58,499
S-5	50,771	52,801	54,909	57,108	59,388	61,765	64,235	65,522
S-6	56,860	59,133	61,504	63,958	66,517	69,178	71,947	73,388
S-7	63,679	66,206	68,881	71,637	74,502	77,477	80,573	82,187
S-8	71,325	74,180	77,144	80,233	83,441	86,774	90,250	92,051
S-9	79,882	83,079	86,402	89,855	93,455	97,192	101,077	103,097
S-10	89,298	93,047	96,769	100,640	104,668	108,851	113,207	115,470
6/30/2023	FY23							
	MIN	2	3	MID	4	5	6	MAX
S-1	33,400	34,739	36,128	37,571	39,074	40,644	42,261	43,109
S-2	37,410	38,905	40,462	42,083	43,761	45,515	47,334	48,287
S-3	41,897	43,575	45,315	47,133	49,015	50,980	53,016	54,077
S-4	46,929	48,806	50,759	52,783	54,896	57,092	59,374	60,561
S-5	52,560	54,663	56,844	59,121	61,482	63,942	66,499	67,831
S-6	58,864	61,218	63,672	66,213	68,862	71,617	74,483	75,975
S-7	65,923	68,540	71,309	74,162	77,128	80,208	83,413	85,084
S-8	73,839	76,794	79,863	83,061	86,382	89,833	93,431	95,296
S-9	82,698	86,008	89,448	93,022	96,750	100,618	104,640	106,731
S-10	92,446	96,327	100,181	104,188	108,358	112,688	117,197	119,540
6/30/2024	FY24							
	MIN	2	3	MID	4	5	6	MAX
S-1	34,235	35,607	37,032	38,510	40,050	41,660	43,318	44,187



S-2	38,346	39,877	41,474	43,135	44,855	46,653	48,518	49,494
S-3	42,945	44,664	46,448	48,311	50,241	52,255	54,342	55,428
S-4	48,102	50,026	52,028	54,103	56,268	58,520	60,859	62,075
S-5	53,874	56,029	58,265	60,599	63,019	65,541	68,161	69,527
S-6	60,336	62,748	65,264	67,868	70,584	73,407	76,345	77,874
S-7	67,571	70,253	73,091	76,016	79,056	82,213	85,498	87,211
S-8	75,685	78,714	81,860	85,138	88,542	92,079	95,767	97,678
S-9	84,766	88,158	91,684	95,348	99,169	103,133	107,256	109,399
S-10	94,757	98,736	102,685	106,793	111,067	115,506	120,127	122,529

*(Legal Affairs; Regular Course 5/23/2022; Public Hearing 06/13/2022 at 6:45 PM; First Reading of the Ordinance Further Time 06/27/2022; 2/3 Vote)*

**The Legal Affairs committee recommended that the City Council ADOPT the second reading of the ordinance. By a vote of 8-0 the second reading of the ordinance was adopted.**

48-22 Peter Angelini, Ward 5 Councillor: Requests to amend the City of Leominster Revised Ordinances Section 12-2 as attached. This amendment is proposed to take effect July 1, 2022.

RE: To revise the fee schedule in the City of Leominster to begin July 1, 2022 (FY2023)

*(Legal Affairs: Regular Course 03/28/2022; Public Hearing 04/11/2022 at 6:45 PM; Public Hearing Continued to 05/09/2022 at 6:30 PM; Public Hearing Continued to 06/13/2022 at 6:50 PM; First Reading of the Ordinance Further Time 06/27/2022; 2/3 Vote)*

**The Legal Affairs committee recommended that the City Council ADOPT the second reading of the ordinance. By a vote of 7-1 (Councillor Freda NAY) the second reading of the ordinance was adopted. Councillor Freda stated that she did not feel it was the right time to increase the fees due to the state of the economy.**

#### **XIV. COMMUNITY CALENDAR**

**Councillor Freda stated that although it was quite warm over the weekend, it was a great game at Leominster Day at Polar Park, it was great to see the little league that unfortunately were unsuccessful in their bid for the title on Saturday, but it was a great opportunity for them to throw out the first pitch yesterday with the Mayor. It was a good day although it was hot.**

**XV. ADJOURNMENT**

**Councillor Bodanza made a motion to adjourn.**

**Councillor Pauline Cormier seconded the motion.**

**The motion carried unanimously. By a vote of 8-0 the meeting adjourned at 8:14 PM.**

Minutes respectfully submitted by, Katelyn Huffman, City Clerk