

WARD COUNCILLORS

- 1 – David R. Thibault-Muñoz
- 2 – Dana M. Heath
- 3 – Paul G. Tassone
- 4 – Karen G. Hardern
- 5 – Aleksander H. Dernalowicz, Esq.

COUNCIL PRESIDENT

George C. Tyros

COUNCILLORS AT LARGE

- Calvin D. Brooks
- Craig R. Cormier
- Brad E. Heglin
- Elizabeth J. Kazinskas
- Judy A. Mack

**CITY OF GARDNER
MASSACHUSETTS**

CITY COUNCIL



PUBLIC WELFARE COMMITTEE MEETING NOTICE

Date: Friday, February 6, 2026
Time: 8:15 A.M.
Location: City Council Chamber, City Hall

AGENDA

CALL TO ORDER

ANNOUNCEMENT OF OPEN MEETING RECORDINGS

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 and exhibits used or referenced at the meeting must be submitted in duplicate to the City Clerk, as they become part of the Meeting Minutes.

- I. Introductions/announcements
- II. Reading of Minutes of Prior Meeting(s)
 - October 16, 2025
 - November 18, 2025
- III. Department Updates
 - Library
 - Cable Commission
 - Council on Aging/Senior Center
- IV. Councillor questions/concerns/comments.
- V. Adjournment.

RECEIVED
 2026 FEB - 3 P 3:22
 CITY CLERK
 GARDNER, MA

NOTICE: The listing of Agenda items are those reasonably anticipated by the Chair 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

Craig R. Cormier

Craig R. Cormier
Chair, Public Welfare Committee

**GARDNER CITY COUNCIL
PUBLIC WELFARE COMMITTEE
MINUTES OF THE MEETING OF OCTOBER 16, 2025**

Councillor Judy Mack, Chairman of the Public Welfare Committee, called the meeting to order at 4:30 p.m. at the City Council Chambers, City Hall, Room 219. Committee members, Councillor Dana Heath and Councillor David Thibault-Muñoz were present.

Also present was Mayor Michael Nicholson; Historical Commission Clerk Alan Agnelli; Councillor Karen Hardern; Historical Commission Chair Christopher Pera; Veterans Agent Chris Davis; and Administrative Coordinator Suzi Severance.

Reading and Acceptance of Meeting Minutes

On a motion made by Councillor David Thibault-Muñoz and seconded by Councillor Dana Heath it was voted to waive the reading and accept the minutes of September 30, 2025.

11704 – An Ordinance to Amend Chapter 675 of the Code of the City of Gardner, thereof Entitled Zoning, To Promote Housing Growth and Production in the City

Councillor Karen Hardern first spoke on behalf of this item. She informed the Public Welfare Committee that this proposal, developed over the past year and was prompted by a long-vacant multifamily building that lost its grandfathered zoning status and required a special permit despite no change in use or construction. This highlights broader zoning barriers that make renovating existing multifamily housing difficult, costly, or even impossible, particularly in Ward 4, which contains roughly three-quarters of the city’s apartments and many long-vacant properties. While housing costs and new construction are high, current rules often prevent reinvestment in historically multifamily neighborhoods. This proposal seeks to update zoning regulations to remove unnecessary obstacles to renovation, while maintaining protections for neighborhood character. The changes are intentionally targeted to areas already built out as multifamily, aiming to preserve these neighborhoods, increase housing availability, and empower local owners and developers to reinvest rather than rebuild.

The mayor explained that Gardner is experiencing rising housing costs due to increasing property valuations driven by market trends, while existing zoning regulations are simultaneously making it more expensive and difficult to build or renovate housing. To address this contradiction and support Gardner’s goal of being open for business and affordable for residents, the mayor and Councillor Karen Hardern developed a comprehensive zoning ordinance aimed at increasing housing supply and reducing regulatory barriers.

The ordinance includes several key components: updated definitions; authorization of small homes (formerly “tiny homes”) in residential districts to provide lower-cost, entry-level homeownership opportunities; and reforms to accessory dwelling units (ADUs) to bring the city into compliance with the state’s Affordable Homes Act, allowing ADUs by right and supporting seniors and downsizing residents. It also establishes expedited permitting timelines—90 days for all housing projects and 60 days for projects with veteran housing preference—in support of housing production and the state’s goal to end veteran homelessness.

**GARDNER CITY COUNCIL
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Additional provisions include adoption of state “starter home” zoning to enable future overlay districts and unlock eligibility for state grant funding; allowing multifamily housing by right in targeted, already built-out multifamily areas to streamline rehabilitation of long-vacant properties while preserving neighborhood character; and modernizing parking requirements by reducing them to one space per unit and allowing compact spaces, aligning local rules with state standards and real-world transportation needs. Finally, the mayor noted that under the Housing Choice legislation, all proposed changes qualify for adoption by a simple majority vote of the City Council rather than the usual two-thirds requirement.

The mayor provided the clerk with his written talking points in favor of the Housing Opportunity & Modernization for Everyone (H.O.M.E.) Act which is attached.

On a motion made by Councillor Judy Mack and seconded by Councillor Dana Heath, it was voted to amend the maximum square feet for an accessible dwelling unit from 900 to 1250 square feet.

3 yeas, motion passes.

On a motion made by Councillor Dana Heath and seconded by Councillor David Thibault-Muñoz, it was voted to present this item to the full council as amended for passage.

3 yeas, motion passes.

DEPARTMENT UPDATES

Golf

Golf Superintendent William Frank could not attend this meeting but provided the Public Welfare Committee with his attached Golf update report.

Historical Commission

Historical Commission Chair Chris Pera and Historical Commission Clerk, Alan Agnelli presented the attached Historical Commission Update to the Public Safety Committee.

Veterans Department

Veterans Agent Chris Davis presented the attached Veterans Department Update to the Public Safety Committee.

Adjournment

On a motion made by Councillor Dana Heath and seconded by Councillor David Thibault-Muñoz it was voted to adjourn at 5:36 p.m.

Talking Points in Favor of the Housing Opportunity & Modernization for Everyone (H.O.M.E.) Act

A Zoning Reform Proposal for the City of Gardner

1. Addressing the Housing Crisis

- Massachusetts faces a severe housing shortage, driving up rents and home prices.
- Gardner is not immune—residents, seniors, families, and young professionals all struggle to find affordable, quality housing.
- This ordinance is a **local solution to a statewide problem**, removing barriers and creating new housing opportunities.

2. Key Reforms in the Ordinance

- **Small Homes (§675-850):**
 - Allows Tiny Homes and Efficiency Homes by-right in residential districts.
 - Up to **10 units per acre** permitted without a special permit.
 - Encourages affordable starter housing, smart land use, and neighborhood revitalization.
- **Accessory Dwelling Units (ADUs) (§675-820):**
 - Permitted **by-right citywide** in residential zones.
 - Supports **multigenerational living** and affordable rental options.
 - Complies with the new Massachusetts Affordable Homes Act.
- **Expedited Permitting (§675-860):**
 - All housing projects receive a decision within **90 days**.
 - Faster reviews for developments including **Veterans Preference Housing**.
 - Eliminates costly delays that discourage investment.
- **Starter Home Overlay (§675-570):**
 - Promotes modestly sized, family-friendly homes (max. 1,850 sq. ft.).
 - Requires affordability for moderate-income households.
 - Expands opportunities for first-time buyers to build wealth.

- **Housing Priority Overlay District (§675-590):**
 - Enables **multifamily housing by-right** in targeted, service-ready areas.
 - Encourages compact, sustainable, transit-accessible growth.
- **Parking Reforms:**
 - Reduces minimum parking requirements, introduces **flexible/shared lots**, and allows **compact car spaces**.
 - Makes development more feasible while reflecting modern transportation trends.

3. Benefits for Gardner

- **Affordability & Equity:** More housing options will help stabilize rents and create paths to homeownership.
- **Economic Growth:** Attracts new residents, supports workforce needs, and revitalizes underutilized parcels.
- **Efficiency & Sustainability:** Smarter land use reduces sprawl, supports walkability, and cuts down on unnecessary regulatory costs.
- **Fairness for Veterans & Families:** Incentives ensure housing options for those who served and for working families building their future.
- **Local Control with Flexibility:** Standards for design, open space, and review ensure new development fits Gardner's character.

**Gardner City Council
Subcommittee Update Template**

Department: Golf
Submitted to: Public Welfare Committee
Reporting Period: October, 2025

Monthly Highlights

- **Top Accomplishments:**
 1. Continued financial stability – profited roughly \$150K this past golf season
 2. Addition of new staff – full-time mechanic. This is imperative to our operation as it is one of the most vital positions on the crew, and our pay scale is not in line with other courses in the area.
 3. Currently working on/finalizing large equipment purchase. We are in the process of obtaining 4-5 new pieces of equipment for next season.
- **Significant Issues or Challenges:**
 - Lack of proper irrigation – we were without our maximum volume of water this entire golf season, and solely depending on city water. Staff made major efforts to combat this by working extended hours.

Key Operational Metrics

- **Service Requests:**
 - Requests Received: n/a
 - Requests Completed: n/a
- **Inspections/Permits (example):**
 - Inspections Completed: n/a
 - Permits/Licenses Issued: n/a
- **Public Engagement:**
 - Community Interactions/Events: n/a
 - Attendees/Participants: n/a

Project & Initiative Status

- **Project Name 1:** Pump House
 - **Status:** On-track
 - **This Month's Progress:** Finalized all permitting, and have gained approval to start project.
 - **Next Steps:** Line-up contractors and pick start date.
- **Project Name 2:** n/a

**Gardner City Council
Subcommittee Update Template**

- **Status:** n/a
- **This Month's Progress:** n/a
- **Next Steps:** n/a

Financial Update

- **Budget vs. Actual Spending:**
 - Maintained financial independence. Continued to bolster the surplus, ensuring independence from city funds.
- **Unexpected Spend:**
 - List, with potential impact to budget.

Personnel & Resources

- **Staffing:**
 - New Hires: Rolland Huntley - Mechanic
 - Current Vacancies: none
- **Equipment:**
 - New Acquisitions: Aforementioned equipment purchase
 - Status of Major Equipment:

Requests to the Subcommittee

None

SUMMARY:

We had another successful golf season, continued maintaining strong membership numbers and profitability. Staff retention and positive morale continue. Any questions, please contact me.

Department: Gardner Historical Commission

Submitted to: Public Welfare Committee

Reporting Period: October 2025 (Submitted and presented on 10/16/2025 at Public Welfare Committee meeting)

Monthly Highlights

- **Top Accomplishments:**

1. Expect to contract with a firm to conduct an assessment of the Old Burying Ground which the Commission hopes will lead to funding to refurbish the cemetery. The assessment involves evaluating the physical state of grave markers, their surroundings, and the overall safety of the cemetery. This includes identifying potential safety hazards, assessing the need for preservation work, and understanding the deterioration affecting grave markers.

- **Significant Issues or Challenges:**

- [Briefly describe any major issues that arose this month.] **None.**

Key Operational Metrics

- **Service Requests:**

- Requests Received: N/A
- Requests Completed: N/A

- **Inspections/Permits (example):**

- Inspections Completed: N/A
- Permits/Licenses Issued: N/A

- **Public Engagement:**

- Community Interactions/Events: **One (1) - Boston Tea Party Museum Presentation at the Gardner Senior Center, October 15, 2025.**
- Attendees/Participants: **Unknown/jointly sponsored with the Council on Aging and AARP Chapter 3237.**

Project & Initiative Status

Project Name 1: Old Burying Ground Restoration and Preservation/Assessment of Conditions of the Old Burying Ground.

- **Status:** Anticipated to be on-schedule.
- **This Month's Progress:** Anticipate awarding of contract in October.
- **Next Steps:** Contractor to complete assessment by the end of November encompassing gravestone and cemetery restoration and rehabilitation.

- **Project Name 2: Massachusetts Cultural Resource Information System "MACRIS" Update**

- **Status:** Initiated discussion.
- **This Month's Progress:** Considering contacting area high schools and colleges seeking students for internships or credits.
- **Next Steps:** To contact area high schools/colleges/universities to assist with the collection of data.

(over)

- **Project Name 3: Member/Volunteer Recruitment**
 - **Status:** Initiated
 - **This Month's Progress:** Considering local residents in occupations or with skills specific to the Commission's needs (e.g. historical researchers, architects, archaeology).
 - **Next Steps:** To seek volunteers to assist with the collection of data.

- **Project Name 4: Archives Development at future Gardner Community Center**
 - **Status:** Pending guidance from Liaison/Executive
 - **This Month's Progress:** Pending guidance from Liaison/Executive.
 - **Next Steps:** See above.

- **Project Name 5: Gardner Historical Collaborative**
 - **Status:** Discussion stages. Collaborative of local historical entities to share resources (Historical Commission; The Gardner Museum, Inc.; Levi Heywood Memorial Library/Local History Room; Mt. Wachusett Community College; South Gardner Historical Society).
 - **This Month's Progress:** None for October.
 - **Next Steps:** Contact all entities for interest in formalizing the Collaborative.

Financial Update

- **Budget vs. Actual Spending:**
 - Monthly Spending: None
 - Year-to-Date Spending: None
- **Unexpected Spend:**
 - [List, with potential impact to budget.] **None**

Personnel & Resources

- **Staffing:**
 - New Hires: N/A
 - Current Vacancies: Ideal number of commissioners is 7. One member had to recently resign, leaving 4 members and 3 vacant positions.
- **Equipment:**
 - New Acquisitions: **None**
 - Status of Major Equipment: N/A

Requests to the Committee

- [Use this space to make a specific request or ask for a policy review. For example: "Requesting a review of the outdated ordinance on..." or "Seeking approval for a transfer of funds to..."]

- **NONE**

**Gardner City Council
Subcommittee Update Template**

Department: Veterans' Department

Submitted to: Welfare Committee

Reporting Period: October, 2025

1. Introduction

Newly appointed director of the Veterans Services Department

- **Initial transition - Reviewing Departments:**

- Current Landscape
 - Current Operations
 - Strengths & Gaps
-

2. Current Activities

- **Staff Engagement:**

- Meetings with team members – experience/thoughts
- New Ass. Director of Veterans' Service (2 weeks)

- **Operational / Program Review:** **Consistent, Complete, Uniform

- Auditing current services – Thorough - Documenting
- Mapping intake and case management processes – Diligent – Exhausting resources
- Assessing current documentation & SOPs
Is anything Outdated - processes or documentation

- **Community Engagement/Outreach:** **Standard set, Standard maintained

- Attended 5 outreach events (Senior center, MVOC, OVA, Fitchburg, & Worcester)
Introducing myself to veterans & community partners
-

3. Assessment Phase - Early observations: Don't rebuild, reformat

- **Reputation & Perception:** Overwhelmingly positive – Continue cultivating

- **Potential Service Gaps & Waitlists:**

- Limited / Degraded Capacity (Staffing/Training/Accreditation)

- **Strengths:** Dedicated & Committed to serving veterans'

**Gardner City Council
Subcommittee Update Template**

- Staff
 - Community Partners
 - **Assessments are ongoing:** Team Needs & Client Experience & Improvements
-

5. Short-Term Goals (Next 3–6 Months)

- Conduct a full departmental audit (programs, operations, compliance)
 - Clarify & Evaluate team relevant training
 - Improve processes: inter-Department communication & Assignments
 - Continue fostering relationships with community partners
-

6. Long-Term Goals (6–24 Months)

- Yet to be determined
-

7. Request for Committee Input

I welcome any insights and assistance.

Any Questions or expectations the committee may have.

**GARDNER CITY COUNCIL
PUBLIC WELFARE COMMITTEE
MINUTES OF THE MEETING OF NOVEMBER 18, 2025**

Councillor Judy Mack, Chairman of the Public Welfare Committee, called the meeting to order at 4:30 p.m. at the City Council Chambers, City Hall, Room 219. Committee members, Councillor Dana Heath and Councillor David Thibault-Muñoz were present.

Also present was Athletic Director Dan Forte; Airport Manager Isabelle Davis; Airport Commission Chairman Jim Woods; and Administrative Coordinator Suzi Severance.

Reading and Acceptance of Meeting Minutes

No Prior Minutes.

DEPARTMENT UPDATES

Recreation Department

Athletic Director Dan Forte presented to the Public Welfare Committee his attached update report.

Airport

Airport Manager Isabelle Davis and Airport Commission Chairman Jim Woods spoke on their attached update reports.

Greenwood Pool

Amanda Morse could not attend this meeting but provided the Public Welfare Committee with her attached Greenwood Pool update report.

Disability Commission

Amanda Morse could not attend this meeting but provided the Public Welfare Committee with the Disability Commission minutes for:

- March 12, 2025
- April 9, 2025
- May 14, 2025
- June 11, 2025
- October 8, 2025

Adjournment

On a motion made by Councillor David Thibault-Muñoz and seconded by Councillor Dana Heath, it was voted to adjourn at 5:52 p.m.

Rec Dept. Monthly Department Update

- Recap of last year's summer program:
 - 353 total enrollments,
 - 43 school aged volunteers
 - 81 in the k-1 age group
 - 70 seasonal staff members
- Active Enrollments:
 - Biddy Basketball
 - Updated the format to include multiple levels to better serve our kids
 - Added an intermediate and advanced level
 - Current enrollment of 95 (last year was 109)
 - Beginner and intermediate divisions begin on 1/3
 - Advanced division begins on 12/13
- Future programs:
 - Field Hockey Clinics (late winter)
 - Indoor Soccer Clinics (late winter)
 - Baseball Softball Clinics (early spring)
 - Track and Field Clinics (early spring)
- Area Non-Profit youth teams:
 - Chair City Lions
 - Season just ended
 - Fielded 3 football teams
 - Fielded 2 cheer teams
 - Chair City Soccer
 - Fall season just ended
 - Over 300 players in the fall
 - Spring season in open enrollment
 - Chair City Baseball / Softball
 - Spring season registration is open
 - Over 300 registered players last year
 - Gardner Travel Basketball
 - Enrollment closed, season is just beginning
 - 4 total teams from 4-8th grade
- General department updates:
 - Have opened the planning phase of next summer's program
 - Will run 7/6 through 8/14
 - Anticipate a need to hire 12-15 new staff
- Any funding issues within the department:
 - None; very pleased with the funding process and amount

- Grants (applied/necessary matching funds/ awarded or rejected):
 - N/A
- Miscellaneous:
 - At the budget hearing in June, it was advised that there was a goal to see the city push back to a Municipal Recreation department. Where are we on this? I have not been a part of any conversations regarding this.

Gardner City Council
Subcommittee Update Template

Department: Airport
Submitted to: Welfare Committee
Reporting Period: November, 2025

Monthly Highlights

- **Top Accomplishments:**
 1. Greater Boston Soaring Club may be coming to Gardner (they have 100 members). Hang Gliders of New England may be coming to Gardner (they have 25 members and teach). A CFI who teaches people how to fly may be coming to Gardner if their airport closes due to a new buyer. This could increase traffic significantly which could increase FAA funding. It could also bring people spending money into Gardner. If this happens, I'd like to get flyers from downtown business to post at the airport to send visitors into town.
 2. I put together a team to plow snow this winter with me who have proper licenses (CDL license) to use Freightliner equipment.
 3. All equipment has been fueled, greased, and looked at before the winter season.
 4. I had the main electric gate repaired (wired loops in ground)
 5. Yearly maintenance of fire extinguishers has been completed. I bought a new fire extinguisher for outside so tenants can access it if needed.
 6. Yearly maintenance of fuel tank and system has been completed. I replaced the sump pump as it was old and not working properly.
- **Significant Issues or Challenges:**
 1. I took care of a potential problem where the city and city personnel may be liable if people are caught by state inspectors for running equipment without proper licenses (CDL) (fines and jail time if caught).
 2. Airport engineering consultant contract expires on November 15. I gave tasks list to Josh to begin the bidding process. Consultant works on FAA funding which is a 90/5/5 ratio between FAA, State, and local share. The nature of the large contracts (i.e. runway project) makes the consultant slightly aggressive to do these jobs for us and other airports, and these projects are recommended by the FAA to keep the airport running (i.e., future tree cutting for approach clearances where the ratio is 95/2.5/2.5 in 2026). However, they must be managed attentively because with these projects, the city must come up with the local share. I am keeping an eye on them, making sure what they recommend is needed and valid for the airport to be cognizant of the City's restraints on funding. Since the airport is part of the National Transportation System, there is a need for more funding for the 2026/2027/2028 fiscal year based on FAA recommendations.

Key Operational Metrics

- **Service Requests:**

**Gardner City Council
Subcommittee Update Template**

- **Inspections/Permits (example):**
- **Public Engagement:**

Project & Initiative Status

- **New contract with Gale Associates November 15**

Financial Update

- **Budget vs. Actual Spending:**
 - Repair budget has only \$700 left for the rest of the year
- **Unexpected Spend:**
 - Fixing the electric main gate (\$2600).

Personnel & Resources

- **Staffing:**
- **Equipment:**
 - The large gang mower is broken. This machine is used once a year, usually at the end of the summer.

Requests to the Subcommittee

- We are seeking approval for a transfer of funds from a recent excess of monies from the completion of the Runway Project. All funds have been paid out, and we have \$20,500 left over per John. We need these funds placed in our budget to pay the local share of \$15,700 for the tree cutting project on both approach ends of the runway per FAA regulations. This is a safety issue. The remaining \$4,600 we need to repair the roof on the main hangar attached to the main building. It has been leaking for 20 years. We need to fix it.
- Seeking approval for a transfer of funds from the return of an FAA independent fee of \$9,000 that was for the FAA flyover to certify the runway and lights after the runway project was completed. This money has already been earmarked for the airport. I would like to request that the airport retain these monies so that we can repair the roof on the main hangar.
- MIT has begun using the airport more frequently than previously, and we would like to retain the money that they give us (\$100 per month, and \$100 per visit) for each visit to use for airport repairs.

**Gardner City Council
Subcommittee Update Template**

Department: Airport Commission
Submitted to: Public Welfare Committee
Reporting Period: Year

Monthly Highlights

- **Top Accomplishments:**
 1. Reconstruction Runway 18-36 – All payments from FAA and MassDOT have been made to the City and Gale's invoice have been paid.
 2. Wildlife Hazard Site Visit – Final payments from FAA and MassDOT have been made to the city. Gale's final invoice is pending.
 3. Environmental Assessment and Obstruction Analysis – Report has been given to the Airport Commission for review, as well as forwarded to the FAA and MassDOT for review and comment.
- **Significant Issues or Challenges:**
 - Airport's Capital Improvement Plan (CIP) meeting was held with FAA. The first improvement in the CIP plan is obtaining Avigation Easement Acquisitions for the Runway approaches to 36 & 18 for achieving a clear Visual path to the Airport for landing.
 - Increase in Budget Items which have significant increase's in cost over the past couple of years. Unable to determine exact amounts at this time.

Key Operational Metrics

- **Service Requests:**
 - Requests Received: 1
 - Requests Completed: 1
- **Inspections/Permits (example):**
 - Inspections Completed: [Number]
 - Permits/Licenses Issued: [Number]
- **Public Engagement:**
 - Community Interactions/Events: Parking for viewing City Fire Works Display
 - Attendees/Participants: Estimate 70-100 vehicles
 - Gardner Grey Devils – Local remote control aircraft club
 - Attendees/Participants: 5-6 per week in warm weather

Project & Initiative Status

Gardner City Council Subcommittee Update Template

- **Project Name 1:** Reconstruction of Runway 36-18
 - **Status:** Completed
 - **This Month's Progress:** Final payment's to Gale
 - **Next Steps:** Avigation Easement Acquisitions – 9 Parcel's
- **Project Name 2:** Wildlife Hazard Site Visit
 - **Status:** On-Track
 - **This Month's Progress:** Awaiting comments from FAA and MassDOT
 - **Next Steps:** Finalize plan in order to apply for Grant's from FAA and MassDOT

Financial Update

- **Budget vs. Actual Spending:**
 - Monthly Spending: Unknown
 - Year-to-Date Spending: [e.g., \$90,000]
- **Unexpected Spend:**
 - Potential increased with inflation

Personnel & Resources

- **Staffing:**
 - New Hires: NA
 - Current Vacancies: [Number]
- **Equipment:**
 - New Acquisitions: Last equipment purchased in 2017
 - Status of Major Equipment: One ton Ford dump truck purchased in 2002
 - Freight Liner dump truck with plow purchased in 2017
 - John Deere loader with front bucket, snow blower purchased in 2002
 - Used 11' plow unknown when transferred to Airport from Public Works
 - John Deere tractor with bucket, brush cutter mower deck, 18' gang mower deck purchased in 2017
 - John Deere 60" Zero Turn lawn mower purchased in 2017
 - Walk behind snow blower purchase unknown
 - String Trimmer purchase unknown

Requests to the Subcommittee

- Projects need attention at Gardner Municipal Airport

**Gardner City Council
Subcommittee Update Template**

- Increase in Maintenance Budget ie: Increase in engine oil, air filters, grease, parts and tools.
- Replace Gear Box on gang mower deck - \$2200.00
- Replace bottom rubber seal on main hanger door, 60 ft. \$??
- Paint exterior on main hanger building \$??
- Install bathroom vent in Pilot Lounge \$??
- Replace Entry from parking lot to Pilot Lounge \$??
- Replace several panels on Hanger 10, door to on hanger 6 \$
- Replace 11' Plow for Front end loader \$2000.00
- Replacing and installing signage for: Safety, Procedures at the Airport, ie: Entrances, Phone Numbers, Fire Extinguisher Locations.
- Fuel Tank for rear of One-ton Dump truck
- Cement block for weight in Large Plow Truck
- Projects around Airport Property not covered by Grants
- SWPPP clear on 5 Airport outlets and cleaning of 13 Catch Basins and 5 Dry Wells \$??
- Removal of trees and low scrub brush from approach end of both ends of the approaches.
- Removal of trees from the west side of the Airport (not part of the proposed fence project).

- Master Plan Projects
- Upcoming projects to be submitted for the next five years that are eligible for FAA and MassDOT grant funding. Only available in DRAFT, approval pending.

Respectfully Submitted
James A. Wood
Chairman Airport Commission

**Gardner City Council
Subcommittee Update Template**

Department: Greenwood Pool
Submitted to: Public Welfare Committee
Reporting Period: November 2025

Season Highlights

- **Top Accomplishments:**

We successfully closed another year at Greenwood Pool. While a few maintenance issues required brief closures, the season was overall very successful, including being open for six Sundays this summer.

We reviewed and revised the daily rates, and swim lesson rates to be more in line with other communities.

- **Significant Issues or Challenges:**

- There is currently no preventative maintenance plan for the pool, so I am working with a couple of companies to ensure we are properly maintaining equipment and the integrity of the pool.
- The pool needs to be resurfaced. The last time it was done was approximately 15 years ago, with an estimated lifespan of 10-12 years.
- The splash park was unable to be opened again this year. We received a quote from the company who installed the splash park, which was \$21k to fix. Another company was going to complete the work, but an issue with the fiberglass holding tank was found and was not repairable, therefore could not be operational.
- Both the splash park and resurfacing have been submitted for the capital improvement plan.

- **Next Season**

- Revisit community events on a regular basis.
- Although there was signage added to the pool this year, we should still look at what is needed to make visual improvement to the area.
- There will be an increase to the lifeguard pay rate, effective FY27.

Suzi Severance

From: Amanda Morse
Sent: Tuesday, November 18, 2025 9:49 AM
To: Suzi Severance
Cc: Titi Siriphan
Subject: Meeting
Attachments: Scan Nov 18, 2025.pdf; Council Subcommittee Department Update (AutoRecovered).pdf

Hi Suzi,

I cannot attend tonight's meeting, and spoke with Judy and she said to send you the attached.

The Disability Commission did not meet for a couple of months this summer due to scheduling conflicts but resumed meetings in September. The November meeting was rescheduled as we missed the deadline to post the meeting due to the holiday. We will resume meeting in December. Enclosed are the meeting minutes for review.

Amanda Morse

Director of Human Resources
Gardner City Hall
95 Pleasant Street, Room 226
Gardner, MA 01440
Direct: 978-630-4001
Fax: 978-630-4025
www.gardner-ma.gov



**City of Gardner
Disability Commission
95 Pleasant Street, Rm. 14
Gardner, MA 01440
(978) 630-4001 • Fax (978) 630-4025**

**MEETING MINUTES
October 8, 2025**

MEMBERS PRESENT: Anne Hurst, Danielle Fournier, Amanda Morse

MEMBERS ABSENT: Jane Clabaugh

GUESTS: Jason Stevens, Melissa McDonald, Steve Wendell, Gavin Strom,
Colleen Whitaker

The meeting opened at 1:00 PM

1. Approval of June 11 meeting minutes

Danielle Fournier made a motion to approve the meeting minutes from June 11, 2025, seconded by Amanda Morse. The vote was unanimous

2. Paul Spooner Leadership Summit

Danielle Fournier shared her experience at the leadership summit, highlighting the skills and strategies that will be beneficial to the Commission's mission.

3. Monthly CODA call update

Anne Hurst shared an overview of the monthly CODA call. Website accessibility and employment were the main topics this month. Updates from other commissions on projects and grants were discussed.

A recess was called at 1:20 PM

Meeting resumed at 1:35

4. ADA Coordinator update

Amanda Morse updated the commission on personnel and city matters pertinent to the commission. Melissa MacDonald was introduced as Gardner's new Building Commissioner. The role of the ADA Coordinator and the building department was discussed.

- 5. Jason Stevens shared an update on Maki Park. Funding for the accessibility changes to the park has been secured, and work on the park will begin in November 2025.**
- 6. Next Meeting
November 12, 2025**

Amanda Morse made a motion to close the meeting at 2:00 PM, seconded by Danielle Fournier. The vote was unanimous



Disability Commission
95 Pleasant Street, Rm. 14
Gardner, MA 01440
(978) 630-4001 • Fax (978) 630-4025

MEETING MINUTES
March 12, 2025

MEMBERS PRESENT: Anne Hurst, Amanda Morse, Danielle Fournier

MEMBERS ABSENT: Jane Clabaugh

GUESTS: Katie Jablonski, Tom Zuppa, Steve Wendell, Gavin Strong, Jason Stevens, Bruce & Ann Chester

The Meeting commenced at 1:00 PM

1. Review and approval of January 8, 2025, meeting minutes

A motion was made to approve the January 8, 2025 meeting minutes by Amanda Morse, with a second by Danielle Fournier. The vote was unanimous.

2. Old Business:

- a) Status of repair plan for Maki Park:

Building commissioner Tom Zuppa gave a brief update and answered questions regarding the Maki Park project. Permits have been applied for and reviewed. He will keep us apprised of any updates as the project moves forward.

3. New Business:

- a) Health and Wellness Fair:

Danielle Fournier has signed us up to take part in the fair. It will be held at City Hall in the Perry Auditorium on April 24th from 5-7 PM. Ideas for a gift basket, resources, and who will man the table were discussed.

- b) Post office accessibility:

Building Commissioner Tom Zuppa provided some information on regulations for federally owned buildings vs. city-owned buildings. He has agreed to come to another commission meeting to provide more information and answer questions.

- c) Survey of parking spaces:

Accessible parking in downtown Gardner and South Gardner was discussed. The commission will work with the city and report any spaces that are not marked.

d) Review snow removal guidelines for disabilities by MOD

Due to the back-to-back storms and ice that had been occurring, the Massachusetts Office on Disabilities (MOD) released the new document. It was reviewed and discussion about responsible parties, the DPW's limited manpower and how we may be able to implement some of the guidelines as we move forward.

4. Schedule next meeting

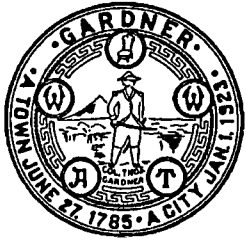
The next 3 meetings are scheduled for

April 9th

May 14th

June 11th

Danielle Fournier made a motion to close the meeting at 1:50 PM, seconded by Amanda Morse. The vote was unanimous.



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**MEETING MINUTES
April 9, 2025**

MEMBERS PRESENT: Anne Hurst, Jane Clabaugh, Danielle Fournier, Amanda Morse

**GUESTS: Gavin Strom, Bruce Chester, Ann Chester, Steve Wendell, Matt Cali,
Barbara Nealon**

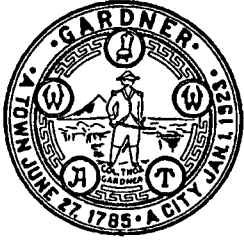
The meeting commenced at 1:00 PM

1. Review and approve March 12, 2025 meeting minutes

Motion to approve March 12, 2025 meeting minutes made by Amanda Morse, seconded by Danielle Fournier. The vote was unanimous.

2. Guest Speaker Matt Cali, fitness director at Fitness Concepts, discussed their vision of being inclusive and accessible, working collaboratively with the commission and other community partners to break down barriers to health and wellness.
3. Guest Speaker Barbara Nealon, Director of Multicultural Services and DEI at Heywood Hospital, discussed her role and the programs she oversees. She invited commission members to become part of meetings and initiatives, review materials, and collaborate on projects.
4. Old business: Health and wellness fair.
Jane Clabaugh suggested a summer fun theme for our raffle donation. We discussed plans for resources, set up, and breakdown.
5. New Business: Promoting and advertising commission events
Discussion on best way to get word out on events and clarification on any restrictions.
6. Schedule next meeting:
Next meeting is scheduled for June 11, 2025

Amanda Morse motioned to close the meeting at 2:20 PM with a second by Danielle Fournier. The vote was unanimous



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**MEETING MINUTES
May 14, 2025**

MEMBERS PRESENT: Anne Hurst, Jane Clabaugh, Danielle Fournier

MEMBERS ABSENT: Amanda Morse

GUESTS: Gavin Strom, Ann Chester, Bruce Chester

The meeting commenced at 1:10 PM

1. Review and approve May 14, 2025, meeting minutes:

Motion to approve May 14, 2025, meeting minutes by Jane Clabaugh, seconded by Danielle Fournier. The vote was unanimous.

2. Health and wellness fair update:

Danielle Fournier discussed the number of connections made with other vendors, and potential collaborations on community projects were identified and discussed. It was agreed by all that the event was not only a success but a learning experience for the commission.

3. MA Commission on Disabilities monthly call update:

Danielle Fournier reported that the call was informative and a good way to connect with other commissions. Ideas on grants, website accessibility, and having an email address specific to the commission were discussed.

4. Old business:

No old business was discussed

5. New Business:

- a. Small Business Saturday and Happy 240th Birthday, Gardner Festival:

The commission is signed up to take part in the event on June 21st. The logistics of the event and duties were discussed.

- b. Grant Opportunities:

Options for various grants were discussed, ideas for future projects, and the possibilities that would be open to the commission. Danielle Fournier will be

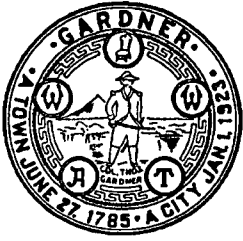
attending the MOD training on grant writing and will be reporting at the next meeting.

6. Local Parks and Playgrounds:

Gavin Strom visited all the parks around the city and reported on compliance and accessibility issues.

7. Next Meeting – June 11, 2025

Jane Clabaugh motioned to close the meeting at 2:00 PM with a second by Danielle Fournier. The vote was unanimous



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**MEETING MINUTES
June 11, 2025**

MEMBERS PRESENT: Amanda Morse, Anne Hurst, Jane Clabaugh, Danielle Fournier

GUEST: Gavin Strom, Ann Chester, Courtney Chester

The meeting commenced at 1:03 PM

1. Review and approve May 14, 2025 meeting minutes

Motion to approve the May 14, 2025, meeting minutes, as amended by Amanda Morse with the addition of Gavin Strom's report on area parks, seconded by Jane Clabaugh. The vote was unanimous.

2. MA Commission on Disabilities monthly conference call
A summary of the call was presented

3. Old business:

- a. Small Business Saturday
Conversation on logistics of the event and designation of duties. Danielle Fournier suggested the commission become a member of Gardner Square 2 Amanda Morse offered to reach out to them for information

- b. Grant opportunities and training
Danielle Fournier spoke about her attendance and what she learned on developing plans and innovative projects

4. New Business:

- a. Summer meetings
Anne Hurst made a motion to suspend commission meetings for July or August and resume regular meetings in September. The motion was seconded by Jane Clabaugh. The vote was unanimous

- b. ARC Training
The legislative advocacy training is scheduled for July 9th. Danielle Fournier is in charge of logistics and will reach out as needed

- c. 12th Annual Greater Gardner National Night Out
Danielle Fournier talked about the event and has signed us up to attend.

- 5. Next Meeting
September 10, 2025

Danielle Fournier motioned to close the meeting at 2:00 PM with a second by Amanda Morse.
The vote was unanimous