

**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**



**FINANCE COMMITTEE MEETING NOTICE**

**Date:** Tuesday, February 10, 2026  
**Time:** 4:00 P.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. Review and Approval of Meeting Minute(s)**

- January 14, 2026
- January 28, 2026

**II. First Time on the Agenda**

**11776** - An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule," by adding a new Section 10 to cover temporary positions. *Page 14*

**11777** - An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule." *Page 16*

**11778** - Donation Acceptance Order - Council-on-Aging. *Page 19*

**11779** - Donation Acceptance Order - Gardner Animal Shelter. *Page 22*

**11780** - Donation Acceptance Order - Youth Center. *Page 27*

**11781** - Donation Acceptance Order - Police Department. *Page 31*

**11782** - Donation Acceptance Order - Gardner Community Action Team. *Page 34*

**11783** - Donation Acceptance Order - Fire Department. *Page 37*

**III. In Subcommittee**

**11744** - A Measure Confirming the Gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee. *Page 40*

**11752** - Study and Report on the Salt Shed Repayment Issue. *Page 54*

**11766** - A Measure Authorizing a Contract of Up to Five (5) Years for Curbside Waste and Recycling Collection. *Page 59*

**11767** - A Measure Authorizing a Contract of Up to Five (5) Years for Website Hosting. *Page 64*

**11768** - An Order Appropriating \$35,200.00 from Free Cash to Fire Department New Equipment Account. *Page 71*

**11769** - An Order Appropriating \$201,000.00 from Free Cash to Police Department New Vehicle Account. *Page 74*

**ADJOURNMENT**

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

*Aleksander H. Dernalowicz*

Aleksander H. Dernalowicz  
Chair, Finance Committee

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**CITY OF GARDNER  
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- January 14, 2026
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**ADJOURNMENT**

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

*Aleksander H. Dernalowicz*

Aleksander H. Dernalowicz  
Chair, Finance Committee

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF JANUARY 14, 2026

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The Finance Committee meeting was called to order by Councillor Aleksander Dernalowicz at 4:00 PM in the City Council Chamber, Room 219, City Hall.

Finance Committee Member, Councillor Brad Heglin was present, Committee Member, Councillor Judy Mack, was absent.

Also participating, City Council President George Tyros, acting as Ex-Officio, Mayor Michael Nicholson, and Assistant City Clerk Jayen Kumar.

**Review and Approval of Meeting Minute(s)**

On a motion made by Councillor Brad Heglin and seconded by Councillor Aleksander Dernalowicz, it was voted to waive the reading and accept the Finance Committee Meeting Minutes of August 27, October 1, November 25, and December 10, 2025, as presented.

2 yeas, motion passes.

**#11752 - Study and Report on the Salt Shed Repayment Issue**

Mayor Nicholson provided updated documentation showing revised calculations related to the repayment of funds withdrawn from the Stabilization Account for the salt shed project. Using historical interest rates, he outlined the estimated interest lost and explained that the City remains approximately \$155,000 short of full reimbursement when accounting for principal and interest, noting that this figure will fluctuate as interest continues to accrue monthly. He also explained that final close-out figures are still pending and that free cash transfers shown for FY2024, FY2025, and FY2026 to date are consistent with the City's fiscal policies. Mayor Nicholson emphasized that additional interest potential may continue to affect the final figure until full reimbursement is completed.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda until additional information has been received,

There were no objections, more time was granted.

<b>Fiscal</b>	<b>2024</b>	<b>2025</b>	<b>2026 (YTD)</b>
Principal	\$ 2,972,902.89	\$ 3,405,984.49	\$ 3,446,990.43
Transfers	\$ 128,978.00	\$ 261,809.00	\$ 100,975.00
Interest	\$ 92,392.00	\$ 171,272.00	\$ 55,929.83
% of Interest	2.98%	4.67%	1.62%
Interest without Salt Shed*	\$ 111,008.12	\$ 172,141.30	\$ 58,489.83
Difference Salt Shed v without	\$ 18,616.12	\$ 869.30	\$ 2,560.00
		<b>Total Lost Interest</b>	<b>\$ 22,045.42</b>

Total Deposit Appropriations	\$ 491,762.00
Salt Shed Appropriation	\$ (625,000.00)
Total Interest without SS	\$ (22,045.42)
<b>Left to bring back whole</b>	<b>\$ (155,283.42)</b>

\* Interest without Salt Shed Formula:

2024 (Principal + Transfers + 625,000)\*%of Interest Line

2025 (Principal+2024 Difference Salt Shed v Without + Transfers)\* % of Interest

2026 (Principal+2025 Difference Salt Shed v Without + Transfers)\* % of Interest

Note: December 2025 Interest \$2,187.99

## STABILIZATION TRUST ACCOUNT HISTORY AS OF 10/31/25

Description	2026 Actual	2025 Actual	2024 Actual	2023 Actual	2022 Actual	2021 Actual	2020 Actual	2019 Actual
F/B STABILIZATION TRUST BALANCE	\$ 3,446,990.43	\$ 3,405,984.49	\$ 2,972,902.89	\$ 3,376,531.97	\$ 3,188,962.31	\$ 2,938,257.22	\$ 2,651,095.74	\$ 2,284,737.78
FC TRANSFERS	\$ -	\$ 261,809.00	\$ 128,978.00	\$ 130,819.00	\$ 180,582.00	\$ 220,913.06	\$ 309,484.00	\$ 223,429.00
INTEREST	\$ 41,005.94	\$ 171,272.60	\$ 92,392.92	\$ 56,750.66	\$ 70,123.09	\$ 66,248.42	\$ 56,509.96	\$ 41,425.35
OTHER TRANSFERS	\$ -	\$ -	\$ (625,000.00)					\$ (601,947.00)

Appropriations Since Salt Shed	
FY2024	\$ 128,978.00
FY2025	\$ 261,809.00
FY2026	\$ 100,975.00
<b>Total</b>	<b>\$ 491,762.00</b>
<b>Difference from Salt Shed Appropriation</b>	<b>\$ 133,238.00</b>
<b>Interest Since Salt Shed</b>	
FY2024	\$ 92,392.92
FY2025	\$ 171,272.60
FY2026 (YTD)	\$ 41,005.94
<b>Total</b>	<b>\$ 304,671.46</b>

**#11763 - Discussion of the Recurring Internet Outages at City Hall and other City Departments**

Mayor Nicholson addressed recurring internet outages, explaining the billing processes, staffing changes within the Human Resources Department, and how billing responsibilities have shifted among departments. He detailed recent Comcast billing issues, including a payment made to the incorrect service that resulted in a temporary outage, as well as a prior outage caused by a regional Comcast service failure.

He noted that corrective measures are being implemented, including clearer billing distinctions, improved tracking through MUNIS, and exploration of another service as a backup to mitigate future outages.

The Committee expressed concern regarding outages caused by non-payment and emphasized the importance of transparency when departmental responsibilities are reassigned. Mayor Nicholson acknowledged these concerns and stated that the administration is reviewing internal processes to prevent future issues.

Councillor Heglin noted that Councillor Judy Mack, who is absent, had requested this item, and it may be good to have her present to speak if necessary.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11764 - Discussion on City Council Rules**

City Council President George Tyros presented proposed updates to the City Council Rules, including adjustments to committee jurisdiction, specifically expanding the scope of the Economic and Community Development Committee, and amendments to Rule 14, establishing an earlier deadline for standing committee submissions prior to Council meetings.

President Tyros explained that the intent of the changes is to promote better planning, reduce last-minute agenda additions, and provide adequate review time for Councilors and staff. The Committee expressed support for the administrative changes and the proposed deadline adjustment.

On a motion made by Councillor Heglin and seconded by Councillor Dernalowicz, it was voted to recommend to the full Council that the proposed rules revisions be adopted.

2 yeas, motion passes.

**#11482 - Discussions regarding the City's Health Insurance Payments and Trust Fund**

Mayor Nicholson reported that, working with the Assistant Auditor and the temporary auditor, the Health Insurance Trust Fund balance as of the end of December was \$1,472,268.89, compared to \$1,392,261.71 reported at the end of November.

Councillor Dernalowicz noted that updates are typically provided at the end of each month.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11685 - A Measure Declaring the Land located at 13-17 West Lynde Street, as Defined in the Attached Approval Not Required (ANR) Plan, as Surplus for the Purpose of Disposition**

Mayor Nicholson stated that the administration remains in favor of declaring the property surplus and proceeding with an RFP process, noting that the legal opinion from the Law Department had been provided at the previous meeting.

Councillor Heglin discussed concerns regarding the permanent loss of municipal parking spaces and long-term control of downtown property.

Councillor Dernalowicz agreed, and expressed hesitation about an complete sale and interest in exploring alternative options.

On a motion made by Councillor Heglin and seconded by Councillor Dernalowicz, it was voted to report to the full Council that no action be taken,

2 yeas, motion passes.

**#11728 - A Discussion on the Current State of Facilities Management for all Municipal Buildings**

Councillor Dernalowicz reintroduced the item, noting the complexity of current facilities management across multiple departments, unions, and funding structures, and the anticipated addition of the Waterford Community Center. He stated that discussions are underway, including a scheduled meeting with the Mayor, Council President, and Human Resources to begin evaluating potential reorganization.

Council President Tyros emphasized that proactive planning could help avoid higher long-term costs associated with deferred maintenance and emergency repairs.

The Committee agreed to continue monitoring the issue and receive updates as discussions progress.

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF JANUARY 14, 2026

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Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11744 - A Measure Confirming the Gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee**

Councillor Dernalowicz noted that the Committee had asked for more time to review the information with this item.

Councillor Heglin asked Mayor Nicholson when and how he became aware of the amount of this donation, as it was historically high.

Mayor Nicholson responded noting that he was not aware of the amount until it was ready to be given. He added that, "they do a few hundred bucks here and there." He was not expecting it to be this much, but is glad it helped out the CAC as much as it did.

Councillor Dernalowicz added that it was Councillor Mack who had this put on the agenda, and as she is not present, he would like to keep it on the agenda.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**ADJOURNMENT**

On a motion by Councillor Heglin and seconded by Councillor Dernalowicz, it was voted to adjourn at 4:38 p.m.

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF JANUARY 28, 2026

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The Finance Committee meeting was called to order by Councillor Aleksander Dernalowicz at 4:00 PM at the Gardner Police Headquarters

Finance Committee Members, Councillor Brad Heglin and Councillor Judy Mack, were also present.

Also participating, Mayor Michael Nicholson, Fire Chief Gregory Lagoy, Police Chief Eric McAvene, and City Clerk Titi Siriphan.

**Review and Approval of Meeting Minute(s)**

Councillor Heglin noted an error under the adjournment section of the minutes, indicating that the adjournment had been seconded by Councillor Mack, who was not present at that meeting. He requested that the minutes be removed from the Committee calendar for correction and resubmission.

On a motion made by Councillor Heglin and seconded by Councillor Mack, it was voted to remove the January 14, 2026 meeting minutes from the calendar for resubmission with corrections.

3 yeas, motion passes.

**City Council Rules Update**

Councillor Dernalowicz addressed that new City Council Rules require items to remain with the committee for a minimum of two meetings, unless an override is exercised, prior to going to the full City Council. He stated that this procedure would be followed going forward.

**#11766 - A Measure Authorizing a Contract of Up to Five (5) Years for Curbside Waste and Recycling Collection**

Mayor Nicholson explained that Massachusetts General Laws require legislative approval for contracts extending beyond three years. He stated that the current contract with EL Harvey is structured as a three-year contract with two one-year renewal options. He added that EL Harvey provided the most cost-effective option, and an authorization for a five-year term would allow the City to avoid higher short-term pricing.

The Committee requested that contract submission materials be provided for review. Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda until additional information has been received,

There were no objections, more time was granted.

**#11767 - A Measure Authorizing a Contract of Up to Five (5) Years for Website Hosting**

Similar to the previous item, Mayor Nicholson stated that legislative approval is required for contracts extending beyond three years. He explained that this item relates to renewal of the City's website hosting contract with CivicPlus. The City went out with a full solicitation to ensure the best pricing, and CivicPlus was the best option.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11768 - An Order Appropriating \$35,200.00 from Free Cash to Fire Department New Equipment Account**

Mayor Nicholson explained that the appropriation represents the City's required match for a federal Assistance of Firefighters Grant. He noted that increased equipment costs resulted in a slightly higher local match.

Fire Chief Lagoy stated that the grant will fund replacement of outdated radios. He explained that price increases and added features reduced the number of radios from 42 to 38, and the additional match would allow the Department to maximize purchases. He emphasized the safety benefits of the upgraded radios, including improved water resistance and compatibility with regional mutual aid systems. He referenced recent incidents involving radio failures due to water exposure.

The Committee confirmed that the two-meeting requirement would not jeopardize the grant timeline.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11769 - An Order Appropriating \$201,000.00 from Free Cash to Police Department New Vehicle Account**

Mayor Nicholson explained that the appropriation supports the annual replacement of three police vehicles: one marked cruiser, one unmarked vehicle, and one pickup truck. Police Chief McAvene discussed fleet replacement schedules, trade-ins of older vehicles, and the importance of balancing maintenance costs with replacement timing.

The Committee requested an updated fleet inventory and replacement schedule.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11728 - A Discussion on the Current State of Facilities Management for all Municipal Buildings**

Councillor Dernalowicz reported that he, Council President Tyros, the Mayor, and the Human Resources Director had met to discuss facilities management. He stated that the Mayor is developing a proposal and requested additional time to allow refinement.

Mayor Nicholson provided background on the current facilities management structure, noting that it originated during the 2009–2010 administration when custodial staff were reassigned to individual departments. He also provided an update on recent City Hall closure due to a gas leak discovered during most recent winter storm. He explained that carbon monoxide detectors alerted officials to elevated levels caused by a boiler malfunction. Repairs were completed, the boilers were cleared for operation, and City Hall would reopen the following day. He added that carbon monoxide detectors were not previously installed throughout City Hall and that corrective actions are underway to ensure compliance and improve safety.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11744 - A Measure Confirming the Gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee.**

Mayor Nicholson stated that the donation resulted from proceeds of redeemed scrap metal and acknowledged that improved procedures are necessary to ensure future donations follow municipal approval requirements. He noted that guidance from the City Solicitor has been distributed to department heads.

Councillor Mack emphasized the importance of consistent Council review for all donations, regardless of amount, and expressed appreciation for the clarification of procedures.

On a motion made by Councillor Mack and seconded by Councillor Heglin, it was voted to recommend the measure to the full Council for confirmation:

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF JANUARY 28, 2026

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A MEASURE CONFIRMING THE GIFT OF \$10,643.67 FROM THE DEPARTMENT OF PUBLIC WORKS TO THE GARDNER COMMUNITY ACTION COMMITTEE

*VOTED: Whereas, the employees of the City of Gardner Department of Public Works has traditionally worked annually to assist the food pantry services offered by the Gardner Community Action Committee, and*

*Whereas, the Gardner Community Action Committee has experienced a significant increase in demand for their food pantry operations as well as the other services they offer to the residents of the City, and*

*Whereas, the Department of Public Works has collected scrap metal over a period of several years to be able to be exchanged for a donation for the Gardner Community Action Committee's Food Pantry,*

*Now Therefore, the City Council of the City of Gardner hereby confirms the issuance of the gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee as a result of the collection of the aforementioned scrap metal for assisting in the operations and expenses related to their food pantry.*

3 yeas, motion passes.

**#11752 - Study and Report on the Salt Shed Repayment Issue**

Mayor Nicholson provided an update on the salt shed repayment and snow and ice operations. He reported that approximately 1,500 tons of salt remain on hand and explained current salting and plowing costs. It take about 100 tons to salt the entire City once, which is about \$8,000. With labor included, it is about \$10,000 total to salt the whole City. He also reviewed the City's free cash policy, explaining the difference between the policy-recommended 15% allocation and the remaining balance required to fully restore the Stabilization Account, including interest considerations.

The Committee discussed timing considerations related to snow and ice deficits and the eventual close-out of the salt shed project.

Councillor Dernalowicz requests more time and that this item remains on the Finance Committee agenda.

There were no objections, more time was granted.

**#11763 - Discussion of the Recurring Internet Outages at City Hall and other City Departments**

Mayor Nicholson corrected information provided at the prior meeting, stating that there were four outages affecting City Hall, DPW, and the Youth Center. He described steps being taken to centralize billing, improve tracking, and prevent future outages.

CITY OF GARDNER, MASSACHUSETTS  
CITY COUNCIL FINANCE COMMITTEE  
MINUTES OF MEETING OF JANUARY 28, 2026

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Councillor Mack expressed concern about the operational impacts of outages but was thankful Mayor Nicholson was implementing corrective measures.

On a motion made by Councillor Mack and seconded by Councillor Heglin, it was voted to remove the item from the Finance Committee agenda.

**ADJOURNMENT**

On a motion by Councillor Heglin and seconded by Councillor Mack, it was voted to adjourn at 4:47 p.m.

DRAFT



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

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February 5, 2026

Hon. George C. Tyros, Council President  
And City Councilors  
Gardner City Hall, Rm 121  
95 Pleasant Street  
Gardner, MA 01440

RE: An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule," by adding a new Section 10 to cover temporary positions

Dear Mr. President and Councilors,

During conversations with Director Morse, it was brought to my attention that in the past, there had been situations where positions that are normally covered under various collective bargaining agreements have had to be temporarily filled due to vacancy, absence, illness, injury, etc.

When a full-time position is hired by these positions, their rate of compensation is covered by their respective collective bargaining agreements. However, part-time, temporary, seasonal, and intermittent staff are not covered by these agreements as they are ineligible for union membership under those classifications. As a result, these temporary positions do not have a documented rate of pay, leaving the City to have to hire these employees at 1099 contractors rather than employees.

The attached proposal seeks to rectify this by adding language to the Non Union Compensation ordinance stating that these positions would be paid the same rate of pay as those covered in the collective bargaining agreement for that position on a regular basis.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule” to add a new Section 10, regarding Temporary Positions.**

Be it ordained by the City Council of the City of Gardner as follows:

**SECTION 1:** That a new Section 10 be added to Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule,” to read as follows:

Section 10: In the event the City hires a temporary employee - due to illness, injury, absence, vacancy, or other purpose - to cover the duties of a positions that falls under a collective bargaining contract, the temporary employee shall be paid at the rate listed in the collective bargaining contract for that position.

**SECTION 2:** That this ordinance take effect upon passage and publication as required by law.



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

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February 5, 2026

Hon. George C. Tyros, Council President  
And City Councilors  
Gardner City Hall, Rm 121  
95 Pleasant Street  
Gardner, MA 01440

RE: An Ordinance to Amend Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled "Primary Non-Union Compensation Schedule."

Dear Mr. President and Councilors,

At the February 2<sup>nd</sup>, 2026, meeting of the City Council, I informed the City Council of certain changes that the Administration would be proposing for the newly updated Non-Union Compensation Schedule Ordinance.

Those changes are reflected in the attached ordinance amendment proposal.

I also want to note that the language of the ordinance did already address the June 1<sup>st</sup>, 2026, effective start day for the lifeguards, so this did not need to be amended.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**An Ordinance to Amend the Code of the City of Gardner, Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule.”**

Be it ordained by the City Council of the City of Gardner as follows:

**SECTION 1:** That the following positions be removed from Exhibit E of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Non-Union Compensation Schedule”:

- Veteran’s Director
- Council on Aging Director
- Purchasing Agent/Civil Enforcement Director
- City Auditor
- Director of Community Development and Planning

**SECTION 2:** That the schedule listed in Attachment 1 of this ordinance be added to Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Primary Non-Union Compensation Schedule.”

**SECTION 3:** That Section 3C of Exhibit F of Attachment 1 of Chapter 8 of the Code of the City of Gardner, thereof entitled “Golf Course Staff,” be stricken and replaced with the schedule listed in Attachment 2 of this ordinance.

**SECTION 4:** That this ordinance shall take effect upon passage and publication as required by law.

# Attachment 1

11777

Position	Group								
		Starting Salary	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
		Less than 3	3 Years	6 Years	9 Years	12 Years	15 Years	18 Years	21 Years
<b>Department Heads and Senior Supervisory Staff</b>			3.25%	3.25%	3.25%	3.25%	3.25%	3.25%	3.25%
Director Veterans Services	1A	\$70,656.50	\$72,952.84	\$75,323.80	\$77,771.83	\$80,299.41	\$80,299.41	\$80,299.41	\$80,299.41
COA Director	1A	\$65,000.00	\$67,112.50	\$69,293.66	\$71,545.70	\$73,870.94	\$73,870.94	\$73,870.94	\$73,870.94
Purchasing Director	1A	\$83,925.00	\$86,652.56	\$89,468.77	\$92,376.51	\$95,378.74	\$95,378.74	\$95,378.74	\$95,378.74
Community Development Director	1A	\$100,000.00	\$103,250.00	\$106,605.63	\$110,070.31	\$113,647.59	\$113,647.59	\$113,647.59	\$113,647.59
City Auditor	1B	\$90,000.00	\$92,925.00	\$95,945.06	\$99,063.28	\$102,282.83	\$102,282.83	\$102,282.83	\$102,282.83

**City of Gardner - Executive Department****Mayor Michael J. Nicholson**

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February 5, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE: Donation Acceptance Order – Council-on-Aging**

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Council-on-Aging in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS  
TO THE COUNCIL ON AGING**

***VOTED:*** That the City of Gardner is authorized to accept certain donations and gifts for use by the Council on Aging in their various programs, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

# CITY OF GARDNER

MASSACHUSETTS 01440

## COUNCIL ON AGING

Charles P. McKean Building  
294 Pleasant Street



T: (978) 630-4067

F: (978) 632-5965

December 16, 2025

Mayor Michael J. Nicholson  
95 Pleasant Street  
Gardner, MA 01440

Dear Mayor Nicholson,

Please see below an update of donations received since our last correspondence dated October 27, 2025.

The Gardner Senior Center/Council on Aging received the following monetary and material donations over \$500 which we are asking you and the members of the Gardner City Council to accept.

**Cash Donations \$2000.00**

- The Knowlton Foundation \$1250.00
- Act Fastening Solutions \$1000.00
- Gardner Lions Club \$750.00

**Mission of Grace Church \$4700.00**

- ♦Baby Grand Piano
- ♦Console Piano
- ♦Floor Fans (3)
- ♦Display Rack
- ♦Folding Chairs (26)
- ♦Misc Office supplies
- ♦Misc cleaning supplies/equipment
- ♦Misc Janitorial supplies/equipment
- ♦Misc program supplies (canopy, mic stands, pots & pans, catering racks)

**Helen Lepkowski \$1500.00**

- ♦Misc accent furniture
- Holiday items

The Gardner Council on Aging is so thankful to this generous community, not only for the direct financial and material support, but also for the unlimited amount of support for our work including advertisements in our newsletter and volunteer work for our senior community. We are equally grateful for the continued support and encouragement of your office and that of Gardner City Council for the work we do.

If you have any questions or need any additional information, please feel free to contact me by email at [mellis@gardner-ma.gov](mailto:mellis@gardner-ma.gov), or by phone at 978-630-4067.

Sincerely,

Michael F. Ellis  
Director, Gardner Senior Center



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

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February 5, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE: Donation Acceptance Order – Gardner Animal Shelter**

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Gardner Animal Shelter in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS  
GARDNER ANIMAL CONTROL SHELTER DONATIONS**

***VOTED:*** That the City of Gardner is authorized to accept certain donations and gifts for use by the Gardner Animal Control Shelter, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

Date	Donation Description	Source	Rec'd by	
12/1/2025	1 box dog treats, 48 cans kitten food, 1 large temptations, 1 jar soft milk bones, 3 6 cans cat food, dish cloths	Donation Bin	MJ	
12/2/2025	12 bags dog food	Tractor Supply	MJ	
12/5/2025	12 cans cat food, 12 blankets, lg dog bed, small bag dog food	Donation Bin	AN	
12/8/2025	3 dog puzzle toys, 4 dryer balls, 1 can pumpkin, 2 bags cat treats	Stephanie Zuppa	MJ	
12/9/2025	(2) HD space heaters, 2 10 ft HD surge suppressor ext cords & 1 bottle of drano	Bushey Family	MJ	
12/9/2025	big dog bed, 6 dog treats, toys, 24 towels, 48 small can dog food, 12 large cans dog food, 4 fleece blankets, 20 martingale collars	Donation Bin	MJ	
12/11/2025	7 toys, 2 blankets, 1 dog bed, 48 cans can dog food, 32 cans cat food	Donation Bin	AN	
12/12/2025	#2044 \$300.00	Jean Zdanowicz 100 Sunrise Lane, Gard	AN	Turnover # M15-AC
12/12/2025	#2085 \$600.00	Jane Zdanowicz 100 Sunrise Lane, Gard	AN	Turnover # M15-AC
12/12/2025	48 cans cat/kitten food, 3 cat beds, toys, kitty pillows, 1 bag cat food, 1 bag dog food	Donation Bin	AN	
12/13/2025	(4) 40 lb bags of generic dog food, (2) bags taste of the wild adult dog food, 1 bag wellness adult dog food, 1 bag wellness puppy food, 5 bags old mother Hubbard dog treats, kong toys, milk bones, 2 containers cat litter, benebones, cat treats, misc dog treats, 10 dog toys, 24 cans cat food, 12 cans dog food, plastic dog bowls, yellow bandanas.	The Good Earth – Xmas Supply Drive with Jasmine Martin Photography	MJ	
12/13/2025	\$100.00 Ck 2601	Paulette Poegel 399 South Rd, Templeton, MA 01468	AN	Turnover # M15-AC
12/15/2025	2 towels, 50 lbs dog food, 1 50 # cat food, 6 small boxes milk bones	Donation Bin	AN	

12/16/2025	2 blankets, 2 comforters, 40 cans cat food, 2 bags temptations cat treats	Donation Bin	AN
12/17/2025	2 dog beds, 4 bags dog treats, 1 box temptations, 11 cans dog food, 5 cans renal failure cat food, 3 cans cat food, 2 3# bags cat food, 4 cans urinary support cat food, 2 blankets & 4 packages puppy pads	Donation Bin	JB
12/17/2025	19 new fleece blankets, 8 bags pellets, 3 kitty beds, 47 rolls paper towels, 10 new dog toys, 3 slow-feed licking mats, 3 bags dog treats, 7 collars, 7 cat toys, 3 pks lickables cat food, 4 cat collars, 2 containers disinfecting wipes, 4 gal bleach, 32 trash bags, bag of towels, 2 bottles laundry detergent, 16 # cat food, 3 lbs kitten food, 15 # dog food	In person delivery from Gonzales - Butterfield - Willyard & Connor Families. 196 Waterford St. Gardner, MA 978-868-2233	MJ
12/17/2025	Ck 114996 \$1,000.	Former Mayor Daniel & Mrs Karen Kelley 154 Barthel Ave Gardner MA 01440	Turnover # M15-AC MJ
12/18/2025	Ck 1108 \$200.	John Lamont in Memory of wife Rita Lamont 16 Newton Rd, Westminster, MA 01473	Turnover # M15-AC MJ
12/18/2025	2 cans cat food, 2 used dog toys, 1 28# expired dog food	Donation Bin	MJ
12/19/2025	3 BAGS PELLETS, LR TEMPTATION CAT TREATS, DOG COOKIES, DOG BONE	Donation Bin	TW

12/19/2025	6 containers clorox wipes, 3 jugs of bleach, 6 lg dawn dish soap, 1 jug laundry det, 16 rolls paper towels, \$10. walmart GC, 7 cans pumpkin, 6 small blankets, 1 leash, 1 harness, 5 dog collars, 16 oz temptations cat treats, 5.6 oz soft dog treats, 32 cans cat food, 5 big blankets, 6 bags of blankets, 8 bags pellets	Sydni Ayers abetterbalancedk9 200 Narrows road, Westminster, MA, United States, Massachusetts
		+1 978-726-3764 TW
12/20/2025	10 cans cat food, 3 cat toys, 5 cans pumpkin, 28 bottles of bleach	Donation Bin AN
12/21/2025	3 bags dog treats, 1 dog bed	Donation Bin TW
12/22/2025	4 bags dog treats, 1 sm bag cat food, 1 sm bag dog food	Donation Bin TW
12/23/2025	22 pk lickables cat treats, 8 cans cat food, 1 dog jacket, 4 pks dental sticks, 47# bag dog food, 3 jars peanut butter	Donation Bin TW
12/28/2026	30 cans wet dog food, 1 box dog treats, 4 sm cans cat food	Donation Bin TW
12/31/2026	Multiple bags of dry dog & cat food	Rindge Tractor Supply 21 Commercial Ln, Rindge, NH 03461 603-899-6863 ET



February 5, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE:** Donation Acceptance Order – Youth Center

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Youth Center in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS  
TO THE YOUTH CENTER**

***VOTED:*** That the City of Gardner is authorized to accept certain donations and gifts for use by the Youth Center in their various programs, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

## Youth Center Donations 08/01/25 - 01/09/26

Date	Description	Source	Received By	Estimated Value
8/29/2025	Interactive Whiteboard	Boys & Girls Club of Fitchburg and Leominster	BH	\$500
9/2/2025	Snacks	Dana Heath	BH	\$150
9/3/2025	Snacks and Drinks	Judy Mack	BH	\$150
9/5/2025	Pencils, Paper, Erasers	Door Drop-Off	BH	\$50
9/26/2025	6 Pizzas	Gardner Ale House	BH	\$96.30
10/1/2025	Transporation (Wood's Ambulance)	Jonathan Zlotnik	BH	\$620
10/1/2025	Chips	Dana Heath	BH	\$150
10/3/2025	Board Games	Deborah Roliski	BH	\$20
10/10/2025	Chicken and Jojo's from Duguays	Jonathan Zlotnik	BH	\$150
10/13/2025	Art Supplies	Victoria Kazinskas	BH	\$150
10/27/2025	Various Books	Karrie Powers	BH	\$20
10/31/2025	Pizza From Garden Seafood & Pizza	George Tyros	BH	\$116
11/1/2025	Transporation (Wood's Ambulance)	Jonathan Zlotnik	BH	\$670





**City of Gardner - Executive Department**

**Mayor Michael J. Nicholson**

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February 5, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE: Donation Acceptance Order – Police Department**

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Police Department's Community Policing Program in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS**  
**COMMUNITY POLICING DONATIONS**

***VOTED:*** That the City of Gardner is authorized to accept certain donations for the Community Policing Program and gifts for use by the Police Department, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

**CITY OF GARDNER POLICE DEPARTMENT**

200 Main Street  
Gardner, Massachusetts 01440  
Phone: (978) 632-5600  
Fax: (978) 632-9045



Eric P. McAvene  
Chief of Police

Nicholas P. Maroni  
Deputy Chief of Police

December 11, 2025

The Honorable Michael J. Nicholson, Mayor  
Gardner City Hall  
95 Pleasant Street  
Gardner, MA 01440

Re: Acceptance of \$5,000 donation from Lynn Barrieau, in the memory of Deputy Chief Rock Barrieau (ret.), toward Gardner Police community policing programs

Dear Mayor Nicholson,

The Gardner Police Department has received a donation to our community policing program in the amount of \$5,000 from Lynn Barrieau, in memory of her husband, retired Gardner Police Deputy Chief Rock Barrieau.

Lynn has been a constant supporter of the Gardner Police Department's Community Policing Program since Rock's passing in February 2017. Past donations have gone to help pay for equipment and extras for the Junior Police Academy and other community outreach programs. We would not be able to continue improve, expand and enhance the program without Lynn's support.

Rock Barrieau was one of Gardner's first permanently assigned community policing officers back in the early 1990's. His community engagement efforts went on long before and long after he moved on from that assignment. We are humbled and honored to keep his memory alive through our continued community policing efforts. We will be renaming the annual Junior Police Academy in 2026 to honor Rock's memory and legacy.

We are grateful for the generosity of Lynn Barrieau and her family. I am asking that this donation be accepted by the city as gifts, as required by law.

Very truly yours,



Eric P. McAvene  
Chief of Police



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

---

February 5, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE: Donation Acceptance Order – Gardner Community Action Team**

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Gardner Community Action Team in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS  
TO THE GARDNER COMMUNITY ACTION TEAM**

***VOTED:*** That the City of Gardner is authorized to accept certain donations and gifts for use by the GCAT Program in their various programs, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

# GARDNER, MA



## G/L ACCOUNT DETAIL

Org: 21512      Object: 44140  
 HEALTH PREV TRAINING FEE REV      210 -500-512-44140 -

YEAR	PER	JOURNAL	EFF DATE	SRC	T	PO/REF2	REFERENCE	AMOUNT	P	CHECK NO	WARRANT	VDR NAME/ITEM	DESC	COMMENTS
2025	12	415	06/30/2025	CRP	1	1926161		-250.00	Y		0	TURNOVER		BOH 25-16
2025	12	241	06/30/2025	CRP	1	1924005		-750.00	Y		0	TURNOVER		BOH 25-15
2025	12	91	06/30/2025	CRP	1	1922328		-250.00	Y		0	TURNOVER		BOH 25-14
2025	11	156	05/31/2025	CRP	1	1918394		-400.00	Y		0	TURNOVER		BOH 25-11
2025	09	272	03/31/2025	CRP	1	1904175		-400.00	Y		0	TURNOVER		BOH 25-11
2025	09	194	03/31/2025	CRP	1	1902720		-400.00	Y		0	TURNOVER		BOH 25-11
2025	09	141	03/31/2025	CRP	1	1901696		-700.00	Y		0	TURNOVER		BOH 25-11
2025	08	200	02/28/2025	CRP	1	1892767		-500.00	Y		0	TURNOVER		BOH 25-10
2025	08	155	02/28/2025	CRP	1	1889621		-28.00	Y		0	TURNOVER		BOH 25-10
2025	04	229	10/31/2024	CRP	1	1858177		-1,000.00	Y		0	TURNOVER		BOH 25-10
2025	03	89	09/30/2024	CRP	1	1852157		-250.00	Y		0	TURNOVER		BOH 25-43
2025	02	260	08/31/2024	CRP	1	1850446		-250.00	Y		0	TURNOVER		BOH 25-28
2025	01	132	07/31/2024	CRP	1	1837749		-300.00	Y		0	TURNOVER		BOH 25-22

Total Amount: -5,478.00

\*\* END OF REPORT - Generated by Jackie Leger \*\*



*City of Gardner - Executive Department*

**Mayor Michael J. Nicholson**

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February 5, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE: Donation Acceptance Order – Fire Department**

Dear Mr. President and Councilors,

As you are aware, Massachusetts General Laws require the City Council vote to accept all donations made to the City on a periodic basis.

The attached documentation requests acceptance of all donations made to the Fire Department in calendar year 2025. We greatly appreciate the generosity of all who have donated to the City's departments and programs throughout the year.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

**ACCEPTANCE OF DONATIONS AND GIFTS  
FIRE DEPARTMENT**

***VOTED:*** That the City of Gardner is authorized to accept certain donations and gifts for use by the Fire Department, said acceptance in accordance with the provisions of Chapter 44, Section 53A½ of the General Laws.

**In Memory of Peter Osowski**

\$50.00 June Osowski

\$100.00 Cheryl Osowski

\$25.00 Peter &amp; Karen Silva

**\$175.00****In Memory of Ann E. Chapman**

\$50.00 Brenda Kelly

\$300.00 Margaret Skamrycz

\$100.00 Donna/Francis Hakkinen

\$100.00 Donna/Francis Hakkinen

\$25.00 Carol Smith

\$100.00 Johh/Ann Awdycki

\$50.00 David &amp; Cindy Healy/Pam (Godfrey) Clark

\$50.00 Alda Smith

\$50.00 John Tarpey

\$50.00 Maureen Prince

\$100.00 August/Sherry Anderson

\$25.00 Elanie Ehnstrom

\$200.00 Glenn Chapman

\$50.00 Wanda Goodwin

\$200.00 Bill/Denise/Michael/Tanisha/Nick/Ally/Ayla Chapman

\$40.00 Joseph Walsh

**\$1,490.00****\$1,665.00 Total**



City of Gardner - *Executive Department*

Mayor Michael J. Nicholson

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December 5, 2025

Hon. George C. Tyros  
And City Councilors  
Gardner City Hall, Rm 121  
95 Pleasant Street  
Gardner, MA 01440

RE: A Measure Confirming the Gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee

Dear Mr. President and Councilors,

Over the course of the last three (3) years, the employees of the Department of Public Works have been saving scrap metal that could then be collected, exchanged, and the funds given to the Gardner Community Action Committee to support their food pantry during the holiday season. This was last done by the Department in 2022. In more recent years, the Department had held various other “fill a front-end loader” style food drive events, as the metal collections continued.

As a result of the amount of metal that had been collected over this extended period of time, the exchange funds received from the metal came to \$10,643.67.

With the substantial increase in demand that the Gardner Community Action Committee food pantry, this will be a large help- including being able to allow for increased protein options at the food pantry until the end of the year as a result of this.

I hereby request that the City Council confirm the gift, similar to how legislative acceptance is given when donations are made to the City.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

A MEASURE CONFIRMING THE GIFT OF \$10,643.67 FROM THE DEPARTMENT OF  
PUBLIC WORKS TO THE GARDNER COMMUNITY ACTION COMMITTEE

Whereas, the employees of the City of Gardner Department of Public Works has traditionally worked annually to assist the food pantry services offered by the Gardner Community Action Committee, and

Whereas, the Gardner Community Action Committee has experienced a significant increase in demand for their food pantry operations as well as the other services they offer to the residents of the City, and

Whereas, the Department of Public Works has collected scrap metal over a period of several years to be able to be exchanged for a donation for the Gardner Community Action Committee's Food Pantry,

Now Therefore, the City Council of the City of Gardner hereby confirms the issuance of the gift of \$10,643.67 from the Department of Public Works to the Gardner Community Action Committee as a result of the collection of the aforementioned scrap metal for assisting in the operations and expenses related to their food pantry.

**Jayen Kumar**

---

**From:** Mayor  
**Sent:** Tuesday, December 9, 2025 9:54 AM  
**To:** Alek Dernalowicz  
**Cc:** Titi Siriphan; Jayen Kumar  
**Subject:** Scrap Metal

RECEIVED

2025 DEC -9 P 2:05

CITY CLERK'S OFFICE  
GARDNER, MA

Good Morning Mr. Chairman,

Attached is the listing of surplus metals related to Item 11744

<b>Item</b>	<b>Approximate Value</b>
#1 Copper Wire/Tubing	\$200
#2 Copper Wire	\$60
Composition Metals	\$750
360/Rod Brass Solids Brass	\$125
Yellow Brass	\$60
Brass	\$9,500

Best,

Mike Nicholson

## DISPOSING OF SURPLUS PROPERTY

The Purchasing Office is responsible for the disposition of surplus items (office equipment, furniture, vehicles, etc.). General office supplies shall not be subject to these rules (pens, pencils, paper, etc.). For items with a value of \$10,000.00 or more, the City is required per MGL to offer the supply through competitive sealed bids or public auction.

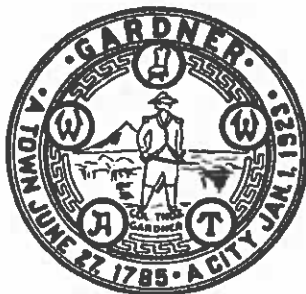
For items with an estimated value of less than \$10,000.00, the supply is disposed of using these written procedures:

- The head of the department, board or commission in possession of the surplus supplies shall certify, in writing, the estimated value determined through a commercially reasonable process. The estimate shall be contained in the Disposition of Surplus Form\*, via hard copy or this [direct link](#), approved by the Council Committee and/or Mayor, if applicable, and provided to the Purchasing Department.
- The head of the department, board or commission in possession of the surplus supplies, will provide descriptions of the surplus items to the CPO. Items on the list will be available at no cost to other departments on a first-come, first-served basis for 14 days. After 14 days, the items will be moved to the disposal list.
- The CPO shall decide upon the most appropriate method of disposal, including direct sales, quotes, or donations. This decision shall be based on the best interest of the City of Gardner, taking into consideration the best practices for generating income for the City for said supplies.

\*For items that are broken, worthless, and have no value, the department, board or commission in possession of those items will be responsible for destruction and/or disposal of the item. The items must still be documented, and Purchasing must be given the list along with the method of disposal. This must be done using the Disposition of Surplus Form or an equivalent that includes the information and signature of approver on the document. Such items will not be stored and should be promptly removed from the office or premises.

**PLEASE, remember, all surplus items being disposed must be documented and communicated to the Purchasing Department prior to disposal.**

**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Michael J. Nicholson and City Council  
95 Pleasant Street  
Gardner, MA 01440

December 10, 2025

Dear Mayor and Council members:

I am writing to certify that I am in possession of surplus supplies consisting of **360/Rod Brass Solids brass**, which have been accumulated over the course of several years and set aside for disposal at a later date when departmental resources permit.

The estimated value of these surplus materials is **approximately \$125**, based on a commercially reasonable assessment of scrap metal prices in late October.

In accordance with the City Code, I respectfully submit this certification for your review and request the approval of the appropriate City Council Committee and the Mayor for the disposition of these surplus materials to the Gardner CAC.

Thank you for your consideration.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Michael J. Nicholson and City Council  
95 Pleasant Street  
Gardner, MA 01440

December 10, 2025

Dear Mayor and Council members:

I am writing to certify that I am in possession of surplus supplies consisting of **brass**, which have been accumulated over the course of several years and set aside for disposal at a later date when departmental resources permit.

The estimated value of these surplus materials is **approximately \$9,500**, based on a commercially reasonable assessment of scrap metal prices in late October.

In accordance with the City Code, I respectfully submit this certification for your review and request the approval of the appropriate City Council Committee and the Mayor for the disposition of these surplus materials to the Gardner CAC.

Thank you for your consideration.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

**CITY OF GARDNER**  
**Department of Public Works**

Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries



Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Michael J. Nicholson and City Council  
95 Pleasant Street  
Gardner, MA 01440

December 10, 2025

Dear Mayor and Council members:

I am writing to certify that I am in possession of surplus supplies consisting of **yellow brass**, which have been accumulated over the course of several years and set aside for disposal at a later date when departmental resources permit.

The estimated value of these surplus materials is **approximately \$60**, based on a commercially reasonable assessment of scrap metal prices in late October.

In accordance with the City Code, I respectfully submit this certification for your review and request the approval of the appropriate City Council Committee and the Mayor for the disposition of these surplus materials to the Gardner CAC.

Thank you for your consideration.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

**CITY OF GARDNER**  
**Department of Public Works**

Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries



Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Michael J. Nicholson and City Council  
95 Pleasant Street  
Gardner, MA 01440

December 10, 2025

Dear Mayor and Council members:

I am writing to certify that I am in possession of surplus supplies consisting of **composition metals**, which have been accumulated over the course of several years and set aside for disposal at a later date when departmental resources permit.

The estimated value of these surplus materials is **approximately \$750**, based on a commercially reasonable assessment of scrap metal prices in late October.

In accordance with the City Code, I respectfully submit this certification for your review and request the approval of the appropriate City Council Committee and the Mayor for the disposition of these surplus materials to the Gardner CAC.

Thank you for your consideration.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Michael J. Nicholson and City Council  
95 Pleasant Street  
Gardner, MA 01440

December 10, 2025

Dear Mayor and Council members:

I am writing to certify that I am in possession of surplus supplies consisting of **#2 copper wire**, which have been accumulated over the course of several years and set aside for disposal at a later date when departmental resources permit.

The estimated value of these surplus materials is **approximately \$60**, based on a commercially reasonable assessment of scrap metal prices in late October.

In accordance with the City Code, I respectfully submit this certification for your review and request the approval of the appropriate City Council Committee and the Mayor for the disposition of these surplus materials to the Gardner CAC.

Thank you for your consideration.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Michael J. Nicholson and City Council  
95 Pleasant Street  
Gardner, MA 01440

December 10, 2025

Dear Mayor and Council members:

I am writing to certify that I am in possession of surplus supplies consisting of **#1 copper wire/tubing**, which have been accumulated over the course of several years and set aside for disposal at a later date when departmental resources permit.

The estimated value of these surplus materials is **approximately \$200**, based on a commercially reasonable assessment of scrap metal prices in late October.

In accordance with the City Code, I respectfully submit this certification for your review and request the approval of the appropriate City Council Committee and the Mayor for the disposition of these surplus materials to the Gardner CAC.

Thank you for your consideration.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

# CITY OF GARDNER LAW DEPARTMENT

Vincent Pusateri II  
City Solicitor

Christopher Batinsey  
Assistant City  
Solicitor



128 Prichard Street  
Fitchburg, MA 01420

Telephone (978) 342-6081  
Fax (978) 343-0600

Writer's Email:  
Vpusateri@pusaterilaw.com

December 10, 2025

Mayor Michael Nicholson  
City of Gardner, Massachusetts

## **Re: Disposition of Scrap Metals Legal Framework, Valuation, and Compliance**

Dear Mayor Nicholson,

I have been asked to advise as to the resolution of municipal finance and procurement issues. This letter is intended to explain the process I would recommend to cure any defect in the process.

The Department of Public Works (DPW) Director sold certain metals and directed that the payment be delivered to a nonprofit organization serving an important public purpose. While the intent was commendable, this transaction was not consistent with Massachusetts municipal finance and procurement laws. The disposition of the various metals could have followed the Disposition of Surplus Property Policy and Procedure issued by our Chief Procurement Officer, Josh Cormier. Under applicable statutes, proceeds from the sale of municipal property must be deposited into the

City's general fund before any appropriation for a specific purpose can occur. That appropriation would be initiated by the Mayor and approved by the City Council.

The items sold and approximate values are as follows;

- #1 Copper Wire and Tubing: \$200
- #2 Copper Wire: \$60
- Composition Metals: \$750
- 360/Rod Brass Solids (Solid Brass): \$125
- Yellow Brass: \$60
- Brass: \$9,500

The materials in question consisted of mixed metals collected from various city projects. The aggregate value of the items all of the metals appears to exceed the \$10,000 threshold. However, scrap metal is not a monolith of metals. The materials disposed of are distinct and separate (e.g., copper, brass, composition metals), each priced differently based on grade/purity and market demand. Pricing is normally weight-based, per pound, and fluctuates daily. Accordingly, valuations should be conducted separately for each category of metal as of the date of the transaction and consequently, each metal constitutes a separate transaction. I understand reasonable minds could differ. However, there is no precedent that I have found that requires to treat different types of scrap metal as one item. The fact that each metal is priced differently in the marketplace supports disposing of them separately.

Disposition of surplus supplies is governed by M.G.L. c. 30B, § 15. For tangible supplies that are no longer useful but have resale or salvage value, the statute requires disposal through competitive sealed bids, public auction, or established markets. For supplies with an estimated net value of less than \$10,000, the procurement officer must use approved written procedures.

Bid-splitting is prohibited by M.G.L. c. 30B. It prohibits the splitting or division of any procurement ... for the purpose of evading a requirement of this chapter." In this case the division of the metals is done by the marketplace and even if done by the city it was not for the purpose of evading public procurement laws. While this applies to purchasing, its principles of fairness and transparency inform ethical handling of public assets. The rationale that supports M.G.L. c. 30 B is to facilitate fair competition, transparency, and value for taxpayer money. None of these concerns are implicated here. In addition, M.G.L. c. 30B, require ensuring favorable. There is no evidence that a market price was not obtained nor is there any evidence that anyone objected seeking to pay more for the metals.

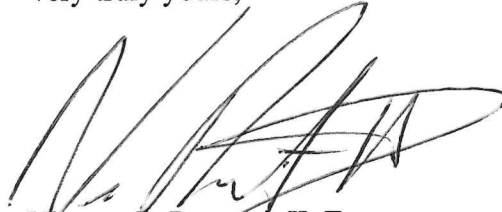
Under M.G.L. c. 44, § 53, all receipts from the sale of municipal property must be deposited into the general fund unless otherwise authorized by statute. Directing proceeds to nonprofit, even for a public purpose<sup>1</sup>, is not consistent with this requirement. After depositing the proceeds into the general fund, the Mayor would ordinarily submit an appropriation order to the City Council for approval.

For the reasons above, I conclude that scrap metals should be disposed of under the City's surplus procedures and that financial handling should be brought into compliance with M.G.L. c. 44. First, the City could have the D.P.W. Director issue letters which include a valuation of the distinct, weight-based market pricing of each metal type as of the disposition date. This would start the disposition process consistently with the Disposition of Surplus Property Policy and Procedure issued by our Chief Procurement Officer. Next, the City Council can vote to approve the Mayor's proposed confirmation Order or Vote. Both steps should remedy any procedural defect.

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<sup>1</sup> Although it does alleviate any concern for a violation of the anti-aid amendment.

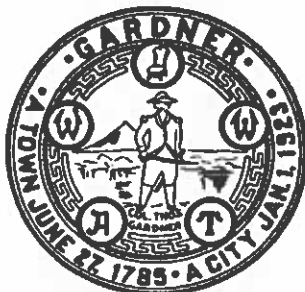
Very truly yours,

A handwritten signature in black ink, appearing to read 'V. Pusateri, II', with a large, sweeping flourish at the end.

Vincent P. Pusateri, II, Esq.  
City Solicitor

VPP/kdb

**CITY OF GARDNER**  
**Department of Public Works**



Highway  
Water  
Sewer  
Forestry  
Parks/Playgrounds  
Cemeteries

Dane E. Arnold, Director  
50 Manca Drive  
Gardner, MA 01440-2687  
Telephone (978) 630-8195  
darnold@gardner-ma.gov

Mayor Nicholson and City Councilors  
95 Pleasant Street  
Gardner, MA 01440

January 30, 2026

RE: Salt Shed

Dear Mayor Nicholson and City Councilors;

The salt shed project is approximately 95% complete and is currently in use. The remaining work includes installation of lighting and site loaming and seeding. The lighting will be completed by the City's on-call electrical contractor; a purchase order has already been generated and charged to the appropriate account. Loaming and seeding will be performed in the spring, with an estimated cost ranging from \$2,000 to \$10,000, depending on whether traditional seeding or hydroseeding is selected.

The original budget for the project was \$625,000. Due to a significant portion of the work being completed in-house by the Department of Public Works, total expenditures to date are \$540,789, leaving a remaining balance of \$84,210.39. This total also includes \$19,000 for the purchase of two used cab and chassis units, which will replace two existing salt trucks dating back to 1988 that the Mayor approved a few months ago.

If you have any questions, feel free to reach out by phone or email.

Sincerely,

Dane E. Arnold, Director  
Department of Public Works

Fiscal	2024	2025	2026 (YTD)	FY26 per policy	Difference between appropriation and policy
Principal	\$ 2,972,902.89	\$ 3,405,984.49	\$ 3,446,990.43		
Transfers	\$ 128,978.00	\$ 261,809.00	\$ 100,975.00	\$ 375,000.00	\$ 274,025.00
Interest	\$ 92,392.00	\$ 171,272.00	\$ 55,929.83		\$ 118,741.58 Difference
% of Interest	2.98%	4.67%	1.62%		
Interest without Salt Shed*	\$ 111,008.12	\$ 172,141.30	\$ 58,489.83		
Difference Salt Shed v without	\$ 18,616.12	\$ 869.30	\$ 2,560.00		
	<b>Total Lost Interest</b>		<b>\$ 22,045.42</b>		

Total Deposit Appropriations	\$ 491,762.00
Salt Shed Appropriation	\$ (625,000.00)
Total Interest without SS	\$ (22,045.42)
<b>Left to bring back whole</b>	<b>\$ (155,283.42)</b>

\* Interest without Salt Shed Formula:

2024 (Principal + Transfers + 625,000)\*%of Interest Line

2025 (Principal+2024 Difference Salt Shed v Without + Transfers)\* % of Interest

2026 (Principal+2025 Difference Salt Shed v Without + Transfers)\* % of Interest

Note: December 2025 Interest \$2,187.99

<b>Fiscal</b>	<b>2024</b>	<b>2025</b>	<b>2026 (YTD)</b>
Principal	\$ 2,972,902.89	\$ 3,405,984.49	\$ 3,446,990.43
Transfers	\$ 128,978.00	\$ 261,809.00	\$ 100,975.00
Interest	\$ 92,392.00	\$ 171,272.00	\$ 55,929.83
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2025 (Principal+2024 Difference Salt Shed v Without + Transfers)\* % of Interest

2026 (Principal+2025 Difference Salt Shed v Without + Transfers)\* % of Interest

Note: December 2025 Interest \$2,187.99

# STABILIZATION TRUST ACCOUNT HISTORY AS OF 10/31/25

Description	2026 Actual	2025 Actual	2024 Actual	2023 Actual	2022 Actual	2021 Actual	2020 Actual	2019 Actual
F/B STABILIZATION TRUST BALANCE	\$ 3,446,990.43	\$ 3,405,984.49	\$ 2,972,902.89	\$ 3,376,531.97	\$ 3,188,962.31	\$ 2,938,257.22	\$ 2,651,095.74	\$ 2,284,737.78
FC TRANSFERS	\$ -	\$ 261,809.00	\$ 128,978.00	\$ 130,819.00	\$ 180,582.00	\$ 220,913.06	\$ 309,484.00	\$ 223,429.00
INTEREST	\$ 41,005.94	\$ 171,272.60	\$ 92,392.92	\$ 56,750.66	\$ 70,123.09	\$ 66,248.42	\$ 56,509.96	\$ 41,425.35
OTHER TRANSFERS	\$ -	\$ -	\$ (625,000.00)					\$ (601,947.00)

Appropriations Since Salt Shed	
FY2024	\$ 128,978.00
FY2025	\$ 261,809.00
FY2026	\$ 100,975.00
<b>Total</b>	<b>\$ 491,762.00</b>
<b>Difference from Salt Shed Appropriation</b>	<b>\$ 133,238.00</b>
<b>Interest Since Salt Shed</b>	
FY2024	\$ 92,392.92
FY2025	\$ 171,272.60
FY2026 (YTD)	\$ 41,005.94
<b>Total</b>	<b>\$ 304,671.46</b>

11752  
11723



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**Salt Shed Item - Finance Committee**

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**From** Brad E. Heglin <bheglin@gardner-ma.gov>

**Date** Mon 12/8/2025 7:14 PM

**To** Jayen Kumar <jkumar@gardner-ma.gov>

**Cc** Titi Siriphan <tsiriphan@gardner-ma.gov>

Greetings and salutations,

I wanted to flag, in case it was missed, that at the last full council meeting on an item pertaining to free cash/stabilization I made the following motion that was approved:

We accept the order appropriating \$100,975.00 from Free Cash to the City Stabilization Account

AND

**We direct the Finance Committee to study and report on the salt shed repayment issue.**

The bottom part, boldened and underlined, means a new item needs to be created for the next (not this upcoming 12/10 meeting but the subsequent one) finance committee agenda.

Thank you for your attention to this matter.

Sincerely,  
Brad



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

---

January 22, 2026

Hon. George C. Tyros  
And City Councilors  
Gardner City Hall, Rm 121  
95 Pleasant Street  
Gardner, MA 01440

RE: A Measure Authorizing a Contract of Up to Five (5) Years for Curbside Waste and Recycling Collection

Dear Mr. President and Councilors,

The General Laws of the Commonwealth require legislative approval for the City to enter into a contract for a period above three (3) years. This includes any extension options that allow for the contract period to be extended past three (3) years.

The City is looking to enter into a contract for up to five (5) years for curbside waste and recycling collection, as the current contract is up for renewal.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AUTHORIZING A FIVE-YEAR CONTRACT PERIOD  
FOR CURBSIDE COLLECTION AND RECYCLABLES

VOTED: To authorize the City to enter into a contract not to exceed five (5) years to provide for curbside collection and recyclables, pursuant to the provisions of Massachusetts General Law, Chapter 30B, section 12 and under the terms outlined in the Purchasing Agent's January 14, 2025, Memorandum.

CITY OF GARDNER  
PURCHASING DEPARTMENT

Room 217 - City Hall  
95 Pleasant Street  
Gardner, MA 01440-2687



Joshua Cormier, Director  
jcornier@gardner-ma.gov  
Telephone (978) 632-0426

TO: Gardner City Council  
Mayor Michael J. Nicholson

FROM: Joshua Cormier, Purchasing Agent

DATE: January 14, 2025

SUBJECT: Request for 5-year contracts

According to MGL c 30B, any contract that exceeds three years must be approved by a majority vote by the City Council.

I respectfully request permission from the Gardner City Council to seek up to a five-year contract (including renewals) for the below listed projects. Following compliance with procurement requirements, all such contracts will continue only if the contracted vendor(s) is in good standing.

- Website Maintenance & Hosting
- Curbside Collection & Recyclables

My intention to seek a longer-term contract is to attract more competitive rates from vendors and to conduct more effective contract management.

If you have any questions or concerns, please feel free to contact me for additional details.

Westboro ~ Tyngsboro ~ Fitchburg

**Services provided to The City of GARDNER:**

EL Harvey will provide weekly curbside collection of MSW from residential homes, municipal buildings and school buildings.

EL Harvey will provide bi- weekly curbside collection of recycling from residential homes, municipal buildings and school building.

EL Harvey will provide ten weeks of yard waste pickup;

EL Harvey will help the City with household hazardous waste days that equal \$15,000 per year.

EL Harvey will offer two shred days for the City to use however they would like at no cost.

EL Harvey will work the City on sponsor events.

Total for all services listed above for Year 1, (July 1<sup>st</sup>, 2026- June 30<sup>th</sup>, 2027) will be:

Nine hundred fifteen thousand nine hundred fifty-seven dollars. (\$915,957.00)

**Disposal:** All MSW estimate 4,100 tons at One hundred fifteen dollars (\$110.00) per ton. Estimate Four hundred fifty-one thousand dollars (\$451,000.00)

**Recycle:** The cost to process the recyclables is estimated to 1400 tons at One hundred fifteen dollars (\$105.00) per ton. Estimate One hundred forty-seven thousand dollars (\$147,000.00)

**All in total** = One million five hundred sixty-nine thousand and fifty-seven dollars (\$1,569,057.00) per year this will be for July 1<sup>st</sup>, 2026, through June 30<sup>th</sup>, 2027.

**Recycling Center Roll off service:** Two (2) forty (40) yard open top roll off containers with “on call” service. Two (2) thirty (30) yard dome tops with “on call” service, the cost for a break away compactor for newsprint and cardboard would be \$300.00 per month rental. The cost of the pad would require a site visit as everyone is different, and we do not do them. We would be willing to work with the City and help with that cost.

Monthly rent: \$95.00 per container  
Compactor rental \$300.00 per month  
Haul charge: \$150.00 per haul  
Disposal: \$110.00 per ton  
Recycling: \$105.00 per ton  
Leaf & yard waste disposal no charge to City

A (3%) increase per year plus the prevailing wage will be added to the services provided cost for years 2-5.

A (3%) increase per year will be added to the disposal and recycling cost in years 2 and 3. Years 4 and 5 will be an increase of a flat \$5.00 per ton per year.

This quote does have all the schools front load containers included in it.

We will also not be charging any fuel charge which will save the City about \$85,000.00 per year.

Let me know if you have any questions.

Thank you,  
Mike



**City of Gardner - Executive Department**  
**Mayor Michael J. Nicholson**

---

January 22, 2026

Hon. George C. Tyros  
And City Councilors  
Gardner City Hall, Rm 121  
95 Pleasant Street  
Gardner, MA 01440

RE: A Measure Authorizing a Contract of Up to Five (5) Years for Website Hosting

Dear Mr. President and Councilors,

The General Laws of the Commonwealth require legislative approval for the City to enter into a contract for a period above three (3) years. This includes any extension options that allow for the contract period to be extended past three (3) years.

The City is looking to enter into a contract for up to five (5) years for hosting the City's website, as that contract is up for renewal.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AUTHORIZING A FIVE-YEAR CONTRACT PERIOD  
FOR WEBSITE MAINTENANCE AND HOSTING SERVICES

VOTED: To authorize the City to enter into a contract not to exceed five (5) years to provide for website maintenance and hosting services, pursuant to the provisions of Massachusetts General Law, Chapter 30B, section 12 and under the terms outlined in the Purchasing Agent's January 14, 2025, Memorandum.

CITY OF GARDNER  
PURCHASING DEPARTMENT

Room 217 - City Hall  
95 Pleasant Street  
Gardner, MA 01440-2687



Joshua Cormier, Director  
jcornier@gardner-ma.gov  
Telephone (978) 632-0426

TO: Gardner City Council  
Mayor Michael J. Nicholson

FROM: Joshua Cormier, Purchasing Agent

DATE: January 14, 2025

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- Website Maintenance & Hosting
- Curbside Collection & Recyclables

My intention to seek a longer-term contract is to attract more competitive rates from vendors and to conduct more effective contract management.

If you have any questions or concerns, please feel free to contact me for additional details.



## Services Renewal Agreement

### Terms & Conditions

1. CivicPlus, LLC, d/b/a CivicPlus ("CivicPlus") will provide website support, maintenance and hosting for Gardner, MA ("Client") that includes all functionality as defined in this agreement ("Agreement").
2. The terms and conditions of this Services Renewal Agreement are intended to continue those relevant terms of the original services agreement for services signed between the Client and CivicPlus.

### Billing & Payment Terms

3. Fees for CivicPlus Annual Support, Maintenance & Hosting services shall be invoiced on July 1 of each Renewal Year, beginning July 1, 2021.
4. If the Client's account exceeds 60 days past due, Support will be discontinued until the Client's account is made current. If the Client's account exceeds 90 days past due, Annual Support, Maintenance & Hosting will be discontinued until the Client's account is made current. Client will be given 30 days notice prior to discontinuation of services for non-payment.
5. The Client will be invoiced electronically through email. Upon request CivicPlus will mail invoices and the Client will be charged a \$5.00 convenience fee.
6. Provided the Client's account is current, at any time the Client may request an electronic copy of the website graphic designs, the page content, all module content, all importable/exportable data, and all archived information ("Customer Content"). Client agrees to pay \$250 per completed request.
7. Client acknowledges and agrees that certain services for which Client is contracting hereunder may be rendered by or with third-party providers under contract with CivicPlus.

### Agreement Renewal

8. This Agreement term extends the original services agreement for a period of five years (60 months), beginning on July 1, 2021.
9. Either party may terminate the Annual Support, Maintenance & Hosting Agreement at the end of the contract term by providing the other party with 60 days written notice, prior to the contract renewal date.
10. In the event that neither party gives 60 days notice prior to the end of the initial or any subsequent term, this Agreement will automatically renew for an additional contract term.
11. In the event of early termination of this Agreement by the Client, full payment of the remainder of the contract is due within 15 days of termination.
12. Each year this Agreement is in effect, a technology investment and benefit fee of 5 percent (%) of the total Annual Support, Maintenance & Hosting costs will be applied.

### Support

13. CivicPlus will provide unlimited telephone support Monday-Friday, 7:00 am – 7:00 pm (Central Time) excluding holidays, for all trained Client staff. Emergency Support is provided on a 24/7/365 basis for emergency contacts named by the Client. Client is responsible for providing CivicPlus with contact updates.
14. Support includes providing technical support of the software, application support (pages and modules), and technical maintenance of Client's website. Client may request, at any time, additional page design, graphic design, user training, site modification, and custom programming to be contracted separately for an additional fee.
15. During the period of this Agreement and subsequent annual renewals, CivicPlus warrants that it will, without additional charge to the Client, take action to correct any problems or defects discovered in the software and reported to CivicPlus by the Client, such warranty to include ongoing maintenance upgrades and technical error correction.

**Service & License Renewal Agreement for Gardner, MA**

16. Client acknowledges that CivicPlus may continually develop, alter, deliver, and provide to the Client ongoing innovation to the Services, in the form of new features, functionality, and efficiencies. Accordingly, CivicPlus reserves the right to modify the Services from time to time. Any modifications or improvements to the Services listed on the SOW will be provided to the Client at no additional charge. In the event that CivicPlus creates new products or enhancements to the Services ("New Services"), and Client desires these New Services, then Client will have to pay CivicPlus the appropriate fee for the access to and use of the New Services.
17. CivicPlus provides online website statistics software at no extra charge. If Client desires to use other website statistic software, CivicPlus will provide the necessary log file access.

**Intellectual Property, Ownership & Content Responsibility**

18. Client assumes full responsibility for website content maintenance and content administration. Client, not CivicPlus, shall have sole responsibility for the accuracy, quality, integrity, legality, reliability, appropriateness, and intellectual property ownership or right to use of all Customer Content.
19. Intellectual Property in the software or other original works created by or licensed to CivicPlus, including all source code, documents, and materials used in the Services ("CivicPlus Property") will remain the property of CivicPlus. CivicPlus Property specifically excludes Client Content. Client shall not (i) license, sublicense, sell, resell, reproduce, transfer, assign, distribute or otherwise commercially exploit or make available to any third party any CivicPlus Property in any way, except as specifically provided in the applicable SOW; (ii) adapt, alter, modify or make derivative works based upon any CivicPlus Property; (iii) create internet "links" to the CivicPlus Property software or "frame" or "mirror" any CivicPlus Property administrative access on any other server or wireless or internet-based device that may allow third party entities, other than Client, to use the Services; (iv) reverse engineer, decompile, disassemble or otherwise attempt to obtain the source code to all or any portion of the Services; or (v) access any CivicPlus Property in order to (a) build a competitive product or service, (b) build a product using similar ideas, features, functions or graphics of any CivicPlus Property, or (c) copy any ideas, features, functions or graphics of any CivicPlus Property. The CivicPlus name, the CivicPlus logo, and the product and module names associated with any CivicPlus Property are trademarks of CivicPlus, and no right or license is granted to use them outside of the licenses set forth in this Agreement.
20. Client owns the Customer Content, defined as website graphic designs, webpage or software content, module content, importable/exportable data, and archived information. Client will not own the CivicPlus, Property or its associated applications and modules.
21. The CivicPlus name, the CivicPlus logo, and the product and module names associated with the CivicPlus property are trademarks of CivicPlus, and no right or license is granted to use them.

**Taxes**

22. It is CivicPlus' policy to pass through sales tax in those jurisdictions where such tax is required. If the Client is tax-exempt, the Client must provide CivicPlus proof of their tax-exempt status, within fifteen (15) days of contract signing, and this agreement will not be taxed. If the Client's state taxation laws change, the Client will begin to be charged sales tax in accordance with their jurisdiction's tax requirements and CivicPlus has the right to collect payment from the Client for past due taxes.



Service & License Renewal Agreement for **Gardner, MA**

**Acceptance**

We, the undersigned, agreeing to the conditions specified in this document, understand and authorize the provision of services outlined in this Agreement.

DocuSigned by:

*Michael J. Melholson*

5/20/2021

Client

E429C2C295344CE...

Date

*Amy Kauder*

CivicPlus

5/24/2021

Date

**Sign and E-mail the entire contract with exhibits to:**

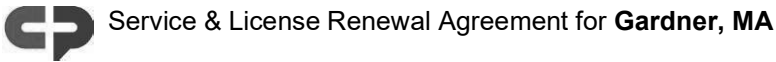
[Contracts@CivicPlus.com](mailto:Contracts@CivicPlus.com)

We will e-mail a counter-signed copy of the contract back to you so we can begin your project.

**CivicPlus does not require a physical copy of the contract, however, if you would like a physical copy of the contract, mail one (1) copy of the contract with original signature to:**

CivicPlus Contract Manager  
302 S. 4<sup>th</sup> Street, Suite 500  
Manhattan, KS 66502

Upon receipt of signed original, we will counter-sign and return the copy for your files.



**Annual Support, Maintenance and Hosting Fee**

<p><b>2021 Total Annual Support, Maintenance and Hosting Fee</b>                  Effective July 1, 2021 through June 30, 2022                  Includes:                  Custom Mobile App                  48-Month Recurring Redesign                  SSL Certificate</p>	<p><b>\$ 4,365.38</b></p>
<p><b>2022 Total Annual Support, Maintenance and Hosting Fee</b>                  Effective July 1, 2022 through June 30, 2023                  Includes:                  Custom Mobile App                  48-Month Recurring Redesign                  SSL Certificate</p>	<p><b>\$4,583.65</b></p>
<p><b>2023 Total Annual Support, Maintenance and Hosting Fee</b>                  Effective July 1, 2023 through June 30, 2024                  Includes:                  Custom Mobile App                  48-Month Recurring Redesign                  SSL Certificate</p>	<p><b>\$4,812.83</b></p>
<p><b>2024 Total Annual Support, Maintenance and Hosting Fee</b>                  Effective July 1, 2024 through June 30, 2025                  Includes:                  Custom Mobile App                  48-Month Recurring Redesign                  SSL Certificate</p>	<p><b>\$5,053.47</b></p>
<p><b>2025 Total Annual Support, Maintenance and Hosting Fee</b>                  Effective July 1, 2025 through June 30, 2026                  Includes:                  Custom Mobile App                  48-Month Recurring Redesign                  SSL Certificate</p>	<p><b>\$5,306.15</b></p>

<b>Annual Support, Maintenance &amp; Hosting Service Include the Following:</b>		
<b>Support</b>	<b>Maintenance of CivicPlus Application &amp; Modules</b>	<b>Hosting</b>
7 a.m. – 7 p.m. (CST) Monday – Friday (excluding holidays) 24/7 Emergency Support Dedicated Support Personnel 4-hour Response During Normal Hours Usability Improvements Integration New & Upgraded Services Proactive Support for Updates & Fixes Online Training Manuals Monthly Newsletters Routine Follow-up Check-ins	Install Service Patches for OS Fixes Improvements Integration Testing Development Usage License Upgrades	DNS Consulting & Maintenance Monitor Bandwidth-Router Traffic Redundant ISP Redundant Cooling Diesel Powered Generator Daily Tape Backup Intrusion Detection & Prevention Antivirus Protection Upgrade Hardware Shared Web/SQL Server



*City of Gardner - Executive Department*

**Mayor Michael J. Nicholson**

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January 23, 2026

**George C. Tyros**  
**President**  
**Gardner City Council**  
**95 Pleasant Street**  
**Gardner, MA 01440**

**RE: Free Cash Appropriation Request – Fire Department Grant Match**

Dear Mr. President and Councilors,

Attached, please find an appropriation request in the amount of \$35,200 to cover the grant match for the replacement of our portable radios for our Fire Department. The FEMA Assistance to Firefighters Grant (AFG) provided \$330,856.32 for the replacement of the radios with the total cost being \$365,975. These radios are over 15 years old and in need of replacement to ensure our public safety personnel can keep themselves and the public as safe as possible.

I want to thank all those involved in securing this grant, which allows the City to make much needed equipment upgrades at minimal cost to the Gardner taxpayer.

An order for the transfer has been included with this letter.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO THE FIRE DEPARTMENT –NEW EQUIPMENT ACCOUNT.

ORDERED:

That there be and is hereby appropriated the sum of Thirty-Five Thousand Two Hundred Dollars and No Cents (\$35,200.00) from Free Cash to the Fire Department – New Equipment Account.



# CITY OF GARDNER

**FIRE DEPARTMENT**  
70 CITY HALL AVENUE  
GARDNER, MA 01440-2671

**OFFICE OF FIRE CHIEF**  
**GREGORY F. LAGOY**

**(978) 632-1616 Ext. 5**  
**FAX (978) 630-4028**

January 20, 2026

Mayor Michael Nicholson  
Gardner City Hall  
95 Pleasant Street  
Gardner, MA 01440

Dear Mayor Nicholson,

As you are aware, the Fire Department was recently awarded a FEMA Assistance to Firefighters Grant (AFG) for the much-needed replacement of our current 15+ year old portable radios. Due to manufacturer price increases since the grant application was prepared in late 2024 and the addition of several operationally-required options, an amendment to the grant award was necessary and the total number of radios to be purchased was reduced from 42 to 38. The total purchase price for these new portable radios is \$365,975.00, with the federally-funded portion being \$330,856.32. This grant requires a match from the City in the amount of \$35,118.68.

The Fire Department will not be able to fund this through the regular operating budget, therefore I respectfully request a Free Cash appropriation to cover this expense.

Please contact me with any questions.

Respectfully,

Gregory F. Lagoy  
Fire Chief



*City of Gardner - Executive Department*

**Mayor Michael J. Nicholson**

---

January 23, 2026

**George C. Tyros  
President  
Gardner City Council  
95 Pleasant Street  
Gardner, MA 01440**

**RE: Free Cash Appropriation Request – Police Vehicles**

Dear Mr. President and Councilors,

Attached, please find an appropriation request in the amount of \$201,000 for the purchase of three new police vehicles for the Gardner Police Department.

This is being done in accordance with our existing vehicle rotation program that our department has been following in recent years to ensure that our fleet remains in up to date, safe conditions. In this request is the purchase for one patrol pick-up truck in order to respond to the department's needs surrounding street shutdowns and transportation of supplies. This is a purchase that responds to a specific need and does not change the department's traditional purchase of interceptor cruisers.

Due to market constraints with these vehicles, I anticipate these vehicles will not be available to be in service for a few months' time. Purchasing them now keeps us on track with our vehicle rotation schedule.

Our rotation schedule suggests that the City purchases three (3) police cruisers a year to keep the fleet up to the best level possible.

Please do not hesitate to reach out with any questions.

Respectfully Submitted,

Michael J. Nicholson  
Mayor, City of Gardner

AN ORDER APPROPRIATING FROM FREE CASH TO POLICE DEPARTMENT – NEW VEHICLE.

ORDERED:

That there be and is hereby appropriated the sum of Two Hundred One Thousand and No Cents (\$201,000.00) from Free Cash to Police Department – New Vehicle.



# CITY OF GARDNER POLICE DEPARTMENT

200 Main Street  
Gardner, Massachusetts 01440  
Phone: (978) 632-5600  
Fax: (978) 632-9045



Eric P. McAvene  
Chief of Police

Nicholas P. Maroni  
Deputy Chief of Police

September 25, 2025

The Honorable Michael J. Nicholson, Mayor  
Gardner City Hall  
95 Pleasant Street  
Gardner, MA 01440

Re: Request for Patrol Pickup Truck

Dear Mayor,

We are requesting free cash funds to purchase a patrol-rated pickup truck. The pickup truck will be assigned to the shift supervisor for their patrol/supervisory duties. This will be the first of requests for three replacement cruisers.

During our research for new patrol vehicles, we looked at the needs and requirements for each shift. We found that the pickup trucks offered much more storage space for various equipment that may be needed day to day. The shift supervisor will carry everything they currently carry in a cruiser, but will also carry signs, cones and barricades to shut down roads and other areas as needed. This will give us the ability to safely and immediately shut down areas with limited staffing. The truck will also be used to move around our radar trailer and other equipment trailers we currently have.

We are not shifting away from traditional patrol vehicles (Ford Interceptor). The purchase of this vehicle is to address specific areas of need within the Gardner Police Department.

Very truly yours,

Eric P. McAvene  
Chief of Police



**McGovern MHQ Inc**

401 ELM ST  
MARLBOROUGH MA 01752  
United States

**Bill To**

GARDNER POLICE DEPT  
200 MAIN ST  
GARDNER MA 01440  
United States

**Ship To**

DEPUTY CHF NICK MARONI  
GARDNER POLICE DEPT  
200 MAIN ST  
GARDNER MA 01440  
United States

Sales Rep	PO #	Memo	Expected Ready Date
Tessa Zilonis		BUDGET QUOTE CUSTOMER PROVIDED VIN FROM LEOMINSTER STOCK KM8RGES2XTU021770 STK #HN3222 SUBJECT TO AVAILABILITY	

VIN	Make	Model	Color
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Quantity	Item	Description	Contract ID	Rate	Amount
1	<b>NEW ITEM</b>	HYUNDAI BODY CODE J2422A65 2026 HYUNDAI PALISADE SEL CONVENIENCE AWD	GBPC/ BAPERN	\$43,456.00	\$43,456.00
1	<b>NEW ITEM</b>	OPTION CODE A2B BLACK EXTERIOR PAINT	GBPC/ BAPERN	\$0.00	\$0.00
1	<b>NEW ITEM</b>	OPTION CODE NNB BLACK H-TEX LEATHERETTE SEAT TRIM INTERIOR	GBPC/ BAPERN	\$0.00	\$0.00
1	<b>MISCELLANEO US-NON INVENTORY</b>	3.5L V6 GAS ENGINE WITH 8 SPEED AUTOMATIC TRANSMISSION	GBPC/ BAPERN	\$0.00	\$0.00
1	<b>CFM</b>	CARPETED FLOOR MATS	GBPC/ BAPERN	\$226.72	\$226.72
1	<b>CN</b>	CARGO NET	GBPC/ BAPERN	\$52.00	\$52.00
1	<b>CO</b>	CARGO ORGANIZER	GBPC/ BAPERN	\$120.64	\$120.64
1	<b>CT</b>	CARGO TRAY	GBPC/ BAPERN	\$147.68	\$147.68
1	<b>FK</b>	FIRST AID KIT	GBPC/ BAPERN	\$39.52	\$39.52
1	<b>TINT25</b>	TINT FRONT DOOR GLASS 35% ADD FRONT WINDSHIELD STRIP	GBPC/ BAPERN	\$275.00	\$275.00
1	<b>NEW ITEM</b>	SET OF (4) WINDOW VENT SHADES (PART #TBD)	GBPC/ BAPERN	\$160.00	\$160.00
1	<b>Wire Harness - Admin</b>	Wire Harness - Admin	GBPC/ BAPERN	\$545.00	\$545.00





11769  
Quote

#QUO4309

8/14/2025

Quantity	Item	Description	Contract ID	Rate	Amount
2	<b>EMPS2STS5RB W</b>	MPOWER 4" DUAL COLOR STUD MOUNT BLUE/WHITE FRONT GRILLE	GBPC/ BAPERN	\$240.00	\$480.00
2	<b>PMP2BKEDGE</b>	90 DEGREE EDGE CLIP BRACKET	GBPC/ BAPERN	\$10.00	\$20.00
2	<b>EMPS2STS5RB W</b>	MPOWER 4" DUAL COLOR STUD MOUNT BLUE/WHITE IN FRONT UPPER INTERIOR GLASS OVER PASSENGER SIDE VISOR	GBPC/ BAPERN	\$240.00	\$480.00
2	<b>PMP2WSddb</b>	SOUNDOFF FASCIA DUAL 4" SHROUD	GBPC/ BAPERN	\$20.00	\$40.00
2	<b>ENFGS3E</b>	NFORCE DECK/GRILLE MNT LGT BLU/ WHT IN REAR CARGO SIDE GLASS LOWER CENTER: 1/SIDE	GBPC/ BAPERN	\$265.00	\$530.00
4	<b>EMPS2STS5RB W</b>	MPOWER 4" DUAL COLOR STUD MOUNT BLUE/RED MOUNTED UPPER INTERIOR GATE GLASS	GBPC/ BAPERN	\$240.00	\$960.00
2	<b>PMP2WSddb</b>	SOUNDOFF FASCIA DUAL 4" SHROUD	GBPC/ BAPERN	\$20.00	\$40.00
1	<b>ETFBSN-P</b>	FLASHER FOR LED TAIL LAMP & B/U LED (SUBJECT TO COMPATABILITY)	GBPC/ BAPERN	\$175.00	\$175.00
1	<b>ETSA200R</b>	200 Series Compact Siren, ECE R10.05 Certified, w/ Remote Amplifier & Remote Switch Panel, 10-30v - 100 watt single-tone, no PA	GBPC/ BAPERN	\$540.00	\$540.00
1	<b>ETSS100J</b>	SPEAKER 100J 100WATT W/UNIVERSAL BRK	GBPC/ BAPERN	\$303.00	\$303.00
1	<b>NEW ITEM</b>	BEHIND GRILLE VEHICLE SPECIFIC SIREN SPEAKER BRACKET PART #TBD	GBPC/ BAPERN	\$40.00	\$40.00
1	<b>DELIVERY FEE</b>	DELIVERY FEE: COVERED UNDER CONTRACT	GBPC/ BAPERN	\$0.00	\$0.00
1	<b>SHOP SUPPLIES</b>	SHOP SUPPLIES ADMIN	GBPC/ BAPERN	\$190.00	\$190.00





11769  
Quote

#QUO4309

8/14/2025

**Subtotal** \$48,820.56

**Tax (0%)** \$0.00

**Total** \$48,820.56

**TERMS AND CONDITIONS**

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

**ORDER ACKNOWLEDGEMENT**

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

\_\_\_\_\_

Print Name

\_\_\_\_\_

Title

\_\_\_\_\_

Signature



QUO4309



11769  
Quote

#QUO4274

1/16/2026

McGovern MHQ Inc

401 ELM ST  
MARLBOROUGH MA 01752  
United States

Bill To

GARDNER POLICE DEPT  
200 MAIN ST  
GARDNER MA 01440  
United States

Ship To

DEPUTY CHF NICK MARONI  
GARDNER POLICE DEPT  
200 MAIN ST  
GARDNER MA 01440  
United States

Sales Rep	PO #	Memo	Expected Ready Date
Tessa Zilonis		FY26 LINE PIU BUDGET QUOTE	

VIN	Make	Model	Color
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Quantity	Item	Description	Contract ID	Rate	Amount
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Description

VEHICLE

1	K8A	2026 FORD POLICE INTERCEPTOR UTILITY AWD GAS VERSION	GBPC/ BAPERN	\$44,796.00	\$44,796.00
1	UM	BLACK EXTERIOR PAINT	GBPC/ BAPERN	\$0.00	\$0.00
1	99B	3.3L TI-VCT V6 FFV ENGINE	GBPC/ BAPERN	\$0.00	\$0.00
1	44U	10 SPEED ELECTRONIC AUTOMATIC TRANSMISSION	GBPC/ BAPERN	\$0.00	\$0.00
1	51R	DRIVER SIDE PILLAR MOUNTED LED SPOT LAMP	GBPC/ BAPERN	\$388.00	\$388.00
1	MISCELLANEO US-NON INVENTORY	2025 MODEL YEAR STANDARD EQUIPMENT: SMALL CENTER HUB WHEEL COVERS REAR A/C CONTROLS DARK CAR RED/WHITE DOME LIGHT CARGO AREA LCD DASH DISPLAY ENGINE IDLE FEATURE KEYLESS ENTRY (4) FOBS BLIND SPOT MONITORING CROSS TRAFFIC BRAKE ASSIST PERIMETER ALERT REVERSE SENSING SAFETY SYSTEM POWER HEATED EXTERIOR MIRRORS	GBPC/ BAPERN	\$0.00	\$0.00

VEHICLE SUB

\$45,184.00

CONTRACT  
EQUIP

1	TINT25	TINT WINDOWS FRONT ONLY 35% PLUS FRONT W/S STRIP	GBPC/ BAPERN	\$275.00	\$275.00
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QUO4274





11769  
Quote

#QUO4274

1/16/2026

Quantity	Item	Description	Contract ID	Rate	Amount
1	Labor	FLASH TAIL LIGHT RING TO BLUEPRINT	GBPC/BAPERN	\$125.00	\$125.00
1	ENGSA5200RSR	REMOTE 500 SIREN FOR BLUEPRINT PACKAGE - ROTARY CONTROLLER WITH (3) POSITION SLIDE SWITCH	GBPC/BAPERN	\$2,754.00	\$2,754.00
2	ENGND04102	REMOTE NODES INCLUDED	GBPC/BAPERN	\$0.00	\$0.00
2	ENGHNK05	CENTRAL CONTROLLER HARNESS INCLUDED	GBPC/BAPERN	\$0.00	\$0.00
2	ETSS100J	SIREN SPEAKER 100W BEHIND GRILLE INCLUDED	GBPC/BAPERN	\$0.00	\$0.00
2	ETSSVBK01	2020 - 2025 PIU SPEAKER BRACKET INCLUDED	GBPC/BAPERN	\$0.00	\$0.00
1	ENGLMK013	LINK MODULE	GBPC/BAPERN	\$425.00	\$425.00
1	ENGSYMD01	SYNC MODULE	GBPC/BAPERN	\$350.00	\$350.00
1	ETSKLF201	AFTERSHOCK SIREN SYSTEM 2 SPEAKER UNV BKT	GBPC/BAPERN	\$1,080.00	\$1,080.00
1	ETSSLFVBK09	LFRAME MOUNT PIU	GBPC/BAPERN	\$0.00	\$0.00
1	ETSSLFVBK07	LFRAME MOUNT BRACKET	GBPC/BAPERN	\$0.00	\$0.00
1	ECVDMLTAL00	LED WHITE/RED DOME LIGHT ON ROOFLINE ABOVE FRONT CENTER CONSOLE	GBPC/BAPERN	\$150.00	\$150.00
1	C-VS-1012-INUT-2-H	VS CONSOLE 22' ANGLED 20-25 PIU HOUSING ONLY	GBPC/BAPERN	\$790.00	\$790.00
1	CUP2-1001	DUAL INTERNAL CUP HOLDERS	GBPC/BAPERN	\$65.00	\$65.00
1	C-ARM-103	ARMREST TOP MOUNT FLIP UP	GBPC/BAPERN	\$165.00	\$165.00
1	C-LP2-USB-BL2	CONSOLE ACCESSORY BRACKET KIT W/ (2) LIGHTER PLUG OUTLETS & (1) USB-C & USB TYPE A DUAL PORT CHARGER	GBPC/BAPERN	\$195.00	\$195.00
1	C-AP-0325-1	3" Accessory Pocket 2.5" Deep	GBPC/BAPERN	\$65.00	\$65.00
1	C-EB40-SO5-1P	1 PIECE EQUIPMENT MOUNTING BRACKET 4" FOR SOUND OFF SIGNAL 500 SERIES	GBPC/BAPERN	\$0.00	\$0.00
2	MMSU1	MAGNETIC MICROPHONE CLIP	GBPC/BAPERN	\$64.00	\$128.00
2	C-MCB	MICROPHONE MOUNTING BRACKET	GBPC/BAPERN	\$16.00	\$32.00
1	C-PM-124-PC	BROTHER POCKET JET PRINTER MOUNT FOR PIU	GBPC/BAPERN	\$311.00	\$311.00





11769  
Quote

#QUO4274

1/16/2026

Quantity	Item	Description	Contract ID	Rate	Amount
1	74304	STRION LED FLASHLIGHT WITH CHARGER	GBPC/BAPERN	\$243.00	\$243.00
1	TM1133INTUT IL20	TREMCO INTERCEPTOR UTILITY 2020	GBPC/BAPERN	\$270.00	\$270.00
1	PRPSP4704UIN NT20A	CENTER SLIDING POLY WINDOW FULL STEEL CAGE PIU 2020+ BEHIND FRONT BUCKET SEATS	GBPC/BAPERN	\$1,525.00	\$1,525.00
1	WB47NPUINT 20	STEEL WINDOW BARS	GBPC/BAPERN	\$486.00	\$486.00
1	DPCP47UINT20	BLACK ABS, DOOR PANEL COVER PLATES (SET)	GBPC/BAPERN	\$162.00	\$162.00
1	S4705UINT20 OSB	STANDARD TRANSPORT SEAT PIU 2020+ WITH PLEXY CARGO BARRIER & OUTBOARD OFFICER SAFETY BELT	GBPC/BAPERN	\$2,450.00	\$2,450.00
1	FP47UINT20	FLOOR PAN ABS CHARCOAL GREY PIU 2020	GBPC/BAPERN	\$450.00	\$450.00
1	1082E	GUN LOCK BETWEEN FRONT BUCKET SEATS BEHIND CONSOLE	GBPC/BAPERN	\$992.00	\$992.00
1	25010	MOUNTING RAIL	GBPC/BAPERN	\$54.00	\$54.00
2	3SRCCDCR	3" ROUND SPLIT RED WHITE DOME LED ON INTERIOR REAR GATE	GBPC/BAPERN	\$150.00	\$300.00
1	PLSW30	ROCKER SWITCH ON-OFF-ON. MOUNT ON DRIVER SIDE CARGO PANEL	GBPC/BAPERN	\$0.00	\$0.00
1	SUV392000P	ESTES AWS 2.0 PREMIUM WEAPONDS LOCKER	GBPC/BAPERN	\$1,825.00	\$1,825.00
1	F39000	FENCE PACKAGE 2.0	GBPC/BAPERN	\$225.00	\$225.00
1	AD38-000	AUXILIARY DRAWER	GBPC/BAPERN	\$355.00	\$355.00
1	ET36-T-000	ELECTRONICS TRAY WITH TALL BRACKET	GBPC/BAPERN	\$325.00	\$325.00
1	FEF2020KIT	2020+ PIU FLOOR INSTALL KIT	GBPC/BAPERN	\$270.00	\$270.00
1	G3RADAR2KD MPHFULL	G3 RADAR WITH DUAL KA ANTENNA	GBPC/BAPERN	\$2,795.00	\$2,795.00
1	Labor	INSTALL CUSTOMER SUPPLIED RADIO	GBPC/BAPERN	\$330.00	\$330.00
1	GP-IN2148	GPSD+/C29/C32/C23/CABLES KIT	GBPC/BAPERN	\$495.00	\$495.00
1	C23F5-F	ANTENNA, FME MPL 5M CS23 CABLE	GBPC/BAPERN	\$15.00	\$15.00
1	BCD996P2	SCANNER DIGITAL BEARCAT TRUNK TRACKER V	GBPC/BAPERN	\$948.00	\$948.00





Quantity	Item	Description	Contract ID	Rate	Amount
1	<b>NMOKUD20M PL</b>	NMO 3/4" MOUNT/ MINI-U 20' - SCANNER ANTENNA CABLE	GBPC/ BAPERN	\$33.00	\$33.00
1	<b>BMAXSCAN1000</b>	SCANNER ANTENNA	GBPC/ BAPERN	\$40.00	\$40.00
1	<b>Labor</b>	INSTALL SUPPLIED COMPUTER, MOUNT & ACCESSORIES	GBPC/ BAPERN	\$595.00	\$595.00
1	<b>Labor</b>	TRANSFER LICENSE PLATE READER SYSTEM		\$695.00	\$695.00
1	<b>DELIVERY FEE</b>	DELIVERY FEE: NOT APPLICABLE. TO BE PICKED UP AT SHREWSBURY LOCATION	GBPC/ BAPERN	\$0.00	\$0.00
1	<b>SHOP SUPPLIES</b>	SHOP SUPPLIES	GBPC/ BAPERN	\$270.00	\$270.00
<b>CONTRACT EQUIP SUB</b>					\$32,431.50
				<b>Subtotal</b>	\$77,615.50
				<b>Tax (0%)</b>	\$0.00
				<b>Total</b>	\$77,615.50

**TERMS AND CONDITIONS**

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

**ORDER ACKNOWLEDGEMENT**

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature





11769  
Quote

#QUO4298

8/13/2025

**McGovern MHQ Inc**

401 ELM ST  
MARLBOROUGH MA 01752  
United States

**Bill To**

GARDNER POLICE DEPT  
200 MAIN ST  
GARDNER MA 01440  
United States

**Ship To**

DEPUTY CHF NICK MARONI  
GARDNER POLICE DEPT  
200 MAIN ST  
GARDNER MA 01440  
United States

Sales Rep	PO #	Memo	Expected Ready Date
Tessa Zilonis		F150 RESPONDER BUDGET QUOTE REV 3: 1/16/2026	

VIN	Make	Model	Color
-----	------	-------	-------

Quantity	Item	Description	Contract ID	Rate	Amount
1	W1P	2026 FORD F150 4X4 POLICE RESPONDER	GBPC/BAPERN	\$47,376.00	\$47,376.00
1	UM	BLACK EXTERIOR PAINT WITH HEAVY DUTY BLACK CLOTH INTERIOR 40/BLANK/40	GBPC/BAPERN	\$0.00	\$0.00
1	18B	BLACK PLATFORM RUNNING BOARDS	GBPC/BAPERN	\$247.00	\$247.00
1	54R	MANUAL FOLDING POWER HEATED EXTERIOR MIRRORS WITH turn signal	GBPC/BAPERN	\$392.00	\$392.00
1	595	FOG LAMPS	GBPC/BAPERN	\$140.00	\$140.00
1	59E-Resp	DRIVER SIDE "A" PILLAR MOUNTED LED SPOT LAMP	GBPC/BAPERN	\$392.00	\$392.00
1	924	REAR WINDOW PRIVACY GLASS WITH ELECTRIC DEFROSTER	GBPC/BAPERN	\$97.00	\$97.00
1	67P	REMOTE KEYLESS ENTRY (LESS PATS AND KEYPAD) WITH (4) REMOTES	GBPC/BAPERN	\$339.00	\$339.00
1	DELIVERY FEE	DELIVERY FEE: WAIVED, CUST TO PICK UP @ SHREWSBURY	GBPC/BAPERN	\$0.00	\$0.00
<b>VEHICLE SUB</b>					<b>\$48,983.00</b>
1	94975	SET OF (4) WINDOW VENT SHADES 15-22 F150	GBPC/BAPERN	\$160.00	\$160.00
1	TINT25	TINT FRONT DOOR WINDOWS 35% - ADD FRONT WINDSHIELD STRIP	GBPC/BAPERN	\$275.00	\$275.00
1	GRAPHICS-INHOUSE	CUSTOMER SPECIFIC GRAPHICS KIT: GHOST STYLE UNIT # TBD	GBPC/BAPERN	\$945.00	\$945.00
1	GRAPHICS-INHOUSE	DOOR JAMB KIT WHITE REFLECTIVE	GBPC/BAPERN	\$175.00	\$175.00





11769  
Quote

#QUO4298

8/13/2025

Quantity	Item	Description	Contract ID	Rate	Amount
1	Wire Harness - Patrol & Slick Top	POWER DISTRIBUTION WIRE HARNESS FOR FULL BUILD PATROL	NON CONTRA CT	\$870.00	\$870.00
2	EMPS2STS5RB W	MPOWER 4" TRI COLOR STUD MOUNT BLUE/WHITE IN FRONT UPPER GRILLE	GBPC/ BAPERN	\$240.00	\$480.00
2	PMP2BKEDGE	90 DEGREE EDGE CLIP BRACKET	GBPC/ BAPERN	\$10.00	\$20.00
0.5	Labor	FLASH FOG LIGHTS TO BLUE PRINT	GBPC/ BAPERN	\$125.00	\$62.50
2	ELUC3H010E	HIDE AWAY, UNDER COVER, DUAL BLUE/WHITE - MOUNT IN FOG LIGHT AREA FACING OUTWARD TO SIDES OF VEHICLE	GBPC/ BAPERN	\$225.00	\$450.00
1	NEW ITEM	EMPLB020R6-4Q3. MPOWER EXTERIOR FULL SIZE LIGHTBAR- BLUE/ WHITE FRONT BLUE/AMBER REAR WITH TWO RED/AMBER	GBPC/ BAPERN	\$3,806.00	\$3,806.00
1	ENGSA5200RS R	REMOTE 500 SIREN FOR BLUEPRINT PACKAGE	GBPC/ BAPERN	\$2,754.00	\$2,754.00
2	ENGND04102	REMOTE NODES INCLUDED	GBPC/ BAPERN	\$0.00	\$0.00
1	ENGHNK05	18" HARNESS KIT FOR REMOTE NODES INCLUDED	GBPC/ BAPERN	\$0.00	\$0.00
2	ETSS100J	100W SIREN SPEAKERS INCLUDED - BEHIND GRILLE	GBPC/ BAPERN	\$0.00	\$0.00
2	NEW ITEM	SPEAKER BRACKET TBD INCLUDED	GBPC/ BAPERN	\$0.00	\$0.00
1	ENGLMK013	LINK MODULE	GBPC/ BAPERN	\$425.00	\$425.00
1	ENGSYMD01	SOUNDOFF BLUEPRINT SYNC MODULE	GBPC/ BAPERN	\$350.00	\$350.00
1	ETSKLF201	AFTERSHOCK LOW FREQUENCY SIREN SYSTEM 2 SPEAKER	GBPC/ BAPERN	\$1,080.00	\$1,080.00
1	NEW ITEM	SPEAKER BRACKETS TBD INCLUDED	GBPC/ BAPERN	\$0.00	\$0.00
2	EMPS2QMS5R BW	MPOWER 4" FASCIA 18-LED - BLUE WHITE ON FRONT SIDE FENDER UNDER EMBLEM	GBPC/ BAPERN	\$240.00	\$480.00
2	EMPS2STS5RB W	MPOWER 4" DUAL COLOR STUD MOUNT BLUE/WHITE REAR DOOR GLASS LOWER	GBPC/ BAPERN	\$240.00	\$480.00
2	PMP2BKDGJ	FASCIA STUD MNT 90 DEGREE BRACKET	GBPC/ BAPERN	\$10.00	\$20.00
1	Labor	FLASH TAIL LAMPS AND BACK UP LIGHTS TO BLUEPRINT	GBPC/ BAPERN	\$125.00	\$125.00





11769  
Quote

#QUO4298

8/13/2025

Quantity	Item	Description	Contract ID	Rate	Amount
1	<b>OXFORD BEDLINER</b>	BEDLINER APPLIED BY MHQ OXFORD for Marlboro or Middletown Sales Orders	GBPC/ BAPERN	\$875.00	\$875.00
1	<b>TFX3709</b>	TONNEAU COVER TFX TRI FOLD HARD BLACK		\$1,465.00	\$1,465.00
1	<b>T- FDFSEM1-15S- PC-HP-PW</b>	F-Series Mag 1 Dwr Half Width 5' 6", A-Wthr, Passenger Side Magnum Height TruckVault Vehicle Year: 2024 Bed Length: 5' 6" Heavy Duty Exterior Coating Drawer Interior Carpet: Cinder Compression Lock	GBPC/ BAPERN	\$3,375.00	\$3,375.00
2	<b>EMPS2QMS5R BW</b>	MPOWER 4" FASCIA 18-LED - RED/BLU/WHT - MOUNTED BETWEEN REAR BUMPER & LOWER GATE	GBPC/ BAPERN	\$240.00	\$480.00
1	<b>TM1133- F150-24</b>	TREMCO ANIT THEFT DEVISE FORD F150 2024-2025	GBPC/ BAPERN	\$270.00	\$270.00
1	<b>P1000FT21A</b>	PRO-CELL 1/2 PART F150 RESPONDER 2021+	GBPC/ BAPERN	\$2,300.00	\$2,300.00
1	<b>1082-E-AR</b>	WRS 1082-E-AR, Electronic, 8-second delay - For AR/M4 w/Mil-Spec lower receiver with 2 MA209 keys ON DRIVER SIDE OF SINGLE CELL	GBPC/ BAPERN	\$992.00	\$992.00
1	<b>25010</b>	MOUNTING RAIL	GBPC/ BAPERN	\$54.00	\$54.00
1	<b>C-VSW-3000- F150-2-H</b>	CONSOLE VEHICLE SPECIFIC F150 RESPND '21+ ANGLED	GBPC/ BAPERN	\$972.00	\$972.00
1	<b>C-ARPB-1014</b>	Brother Arm Rest Printer Bracket: Top Mount	GBPC/ BAPERN	\$289.00	\$289.00
1	<b>93904</b>	I80 USB Vehicle Kit - Includes 93860, 93863, 93882, and one roll of perforated paper w/black mark	GBPC/ BAPERN	\$595.00	\$595.00
1	<b>C-LP2-USB- BL2</b>	Console Accessory Bracket Kit with 2 Lighter Plug Outlets W/ 1 USB-C & USB Type A Dual Port Charger & 2 Blanks for Rectangular Accessories	GBPC/ BAPERN	\$195.00	\$195.00
1	<b>C-AP-0325-1</b>	3" Accessory Pocket 2.5" Deep	GBPC/ BAPERN	\$65.00	\$65.00
2	<b>MMSU1</b>	MAGNETIC MIC CLIP SINGLE UNIT	GBPC/ BAPERN	\$64.00	\$128.00
2	<b>CMCB</b>	MIC CLIP BRACKET	GBPC/ BAPERN	\$16.00	\$32.00
1	<b>C-EB40-SO5-1P</b>	1-Piece Equipment Mounting Bracket 4" Mounting Space Fits SoundOff Signal 500 Series	GBPC/ BAPERN	\$0.00	\$0.00
1	<b>Labor</b>	INSTALL SUPPLIED COMPUTER, MOUNT & ACCESSORIES	GBPC/ BAPERN	\$595.00	\$595.00





Quantity	Item	Description	Contract ID	Rate	Amount
1	Labor	INSTALL SUPPLIED 2 WAY POLICE RADIO & ANTENNA	GBPC/BAPERN	\$330.00	\$330.00
1	NMOKUD20M PL	NMO 3/4" MOUNT/ MINI-U 20' ANTENNA CABLE	GBPC/BAPERN	\$0.00	\$0.00
1	G3RADAR2KD MPHFULL	G3 WITH DUAL KA ANTENNA	GBPC/BAPERN	\$2,795.00	\$2,795.00
1	75712	FLASHLIGHT STINGER LED W/DC COMPACT CHARGER - CUSTOMER REQUESTING YELLOW VERSION	GBPC/BAPERN	\$243.00	\$243.00
1	SHOP SUPPLIES	SHOP SUPPLIES	GBPC/BAPERN	\$270.00	\$270.00
	Trade In Credit	THIS IS THE TRADE CREDIT FOR YOUR VEHICLE 2018 FORD PIU LINE UNIT #90 1FM5K8AR0JGB92181 (VALUE SUBJECT TO CHANGE DUE TO TIME BETWEEN QUOTE AND DELIVERY)		(\$2,500.00)	(\$2,500.00)
	Trade In Credit	THIS IS THE TRADE CREDIT FOR YOUR VEHICLE 2012 FORD TAURUS 1FAHP2HW3CG106799 (VALUE SUBJECT TO CHANGE DUE TO TIME BETWEEN QUOTE AND DELIVERY)		(\$1,500.00)	(\$1,500.00)
				<b>Subtotal</b>	\$74,260.50
				<b>Tax (0%)</b>	\$0.00
				<b>Total</b>	\$74,260.50

**TERMS AND CONDITIONS**

Custom or Special Orders are Non-Refundable. This Quote is for Budgetary Purposes and is Not a Guarantee of Cost for Services. Quote is based on Current Information from the Client about the Project Requirements. Actual Cost may change once Project Elements are finalized. Trade value is subject to change based on time, mileage, and condition of the Vehicle at turn-in

**ORDER ACKNOWLEDGEMENT**

By signing this document you are agreeing to the above terms and conditions of this order from McGovern MHQ, Inc.

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature






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**FW: Gardner PD Fleet Spreadsheet**

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**From** Mayor <Mayor@gardner-ma.gov>  
**Date** Thu 2/5/2026 11:48 AM  
**To** Jayen Kumar <jkumar@gardner-ma.gov>

 1 attachment (318 KB)  
SGPD-AdminK26020512220.pdf;

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**From:** Eric McAvene <emcavene@gardner-ma.gov>  
**Sent:** Thursday, February 5, 2026 11:41 AM  
**To:** Mayor <Mayor@gardner-ma.gov>  
**Subject:** Gardner PD Fleet Spreadsheet

Good morning Mayor,

I have attached the spreadsheet that tracks our fleet. The blocks 25, 32, 36 and 100 are to be junked shortly. Block 84 has already been traded last year toward previous purchases, but had not been removed. Blocks 11 and 29 are assigned to the drug unit and have been completely redacted. The blocks 20, 26 and 90 are the cruisers being traded this year toward the purchase of the new cruisers.

I hope this helps. If you, or any of the councillors have questions, please do not hesitate to reach out.

Respectfully,

Eric P. McAvene  
Chief of Police  
Gardner Police Department  
200 Main Street  
Gardner, MA 01440  
(978) 632-5600 Ext. 148

# Gardner Police Fleet

11769

CAR #	YEAR	MAKE	MODEL	COLOR	PLATE	VIN	TANK	GAS KEY	MDT	ASSIGNMENT	ISSUED	REG	INSP	
1	2017	FORD	TAURUS	SILVER		1FAHP2H84HG141604	22	901	NO	BCI	2017	10/20	12/20	
2	2020	DODGE	DURANGO	GRAY		1C4RDJDGXLC146868			NO	ADMIN	2019	12/19	12/20	
3	2022	FORD	EXPLORER	GRAY		1FM5K8AW0NNA07232	21.4		NO	ADMIN	2022	11/22	11/22	
K9	2022	FORD	EXPLORER	BLACK	G367	1FM5K8AB8NGA05651				Willis	2022	8/22	9/22	
5	2023	FORD	EXPLORER	BLACK	L514	1FM5K8AW2PNA03735	21.4		YES		2024	10/15	10/24	
6														
7														
8														
9	2022	FORD	EXPLORER	BLACK	7609	1FM5K8AW1NNA03707	21.4		NO	SUPERVISOR	2022	12/22		
10	2021	FORD	EXPLORER	B/W	E958	1FM5K8AB9MGA06452				PATROL	2021			
11														
12	2023	FORD	EXPLORER	BLACK	G678	1FM5K8AW1PNA09607	21.4		YES		2024	12/17	12/24	DRUG INVEST
13														
14														
16														
17														
18	2020	CHEVY	SILVERADO	BLACK	D 346	1GCUYAEF5LZ161103			YES	SPAIN	2019	12/20	5/21	
19	2017	FORD	EXPLORER	BLACK	3FD196	1FM5K8B85HGA37562	22	933	YES	CZASNOWSKI	2017		12/20	
20	2017	FORD	ESCAPE	BLACK		1FMCU9GD7HUA56841		914	NO	BCI	2017	9/20	2/21	
21														
22	2014	FORD	TAURUS	BLACK		1FAHP2H89EG122171	16	925		TRAINING	2016	8/21		
24	2015	FORD	TAURUS	BLUE		1FAHP2H86FG187125	16	521		TRAINING	2017	9/20		
25	2007	CHEVY	TRAILBLAZER	GRAY		1GNDT13S672263059	20	903			2017	6/21		2BTraded - JUNK
26	2012	FORD	TAURUS	BLACK		1FAHP2HW3CG106799	16	916		TRAINING	2014			915
27	2016	FORD	TAURUS	GRAY		1FAHP2H81GG142255	16	920		TRAINING	2017	9/21		
28	2013	NISSAN	CUBE	GRAY		JN8AZ2KR3DT300500				BCI	2021			
29														DRUG INVEST JUNK
30	2023	FORD	F-150	GRAY		1FTFW1ED3PFC55324	26	954		BCI	2024	12/24	5/21	
31	2022	FORD	UTILITY	BLACK	K240	1FM5K8AW9NNA03423	21.4		YES	COMM POLICE	2023	7/23	7/23	

