City Council

Regular Meeting

~ Final ~

36 Court Street
Springfield, MA 01103
http://www.springfieldcityhall.com

Anthony I. Wilson
413-787-6096

Monday, May 2, 2016 | 7:00 PM | Springfield City Hall -- Council Chambers

Possible Public Speak-Out Time 6:30 PM

Call to Order

7:00 PM Meeting called to order on May 2, 2016 at Springfield City Hall -- Council Chambers, 36 Court Street, Springfield, MA.

Attendee Name	Title	Status	Arrived
Justin Hurst	At Large Councilor	Absent	
Kenneth E. Shea	Ward 6 Councilor	Present	
E. Henry Twiggs	Ward 4 Councilor	Absent	
Timothy C. Allen	Ward 7 Councilor	Present	
Timothy J. Rooke	At-Large Councilor	Present	
Orlando Ramos	Vice President- Ward 8 Councilor	Present	
Bud L. Williams	At-Large Councilor	Absent	
Marcus J Williams	Ward 5 Councilor	Present	
Adam Gomez	Ward 1 Councilor	Present	
Thomas M. Ashe	At-Large Councilor	Present	
Melvin A. Edwards	Ward 3 Councilor	Present	
Kateri B. Walsh	At-Large Councilor	Present	
Michael A. Fenton	President - Ward 2 Councilor	Present	

Moment of Silence - Pledge of Allegiance

Reports of Committee

Councilor Allen report of the Finance Committee. Councilor Rooke, Councilor Walsh, Councilor Gomez, Councilor Shea and Councilor Ramos were in attendance. The committee reviewed all of the financial items on the City Council agenda for tonight.

Informational

1. Order (ID # 3502)

March Revenue Vs. Expenditure Report

COMMENTS - Current Meeting:

Patrick Burns, the City's Comptroller, reported on the City's Revenue and Expense report.

ATTACHMENTS:

- March Revenue Vs. Expenditure Report (PDF)

RESULT: RECEIVE REPORT

Petitions

2. Petition (ID # 3487)

Main Street (Eversource)

COMMENTS - Current Meeting:

Councilor Fenton voted against the petition

ATTACHMENTS:

- 4-06-2016 notice of meeting EVERSOURCE (PDF)
- dwg #6235 (PDF)

RESULT: RECEIVED PASSED

3. Petition (ID # 3489)

East Springfield Neighborhood

COMMENTS - Current Meeting:

Councilor Fenton voted against the petition

ATTACHMENTS:

- Plan East Springfield (PDF)
- 4-13-2016 notice of meeting CMA(PDF)

RESULT: RECEIVED PASSED

4. Petition (ID # 3496)

Allen Street (Eversource)

COMMENTS - Current Meeting:

Councilor Fenton voted against the petition

ATTACHMENTS:

- 4-25-2016 notice of meeting #6234 (PDF)
- 20160427073324575_0001 (PDF)

RESULT: RECEIVED PASSED

5. Petition (ID # 3497)

Orange Street (CMA)

COMMENTS - Current Meeting:

Councilor Fenton voted against the petition

ATTACHMENTS:

- 4-20-2016 notice of meeting CMA(PDF)
- Crown plan (PDF)

RESULT: RECEIVED PASSED

6. Petition (ID # 3499)

Chestnut Street (CMA)

COMMENTS - Current Meeting:

Councilor Fenton voted against the petition

ATTACHMENTS:

- 4-18-2016 notice of meeting CMA(PDF)
- Chestnut St. Plan CMA (PDF)

RESULT: RECEIVED PASSED

Grants

7. Order (ID # 3475)

CDBG Grant - No Match - $3,492,334

COMMENTS - Current Meeting:

Councilor Allen explained that 15% of the grant goes to local non-profit agencies and the remainder is used for city projects.

Cathy Buono spoke in favor of accepting the grant. She described the programs that the grant would be used to fund.

ATTACHMENTS:

- CDBG Grant Set-Up Form & Award Letter (PDF)

RESULT: PASSED BY VOICE VOTE

8. Order (ID # 3479)

HUD Continuum of Care Grant - No Match - $2,341,596

COMMENTS - Current Meeting:

Cathy Buono spoke in favor of accepting the grant. She described the programs that the grant would be used to fund. She explained that the funds are used for rental assistance.

ATTACHMENTS:

- CoC Supportive Housing Grant Set-Up Form & Award Letter (PDF)

RESULT: PASSED BY VOICE VOTE

9. Order (ID # 3476)

HOME Grant - No Match - $1,093,947

COMMENTS - Current Meeting:

Cathy Buono spoke in favor of accepting the grant. She explained that the funds go to support the city's first time home buyer program. As well as building homes and other projects.

Question from Councilor Ramos asked what portion of the funds go to the First Time Home Buyer program.

Cathy Buono stated that she was not aware if the Director of Housing has asked for more money for the First Time Home Buyer program from the City.

ATTACHMENTS:

- HOME Grant Set-Up Form & Award Letter (PDF)

RESULT: PASSED BY VOICE VOTE

10. Order (ID # 3477)

HOPWA Grant - No Match - $453,520

COMMENTS - Current Meeting:

Cathy Buono spoke in favor of accepting the grant. She explained that the grant provides housing for individuals with AIDS.

ATTACHMENTS:

- HOPWA Grant Set-Up Form & Award Letter (PDF)

RESULT: PASSED BY VOICE VOTE

11. Order (ID # 3478)

ESG Grant - No Match - $319,947

COMMENTS - Current Meeting:

Cathy Buono spoke in favor of accepting the grant. She described the programs that the grant would be used to fund.

ATTACHMENTS:

- ESG Grant Set-Up Form & Award Letter (PDF)

RESULT: PASSED BY VOICE VOTE

12. Order (ID # 3484)

TJO Veterinarian Additional Hours Grant Acceptance - No Match Required $108,160.00

COMMENTS - Current Meeting:

Pam Peebles spoke in favor of accepting the grant. The grant would double the veterinarian time at the TJO Center.

ATTACHMENTS:

- TJO- Vet Additional Hours (PDF)

RESULT: PASSED BY VOICE VOTE

13. Order (ID # 3486)

Vet Assistant from Foundation for TJO Animals- No Match Required $33,840.00

COMMENTS - Current Meeting:

Pam Peebles spoke in favor of accepting the grant. The grant would double the time of a veterinarian assistant.

ATTACHMENTS:

- TJO Vet Tech Assist. (PDF)

RESULT: PASSED BY VOICE VOTE

14. Order (ID # 3485)

TJO Training and Behavior Assessment Coordinator Grant Acceptance - No Match Required $25,024.00

COMMENTS - Current Meeting:

Pam Peebles spoke in favor of accepting the grant.

ATTACHMENTS:

- TJO- Training & Behavior Assessment Coordinator (PDF)

RESULT: PASSED BY VOICE VOTE

Orders

15. Order (ID # 3451)

Transfer of Unexpended Bond Proceeds

HISTORY:

04/04/16 City Council LAY ON TABLE -VOTE
Next: 05/02/16

COMMENTS - Current Meeting:

Second reading under rule 19.

ATTACHMENTS:

- CAFO cert Unexpended Bond Proceeds (DOCX)
- Unexpended Bond Proceeds Transfer Accounts (PDF)
- Finance meeting Capital Improvements (DOC)

RESULT:	**ADOPTED [10 TO 0]**
MOVER:	Kenneth E. Shea, Ward 6 Councilor
SECONDER:	Timothy C. Allen, Ward 7 Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

16. Order (ID # 3481)

Order Authorizing Expenditure of FY17 Chapter 90 Funds ($3,643,947.00)

FINANCIAL IMPACT:

The Commonwealth of Massachuestts has authorized Chapter 90 funds totalling $3,643,947.00 for Springfield in FY17.

COMMENTS - Current Meeting:

ChriS Cignoli, DPW Director, spoke in favor of the order. He explained that 2.7 million dollars would be used for arterial and residential roads, $368,000 would be used for design consultants, $225,000 would be used for road way maintenance, $125,000 for repair of traffic signals and $225,000 to pay for four engineering employees.

Councilor Walsh stated that she was disappointed in the allocation for sidewalks.

Mr. Cignoli stated that the funds cannot be used for sidewalks under state law.

In response to Councilor Walsh's question about funding for sidewalk repair, Mr. Cignoli stated that the year to year allocation is zero.

In response to a question from Councilor Ramos, Mr. Cignoli stated that City has not funded an in-housing side walk repair crew.

TJ Plante, CAFO, explained to Councilor Ramos that the budget did not support an in-house side walk repair crew.

ATTACHMENTS:

- FY2017 Chapter 90 Allocation Letter (PDF)

RESULT:	**ADOPTED [9 TO 1]**
MOVER:	Kenneth E. Shea, Ward 6 Councilor
SECONDER:	Timothy J. Rooke, At-Large Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Fenton
NAYS:	Kateri B. Walsh
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

17. Order (ID # 3482)

Five-Year Lease of DPW Fleet Vehicles

COMMENTS - Current Meeting:

Chris Cignoli, DPW director, spoke in favor of the lease. He stated that the 5 year lease would save the City money.

ATTACHMENTS:

- CAFO Certification DPW Five Year Vehicle Lease (PDF)

RESULT:	**ADOPTED [10 TO 0]**
MOVER:	Timothy C. Allen, Ward 7 Councilor
SECONDER:	Timothy J. Rooke, At-Large Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

18. Order (ID # 3483)

Free Cash to Parks & Recreation: Tax Amnesty - $ 58,444.34

COMMENTS - Current Meeting:

Yong No, the Director of Internal Audit, explained that the funds would be used to pay the state for taxes that the city never paid.

ATTACHMENTS:

- CAFO Cert- Tax Amnesty(DOCX)

RESULT:	**ADOPTED [10 TO 0]**
MOVER:	Timothy J. Rooke, At-Large Councilor
SECONDER:	Orlando Ramos, Vice President- Ward 8 Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

19. Order (ID # 3490)

Free Cash to Police Department - SPSA Arbitration Award - $5,317.88

COMMENTS - Current Meeting:

TJ Plante explained that the transfer was needed to comply with an arbitrators ruling regarding police supervisors extra duty work. Motion to committee by Orlando Ramos, Seconded by Marcus Williams.

ATTACHMENTS:

- SPSA Arbitration Award (PDF)
- CAFO Cert - Police SPSA Arbitration Award(PDF)

RESULT:	**REFERRED TO COMMITEE**

20. Order (ID # 3470)

Bond Authorization - 50 East Street - $11,293,584

COMMENTS - Current Meeting:

The Council voted unanimously to suspend rule 19.

ATTACHMENTS:

- CAFO Cert - 50 East Street (PDF)

RESULT:	**ADOPTED [10 TO 0]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

21. Order (ID # 3492)

Bill of Prior Year - TJO Animal Control & Adoption Center- $1,828.44

ATTACHMENTS:

- CAFO Certification Template - TJO BOPY (DOCX)

RESULT:	**ADOPTED [10 TO 0]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

22. Order (ID # 3469)

Bond Authorization - City Hall Repairs - $1,000,000

COMMENTS - Current Meeting:

TJ. Plante spoke in favor of the bond.

Councilor Rooke moved to reconsider the Bond at the Council's next regularly scheduled meeting.

ATTACHMENTS:

- CAFO Cert - City Hall (PDF)

RESULT:	**DEFEATED [8 TO 2]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Ashe, Edwards, Walsh
NAYS:	Adam Gomez, Michael A. Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

23. Order (ID # 3494)

Order of Taking of 75 Cadwell Drive for Municipal Purposes, for $2,350,000 For Use as a School Department Food Service Warehouse

FINANCIAL IMPACT:

The award of damages for the taking of the property is $2,350,000.

COMMENTS - Current Meeting:

Patrick Roach, representing the School department, spoke in favor of the order.

RESULT:	**ADOPTED [10 TO 0]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

24. Order (ID # 3495)

Free Cash to OPEB Trust - 480,991.00

COMMENTS - Current Meeting:

Referred to Committee by Councilor Allen, Seconded by Councilor Gomez.

ATTACHMENTS:

- CAFO Certification - OPEB Transfer (DOCX)

RESULT:	**REFERRED TO COMMITEE**

Ordinances

(25.) ORD-2016-3 Poet Laureate

AN ORDINANCE (A LOCAL LAW) TO AMEND the Code of the City of Springfield, Chapter 67 thereof, entitled Officer and Employees, by adding Article XVI, Section 67-81.

Be it ordained (enacted) by the Council of the City of Springfield, as follows:

(a) The city shall designate a poet as the official poet laureate of the city. The poet laureate shall be designated by the mayor and confirmed by the city council.
(b) The responsibilities of the poet laureate may include, but not be limited to, providing public poetry readings, encouraging poetry appreciation within the city, and composing and publishing poems. The poet laureate shall be an honorary title and shall not receive any monetary compensation from the city.
(c) The poet laureate shall be a domiciled resident of the city and shall serve a two-year term.

RESULT:	**SECOND & THIRD STEPS [10 TO 0]**
MOVER:	Timothy J. Rooke, At-Large Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

COMMENTS - Current Meeting:
Motion to amend 4 year term to 2 year term by Councilor Rook. Seconded by Councilor Ashe. The Motion passed unanimously.

Resolutions

26. Resolution (ID # 3500)

Resolution for Complete Streets Policy

Please see attached materials

ATTACHMENTS:

- Resolution for Complete Streets Policy (DOCX)

RESULT:	**PASSED BY VOICE VOTE**

Suspension of Rules

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Pat Burns
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3502

March Revenue Vs. Expenditure Report (Mayor Sarno)

RESULT:	**RECEIVE REPORT**

Attachment: March Revenue Vs. Expenditure Report (3502 : March Revenue Vs. Expenditure Report)

Statement of Revenues and Other Sources,
and Expenditures and Other Uses
Budget and Actual - General Fund

For the period ended
03/31/16

Revenues and Other Sources:	Revised Budget	Actual	Variance Over/(Under)	%
Real Estate & Personal Property Taxes	$ 177,910,553	$ 132,462,790	$ (45,447,764)	74%
Real Estate & Personal Property Taxes - Tax Liens	-	1,975,061	1,975,061	0%
Motor Vehicle Excise	9,800,000	8,384,469	(1,415,531)	86%
Penalties, interest and other taxes	5,153,730	2,913,197	(2,240,533)	57%
Charges for Services	12,997,997	7,879,051	(5,118,946)	61%
Intergovernmental	356,522,088	266,253,696	(90,268,392)	75%
MSBA Payments	12,694,418	8,137,530	(4,556,888)	64%
Licenses and Permits	7,227,500	3,619,675	(3,607,825)	50%
Fines and Forfeits	450,180	343,560	(106,620)	76%
Interest earned on Investments	1,346,859	846,980	(499,879)	63%
Miscellaneous	10,730,568	10,181,276	(549,292)	95%
FY 2015 Net School Spending Shortfall (a.)	9,513,484	9,513,484	-	100%
Stabilization Reserves	350,184	350,184	-	100%
Other Financing Sources	292,018	292,018	-	100%
Total Revenues and Other Sources	604,989,579	$ 453,152,971	$ (151,836,608)	75%
Expenditures and Other Uses:				
General government	$ 21,294,589	$ 15,542,178	$ 5,752,411	73%
Public safety				
Police	41,251,354	31,626,659	9,624,695	77%
Fire	20,413,297	14,855,881	5,557,417	73%
Centralized Dispatch	1,828,958	1,828,858	100	100%
Other	3,603,127	2,683,217	919,911	74%
Health and Welfare	4,830,997	3,209,484	1,621,513	66%
Public works	9,987,467	8,348,329	1,639,137	84%
Education	388,243,766	265,525,513	122,718,253	68%
Culture and recreation	12,133,809	9,297,923	2,835,886	77%
Pension and fringe	55,732,636	48,622,799	7,109,837	87%
State and district assessments	3,299,435	2,251,859	1,047,576	68%
Debt Service	36,395,462	34,597,548	1,797,914	95%
Pay as you go Capital	1,932,506	531,716	1,400,790	28%
Other Financing Use - Trash Enterprise Supplement	4,042,175	4,042,175	-	100%
Total Expenditures and Other Uses	604,989,579	442,964,138	162,025,441	73%
Excess (deficiency) of revenues and other sources over expenditures and other uses	$ -	$ 10,188,833	$ 10,188,833	

(a.) The FY 2015 Net School Spending Requirement shortfall must be appropriated in the School Budget pursuant to Chapter 70. Section 11 of the Education Reform Act of 1993.

Attachment: March Revenue Vs. Expenditure Report (3502 : March Revenue Vs. Expenditure Report)

CITY OF SPRINGFIELD, MASSACHUSETTS
Budget and Actual - General Fund
Expenditures and Encumbrances
For the period ended
03/31/16

	Original Budget	Transfers In/(Out)	Revised Budget	Expenditure	Encumbrance	Variance Over/(Under)	%
Expenditures and Other Uses:							
General government	19,657,285	1,637,304	21,294,589	14,283,151	1,259,027	5,752,411	73%
Public safety							
Police	41,251,354	-	41,251,354	31,238,660	387,998	9,624,695	77%
Fire	21,413,297	(1,000,000)	20,413,297	14,720,422	135,459	5,557,417	73%
Centralized Dispatch	1,828,958	-	1,828,958	1,824,935	3,923	100	100%
Other	3,725,627	(122,500)	3,603,127	2,481,931	201,286	919,911	74%
Health and Welfare	4,845,997	(15,000)	4,830,997	3,162,900	46,584	1,621,513	66%
Public works	9,987,467	-	9,987,467	7,712,564	635,765	1,639,137	84%
Education	378,568,673	9,675,093	388,243,766	247,608,516	17,916,997	122,718,253	68%
Culture and recreation	12,030,929	102,880	12,133,809	8,736,096	561,827	2,835,886	77%
Pension and fringe	55,932,636	(200,000)	55,732,636	48,622,799	-	7,109,837	87%
State and district assessments	3,299,435	-	3,299,435	2,214,832	37,027	1,047,576	68%
Debt Service	36,395,462	-	36,395,462	34,597,548	-	1,797,914	95%
Pay as you go Capital	1,932,506	-	1,932,506	393,093	138,623	1,400,790	28%
Other Financing Use - Trash Enterprise Supplement	4,042,175	-	4,042,175	4,042,175	-	-	100%
Total Expenditures and Other Uses	594,911,802	10,077,777	604,989,579	421,639,621	21,324,517	162,025,441	73%

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

PETITION (ID # 3487)

Meeting: 05/02/16 07:00 PM
Department: Department of Public Works
Category: General
Prepared By: Hector Velez
Initiator: Hector Velez
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3487

Main Street (Eversource)

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: April 7, 2016

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition #6235 of Everesource Electric Company dated March 10, 2016, to relocate network vault from Bliss Street to Main Street for the MGM Casino project. The new vault will be installed two hundred fifty (250') feet from State Street easterly to Bliss Street to be located on the southerly sidewalk in Main Street with a new 12- 4 inches duct bank will be installed under the sidewalk from the new vault to existing manhole on the corner of Bliss Street and Main street, all as substantially shown on a plan attached, referred to numbered #6235, which is incorporated herein by reference and to lay and maintain underground lateral, cables and wires in the above or intersecting public ways for the purpose of making connections with the pole as it may desire for distributing purposes, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on April 6, 2016 at 5:00 P.M. at the corner of Bliss Street and Main Street, Springfield, MA. Three (3) members of the Board and One (1) persons interested in the matter were present. Of the latter, one (1) voted in favor of and no-one (0) voted against.

The Board finds the request necessary in order that the utility company can provide network services to the future MGM Casino.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars ($10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That all conditions set forth in the respective order are complied with.

_____)

_____) BOARD OF PUBLIC WORKS

_____)

RESULT:	**RECEIVED PASSED**

DEPARTMENTAL AND INTERDEPARTMENTAL CORRESPONDENCES
CITY OF SPRINGFIELD
MASSACHUSETTS

DATE: March 24, 2016

TO: Anthony I Wilson, Esquire
City Clerk

FROM: Hector Velez, DPW Engineer
on behalf of BPW

DEPARTMENT: City Clerk

SUBJECT: Board's agenda for:
April 06, 2016

NOTICE OF MEETING

Wednesday– April 06, 2016 – At the corner of Bliss Street and Main Street at 5:00 P.M

Minutes of Previous Meeting
Communications
Old Business

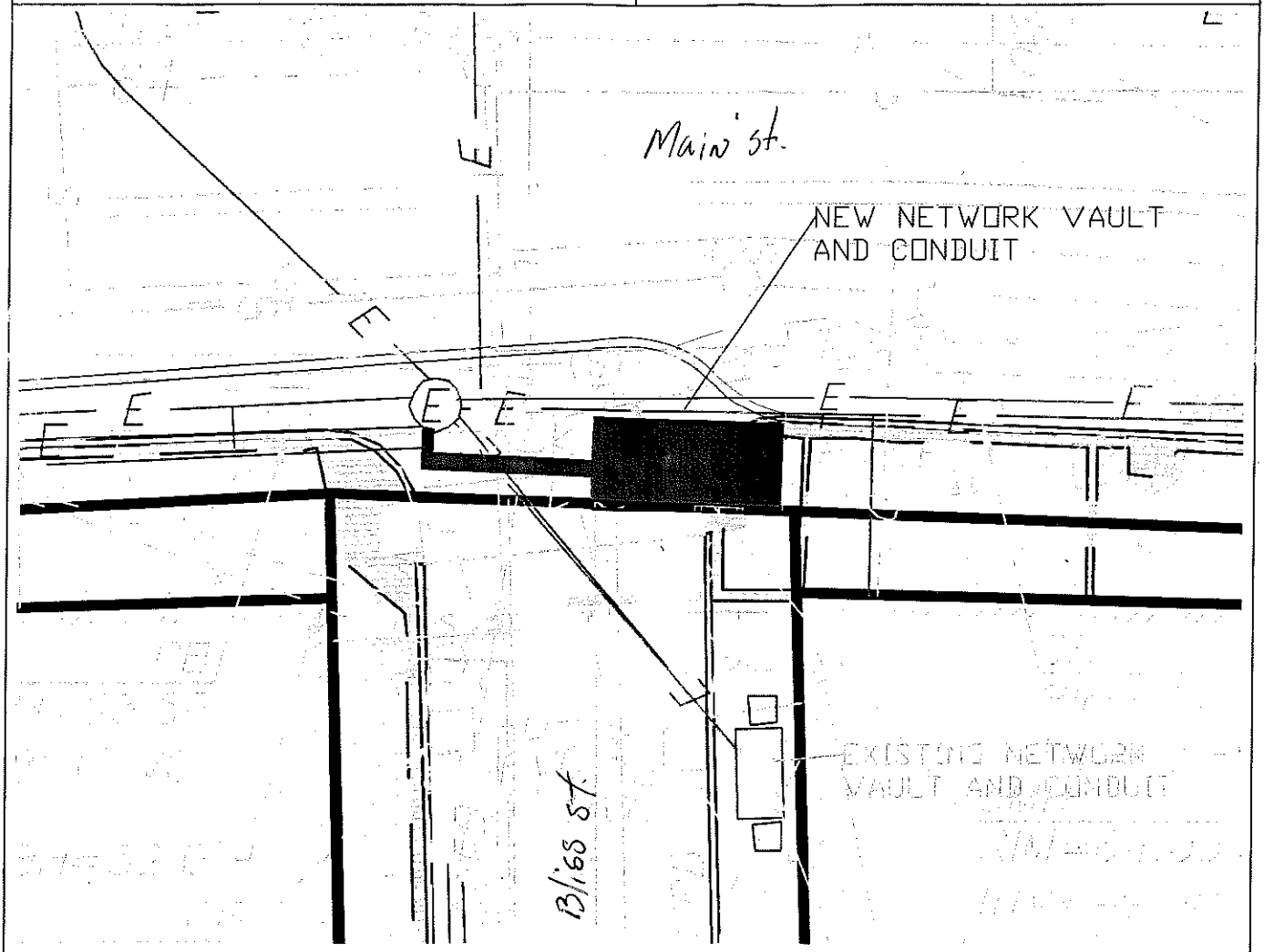
New Business: Main Street
EVERESOURCE

HEARING RE:

To relocate network vault from Bliss Street to Main Street for the MGM Casino Project

Attachment: 4-06-2016 notice of meeting EVERSOURCE (3487 : Main Street (Eversource))

ERSOURCE ENERGY DBA ESTERN MASSACHUSETTS ELECTRIC COMPANY	TOWN SPRINGFIELD
	STREET MAIN ST



PURPOSE AND DESRIPTION
EVERSOURCE IS RELOCATING A NETWORK VAULT FROM BLISS ST TO MAIN ST FOR THE MGM CASINO PROJECT. THE NEW VAULT WILL BE INSTALLED IN THE SIDEWALK ON MAIN ST. A NEW 12-4IN DUCT BANK WILL BE INSTALLED UNDER THE SIDEWALK FROM THE NEW VAULT TO AN EXISTING MANHOLE ON THE CORNER OF BLISS ST AND MAIN ST.

LEGEND

- PROPOSED JOINT POLE
- PROPOSED W.M.E.CO. POLE
- EXISTING JOINT POLE
- EXISTING W.M.E.CO. POLE
- EXISTING W.M.E.CO. POLE TO BE JOINT
- EXISTING FOREIGN POLE TO BE JOINT
- PROPOSED PAD MOUNT TRANSFORMER
- EXISTING PAD MOUNT TRANSFORMER
- (E) EXISTING MANHOLE
- UG EXISTING CONDUIT
- UG PROPOSED CONDUIT
- (H) PROPOSED HANDHOLE
- (H) EXISTING HANDHOLE
- (S) PROPOSED SILO
- EXISTING SILO
- HEXHOLE

DRAWN BY	W.O.#	DISTANCES ARE APPROXIMATE	PETITION NO.
ANDREW NETHERWOOD	2682889	1"=20'	6235

WO # 68620317

Attachment: dwg #6235 (3487 : Main Street (Eversource))

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

PETITION (ID # 3489)

Meeting: 05/02/16 07:00 PM
Department: Department of Public Works
Category: General
Prepared By: Hector Velez
Initiator: Hector Velez
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3489

East Springfield Neighborhood

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: April 14, 2016

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition of the Columbia Gas of Massachusetts, dated March 25, 2016, to install underground gas main pipe to introduce media pressure gas to the area and retire low pressure cast iron main within the Right of Way along various street on East Springfield Neighborhood. Starting at Lang Street running easterly two hundred fifteen (215') feet and continue westerly direction on Monrovia Street with a two (2") inches PVC pipe for two thousand one hundred (2,100') feet and from Lang Street easterly direction on Arthur Street with a two (2") inches PVC pipe for two hundred twenty-five (225') feet and continue on the intersection of Monrovia Street with Eureka Street running westerly direction seven hundred sixty-five (765') feet on Eureka Street with a two (2") inches PVC pipe to Stevens Street and branching off from Eureka Street to Fresno Street nine hundred seventy-five (975') feet, all as substantially shown on a plan attached with project name, Fresno Street Project ID# 16-35990 which is incorporated herein by reference and to lay and maintain underground gas main pipes for the purpose of improvements of the system, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on April 13, 2016 at 5:00 P.M. at the corner of Monrovia Street and Lang Street on Springfield, MA after due notice from the office of the City Clerk, three (3) members of the Board and one (1) persons interested in the matter were present. Of the latter, one (1) voted in favor of and no-one (0) voted against.

The Board finds the request necessary in order that the utility company can upgrade existing underground facilities in order to improve the quality of service in this area.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars ($10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That all conditions set forth in the respective order are complied with.

_____)
_____) BOARD OF PUBLIC WORKS
_____)

RESULT: RECEIVED PASSED

Attachment: Plan East Springfield (3489 : East Springfield Neighborhood)

Columbia Gas® of Massachusetts

A NiSource Company

JOB ORDER NUMBER (INSTALL) 16-0827020-00
JOB ORDER NUMBER (ABANDON) 16-0827021-00
PROJECT ID 16-35990
FRESNO STREET
JOB TYPE: BUDGET NAME (557/558)

NISOURCE GAS DISTRIBUTION

PROPOSED

PROJECT INFORMATION

FIELD ENGINEER/TECHNICIAN:	BJM
CONSTRUCTION FLL:	KIRK GEDMAN, LAUREN ANDERSON, MARK PARISEAU
PERMITS:	CITY PERMIT
TCC:	8200
COUNTY:	HAMPDEN (013)
TAX DISTRICT:	0000244
MAP NUMBER:	42
SYSTEM NUMBER(S):	80003048
24 HR. EMERGENCY LINE:	COLUMBIA GAS OF MASSACHUSETTS 1-800-525-8222

LEGEND

	EXISTING GAS MAIN
	EXISTING GAS MAIN TO BE ABANDONED
	PROPOSED GAS MAIN
	PROPOSED GAS MAIN UPRATE
CS	COATED STEEL GAS MAIN
CI	CAST IRON GAS MAIN
BS	BARE STEEL GAS MAIN
WI	WROUGHT IRON GAS MAIN
PH	HIGH DENSITY POLYETHYLENE GAS MAIN
PM	MEDIUM DENSITY POLYETHYLENE GAS MAIN
LP	LOW PRESSURE
IP	INTERMEDIATE PRESSURE
MP	MEDIUM PRESSURE
HP	HIGH PRESSURE
AT	ATTACHED
BH	BRIDGE HANGER
BLGH	BUILDING HANGER
DB	DIRECTIONAL BORE
IS	INSERTED
OC	OPEN CUT
PB	PNEUMATIC BORE
PL	PLOWED
RT	ROOF TOP
(E)	EXISTING
(P)	PROPOSED
W1	WELD LOCATION
	TEST WELL
	REGULATOR STATION
	SINGLE CUSTOMER REGULATOR
	METER
	METER WITH REGULATOR
	TEST POINT (STATION)
(T)	GAS SERVICE TIE-OVER
(R)	GAS SERVICE REPLACEMENT
MMO	METER MOVE OUT
	TELEPHONE MANHOLE
	DRAIN MANHOLE
	ELECTRIC MANHOLE
	CATCH DRAIN
	SEWER MANHOLE
	FIRE HYDRANT
	UTILITY POLE
	WETLAND
	GAS VALVE
	CRITICAL GAS VALVE
	PRESSURE CONTROL FITTINGS
	TRANSITION
	END CAP
	REDUCER
EM	ELECTRONIC MARKER
T1	GAS MAIN TIE IN LOCATION
A1	GAS MAIN ABANDONMENT LOCATION

VICINITY MAP

SCALE: N.T.S

PROJECT DESCRIPTION

THIS PROJECT IS FOR THE REPLACEMENT WITH 4500' OF 2" PHMP GAS MAIN ON MONROVIA STREET, EUREKA STREET, FRESNO STREET, LANG STREET, AND ARTHUR STREET IN SPRINGFIELD. THIS PROJECT IS BEING DONE DUE TO A PAVING PROJECT ON MONROVIA STREET AND FRESNO STREET.

SHEET INDEX

DWG.	DESCRIPTION
T-1	TITLE SHEET
O-1	OVERVIEW SHEET
L-1 - L-5	LAYOUT PLANS
D-1	CONSTRUCTION DETAILS

PROJECT SUMMARY TABLE

PROPOSED INSTALLATION			PROPOSED ABANDONMENT		
LENGTH (FT)	SIZE (IN)	TYPE	LENGTH (FT)	SIZE (IN)	TYPE
4,500'	2"	PH	4,190'	6"	CI
4,500'	TOTAL INSTALLATION (FEET)		4,190'	TOTAL ABANDONMENT (FEET)	

PROPOSED GAS SERVICES				
	REPLACEMENTS	TIE OVERS	TOTAL SERVICES	METER OUTS
ESTIMATED GAS SERVICES	85	22	107	85

GENERAL NOTES

1. THE PROPOSED GAS MAIN SHOWN IS APPROXIMATE AND SUBJECT TO CHANGE.
2. PROPERTY LINE, STRUCTURES, STREET LINE, ETC. WAS COMPILED THE COLUMBIA GAS GIS DATA BASE AND ARE TO BE CONSIDERED APPROXIMATE.
3. EXISTING UTILITIES, WHERE SHOWN, HAVE BEEN COMPILED FROM ABOVE GROUND EVIDENCE ONLY AND ARE TO BE CONSIDERED APPROXIMATE. COLUMBIA GAS DOES NOT GUARANTEE THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN OR THAT ALL EXISTING UTILITIES AND/OR SUBSURFACE STRUCTURES ARE SHOWN.

REVISIONS		
0		
REV. #	DATE	DESCRIPTION

DESIGNED BY	BJM	3-2-2016	413-326-0636
DRAWN BY	BJM	3-2-2016	413-326-0636
CHECK'D BY	X	X	X
AS-BUILT BY	X	X	X
	NAME	DATE	PHONE #

SITE NAME:

JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990
FRESNO STREET
SPRINGFIELD, HAMPDEN

DRAWING TITLE:

TITLE SHEET

DRAWING NO:

T-1

3/3/2016

L-1

L-2

L-3

L-5

L-4

NISOURCE
GAS DISTRIBUTION

N

0 164.8042 329.6083
Feet

PROPOSED

REVISIONS		
0		
REV. #	DATE	DESCRIPTION

DESIGNED BY	BJM	3-2-2016	413-326-0636
DRAWN BY	BJM	3-2-2016	413-326-0636
CHECKD BY	X	X	X
AS-BUILT BY	X	X	X
	NAME	DATE	PHONE #

SITE NAME:

JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990
FRESNO STREET
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

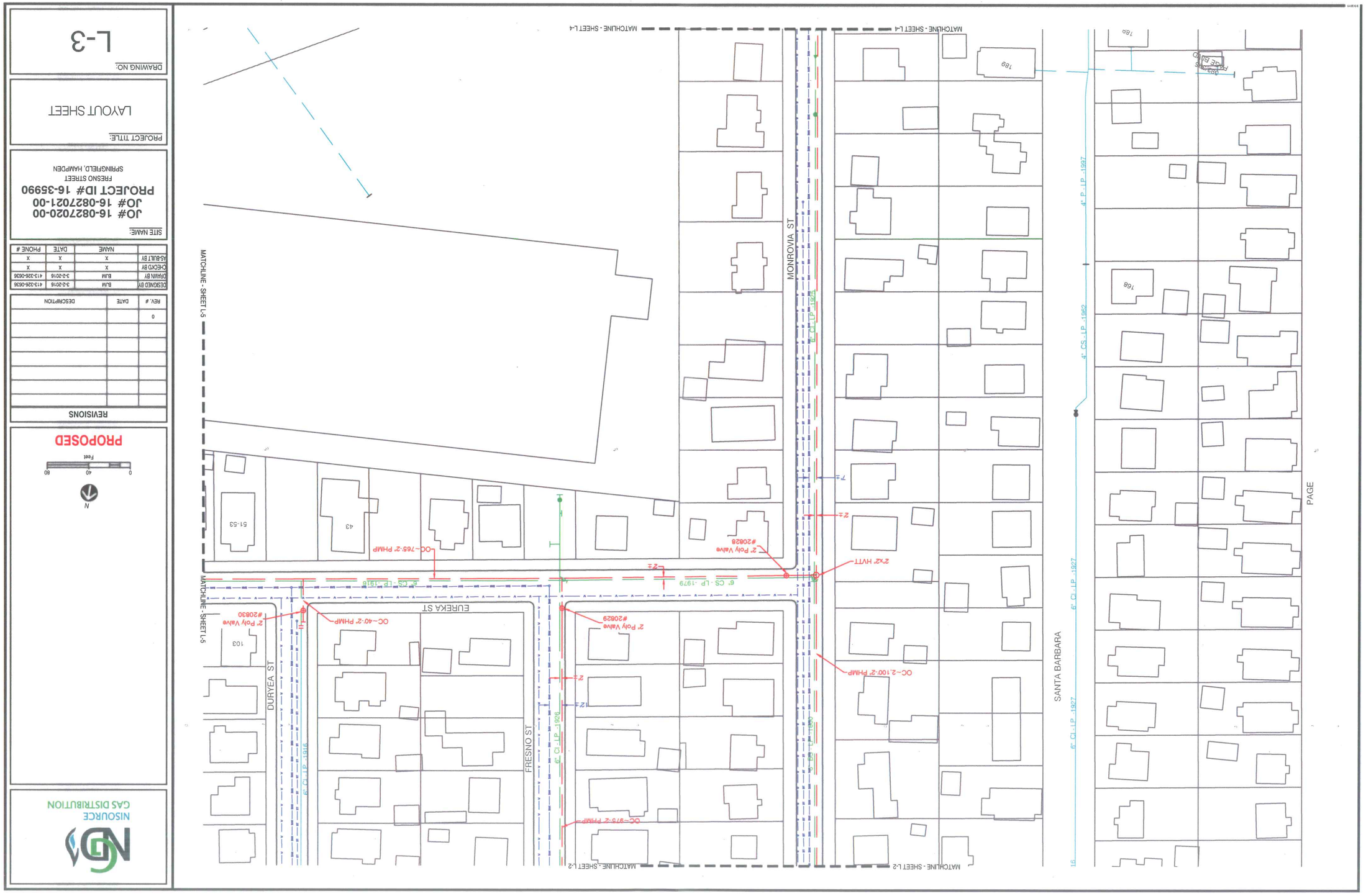
OVERVIEW SHEET

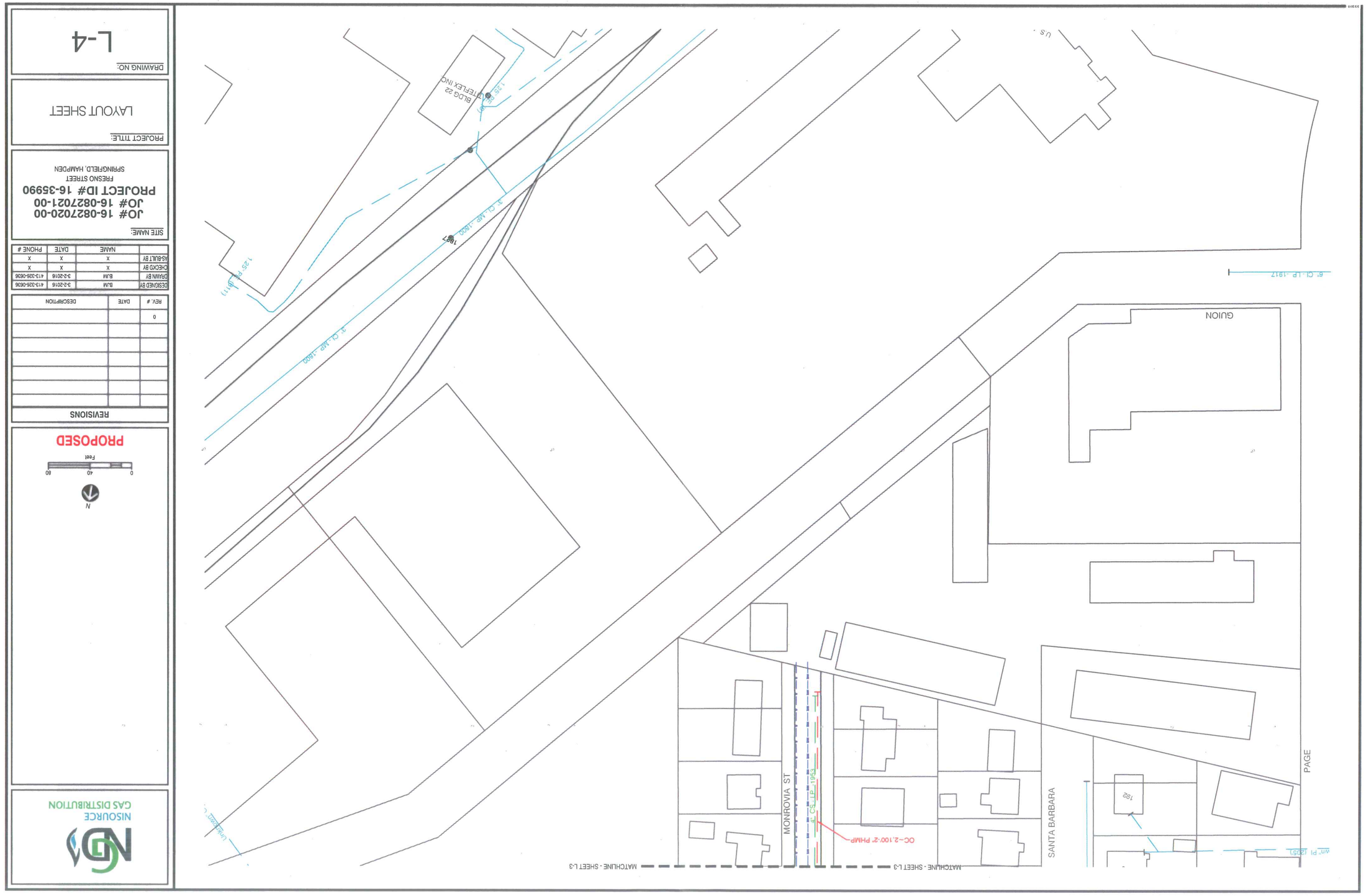
DRAWING NO:

O-1

MATCHLINE - SHEET L-2
MONROVIA ST
SANTA BARBARA
LANG ST
ARLENDA ST
WINDEMERE
AHEMORE
OC-2,100-2" PHMP
OC-215-2" PHMP
OC-325-2" PHMP
2" Poly Valve #20825
2" Poly Valve #20824
155
162
167
175
195
172
11
17
20
25
26-28
22
31
35-37
36
52-54
L-1
DRAWING NO.:
LAYOUT SHEET
PROJECT TITLE:
SITE NAME:
JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990
FRESNO STREET
SPRINGFIELD, HAMPDEN
NAME
DATE
PHONE #
DESIGNED BY
B.JM
3-2-2016
413-226-6636
DRAWN BY
B.JM
3-2-2016
413-226-6636
CHECKD BY
X
X
X
AS-BALT BY
X
X
X
REVISIONS
REV. #
DATE
DESCRIPTION
0
PROPOSED
Feet
0
40
80
N
NISOURCE
GAS DISTRIBUTION

DURYEA ST
FRESNO ST
MONROVIA ST
SANTA BARBARA
PAGE BLVD
MATCHLINE - SHEET L-3
MATCHLINE - SHEET L-1
OC-2,100-2" PHMP
OC-975-2" PHMP
2" Poly Valve #20827
2" Poly Valve #20826
6" CI. LP. 1916
12" CI. LP. 1915
8" CI. LP. 1916
4" CI. LP. 1916
2" CI. LP. 1916
LP. 1916
PROPOSED
Feet
0
40
80
N
REVISIONS
REV. #
DATE
DESCRIPTION
0
DESIGNED BY
BJM
3-2-2016
413-326-6636
DRAWN BY
BJM
3-2-2016
413-326-6636
CHECKD BY
X
X
X
AS-BUILT BY
X
X
X
NAME
DATE
PHONE #
SITE NAME:
JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990
FRESNO STREET
SPRINGFIELD, HAMPDEN
PROJECT TITLE:
LAYOUT SHEET
DRAWING NO:
L-2
NISOURCE
GAS DISTRIBUTION


MATCHLINE - SHEET L-4
MONROVIA ST
MATCHLINE - SHEET L-5
EUREKA ST
DURYEA ST
FRESNO ST
SANTA BARBARA
PAGE
MATCHLINE - SHEET L-2
2" Poly Valve #20629
2" Poly Valve #20630
2"x2" HVTT
OC~765.2' PHMP
OC~40.2' PHMP
OC~2,100.2' PHMP
OC~975.2' PHMP
6" CS - LP - 1979
4" P - LP - 1997
4" CS - LP - 1962
6" CI - LP - 1927
6" CI - LP - 1916
2" CI - LP - 1962
L-3
DRAWING NO:
LAYOUT SHEET
PROJECT TITLE:
JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990
FRESNO STREET
SPRINGFIELD, HAMPDEN
SITE NAME:
DESIGNED BY | BJM | 3-2-2016 | 413-326-0636
DRAWN BY | BJM | 3-2-2016 | 413-326-0636
CHECKD BY | X | X | X
AS-BUILT BY | X | X | X
NAME | DATE | PHONE #
REVISIONS
REV. # | DATE | DESCRIPTION
0
PROPOSED
Feet
0 40 80
N
NISOURCE
GAS DISTRIBUTION



Attachment: Plan East Springfield (3489 : East Springfield Neighborhood)

NISOURCE
GAS DISTRIBUTION

N

0 40 80
Feet

PROPOSED

REVISIONS		
0		
REV. #	DATE	DESCRIPTION

DESIGNED BY	BJM	3-2-2016	413-326-0636
DRAWN BY	BJM	3-2-2016	413-326-0636
CHECKD BY	X	X	X
AS-BUILT BY	X	X	X
	NAME	DATE	PHONE #

SITE NAME:

JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990
FRESNO STREET
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-5

3/3/2016

Attachment: Plan East Springfield (3489 : East Springfield Neighborhood)

AS-BUILT NOTES

(TO BE COMPLETED DURING CONSTRUCTION)

PIPELINE PRESSURE TEST DATA

☐ CGV ☐ CKY ☐ CMA ☐ CMD ☐ COH ☐ CPA ☐ NIPSCO

LOA/TCC: _____ WO/JO: _____

RECORDING CHART ☐YES ☐NO RECORDER SERIAL NO: _____ REQUIRED MAOP: _____

PRESSURE SYSTEM NO: _____ TEST ACCEPTABLE: ☐YES ☐NO

PIPELINE LOCATION (STREET, CITY, TOWN OR COUNTY)	LENGTH	SIZE	PE/STEEL

TEST DATE: _____ TEST MEDIUM: _____ TEST PRESSURE: _____

START TIME: _____ STOP TIME: _____ DURATION: _____

PRINT NAME: _____ CONTRACTOR (IF APPLICABLE): _____

REMARKS*: _____

* DESCRIBE ANY LEAKAGE OR FAILURES FOUND DURING THE TEST AND THEIR DISPOSITION. NOTE SIGNIFICANT ELEVATION VARIATIONS ON WATER TESTS.

FORM GS 1500.010-1 (5-2014)

NISOURCE
GAS DISTRIBUTION

PROPOSED

REVISIONS

REV. #	DATE	DESCRIPTION
0		

	NAME	DATE	PHONE #
DESIGNED BY	BJM	3-2-2016	413-326-0636
DRAWN BY	BJM	3-2-2016	413-326-0636
CHECK'D BY	X	X	X
AS-BUILT BY	X	X	X

SITE NAME:

JO# 16-0827020-00
JO# 16-0827021-00
PROJECT ID# 16-35990

FRESNO STREET
SPRINGFIELD, HAMPDEN

DRAWING TITLE:

CONSTRUCTION DETAILS

DRAWING NO:

D-1

2.9.2015

DEPARTMENTAL AND INTERDEPARTMENTAL CORRESPONDENCES
CITY OF SPRINGFIELD
MASSACHUSETTS

DATE: March 30, 2016

TO: Anthony I Wilson, Esq.
City Clerk

FROM: Hector Velez, DPW Engineer.
on behalf of BPW

DEPARTMENT: City Clerk Office

SUBJECT: Board's agenda for:
April 13, 2016

NOTICE OF MEETINGS

Wednesday- April 13, 2016, at the corner of Monrovia Street and Lang Street, Springfield MA at 5:00 P.M

Minutes of Previous Meeting
Communications
Old Business
New Business:
COLUMBIA GAS
East Springfield Neighborhood

HEARING RE: To install medium pressure PVC underground gas main and retire low pressure cast iron on Fresno Street, Monrovia Street, Arthur Street, Lang Street and Eureka Street at East Springfield Neighborhood.

Attachment: 4-13-2016 notice of meeting CMA (3489 : East Springfield Neighborhood)

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

PETITION (ID # 3496)

Meeting: 05/02/16 07:00 PM
Department: Department of Public Works
Category: General
Prepared By: Hector Velez
Initiator: Hector Velez
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3496

Allen Street (Eversource)

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: April 26, 2016

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition #6234 of Everesource Electric Company dated January 19, 2016, to Install new pole and anchor to service new commercial building on Allen Street, with said that the new pole will be installed in the southerly side of Allen Street, approximately (180') feet westerly of Daviston Street , all as substantially shown on a plan attached, referred to numbered #6234, which is incorporated herein by reference and to lay and maintain underground lateral's, cables and wires in the above or intersecting public ways for the purpose of making connections with the pole as it may desire for distributing purposes, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on April 25, 2016 at 5:00 P.M. in front of #395 Allen Street Springfield, MA. Three (3) members of the Board and one (1) persons interested in the matter were present. Of the latter, one (1) voted in favor of and no-one (0) voted against.

The Board finds the request necessary in order that the electrical utility company can provide service for the new commercial building.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars ($10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That all conditions set forth in the respective order are complied with.

_____)

_____) BOARD OF PUBLIC WORKS

_____)

RESULT: RECEIVED PASSED

DEPARTMENTAL AND INTERDEPARTMENTAL CORRESPONDENCES
CITY OF SPRINGFIELD
MASSACHUSETTS

DATE: April 4, 2016

TO: Anthony I Wilson, Esquire
City Clerk

FROM: Hector Velez, DPW Engineer
on behalf of BPW

DEPARTMENT: City Clerk

SUBJECT: Board's agenda for:
April 25, 2016

NOTICE OF MEETING

Monday– April 25, 2016 – In front of #395 Allen Street, Springfield MA at 5:00 P.M

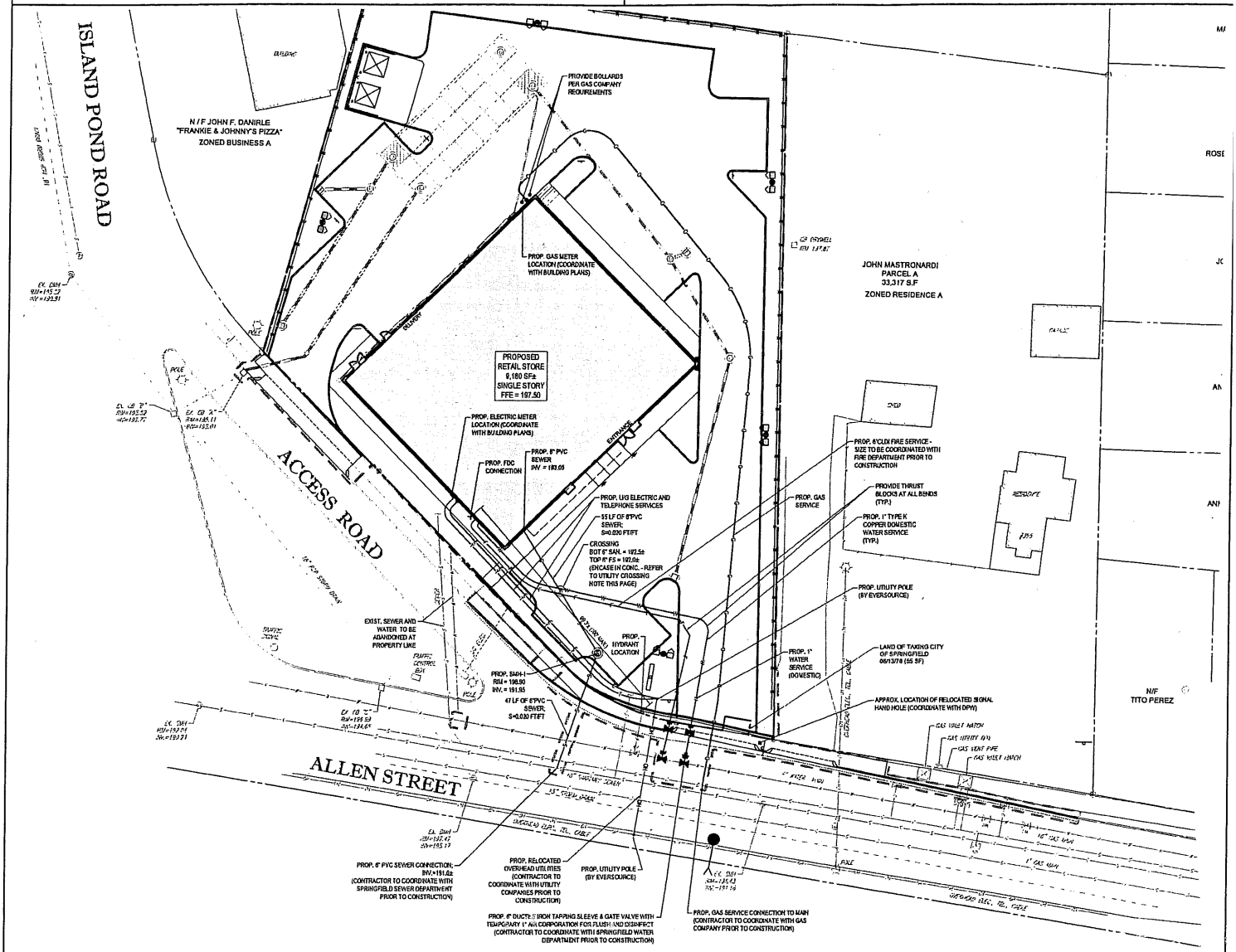
Minutes of Previous Meeting
Communications
Old Business

New Business: 383 Allen Street
EVERESOURCE

HEARING RE: To Install a new pole and anchor to service a new commercial building (Dollar Tree)

Attachment: 4-25-2016 notice of meeting #6234 (3496 : Allen Street (Eversource))

SOURCE ENERGY	TOWN SPRINGFIELD
	STREET 383 ALLEN ST



PURPOSE AND DESRIPTION

EVERSOURCE PROPOSES TO INSTALL A NEW POLE AND ANCHOR TO SERVICE A NEW COMMERCIAL BUILDING (DOLLAR TREE).

LEGEND

PROPOSED JOINT POLE	PROPOSED PAD MOUNT TRANSFORMER
PROPOSED W.M.E.CO. POLE	EXISTING PAD MOUNT TRANSFORMER
EXISTING JOINT POLE	EXISTING MANHOLE
EXISTING W.M.E.CO. POLE	UG EXISTING CONDUIT
EXISTING W.M.E.CO. POLE TO BE JOINT	UG PROPOSED CONDUIT
EXISTING FOREIGN POLE TO BE JOINT	PROPOSED HANDHOLE
ANCHOR	EXISTING HANDHOLE
PROPOSED SILO	HEXHOLE
EXISTING SILO	

DRAWN BY	W.O.#	DISTANCES ARE APPROXIMATE	PETITION NO.
MICHAEL WILSON	2651557	1" = 45'	6234

WO# 64620128

Attachment: 20160427073324575_0001 (3496 : Allen Street (Eversource))

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

PETITION (ID # 3497)

Meeting: 05/02/16 07:00 PM
Department: Department of Public Works
Category: General
Prepared By: Hector Velez
Initiator: Hector Velez
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3497

Orange Street (CMA)

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: April 21, 2016

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition of the Columbia Gas of Massachusetts, dated March 31, 2016, to install PVC underground gas main to replace cast iron pipes within the Right of Way along Orange Street. Starting at the western curb line of Palm Street easterly direction to the eastern curb line of Allen Street, approximately 250 feet of 4" inches PVC pipe to be installed on the tree belt north side of Orange Street. Additional work on Palm Street, Claremont Street and Crow Street will be required to mitigate risk before the planned city paving 2016, all as substantially shown on a plan attached with project name, Crown Street- Project ID# 16-36195 which is incorporated herein by reference and to lay and maintain underground gas main pipes for the purpose of improvements of the system, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on April 20, 2016 at 5:00 P.M. at the corner of White Street and Crown Street on Springfield, MA after due notice from the office of the City Clerk, three (3) members of the Board and one (1) persons interested in the matter were present. Of the latter, one (1) voted in favor of and no-one (0) voted against.

The Board finds the request necessary in order that the utility company can upgrade existing underground facilities.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars ($10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That all conditions set forth in the respective order are complied with.

_____)

_____) BOARD OF PUBLIC WORKS

_____)

RESULT:	**RECEIVED PASSED**

DEPARTMENTAL AND INTERDEPARTMENTAL CORRESPONDENCES
CITY OF SPRINGFIELD
MASSACHUSETTS

DATE: April 1, 2016

TO: Wayman Lee, Esq.
City Clerk

FROM: Hector Velez, DPW Engineer.
on behalf of BPW

DEPARTMENT: City Clerk Office

SUBJECT: Board's agenda for:
April 20, 2016

NOTICE OF MEETINGS

Wednesday – April 20, 2016 at the corner of White Street and Crown Street, Springfield MA at 5:00 P.M.

Minutes of Previous Meeting
Communications
Old Business
New Business: **COLUMBIA GAS**
Crown Street

HEARING RE: To install underground gas main within the right of way on Orange Street, Crown Street and Palm Street approximately 250 feet of 4 inches pipe.

Attachment: 4-20-2016 notice of meeting CMA (3497 : Crown Street (CMA))

5.b

Attachment: Crown plan (3497 : Crown Street (CMA))

Packet Pg. 39

Columbia Gas® of Massachusetts

A NiSource Company

JOB ORDER NUMBER (INSTALL) 16-0827067-00
JOB ORDER NUMBER (ABANDON) 16-0827068-00
PROJECT ID 16-36195
CROWN STREET - DPW PAVING
JOB TYPE: BUDGET NAME (557/558)

PROJECT INFORMATION

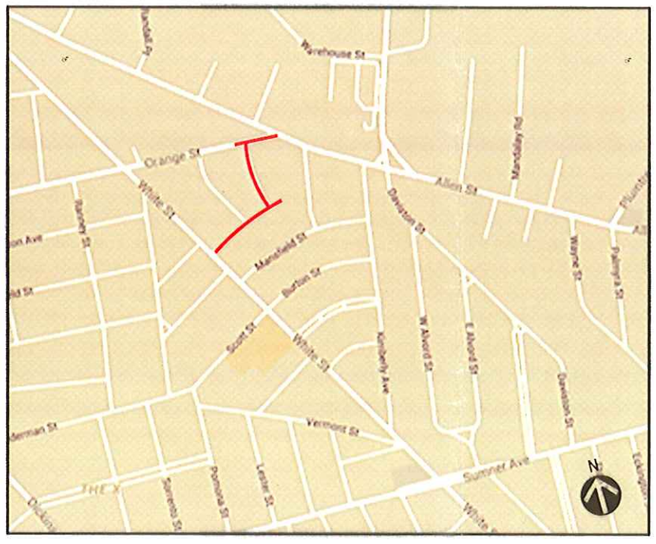
FIELD ENGINEER/TECHNICIAN:	TAO
CONSTRUCTION FLL:	KIRK GEDMAN, LAUREN ANDERSON, MARK PARISEAU
PERMITS:	CITY PERMIT
TCC:	8200
COUNTY:	HAMPDEN (013)
TAX DISTRICT:	0000244
MAP NUMBER:	24
SYSTEM NUMBER(S):	80003053 / 80003054
24 HR. EMERGENCY LINE:	COLUMBIA GAS OF MASSACHUSETTS 1-800-525-8222

LEGEND

	EXISTING GAS MAIN		TEST WELL
	EXISTING GAS MAIN TO BE ABANDONED		REGULATOR STATION
	PROPOSED GAS MAIN		SINGLE CUSTOMER REGULATOR
	PROPOSED GAS MAIN UPRATE		METER
CS	COATED STEEL GAS MAIN		METER WITH REGULATOR
CI	CAST IRON GAS MAIN		TEST POINT (STATION)
BS	BARE STEEL GAS MAIN		GAS SERVICE TIE-OVER
WI	WROUGHT IRON GAS MAIN		GAS SERVICE REPLACEMENT
PH	HIGH DENSITY POLYETHYLENE GAS MAIN	MMO	METER MOVE OUT
PM	MEDIUM DENSITY POLYETHYLENE GAS MAIN		TELEPHONE MANHOLE
LP	LOW PRESSURE		DRAIN MANHOLE
IP	INTERMEDIATE PRESSURE		ELECTRIC MANHOLE
MP	MEDIUM PRESSURE		CATCH DRAIN
HP	HIGH PRESSURE		SEWER MANHOLE
AT	ATTACHED		FIRE HYDRANT
BH	BRIDGE HANGER		UTILITY POLE
BLGH	BUILDING HANGER		WETLAND
DB	DIRECTIONAL BORE		GAS VALVE
IS	INSERTED		CRITICAL GAS VALVE
OC	OPEN CUT		PRESSURE CONTROL FITTINGS
PB	PNEUMATIC BORE		TRANSITION
PL	PLOWED		END CAP
RT	ROOF TOP		REDUCER
(E)	EXISTING		ELECTRONIC MARKER
(P)	PROPOSED	T1	GAS MAIN TIE IN LOCATION
W1	WELD LOCATION	A1	GAS MAIN ABANDONMENT LOCATION

VICINITY MAP

SCALE: N.T.S



PROJECT DESCRIPTION

WITH THE SPRINGFIELD DPW PAVING CROWN STREET IN 2016 CMA HAS DECIDED TO REPLACE THE GAS MAIN WITHIN CROWN, PALM AND A SECTION OF ORANGE STREET. CMA SHALL REPLACE APPROXIMATELY 1,340' OF CAST IRON MAIN OPERATING A LOW PRESSURE WITH PLASTIC MAIN OPERATING AT INTERMEDIATE PRESSURE. SERVICE WORK WITHIN THE WORK ZONE WILL ALSO BE UNDERTAKEN BY CMA.

SHEET INDEX

DWG.	DESCRIPTION
T-1	TITLE SHEET
L-1 - L-2	LAYOUT SHEETS
D-1	CONSTRUCTION DETAILS

PROJECT SUMMARY TABLE

PROPOSED INSTALLATION			PROPOSED ABANDONMENT		
LENGTH (FT)	SIZE (IN)	TYPE	LENGTH (FT)	SIZE (IN)	TYPE
1,190'	4"	PH IP	1,020'	6"	CI
			320'	4"	CI
1,190'	TOTAL INSTALLATION (FEET)		1,340'	TOTAL ABANDONMENT (FEET)	

PROPOSED GAS SERVICES				
	REPLACEMENTS	TIE OVERS	TOTAL SERVICES	METER OUTS
ESTIMATED GAS SERVICES	27	4	31	45

GENERAL NOTES

1. THE PROPOSED GAS MAIN SHOWN IS APPROXIMATE AND SUBJECT TO CHANGE.
2. PROPERTY LINE, STRUCTURES, STREET LINE, ETC. WAS COMPILED THE COLUMBIA GAS GIS DATA BASE AND ARE TO BE CONSIDERED APPROXIMATE.
3. EXISTING UTILITIES, WHERE SHOWN, HAVE BEEN COMPILED FROM ABOVE GROUND EVIDENCE ONLY AND ARE TO BE CONSIDERED APPROXIMATE. COLUMBIA GAS DOES NOT GUARANTEE THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN OR THAT ALL EXISTING UTILITIES AND/OR SUBSURFACE STRUCTURES ARE SHOWN.

NISOURCE GAS DISTRIBUTION

PROPOSED

REVISIONS

REV. #	DATE	DESCRIPTION
0	3/8/16	ISSUED FOR PERMIT

	NAME	DATE	PHONE #
DESIGNED BY	TAO	3/8/16	-
DRAWN BY	TAO	3/8/16	-
CHECK'D BY	RAS	3/8/16	-
AS-BUILT BY	-	-	-

SITE NAME:

JO# 16-0827067-00
JO# 16-0827068-00
PROJECT ID# 16-36195
CROWN STREET - DPW PAVING
SPRINGFIELD, HAMPDEN

DRAWING TITLE:

TITLE SHEET

DRAWING NO:

T-1

NISOURCE
GAS DISTRIBUTION

N

0 30 60
Feet

PROPOSED

REVISIONS

REV. #	DATE	DESCRIPTION
0	3/8/16	ISSUED FOR PERMIT

	NAME	DATE	PHONE #
DESIGNED BY	TAO	3/8/16	-
DRAWN BY	TAO	3/8/16	-
CHECKED BY	RAS	3/8/16	-
AS-BUILT BY	-	-	-

SITE NAME:

JO# 16-0827067-00
JO# 16-0827068-00
PROJECT ID# 16-36195
CROWN STREET - DPW PAVING
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-1

MATCHLINE - SHEET L-1

MATCHLINE - SHEET L-1

CLAREMONT ST

CROWN ST

MANSFIELD ST

WHITE ST

DAWSON ST

GORDON ST

BURTON ST

EDGE OF R.O.W. (TYP.)

6" CILP

6" PHLP

OC~50'-4" PHIP

OC~525'-4" PHIP

3.0'± TYP.

3" CILP

NISOURCE
GAS DISTRIBUTION

N

0 30 60
Feet

PROPOSED

REVISIONS

REV. #	DATE	DESCRIPTION
0	3/8/16	ISSUED FOR PERMIT

DESIGNED BY	TAO	3/8/16	-
DRAWN BY	TAO	3/8/16	-
CHECKD BY	RAS	3/8/16	-
AS-BUILT BY	-	-	-
	NAME	DATE	PHONE #

SITE NAME:

JO# 16-0827067-00
JO# 16-0827068-00
PROJECT ID# 16-36195
CROWN STREET - DPW PAVING
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-2

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

PETITION (ID # 3499)

Meeting: 05/02/16 07:00 PM
Department: Department of Public Works
Category: General
Prepared By: Hector Velez
Initiator: Hector Velez
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3499

Chestnut Street (CMA)

CITY OF SPRINGFIELD, MASSACHUSETTS

Date: April 19, 2016

TO THE MAYOR AND CITY COUNCIL OF THE CITY OF SPRINGFIELD:

The Board of Public Works, to which was referred the petition of the Columbia Gas of Massachusetts, dated March 31, 2016, to install underground gas main within the Right of Way along Chestnut Street to supply adequate pressure to Bay State Medical Center. Starting at the north curb line of Waverly Street to the south curb line of Pratt Street, approximately 230' feet of 8" inches of PVC pipe across Chestnut Street. Additional work on Pratt Street and Waverly Street will be required, all as substantially shown on a plan attached with project name Bay State Medical Cogen- Project ID# 14-24947 which is incorporated herein by reference and to lay and maintain underground gas main pipes for the purpose of improvements of the system, reports thereon as follows:

By virtue of Chapter 708 of the Acts of 1977 the Board of Public Works held the hearing on the above matter provided for in Section 22 of Chapter 166 of the General Laws. The hearing was held on April 18, 2016 at 5:00 P.M. on Pratt Street Springfield, MA after due notice from the office of the City Clerk, two (2) members of the Board and one (1) persons interested in the matter were present. Of the latter, one (1) voted in favor of and no-one (0) voted against.

The Board finds the request necessary in order that the utility company can supply adequate pressure to Bay State Medical.

After careful consideration, the Board recommends the petition be granted provided:

That due care for public safety is exercised during construction including but not limited to the use of a police officer(s) for traffic control if necessary.

That said construction would not unnecessarily interfere with the movement of vehicular or pedestrian traffic in the area.

That care be taken during said construction not to damage any underground services.

That the construction site be returned to the same condition as found or better.

Said company shall indemnify and save harmless against all damages, costs and expenses whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its agents or servants, or in any manner arising from the rights and privileges granted it by the City.

In addition said company shall, before a public way is disturbed for the laying of its wire or conduit, execute its bond in the penal sum of Ten Thousand Dollars ($10,000) conditioned for faithful performance of its duties under this permit.

Said company shall comply with the requirements of existing Ordinances and orders and comply with any changes in Ordinances and orders as may hereafter be adopted by the Mayor and Council governing the construction and maintenance of buried cable, conduits and wires.

That any sidewalks that are damaged or removed will be replaced in kind and in accordance with the City of Springfield's Standard Specifications.

That ramps for the handicapped will be provided if and where required by law and in conformance with the Rules and Regulations of the Massachusetts Architectural Barrier Board.

That any curbing that is disturbed during construction will be reset to the established street grade using proper construction procedures.

That due care be exercised not to unnecessarily damage any public shade trees located within the construction area.

That the Springfield Water and Sewer Commission be notified before construction begins. All installations of adjacent utilities must be a minimum of 4 feet from the existing water and/or sewer main, edge to edge of pipe.

That all conditions set forth in the respective order are complied with.

_____)

_____) BOARD OF PUBLIC WORKS

_____)

RESULT:	**RECEIVED PASSED**

DEPARTMENTAL AND INTERDEPARTMENTAL CORRESPONDENCES
CITY OF SPRINGFIELD
MASSACHUSETTS

DATE: March 31, 2016

TO: Wayman Lee, Esq.
City Clerk

FROM: Hector Velez, DPW Engineer.
on behalf of BPW

DEPARTMENT: City Clerk Office

SUBJECT: Board's agenda for:
April 18, 2016

NOTICE OF MEETINGS

Monday – April 18, 2016 on Pratt Street, Springfield MA at 5:00 P.M.

Minutes of Previous Meeting
Communications
Old Business
New Business: **COLUMBIA GAS**
Baystate Medical Cogen Feed

HEARING RE: To install underground gas main within the right of way on Chestnut Street, Waverly Street and Pratt Street, approximately 230 feet to supply new facility on Baystate Medical Center.

Attachment: 4-18-2016 notice of meeting CMA (3499 : Chestnut Street (CMA))

Attachment: Chestnut St. Plan CMA (3499 : Chestnut Street (CMA))

Columbia Gas® of Massachusetts

A NiSource Company

NISOURCE GAS DISTRIBUTION

811 Know what's below. Call before you dig.

JOB ORDER NUMBER (INSTALL) 14-0824680-00
JOB ORDER NUMBER (ABANDON) 14-0824681-00
PROJECT ID 14-24947
BAYSTATE MEDICAL COGEN FEED
JOB TYPE: NEW BUSINESS (555/560)

PROPOSED

PROJECT INFORMATION

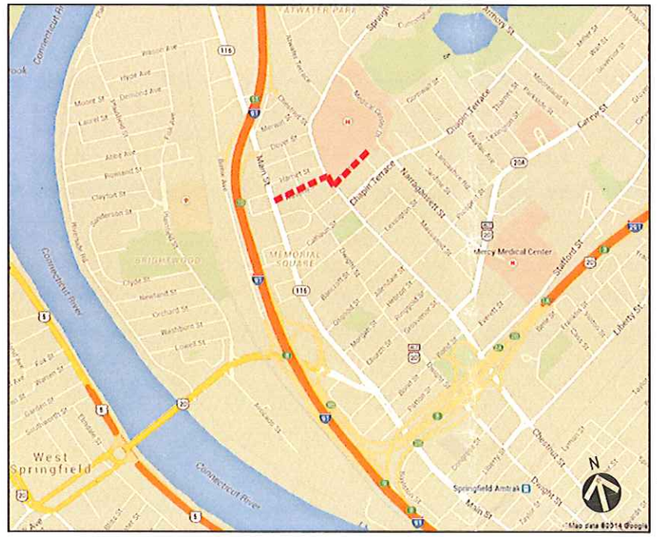
FIELD ENGINEER/TECHNICIAN:	TREVOR ORTOLANO
CONSTRUCTION FLL:	MARK PARISEAU / KIRK GEDMAN / LAUREN ANDERSON
PERMITS:	CITY PERMIT
TCC:	8200
COUNTY:	HAMPDEN (013)
TAX DISTRICT:	0000244
MAP NUMBER:	35
SYSTEM NUMBER(S):	80003048 / 80003053 / 80003054
24 HR. EMERGENCY LINE:	COLUMBIA GAS OF MASSACHUSETTS 1-800-525-8222

LEGEND

	EXISTING GAS MAIN		TEST WELL
	EXISTING GAS MAIN TO BE ABANDONED		REGULATOR STATION
	PROPOSED GAS MAIN		SINGLE CUSTOMER REGULATOR
	PROPOSED GAS MAIN UPRATE		METER
CS	COATED STEEL GAS MAIN		METER WITH REGULATOR
CI	CAST IRON GAS MAIN		TEST POINT (STATION)
BS	BARE STEEL GAS MAIN		GAS SERVICE TIE-OVER
WI	WROUGHT IRON GAS MAIN		GAS SERVICE REPLACEMENT
PH	HIGH DENSITY POLYETHYLENE GAS MAIN	MMO	METER MOVE OUT
PM	MEDIUM DENSITY POLYETHYLENE GAS MAIN		TELEPHONE MANHOLE
LP	LOW PRESSURE		DRAIN MANHOLE
IP	INTERMEDIATE PRESSURE		ELECTRIC MANHOLE
MP	MEDIUM PRESSURE		CATCH DRAIN
HP	HIGH PRESSURE		SEWER MANHOLE
AT	ATTACHED		FIRE HYDRANT
BH	BRIDGE HANGER		UTILITY POLE
BLGH	BUILDING HANGER		WETLAND
DB	DIRECTIONAL BORE		GAS VALVE
IS	INSERTED		CRITICAL GAS VALVE
OC	OPEN CUT		PRESSURE CONTROL FITTINGS
PB	PNEUMATIC BORE		TRANSITION
PL	PLOWED		END CAP
RT	ROOF TOP		REDUCER
(E)	EXISTING		ELECTRONIC MARKER
(P)	PROPOSED	T1	GAS MAIN TIE IN LOCATION
W1	WELD LOCATION	A1	GAS MAIN ABANDONMENT LOCATION

VICINITY MAP

SCALE: N.T.S.



PROJECT DESCRIPTION

CMA SHALL INSTALL APPROXIMATELY 2,000 LF OF 8" PLASTIC MAIN TO OPERATE AT A PRESSURE OF 60PSI. THIS WILL BE DONE TO SATISFY THE NEW DEMAND OF BAYSTATE MEDICAL'S PROPOSED CHP PLANT. ALL WORK, LEADING TO THE SERVICE, WILL OCCUR WITHIN THE PUBLIC RIGHT OF WAY.

SHEET INDEX

DWG.	DESCRIPTION
T-1	TITLE SHEET
O-1	OVERVIEW SHEET
L-1 - L-4	LAYOUT SHEETS
D-1	CONSTRUCTION DETAILS

PROJECT SUMMARY TABLE

PROPOSED INSTALLATION			PROPOSED ABANDONMENT		
LENGTH (FT)	SIZE (IN)	TYPE	LENGTH (FT)	SIZE (IN)	TYPE
1,820'	8"	PH - MAIN	730'	12"	CS
105'	8"	PH - SERVICE	640'	6"	CI
75'	2"	PH - SERVICE	860'	4"	PH
2,000'	TOTAL INSTALLATION (FEET)		2,230'	TOTAL ABANDONMENT (FEET)	

PROPOSED GAS SERVICES				
	REPLACEMENTS	TIE OVERS	TOTAL SERVICES	METER OUTS
ESTIMATED GAS SERVICES	24	8	32	22

GENERAL NOTES

1. THE PROPOSED GAS MAIN SHOWN IS APPROXIMATE AND SUBJECT TO CHANGE.
2. PROPERTY LINE, STRUCTURES, STREET LINE, ETC. WAS COMPILED THE COLUMBIA GAS GIS DATA BASE AND ARE TO BE CONSIDERED APPROXIMATE.
3. EXISTING UTILITIES, WHERE SHOWN, HAVE BEEN COMPILED FROM ABOVE GROUND EVIDENCE ONLY AND ARE TO BE CONSIDERED APPROXIMATE. COLUMBIA GAS DOES NOT GUARANTEE THE LOCATION OF THE UNDERGROUND UTILITIES SHOWN OR THAT ALL EXISTING UTILITIES AND/OR SUBSURFACE STRUCTURES ARE SHOWN.

REVISIONS		
1	03/30/15	ISSUED FOR SWSC & BPW APPROVAL
0	11/26/14	PRELIMINARY DRAWING
REV. #	DATE	DESCRIPTION

DESIGNED BY	TREVOR ORTOLANO	11/26/14	—
DRAWN BY	TREVOR ORTOLANO	11/26/14	—
CHECKED BY	BRYAN MECCARIELLO	11/26/14	—
AS-BUILT BY	—	—	—
	NAME	DATE	PHONE #

SITE NAME:

JO# 14-0824680-00
JO# 14-0824681-00
PROJECT ID# 14-24947
BAYSTATE MEDICAL COGEN FEED
SPRINGFIELD, HAMPDEN

DRAWING TITLE:

TITLE SHEET

DRAWING NO:

T-1

NISOURCE
GAS DISTRIBUTION

811
Know what's below.
Call before you dig.

N

0 100 200
Feet

PROPOSED

REVISIONS		
1	03/30/16	ISSUED FOR SWSC & BPW APPROVAL
0	11/26/14	PRELIMINARY DRAWING
REV. #	DATE	DESCRIPTION

DESIGNED BY	TREVOR ORTOLANO	11/26/14	---
DRAWN BY	TREVOR ORTOLANO	11/26/14	---
CHECKED BY	BRYAN MECCARIELLO	11/26/14	---
AS-BUILT BY	---	---	---
	NAME	DATE	PHONE #

SITE NAME:

JO# 14-0824680-00
JO# 14-0824681-00
PROJECT ID# 14-24947
BAYSTATE MEDICAL COGEN FEED
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

OVERVIEW SHEET

DRAWING NO:

O-1

NISOURCE
GAS DISTRIBUTION

811
Know what's below.
Call before you dig.

KEY PLAN

L-4
L-3
L-2
L-1

N

0 20 40
Feet

PROPOSED

REVISIONS		
1	03/30/16	ISSUED FOR SWSC & BPW APPROVAL
0	11/26/14	PRELIMINARY DRAWING
REV. #	DATE	DESCRIPTION

DESIGNED BY	TREVOR ORTOLANO	11/26/14	—
DRAWN BY	TREVOR ORTOLANO	11/26/14	—
CHECKED BY	BRYAN MECCARIELLO	11/26/14	—
AS-BUILT BY	—	—	—
	NAME	DATE	PHONE #

SITE NAME:

JO# 14-0824680-00
JO# 14-0824681-00
PROJECT ID# 14-24947
BAYSTATE MEDICAL COGEN FEED
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-1

NISOURCE
GAS DISTRIBUTION

811
Know what's below.
Call before you dig.

L-4
L-3
L-2
L-1

N
0 20 40
Feet

PROPOSED

REVISIONS

REV. #	DATE	DESCRIPTION
1	03/30/16	ISSUED FOR SWSC & BPW APPROVAL
0	11/26/14	PRELIMINARY DRAWING

	NAME	DATE	PHONE #
DESIGNED BY	TREVOR ORTOLANO	11/26/14	—
DRAWN BY	TREVOR ORTOLANO	11/26/14	—
CHECKED BY	BRYAN MECCARIELLO	11/26/14	—
AS-BUILT BY	—	—	—

SITE NAME:

JO# 14-0824680-00
JO# 14-0824681-00
PROJECT ID# 14-24947
BAYSTATE MEDICAL COGEN FEED
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-2

NISOURCE GAS DISTRIBUTION

811 Know what's below. Call before you dig.

L-4
L-2 L-3
L-1

N

0 20 40
Feet

PROPOSED

REVISIONS		
1	03/30/16	ISSUED FOR SWSC & BPW APPROVAL
0	11/26/14	PRELIMINARY DRAWING
REV. #	DATE	DESCRIPTION

DESIGNED BY	TREVOR ORTOLANO	11/26/14	—
DRAWN BY	TREVOR ORTOLANO	11/26/14	—
CHECKED BY	BRYAN MECCARIELLO	11/26/14	—
AS-BUILT BY	—	—	—
	NAME	DATE	PHONE #

SITE NAME:

JO# 14-0824680-00
JO# 14-0824681-00
PROJECT ID# 14-24947
BAYSTATE MEDICAL COGEN FEED
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-3

NISOURCE
GAS DISTRIBUTION

811
Know what's below.
Call before you dig.

L-4
L-3
L-2
L-1

N

0 20 40
Feet

PROPOSED

REVISIONS		
1	03/30/16	ISSUED FOR SWSC & BPW APPROVAL
0	11/26/14	PRELIMINARY DRAWING
REV. #	DATE	DESCRIPTION

DESIGNED BY	TREVOR ORTOLANO	11/26/14	---
DRAWN BY	TREVOR ORTOLANO	11/26/14	---
CHECKED BY	BRYAN MECCARIELLO	11/26/14	---
AS-BUILT BY	---	---	---
	NAME	DATE	PHONE #

SITE NAME:

JO# 14-0824680-00
JO# 14-0824681-00
PROJECT ID# 14-24947
BAYSTATE MEDICAL COGEN FEED
SPRINGFIELD, HAMPDEN

PROJECT TITLE:

LAYOUT SHEET

DRAWING NO:

L-4

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3475

CDBG Grant - No Match - $3,492,334 (Mayor Sarno)

WHEREAS, the Office of Community Development ("Department") has been awarded a "Community Development Block Grant" of $3,492,334 from the U.S. Office of Housing and Urban Development; and

WHEREAS, the purpose of the grant program is to fund local community development activities such as affordable housing, anti-poverty programs, and infrastructure development; and

WHEREAS, the Department intends to use the grant funds to support the City's Community Development Block Grant Action Plan; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws Ch. 44, Sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

2016 Community Development Block Grant - $3,492,334

RESULT:	**PASSED BY VOICE VOTE**

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/19/2016
Department Requesting Grant Setup	Comm Dev
Department Phone # (Please include extension)	6082
Name and Title of Person to Contact in Case of Questions	Cathy Buono

Was this Grant previously setup for a prior fiscal year?
If yes, please indicate your previous project number: 63116

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

	Grant Type:
	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
X	Federal – City
	State DOE– School
	State Other – School
	State – City
	Private/Other

Grant Name: CDBG Entitlement

Total Grant Amount Awarded: $ 3,492,334.00

Is this a Reimbursable Grant? (Y/N) yes
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	US Dept of HUD
Contact Person	Paula Newcomb
Street Address	10 Causeway Street
City, State, Zip Code	Boston, MA 02222
Telephone	617-994-8378
Fax	617-565-5442
E-Mail	pnewcomb@hud.gov

Actual Award Date	2/16/2016
Board Approval Date	
Start Date	7/1/2016
Expiration Date	6/30/2019
Renewal Action Date (optional)	

If there are any Matching Funds:
Type
Percent
Amount

Comments re: Description/Purpose of Grant
Community Development Block Grant Entitlement

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#: 14.218

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) monthly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: CDBG Grant Set-Up Form & Award Letter (3475 : CDBG Grant - No Match - $3,492,334)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: same as 63116

Object Codes:

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

4-19-16
Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

3167 3/14/16

February 16, 2016

The Honorable Domenic J. Sarno
Mayor of Springfield
36 Court St
Springfield, MA 01103-1687

Dear Mayor Sarno:

I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2016 allocations for the Office of Community Planning and Development's (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low and moderate-income persons and special populations across the country. President Obama signed Public Law 114-113 on December 18, 2015, which includes FY 2016 funding for these programs. Your jurisdiction's FY 2016 available amounts are:

Community Development Block Grant (CDBG)	$3,492,334
HOME Investment Partnerships (HOME)	$1,093,947
Housing Opportunities for Persons with AIDS (HOPWA)	$453,520
Emergency Solutions Grants (ESG)	$319,947

This letter highlights several important points related to these programs. First, Secretary Julián Castro is committed to making HUD the "Department of Opportunity" and has established a number of initiatives intended to achieve that goal. In 2015, we celebrated the 50th anniversary of the Department's establishment, and these initiatives build on HUD's mission to promote homeownership, support community development, and increase access to affordable housing free from discrimination. The Department is working hard with grantees on these key goals and urges you to review the entire plan at: http://portal.hud.gov/hudportal/HUD?src=/hudvision. In an era when the nation's severe shortage of affordable rental housing creates substantial housing instability—contributing to homelessness, family mobility and unequal educational attainment—I am particularly interested in working with grantees to increase affordable housing production through our CPD formula programs.

Second, HUD recommends that grantees effectively plan and implement programs that leverage these critical Federal financial resources to achieve the greatest possible return for the communities and individuals they are intended to assist.

- HUD urges grantees to consider using CDBG funds, to the extent possible, to support investments in predevelopment activities for infrastructure and public facilities activities that can provide multiple benefits for communities.
- HUD has created a Renewable Energy Toolkit specifically tailored to CPD grantees. To the extent that grantees are interested in using funds for renewable energy projects, please feel free to access that toolkit online at www.hudexchange.info.
- If you would like assistance from CPD in redesigning, prioritizing or targeting your programs,

Attachment: CDBG Grant Set-Up Form & Award Letter (3475 : CDBG Grant - No Match - $3,492,334)

either you or the head of the agency that administers your program may request assistance through your local CPD Director.

Third, CPD is asking grantees to renew their focus on administration and management of these programs as part of an effort to ensure effective use of the funds. Throughout 2016, CPD and HUD's Office of the Inspector General expect to issue a range of guidance that will highlight particular areas where grantees commonly stumble. I urge grantees to actively review their policies and procedures governing these programs and to strengthen management practices, particularly with regard to recordkeeping, in order to avoid problems and risk this vital funding. This focus on administration is particularly critical because the Integrated Disbursement and Information System (IDIS), which is HUD's financial and data system for managing these formula programs, will no longer commit and disburse grant funds on a first-in first-out (FIFO) basis beginning with the FY 2015 grants. All FY 2015 and future grants will be committed and disbursed on a grant specific basis.

The Office of Community Planning and Development is looking forward to working with you to promote simple steps that will enhance the viability and performance of these critical programs and successfully meet the challenges that our communities face. Please contact your local CPD office if you or your staff has any questions or comments.

Sincerely,

Harriet Tregoning
Principal Deputy Assistant Secretary

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3479 A

HUD Continuum of Care Grant - No Match - $2,341,596 (Mayor Sarno)

WHEREAS, the Office of Housing ("Department") has been awarded a grant in the amount of $2,341,596 from the US Department of Housing and Urban Development; and

WHEREAS, the funds provided are intended to be used to improve the lives of homeless men, women, and children through local planning efforts and through direct housing and service programs; and

WHEREAS, the Department intends to use the grant funds for the purposes as requested by the donor; and

WHEREAS, the Department has accepted the grant funds and requests authorization from the City Council and the Mayor to expend the donation funds listed below for the purposes of such donation; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the donation funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws Ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

HUD Continuum of Care Grant - $2,341,596

RESULT: **PASSED BY VOICE VOTE**

Attachment: CoC Supportive Housing Grant Set-Up Form & Award Letter (3479 : HUD Continuum of Care

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/22/2016
Department Requesting Grant Setup	Comm Dev
Department Phone # (Please include extension)	6082
Name and Title of Person to Contact in Case of Questions	Cathy Buono

Was this Grant previously setup for a prior fiscal year?
If yes, please indicate your previous project number: 66516

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

	Grant Type:
	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
X	Federal – City
	State DOE– School
	State Other – School
	State – City
	Private/Other

Grant Name: Supportive Housing

Total Grant Amount Awarded: $ 2,341,596.00

Is this a Reimbursable Grant? (Y/N) yes
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	US Dept of HUD
Contact Person	Paula Newcomb
Street Address	10 Causeway Street
City, State, Zip Code	Boston, MA
Telephone	617-994-8378
Fax	617-565-5442
E-Mail	pnewcomb@hud.gov

Actual Award Date 3/8/2016
Board Approval Date
Start Date various for each grant
Expiration Date various for each grant
Renewal Action Date (optional)
If there are any Matching Funds:
Type
Percent
Amount

Comments re: Description/Purpose of Grant
Support of homeless services and housing

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#: 14.235

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) monthly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: same as 66516

Object Codes:

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

4-22-16
Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

HUD NEWS

U.S. Department of Housing and Urban Development – Kristine Foye, Regional Administrator
HUD New England Regional Office, Boston, MA 02222

HUD No. 16-15
Rhonda Siciliano
(617) 994-8355
www.hud.gov/massachusetts

FOR RELEASE
Tuesday
March 8, 2016

HUD AWARDS $60 MILLION FOR LOCAL HOMELESS PROGRAMS IN MASSACHUSETTS

Funding renews support to local homeless housing and service programs

BOSTON – U.S. Department of Housing and Urban Development (HUD) Secretary Julián Castro today awarded more than $60 million to support 250 local homeless housing and service programs in Massachusetts. View a complete list of all the state and local homeless projects awarded funding.

The *Tier 1 Continuum of Care* (CoC) grants announced today support the Obama Administration's efforts to end homelessness by providing critically needed housing and support services to individuals and families experiencing homelessness. HUD will award approximately $300 million in "Tier 2 grants" in the spring to support hundreds more local programs across the U.S.

"A safe, stable home is the foundation for opportunity in all of our lives," said Secretary Castro. "That's why we're continuing to challenge communities to deploy proven strategies to help people experiencing homelessness find a place to call home. Through unprecedented partnership among every level of government and private, non-profit and philanthropic organizations, we know this goal is not just aspirational – it's achievable."

"This funding is critical to local Massachusetts programs that are on the front lines of helping those who might otherwise be living on our streets," said Kristine Foye, HUD New England Regional Administrator.

This year's grants are being awarded in the most competitive environment HUD has experienced in the Continuum of Care grant program. To compete most effectively, communities made very challenging decisions, often shifting funds from existing projects to create new ones that will have a more substantial and lasting impact on homeless populations.

In 2010, President Obama and 19 federal agencies and offices that form the U.S. Interagency Council on Homelessness (USICH) launched the nation's first-ever comprehensive strategy to prevent and end homelessness. ***Opening Doors: Federal Strategic Plan to Prevent and End Homelessness*** puts the country on a path to end veterans and chronic homelessness as well as to end homelessness among children, family, and youth.

HUD estimates there were 564,708 persons experiencing homelessness on a single night in 2015. Since 2010 local communities around the country reported a declined by more than 72,000 persons, an 11 percent reduction. In addition, veteran homelessness fell by 36 percent, chronic

homelessness declined 22 percent and between 2010 and January 2015, family homelessness declined by 19 percent, while the estimated number of unaccompanied homeless youth and children was 36,097.

Across the nation, local homelessness planning agencies called 'Continuums of Care' recently organized volunteers to help count the number of persons located in emergency shelters, transitional housing programs and living unsheltered on the streets. Continuums of Care will report these one-night 'point-in-time counts' later in the year and will form the basis of HUD's 2016 national homeless estimate.

###

*HUD's mission is to create strong, sustainable, inclusive communities and quality affordable homes for all. More information about HUD and its programs is available on the Internet at **www.hud.gov** and **http://espanol.hud.gov**.*

*You can also connect with HUD on **social media** and follow Secretary Castro on **Twitter** and **Facebook** or sign up for news alerts on **HUD's Email List**.*

State

CoC Name

Project Name	Program	Awarded Amount
Cape Cod Supported Housing	CoCR	$276,094
Cape Cod Supported Housing Expansion	CoCR	$27,609
Cape Homes III	CoCR	$248,756
Cape Homes IV	CoCR	$70,263
Cape Homes V	CoCR	$113,334
Cape Regional Housing Initiative	CoCR	$271,525
HMIS	CoCR	$67,356
Housing First	CoCR	$350,923
MA-503 CoC Planning Application FY 2015	CoC	$50,329
Pilot Plus	CoCR	$28,567
Spring Street	CoCR	$34,814
Welcome Home 2	CoCR	$26,472
Welcome Home 3	CoCR	$68,061
Welcome Home 4	CoCR	$47,944
MA-503 Total :		**$1,682,047**

MA-504 - Springfield/Hampden County CoC

Catholic Charities - RRH	CoCR	$49,260
CoC Planning Project	CoC	$103,957
FOH - Worthington House Campus	CoCR	$22,679
FOH Coordinated Assessment	CoC	$250,000
HAP - Rapid Rehousing	CoCR	$145,837
HAP - Turning Point	CoCR	$60,209
HMIS	CoCR	$61,992
HRU - Next Step	CoCR	$292,344
HRU - Next Step 2	CoCR	$104,149
MHA Annie's House PSH	CoCR	$229,792
MHA S+C PRA 12 (Reach 2)	CoCR	$112,824

State

CoC Name

Project Name	Program	Awarded Amount
MHA S+C SRA 3	CoCR	$30,770
MHA S+C SRA 48	CoCR	$382,719
MHA S+C SRA 5	CoCR	$51,284
Open Pantry - Tranquility House	CoCR	$41,050
RVCC - HIV/AIDS Residential Support	CoCR	$181,442
RVCC - HIV/AIDS S+C TRA 7	CoCR	$71,927
SMOC - Bowdoin Street	CoCR	$21,594
VOC - Scattered Site Family Supportive Housing	CoCR	$127,767
MA-504 Total :		**$2,341,596**
MA-505 - New Bedford CoC		
City of New Bedford HMIS Project	CoCR	$29,524
Family Preservation Program	CoCR	$260,920
Portico	CoCR	$591,092
Step Up	CoCR	$277,130
The CALL	CoC	$46,757
Transition to Stability	CoCR	$199,896
Welcome Home	CoCR	$170,590
MA-505 Total :		**$1,575,909**
MA-506 - Worcester City & County CoC		
Aurora	CoCR	$201,173
Catharine Street	CoCR	$39,590
Central Massachusetts Housing Options	CoCR	$53,849
CHAIN	CoCR	$209,147
Coordinated Assessment Program	CoC	$246,602
Family Housing for the Disabled	CoCR	$272,603
Foundations Transitional Housing	CoCR	$360,106
Genesis Supportive Housing	CoCR	$146,060

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3476

HOME Grant - No Match - $1,093,947 (Mayor Sarno)

WHEREAS, the Office of Community Development ("Department") has been awarded a "HOME Grant" of $1,093,947 from the U.S. Office of Housing and Urban Development; and

WHEREAS, the purpose of the grant program is to provide affordable housing for low- income households; and

WHEREAS, the Department intends to use the grant funds to provide funds to first-time homeowners, tenant-based rental assistance, project based homeownership and rehab owner and rental properties; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws Ch. 44, Sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

2016 HOME Grant Program - $1,093,947

RESULT:	**PASSED BY VOICE VOTE**

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/19/2016
Department Requesting Grant Setup	Comm Dev
Department Phone # (Please include extension)	6082
Name and Title of Person to Contact in Case of Questions	Cathy Buono

Was this Grant previously setup for a prior fiscal year?
If yes, please indicate your previous project number: 63016

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

	Grant Type:
	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
X	Federal – City
	State DOE– School
	State Other – School
	State – City
	Private/Other

Grant Name: HOME Entitlement

Total Grant Amount Awarded: $ 1,093,947.00

Is this a Reimbursable Grant? (Y/N) yes
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	US Dept of HUD
Contact Person	Paula Newcomb
Street Address	10 Causeway Street
City, State, Zip Code	Boston, MA 02222
Telephone	617-994-8378
Fax	617-565-5442
E-Mail	pnewcomb@hud.gov

Actual Award Date 2/16/2016
Board Approval Date
Start Date 7/1/2016
Expiration Date 6/30/2018
Renewal Action Date (optional)
If there are any Matching Funds:
Type
Percent
Amount

Comments re: Description/Purpose of Grant
HOME Entitlement

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#: 14.239

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) monthly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: HOME Grant Set-Up Form & Award Letter (3476 : HOME Grant - No Match - $1,093,947)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: same as 63016

Object Codes:

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

4-19-16
Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

3:07 3/14/16 RD

February 16, 2016

The Honorable Domenic J. Sarno
Mayor of Springfield
36 Court St
Springfield, MA 01103-1687

Dear Mayor Sarno:

I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2016 allocations for the Office of Community Planning and Development's (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low and moderate-income persons and special populations across the country. President Obama signed Public Law 114-113 on December 18, 2015, which includes FY 2016 funding for these programs. Your jurisdiction's FY 2016 available amounts are:

Community Development Block Grant (CDBG)	$3,492,334
HOME Investment Partnerships (HOME)	$1,093,947
Housing Opportunities for Persons with AIDS (HOPWA)	$453,520
Emergency Solutions Grants (ESG)	$319,947

This letter highlights several important points related to these programs. First, Secretary Julián Castro is committed to making HUD the "Department of Opportunity" and has established a number of initiatives intended to achieve that goal. In 2015, we celebrated the 50th anniversary of the Department's establishment, and these initiatives build on HUD's mission to promote homeownership, support community development, and increase access to affordable housing free from discrimination. The Department is working hard with grantees on these key goals and urges you to review the entire plan at: http://portal.hud.gov/hudportal/HUD?src=/hudvision. In an era when the nation's severe shortage of affordable rental housing creates substantial housing instability—contributing to homelessness, family mobility and unequal educational attainment—I am particularly interested in working with grantees to increase affordable housing production through our CPD formula programs.

Second, HUD recommends that grantees effectively plan and implement programs that leverage these critical Federal financial resources to achieve the greatest possible return for the communities and individuals they are intended to assist.

- HUD urges grantees to consider using CDBG funds, to the extent possible, to support investments in predevelopment activities for infrastructure and public facilities activities that can provide multiple benefits for communities.
- HUD has created a Renewable Energy Toolkit specifically tailored to CPD grantees. To the extent that grantees are interested in using funds for renewable energy projects, please feel free to access that toolkit online at www.hudexchange.info.
- If you would like assistance from CPD in redesigning, prioritizing or targeting your programs,

either you or the head of the agency that administers your program may request assistance through your local CPD Director.

Third, CPD is asking grantees to renew their focus on administration and management of these programs as part of an effort to ensure effective use of the funds. Throughout 2016, CPD and HUD's Office of the Inspector General expect to issue a range of guidance that will highlight particular areas where grantees commonly stumble. I urge grantees to actively review their policies and procedures governing these programs and to strengthen management practices, particularly with regard to recordkeeping, in order to avoid problems and risk this vital funding. This focus on administration is particularly critical because the Integrated Disbursement and Information System (IDIS), which is HUD's financial and data system for managing these formula programs, will no longer commit and disburse grant funds on a first-in first-out (FIFO) basis beginning with the FY 2015 grants. All FY 2015 and future grants will be committed and disbursed on a grant specific basis.

The Office of Community Planning and Development is looking forward to working with you to promote simple steps that will enhance the viability and performance of these critical programs and successfully meet the challenges that our communities face. Please contact your local CPD office if you or your staff has any questions or comments.

Sincerely,

Harriet Tregoning
Principal Deputy Assistant Secretary

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3477

HOPWA Grant - No Match - $453,520 (Mayor Sarno)

WHEREAS, the Office of Community Development ("Department") has been awarded a "Housing Opportunities for Persons with AIDS" Grant of $453,520 From the U.S. Office of Housing and Urban Development; and

WHEREAS, the purpose of the grant program is to address the critical housing needs of low-income persons and families living with HIV/AIDS including homeless individuals and families; and

WHEREAS, the Department intends to use the grant funds to provide housing opportunities for people with AIDS; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws Ch. 44, Sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

2016 Housing Opportunities for Persons with AIDS Grant - $453,520

RESULT:	**PASSED BY VOICE VOTE**

Attachment: HOPWA Grant Set-Up Form & Award Letter (3477 : HOPWA Grant - No Match - $453,520)

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/19/2016
Department Requesting Grant Setup	Comm Dev
Department Phone # (Please include extension)	6082
Name and Title of Person to Contact in Case of Questions	Cathy Buono

Was this Grant previously setup for a prior fiscal year?
If yes, please indicate your previous project number: 66616

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

	Grant Type:
	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
X	Federal – City
	State DOE– School
	State Other – School
	State – City
	Private/Other

Grant Name: HOPWA Entitlement

Total Grant Amount Awarded: $ 453,520.00

Is this a Reimbursable Grant? (Y/N) yes
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	US Dept of HUD
Contact Person	Paula Newcomb
Street Address	10 Causeway Street
City, State, Zip Code	Boston, MA 02222
Telephone	617-994-8378
Fax	617-565-5442
E-Mail	pnewcomb@hud.gov

Actual Award Date	2/16/2016
Board Approval Date	
Start Date	7/1/2016
Expiration Date	6/30/2018

Renewal Action Date (optional)
If there are any Matching Funds:
Type
Percent
Amount

Comments re: Description/Purpose of Grant
Housing Opportunities for Persons with Aids Entitlement

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#: 14.241

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) monthly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: HOPWA Grant Set-Up Form & Award Letter (3477 : HOPWA Grant - No Match - $453,520)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: same as 66616

Object Codes:

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature _____ Date 4-19-16

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

3477 3/14/16 BD

February 16, 2016

The Honorable Domenic J. Sarno
Mayor of Springfield
36 Court St
Springfield, MA 01103-1687

Dear Mayor Sarno:

I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2016 allocations for the Office of Community Planning and Development's (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low and moderate-income persons and special populations across the country. President Obama signed Public Law 114-113 on December 18, 2015, which includes FY 2016 funding for these programs. Your jurisdiction's FY 2016 available amounts are:

Community Development Block Grant (CDBG)	$3,492,334
HOME Investment Partnerships (HOME)	$1,093,947
Housing Opportunities for Persons with AIDS (HOPWA)	$453,520
Emergency Solutions Grants (ESG)	$319,947

This letter highlights several important points related to these programs. First, Secretary Julián Castro is committed to making HUD the "Department of Opportunity" and has established a number of initiatives intended to achieve that goal. In 2015, we celebrated the 50th anniversary of the Department's establishment, and these initiatives build on HUD's mission to promote homeownership, support community development, and increase access to affordable housing free from discrimination. The Department is working hard with grantees on these key goals and urges you to review the entire plan at: http://portal.hud.gov/hudportal/HUD?src=/hudvision. In an era when the nation's severe shortage of affordable rental housing creates substantial housing instability—contributing to homelessness, family mobility and unequal educational attainment—I am particularly interested in working with grantees to increase affordable housing production through our CPD formula programs.

Second, HUD recommends that grantees effectively plan and implement programs that leverage these critical Federal financial resources to achieve the greatest possible return for the communities and individuals they are intended to assist.

- HUD urges grantees to consider using CDBG funds, to the extent possible, to support investments in predevelopment activities for infrastructure and public facilities activities that can provide multiple benefits for communities.
- HUD has created a Renewable Energy Toolkit specifically tailored to CPD grantees. To the extent that grantees are interested in using funds for renewable energy projects, please feel free to access that toolkit online at www.hudexchange.info.
- If you would like assistance from CPD in redesigning, prioritizing or targeting your programs,

Attachment: HOPWA Grant Set-Up Form & Award Letter (3477 : HOPWA Grant - No Match - $453,520)

either you or the head of the agency that administers your program may request assistance through your local CPD Director.

Third, CPD is asking grantees to renew their focus on administration and management of these programs as part of an effort to ensure effective use of the funds. Throughout 2016, CPD and HUD's Office of the Inspector General expect to issue a range of guidance that will highlight particular areas where grantees commonly stumble. I urge grantees to actively review their policies and procedures governing these programs and to strengthen management practices, particularly with regard to recordkeeping, in order to avoid problems and risk this vital funding. This focus on administration is particularly critical because the Integrated Disbursement and Information System (IDIS), which is HUD's financial and data system for managing these formula programs, will no longer commit and disburse grant funds on a first-in first-out (FIFO) basis beginning with the FY 2015 grants. All FY 2015 and future grants will be committed and disbursed on a grant specific basis.

The Office of Community Planning and Development is looking forward to working with you to promote simple steps that will enhance the viability and performance of these critical programs and successfully meet the challenges that our communities face. Please contact your local CPD office if you or your staff has any questions or comments.

Sincerely,

Harriet Tregoning
Principal Deputy Assistant Secretary

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3478

ESG Grant - No Match - $319,947 (Mayor Sarno)

WHEREAS, the Office of Community Development ("Department") has been awarded a "Emergency Solutions Grant" of $319,947 from the U.S. Office of Housing and Urban Development; and

WHEREAS, the purpose of the grant program is to help improve the quality of emergency shelters and transitional housing for the homeless, to make available additional shelters, to meet the costs of operating shelters, to provide essential social services to homeless individuals, and to help prevent homelessness; and

WHEREAS, the Department intends to use the grant funds to provide funding to emergency shelters and homelessness prevention and rapid re-housing programs; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws Ch. 44, Sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

2016 Emergency Solutions Grant - $319,947

RESULT:	**PASSED BY VOICE VOTE**

Attachment: ESG Grant Set-Up Form & Award Letter (3478 : ESG Grant - No Match - $319,947)

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/19/2016
Department Requesting Grant Setup	Comm Dev
Department Phone # (Please include extension)	6082
Name and Title of Person to Contact in Case of Questions	Cathy Buono

Was this Grant previously setup for a prior fiscal year?
If yes, please indicate your previous project number: 64416

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

	Grant Type:
	State – Highway
	Federal Pass-Through DOE– School
	Federal Direct– School
X	Federal – City
	State DOE– School
	State Other – School
	State – City
	Private/Other

Grant Name: ESG Entitlement

Total Grant Amount Awarded: $ 319,947.00

Is this a Reimbursable Grant? (Y/N) yes
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name	US Dept of HUD
Contact Person	Paula Newcomb
Street Address	10 Causeway Street
City, State, Zip Code	Boston, MA 02222
Telephone	617-994-8378
Fax	617-565-5442
E-Mail	pnewcomb@hud.gov

Actual Award Date	2/16/2016
Board Approval Date	
Start Date	7/1/2016
Expiration Date	6/30/2018
Renewal Action Date (optional)	

If there are any Matching Funds:
Type
Percent
Amount

Comments re: Description/Purpose of Grant
Emergency Solutions Grant Entitlement

Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#: 14.231

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) monthly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: ESG Grant Set-Up Form & Award Letter (3478 : ESG Grant - No Match - $319,947)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: same as 64416

Object Codes:

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

4-19-16
Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

11.a

Attachment: ESG Grant Set-Up Form & Award Letter (3478 : ESG Grant - No Match - $319,947)

Packet Pg. 82

U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF THE ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

February 16, 2016

The Honorable Domenic J. Sarno
Mayor of Springfield
36 Court St
Springfield, MA 01103-1687

Dear Mayor Sarno:

I am pleased to inform you of your jurisdiction's Fiscal Year (FY) 2016 allocations for the Office of Community Planning and Development's (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low and moderate-income persons and special populations across the country. President Obama signed Public Law 114-113 on December 18, 2015, which includes FY 2016 funding for these programs. Your jurisdiction's FY 2016 available amounts are:

Community Development Block Grant (CDBG)	$3,492,334
HOME Investment Partnerships (HOME)	$1,093,947
Housing Opportunities for Persons with AIDS (HOPWA)	$453,520
Emergency Solutions Grants (ESG)	$319,947

This letter highlights several important points related to these programs. First, Secretary Julián Castro is committed to making HUD the "Department of Opportunity" and has established a number of initiatives intended to achieve that goal. In 2015, we celebrated the 50th anniversary of the Department's establishment, and these initiatives build on HUD's mission to promote homeownership, support community development, and increase access to affordable housing free from discrimination. The Department is working hard with grantees on these key goals and urges you to review the entire plan at: http://portal.hud.gov/hudportal/HUD?src=/hudvision. In an era when the nation's severe shortage of affordable rental housing creates substantial housing instability—contributing to homelessness, family mobility and unequal educational attainment—I am particularly interested in working with grantees to increase affordable housing production through our CPD formula programs.

Second, HUD recommends that grantees effectively plan and implement programs that leverage these critical Federal financial resources to achieve the greatest possible return for the communities and individuals they are intended to assist.

- HUD urges grantees to consider using CDBG funds, to the extent possible, to support investments in predevelopment activities for infrastructure and public facilities activities that can provide multiple benefits for communities.
- HUD has created a Renewable Energy Toolkit specifically tailored to CPD grantees. To the extent that grantees are interested in using funds for renewable energy projects, please feel free to access that toolkit online at www.hudexchange.info.
- If you would like assistance from CPD in redesigning, prioritizing or targeting your programs,

Attachment: ESG Grant Set-Up Form & Award Letter (3478 : ESG Grant - No Match - $319,947)

either you or the head of the agency that administers your program may request assistance through your local CPD Director.

Third, CPD is asking grantees to renew their focus on administration and management of these programs as part of an effort to ensure effective use of the funds. Throughout 2016, CPD and HUD's Office of the Inspector General expect to issue a range of guidance that will highlight particular areas where grantees commonly stumble. I urge grantees to actively review their policies and procedures governing these programs and to strengthen management practices, particularly with regard to recordkeeping, in order to avoid problems and risk this vital funding. This focus on administration is particularly critical because the Integrated Disbursement and Information System (IDIS), which is HUD's financial and data system for managing these formula programs, will no longer commit and disburse grant funds on a first-in first-out (FIFO) basis beginning with the FY 2015 grants. All FY 2015 and future grants will be committed and disbursed on a grant specific basis.

The Office of Community Planning and Development is looking forward to working with you to promote simple steps that will enhance the viability and performance of these critical programs and successfully meet the challenges that our communities face. Please contact your local CPD office if you or your staff has any questions or comments.

Sincerely,

Harriet Tregoning
Principal Deputy Assistant Secretary

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3484

TJO Veterinarian Additional Hours Grant Acceptance - No Match Required $108,160.00 (Mayor Sarno)

WHEREAS, the Thomas J. O'Connor Animal Control and Adoption Department has been awarded a Veterinarian Additional Hours Grant of $108,160.00 from the Thomas J. O'Connor Animal Control and Adoption Center Foundation, Inc. d/b/a Foundation for TJO Animals; And

WHEREAS, the purpose of the grant is to provide funding to double the working hours of the currently contracted veterinarian allowing the department to be more adequately able to handle the medical needs of the animals impounded at the Center; and

WHEREAS, the Department intends to use the grant funds to increase the current veterinarians hours from 16 hours a week to 32 hours a week; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

TJO Veterinarian Additional Hours Grant Acceptance - No Match Required $108,160

RESULT: **PASSED BY VOICE VOTE**

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/15/16
Department Requesting Grant Setup Control	292/Animal
Department Phone # (Please include extension)	781-1022
Name and Title of Person to Contact in Case of Questions	Pam Peebles

Was this Grant previously setup for a prior fiscal year? Yes
If yes, please indicate your previous project number: 99116

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

Grant Type:
State – Highway
Federal Pass-Through DOE– School
Federal Direct– School
Federal – City
State DOE– School
State Other – School
State – City
XX Private/Other

Grant Name: TJO-Veterinarian Additional Hours

Total Grant Amount Awarded: $108,160

Attachment: TJO- Vet Additional Hours (3484 : TJO Veterinarian Added Hours Grant Acceptance - No Match Required $108,160.00)

Is this a Reimbursable Grant? (Y/N) NO
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

- Entity Name
- Contact Person
- Street Address
- City, State, Zip Code
- Telephone
- Fax
- E-Mail

Actual Award Date 4/15/16
Board Approval Date
Start Date 7/1/16
Expiration Date 6/30/18
Renewal Action Date (optional)
If there are any Matching Funds:

- Type
- Percent
- Amount

Comments re: Description/Purpose of Grant
Funds an additional two days/sixteen hours of veterinary time each week. Dr. Lauren Atkins is currently contracted by the City for two days/sixteen hours each week. The funding to cover an additional two days of vet time will allow us to more adequately handle the extraordinary amount of animal medical problems at TJO. Sixteen hours/week @ $65.00/hour=$54,080.00

Grant will be paid in equal installments 30 days prior to the end of each quarter
Comments re: Conditions/Restrictions of Grant

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) Weekly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: TJO- Vet Additional Hours (3484 : TJO Veterinarian Added Hours Grant Acceptance - No Match Required $108,160.00)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: 0129235

Object Codes: 530105

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature

Date

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

Attachment: TJO- Vet Additional Hours (3484 : TJO Veterinarian Added Hours Grant Acceptance - No Match Required $108,160.00)

Foundation for TJO Animals

April 15, 2016

Pam Peebles
Executive Director
Thomas J. O'Connor Animal Control
and Adoption Center
627 Cottage Street
Springfield, MA 01104

Dear Pam:

We are pleased to inform you that the Thomas J. O'Connor Animal Control and Adoption Center Foundation, Inc. d/b/a Foundation for TJO Animals will grant $108,160 for your request for partial funding of a part time veterinarian who is under contract by the City of Springfield and paid by the City as an Independent Contractor. Payment will be made in equal amounts of $13,520 quarterly, paid 30 days prior to the end of each quarter. The grant period of (2) years will run from July 1, 2016 through June 30, 2018.

As a condition of accepting these funds, you must agree to the following:
* The City shall furnish its Independent Contractor, Dr. Lauren Atkins, for sixteen (16) additional hours per week at a rate of $65.00 per hour, to work as a veterinarian at the Shelter, for the period from July 1, 2016 through June 30, 2018. The sixteen (16) hours under this contract are in addition to the two days per week the City is already paying Dr. Atkins to perform veterinarian duties at the shelter. Thus, she will be paid for a total of thirty-two (32) hours per week.
* If Dr. Lauren Atkins ceases to be employed by the City, the City shall use its best efforts to attempt to retain another part-time veterinarian, comparable to Dr. Atkins, to perform the services of a veterinarian at the Shelter.
* The Grant shall be used to reimburse the City for the cost of its veterinarian for 16 hours per week, for the Term. If the City does not provide a part-time veterinarian at the Shelter for any period of time during the Term (not including any period attributable to vacation or other time off consistent with the City's policies for similarly situated part-time independent contractors), the City shall repay the Foundation the pro-rata portion of the Grant attributable to any such period.
* The City shall provide the Foundation with any documents it may reasonably request to demonstrate the purpose and use of the Grant funds.
* Neither party hereto shall be deemed to have waived any right hereunder unless such waiver is in writing, signed by an authorized official of such party and no delay or omission in exercising any right hereunder shall operate as a waiver of such right or other right. All the rights and remedies of the City or the Foundation hereunder shall be cumulative and not exclusive, and may be exercised singly or concurrently. The waiver or exercise of any remedy shall not be construed as a waiver of any other remedy available or under general principles of law or equity.
* This grant letter constitutes the entire agreement between the parties pertaining to the subject matter hereof, and there are no other agreements or understandings, implied or expressed, written or oral relating to the grant funds.
* This Agreement shall be governed by the laws of the Commonwealth of Massachusetts.

Thank you for the work you do in caring for the many animals that arrive at your shelter.

Attachment: TJO- Vet Additional Hours (3484 : TJO Veterinarian Added Hours Grant Acceptance - No Match Required $108,160.00)

Sincerely,
THOMAS J. O'CONNOR ANIMAL CONTROL
AND ADOPTION CENTER FOUNDATION, INC.
dba Foundation for TJO Animals

Tonya Plumb
President, Foundation for TJO Animals

Scott Renius
Executive Director, Foundation for TJO Animals

In order to acknowledge these terms and conditions, a signed copy of this letter should be returned within 15 days to: Foundation for TJO Animals, 66 Industry Avenue, Suite 3, Springfield, MA 01104.

Name: _____ (signature) Pam Peebles (printed)

Organization: TJO

TJOFContract2017.doc

Attachment: TJO- Vet Additional Hours (3484 : TJO Veterinarian Added Hours Grant Acceptance - No Match Required $108,160.00)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3486

Vet Assistant from Foundation for TJO Animals- No Match Required $33,840.00 (Mayor Sarno)

WHEREAS, the Thomas J. O'Connor Animal Control and Adoption Center Department has been awarded a "Vet Assistant from Foundation for TJO Animals Grant" of $33,840.00 from the Foundation for TJO Animals; and

WHEREAS, the purpose of the grant is to enable a previously part time veterinary assistant to remain a full time employee; and

WHEREAS, the Department intends to use the grant funds to continue partially funding the salary of an existing veterinary technician employee whose hours were increased from 18.5 to 40; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

Vet Assistant from Foundation for TJO Animals- $33,840.00

RESULT:	**PASSED BY VOICE VOTE**

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request	4/15/16
Department Requesting Grant Setup	292 animal control
Department Phone # (Please include extension)	413-781-1022
Name and Title of Person to Contact in Case of Questions	Pam Peebles
Was this Grant previously setup for a prior fiscal year?	Yes

If yes, please indicate your previous project number: 991A6

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form. *(attached un-approved form now)*

Grant Type:
State – Highway
Federal Pass-Through DOE– School
Federal Direct– School
Federal – City
State DOE– School
State Other – School
State – City
xx Private/Other

Grant Name: Foundation for TJO Animals Vet Asst.

Total Grant Amount Awarded: $33,840

Attachment: TJO Vet Tech Assist. (3486 : TJO Vet Assistant Grant - No Match Required $33,840)

Is this a Reimbursable Grant? (Y/N) N
A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

- Entity Name
- Contact Person
- Street Address
- City, State, Zip Code
- Telephone
- Fax
- E-Mail

Actual Award Date 4/15/16
Board Approval Date
Start Date 7/1/16
Expiration Date 6/30/18
Renewal Action Date (optional)
If there are any Matching Funds:

- Type
- Percent
- Amount

Comments re: Description/Purpose of Grant
Grant enables a currently part time veterinary assistant position of 18.5 hours/week to become full time at 40 hours/week.

Comments re: Conditions/Restrictions of Grant
See award letter. Payments will be made in equal installments 30 days prior to the end of each quarter.

If this is a Federal Grant, enter CFDA#: No

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) Weekly.

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: TJO Vet Tech Assist. (3486 : TJO Vet Assistant Grant - No Match Required $33,840)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: 0129235

Object Codes: 501000

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature _____ Date 4/15/14

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

Attachment: TJO Vet Tech Assist. (3486 : TJO Vet Assistant Grant - No Match Required $33,840)

Foundation for TJO Animals

April 15, 2016

Pam Peebles
Executive Director
Thomas J. O'Connor Animal Control
and Adoption Center
627 Cottage Street
Springfield, MA 01104

Dear Pam:

We are pleased to inform you that the Thomas J. O'Connor Animal Control and Adoption Center Foundation, Inc. d/b/a Foundation for TJO Animals will grant you $33,840 for your request for partial funding of a full-time veterinary technician employee who will be employed by the City of Springfield and paid by the City. Payments will be made in equal amounts of $4,230 quarterly, paid 30 days prior to the end of the quarter. The grant period of (2) years will run from July 1, 2016 through June 30, 2018.

As a condition of accepting these funds, you must agree to the following:
* The City shall furnish its employee, Summer Beck, for forty (40) hours per week, to work as a veterinary technician at the Shelter, subject to the direction, control, and supervision of the City and its employees and agents, for the period from July 1, 2016 through June 30, 2018.
* If Summer Beck ceases to be employed by the City, the City shall use its best efforts to attempt to retain another full-time employee, comparable to Summer Beck, to perform the services of a veterinary technician at the Shelter.
* The Grant shall be used to reimburse the City for the cost of its veterinary technician employee for 22 hours per week, for the Term. If the City does not provide a full-time veterinary technician at the Shelter for any period of time during the Term (not including any period attributable to vacation or other time off consistent with the City's policies for similarly situated full-time employees), the City shall repay the Foundation the pro-rata portion of the Grant attributable to any such period.
* The City shall provide the Foundation with any documents it may reasonably request to demonstrate the purpose and use of the Grant funds.
* Neither party hereto shall be deemed to have waived any right hereunder unless such waiver is in writing, signed by an authorized official of such party and no delay or omission in exercising any right hereunder shall operate as a waiver of such right or other right. All the rights and remedies of the City or the Foundation hereunder shall be cumulative and not exclusive, and may be exercised singly or concurrently. The waiver or exercise of any remedy shall not be construed as a waiver of any other remedy available or under general principles of law or equity.
* This grant letter constitutes the entire agreement between the parties pertaining to the subject matter hereof, and there are no other agreements or understandings, implied or expressed, written or oral relating to the grant funds.
* This Agreement shall be governed by the laws of the Commonwealth of Massachusetts.

Thank you for the work you do in caring for the many animals that arrive at your shelter.

Attachment: TJO Vet Tech Assist. (3486 : TJO Vet Assistant Grant - No Match Required $33,840)

Sincerely,
THOMAS J. O'CONNOR ANIMAL CONTROL
AND ADOPTION CENTER FOUNDATION, INC.
dba Foundation for TJO Animals

Tonya Plumb
President, Foundation for TJO Animals

Scott Renius
First Vice President, Foundation for TJO Animals

In order to acknowledge these terms and conditions, and receive your check, a signed copy of this letter should be returned within 15 days to: Foundation for TJO Animals, 66 Industry Avenue, Suite 3, Springfield, MA 01104.

Name: _____ (signature) Pam Keebler (printed)

Organization: TJO

TJOF2015Contract.doc

Attachment: TJO Vet Tech Assist. (3486 : TJO Vet Assistant Grant - No Match Required $33,840)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3485

TJO Training and Behavior Assessment Coordinator Grant Acceptance - No Match Required $25,024.00 (Mayor Sarno)

WHEREAS, the Thomas J. O'Connor Animal Control and Adoption Department has been awarded a Training and Behavior Assessment Coordinator Grant of $25,024.00 from the Thomas J. O'Connor Animal Control and Adoption Center Foundation, Inc. d/b/a Foundation for TJO Animals; and

WHEREAS, the purpose of the grant is to provide funding for a part time animal trainer and behavior assessor to help ensure faster adoption of sheltered animals and that only safe animals are being made available; and

WHEREAS, the Department intends to use the grant funds to hire a part time trainer and behavior assessor as an Independent Contractor to work 17.5 hours per week at a rate of $13.75 per hour from the period from July 1, 2016 through June,30 2018; and

WHEREAS, the Department has accepted the grant and requests authorization from the City Council and the Mayor to expend the grant funds listed below for the purposes of such grants; and

WHEREAS, the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, has certified that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the City Council Order authorizing the expenditure of the grant funds listed herein, subject to the approval of the Mayor, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of the grant funds listed below for the purposes of such grant, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for the purposes of the grant without further appropriation:

TJO Training and Behavior Assessment Coordinator Grant Acceptance - No Match Required $25,024.00

RESULT:	**PASSED BY VOICE VOTE**

REQUEST FOR GRANT SETUP

This form and the required attachments are required by the Office of the City Comptrollers before a Grant Fund and related accounts will be created in MUNIS. Please do not use this form for requesting a non-grant related account to be created – use the Request for New Account form instead. Please return this form and the required attachments to the Office of the City Comptrollers.

All fields are mandatory.

Date of Request 4/15/16

Department Requesting Grant Setup 292/Animal Control

Department Phone # (Please include extension) 781-1022

Name and Title of Person to Contact in Case of Questions Pam Peebles
Was this Grant previously setup for a prior fiscal year? NO
If yes, please indicate your previous project number: 99136

If this is a new Grant, have you filled out the "Approval to apply for a grant" Form?
(Y/N) If yes, please attach a copy of the Approved Form.

Grant Type:
State – Highway
Federal Pass-Through DOE– School
Federal Direct– School
Federal – City
State DOE– School
State Other – School
State – City
XX Private/Other

Grant Name: TJO-Training and Behavior Assessment Coordinator
Total Grant Amount Awarded: $25,024
Is this a Reimbursable Grant? (Y/N) NO

Attachment: TJO- Training & Behavior Assessment Coordinator (3485 : TJO Animal Trainer Grant Acceptance - No Match Required $25,024.00)

A Reimbursable Grant is defined as one that requires that you pay for expenses first and then you apply to the grantor for a reimbursement of the exact amount actually expended.

If it is a Reimbursable Grant, please enter Grantor contact information or the CID # if Grantor is already in the customer file:

Entity Name
Contact Person
Street Address
City, State, Zip Code
Telephone
Fax
E-Mail

Award date: 4/15/16

Actual Award Date	4/15/16
Board Approval Date	
Start Date	7/1/16
Expiration Date	6/30/18

Renewal Action Date (optional)
If there are any Matching Funds:

Type
Percent
Amount

Comments re: Conditions/Restrictions of Grant
Funds a Trainer/behavior professional to help ensure faster adoption of sheltered animals and help ensure that only safe animals are being placed for adoption. $13.75/hour x 17.5 hours/week

Payments will be made in equal installments 30 days prior to the end of the quarter.

If this is a Federal Grant, enter CFDA#:

If applicable enter the State ID # :

What is the required drawdown frequency?
(Ex: Monthly, Quarterly) Weekly

If payment is to be sent by Grantor as a Wire,
Please enter any wire reference/identification # that may be used (if known)

Attachment: TJO- Training & Behavior Assessment Coordinator (3485 : TJO Animal Trainer Grant Acceptance - No Match Required $25,024.00)

Please list all object codes needed for the grant.
(Attach additional sheets if additional orgs and roll-ups are needed):

Org Code: 0129235

Object Codes: 530105

Budget Roll-Up Codes:

I hereby attest that under the penalties of Chapter 656, I will adhere to all regulations in this grant agreement. I am responsible for timely and accurate reimbursements in the amounts listed above.

Signature _____ Date 4/15/16

Please attach the following documents:

- Signed Approval to Apply for a Grant Form
- Grant Award Letter
- City Council/Mayor Approval
- Any other relevant documentation

This Form and all relevant attachments will be scanned and attached in the Grant Maintenance module in MUNIS and can be viewed or printed at your convenience.

Attachment: TJO- Training & Behavior Assessment Coordinator (3485 : TJO Animal Trainer Grant Acceptance - No Match Required $25,024.00)

Foundation for TJO Animals

April 15, 2016

Pam Peebles
Executive Director
Thomas J. O'Connor Animal Control
and Adoption Center
627 Cottage Street
Springfield, MA 01104

Dear Pam:

We are pleased to inform you that the Thomas J. O'Connor Animal Control and Adoption Center Foundation, Inc. d/b/a Foundation for TJO Animals will grant $25,024 for your request for funding of a part-time trainer who will be under contract by the City of Springfield and paid by the City as an Independent Contractor. Payments will be made in equal amounts of $3,128 quarterly, paid 30 days prior to the end of the quarter. The grant period of (2) years will run from July 1, 2016 through June 30, 2018.

As a condition of accepting these funds, you must agree to the following:
* The City shall furnish its Independent Contractor for seventeen and a half (17.5) hours per week at a rate of $13.75 per hour, to work as a trainer at the Shelter, for the period from July 1, 2016 through June 30, 2018.
* If the trainer ceases to be employed by the City, the City shall use its best efforts to attempt to retain another comparable part-time trainer to perform the services of a trainer at the Shelter.
* The Grant shall be used to reimburse the City for the cost of its trainer for 17.5 hours per week, for the Term. If the City does not provide a part-time trainer at the Shelter for any period of time during the Term (not including any period attributable to vacation or other time off consistent with the City's policies for similarly situated part-time independent contractors), the City shall repay the Foundation the pro-rata portion of the Grant attributable to any such period.
* The City shall provide the Foundation with any documents it may reasonably request to demonstrate the purpose and use of the Grant funds.
* Neither party hereto shall be deemed to have waived any right hereunder unless such waiver is in writing, signed by an authorized official of such party and no delay or omission in exercising any right hereunder shall operate as a waiver of such right or other right. All the rights and remedies of the City or the Foundation hereunder shall be cumulative and not exclusive, and may be exercised singly or concurrently. The waiver or exercise of any remedy shall not be construed as a waiver of any other remedy available or under general principles of law or equity.
* This grant letter constitutes the entire agreement between the parties pertaining to the subject matter hereof, and there are no other agreements or understandings, implied or expressed, written or oral relating to the grant funds.
* This Agreement shall be governed by the laws of the Commonwealth of Massachusetts.

Thank you for the work you do in caring for the many animals that arrive at your shelter.

Attachment: TJO- Training & Behavior Assessment Coordinator (3485 : TJO Animal Trainer Grant Acceptance - No Match Required $25,024.00)

Sincerely,
THOMAS J. O'CONNOR ANIMAL CONTROL
AND ADOPTION CENTER FOUNDATION, INC.
dba Foundation for TJO Animals

Tonya Plumb
President, Foundation for TJO Animals

Scott Renius
Executive Director, Foundation for TJO Animals

In order to acknowledge these terms and conditions, a signed copy of this letter should be returned within 15 days to: Foundation for TJO Animals, 66 Industry Avenue, Suite 3, Springfield, MA 01104.

Name: Pam Peebles (signature) Pam Peebles (printed)

Organization: TJO

Attachment: TJO- Training & Behavior Assessment Coordinator (3485 : TJO Animal Trainer Grant Acceptance - No Match Required $25,024.00)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Lindsay B. Hackett
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3451

Transfer of Unexpended Bond Proceeds (Mayor Sarno)

WHEREAS, the City of Springfield seeks to apply unexpended bond proceeds resulting from project savings and scope changes from various bonded projects to the fund capital improvement costs for various City projects including: the Fire Department, School Buildings, Central Library and sidewalk/road repair; and

WHEREAS, the City issued its $127,400,000 General Obligation State Qualified Municipal Purpose Loan of 2007 Bonds in part to finance school improvement projects (collectively, the “2007 Projects”); and

WHEREAS, the City issued its $19,500,000 General Obligation State Qualified Municipal Purpose Loan of 2009 Bonds, Series A in part to finance fire station and South End redevelopment projects (together, the “2009 Projects”); and

WHEREAS, the City issued its $49,262,000 General Obligation State Qualified Municipal Purpose Loan of 2015 Bonds, Series A dated February 12, 2015 in part to finance the Forest Park Middle School Project, the Roger L. Putnam Vocational Technical Academy construction project, and the Boston Road Corridor project (collectively, the “2015 Projects,” and collectively with the 2007 Projects and the 2009 Projects, the “Projects”); and

WHEREAS, the Projects are now complete, no liabilities relating to the Projects remain, and it is desired that unexpended bond proceeds no longer needed for the Projects in the amount of (i) $317,539 be used to fund infrastructure upgrades within the City's Fire stations, (ii)$3,875,502 be used to fund capital improvement needs in the City’s school buildings, (iii) 3,957,898 be used to fund the first phase of capital repairs for the Central Library, and (iv) $102,330 be transferred to complete necessary road and sidewalk repair work; and

WHEREAS, After reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City’s financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008;

BE IT ORDERED THAT: That in accordance with Chapter 44, Section 20 of the General Laws, the $8,253,323 unexpended balance of bond funds issued for Projects which have been completed and such amount is no longer needed for the Projects, is hereby appropriated by the City Council to pay for costs of infrastructure upgrades within the City's Fire stations, capital improvement needs in the City’s school

buildings, capital repairs for the Central Library and road/sidewalk repairs, including the payment of any and all costs incidental and related thereto as follows:

From Account: Various, See Attached

To Account: Various, See Attached

The foregoing order requires a majority vote of all members of the City Council, in accordance with Chapter 44, Section 20 of the General Laws.

RESULT:	**ADOPTED [10 TO 0]**
MOVER:	Kenneth E. Shea, Ward 6 Councilor
SECONDER:	Timothy C. Allen, Ward 7 Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Acting Chief Administrative & Financial Officer

Date: April 4, 2016

Re: Order for Council Meeting – 4/4/2016

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the April 4, 2016 Council meeting to transfer up to $8,253,323 of unexpected bond proceeds from 2007, 2009 and 2015 bond issuances for various projects including infrastructure upgrades within the City's Fire stations, capital improvement needs in the City's school buildings, the first phase of capital repairs for the Central Library, and necessary road and sidewalk repair work.

Background: The Finance Control Board approved bond orders issued on April 15, 2009 and City Council approved bond orders issued on February 12, 2015 for various capital projects. Unexpended bond proceeds listed below are the result of project scope changes, and projects being completed under budget.

Part of the City's ongoing debt strategy is to reduce the debt schedule as much as possible, allowing more capital projects to be financed in future years. Part of this strategy includes repurposing unexpended bond proceeds whenever possible. Unexpended proceeds must be expended within a certain timeframe, in this case, 24 months. With that in mind, it's important we transfer proceeds to projects that are ready to be implemented in a short time frame. We will transfer unexpended bond proceeds strategically, reducing the City cost on the proposed projects listed below.

Unexpended Bond Proceeds

Dept	FUND	Sign Off	Current Project Funded	Current Term	Available	PROPOSED PROJECT	New Term	Proposed Cost
DCAC	3261	Y	White St Fire Station	15	59,971	Vocal Alert System Upgrade	15	317,593
DCAC	3030	Y	South End Redevelopment	15	257,622			
FAC	3141	Y	Specific School Improvements	15	496,024	School Building Improvements	20	3,875,502
DCAC	3139	Y	Forest Park Middle School	20	3,379,478			
DCAC	3142	Y	Putnam Construction	20	3,957,898	Central Library Repairs	20	3,957,898
DPW	3565	Y	Boston Road	15	102,330	Roads/Sidewalks	20	102,330
			Balance Checked 3/28/2016		**$8,253,323**			**$8,253,323**

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Acting Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and

Attachment: CAFO cert Unexpended Bond Proceeds (3451 : Transfer of Unexpended Bond Proceeds)

revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO cert Unexpended Bond Proceeds (3451 : Transfer of Unexpended Bond Proceeds)

Transfer of Unexpended Bond Proceeds 4/4/2016
Account Numbers

From Account:	Bond Project	3/28/16 Balance	Transfer Proceeds to:
3261-00-000-0000-0000-0000-000000-0000000-104000-	White St Fire Station	59,971	Vocal Alert System Upgrade
3030-00-000-0000-0000-0000-000000-0000000-104000-	South End Redevelopment	257,622	Vocal Alert System Upgrade
3141-00-000-0000-0000-0000-000000-0000000-104000	Specific School Improvements	496,024	School Building Improvements
3149-00-000-0000-0000-0000-000000-0000000-104000	Forest Park Middle School	3,379,478	School Building Improvements
3142-00-000-0000-0000-0000-000000-0000000-104000	Putnam Construction	3,957,898	Central Library Repairs
3565-00-000-0000-0000-0000-000000-0000000-104000	Boston Road	102,330	Roads/Sidewalks
		8,253,323	

To Account:	Project	Transfer Totals:
3430-00-000-0000-0000-0000-000000-0000000-104000	Vocal Alert System Upgrade	317,593
3154-10-193-0000-0000-0000-000000-0000000-104000	School Building Improvements - Kennedy	892,000
3156-00-000-0000-0000-0000-000000-0000000-104000	School Building Improvements - SPS	2,983,502
3026-00-000-0000-0000-0000-000000-0000000-104000	Central Library Repairs	3,957,898
3568-00-000-0000-0000-0000-000000-0000000-104000	Roads/Sidewalks	102,330
		8,253,323

City of Springfield

Memo

To: Anthony Wilson

From: Timothy Allen, Chairman

CC:

Date March 29, 2016

Re: Finance Committee

NOTICE OF MEETING

The Finance Committee of the City Council will meet on Thursday, March 31, 2016 at 3:00PM in Room 200 of City Hall. Your attendance is necessary to help expedite this matter. All interested parties are invited to attend. Thank you.

AGENDA

1. Discussion of Capital Improvement Plan.
2. Discussion of :Transfer of Unexpended Bond Proceeds.
3. All other matters brought properly before this committee.

_____

Susan Kacoyannakis
Administrative Aide

Attachment: Finance meeting Capital Improvements (3451 : Transfer of Unexpended Bond Proceeds)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Mitchell Doty
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3481

Order Authorizing Expenditure of FY17 Chapter 90 Funds ($3,643,947.00) (Mayor Sarno)

WHEREAS, the Commonwealth of Massachusetts has appropriated an amount of Chapter 90 local transportation aid funding for Fiscal Year 2017 in the amount of $3,643,947.00, incorporated into the City of Springfield 10-year Chapter 90 Contract (City Contract #0615), see attached letter from Governor Baker and Lieutenant Governor Polito (Exhibit A), and

WHEREAS, this appropriation provides for the payment of funds to the City of Springfield in order to continue efforts to maintain and upgrade the roadway systems of the City; and

WHEREAS, the Commonwealth of Massachusetts will reimburse the City of Springfield for costs associated with these roadway improvements through disbursements made pursuant to Mass Gen. Laws Ch. 90, sec. 34(2)(a); and

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer certifies to the Mayor and City Council that in his professional opinion, after an evaluation of all pertinent financial information reasonable available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the expenditure of these grant funds, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2 (f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008;

NOW THEREFORE BE IT ORDERED, acting pursuant to Mass. Gen. Laws ch. 44, sec. 53A, that the City Council approves the expenditure by the Department of Public Works of the Chapter 90 grant funds for the purposes listed below, subject to the approval of the Mayor, and the grant funds received shall be deposited with the City Treasurer and held as a separate account and may be expended for these purposes without further appropriation:

FY17 Chapter 90 Funds - $3,643,947.00:

1. Arterial and Residential Reconstruction:		$2,700,000.00
2. Design:		$ 398,947.00
3. Roadway Maintenance:		$ 225,000.00
4. Traffic Signal Improvements:		$ 125,000.00
5. In-house Staff Salaries:		$ 225,000.00
	Total:	$3,643,947.00

FINANCIAL IMPACT:

The Commonwealth of Massachuestts has authorized Chapter 90 funds totalling $3,643,947.00 for Springfield in FY17.

RESULT:	**ADOPTED [9 TO 1]**
MOVER:	Kenneth E. Shea, Ward 6 Councilor
SECONDER:	Timothy J. Rooke, At-Large Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Fenton
NAYS:	Kateri B. Walsh
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

Attachment: FY2017 Chapter 90 Allocation Letter (3481 : Order Authorizing Expenditure of FY 2017

Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO

massDOT
Massachusetts Department of Transportation

March 30, 2016

Mayor Domenic Sarno
City of Springfield
36 Court Street
Springfield, MA 01103

Dear Mayor Sarno:

We are pleased to inform you that the Chapter 90 local transportation aid funding for Fiscal Year 2017 will total $200 million statewide.

This letter certifies that, pending final passage of the bond authorization, the Fiscal Year 2017 Chapter 90 apportionment for City of Springfield is **$3,643,947**. This apportionment will automatically be incorporated into your existing 10-Year Chapter 90 contract, which will be available on the MassDOT website http://www.massdot.state.ma.us/chapter90.

We recognize that the Chapter 90 program is an integral part of maintaining and enhancing your community's infrastructure and is an essential component of our joint partnership. We look forward to working with you in the coming years to continue the success of this program.

Please feel free to contact MassDOT Capital Budget Director Matthew Bamonte at (857) 368-9151 with any questions you may have regarding the Chapter 90 program.

Sincerely,

Charles D. Baker
Governor

Karyn E. Polito
Lieutenant Governor

RECEIVED
APR 6 2016
BY:

Attachment: FY2017 Chapter 90 Allocation Letter (3481 : Order Authorizing Expenditure of FY 2017

Charles D. Baker, Governor
Karyn E. Polito, Lieutenant Governor
Stephanie Pollack, MassDOT Secretary & CEO

massDOT
Massachusetts Department of Transportation

HAVE YOU HEARD ABOUT THE NEW COMPLETE STREETS PROGRAM?

As many of you are aware, the Baker-Polito Administration announced a Complete Streets Program that is meant to encourage the use of "Complete Street" practices throughout the Commonwealth. Expanding the use of Complete Streets in both our state and local work will increase the safe and accessible options for all travelers. The program was first established in Chapter 79 of the Acts of 2014; however, due to concerns about some aspects of the statutory language, MassDOT released a modified program on February 2nd of 2015 after extensive municipal outreach. As such, alternative funding (non-bond bill) has been provided for initial Complete Streets efforts.

The program is comprised of a three-step process:

Step 1 – Municipality must attend the mandatory Complete Streets training and create a local Complete Streets Policy which recognizes individual community needs.

Step 2 – Municipality is eligible to apply for technical assistance (up to $50,000) for the development of a prioritization plan once their policy has passed (Scored 80 or above), or submitted a letter of intent to pass a policy has been submitted (letter valid for only one year from date of issuance). The prioritization plan, once submitted, will only be reviewed for completeness.

Step 3 – Once the prioritization plan has been approved, a municipality may then apply for project funding. A municipality may select any number of projects from their prioritization plan totaling not more than $400,000.

Realizing the importance of Complete Streets, we have tied this program to the Community Compact Cabinet as a way to recognize the importance of Complete Streets and the equally important partnerships between the Baker-Polito Administration and our cities and towns. Community Compact members advancing Complete Streets will have additional program points reflected in their Complete Streets Policy score. We are already seeing the potential for this program from the Complete Streets trainings that we have offered to the Commonwealth's cities and towns, as 266 cities and towns have attended these classes. Our goal is to reach all 351 cities and towns in the Commonwealth. Additionally, 69 municipalities have already registered on the On-line Complete Streets portal which is being used to manage and track the program. Only $12.5M of alternative funding is available for the Complete Streets program, so early action is encouraged.

This partnership between this Administration and cities and towns can empower and encourage us to consider other safe and accessible mode options for people of all ages and abilities. We encourage you to attend the training, participate in this program, and to further your use of Complete Streets into all the great work you continue to do.

For more information about this program, visit: **www.masscompletestreets.com.**

Ten Park Plaza, Suite 4160, Boston, MA 02116
Tel: 857-368-4636, TTY: 857-368-0655
www.mass.gov/massdot

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Mitchell Doty
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3482

Five-Year Lease of DPW Fleet Vehicles (Mayor Sarno)

WHEREAS, Massachusetts General Laws chapter 30B, section 12(b) provides that the Chief
Procurement Officer may not award a contract for more than three (3) years without a majority vote of the governmental body; and

WHEREAS, the City is upgrading its fleet of vehicles to replace aging units which are causing maintenance costs to rise annually; and

WHEREAS, the City will issue a bid for new vehicles and requests permission to award the contract as a five (5)-year lease; and

WHEREAS, the length of a lease purchase over five (5) years would cost approximately $260,000 per year with the first payment due in Fiscal Year 2017 and a lease of this term will have a lower annual cost however still fit within the useful life of the equipment which is over ten years; and

NOW THEREFORE BE IT ORDERED, pursuant to Mass. Gen. Laws ch. 30B, section 12(b), that the City Council approves the award of a five-year contract for the lease/purchase of four new Solid Waste vehicles.

RESULT:	**ADOPTED [10 TO 0]**
MOVER:	Timothy C. Allen, Ward 7 Councilor
SECONDER:	Timothy J. Rooke, At-Large Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Acting Chief Administrative & Financial Officer

Date: April 26, 2016

Re: Order for Council Meeting – May 2, 2016

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 2, 2016 City Council meeting that requests approval for a five-year contract to be included in the upcoming request for proposal (RFP) issuance for FY17 fleet leases by the Department of Public Works.

Background: Over the last two years, DPW has been able to lease City fleet vehicles on a regular schedule and maintain newer vehicles, some with warranties, and thus reduce some maintenance and supply costs. A number of older vehicles remain in the fleet however, and to continue the effort of reducing maintenance costs, it is important to continue to replace the aging vehicles with newer and more efficient models.

As part of the RFP process in prior years, it became apparent that five-year leases would allow the City to replace more vehicles at a more affordable yearly payment. For these reasons, in FY17, DPW would like to conduct an RFP process that offers a five-year lease to potential bidders.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Acting Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Certification DPW Five Year Vehicle Lease (3482 : Five-Year Lease of City Fleet Vehicles)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3483

Free Cash to Parks & Recreation: Tax Amnesty - $ 58,444.34 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44, Section 33B, Ch. 59, Section 23 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $58,444.34 From FY15 Unappropriated Free Cash to the Parks & Recreation Sales Tax Accounts to pay for delinquent taxes.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $58,444.34 From FY15 Unappropriated Free Cash to the Parks & Recreation Sales Tax Account's.

From:

Certified Free Cash - Other Financing Uses

0100-00-000-0000-0000-0000-000000-0000000-701000- **$58,444.34**

To:

Sales Tax- Franconia

8925-60-630-6340-0000-1510-000000-0000000-219300- **$24,873.46**

Sales Tax- Veterans

8925-60-630-6340-0000-1520-000000-0000000-219300- **$29,977.32**

Sales Tax- Cyr Arena

8925-60-630-6310-0000-1210-000000-0000000-219300- **$3,593.56**

RESULT:	**ADOPTED [10 TO 0]**
MOVER:	Timothy J. Rooke, At-Large Councilor
SECONDER:	Orlando Ramos, Vice President- Ward 8 Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Chief Administrative & Financial Officer

Date: May 02, 2016

Re: Order for Council Meeting – 05/02/2016

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 02, 2016 Council meeting. This order is needed to transfer the sum of $58,444.34 from certified free cash for the payment of delinquent taxes owed by the Parks & Recreation Department.

Background: In a recent review, it has been determined that the Springfield Parks & Recreation Department should be charging sales tax for rentals at the following locations; Cyr Arena, Franconia Golf Course, Veterans Golf Course and Barney Estate Carriage House. Per M.G.L. Chapter 64H, the Massachusetts sales tax is 6.25 percent of the sales price or rental charge of tangible personal property or certain telecommunication services sold or rented in the Commonwealth. Although the City of Springfield is a tax-exempt organization, it is still considered a vendor and as such is required to collect sales/use tax.

The Department of Revenue (DOR) has approved the City Springfield to participate in their tax amnesty program which allows the City to catch up on back taxes and save on penalties. Once the amnesty balance is paid in full, the City is eligible to have the amount of unpaid penalty be waived under this program. To ensure maximum compliance with state tax laws, the Parks & Recreation Department will ensure sales taxes are included in all future rentals.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert- Tax Amnesty (3483 : Free Cash to Parks & Recreation: Tax Amnesty - $ 58,444.34)

City Council

TABLED

Meeting: 05/02/16 07:00 PM
Initiator: Christopher Fraser
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3490

Free Cash to Police Department - SPSA Arbitration Award - $5,317.88 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44, Section 33B, Ch. 59, Section 23 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $5,317.88 From FY15 Unappropriated Free Cash to the Police Department's Extra Detail Overtime Account to pay for salaries owed due to an arbitration award in favor of the Springfield Police Supervisors Association.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $5,317.88 From FY16 Unappropriated Free Cash to the Police Department's Extra Detail Overtime Account.

From:

Certified Free Cash - Other Financing Uses

0100-00-000-0000-0000-0000-000000-0000000-701000- **$5,317.88**

To:

Police Extra Detail - Overtime

2440-20-210-0000-0000-0000-000000-0000000-506000- **$5,317.88**

RESULT:	**REFERRED TO COMMITEE**

Attachment: SPSA Arbitration Award (3490 : Free Cash to Police Department - SPSA Arbitration Award -

In the Matter of Arbitration Between: CITY OF SPRINGFIELD MASSACHUSETTS And SPRINGFIELD POLICE SUPERVISORS ASSOCIATION	MARCIA L. GREENBAUM ARBITRATOR Grievance: Article 8.09 Payment of Supervisors from the 10% administrative fees collected for outside details DATE OF AWARD: February 29, 2016

As the parties chose to submit the grievance to the arbitrator through briefs and documentary exhibits, there was no arbitration hearing in this matter. The Association was represented by Michael R. Keefe, Esq., Attorney of Angoff, Goldman, Manning & Hynes, P.C. The City was represented by Maite Aponte Parsi, Third Associate Labor Counsel, Human Resources and Labor Relations, City of Springfield.

BACKGROUND:

For many years the City has had its police supervisors perform paid details, and it has collected monies plus a 10% administrative fee from the entity or person for whom the service was provided. That entity could be another City department, an outside person, group, corporation or organization. What the City did with the monies it collected and how it paid these supervisors is spelled out in Article 8, which has provided as follows since at least 2009 with respect to how supervisors were to be paid for details:

19.a

Attachment: SPSA Arbitration Award (3490 : Free Cash to Police Department - SPSA Arbitration Award -

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ARTICLE 8 - OUTSIDE DETAILS

> 8.01 The provisions of this Article shall govern the assignment of outside paid police details to employees covered by this agreement when such work is to be paid for by another City department, an outside individual, group, corporation or organization. The City, under the provisions of General Laws, Chapter 44, Section 53C, hereby establishes an administrative fee of ten (10%) percent. Rule 29 of Section 4 of the Department's Rules and Regulations will be literally applied so that twenty-four hour limitation as to outside work will include court time, non-department employment but will not include departmental overtime.
>
> * * * *
>
> 8.09... b) Funding of these payments will be derived from the ten (10%) percent administrative fee so that it is not an appropriation from the general fund. The fee is the continuing revenue source for payment purposes. (Jt. Ex. #1, July 1, 2009 to June 30, 2012 CBA.)

Thus, the City not only collected the administrative fee, but also used it, rather than the general fund, to pay supervisors for paid details. The Union states that the "obvious purpose behind the provision is to ensure that, even if contracting entities are untimely in [making] their compensation payments, funds are nevertheless available to timely pay members for their work." (SPSA Brief, p. 2.)

On May 30, 2014, the parties reached a Memorandum of Agreement, in which they agreed to two successor contracts as follows:

Contract #1: July 1, 2012 - June 30, 2013

Contract #2: July 1, 2013 - June 30, 2016. (Jt. Ex. #2.)

They continued the language in Article 8 unchanged. The parties stipulated that "The City Council voted to approve and fully fund the Agreement in all relevant years."

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Pursuant to this Agreement, when payment for outside details was received by the City along with the 10% administrative fees, the payment and fees were divided into separate accounts. The administrative fees were deposited in its revolving fund, not the general fund. That was the case until some time in early 2013, when the City's finance department changed the practice, began to deposit the administrative fees to the general fund, and to cease paying the supervisors from the revolving fund. According to the Union, the City was "now using the Department's general overtime account" to pay the supervisors for detail work. (SPSA Brief, p. 2.) On February 18, 2013, the SPSA filed this grievance:

> Complaint: It has come to the knowledge of the Association that payment of the Supervisors for relevant services performed in Article 8 are paid through the Department general overtime account in violation of Article 8.09(b).
>
> Requested Remedy: The remedy sought is that the Department cease and desist in the payment for relevant services under Article 8 through the Department general overtime account and commence forthwith to pay for the relevant services under Article 18 [sic] from the ten (10%) percent administrative fund. (Jt. Ex. #3.)

The Agreement provides:

> ARTICLE 19 - GRIEVANCE PROCEDURE
>
> 19.01 Only grievances or disputes which may arise between the parties concerning the application or interpretation of this Agreement, shall be grievable hereunder.
>
> Nothing contained herein or under this contract will be construed to compel the Employer to act or perform any actions contrary to the provisions of federal or state law.
>
> Statutes, which the parties lack the authority to contract inconsistent with, will not be the subject matter of the grievance hereunder. Such statutes include retirement matters (M.G.L.A. Chapter 32), Indemnification

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> (M.G.L.A. Chapter 41, Section 100), and such other subject matters of a similar nature i.e. not specifically listed in 7d of M.G.L.A. of Chapter 150E.

Chapter 150E reads in relevant part in sections 1 and 7(b):

> The following words and phrases as used in this chapter shall have the following meaning unless the context clearly requires otherwise:
>
> * * * *
>
> "Cost items", the provisions of a collective bargaining agreement which require an appropriation by a legislative body.
>
> 7(b) The employer... shall submit to the appropriate legislative body within thirty days after the date on which the agreement is executed by the parties, a request for an appropriation necessary to fund the cost items contained therein; provided, that if the general court is not in session at that time, such request shall be submitted at the next session thereof. If the appropriate legislative body duly rejects the request for an appropriation necessary to fund the cost items, such cost items shall be returned to the parties for further bargaining. The provisions of the preceding two sentences shall not apply to agreements reached by school committees in cities and towns in which the provisions of section thirty-four of chapter seventy-one are operative.

On March 5, 2013, Commissioner of Police William J. Fitchet responded to Lieutenant Norman Charest, SPSA president:

> This matter was altered by the Finance Department with no input from the Commissioner's office. Therefore, I will submit this issue to Labor Relations for consideration. (Jt. Ex. #4.)

Around this time, Lisa Willis, director of business and technology in the police department, wrote this undated and unsigned memo, which does not have a heading indicating to whom it was directed or sent:

> I respectfully regret to let you know that the comprehensive requested information that you are in quest of is virtually impossible to gather for the following reasons:

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> * When payment for extra details are received along with the 10% administrative fee by those agencies that are charged, the payment and fee are automatically split into separate accounts. The 10% administrative fee is directed to a general fund revenue account which is shared with other departmental fees.
>
> * The information that this department has access to is held in Munis. Munis revenue accounts are only available for research back to Fiscal Year 2010.
>
> * When Supervisors are paid for their detail, the data is held in Munis. Munis does not accumulate the data as weeks pass. To obtain this information, research would have to be conducted on a week by week basis. Once each payroll week is obtained, the lists of all employees are generated. From that point it would need to be determined who the Supervisors are as they are in a complete list with the Officers.

The following information took almost one hour to complete based on the way that the accounts are set up:

> 10% Admin fees for FY 2011 - $228,907
> 10% Admin fees for FY 2012 - $305,268
> 10% Admin fees for FY 2013 - $303,243

> The 10% admin fee by law must go to the General Fund. Please reference MGL Chapter 44 Section 53C. The City erroneously prior to the implementation of MUNIS was depositing the Admin Fee in the Revolving Fund. Due to this mistake, the account has been somewhat able to pay for the Supervisors. However, it is no longer able to do so and therefore the funding to support the supervisors needs to be budgeted in the Police Department General Fund Expenditure Budget. I suggest that in September that this Department goes to the City Council and requests appropriation for paying the Supervisors. The Extra Detail account can no longer support these expenditures and the DOR is going to be all over this account when they see how deeply this account is going into the negative. (Jt. Ex. #5.)

Thus, it was decided by persons unnamed here that the administrative fees had to be deposited into the general fund pursuant to Mass. General Laws Chapter 44, Section 53C, which reads:

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> All money received by a city, town or district as compensation for work performed by one of its employees on an off-duty work detail which is related to such employee's regular employment or for special detail work performed by persons where such detail is not related to regular employment shall be deposited in the treasury and shall be kept in a fund separate from all other monies of such city, town or district and, notwithstanding the provisions of section fifty-three, shall be expended without further appropriation in such manner and at such times as shall, in the discretion of the authority authorizing such off-duty work detail or special detail work, compensate the employee or person for such services; provided, however, that such compensation shall be paid to such employee or person no later than ten working day after receipt by the city, town or district of payment for such services.
>
> When necessary, a city, town or district may appropriate funds to be placed in the special fund authorized by this section to be used for the purpose for which the fund was established. A city, town or district may establish a fee not to exceed ten per cent of the cost of sevices authorized under this section, which shall, except in the case of a city, town, district or the commonwealth, be paid by the persons requesting such private detail. Any such fee received shall be credited as general funds of the city, town or district and shall not be used again without further appropriation. ....

On April 29, 2013, the SPSA requested that the Mass. Board of Conciliation and Arbitration provide mediation services. (Jt. Ex. #6.) A mediator was appointed by the Mass. Department of Labor Relations. (Jt. Ex. #7.) Apparently, the matter was not resolved, as the case was appealed to arbitration. Briefs were filed.

The parties were unable to stipulate to the issues involved.

ASSOCIATION'S PROPOSED ISSUES:

1. Did the City violate the Agreement when it stopped using the administrative fees to fund the payment of compensation to members for outside details?

2. If so, what shall be the remedy?

CITY'S PROPOSED ISSUES:

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1. Whether the grievance that the City of Springfield's deposits of the ten percent (10%) administrative fees for outside details by police supervisors into a General Fund is arbitrable? 2. If so, whether the deposit of those fees into the general fund violates the Agreement? 3. If so, what is the remedy?

I find the issues to be:

1. Is the grievance arbitrable?

2. If so, did the City violate the Agreement when it stopped using the administrative fees collected to fund the payment of compensation to the supervisors for outside details?

3. If so, what shall be the remedy?

THE POSITION OF THE CITY:

The City contends that the grievance is not arbitrable for the same reason that it claims that it lacks merit. While the parties' Agreement provides for the monies to pay the supervisors are to come from the administrative fees and not the general fund, the City asserts that the contract language cannot supersede the pertinent statutory provisions of Chapter 44, Sec. 53C concerning the deposit and expenditure of compensation for off-duty or detail work and fees, which provides that while "a city... may establish a fee not to exceed ten percent of the cost of services authorized under this section,... to be paid by the person requesting such private detail," "any such fee received shall be credited as general funds of the city, town or district and shall not be used again without further appropriation."

The City maintains that the statute supersedes the language in the Agreement because the statute is not one of those included in the so-called "Conflicts" statute, M.G.L. c. 150E Sec. 7(d), e.g.,

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City of Somerville v. Commonwealth Employment Relations Bd., 470 Mass. 563, 572 (2015). The Conflicts statute provides that the terms of a collective bargaining agreement will prevail over contrary language in certain enumerated statutes. However, the operative statute in this case, Chapter 44, Sec. 53C, is not listed in M.G.L. c. 150E, Sec. 7(d). Since the Agreement language differs from the statutory provisions, the statute must prevail. Therefore, the City may deposit the administrative fees into the general fund.

As noted, "It is well established that statutes not specifically enumerated in c. 150E, Sec. 7(d) will prevail over contrary terms in collective bargaining agreements." City of Somerville, 470 Mass. 563, (572-573 (2014), citing Commonwealth v. Labor Relations Commission, 404 Mass. 124, 126 (1989). Again, since M.G.L. c. 44, Sec. 53C is not a statute subordinated to collective bargaining agreements, its language must prevail over the contrary terms of the parties' contract. See Ballotte v. City of Worcester, 51 Mass. App. Ct. 728, 732 (2001), and cases cited.

Notwithstanding the Union's protestations to the contrary, use of the general fund in this context to make those payments comports with the language of the Agreement. This is for the obvious reason that the administrative fee is deposited into the general fund. It is not an appropriation from the general fund to use monies collected from administrative fees placed in that fund. Thus, even if this language controlled, there would be no violation. Even if this matter was arbitrable, and the statute did not control, the Union would be unable to prove a violation. Thus, the grievance is

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defeated by the statutory language.

In conclusion, the City argues that the terms of the collective bargaining agreement cannot override the provisions in Section 53C. The City has acted consistent with legal prerogatives and directives. For these reasons, it concludes that the grievance is neither substantively arbitrable, nor valid on the merits, and it should be dismissed.

THE POSITION OF THE ASSOCIATION:

In response to the City's claim of non-arbitrability of this grievance, the SPSA argues first that the arbitrator should ignore Section 53C, and enforce the contract, which is clear and which has been followed at least since 2009. Second, it contends that even if the arbitrator considers the statute, the grievance should nonetheless be sustained because the contract does not materially conflict with the statute, but rather is fully consistent with it, and also with G.L. c. 150E.

It maintains that the grievance is substantively arbitrable because it is within the scope of the arbitration clause, and because Article 8.09(b) does not materially conflict with G.L. c. 44, Sec. 53C. The broad arbitration clause plainly covers the dispute, and there is no provision expressly excluding it from arbitration. The arbitration clause covers "only grievances or disputes which may arise between the parties concerning the application or interpretation of the Agreement." (Jt. Ex. #1, p. 17.) This is such a matter.

Unlike many contracts, this language does not limit the scope

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of a grievance to one concerning a "specific provision" of the Agreement. Rather, the language is broad and analogous to the standard, broad clauses that were at issue in the Steelworkers trilogy, and multiple Massachusetts cases. See, e.g., City of Springfield v. Local 648, IAFF, 79 Mass. App. Ct. 905, 905-06 (2011) ("any matters related to the Employee-Employer relationships"); City of Lawrence v. Lawrence Patrolmen's Ass'n., 56 Mass. App. Ct. 704 706-707 (2002) ("any dispute concerning the interpretation or application of this Agreement"); MCOFU v. Sheriff of Bristol County, 55 Mass. App. Ct. 285 (2002) ("a difference.. as to the meaning and application of this Agreement"). It plainly covers this dispute. Moreover, nothing in the Agreement expressly excludes disputes concerning Article 8.09(b) from arbitration.

In addition, there is no material conflict between Article 8.09(b) and G.L. c.44, Sec. 53C, which the arbitrator can and should read harmoniously, and within the context of G.L. c. 150E. The SPSA notes that the Agreement expressly states that none of its provisions should be "construed to compel the Employer to act or perform any actions contrary to the provisions of federal or state law." It also provides that the parties may not arbitrate about statutory provisions whose terms cannot be altered by a collective bargaining agreement. These clauses are not uncontroversial, and counsel the arbitrator to interpret the contract in harmony with external law, if possible. Because Article 8.09 can and should be read harmoniously with G.L. c. 44, Sec. 53C, and also with G.L. c. 150E, the arbitrator should enforce its terms.

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When an employer raises a statute, like Section 53C, as a bar to a negotiated agreement or an arbitration award, a conflict analysis is necessary. A "material conflict" exists if the terms of the agreement or award are, or would be "contrary" to the statute. City of Somerville v. Somerville Mun. Emps. Ass'n, 451 Mass. 493, 496-97 (2008); compare id. at 498-500 (conflict), with Chief Justice for Admin. & Mgmt. of the Trial Ct. v. OPEIU, Local 6, 441 Mass. 620, 629-30 (2004) (no conflict).

A close and reasonable reading of Section 53C's unambiguous language demonstrates there is no material conflict with Article 8.09(b). For years, the City complied with Article 8.09(b), and then, it stopped, apparently based on the finance department's misreading of Section 53C. The City has misread the statute. Sec. 53C does not prohibit the parties from agreeing to use the administrative fees to fund the payment of compensation to members for outside details. The first paragraph makes four relevant points: (1) all payments for detail compensation go into the municipal treasury; (2) the payments are kept in a separate fund; (3) they are expendable without further appropriation; and (4) although the monies are expendable at the discretion of the authorizing authority, they must be expended within ten working days of receipt.

The second paragraph makes five relevant points: (1) the separate fund described in the first paragraph is called "the special fund"; (2) the municipality may appropriate funds to be placed in the special fund to be used for the purpose for which the

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special fund was established--i.e., compensating employees for details; (3) the municipality may establish a fee of up to ten percent of the cost of services (bargained for in Article 8.01); (4) fee monies are classified as general funds; and (5) fee monies are not expendable without further appropriation.

While Sec. 53C classifies compensation monies and fee monies differently, it does not prohibit the arrangement the parties have agreed to here. There are two critical pieces of language. The first is that fee monies, because they are classified as general funds, require further appropriation before they may be expended. The second is that a municipality has the express authority to appropriate funds to be placed in the special fund, with compensation monies, for the purpose of compensating employees for detail work. Thus, there is absolutely no bar to a municipality appropriating fee monies to be placed in the special fund, and used for compensation purposes.

That is exactly what the parties provided for in Article 8.09(b). Considered against the statutory backdrop, it is plain that Article 8.09(b) is nothing more than a "cost item", within the meaning of G.L. c. 150E, Sec. 1. A "cost item" is a "provisio[n] of a collective bargaining agreement which require[s] an appropriation by a legislative body." Under G.L. c. 150E, Sec. 7(b), once a collective bargaining agreement is executed, the employer must submit to the legislative body a request for an appropriation sufficient to fund the full cost items of the agreement. The legislative body either approves or rejects the request. In the

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latter case, the cost items are returned to the parties for further bargaining.

In Boston Teachers Union, Local 66 v. Boston School Committee, 386 Mass. 197, 208 (1982), the Supreme Judicial Court reasoned that

> [w]hen the power of a municipality to enter into certain types of contracts would be unreasonably restricted by requiring it to appropriate at the inception of the contract the entire amount owed under the contract, including amounts owed in future years, the prohibition on expenditures in excess of appropriations will not be held to invalidate the contract.

This principle, the Association asserts, undergirded the court's conclusion that "an appropriation funding the first year of the contract constitutes an approval by the legislative body of the entire agreement." Id. at 206 (emphasis added). Faced with salary increases occurring over the duration of a multi-year collective bargaining agreement, the court concluded that Chapter 150E "contemplate[s] an initial approval of the contract by the legislative body, followed by appropriations as a matter of course in the succeeding years of the contract." Id.

These seminal principles are directly applicable here, and demand enforcement of the Agreement. The parties have stipulated that the City Council voted to approve and fully fund the Agreement in all relevant years. The Council's prior approval and funding of the Agreement must be interpreted as expressly sanctioning the use of the parties' agreed to funding mechanism in Article 8.09(b). The approval and appropriation process authorized continuing appropriations of fee monies, whenever received, into the special fund during the life of the Agreement. This interpretation of

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Article 8.09(b) is consistent with Section 53C and Chapter 150E and gives effect to the precise bargain struck by the parties. The arbitrator should adopt it, and find the grievance arbitrable.

On the merits, the Association asserts that the City violated the Agreement when it stopped using the administrative fees to fund the payment of compensation to members for outside details. The proper way for the arbitrator to dispose of this case is to ignore the external law considerations raised by the City and enforce the Agreement as written.

Notwithstanding changed judicial attitudes in the private sector, in the public sector cases, Massachusetts appellate courts continue to recite the mantra of Alexander v. Gardner-Denver Co., 415 U.S. 36, 57 (1974), that "the specialized competence of arbitrators pertains primarily to the law of the shop, not the law of the land." See, e.g., Sch. Comm. of Marshfield v. Marshfield Educ. Assn., 84 Mass. App. Ct. 743, 753 (2014).

There is no real dispute that, on the merits, the Association must prevail. Article 8.09(b) requires the City to use the administrative fees to fund the payment of outside details. It is undisputed that the City has ceased complying with this clause and instead is using the general overtime account to fund the pay of supervisors on a paid detail. Because the City has blatantly violated the Agreement the arbitrator should sustain the grievance and order an appropriate remedy. The SPSA did not request a specific remedy other than the one set forth in the grievance, which reads:

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Requested Remedy: The remedy sought is that the Department cease and desist in the payment for relevant services under Article 8 through the Department general overtime account and commence forthwith to pay for the relevant services under Article 18 [sic] from the ten (10%) percent administrative fund. (Jt. Ex. #3.)

OPINION

At the outset I note that the grievance filed by the SPSA and the issue proposed by it on the merits both focus on whether the City violated the Agreement when it stopped using administrative fees it had collected to fund the compensation of supervisors for outside details, and instead paid them out of the overtime account. The City's proposed issue, on the other hand, does not focus on how the supervisors were paid for outside details, but rather on whether the City's deposits of the ten percent (10%) administrative fees for outside details worked by police supervisors into the general fund is arbitrable and/or violates the Agreement. Given that the grievance complains of ceasing to use the administrative fees to pay the supervisors, I find the issues to be:

1. Is the grievance arbitrable?

2. Did the City violate the Agreement when it stopped using the administrative fees collected to fund the payment of compensation to the supervisors for outside details?

3. If so, what shall be the remedy

Article 19, the grievance procedure, sets forth what is grievable and arbitrable as follows:

19.01 Only grievances or disputes which may arise between the parties concerning the application or interpretation of this Agreement, shall be grievable hereunder.

Clearly, this grievance concerns the application and/or

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interpretation of the Agreement, and therefore it is grievable. There are two caveats. The first reads:

> Nothing contained herein or under this contract will be construed to compel the Employer to act or perform any actions contrary to the provisions of federal or state law.

This goes more to any award and/or remedy that might be issued by an arbitrator than it does to the grievability or arbitrability of the matter. Suffice it to say that this is not a bar to arbitrability. The second caveat reads:

> Statutes, which the parties lack the authority to contract inconsistent with, will not be the subject matter of the grievance hereunder. Such statutes include retirement matters (M.G.L.A. Chapter 32), Indemnification (M.G.L.A. Chapter 41, Section 100), and such other subject matters of a similar nature i.e. not specifically listed in 7d of M.G.L.A. of Chapter 150E.

As the City points out in its brief, the statute which gave rise to the City's ability to create a special fund, Chapter 44, Section 53C, is not listed in Section 7(d) of Chapter 150E. Surely, this is something the City knew at the time it agreed to Section 8.09(b). It is noteworthy that while the City cites City of Somerville v. Commonwealth Employment Relations Bd., 470 Mass. 563, 572 (2015), that case involved a unilateral reduction in the percentage contribution to retired employees' group health insurance premiums without engaging in collective bargaining over the matter. Thus, that contract did not cover these matters. Here, the Agreement does cover the matter of the payment of supervisors for details worked. While there may have been no obligation to bargain over where the funds to pay them would come from, as this may not be a mandatory subject of bargaining, the fact is that the parties did negotiate

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the matter, and did include a provision to cover the subject in their 2009 contract.

It is undisputed that when the City signed that contract with the language contained in Article 8.09(b), it made a promise and created an obligation to fund the contract for its three-year term. When the City renewed the contract with certain enumerated changes, none of which effected Article 8.09(b), it agreed to continue to fund the contract and abide by its terms for additional years. One of those terms was Article 8.09(b), which did not change. At the time, the statutory language, which enabled the City to create a special fund, was in effect, as it had been during the 2009 contract when the language was agreed to, and it did not change in the interim. The parties continued to implement it.

Yet, at that time neither the City, nor its various departments and committees, ever raised any claim during the term of the 2009 contract or during the negotiation for its renewal that the contractual arrangement was contrary to law. Thus, it must be assumed that both parties (and their subsidiaries, such as the finance committee), were aware of the statutory language and did not find the contract clause to be contrary to the law. Instead, the City apparently shared a view with the Union that there was no material conflict. One might ask: what changed?

Not having had an evidentiary hearing in this matter, it is not known who read the contract clause as contrary to law or why, other than that the finance committee decided that the two were not compatible. Thus, the police department found itself in the

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position of no longer being able to deposit administrative fees collected from those using the paid detail service into the special fund and/or pay supervisors from that fund.

Usually when a party to a collective bargaining agreement unilaterally changes its application of a contract provision during the term of the contract, it does so because some official adjudicatory body, such as a court of competent jurisdiction or a labor relations board or commission, or similar adjudicatory governmental body has declared a contract clause invalid because it is contrary to law and essentially unenforceable.

However, that does not appear to be the case here, where it seems that an individual or a committee interpreted the law and deemed the contract clause contrary to law. Whereas, when a court or other adjudicatory body makes such a determination, it first holds a hearing and then decides based on the evidence presented, there is no showing here that there were hearings before the change in the application of Section 8.09(b) was implemented. Thus, there is no written decision to explain why this governmental body changed its position.

As a result, we have two parties who have interpreted and applied the contract language the same way for many years, and now one is unilaterally withdrawing its consent to that interpretation during the term of the contract. If the City agreed to the clause with a view to avoiding a grievance and arbitration on the ground that it was not subject to arbitration because it was contrary to law, then one might say that it did not bargain in good faith as it

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agreed to the language (Article 8.09), and then seemingly took it away with other language (Article 19.01).

Given that it continued the language from one contract to another unchanged, and continued to deposit the paid detail administrative fees collected to the special fund and to pay the supervisors' details from that fund, I find that rather than having bargained in bad faith, instead, it agreed with the Union's interpretation of the statute, that the contract did not conflict with the statute, but rather was consistent with it, as the Union argues here. Thus, for some time the parties agreed upon the interpretation of the law, and found the contract to be harmonious with it. It was only when the finance committee gave a different meaning that this dispute arose.

In a prior City of Springfield case, City of Springfield v. Local 648, IAFF, 79 Mass. App. Ct. 905, 906 (2011), the Appeals Court stated:

> Where there is a broad arbitration clause, courts apply the presumption of arbitrability "in the sense that '[a]n order to arbitrate the particular grievance should not be denied unless it may be said with positive assurance that the arbitration clause is not susceptible of an interpretation that covers the asserted dispute.'" Local No. 1710, Intl. Assn. of Fire Fighters v. Chicopee, 430 Mass. 417, 421 (1999), quoting from AT&T, supra at 650. Barring "any express provision excluding a particular grievance from arbitration... only the most forceful evidence of a purpose to exclude the claim from arbitration can prevail." AT&T, supra, quoting from Steelworkers v. Warrior & Gulf Navigation Co., 353 U.S. 574, 584-585 (1960).

Finally, I note that in the Somerville case, supra, the court said:

> We defer to the Board's specialized knowledge and expertise. See Worcester v. Labor Relations Comm'n., supra. However, the duty of statutory interpretation

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rests ultimately with the courts. See Commerce Ins. Co. v. Commissioner of Ins., 447 Mass. 478, 481 (2006), citing Cleary v. Cardullo's, Inc., 347 Mass. 337, 343-344 (1964). Somerville, supra, 568, emphasis added.

Given the apparent agreement of the parties for a number of years through three contract terms as to how the contract and the law should be interpreted and applied, given the absence of any adjudicatory body finding the language in the statute and the contract clause antithetical to each other, and given a possible interpretation (the parties previously agreed upon) that does not create a conflict between the contract and the statute, I find that the grievance, which claims a violation of Article 8, Section 8.09(b), is arbitrable.

On the merits, I note that the contract language is clear. Article 8.01 provides that "The provisions of this Article shall govern the assignment of outside paid police details to employees covered by this agreement when such work is to be paid for by another City department, an outside individual, group, corporation or organization." Then under the provisions of General Laws, Chapter 44, Section 53C, it provides that the City "hereby establishes an administrative fee of ten (10%) percent." It does not set forth what is to happen to those monies, perhaps, because that was directed by the statute. Article 8.09 goes on to provide how supervisors who perform paid details are to be paid, namely "b) Funding of these payments will be derived from the ten (10%) percent administrative fee so that it is not an appropriation from the general fund. The fee is the continuing revenue source for payment purposes." (Jt. Ex. #1, July 1, 2009 to June 30, 2012 CBA.)

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The reason for this was to avoid any delay in paying the supervisors as the statute reads: "...provided, however, that such compensation shall be paid to such employee or person no later than ten working day after receipt by the city, town or district of payment for such services." Thus, the administrative fees collected were earmarked to be used to compensate the supervisors, and not for other purposes.

If those monies are deposited in the general fund, as is now the case, it seems that nothing stops the City from appropriating monies from the general fund, placing them in the special fund in advance of the need to pay them out, and using them to pay the supervisors for their detail work in a timely manner. However, that is not what happened here. Instead, the City paid the supervisors out of the overtime account, which is contrary to the terms of the contract.

Thus, at the time the contracts were ratified and signed the City agreed to pay the supervisors for their detail work from the administrative fees collected. This is not the only clause in the contract where the City agreed to compensate employees with monies before they were received. By agreeing to fund a multi-year contract, the City promised to fund all "cost items" before those monies were officially received and appropriated. This is the way monetary provisions of a contract are funded. Thus, the City had an obligation to appropriate monies equal to the administrative fees that it collected for details, and exclusively use those funds to compensate the supervisors for their detail work within the time

19.a

Attachment: SPSA Arbitration Award (3490 : Free Cash to Police Department - SPSA Arbitration Award -

Packet Pg. 139

specified in the contract. As the City changed its practice and no longer did that, I find that it violated the clear terms of the parties' Agreement.

With respect to a remedy I note that there is no showing that the bargaining unit members lost any compensation because of this change in practice. Accordingly, there is no need to order any back payments. I also note that there is no evidence before me with respect to how much of the so-called revolving or special fund is the result of the deposit of administrative fees received for outside details, or how much was left in the fund when the City stopped depositing administrative fees in that account and began paying for outside details from the overtime account.

Accordingly, any remedy payments should be prospective. To ensure that there is money in the fund to compensate the supervisors from the special fund in a timely manner, I shall order that in each month beginning with January 1, 2016, monies equal to the 10% administrative fees collected shall be appropriated from the general fund, deposited to the special fund and used, beginning March 1, 2016, to pay the supervisors for their detail work pursuant to Article 8.09(b) of the Agreement.

I note that the present contract runs from July 1, 2013 through June 30, 2016. (Jt. Ex. #2.) Thus, within the next couple of months the parties can expect to open negotiations for a successor agreement, and that is the best time for them to deal with this issue and make provisions for the future.

Attachment: SPSA Arbitration Award (3490 : Free Cash to Police Department - SPSA Arbitration Award -

In the Matter of Arbitration Between: CITY OF SPRINGFIELD MASSACHUSETTS And SPRINGFIELD POLICE SUPERVISORS ASSOCIATION	MARCIA L. GREENBAUM ARBITRATOR Grievance: Article 8.09 Payment of Supervisors from the 10% administrative fees collected for outside details DATE OF AWARD: February 29, 2016

1. The grievance is arbitrable.

2. The City violated the Agreement when it stopped using the administrative fees collected for detail service to fund the payment of compensation to the supervisors for outside details.

3. The remedy shall be: The grievance is hereby granted.

The City shall cease and desist from paying supervisors for paid details from the overtime account.

Monies equal to the 10% administrative fees collected since January 1, 2016, shall be appropriated from the general fund to the special fund and, beginning March 1, 2016, used to pay the supervisors for their detail work pursuant to Article 8.09(b) of the Agreement.

Marcia L. Greenbaum

Marcia L. Greenbaum, Arbitrator
February 29, 2016

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Chief Administrative & Financial Officer

Date: April 27, 2016

Re: Order for Council Meeting – 05/02/2016

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 02, 2016 Council meeting. This order is needed to transfer the sum of $5,317.88 from certified free cash to a revolving account in the Police Department as ordered by an arbitrator as a result of a grievance filed by the Springfield Police Supervisors Association. The funds deposited into this account, including future administrative fees for details worked by the Police Supervisors, will then be used for paying Police Supervisors when working outside details.

Background: As a result of a grievance filed by the police supervisors union, an arbitrator ruled that the City is responsible for allocating 6% of revenue generated from the Police Department's extra detail administrative fee out of the general fund to a separate account used exclusively for extra detail revenues & expenditures. This figure is calculated based on the percentage of extra detail shifts worked by police supervisors compared to the total amount.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - Police SPSA Arbitration Award (3490 : Free Cash to Police Department - SPSA Arbitration Award - $5,317.88)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3470

Bond Authorization - 50 East Street - $11,293,584 (Mayor Sarno)

A BOND ORDER TO PAY FOR COSTS ASSOCIATED WITH RECONSTRUCTING AND RENOVATING 50 EAST STREET

WHEREAS, the Springfield Police Department ("SPD") intends for the 50 East Street property to serve multiple uses, including a permanent home to the training academy, Juvenile Assessment Center, Tactical Response Unit (TRC) and an evidence storage system;

WHEREAS, Significant improvements and renovations for this facility are needed to upgrade it from its previous life as a United States Army Reserve Command Center, such as installing updated fire protection system, as well as upgrades to outdated plumbing and electrical, boilers, HVAC, heating and cooling systems, and construction of a state-of-the-art evidence storage system in the basement of the facility; and

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation and borrowing, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

BE IT ORDERED: That the City hereby appropriates the sum of $11,293,584 to pay costs for reconstructing and renovating 50 East Street, including the payment of any and all other costs incidental or related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefore; that the Mayor is authorized to contract for and expend any federal or state aid available for the project, and that the Mayor is authorized to take any other action necessary or convenient to carry out this project; and

FURTHER ORDERED: That the City Treasurer is authorized to file an application with The Commonwealth of Massachusetts' Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any and all bonds or notes of the City authorized by this vote, and to provide such information and execute such documents as the Municipal Finance Oversight Board of The Commonwealth of Massachusetts may require.

The foregoing order requires a two-thirds vote of all members of the City Council, in accordance with Chapter 44 of the General Laws.

RESULT:	**ADOPTED [10 TO 0]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration and Finance

To: **Springfield City Council**

From: **TJ Plante, Chief Administrative & Financial Officer**

Date: **5/2/2016**

Re: **Order for Council Meeting – 5/2/2016**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 2, 2016 Council meeting, which authorizes the City to pay $11,293,584 for the reconstruction and renovation of the Paul J. Fenton Police Facility at 50 East Street.

Background: The June 2011 tornado severely damaged the former Zanetti Elementary School building which at the time, was functioning as a storage facility. Through the approval of FEMA, the City opted not to replace the former school and instead planned to use FEMA funds on alternative projects throughout the City. One of these alternative projects is the transformation of the former Arthur McCarthy Army Reserve Center, located at 50 East Street, into a multiple use facility for the Police Department.

Significant improvements and renovations are needed for this facility to be upgraded from its previous life as an Army Reserve Center, such as installing updated fire protection system, as well as upgrades to outdated plumbing and electrical, boilers, HVAC, heating and cooling systems, and construction of a state-of-the-art evidence storage system in the basement of the facility. Once renovations and construction are complete, the new Police Facility will serve as a permanent home to the training academy, the Juvenile Assessment Center, the Tactical Response Unit (TRC), and an evidence storage system.

The 50 East Street Project ("the Project") is estimated to cost a total of $11,943,584 for planning, design, renovation and reconstruction. City Council previously authorized $650,000 on March 23, 2015, to pay the costs of planning and design for the Project. FEMA will reimburse the City $2,890,464 through the Alternate Funding Program. This authorization of $11,293,584 will cover the total amount of the 50 East Street Project less the previously authorized $650,000 for planning and design.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with

Attachment: CAFO Cert - 50 East Street (3470 : Bond Authorization - 50 East Street - $11,293,584)

Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - 50 East Street (3470 : Bond Authorization - 50 East Street - $11,293,584)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Melanie Acobe
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3492

Bill of Prior Year - TJO Animal Control & Adoption Center- $1,828.44 (Mayor Sarno)

WHEREAS, to meet expenses incurred by the City of Springfield, pursuant to Mass. Gen. Laws ch. 44 Section 64 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council for the TJO Animal Control & Adoption Center to pay bills from a previous fiscal year totaling $1,828.44; and

WHEREAS, the TJO Animal Control & Adoption Center will make payment for unpaid bills of a previous fiscal year from their FY16 General Fund Operating Budgets; and

WHEREAS, the Chief Administrative and Financial Officer has provided a written certification to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the payments, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008; and

NOW THEREFORE BE IT ORDERED, that the City Council approves the payment of the bills listed on the attached TJO Animal Control & Adoption Center BOPY from the FY16 General Fund Departmental Operating Budgets for the expenses incurred in a previous fiscal year.

RESULT:	**ADOPTED [10 TO 0]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: Timothy J. Plante, Chief Administrative & Financial Officer

Date: May 02, 2016

Re: Order for Council Meeting – May 02, 2016

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 02, 2016 Council meeting, which will pay prior years' invoices totaling $1,828.44. Pursuant to Mass. General Laws Ch. 44 Section 64 and Chapter 468 of the Acts of 2008, a two-thirds vote by the City Council is required to approve payment of all invoices from previous fiscal years.

Background: This is a request to allow the Thomas J. O'Connor Animal Control and Adoption Center to pay a previous year's bill from the current year (FY16) budget. Listed below are the department invoices, due dates, reason and amounts.

Department	Invoice #	Vendor	Date	Reason	Amount
TJO	3-7035971	Dave's Soda and Pet City	6/18/2015	FY15 Services Rendered	$ 49.44
TJO	3-7011144	Dave's Soda and Pet City	3/14/2015	FY15 Services Rendered	$ 357.00
TJO	1-7053835	Dave's Soda and Pet City	6/18/2015	FY15 Services Rendered	$ 580.28
TJO	1-7053814	Dave's Soda and Pet City	6/18/2015	FY15 Services Rendered	$ 841.72
TOTAL					**$ 1,828.44**

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Certification Template - TJO BOPY (3492 : Bill of Prior Year - TJO Animal Control & Adoption Center - $1,828.44)

City Council

DEFEATED

Meeting: 05/02/16 07:00 PM
Initiator: Jennifer Whisher
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3469

Bond Authorization - City Hall Repairs - $1,000,000 (Mayor Sarno)

A BOND ORDER TO PAY FOR COSTS ASSOCIATED WITH

REPAIRS TO CITY HALL

WHEREAS, the City of Springfield ("the City") wishes to appropriate $1,000,000 for remodeling City Hall, including, but not limited to, repairing the front steps, drainage, lighting, and repointing and repairing the exterior façade around the City Hall building located at 36 Court Street, Springfield, MA.;

WHEREAS, the City seeks approval to borrow said amount in order to meet the appropriation;

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the appropriation and borrowing, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

BE IT ORDERED: That the City hereby appropriates the sum of $1,000,000 to pay costs of remodeling at City Hall, including, but not limited to, repairing the front steps, drainage, lighting, and repointing and repairing the exterior façade of the building, including the payment of any and all other costs incidental or related thereto, and that to meet this appropriation, the City Treasurer, with the approval of the Mayor, is authorized to borrow said amount under and pursuant to Chapter 44 of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefore; that the Mayor is authorized to contract for and expend any federal or state aid available for the project, and that the Mayor is authorized to take any other action necessary or convenient to carry out this project; and

FURTHER ORDERED: That the City Treasurer is authorized to file an application with The Commonwealth of Massachusetts' Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any and all bonds or notes of the City authorized by this vote, and to provide such information and execute such documents as the Municipal Finance Oversight Board of The Commonwealth of Massachusetts may require.

The foregoing order requires a two-thirds vote of all members of the City Council, in accordance with Chapter 44 of the General Laws.

RESULT:	**DEFEATED [8 TO 2]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Ashe, Edwards, Walsh
NAYS:	Adam Gomez, Michael A. Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: Springfield City Council

From: TJ Plante, Chief Administrative & Financial Officer

Date: 5/2/2016

Re: Order for Council Meeting – 5/2/2016

Cc: Mayor Sarno

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 2, 2016 Council meeting, which authorizes the City to pay $1,000,000 for repairs to City Hall located at 36 Court Street.

Background: The $1,000,000 in capital repairs to the outside of City Hall will include repairing the front steps, improving the drainage and lighting, and repointing and repairing the exterior façade of the building. This project is listed as a priority "A" on the Fiscal Year 2017 Capital Improvement Plan.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Cert - City Hall (3469 : Bond Authorization - City Hall - $1,000,000)

City Council

ADOPTED

Meeting: 05/02/16 07:00 PM
Initiator: Kathy Breck
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3494

Order of Taking of 75 Cadwell Drive for Municipal Purposes, for $2,350,000 For Use as a School Department Food Service Warehouse (Mayor Sarno)

IT IS ORDERED THAT the City Council, acting pursuant to Mass. General Laws Chapter 43, Section 30 and Mass. Gen. Laws Chapter 79, at the request of the Springfield Public Schools, does hereby take by eminent domain in the name and on behalf of the City of Springfield, the property located at **75 Cadwell Drive, Springfield, MA., 01104 (City Parcel #02195-0195)** (the "Property"), in fee simple, for municipal purposes. The City plans to use the property as a food service warehouse for the Springfield Public Schools Food Service Program.

An appropriation of money has been duly made for this purpose by an order previously approved by the City Council.

The Property is taken together with all rights therein, both legal and equitable, including all privileges, appurtenances, restrictions, and conditions, and all estates and rights of reverter, together with all trees and shrubs upon said land and all structures and improvements affixed to said land, free of all liens and encumbrances. The Property is taken subject to easements of record at the time of the recording of this Order, including but not limited to a reciprocal easement for access to the Property.

TAKING IN FEE SIMPLE

It is ORDERED that the Property described below is taken in fee simple, pursuant to and by virtue of Mass. General Laws Chapter 43, Section 30 and Mass. General Laws Chapter 79 for municipal purposes, including any structures, improvements, trees and shrubs located thereon:

> **75 Cadwell Drive, Springfield, MA., 01104** (City Parcel #02195-0195) being a parcel of land with buildings thereon bounded and described as follows:
>
> NORTHERLY, by Cadwell Drive, two hundred (200) feet;
>
> EASTERLY, by Lot 9 as shown on plan hereinafter mentioned, six hundred fifty and 24/100 (650.24) feet;
>
> SOUTHERLY, by land of sundry adjoining owners two hundred (200) feet; and

WESTERLY, by Lot 11 as shown on said plan, six hundred fifty and 24/100 (650.24) feet.

Said land is shown as Lot 10 as shown on a Land Court Plan numbered 28858-C, drawn by Albert E. Nichols & Associates, Surveyors, dated May, 1966, as modified and approved by the Land Court filed in the Land Registration Office, a copy of a portion of which is filed with Certificate of Title No. 12882.

Being the same premises conveyed to 75 Cadwell Drive, LLC, by deed of Marvin Gordon and Lawrence Keith, co-partners doing business as Liberty Associates, dated October 18, 2005, and recorded in the Hampden County Land Registry as Document #165,460, being **Certificate of Title #32578**.

AWARD OF DAMAGES

It is ORDERED that the City of Springfield makes the following award for damages sustained by the owners of the Property, and to mortgagees as required by law, by reason of the taking in fee, including any buildings, improvements, trees or shrubs, and all personal property, and inclusive of an allocation for taxes paid pursuant to Mass. Gen. Laws ch. 79, sec. 12:

Parcel/Address:	Owner/Mortgagee:	Damage Award:
75 Cadwell Drive, Springfield, MA	75 Cadwell Drive, LLC (Owner), and Nuvo Bank & Trust Company, as mortgagee, or its successor (Mortgagee)	$2,350,000.00

Although said parcel is stated above as belonging to the named owners, the ownership of said parcel is stated herein only insofar as said ownership is known or has been determined by the City Council, and accordingly, if so stated and shown only as a matter of information and belief.

Such taking is made subject to the prior payment of any unpaid taxes, water and sewer use charges, betterments, and municipal charges, if any, to the City of Springfield.

Upon the effective date of the taking, any outstanding mortgages and liens of record on the property shall be extinguished, and no longer an encumbrance against the real estate, and converted to an equitable lien against the pro tanto damage award.

It is further ORDERED that the City Treasurer be and is hereby authorized to pay said sums to the owners of the land specified above, or to their heirs, successors or assigns when the same shall become payable as above provided;

that no damages be awarded other than those above mentioned, inasmuch as no other damages will be sustained by any person, firm or corporation in their land;

that no assessments be levied;

that the City Clerk, in the name and on behalf of the City, is hereby directed to give notice in compliance with Chapter 79 of the Massachusetts General Laws;

that within 30 days after the adoption of this order, the City Clerk is hereby order to certify and record a copy hereof in the Hampden County Land Registry.

Approved by the City Council on _____, 2016:

_____
City Clerk

Approved pursuant to Mass. Gen. Laws ch. 43 § 30:

_____
Domenic J. Sarno, Mayor
Date signed:_____

FINANCIAL IMPACT:

The award of damages for the taking of the property is $2,350,000.

RESULT:	**ADOPTED [10 TO 0]**
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City Council

TABLED

Meeting: 05/02/16 07:00 PM
Initiator: Lindsay B. Hackett
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3495 A

Free Cash to OPEB Trust - 480,991.00 (Mayor Sarno)

WHEREAS, to meet the expenses of the City of Springfield, pursuant to Mass. Gen. Laws Ch. 44, Section 33B, Ch. 59, Section 23 and Chapter 468 of the Acts of 2008, the Chief Administrative and Financial Officer and his Honor the Mayor have requested authorization from the City Council to transfer the sum of $480,991.00 From FY15 Unappropriated Free Cash to the Other Post-Employment Benefits (OPEB) Trust to prefund obligations for OPEB.

WHEREAS, after reviewing this order, the Chief Administrative and Financial Officer has certified to the Mayor and City Council, that in his professional opinion, after an evaluation of all pertinent financial information reasonably available, the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in the transfer, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

NOW THEREFORE BE IT ORDERED, that the City Council approves the transfer of the sum of $480,991.00 from FY15 Unappropriated Free Cash to the OPEB Trust Account.

From:

Certified Free Cash - Other Financing Uses

0100-00-000-0000-0000-0000-000000-0000000-701000- **$480,991.00**

To:

OPEB Trust

8265-00-000-0000-0000-0000-000000-0000000-104000- **$480,991.00**

RESULT:	**REFERRED TO COMMITEE**

City of Springfield
36 Court Street
Springfield, MA 01103

Division of Administration
and Finance

To: **Springfield City Council**

From: **Timothy J. Plante, Chief Administrative & Financial Officer**

Date: **May 2, 2016**

Re: **Order for Council Meeting – May 2, 2016**

Cc: **Mayor Sarno**

Purpose: The purpose of this memo is to provide an explanation of the order sponsored by the Mayor for the May 2, 2016 City Council meeting requesting a transfer of 10% of the City's FY15 Certified Free Cash into the Other Post-Employment Benefits (OPEB) Trust.

Background: Other Post-Employment Benefits (OPEB) are benefits offered to a retiree other than their pension. The major benefit is health insurance, but also includes life and dental insurance. Similar to an employee's pension benefits, OPEB is earned during the employee's active working career, but are not actually paid until retirement.

As of 2014, the City's Unfunded Actuarial Accrued Liability is $873M. Currently, the City funds OPEB on a pay-as-you-go basis. In 2014, City Council approved the creation of an OPEB Trust Fund, and the CAFO appointed an OPEB task force to discuss possible funding strategies.

In order to move forward on the funding strategies discussed by the OPEB task force, we ask that a total of $480,991 would be moved into the OPEB Trust Fund in order to prefund obligations for OPEB. This amount represents 10% of the FY15 Certified Free Cash totaling $4,809,916.

CAFO Certification: This memorandum will confirm that in my professional opinion, as the Chief Administrative and Financial Officer, after an evaluation of all pertinent financial information reasonably available, that the City's financial resources and revenues are and will continue to be adequate to support the proposed expenditures and obligations involved in this City Council Order, without a detrimental impact on the continuous provision of the existing level of municipal services, in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

This certification is made in accordance with Section 2(f) of Chapter 656 of the Acts of 1989, as added by Section 1 of Chapter 468 of the Acts of 2008.

Attachment: CAFO Certification - OPEB Transfer (3495 : Free Cash to OPEB Trust - 480,991.00)

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

ORDINANCE 2016-3

Meeting: 05/02/16 07:00 PM
Department: City Clerk
Category: General
Prepared By: Anthony I. Wilson
Initiator: Anthony I. Wilson
Sponsors: At-Large Councilor Timothy J. Rooke
DOC ID: 3464 A

Poet Laureate

AN ORDINANCE (A LOCAL LAW) TO AMEND the Code of the City of Springfield, Chapter 67 thereof, entitled Officer and Employees, by adding Article XVI, Section 67-81.

Be it ordained (enacted) by the Council of the City of Springfield, as follows:

(a) The city shall designate a poet as the official poet laureate of the city. The poet laureate shall be designated by the mayor and confirmed by the city council.
(b) The responsibilities of the poet laureate may include, but not be limited to, providing public poetry readings, encouraging poetry appreciation within the city, and composing and publishing poems. The poet laureate shall be an honorary title and shall not receive any monetary compensation from the city.
(c) The poet laureate shall be a domiciled resident of the city and shall serve a two-year term.

HISTORY:

04/04/16 City Council FIRST STEP

RESULT:	**SECOND & THIRD STEPS [10 TO 0]**
MOVER:	Timothy J. Rooke, At-Large Councilor
AYES:	Shea, Allen, Rooke, Ramos, Williams, Gomez, Ashe, Edwards, Walsh, Fenton
ABSENT:	Justin Hurst, E. Henry Twiggs, Bud L. Williams

City Council
36 Court Street
Springfield, MA 01103

ADOPTED

Meeting: 05/02/16 07:00 PM
Department: Law
Category: General
Prepared By: Thomas Moore
Initiator: Thomas Moore
Sponsors: Mayor Domenic J. Sarno
DOC ID: 3500

RESOLUTION (ID # 3500)

Resolution for Complete Streets Policy

Please see attached materials

Please see attached materials

RESULT:	**PASSED BY VOICE VOTE**

CITY OF SPRINGFIELD

In the City Council May 2, 2016

RESOLUTION OF THE SPRINGFIELD CITY COUNCIL RELATIVE TO A CITY OF SPRINGFIELD COMPLETE STREETS POLICY

WHEREAS, "Complete Streets" are defined as streets that provide safe and accessible options for all travel modes - including but not limited to: motorists, pedestrians, bicyclists, transit riders, freight haulers, emergency responders, delivery vehicles, and school buses;

WHEREAS, "Complete Streets" can include a range of elements to accommodate all transportation users, including, but not limited to, sidewalks, signage, paved shoulders, bicycle lanes, separated bicycle lanes, traffic lanes shared with motorist including sharrows and other bicycle pavement marking, crosswalks and other pavement marking for pedestrians, pedestrian control signalization, bicycle actuated traffic signals, bus pull outs, curb cuts, raised crosswalks, roundabouts, traffic islands and other traffic calming measures;

WHEREAS, the Guiding "Complete Streets" Principles of the MassDOT Highway Project Development & Design Guide (Guidebook) are:

— to ensure that the safety and mobility of all users of the transportation system (pedestrians, bicyclists and drivers) are considered equally through all phases of a project so that even the most vulnerable (e.g., children and the elderly) can feel and be safe within the public right of way. This includes a commitment to full compliance with state and federal accessibility standards for people with disabilities.

— to incorporate, throughout project planning, design, and construction, the overarching principles of Context Sensitive Design (a collaborative, interdisciplinary approach that involves all constituents to develop a transportation facility that fits its physical setting and preserves scenic, aesthetic, historic and environmental resources, while maintaining safety and mobility for all users);

WHEREAS, "Complete Streets" principles shall guide future roadway and transportation plans for both new and reconstruction projects in the City of Springfield, and any exception to this approach should be appropriately justified;

WHEREAS, "Complete Streets" application will vary depending on the surrounding transportation system, land uses and densities and its general context, however street and transportation plans shall always be guided by the principle that streets shall promote multiple transportation options for all people;

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WHEREAS, "Complete Streets" can spark economic development and community development by helping to create walkable, vibrant communities where businesses can thrive and be strong, livable neighborhoods for City of Springfield residents;

WHEREAS, "Complete Streets" can play a role in transportation projects by improving bicycle and pedestrian safety, reducing traffic congestion, improving air quality both by promoting alternative forms of transportation and by helping to improve traffic flow;

WHEREAS, the people of Springfield have expressed a strong desire for increased transportation options, including walking, cycling, and transit;

WHEREAS, The City recognizes that stormwater runoff from streets, roads, parking lots, and other impervious urban surfaces can be a potential source of water pollution to our rivers, streams and water bodies; and a commitment to promote cleaner, slower, and smaller storm flows to nearby rivers and streams can provide practical infrastructure solutions to manage stormwater runoff, and reduce localized flooding;

WHEREAS, The City is an active and engaged “Mass in Motion” community that understands the value of healthy eating and active living, and is committed to helping residents think differently about what they eat and how they move so that they have the opportunity to make choices that can make them feel healthy and live well;

WHEREAS, The City recognizes the strides our schools and community members are taking toward reducing congestion, improving air quality, mobility and traffic near our schools, to increase safety, health and physical activity of students, working as a partner in the Massachusetts's Safe Routes to School program to promote healthy alternatives for children and parents in their travel to and from school, and with the support of MASSRIDES has reached out to employers and commuters to promote the use of commute options; through hands-on worksite assistance, ride matching services, marketing and outreach events;

NOW THEREFORE BE IT RESOLVED that the Springfield City Council strongly endorses and encourages use of a Complete Streets approach for the City of Springfield to enhance transportation options and to improve quality of life for the residents of Springfield in substantially the same form as as follows:

Vision and Purpose:

Complete Streets are designed and operated to provide safety and accessibility for all the users of our roadways, trails and transit systems, including pedestrians, bicyclists, transit riders, motorists, freight haulers, commercial vehicles, delivery vehicles, school buses, and emergency responders and for people of all ages and of all abilities.

Furthermore, Complete Streets principles contribute toward the safety, health, economic viability, and quality of life in a community by providing accessible and efficient connections

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between home, school, work, recreation and retail destinations by improving the pedestrian and vehicular environments throughout communities.

The purpose of Springfield's Complete Streets policy, therefore, is to accommodate all road users by creating an integrated road network that meets the needs of individuals utilizing a variety of transportation modes. It is the intent of the City of Springfield to formalize the planning, design, operation and maintenance of streets so that they are safe for all users of all ages and abilities as a matter of routine. This policy directs decision-makers to consistently plan, design, construct and maintain streets for the accommodation of all anticipated users including, but not limited to pedestrians, bicyclists, transit riders, motorists, freight haulers, commercial vehicles, delivery vehicles, school buses, and emergency responders.

Core Commitment:

The City of Springfield recognizes that users of various modes of transportation, including, but not limited to, pedestrians, bicyclists, transit riders, motorists, freight haulers, commercial vehicles, delivery vehicles, school buses, and emergency responders, are legitimate users of streets and deserve safe facilities. "All Users" includes users of all ages and abilities.

The City of Springfield recognizes that all projects--new, maintenance, or reconstruction, are potential opportunities to apply Complete Streets design principles. The City will, to the maximum extent practical, design, construct, maintain, and operate all City streets to provide for a comprehensive and integrated street network of facilities for people of all ages and abilities.

The City of Springfield recognizes that maintenance of all new or existing Complete Streets facilities will require the allocation of additional city funding to ensure that Complete Streets facilities remain safe, viable opportunities for all users. The City will seek to allocate additional funding for maintenance and operation of Complete Streets facilities on all City streets so as to continue to provide a comprehensive and integrated street network of facilities for people of all ages and abilities.

Complete Streets design recommendations shall be promulgated in all publicly and privately funded projects, as appropriate. All transportation infrastructure and street design projects requiring funding or approval by the City of Springfield, as well as projects funded by the state and federal government, such as the Chapter 90 funds, City improvement grants, Transportation Improvement Program (TIP), the MassWorks Infrastructure Program, Community Development Block Grants (CDBG), Capital Funding and other state and federal funds for street and infrastructure design shall adhere to (comply with) the City of Springfield Complete Streets Policy to the maximum extent practical. Private developments and related street design components or corresponding street-related components shall adhere to (comply with) the Complete Streets principles to the maximum extent practical. In addition, to the extent practical, state-owned roadways will comply with the Complete Streets

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policy, including the design, construction, and maintenance of such roadways within City boundaries.

Exceptions:

Exceptions to the policy are only allowed upon approval by the City Engineer based on recommendation by the City Traffic Engineer in consultation with the DPW Director, Police Chief, Fire Chief, Planning and Community Development Director and any other necessary consultant (as may be required under the circumstances of the specific project) where one or more of the following can be documented and supported:

- Facilities where specific users are prohibited by law, such as interstate freeways or pedestrian malls. An effort will be made, in these cases for accommodations elsewhere.
- Where cost or impacts of accommodation is deemed disproportionate to the need or probable use or probable future use.
- The existing right-of-way is constrained in a manner that inhibits simple addition of transit, bicycle, or pedestrian improvements. In this case, the City shall consider alternatives such as lane reduction, lane narrowing, on-street parking relocation, shoulders, signage, traffic calming, or enforcement.
- Where such facilities would constitute a threat to public safety or health in the determination of the city traffic engineer in consultation with the Department of Public Works and the Planning and Development Department.
- Where construction will create significant adverse environmental impacts to streams, flood plains, wetlands, historical resources.

Best Practices

The City of Springfield Complete Streets policy will focus on developing and maintaining a connected, integrated network that serves all road users. Complete Streets principles will be promulgated concurrently with the policies, planning, and design of all types of public and private projects, including new construction, reconstruction, rehabilitation, repair, and maintenance of transportation facilities on streets and redevelopment projects.

Implementation of the City of Springfield Complete Streets Policy shall be at the sole discretion of the Mayor, and shall be coordinated by the City Engineer in consultation with the DPW Director and carried out cooperatively within all departments in the City of Springfield with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

Complete Streets principles include the development and implementation of projects in a context sensitive manner in which project implementation is sensitive to the community's physical, economic, and social setting. The context-sensitive approach to process and design includes a range of goals by considering stakeholder and community values on a level plane with the project need. It includes goals related to livability with greater participation of those affected in order to gain project consensus. The overall goal of this approach is to preserve

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and enhance scenic, aesthetic, historical, and environmental resources while improving or maintaining safety, mobility, and infrastructure conditions.

The City of Springfield recognizes that "Complete Streets" may be achieved through single elements incorporated into a particular project or incrementally through a series of smaller improvements or maintenance activities over time.

In the fulfillment of the goals of this Complete Streets policy, the City will follow the latest design manuals, standards and guidelines including but not limited to those listed below. When good engineering judgment allows, the City shall not be precluded from considering innovative and non-traditional design options where a comparable level of safety for all users is provided.

- The Complete Streets Plan for the City of Springfield
- The Complete Streets Implementation Guide for the City of Springfield
- The Massachusetts Department of Transportation Project Design and Development Guidebook
- The Massachusetts Department of Transportation Separated Bike Lane Planning and Design Guide
- Massachusetts Department of Transportation Engineering Directives
- The American Association of State Highway Transportation Officials (AASHTO) A Policy on Geometric Design of Highway and Streets as well as the AASHTO Guide for the Development of Bicycle Facilities
- ITE Designing Walkable Urban Thoroughfares: A Context Sensitive Approach
- Federal Highway Administration Separated Bike Lane Planning and Design Guide
- National Association of City Transportation Officials (NACTO) Urban Bikeway Design Guide and Urban Street Design Guide
- The United States Department of Transportation Federal Highway Administration's Manual on Uniform Traffic Design Controls.
- The Architectural Access Board (AAB) Rules and Regulations
- Documents and plans created for the City of Springfield, such as bicycle and pedestrian network plans.

Performance Standards

Complete Streets implementation and effectiveness shall be constantly evaluated for success and opportunities for improvement. The City will develop performance standards to gauge implementation and effectiveness of the policies. These performance standards may include but are not limited to:

- Number of Staff with complete streets training
- Number of "Safe Routes to School" participating schools
- Total miles of bike lanes
- Total miles of roadway with a marked shoulder of 4 feet wide or greater
- Linear feet of sidewalk added or reconstructed
- Linear feet of ADA compliant sidewalk

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- Number of crosswalks evaluated for ADA compliance
- Closure of gaps in bicycle/pedestrian infrastructure network
- Number of ADA compliant curb ramps installed
- Bicycle racks installed
- Crosswalk and intersection improvements
- Crash and personal injury data
- Citations for traffic violations
- Transit ridership
- On time performance for transit vehicles
- Number of locally generated para-transit trips
- Levels of bicycling and walking
- Total miles of roadways with sharrows
- An estimate of funding spent on the design and construction of complete street improvements
- Responses to 311 calls reporting pedestrian and bicycle hazards, such as un-cleared sidewalks, debris in bike lanes, fading crosswalks, and malfunctioning pedestrian signals
- Rain gardens or green infrastructure improvements
- Creation of a Complete Streets Council comprised of city staff, elected officials, and residents
- Participation in MassDOT's Bicycle and Pedestrian Safety Awareness and Enforcement Program
- Application to League of American Bicyclist's certified "Bicycle Friendly Community" program
- Participation in Bay State Bike Week
- Participation in the Pioneer Valley regional bike sharing initiative
- Number of Prescriptions in the "healthy prescription program" citywide
- Number of Walking tours and maps and related efforts to support bicycling and walking tourism
- Number of traffic calming measures implemented around all schools and surrounding streets, including reducing travel lane widths, speed tables, flashing pedestrian crossing signs, curb extension, rapid flashing beacons, or HAWK signals.
- Number of School crossing guards
- Number of Springfield memberships in Nu-Rides

Implementation:

The City shall seek to make Complete Streets practices a routine part of everyday operations, shall approach every transportation project and program as an opportunity to improve streets and the transportation network for all users, and shall work in coordination with other departments, agencies, and jurisdictions to achieve Complete Streets.

Implementation of the City of Springfield Complete Streets Policy shall be at the sole discretion of the Mayor, and shall be coordinated by the City Engineer in consultation with the DPW Director and be carried out cooperatively within all departments in the City of Springfield with multi-jurisdictional cooperation, to the greatest extent possible, among private developers, and state, regional, and federal agencies.

The City shall review and either revise or develop proposed revisions to all appropriate planning documents (master plans, open space and recreation plan, etc.), zoning and subdivision codes,

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laws, procedures, rules, regulations, guidelines, programs, and templates to integrate Complete Streets principles.

The City shall maintain a comprehensive inventory of pedestrian and bicycle facility infrastructure that will prioritize projects to eliminate gaps in the sidewalk and bikeway network.

The City shall promote inter-departmental project coordination among city departments with an interest in the public right-of-way in order to make better use of fiscal resources.

The City shall seek methods to educate all transportation users to better understand and utilize complete streets.

The City shall prioritize Capital Improvement Projects that encourage Complete Streets implementation.

The City shall seek input from residents, developers and businesses and work with neighboring municipalities and the MassDOT to coordinate and optimize connectivity of improvements on both a local and regional level.

The City shall train pertinent City staff and decision-makers on the content of Complete Streets principles and best practices for implementing the policy through workshops and other appropriate means.

The City shall seek out appropriate sources of funding and grants for implementation of this Complete Streets policy.

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