



GLOUCESTER CITY COUNCIL

9 Dale Avenue, Gloucester, MA 01930
Office (978) 281-9720 Fax (978) 282-3051

Budget & Finance Committee

Thursday, February 7, 2013 – 6:00 p.m.
1st Fl. Council Committee Rm. – City Hall

AGENDA

(Items May be taken out of order at the discretion of the Committee)

1. *Memorandum, Grant Application and Checklist from Public Health Director re: Dept. of Public Health Mass. Opioid Abuse Prevention Collaborative Request for Response*
2. *Communication from Council President to City Clerk and memorandum from City Clerk re: City Clerk's Office Reorganization Request (Cont'd from 12/06/12)*
3. *Memorandum from Senior Project Manager & the Newell Building Committee re: Council acceptance of \$100,000 donation from the Telemachus & Irene Demoulas Family Foundation*
4. *Memorandum from Senior Project Manager & the Newell Building Committee re: request for authorization to increase the budget limit for the Newell Stadium Renewal Project*
5. *Memorandum, Grant Application & Checklist from Fire Chief re: acceptance of a 7,500 Emergency Management performance Grant*
6. *Supplemental Appropriation-Budgetary Request (2013-SA-30) from Harbormaster's Office & Supplemental Appropriation-Budgetary Request (2013-SA-31) from Harbormaster's Office (Cont'd from 01/17/13)*
7. *Administration's proposed comprehensive plan for free cash*
8. *Administration's memorandum regarding financing plan for Commercial Street/Fort Square Infrastructure*
9. *Memorandum from Chief Financial Officer re: Title V Betterment Loan Authorization Request*
10. *Memorandum from DPW Director re: amendment to the DPW fee schedule*
11. *Update on Status of GHS Boiler funded November 2012 (Re: 11/15/12 agenda item #7, Memorandum from CFO re: appropriation request in the amount of \$500,000 for replacement of boiler At Gloucester High School*
12. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization And Auditor's Report*

COMMITTEE

Councilor Paul McGeary, Chair
Councilor Joseph Ciolino, Vice chair
Councilor Melissa Cox

Back-up and Supporting Documentation all on file at the City Clerk's Office, City Hall

CC: Mayor Carolyn Kirk
Jim Duggan
Kenny Costa
Fire Chief Eric Smith
Jeffrey Towne
Mike Hale
Noreen Burke
Harbormaster Jim Caulkett/Tony Gross
Stephen Winslow

The listing of matters is those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

Memorandum

To: Mayor Carolyn A. Kirk
From: Noreen Burke, Public Health Director
CC: Joan Whitney, Healthy Gloucester Collaborative Director, Rich Sagall, Chair Board of Health
Date: 1/15/2013
Re: Department of Public Health, Bureau of Substance Abuse Services (BSAS), Mass Opioid Abuse Prevention Collaborative Request for Response.

Dear Mayor Kirk,

The Gloucester Health Department seeks Mayoral and City Council approval to move forward with applying to the Massachusetts Opioid Abuse Prevention Collaborative Request for Response (RFR). The long awaited Request for Response was released by MDPH on Friday January 11th.

3 year funding is available to address the issue of opioid misuse and abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

The RFR calls for clusters of communities to form, minimally 2 communities who also have opioid problems to implement local policy, practice, systems and environmental change to prevent the use/abuse of opioids, prevent/reduce unintentional deaths and non fatal hospital events associated with opioid poisonings. The funding will provide financial support for groups of municipalities to enter into formal, long-term agreements to share resources and coordinate activities in order to increase the scope of this work and capacity of municipalities to address these issues among their combined populations.

The City of Gloucester is well positioned to be the lead applicant on this RFR. The Healthy Gloucester Collaborative Overdose Prevention Project has had many notable data driven successes over the past five years of opioid abuse prevention work.

These include educating opiate users, community and service providers in overdose prevention techniques, and educating patients in or leaving treatment or detox in appropriate overdose management strategies.

The project led to the creation of a Health Promotion Advocate position located at Addison Gilbert Hospital. Patients with behavioral health/substance abuse issues

January 15, 2013

who utilize ambulance services multiple times per week/day are referred to the Health Promotion Advocate for screening, brief Intervention and referral to treatment.

The project has worked successfully over the past five years with police, EMT and other first responders in addressing users and bystanders' reluctance to contact emergency services when an overdose occurs.

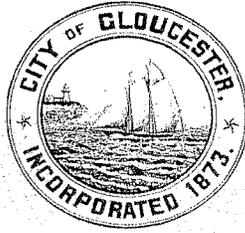
Staff will be available to answer any questions of the City Council.

Thank You for your support and approval to move forward with competing for this funding.

The grant is due on **Monday February 25th 2013**. Swift approval of this opportunity would be most appreciated.

Sincerely,

Noreen



City of Gloucester
Grant Application and Check List

Granting Authority: State _____ Federal X _____ Other _____

Name of Grant: Massachusetts Opioid Abuse Prevention Collaborative

Department Applying for Grant: HEALTH DEPARTMENT

Agency-Federal or State application is requested from: Mass Dept of Public Health originating from SAMHSA

Object of the application: to address the issue of opioid misuse and abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

Any match requirements: No cash match.

Mayor's approval to proceed: [Signature] 1/16/13
Signature Date

City Council's referral to Budget & Finance Standing Committee: _____
Vote Date

Budget & Finance Standing Committee: _____
Positive or Negative Recommendation Date

City Council's Approval or Rejection: _____
Vote Date

City Clerk's Certification of Vote to City Auditor: _____
Certification Date

City Auditor:
Assignment of account title and value of grant: _____
Title Amount

Grant Budget by line item account: _____

Auditor's distribution to managing department: _____
Department Date sent

NOTE: A copy of all grant paperwork must be submitted to the Auditor's Office

CITY OF GLOUCESTER
DRAFT ACCOUNT BUDGET

DEPARTMENT NAME: City of Gloucester, Health Dept.

ACCOUNT NAME: Mass Opioid Abuse Prevention Collaborative (RFR)

FUND NUMBER AND NAME: (N/A FOR NEW FUND) N/A

CFDA # (Required for Federal Grants): _____

DATE PREPARED: 1/30/2013

| OBJECT | ORIGINAL BUDGET | APPROVED | | REVISED BUDGET |
|---------------------|-----------------|-----------------------------------|-----------------|----------------|
| | | AMENDED BUDGET (IF APPLICABLE) | AMENDED REQUEST | |
| REVENUE (4_ _ _ _) | | | | |
| 45800 | \$100,000.00 | | | \$100,000.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| Total: | \$100,000.00 | \$0.00 | \$0.00 | \$100,000.00 |
| EXPENSE (5_ _ _ _) | | | | |
| 51000 | \$50,000.00 | | | \$50,000.00 |
| 51720 | \$1,000.00 | | | \$1,000.00 |
| 51840 | \$750.00 | | | \$750.00 |
| 51860 | \$4,500.00 | | | \$4,500.00 |
| 52000 | \$43,750.00 | | | \$43,750.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| Total: | \$100,000.00 | \$0.00 | \$0.00 | \$100,000.00 |

DEPARTMENT HEAD SIGNATURE _____

DATE ENTERED (AUDIT) _____ AUDITING DEPARTMENT INITIALS _____

FORM: AUDIT ACCOUNT BUDGET - V1

THE COMMONWEALTH OF MASSACHUSETTS

DEPARTMENT OF PUBLIC HEALTH
BUREAU OF SUBSTANCE ABUSE SERVICES

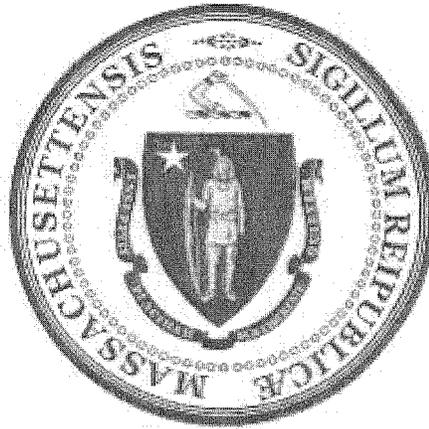
Address: 250 Washington Street, 3rd Fl. Boston, MA 02108

Contact Name: José Morales, Assistant Director of Prevention Unit

Telephone #: 617-624-5142

Fax #: 617-624-5185

Email: jose.morales@state.ma.us



Request for Response (RFR)

**Document Title: Massachusetts Opioid Abuse Prevention Collaborative
(MOAPC)**

Document Number: 301822

January 11, 2013

1.1 Procurement Scope and Description:

The Massachusetts Department of Public Health (MDPH), Bureau of Substance Abuse Services (BSAS) announces the availability of funding, from the Substance Abuse and Mental Health Administration (SAMHSA), to address the issue of opioid misuse and abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings in Massachusetts. The purpose of the Massachusetts Opioid Abuse Prevention Collaborative (MOAPC) is to implement local policy, practice, systems and environmental change to prevent the misuse/abuse of opioids, prevent/reduce unintentional deaths and non-fatal hospital events associated with opioid poisonings, and increase both the number and capacity of municipalities across the Commonwealth addressing these issues.

Additionally, this Program seeks to provide financial support for groups of municipalities to enter into formal, long term agreements to share resources and coordinate activities in order to increase the scope of this work and capacity of municipalities to address these issues among their combined populations. This program will also emphasize the integration of SAMHSA's Strategic Prevention Framework (SPF) model into overall prevention systems, to ensure a consistent data-driven planning process across the Commonwealth, focused on implementing effective and sustainable strategies and interventions. The five-steps of this model include: Assessment, Capacity, Planning, Implementation and Evaluation.

Funding will be awarded to approximately 13 eligible applicants, as described in Section 1.11, Sub-section II below. Funding for each of the awardees will be approximately \$100,000 per year and will be based on factors including: 1) whether the lead applicant has applied as part of a Cluster or as a Large Individual Municipality, 2) the strength of the justification behind the amount requested, and 3) feasibility of the proposed plan. MDPH will favor Clusters that incorporate or overlay existing local public health collaborative structures – in particular, public health districts created under the MDPH Public Health District Incentive Grant Program or the Executive Office of Administration and Finance Community Innovation Challenge grant program; public health districts operating pursuant to M.G.L. Chapter 111, Section 27A; public health districts operating under special acts of the legislature; or public health districts operating under Inter-municipal Agreements executed pursuant to M.G.L. Chapter 40, Section 4A and consisting of at least 3 municipalities; (A Public Health District that includes several municipalities should focus its efforts in the 2-4 municipalities that are most at risk for opioid overdoses). See Appendix A for a list of public health districts currently recognized to meet these requirements.

Funding preference will be given to municipalities (cities or towns) that act as a lead applicant (please see eligibility criteria section of this RFR). Priority will be given to Clusters that strengthen Public Health Districts, build upon existing collaborations, and encourage new or expanded collaborations in coordination with local municipalities.

Priority will also be given to applicants with:

- *Clusters that include at least 3 municipalities and/or a municipality with a population of at least 150,000*
- *High incidence of unintentional deaths and non-fatal hospital events associated with opioid poisonings*
- *Capacity to address the issue of opioid misuse/abuse and unintentional deaths and non-fatal hospital events associated with opioid poisonings*
- *Demonstrated experience implementing the SPF as a planning model*
- *Demonstrated experience coordinating initiatives with other municipalities*
- *Capacity and readiness to both implement and lead this effort with other municipalities*

1.2 Background Information:

The purpose of the Massachusetts Opioid Abuse Prevention Collaborative Program is to implement local policy, practice, systems and environmental change to prevent the use/abuse of opioids, prevent/reduce unintentional deaths and non-fatal hospital events associated with opioid poisonings, and increase both the number and capacity of municipalities across the Commonwealth addressing these issues. Strategies and interventions must be consistent with the Substance Abuse and Mental Health Services Administration (SAMHSA), Strategic Prevention Framework (SPF) model, consistent with any available evidence-based practices or local best practices such as those developed during the previous SPF State Incentive Grant (SIG) - MassCALL2 Opioid Overdose Prevention initiative, and approved by the Bureau of Substance Abuse Services (BSAS).

Funding will be approximately \$1,300,000 awarded annually to approximately 13 applicants and will be based on the population of the single city (Large Individual Municipality) or the size of the proposed Cluster, the justification behind the amount requested, and the feasibility of the proposed plan.

Additionally, this Program seeks to provide financial support for groups of municipalities to enter into formal, long term agreements to share resources and coordinate activities in order to increase the scope of this work and capacity of municipalities to address these issues among their combined populations. This program will also emphasize the integration of SAMHSA's SPF model into overall prevention systems, to ensure a consistent data-driven planning process across the Commonwealth, focused on implementing effective and sustainable strategies and interventions.

The Massachusetts Opioid Abuse Prevention Collaborative Program is funded by the Substance Abuse and Mental Health Administration (SAMHSA) to address the issue of opioid use and abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings in Massachusetts. Only local municipalities (cities or towns) are eligible to receive these grant funds.

1.3 Whether Single or Multiple Contractors Are Required For Contract(s):

Single Contractor Multiple Contractors

1.4 Adding Contractors after Initial Award

This is an open enrollment procurement; an additional opportunity to respond to this RFR may be offered during the life of the contract.

1.5 Acquisition Method:

Fee for Service:

Cost Reimbursement Unit rate Other (specify): _____

1.6 Use of a Procurement by a Single or Multiple Departments:

Please consult with the Summary tab of the Comm-PASS solicitation record for information on who may use this contract; see "Procurement Type:"

1.7 Expected Duration of Contract:

Anticipated Initial Duration up to: 3 year(s) _____ months;

Anticipated Renewal Options: 2 options to renew for 2 year(s) each option

Final End Date of this Contract: **June 30, 2020**

1.8 Anticipated Expenditures, Funding Or Compensation For Expected Duration

Estimated Value of Procurement (Including Anticipated Renewal Options): **\$9,100,000**

Contract will have a Maximum Obligation

Contract will NOT have a Maximum Obligation Amount (Rate Contract)

Access to a Master Agreement

Will Federal Funds be used to fund any part of Contract(s)? NO, YES (If YES, to what extent?): **100%**

Capital, Trust and Federal Accounts Only: Any funds designated in the budget that are unspent in any fiscal year will not be available for expenditure in the subsequent fiscal year without a formal contract amendment re-authorizing these funds. The maximum obligation of the contract will automatically be reduced by the amount of the unspent funds from the prior fiscal year.

Notice concerning rates of payment – implementation of Chapter 257 of the Acts of 2008

In August 2008, a new Massachusetts law, Chapter 257 of the Acts of 2008, "An Act Relative to Rates for Human and Social Service Programs", was enacted that provides that the Secretary of Health and Human Services shall have the sole responsibility for establishing rates of payment for social service programs purchased by governmental units. Under G.L. 118G, § 7, these programs will have rates set by the Division of Health Care Finance and Policy in the Executive Office of Health and Human Services. As a result, rates of payment and reimbursement structures may change during the term of the contract. EOHHS began implementing this law in FY 2010 and the implementation will be completed by FY 2015. This law does not apply to services purchased by the Medicaid program.

In order to meet the requirements of Chapter 257 of the Acts of 2008 and in order to ensure continuity and quality of care for Commonwealth clients, the Department reserves the right to convert any contracts that are awarded pursuant to this RFR into a Master Agreement, which may be issued by the Executive Office of Health and Human Services during the term of this contract.

2.0 Procurement Calendar (eliminate row if N/A)

| EVENT | DATE |
|---|---|
| RFR Release Date | January 11, 2013 |
| Deadline for Questions and Answers (Only written questions will be accepted.) | February 11, 2013 |
| Deadline for Submission of Response | February 25, 2013 Due by C.O.B - 5:00PM Massachusetts Department of Public Health – Bureau of Substance Abuse Services 250 Washington Street, 3 rd Fl. Boston, MA 02108 |
| Anticipated Contract Start Date | July 1, 2013 |

3.0 Specifications

I. Overview

BSAS anticipates awarding approximately \$1,300,000 annually to municipalities (cities or towns) in existing or proposed partnerships with neighboring municipalities and/or communities to implement local policy, practice, systems and environmental change to prevent and/or reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings, and improve the capacity to address these issues using SAMHSA's five-step Strategic Prevention Framework (SPF) model.

II. Applicant Eligibility

To be eligible to apply for funding, the lead municipality must meet the minimum criteria of having an average of **30 or more cases per year of unintentional deaths and non-fatal hospital events associated with opioid poisonings during the 3-year period from January 1, 2008 through December 31, 2010, OR demonstrated experience implementing the Strategic Prevention Framework and opioid abuse prevention strategies**. The rationale for choosing a minimum average number of 30 cases per year over a 3-year period is to ensure 1) that there are sufficient cases to warrant an intervention and 2) that there are sufficient cases for statistical testing to assess whether significant changes in opioid overdose occurred after the intervention. Additional information can be found in the "Overdose Data" document at the "Specifications" screen.

There are two types of eligible applicants:

- 1.) **Clusters** – a lead municipality (city or town) applying as a lead applicant in collaboration with 2-4 other neighboring municipalities within their region.
- 2.) **Large Individual Municipality** – a city with a population of at least 150,000 can apply as a single city.

Funding will only be awarded to Clusters that build upon existing collaborations and/or can provide proof of a commitment from 2-4 neighboring municipalities to form a working partnership with the applicant. Municipalities with populations exceeding 150,000 may also apply as a Large Individual Municipality and focus their efforts across the city.

Required partners include key community stakeholders and those entities that interact with or have experience with opioid using populations.

Applications for funding of a Cluster may be submitted on behalf of municipalities applying together to form a program by a lead municipality identified from among the applicant municipalities.

An applicant is eligible to participate in a Cluster if they have (1) an individual or combined average of **30 or more cases per year of unintentional deaths and non-fatal hospital events associated with opioid poisonings during the 3-year period from January 1, 2008 through December 31, 2010** Additional information can be found in the "Overdose Data" document at the "Specifications" screen (2) experience implementing the SPF as a planning model (3) demonstrated capacity and readiness to both implement and lead this effort with other municipalities and (4) provide signed Municipal Participation Forms as part of this RFR (form available on Comm-Pass) (5) An explicit agreement to be a regular and active participant of the funded collaborative from a representative from each of the Cluster municipalities.

MDPH favors Clusters that incorporate or overlay existing local public health collaborative structures, particularly public health districts created under the MDPH Public Health District Incentive Grant Program or the Executive Office of Administration and Finance Community Innovation Challenge grant program; public health districts operating pursuant to M.G.L. Chapter 111, Section 27A; public health districts operating under special acts of the legislature; or public health districts operating under Inter-municipal Agreements executed pursuant to M.G.L. Chapter 40, Section 4A and consisting of at least 3 municipalities; . A Public Health District that includes several municipalities should focus its efforts in the 2-4 municipalities that are most at risk for opioid overdoses. See Appendix A for a list of public health districts currently recognized to meet these requirements. A Public Health District that includes several municipalities should focus its efforts in the 2-4 municipalities that are most at risk for opioid overdoses.

Priority will be given to Clusters that strengthen Public Health Districts, build upon existing collaborations, and encourage new or expanded collaborations in coordination with local municipalities.

Priority will also be given to Clusters that include at least 3 municipalities and/or a community with a population of at least 150,000, with a capacity to address the issue of opioid misuse/abuse and unintentional deaths and non-fatal hospital events associated with opioid poisonings, and experience working and/or coordinating initiatives with other municipalities.

Required partners will be:

- Mayors/Town Managers from each municipality w/in the Cluster;
- Municipal representation from each community w/in the cluster (e.g., Departments or Boards of Public Health);
- Substance abuse prevention and treatment providers;
- Narcan pilot sites and other BSAS-funded overdose prevention and treatment programs (as available);
- Local/regional hospitals;
- Representatives from the criminal justice system;
- Emergency medical first responders;
- Police and Fire Departments;
- Consumers of substance abuse treatment services;
- Community members including youth, parents, and people in recovery;
- Social service agencies.

Strongly recommended partners would be:

- Faith-based communities
- Pharmacies
- Local businesses

- o Colleges and universities

III. Primary Service Elements

The primary service elements for the delivery of the Massachusetts Opioid Abuse Prevention Collaborative:

- A. **Implementation of SAMHSA's Strategic Prevention Framework (SPF) model to address the prevention/reduction of misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings**
- B. **Collaboration and integration of opioid misuse/abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings prevention and/or reduction policy, practice, systems and environmental work with 2-4 neighboring municipalities**
- C. **Utilization and collaboration with the Massachusetts Technical Assistance Partnership for Prevention (MasTAPP)**
- D. **Work with state evaluators to document project activities and outcomes**
- E. **Sharing and dissemination of information using health communications and social marketing principles where relevant**

All service elements will be driven by sustainability and data, and delivered with competencies in culture, language, gender, disabilities, sexual orientation and age.

A. **Strategic Prevention Framework (SPF) Model**

The program is expected to follow all steps of SAMHSA's Strategic Prevention Framework (SPF) as a planning model (<http://www.samhsa.gov/prevention/spfcomponents.aspx>).

Step 1: Assessment - Profile population needs, resources, and readiness to address the problems and gaps in service delivery.

Lead municipalities must accurately assess problems related to opioid misuse/abuse and unintentional deaths and non-fatal hospital events associated with opioid poisonings using current epidemiological data provided by the state as well as other local data for their municipality and/or for each municipality within their proposed Cluster. Additional information can be found in the "Overdose Data" document at the "Specifications" screen. The epidemiological data must identify, for the lead municipality and each municipality in the proposed Cluster or across the Large Individual Municipality, the magnitude of the problem to be addressed, geographic areas and/or non-geographic populations (e.g., Native American, LGBTQ, etc.) where the problem is greatest and/or for which populations it is greatest, and risk and protective factors associated with the problem. The lead municipality must also assess local assets and resources, gaps in services and capacity and readiness to act for their municipality and/or for each municipality within their proposed Cluster.

Bidders responding to this RFR are requested to provide available preliminary epidemiologic information about issues related to opioid misuse/abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings, and available resources that are currently addressing the issue, for their municipality and/or for each municipality within their proposed Cluster. Bidders are also expected to provide a description of their proposed process/plan for conducting a more comprehensive assessment if funded.

All municipalities involved, whether in a Cluster or Large Individual Municipality, will be required to ensure that all populations and cultures representative of their municipality are included in the community assessment.

Step 2: Capacity - Mobilize and/or build capacity to address needs

Engagement of key stakeholders at the state and local municipal level is critical to plan and implement successful prevention activities that will be sustained over time. Key tasks should focus on policy and practice changes with an overall goal of institutionalizing efforts to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings. These tasks should include, but are not limited to, convening both municipal and local leaders and key stakeholders; leveraging state and local municipal resources; and engaging leaders and key stakeholders at the state and local municipal level to help sustain these efforts.

Bidders responding to this RFR are requested to provide information about their proposed Cluster or Large Individual Municipality, and preliminary ideas about how they plan to build the capacity of their Cluster/Large Individual Municipality to implement the SPF and prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings. Bidders must describe how the overall **Cluster Action Plan** or **Large Individual Municipality Action Plan** will assess and address the needs of all populations, including non-geographic populations (e.g., Native American, LGBTQ, etc.), and be reflective of the diversity of all municipalities involved.

Upon funding, awardees will be required to work with the Massachusetts Technical Assistance Partnership for Prevention (MassTAPP), and other organizations with the approval of BSAS, to more thoroughly assess the readiness and capacity of the lead municipality and the municipalities within its Cluster to use the SPF, and begin/continue implementing a plan to increase community capacity for BSAS approved strategies to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

Step 3: Planning - Develop a comprehensive strategic plan

Each lead municipality must develop an overall Cluster Action Plan or Large Individual Municipality Action Plan that articulates not only a vision for their efforts, but also strategies for coordinating, organizing and implementing their prevention/reduction efforts within their Cluster or across their Large Individual Municipality. A Strategic Plan must also be developed for the lead municipality as well each municipality within their Cluster. The Strategic Plans must be based on documented needs, build on identified resources/strengths, set measurable objectives, and include the performance measures and baseline data against which progress will be monitored. Strategic Plans must be adjusted as the result of ongoing needs assessment and monitoring activities on a yearly basis. The overall goal of sustainability should be addressed throughout each step of planning and implementation, and should lead to the development of a long-term strategy of institutionalizing efforts by creating sustainable policies, programs and practices. The Strategic Plans must be data-driven and focused on addressing the most critical needs and issues related to opioid misuse/abuse, and unintentional deaths and non-fatal hospital events associated with opioid poisonings in each municipality.

Bidders responding to this RFR are requested to describe the process they will use to develop a Strategic Plan addressing the first three steps of the SPF and the prevention/reduction of unintentional deaths and non-fatal hospital events associated with opioid poisonings. **Bidders should not identify strategies to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings in this RFR response.**

Upon funding, awardees will be required to develop the detailed Strategic Plan outlined above for the lead municipality and each municipality within their Cluster. These Strategic Plans must incorporate the five steps of the SPF in their plans to prevent/reduce misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings as well as describe a plan to implement the BSAS approved strategies. The priorities of cultural competence and sustainability should be addressed throughout each step of the SPF process. **This should lead to the creation of a culturally appropriate long-term strategy to sustain policies, programs, and practices.**

Step 4: Implementation - Implement BSAS approved environmental strategies to prevent/reduce misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

Lead municipalities will use the findings of the needs assessments from their municipality and the municipalities in their proposed Cluster, or the Large Individual Municipality, to guide the selection and implementation of policies, programs and practices that have been approved by BSAS. Lead municipalities must ensure that culturally competent adaptations are made without sacrificing the core elements of the program.

Bidders responding to this RFR will not be asked to address the SPF Implementation Step in their RFR response.

Upon funding and approval of their Strategic Plans and Cluster Action Plan /Large Individual Municipality Action Plan, awardees must implement BSAS approved environmental strategies to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings. Based on the needs and resource assessments from their municipality and the municipalities in their proposed Cluster, or from the Large Individual Municipality, and with guidance from the MassTAPP, funded lead communities will select strategies that have

been approved by BSAS and promote the prevention/reduction of misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

Step 5: Evaluation - Monitor, evaluate, sustain and enhance or replace those strategies that are ineffective.

Ongoing monitoring and evaluation are essential to determining whether the desired outcomes are achieved and to assess program effectiveness and service delivery quality. Lead municipalities must provide performance data from their Cluster/Large Individual Municipality to the DPH on a regular basis. **Lead municipalities must agree to work with the state evaluators to document project activities and outcomes.**

Bidders responding to this RFR will **not** be asked to address the SPF Evaluation Step in this RFR response.

NOTE: For the purpose of this RFR, bidders are asked to respond to questions seeking preliminary information regarding the first three steps of the Strategic Prevention Framework (Assessment, Capacity, and Planning). **In your RFR response, DO NOT identify or select strategies.** Strategies should not be considered until the assessment is complete.

Further guidance related to the development of the local strategic plan will be provided upon selection. All strategic plans (Strategic Plans and Cluster Action Plans/Large Individual Municipality Action Plans) will require approval by the BSAS team.

B. Mentor and coordinate work with 2-4 neighboring municipalities

Bidders will be required to act as a mentor, and both coordinate and integrate their efforts to prevent/reduce the misuse/abuse of opioids and/or unintentional deaths and non-fatal hospital events associated with opioid poisonings with 2-4 other neighboring municipalities within Cluster. Municipalities with populations exceeding 150,000 may also apply as a Large Individual Municipality and focus efforts across an entire city. Partnerships should be formed with adjacent or contiguous municipalities. If there are special circumstances in which a Cluster wishes to include a non-adjacent or non-contiguous municipality, this must be fully and adequately explained. The funded lead municipality in a Cluster will serve as the fiscal agent and will also serve as a "mentor" to coordinate and integrate prevention/reduction efforts with each municipality within the proposed Cluster/Large Individual Municipality. An individual Strategic Plan must be developed for each municipality within the Cluster and an overall Cluster Action Plan must also be developed (please refer to Bullet A, Step. 4: Planning, above).

C. Utilize and collaborate with the Massachusetts Technical Assistance Partnership for Prevention (MasTAPP)

Bidders will be required to utilize and collaborate with the Massachusetts Technical Assistance Partnership for Prevention (MasTAPP).

D. State Evaluation

Bidders will be required to work with state evaluators to document project activities and outcomes.

E. Information Sharing/Dissemination

The program will support and coordinate the sharing and dissemination of prevention information and best practices within and across the Clusters/Large Individual Municipality, and promote the utilization of the BSAS website, Prevention Resource Portal, and other related web resources (e.g. Massachusetts Health Promotion Clearinghouse). **ALL MATERIALS PURCHASED AND DEVELOPED BY THE PROGRAM WITH DEPARTMENT OF PUBLIC HEALTH FUNDS ARE THE PROPERTY OF THE COMMONWEALTH OF MASSACHUSETTS AND MUST BE APPROVED BY BSAS PRIOR TO RELEASE OR PUBLICATION.**

IV. Description of Services

Municipalities (cities or towns), in partnership with 2-4 other neighboring municipalities within their region (Cluster), will collaborate to prevent/reduce the misuse/abuse of opioids and/or unintentional deaths and non-fatal hospital events associated with opioid poisonings. Municipalities with populations exceeding 150,000 may apply as a Large Individual Municipality and focus their efforts primarily across an entire city. Awardees will be required to coordinate and integrate their work with the 2-4 municipalities within their proposed Cluster or across their Large Individual Municipality.

Using the latest research, data, curricula, and tools, bidders will collaborate and integrate their work within their Cluster or across their Large Individual Municipality to establish data-driven opioid misuse/abuse and overdose prevention initiatives, and implement sustainable and culturally competent strategies approved by BSAS.

V. Program Support and Administration and other Program Specifications

A. Identification of the Service Population

The clear identification of the service population will be guided by the results of a local needs and resource assessment. A community's primary target population must adhere to the following:

- Reside within a selected municipality or City or Town;
- Be at high risk for heroin and other opioid misuse/abuse issues.

B. Substance Abuse Continuum of Care

Efforts to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings will require consultation/collaboration from intervention and treatment providers as well as people in aftercare and recovery.

C. Staffing

Each program should have a Program Director (preferably 1 FTE) who is able to coordinate policy initiatives, enforcement and grant requirements. Depending on the size of the grant, additional staff or consultants can be funded to work on grant activities. Unless there are unusual circumstances, supervisor time should be limited to .1 FTE and administrative time should be limited to .2 FTE. Grant funds can be used for staff salaries, benefits, payroll taxes, facilities, program supplies.

Up to 15% of administrative costs for the lead municipality can be charged to the grant.

- A staffing plan that describes project staff, education, qualifications, responsibilities and percentage of time devoted to the project. Please attach résumés.
- The staffing pattern is sufficient to support the delivery of the planned program service.
- Staff will include individuals who are linguistically and culturally appropriate to the populations being served.
- Staff must be Certified Prevention Specialists (CPS) or in the process of becoming certified within the next 2 years from the program start date.
- If new staff is hired during the duration of the contract, he/she must be a Certified Prevention Specialist (CPS) or in the process of becoming certified within 2 years from the date of hire.

D. Budget

Annual funding for the program is pending federal and state legislative appropriations. Reimbursement will be provided on a cost reimbursement basis.

VI. Additional Requirements:

- Awardees must submit an individual Strategic Plan for the Large Individual Municipality OR each municipality in the proposed Cluster within 90 days of funding that will include:
 - Methodology and results of assessment process
 - Plans for capacity building
 - Description of the planning process
 - Goals and Objectives
 - Description of selected strategy(ies)
 - Implementation Plan (including a timeline)
 - Plan to ensure cultural competence throughout the process

- Plan to sustain efforts
- Awardees are expected to implement selected strategies within four (4) months of being funded.
- Awardees will self-monitor performance and report progress made in the overall provision of services to BSAS (semi-annually).
- Awardees will be responsible for meeting program results and measures as specified by BSAS.
- Awardees will be responsible for meeting with BSAS staff for at least one annual site visit, or more often as necessary.
- Awardees will be responsible for timely and accurate submission of all BSAS related data such as MIS, outcome measures, and billing data.
- Awardees must agree to participate in the implementation of any additional tools and measures developed by the BSAS over the course of the contract period.
- Awardees must agree to be part of statewide evaluation efforts.
- Awardees receiving funding and all subcontractors must agree to comply with the BSAS vision, mission and principles. New information and lessons learned may result in changes being incorporated and required during the contracted period.
- Awardees receiving funding and all subcontractors must agree to incorporate these changes upon written notification.

4.0 Performance Requirements and Contract Monitoring

Expected Results and Measures

Results for the lead municipality and each municipality within the proposed Cluster/Large Individual Municipality will be solicited from bidders that address the following categories:

A. Strategic Prevention Framework (SPF) and Implementation of Approved Strategies

Result 1:

Assessment of local substance abuse-related problems that identifies the magnitude of misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings, intervening variables, local assets and resources, gaps in services and capacity and readiness to act.

Measures

- Description of a proposed process/plan for collecting qualitative and quantitative data to demonstrate need beyond the number of cases provided by MDPH.
- Identification and description of local resources that are used currently or could potentially address the prevention/reduction of opioid overdoses.
- Description of how the needs assessment will capture culturally specific diversity and demographical characteristics of all communities within the Cluster/Large Individual Municipality.

Result 2:

Within 90 days of funding, the lead Large Individual Municipality develops or updates their individual Strategic Plan OR the lead municipality develops or updates their individual Strategic Plan and the individual Strategic Plan for each municipality within the proposed Cluster, based on four of the five steps of the SPF (Accessibility, Capacity, Planning, and Implementation) to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

Measures

Each individual Strategic Plan must include:

- Methodology and results of assessment process
- Plans for capacity building
- Description of the planning process
- Goals and Objectives
- Description of selected strategy(ies)

- Implementation/Coordination Plan (including a timeline)
- Plan to ensure cultural competence throughout the process
- Plan to sustain efforts.

Result 3:

Strategies are implemented that will result in the prevention/reduction of misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings through the use/implementation of SAMHSA's Strategic Prevention Framework (SPF) as a planning model.

Measures

- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality, have participated in the Strategic Prevention Framework (SPF) process.
- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality, have developed a logic model, strategic plan and timeline.
- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality, have selected and implemented measurable and sustainable environmental programs/strategies approved by BSAS.

B. Utilization of the Massachusetts Technical Assistance Partnership for Prevention (MassTAPP)

Result 1:

Technical Assistance and Support Services utilized by BSAS funded opioid overdose prevention programs.

Measures

- Each funded lead municipality, and all the municipalities within the proposed Cluster/Large Individual Municipality, participates in at least 2 capacity building technical assistance sessions annually.

C. Partnerships and Collaborations

Result 1:

Engagement of key stakeholders at the State and local levels in the planning and implementation of efforts to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

Measures

- Active participation of a variety of community members, and the required and strongly recommended partners including those entities that interact with or have knowledge of the opioid using population(s).

Required partners will be:

- Mayors/Town Managers from each municipality within the Cluster
- 3 Key municipal representatives from each municipality within the Cluster (e.g., Departments or Boards of Public Health, Police and/or Fire Department, Criminal/Corrections System, Elementary/Secondary Schools, etc.)
- Substance abuse prevention and treatment providers
- Narcan pilot sites and other BSAS-funded overdose prevention and treatment programs (as available)
- Local/regional hospitals
- Emergency medical first responders
- Community members including youth, parents, and people in recovery
- Consumers of substance abuse treatment services
- Social service agencies

Strongly recommended partners would be:

- Faith-based communities
- Pharmacies
- Local businesses

- Colleges and universities
- Participation and engagement within the collaborative effort is reflective of the diversity of the municipality(ies) involved including gender, culture, sexual identity, income, and disability, and non-geographic populations (e.g., Native American, LGBTQ, etc.), with particular attention to be given to those most at risk for or impacted by misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.
- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality have increased their capacity to develop and implement the five steps of the Strategic Prevention Framework (SPF), and prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.

D. Sustainability and Cultural Competence

Cultural competence is a major component of all BSAS initiatives. Gender, race, ethnicity, and sexual orientation significantly affect all aspects of personal and societal life. The SPF model addresses these issues in its core service design principles and standards. Cultural competence is defined as a set of behaviors, attitudes, skills, and policies that allow individuals and organizations to increase their respect for, and understanding and appreciation of, cultural differences and similarities within and among groups. Cultural competence must be considered in every dimension of the continuum of care, from the etiology of substance use disorders to appropriate prevention, outreach, intervention, treatment, and recovery strategies. Effective cultural competence is an ongoing developmental process of refining, expanding, and updating an individual's, an organization's, and/or a community understanding of different cultures. It requires a long-term commitment, and multi-faceted, multi-level approaches. A culturally competent multifaceted approach must address policy, administrative, program/provider, community, and research issues. For prevention strategies and collaborations to be successful, they must be inclusive of the cultures of the participating groups.

Awardees will be required to develop appropriate cultural competence plans that will outline how they will ensure that populations and cultures representative of their community are included in each of the SPF Steps. Specifically, awardees will be asked to include cultural competence in the assessment, capacity building, planning, and implementation of their initiatives. **The Cultural Competence Plan will be updated on a yearly basis.**

Result 1:

Delivery of prevention strategies and interventions with competencies in culture, language, gender, disabilities, sexual orientation and age.

Measures

- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality has actively engaged multiple sectors and populations, including non-geographic populations (e.g., Native American, LGBTQ, etc.), of the community.
- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality has an actively engaged representative from all high need/risk populations, including non-geographic populations (e.g., Native American, LGBTQ, etc.), of the community.

Result 2:

Delivery of prevention strategies and interventions with an overall goal of sustainability.

Measures

- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality has developed a Sustainability Plan, independent of increased and/or additional funding, focused on policy and practice changes with an overall goal of institutionalizing efforts to prevent/reduce the misuse/abuse of opioids, and unintentional deaths and non-fatal hospital events associated with opioid poisonings.
- Each funded lead municipality and all the municipalities within the proposed Cluster/Large Individual Municipality has engaged and involved all sectors of the municipality in the design and development of a Sustainability Plan.

- Awardees must agree to participate in the BSAS regional meetings, specified trainings/workshops/conferences, and other informational events

5.0 Contract Invoicing

Cost Reimbursement Contracts:

- BSAS billing procedures through the EIM/ESM system require that contracted providers submit an invoice, on a monthly basis, for all services provided in the previous month.
 - BSAS requires that this invoice be authorized in EIM-ESM no later than the 14th day of the month, following service delivery. This includes a zero invoice if no services were provided.
 - The only exceptions will be when the Bureau has been previously notified of extenuating circumstances and the request has been approved by the BSAS contract manager.
 - If corrections need to be made to previously submitted invoices, supplemental invoices must be submitted for the month in which the billing was originally submitted.
- All offsets must be reported for each UFR on the Invoice.

Payment through Electronic Funds Transfer is required for any contract awarded through this solicitation. Please see Forms and Terms screen.

6.0 Evaluation Criteria

Proposals undergo multiple levels of review:

Technical Review: The quality of the response to each question in the narrative is evaluated by a team of objective reviewers who score each question according to criteria related to that question. Reviewers are instructed to evaluate each question for content, comprehensiveness, and clarity of each answer.

Supplier Diversity Program (SDP): The Supplier Diversity Program (formerly known as Affirmative Market Program) was established in September, 2010 via Executive Order 524 to promote equality in the state contracting market by ensuring full participation of minority and women owned business enterprises (M/WBEs) in all areas of state contracting including construction, design, goods and services. The Executive Order consolidates the State Office of Minority and Women Assistance (SOMWBA) and Affirmative Market Program (AMP) into a new Supplier Diversity Office (SDO) that is part of the Operational Services Division. The essence of the Executive Order continues to provide policies to promote the award of state contracts in a manner that develops and strengthens certified Minority and Women Business Enterprises (M/WBEs), because a diverse business community strengthens the economy and is beneficial to all of the citizens of the state.

Additional information about SDP can be found in the Supplier Diversity Program (SDP) Plan section of the "Additional Requirements" document at the "Specifications" screen. The Supplier Diversity Program (SDP) forms and instructions can be found at the Comm-PASS "Forms & Terms" screen for this solicitation. **Bidders must use the SDP forms to answer this question. These forms should be submitted as an attachment to your response.**

The SDP plan counts for 10% of the total proposal review score. Unless there are documented extenuating circumstances, no contract will be executed with a provider unless at least one of the following Business Relationship sections of the SDP form is completed: Subcontract; Growth and Development; or Ancillary Uses.

Second Level Review: During the second level of review, factors such as an applicant's past performance, billing, license status, ADA compliance, agency demographics, need, resources available, regional considerations and other criteria are considered and scored. These criteria may vary depending upon the service being procured. Based on all review scores, programs makes recommendations to the Commissioner, who makes the final funding determination.

7.0 Instructions for Submission of Responses

See Section 2.0, Procurement Calendar, for deadline date, time and location.

Complete the Application Response Form posted on the Comm-PASS Forms and Terms screen.

Note: To assist bidders identify the purpose of the documents they prepare for submission, the forms posted on the Comm-PASS Forms & Terms screen have a prefix under the Document Description according to the following chart:

| Form Prefix | Definition |
|-------------|--|
| ADMIN | Administration |
| CLAS | Culturally and Linguistically Appropriate Services |
| PROG | Program Specific |

Helpful Hint: Sort the forms alphabetically by prefix by clicking on 'Documents Description' in the table header on the Forms & Terms screen of Comm-PASS.

Proposals must be received at the address in the Application Response Form by the deadline date and time.

8.0 RFR Attachments

In accordance with the instructions under "Action Description" on the screen, the forms listed on the Comm-PASS Forms & Terms screen for this RFR must be submitted with your response.

9.0 Other Requirements Pertaining to this RFR

Virtual Gateway Business Services: The Executive Office of Health and Human Services (EOHHS) operates a number of online business services through the Virtual Gateway. These include but are not limited to, Provider Data Management (PDM), Common Intake (IE&R), Enterprise Invoice / Service Management (EIM/ESM), Home and Community Service Information System (HCSIS), Senior Information Management System (SIMS) Service and Transition Planning System (STARS).

These services permit users to access a variety of EOHHS programs and services. Virtual Gateway business services are accessible by end users with web browsers such as Internet Explorer (6.0 or above), and a broadband Internet connection that is capable of high-speed data transmission, such as a Local Area Network (LAN), a cable modem, or DSL.

Enterprise Invoice / Service Management (EIM/ESM): If EOHHS or DPH directs contractor during the term of this amended contract to access the EIM/ESM service through the Virtual Gateway for the purpose of conducting business with either EOHHS or DPH, contractor agrees to use such services as directed and execute all required Use or Service Agreements required by the Virtual Gateway and to comply with all applicable Virtual Gateway, DPH and EOHHS policies and procedures related to such services, including policies pertaining to data security and protection of confidential information. Contractor further agrees to submit all information as directed by EOHHS or DPH including, but not limited to, invoices, contract and/or other information to DPH through these web-based applications. Contractor further agrees to take all necessary steps to ensure that it, and its subcontractors or affiliates, complies with these requirements and has access to and utilize all required web-based services in the Virtual Gateway.

National Culturally and Linguistically Appropriate Services (CLAS) Standards When releasing their report "Unequal Treatment" the Institutes of Medicine concluded "race disparities in health outcomes persist even after the significant efforts of multiple programs and accounting for risks such as low income, poor education and cigarette smoking." The national Culturally and Linguistically Appropriate Services (CLAS) Standards have been developed to offer a framework to address the structural, clinical and organizational barriers that contribute to health disparities. In 2005, the Massachusetts Department of Public Health Office of Health Equity was awarded the federal grant *State Partnership Grant to Improve Minority Health*. The goal of this grant is to develop and implement Massachusetts standards consistent with the nationally proposed CLAS Standards throughout the Department's procurement and internal operations. MDPH would be among the first public health agencies in the country to systematically apply these standards as a tool to eliminate racial, ethnic and linguistic health disparities.

Continued implementation of the CLAS standards will occur over the term of this contract. Providers will be required to cooperate with this effort. Such cooperation may include the submission of data relative to the CLAS standards and the implementation of CLAS-related performance requirements.

The national CLAS standards are included as an attachment to this RFR. Making CLAS Happen is a guide to providing culturally and linguistically appropriate services in a variety of public health settings. Further guidance is available at the Office of Health Equity's website: www.mass.gov/dph/healthequity.

| Template Revision History | | | | |
|---------------------------|--|-----------|------------|-----------|
| Doc. Rev. | Reason for Change | Reference | Originator | Date |
| A | Release. | | | 7/25/2012 |
| B | Added "and Contract Monitoring" to section 4.0 | | S Dyer | 8/2/2012 |
| C | Rename Principles, Policies & Procedures document to Additional Requirements | | S Dyer | 9/6/2012 |
| D | Restore Ch 257 language | | S Dyer | 9/27/2012 |
| | | | | |
| | | | | |
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CITY OF GLOUCESTER
Newell Stadium Building Committee

Mike Carrigan, Chair
Dick Wilson, GFAA Representative
Kristen Michel
William Goodwin, Gloucester High School
Mark Cole, Operations Manager, DPW
William Sanborn, Building Inspector
Joe Guzzo, Plumbing Inspector

To: Mayor Carolyn Kirk
Gloucester City Council

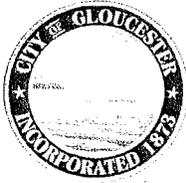
Copy: Kenny Costa, Auditor
Jeff Towne, Treasurer
Gregg Cademartori, Acting Community Development Director

From: Newell Building Committee
Stephen Winslow, Senior Project Manager

Re: Newell Renewal Project
Request to Accept \$100,000 Donation from the Demoulas Family Foundation

Date: January 10, 2013

The Newell Building Committee (NBC) hereby requests that the City accept a \$100,000 donation from the Telemachus and Irene Demoulas Family Foundation that has been received to support the Newell Renewal Project.



CITY OF GLOUCESTER
Newell Stadium Building Committee

Mike Carrigan, Chair
Dick Wilson, GFAA Representative
Kristen Michel
William Goodwin, Gloucester High School
Mark Cole, Operations Manager, DPW
William Sanborn, Building Inspector
Joe Guzzo, Plumbing Inspector

To: Mayor Carolyn Kirk

Copy: Jim Duggan, Chief Administrative Officer
Jeff Towne, Chief Financial Officer
Kenny Costa, Auditor
Gregg Cademartori, Acting Community Development Director

From: Newell Building Committee
Stephen Winslow, Senior Project Manager

Re: Request to Increase the Newell Renewal Project Budget Limit

Date: January 10, 2013

The Newell Building Committee (NBC) hereby requests the City Council to authorize an increase to the budget limit for the Newell Renewal project. The authorization enables the NBC to expend donation's and grant funds that now exceed the initial \$2 million fundraising goal for the project. A donation of \$100,000 to the GFAA from the Telemachus & Irene DeMoulas Family Foundation and Market Basket puts fundraising efforts nearly \$100,000 over the \$2 million goal.

The NBC proposes an increase in the project budget cap by \$225,000, from the original \$3.5 million budget to \$3.725 million. The base project cost remains within the \$3.5 million budget the NBC requested in April 2012. The donation and grant funds received above the \$2 million fundraising goal will be used to improve the quality of the project, by adding items the NBC eliminated when seeking to meet the \$3.5 million project budget. After March 15, 2013, adding items to the project will become increasingly difficult as the pace of construction picks up. Raising the project budget limit now will allow the NBC to expeditiously and smoothly add items as construction continues and funds continue to flow into the project account.

Items to be Funded through the Budget Limit Increase

The NBC approved a base project that included the elements for a functional track and field; however, the NBC eliminated many items from the base that would improve the quality and functionality of the new track and field. The NBC has only been able to add athletic field lights to the base bid within the \$3.5 million project budget.

The following amenities can be added should the project budget be increased:

Red Track Surface and Walking Lights (\$66,500): The Council recently approved the expenditure of Community Preservation Act funds for a red track surface and walking lights. In order to amend the construction contract to add these alternates, the construction budget must be increased by \$66,500.

Red Bleacher Risers (\$13,500): The NBC highly recommended that the red bleacher risers be added if funds become available because they substantially improve the aesthetic look of the stadium. Red bleacher risers could not be funded through the CPA. The GFAA successfully secured a major donation from a donor that saw the red bleacher risers as an aid to help people walking up and down the stairs. This results in a \$13,500 budget increase.

Scoreboard and Sponsor Acknowledgements (\$20,000 - \$35,000): The NBC eliminated funds for upgrading the scoreboard in order to fully fund the construction administration contract. The existing scoreboard can be upgraded for about \$20,000 including new signs to acknowledge major donors on the scoreboard. A GFAA sub-committee headed by former football coach Paul Ingram is working on a proposal for a new scoreboard expected to cost \$35,000, with future donations funding the additional \$15,000 cost. The NBC proposed a \$35,000 budget increase to either improve or replace the scoreboard depending upon the availability of funds.

The following amenities can be added depending upon the dedication of additional funds:

Sound System (\$7000): The GFAA scoreboard sub-committee is also exploring the cost of a high quality sound system for the home bleachers that can be used for both announcements and music. The \$7000 cost for this system would be funded by future donations.

Track Pit Covers (\$20,000): The City's consultant, CDM-Smith recommended that high-quality aluminum pit covers be used to help keep the sand in the jump pits in good condition. The NBC included the pit covers as the 5th alternate in the bid package. The city's contract bid price for this item is \$20,000.

Protective Mats for Track and Field: Sports teams will frequently cross the track to access the field as will the occasional maintenance vehicle. This could wear-out and/or damage the track at these locations unless protective mats have been laid down. Also, the field will last longer if sidelines mats are used during some games and during events such as graduation.

Contingency (2% of project costs): A modest contingency will ensure that the NBC can address minor change order requests (if funds are available) without having to eliminate an item to offset the cost of the change order.

Newell Stadium Project
Budget Increase Request (1-10-2013)

| <u>Project Costs</u> | <u>Costs</u> |
|------------------------------------|--------------|
| Design and Construction Management | \$456,425 |
| Construction Costs (Base Bid) | \$2,812,575 |
| Alternate 1: Lights | \$231,000 |
| Current Project Costs | \$3,500,000 |
| <u>Alternates</u> | |
| Alternate 2: Red Track | \$38,000 |
| Alternate 3: Walking Lights | \$28,500 |
| Alternate 4: Red Bleacher Risers | \$13,500 |
| Alternate 5: Jump Pit Covers | \$20,000 |
| <u>Add-ons</u> | |
| Scoreboard Upgrade/Signs | \$35,000 |
| Sound System | \$7,000 |
| Protective Mats for Track & Field | \$10,000 |
| Contingency (2%) | \$73,000 |
| Project Costs with Add-ons | \$3,725,000 |

Added \$15,000 due to interest in new scoreboard

| <u>Fundraising</u> | <u>Funds</u> |
|---|-------------------|
| 1. a. GFAA Cash Provided to City(thru 12/11/12) | \$556,000 |
| b. GFAA Cash Reserve | \$15,259 |
| 2. Pledges Due In | |
| a. Up to \$10,000 | \$53,040 |
| b. Cape Ann Savings Bank | \$29,398 |
| c. Gorton's (remainder of \$50,000 pledge) | \$16,333 |
| d. Anonymous | \$20,000 |
| e. Sudbay | \$10,000 |
| 3. State PARC Grant | \$500,000 |
| 4. New Balance Pledge | \$500,000 |
| 5. City Bond Funds | \$1,500,000 |
| 6. CPA Funding (Pending Council Approval) | \$298,000 |
| 7. DeMoulas/Market Basket | <u>\$100,000</u> |
| Subtotal Donation, Pledges, Grants, City Funds | \$3,598,030 |
| <minus> | |
| Project Costs with Alternates/Add-ons | \$3,725,000 |
| Additional Fund Raising to Meet Budget | -\$126,970 |



CITY OF GLOUCESTER FIRE DEPARTMENT
8 SCHOOL ST.
GLOUCESTER, MA 01930
978-281-9760
Fire Chief Eric Smith



Memorandum

TO: Mayor Kirk
FR: Fire Chief Eric Smith
RE: EMPG Grant approval request
DT: 12-21-12

Mayor Kirk,

The EMPG grant request approved by Council to pursue has been approved. Due to the \$10,000 match that is met by the EM Stipend this needs to be placed on the Mayors request to Council to now be accepted. I have included the COG Grant Application and Check List as prepared by Carol McMahon. As a reminder this grant will pay for the connection of the Fuller School generator to the sub-panel that powers the EOC area of the building and several portable HVAC units.

Best regards,

Eric L. Smith
Fire Chief



**City of Gloucester
Grant Application and Check List (Continued)**

The following are documents needed by the Auditing Office for Grant account creation:

1. Grant Application
2. Grant Award Letter/Standard Contract Approval Form
3. Council Order Approval
4. Original Grant Account Budget as approved by Grantor
5. Amended Grant Account Budget as approved by Grantor (if applicable)
6. Any additional information as requested by the Auditing Department

Note: All documents must be complete signed copies.

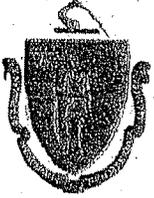
Please attach the following documents with the Grant Application and Check List and send to the Auditors Office.

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



This form is jointly issued and published by the Executive Office for Administration and Finance (A&F), the Office of the Comptroller (CTR) and the Operational Services Division (OSD) as the default contract for all Commonwealth Departments when another form is not prescribed by regulation or policy. Any changes to the official printed language of this form shall be void. Additional non-conflicting terms may be added by Attachment. Contractors may not require any additional agreements, engagement letters, contract forms or other additional terms as part of this Contract without prior Department approval. Click on hyperlinks for definitions, instructions and legal requirements that are incorporated by reference into this Contract. An electronic copy of this form is available at www.mass.gov/oa under Guidance For Vendors - Forms or www.mass.gov/osd under OSD Forms.

| | | | |
|---|-----------------|--|--------------------------|
| CONTRACTOR LEGAL NAME: CITY OF GLOUCESTER | | COMMONWEALTH DEPARTMENT NAME: Mass. Emergency Management Agency | |
| Legal Address: (W-3, W-4, T&C): 9 DALE AVE STE 9 GLOUCESTER MA 01930-3000 | | Business Mailing Address: 488 Worcester Road, Framingham, MA 01702 | |
| Contract Manager: Eric Smith | | Billing Address (if different): | |
| E-Mail: esmith@glooucester-ma.gov | | Contract Manager: Jeff Timperi | |
| Phone: (978) 836-8016 | Fax: N/A | E-Mail: jeff.timperi@state.ma.us | |
| Contractor Vendor Code: VC6600182098 | | Phone: 508-820-2019 | Fax: 508-820-2030 |
| Vendor Code Address ID (e.g. "AD001"): AD | | MMARS Doc ID(s): CT-GDA-FY13EMPG1108000GLOUC | |
| (Note: The Address ID must be set up for EET payments.) | | RFR/Procurement or Other ID Number: FFY2011 EMPG Grant | |
| <input checked="" type="checkbox"/> NEW CONTRACT PROCUREMENT OR EXCEPTION TYPE: (Check one option only) <input type="checkbox"/> <u>Statewide Contract</u> (OSD or an OSD-designated Department) <input type="checkbox"/> <u>Collective Purchase</u> (Attach OSD approval, scope, budget) <input checked="" type="checkbox"/> <u>Department Procurement</u> (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation) <input type="checkbox"/> <u>Emergency Contract</u> (Attach justification for emergency, scope, budget) <input type="checkbox"/> <u>Contract Employee</u> (Attach <u>Employment Status Form</u> , scope, budget) <input type="checkbox"/> <u>Legislative/Legal or Other</u> (Attach authorizing language/justification, scope and budget) | | <input type="checkbox"/> CONTRACT AMENDMENT Enter Current Contract End Date <u>Prior</u> to Amendment: _____, 20____ Enter Amendment Amount: \$ _____ (or "no change") AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.) <input type="checkbox"/> <u>Amendment to Scope or Budget</u> (Attach updated scope and budget) <input type="checkbox"/> <u>Interim Contract</u> (Attach justification for Interim Contract and updated scope/budget) <input type="checkbox"/> <u>Contract Employee</u> (Attach any updates to scope or budget) <input type="checkbox"/> <u>Legislative/Legal or Other</u> (Attach authorizing language/justification and updated scope and budget) | |
| The following COMMONWEALTH TERMS AND CONDITIONS (T&C) has been executed, filed with CTR and is incorporated by reference into this Contract. <input checked="" type="checkbox"/> Commonwealth Terms and Conditions <input type="checkbox"/> Commonwealth Terms and Conditions For Human and Social Services | | | |
| COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00. <input type="checkbox"/> <u>Rate Contract</u> (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.) <input checked="" type="checkbox"/> <u>Maximum Obligation Contract</u> Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended): <u>\$7500.00</u> | | | |
| PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through <u>EFT</u> 45 days from invoice receipt. Contractors requesting accelerated payments must identify a PPD as follows: Payment issued within 10 days ___ % PPD; Payment issued within 15 days ___ % PPD; Payment issued within 20 days ___ % PPD; Payment issued within 30 days ___ % PPD. If PPD percentages are left blank, identify reason: ___ agree to standard 45 day cycle ___ statutory/legal or Ready Payments (G.L.c. 29, § 23A); <input checked="" type="checkbox"/> only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.) | | | |
| BRIEF DESCRIPTION OF CONTRACT PERFORMANCE OR REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) Funding for this grant is provided through the FFY2011 Emergency Management Performance Grant, the Catalog of Federal Domestic Assistance (CFDA) number is 87.042. The community intends to procure shelter equipment | | | |
| ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations: <input checked="" type="checkbox"/> 1. may be incurred as of the <u>Effective Date</u> (latest signature date below) and <u>no</u> obligations have been incurred <u>prior</u> to the <u>Effective Date</u> . <input type="checkbox"/> 2. may be incurred as of _____, 20____, a date <u>LATER</u> than the <u>Effective Date</u> below and <u>no</u> obligations have been incurred <u>prior</u> to the <u>Effective Date</u> . <input type="checkbox"/> 3. were incurred as of _____, 20____, a date <u>PRIOR</u> to the <u>Effective Date</u> below, and the parties agree that payments for any obligations incurred prior to the <u>Effective Date</u> are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations. | | | |
| CONTRACT END DATE: Contract performance shall terminate as of <u>June 30, 2013</u> , with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments. | | | |
| CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached <u>Contractor Certifications</u> (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable <u>Commonwealth Terms and Conditions</u> , this Standard Contract Form including the <u>Instructions and Contractor Certifications</u> , the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in <u>801 CMR 21.07</u> , incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract. | | | |
| AUTHORIZING SIGNATURE FOR THE CONTRACTOR: X: <u>Carolyn A. Kirk</u> Date: <u>12/1/12</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>Carolyn A. Kirk</u> Print Title: <u>Mayor</u> | | AUTHORIZING SIGNATURE FOR THE COMMONWEALTH: X: <u>David Mahr</u> Date: <u>12/1/12</u> (Signature and Date Must Be Handwritten At Time of Signature) Print Name: <u>David Mahr</u> Print Title: <u>Chief Fiscal Officer</u> | |



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY



MASSACHUSETTS EMERGENCY MANAGEMENT AGENCY

400 Worcester Road Framingham, MA 01702-5399

Tel: 508-820-2000 Fax: 508-820-2030

Website: www.mass.gov/mema

Deval L. Patrick
Governor

Kurt N. Schwartz
Director

Timothy P. Murray
Lieutenant Governor

Elizabeth Heffernan
Secretary

Federal Fiscal Year (FFY) 2011
US DHS/FEMA Emergency Management Performance Grant (EMPG)
Application for Grant Funding (AGF)

Overview

Through this AGF, the Massachusetts Emergency Management Agency (MEMA) will be accepting applications from municipalities and Federally-recognized Tribes with local emergency management departments for FFY 2011 EMPG Funding.

MEMA plans to, via this grant process, make available approximately \$2.2M to eligible entities.

This document provides a brief overview of the FFY 2011 EMPG and specific guidance for entities applying for funds. The information included here does not provide complete details of the EMPG, its allowable and unallowable activities, equipment or costs. The applicant is responsible for ensuring that its proposed project fully complies with the federal and State guidance for the EMPG. Links to the federal guidelines for this program and other pertinent documents that must be consulted when preparing the application are found within this document.

MEMA will conduct five general informational sessions regarding this AGF. Attendance at these sessions is optional. The same information will be presented at each session. The sessions will be held on:

MEMA Region III

July 30th 2012 from 10-11 - MEMA Agawam
1002 Suffield St Agawam

MEMA Region III

July 30th 2012 from 6pm-7pm - MEMA Agawam
1002 Suffield St Agawam

MEMA Region IV

July 31st 2012 from 9-10 - Holden Public Safety Building
1370 Main St Holden

MEMA Region I

August 2nd 2012 from 10-11 - MEMA Tewksbury
365 East St Tewksbury

MEMA Region II

August 8th 2012 from 10-11 - MEMA Bridgewater
12-J Rear Administration Rd Bridgewater

Submission Process

Completed applications - using the Template found on pgs 3-11 - must be received no later than 9/28/12.

Completed applications must be emailed to your respective MEMA Regional Contact (see below).

MEMA Region I: Mikael Main, Mikael.Main@state.ma.us, 978-328-1500

MEMA Region II: James Mannion, james.a.mannion@state.ma.us, 508-427-0400

MEMA Region III: Bruce Augusti, bruce.augusti@state.ma.us, 413-750-1400

MEMA Region IV: Jeff Zukowski, jeffrey.zukowski@state.ma.us, 413-750-1400

Late applications will not be accepted; hand-written applications will not be accepted.

Application for Grant Funding Template

Please use this Template. Please provide response to each section (as applicable) in the appropriate spaces below. If the proposal contains an interoperable communications component, then the entire Template must be completed.

Applications should be based on an identified gap, and not at the prompting of a vendor that stands to benefit from the awarding of a grant.

1. Entity submitting this Application for Grant Funding

Community: Gloucester, Massachusetts
Point of Contact Name: Chief Eric Smith
Address: 6 School Street
Gloucester, MA 01930
Office Telephone: 978-281-9760
Fax: 978-281-9822
24 hr Telephone: 978-281-9760
Email Address: esmith@gloucester-ma.gov

2. Project Period

Estimated start date (month/date/year): 12/3/12

For planning purposes only, you may use a planned start date of 12/3/12.

Estimated end date (month/date/year): 6/30/13

All Projects must be completed by 6/30/13.

3. Project Summary

Using the format below, please provide below a clear and comprehensive summary (1 ½ pages maximum) that includes response to the following:

- a) the proposed project;
- b) why this is needed, and how this need was identified;
- c) how funds, if awarded, will further Goals/Objectives of the DHS/FEMA National Preparedness System and National Preparedness Goal;¹
- d) how funds, if awarded, will be used to help the community: better prevent terrorism; protect critical infrastructure; or enhance mitigation, response, or recovery efforts (applicants should review the National Preparedness System and National Preparedness Goal);
- e) expected outcomes; and
- f) how outcomes may be measured.

IMPORTANT: All costs must be allowable under the FFY 2011 EMPG grant program. Please refer to pgs 13-14 ('Allowable Costs' and 'Unallowable Costs') of this AGF for detail on what is/is not allowable.

PROJECT SUMMARY (1 ½ pages maximum):

Gloucester has established a basic, functional Emergency Operations Center which is intended to be utilized on a regional basis, and is available for use by neighboring communities of Rockport, Essex and Manchester-by-the-Sea. The Gloucester Emergency Operations Center is located in a currently unused school facility located at the Fuller School property. We intend to use a portion of this grant to make the EOC capable of being powered by the emergency generator which is already located in the building. Currently the emergency generator only powers emergency lighting and a few outlets. The generator and powerplant have been assessed by a licensed commercial electrician and he has confirmed that the generator is more than adequate to carry the additional load of the full EOC when operating.

The former school the EOC is located within does not have air conditioning and controlling the heat in this building is problematic. Because of the heating issue, the City is preparing to shut down the heat to the majority of the building by winter. In order to keep the EOC operational we intend to purchase portable air conditioning/heating units to properly cool and heat the EOC.

Our goal is to have a fully functional regional EOC available during times of emergency and during planned events. By having the entire electrical needs of the EOC permanently wired into the existing emergency generator will accommodate a portion of that need. Having the area properly climate controlled will insure that the investment that has been made in electronic equipment will not suffer from climate extremes also and ensure that the persons working within the EOC are working in an appropriate environment.

Based on historical events, we anticipate several weather events annually that necessitate the opening of the Gloucester EOC. Unfortunately, history also has shown that the power in the area will fail. With the generator wired to the EOC and proper climate control devices in place we expect that we will be able to seamlessly continue operation of the EOC despite any power interruptions and in any temperature extremes.

¹ Information on the National Preparedness System may be found on-line here: http://www.fema.gov/pdf/prepared/nps_description.pdf; the National Preparedness Goal may be found on-line here: <http://www.fema.gov/pdf/prepared/npg.pdf>. Applicants may also review MEMA's Developing FFY 2011 EMPG Applications document.

4. Funding Amount

Amount of EMPG funding: \$ 7,500.00

MEMA uses a population-based funding formula to determine award amounts. Award amounts may vary from year to year based upon available funding. Please refer to FFY 2011 EMPG Funding-Appendix A for your community's proposed award amount.

5. Match

Successful applicants must provide a 100% (dollar-for-dollar) cash or in-kind match. Please provide:

- a) the match amount (must equal the funding amount): \$7,500.00
- b) type of match (cash or in-kind): in kind
- c) specific match source (may not be federal funds): City EM stipend
- d) statement that this match is available during the above-referenced Project Period (see #2): The city of Gloucester offers a \$10,000 stipend for the Emergency Management Director that will be available during the project time period.

Guidance on match may be found on MEMA's website here:

<http://www.mass.gov/eopss/agencies/mema/empg-and-ccp-and-hnep-grants.html>

6. Interoperable Communications Investment Proposal (ICIP)

If your Project has an interoperable communications component, please complete the following table on pgs 7-9:

If your Project does NOT have an interoperable communications component, you DO NOT have to complete the following table on pgs 7-9.

ICIP Overview

Interoperable communications projects improve the sharing of electronic information (voice, data, images, video), via radio, internet, microwave, computers, fiber optics. Interoperable Communications projects may include the purchase or modifications of radios, transmission towers and other communications related equipment. Interoperability projects may also include efforts related to communications training and exercises, education and outreach, programming radios, development of Standard Operating Procedures.

When completing the ICIP table, applicants should provide a clear description of the 'Interoperability Problem'. **As an example:**

Problem: Although Mutual Aid Agreements are in place between the applicant and its four neighboring towns for public safety support during emergencies, the towns have no common radio frequencies or Standard Operating Procedures so, radio communications cannot occur amongst the disparate radios during an emergency.

Background Information / Investment Description: It was learned during a multiple alarm chemical fire that responders from the five mutual aid towns were unable to communicate directly with each other effectively. Subsequently, a consultant was hired to develop an interoperable communications plan that assessed the communications gaps and recommended solutions. This project seeks to implement the plan by replacing 30 incompatible portable radios, reprogramming all remaining (220 portable and 15 fixed) radios, conducting 3 training classes for the use of the equipment and the Standard Operating Procedures and conducting 1 table top exercise that will include all 5 towns that are included in the Mutual Aid Agreements.

Interoperable Communications Investment Proposal

Please complete all sections except for the shaded areas.
 Shaded areas will be completed by the SIEC and the Statewide Interoperability Coordinator (SWIC).

| | | | |
|--|--|---|--|
| Date Received by the SWIC: | Control #: | Proposed Federal Funding Source: | Proposed Federal Funding Amount: \$ |
| Committee Referred to: | Committee Chairperson: | | |
| Investment Name: | Applicant Organization: | Applicant Signature: | |
| Investment Summary | | | |
| Statewide Communications Plan (SCIP) Goals addressed by this investment (please circle all that apply) | <input type="checkbox"/> Governance <input type="checkbox"/> SOP <input type="checkbox"/> Technology | <input type="checkbox"/> Training & Exercise <input type="checkbox"/> Usage | |
| Project Start Date: | Project End Date: | Is an Environmental & Historic Preservation (EHP) review required for this project? | |
| Applicant Contact Name: | Phone: | Email: | Address: |
| Review Status | | SIEC Member Signature: Date: | |
| Assigned to Committee | | | |
| Estimated Review Date | | | |
| Committee Recommendation to the Executive Management Committee | Approval | Denial | Amend |
| Executive Management Committee Recommendation | Approval | Denial | Amend |
| SIEC Recommendation | Approval | Denial | Amend |
| Applicant notified of Recommendation | | | |

| | | |
|--|--------------------------|-------------------------|
| Communications Interoperability Problem Description- | | |
| Background Information / Detailed Investment Description- | | |
| Expected Outcomes- Describe the communications interoperability gaps that will be addressed | | |
| SCIP Goal- Identify each SCIP goal that this investment will support and describe how that support will be accomplished. See Appendix B for a listing of SCIP goals. | Goal | Describe support |
| | Governance | |
| | SOP | |
| | Technology | |
| | Training & Exercise | |
| | Usage | |
| Ownership- Identify the proposed owners of all assets procured with this investment (add additional lines as needed) | Organization | |
| | Asset Description | |
| | | |
| | | |
| | | |
| | | |
| | | |
| | | |
| Usage Plan- Describe the usage plan for the equipment / project | | |

| | | |
|---|--|---------------------------|
| <p>Disciplines-</p> <ul style="list-style-type: none"> • Identify each responder discipline that will enhance its communications interoperability from this investment • Describe the interoperability enhancement | <p>Discipline</p> | <p>Enhancement</p> |
| <p>Please use the following abbreviations to represent the corresponding discipline:</p> | <p>LE - Law Enforcement; EMS - Emergency Medical Services; EMA - Emergency Management Agency; FS - Fire Service; HZ - HAZMAT; PW - Public Works; PH - Public Health; GA - Governmental Administrative; PSC - Public Safety Communications; HC - Health Care; O-Other</p> | |
| <p>Multi-jurisdictional Interoperability-</p> <p>All investments must provide interoperability between two or more jurisdictions.</p> <p>Identify each jurisdiction that will achieve interoperability from this investment.</p> | | |

9. EHP Review

Is a formal Environmental & Historic Preservation (EHP) review required for this project?

Not Applicable

If yes, please note here reasons why.

If no, please provide a brief reason why a formal review is not required.

A formal review is not needed for this project as there are no projects in this grant application that include Physical security enhancements, renovations/upgrades/modifications to structures or any projects with the potential to cause adverse impacts to natural, biological or cultural resources (including historic properties).

Please refer to FEMA Informational Bulletins #271 and #329 for further detail.

If EHP review is required, MEMA will work with successful applicants to develop their 'EHP Screening Memo'. This Memo does not need to be submitted with the application.

General Guidance for Applicants

Applicants do not need to provide response to this section.

1) Non-Supplanting

Federal grant funds must supplement state or local initiatives and **shall not replace (or supplant)** funding appropriated from State and local governments with their Federal grant funding.

2) Specificity

Specificity in your 'Project Summary'. To the extent applicable -- follow the 'Who, What, When, Where, Why, and How' approach.

Who (specifically) is benefiting from this proposal, and who is implementing?

What (specifically) is being proposed? (Define the project and its scope)

When will the project(s) begin and end?

Where will any equipment be housed?

Why is this project important? How was this determined?

How will the project be implemented?

Please note that these questions above are provided as a guide. For instance, a proposal stating "two generators will be procured" does not provide enough detail.

3) Budget Section: All costs must be allowable under the EMPG

Allowable cost information may be found in the FFY 2011 EMPG grant guidance and/or Authorized Equipment List.

The FFY 2011 EMPG Guidance may be found on FEMA's website here:

<http://www.fema.gov/government/grant/empg/index11.shm>

The Authorized Equipment List may be found on-line here:

<https://www.rkb.us/mel.cfm?subtypeid=549>

Important: all equipment must be allowable under the EMPG; applicants should ensure that the AEL number provided is specific to the EMPG grant.

4) Grammar Counts

We are requesting concise proposals that provide adequate detail and are written clearly so the review team can provide appropriate review. Hand-written applications will not be accepted.

5) Allowable Costs

For further detail on allowable costs, please refer to the FFY 2011 EMPG Guidance. In general, EMPG funds may be spent in the following areas:

- Planning
- Organizational
- Equipment
- Training
- Exercises
- Construction/Renovation (Note: this is limited to the principal EOC and will always require an EHP review prior to activity)

6) Unallowable Costs

For further detail on unallowable costs, please refer to the FFY 2011 EMPG guidance. In general, EMPG funds will not support the following:

- Weapons and ammunition
- Hiring of first responders
- Supplanting

Applicants with questions may contact their respective MEMA Regional Office and/or MEMA Local Coordinator. Applicants may also contact Jeff Timperi (jeff.timperi@state.ma.us; 508.820.2019)

**City of Gloucester
SUPPLEMENTAL APPROPRIATION - BUDGETARY REQUEST
Fiscal Year 2013**

****CITY COUNCIL APPROVAL- 6 VOTES NEEDED****

APPROPRIATION # 2013-SA- 30 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: Harbormaster's Office

APPROPRIATION AMOUNT: \$ 8,072.00

| | | |
|------------------------------|---------------------|--|
| Account to appropriate from: | Unifund Account # | <u>700000.10.000.35900.0000.00.000.00.000</u> |
| | Account Description | <u>Waterways Enterprise. Retained Earnings</u> |
| Balance Before Appropriation | \$ | <u>218,076.00</u> |
| Balance After Appropriation | \$ | <u>210,004.00</u> |

| | | |
|----------------------------------|---------------------|--|
| Account Receiving Appropriation: | Unifund Account # | <u>700000.10.492.52000.0000.00.000.00.052</u> |
| | Account Description | <u>Waterways Enterprise, Contracted Services</u> |
| Balance Before Appropriation | \$ | <u>765.75</u> |
| Balance After Appropriation | \$ | <u>8,837.75</u> |

DETAILED ANALYSIS OF NEED(S): Appropriate Retained Earnings from the Waterways Enterprise
Fund to fund spring lawn services at Dun Fudgin Public Boat Ramp and
Solomon Jacobs Park, Porta Potti services at Dun Fudgin,
Installation of No Wake and No Anchoring Buoys, and Inspectional
diving services of mooring chains.

APPROVALS: JA

DEPT. HEAD: [Signature] DATE: 1/22/13

ADMINISTRATION: [Signature] DATE: 1/24/13

BUDGET & FINANCE: _____ DATE: _____

CITY COUNCIL: _____ DATE: _____

**City of Gloucester
SUPPLEMENTAL APPROPRIATION - BUDGETARY REQUEST
Fiscal Year 2013**

****CITY COUNCIL APPROVAL- 6 VOTES NEEDED****

APPROPRIATION # 2013-SA- 31 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: Harbormaster's Office

APPROPRIATION AMOUNT: \$ 2,834.00

| | | |
|------------------------------|---------------------|--|
| Account to appropriate from: | Unifund Account # | <u>700000.10.000.35900.0000.00.000.00.000</u> |
| | Account Description | <u>Waterways Enterprise. Retained Earnings</u> |
| Balance Before Appropriation | \$ | <u>210,004.00</u> |
| Balance After Appropriation | \$ | <u>207,170.00</u> |

| | | |
|----------------------------------|---------------------|--|
| Account Receiving Appropriation: | Unifund Account # | <u>700000.10.492.52520.0000.00.000.00.052</u> |
| | Account Description | <u>Waterways Enterprise, Boat & Marine Maintenance</u> |
| Balance Before Appropriation | \$ | <u>0.36</u> |
| Balance After Appropriation | \$ | <u>2,834.36</u> |

DETAILED ANALYSIS OF NEED(S): Appropriate Retained Earnings from the Waterways Enterprise
Fund to fund inspection and repairs to boat engines for spring
launching.

APPROVALS: jet

| | | |
|-------------------|--------------------|----------------------|
| DEPT. HEAD: | <u>[Signature]</u> | DATE: <u>1/22/13</u> |
| ADMINISTRATION: | <u>[Signature]</u> | DATE: <u>1/24/13</u> |
| BUDGET & FINANCE: | _____ | DATE: _____ |
| CITY COUNCIL: | _____ | DATE: _____ |

City Hall
Nine Dale Ave
Gloucester, MA 01930



TEL 978-281-9700
FAX 978-281-9738
ckirk@ci.gloucester.ma.us

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

MEMORANDUM

TO: Gloucester City Council
FR: Mayor Carolyn A. Kirk
RE: FY12 Certified Free Cash Comprehensive Plan / Appropriations Request
DT: January 16, 2013

Councilors,

Thank you for your patience as the Administration has worked to prepare a comprehensive plan for the disposition of FY12 Free Cash as per the City Council's request. Thank you also for moving on the most urgent requests that have already been put forward and acted on by the Council.

Background

Attached for your reference is a report from the Massachusetts Department of Revenue website which shows the ten year Free Cash results for every city and town in the Commonwealth. To show just how far we have come in the last 5 years, note that as of July 1, 2008, Gloucester alone accounted for more than half of the total negative sum of free cash reported from the 351 municipalities in the state.

Today we are generating appropriate amounts of free cash that demonstrate good fiscal management.

Comprehensive Free Cash Plan

The comprehensive plan for Free Cash is straightforward – it calls first and foremost for the protection and growth of the city's reserve levels, and adherence to the fiscal policies set forth by the Administration.

Translated this means two things:

- An **investment plan** for reaching target reserve levels which is outlined on the following page; and,
- An **expenditure plan** that adheres to the fiscal policies set forth by the Administration. This is also outlined in this correspondence.

Continued fiscal discipline is the approach that guides the Administration. This approach forces choices to be made and not all requests can be honored. However, in time, and as we are already starting to see, this approach leads to stability and sustainability of the services important to the citizens of Gloucester.

INVESTMENT PLAN - Target Reserve Level = \$4,930,000

The following chart illustrates how the Administration proposes to achieve its target reserve level:

| FUNDING SOURCE: | AMOUNT NEEDED: | ACTION REQUIRED: |
|---|-----------------------|---|
| OPEB Liability Account | \$100,000 | \$80,000 to be voted from FY12 Free Cash |
| Stabilization Account | \$2,752,699 | \$616,075 to be voted from FY12 Free Cash |
| Capital Project Stabilization Account | \$500,000 | \$432,000 to be voted from FY12 Free Cash |
| Free Cash Reserve (unreserved fund balance) | \$1,577,301 | No action required. |
| TOTAL RESERVE: | \$4,930,000 | |

EXPENDITURE PLAN - Available for Departmental Appropriation = \$1,721,762

The following chart illustrates how the Administration arrived at the amount available for department appropriation of FY12 Free Cash:

| | |
|--|--------------------|
| Total FY12 Free Cash | \$4,849,638 |
| Amount already voted | (\$422,500) |
| Amount needed for OPEB Liability | (\$80,000) |
| Amount needed for Capital Project Stab. Acct. | (\$432,000) |
| Amount needed for Stabilization Acct. | (\$616,075) |
| Amount needed for reserved fund balance (Free Cash reserve) | (\$1,577,301) |
| TOTAL AVAILABLE FOR DEPT. APPROPRIATION: | \$1,721,762 |

EXPENDITURE PLAN - FY12 Free Cash Appropriation Requests for City Council Review and Approval

Last year, because of the pressure on ordinary budgets over the previous years, and needs that had accumulated over that time, all city departments were asked to make free cash requests and most of the requests granted were used to support various departments in areas like equipment needs, and furnishings.

This year, the Administration again asked all departments to submit requests, however, our recommendations this year are focused primarily in areas that return direct value back to the citizens of Gloucester where that can be done in a sustainable manner, e.g., funding for the Sawyer Free Library. Please see complete list on next page.

FY12 Free Cash Comprehensive Plan /Appropriations Request

January 15, 2013

| AMOUNT | DEDICATED PURPOSE | EXPLANATION |
|--------------|---|---|
| \$50,371 | Sawyer Free Library | Amount required to avoid waiver status for FY13, and which can be reasonably sustained into the future. |
| \$47,550 | Council on Aging/Rose Baker Senior Center | Furnishings / Equipment (\$14,050); FY13 gap (\$1,700); maintenance repairs to building (\$31,800 – for appropriation to DPW). |
| \$2,000 | Committee for the Arts | Support for the restoration program of the WPA murals in City Hall |
| \$75,000 | Athletic / User Fee Revolving Accounts | Amount required to reduce athletic / user fees by 50%. Family cap would also be reduced from \$2,000 to \$1,000 if met with School Committee approval. |
| \$26,376 | Public Health Dept. | FY13 gap (\$2,478); Shingles Vaccine for needy Gloucester residents (\$23,898) |
| \$26,275 | Tourism | FY13 gap on personnel (\$1,275); additional FY13 support for tourism initiatives (\$25,000) |
| \$30,000 | City Council | Equipment / Furnishings |
| \$55,000 | Assessor's office | Triennial Recertification (\$40,000); Cyclical Inspections (\$15,000) |
| \$53,424 | Legal | Furnishings (\$5,364); FY13 gap (\$47,260 – this covers additional part-time staff in the dept. as well as unanticipated legal fees, settlements and claims); professional development (\$800) |
| \$10,450 | City Clerk's office | FY13 gap on personnel and training (\$3,021); Furnishings / Equipment (\$7,429) |
| \$8,100 | Purchasing | FY13 gap on personnel and advertising (\$5,200); Furnishings (\$2,900) |
| \$32,200 | Mayor's Office | Support for continued promotion of economic development in the marine science and technology sector (\$25,000); contingency (\$5,000); Licensing Board support (\$2,200) |
| \$40,000 | Veteran's Services | To meet demand for benefits |
| \$58,000 | IT | Equipment / Workstation Upgrades |
| \$5,446 | Building Department | Equipment / Furnishings |
| \$15,400 | Treas. / Collector | Equipment / Furnishings / Automation support |
| \$294,607 | DPW – including school facilities | See memo from Director of Public Works. NOTE: Does not include RBSC amount described above. |
| \$18,000 | Community Development | FY13 gap (Grants program administrative costs related to departed employees) |
| \$125,641 | Police Dept | FY13 gap (\$98,616 due to contract obligations and permanent promotions due to unanticipated personnel changes); Equipment (\$27,025) |
| \$132,000 | Fire Dept. | Personnel training overtime and new hire (\$67,000); Equipment / Vehicle Maintenance (\$65,000) |
| \$86,404 | Personnel | Expenses associated with difficult-to-budget employee benefits due to unpredictable nature, e.g., retirement / sick leave buybacks, sick incentives and an FY13 gap in expenses associated with new hires, e.g., physicals, mental health exams, health insurance benefits. |
| \$529,518 | School Dept. | See Memo from Superintendent of School Safier. This amount reflects the "A" priorities of the Gloucester School Committee. |
| TOTAL | \$1,721,762 | |

This correspondence represents the complete request from the Administration for general FY12 fund free cash appropriations at this time. Thank you for your support.

| DOR Code / Municipality | Free Cash as of 7/1/2003 | Free Cash as of 7/1/2004 | Free Cash as of 7/1/2005 | Free Cash as of 7/1/2006 | Free Cash as of 7/1/2007 | Free Cash as of 7/1/2008 | Free Cash as of 7/1/2009 | Free Cash as of 7/1/2010 | Free Cash as of 7/1/2011 | Free cash as of 7/1/2012 |
|-------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|--------------------------|
| 001 Abington | 880,201 | 757,367 | 1,813,823 | 929,719 | 533,565 | 462,971 | (579,989) | 67,106 | 1,001,306 | 734,213 |
| 002 Acton | 2,399,422 | 85,426 | 337,461 | 2,199,776 | 1,908,941 | 2,454,644 | 2,333,592 | 4,650,574 | 5,933,591 | 7,080,410 |
| 003 Acushnet | 421,555 | 1,080,328 | 1,073,901 | 861,246 | 409,973 | 793,824 | 1,012,470 | 1,253,196 | 989,388 | 1,510,473 |
| 004 Adams | 1,910,558 | 2,408,671 | 2,024,569 | 1,290,887 | 1,619,179 | 2,084,328 | 1,796,894 | 1,254,485 | 1,628,676 | 1,828,676 |
| 005 Agawan | | 2,630,365 | 3,358,221 | 4,456,988 | 4,753,178 | 5,823,815 | 6,824,712 | 4,882,516 | 5,647,694 | 7,463,969 |
| 006 Alford | 321,702 | 195,369 | 255,413 | 343,379 | 293,888 | 322,432 | 226,807 | 294,678 | 109,274 | 207,536 |
| 007 Amesbury | 431,027 | 173,366 | 776,700 | 468,965 | 853,751 | (278,698) | 77,599 | 1,009,160 | 1,159,328 | 1,274,364 |
| 008 Amherst | 1,662,285 | 1,849,054 | 1,240,133 | 2,216,935 | 3,154,033 | 3,528,863 | 2,672,833 | 3,300,986 | 4,167,028 | 4,326,501 |
| 009 Andover | 4,413,574 | 2,188,732 | 3,013,073 | 5,442,786 | 2,333,996 | 2,221,828 | 1,602,874 | 1,609,894 | 1,299,055 | 4,073,271 |
| 010 Arlington | 2,829,606 | 3,228,310 | 3,179,389 | 2,509,471 | 3,637,574 | 2,993,814 | 1,164,101 | 770,498 | 4,378,542 | 7,793,055 |
| 011 Ashburnham | 138,293 | 502,650 | 447,581 | 215,470 | 189,953 | 202,342 | 190,056 | 541,218 | 216,322 | 278,329 |
| 012 Ashby | 314,534 | 241,811 | 251,167 | 120,723 | 176,037 | 369,376 | 201,167 | 209,989 | 171,585 | 305,281 |
| 013 Ashfield | 290,703 | 237,412 | 256,015 | 291,031 | 138,867 | 572,473 | 114,808 | 177,585 | 177,585 | 342,757 |
| 014 Ashland | 1,150,358 | 657,248 | 1,364,669 | 1,166,817 | 618,790 | 190,406 | 684,472 | 830,686 | 431,280 | 1,419,174 |
| 015 Attleboro | 102,803 | 318,121 | 897,967 | 674,101 | 1,129,220 | 1,118,222 | 184,303 | 1,052,688 | 2,144,107 | 2,218,557 |
| 016 Attleboro | 7,333 | 911,559 | 1,441,988 | 777,368 | 1,258,572 | 1,174,823 | 2,813,977 | 1,638,504 | 2,271,109 | 1,443,501 |
| 017 Auburn | 632,748 | 58,882 | 170,206 | 950,848 | 374,141 | 1,174,823 | 577,119 | 271,109 | 427,655 | 952,347 |
| 018 Avon | 534,380 | 530,894 | 507,743 | 1,259,348 | 640,313 | 933,437 | 835,150 | 427,655 | 439,161 | (68,213) |
| 019 Ayer | 817,526 | 838,766 | 726,038 | 627,889 | 862,719 | 269,023 | 1,437,211 | 439,161 | (68,213) | 1,421,430 |
| 020 Barnstable | 8,954,492 | 9,121,071 | 11,326,903 | 13,441,565 | 17,321,483 | 7,937,730 | 8,411,317 | 10,746,572 | 12,320,185 | 17,222,383 |
| 021 Barnstable | 794,287 | 162,954 | 667,444 | 245,527 | 555,078 | 214,451 | 112,855 | 164,062 | 97,531 | 909,230 |
| 022 Becket | 5,923 | 25,814 | 94,293 | 152,231 | 31,938 | 57,486 | (127,244) | 351,150 | 611,385 | 580,976 |
| 023 Bedford | 4,553,441 | 2,064,091 | 4,222,959 | 5,108,469 | 2,974,723 | 4,355,208 | 2,393,359 | 2,394,874 | 3,702,518 | 167,193 |
| 024 Bedford | 458,423 | 507,772 | 453,412 | 356,784 | 521,843 | 676,294 | 394,475 | 668,795 | 527,846 | 629,059 |
| 025 Bellingham | 1,155,082 | 1,713,563 | 1,333,490 | 1,286,512 | 1,735,054 | 1,233,181 | 1,203,914 | 1,557,729 | 1,402,198 | 2,614,578 |
| 026 Belmont | 712,779 | 1,079,716 | 1,723,570 | 5,039,482 | 2,973,112 | 2,594,800 | 2,741,366 | 4,019,916 | 4,904,820 | 663,715 |
| 027 Berley | 97,718 | 183,716 | | 507,819 | 322,451 | 308,181 | 67,380 | 90,498 | 1,039,402 | 1,71,892 |
| 028 Berlin | 521,831 | 445,387 | 686,568 | 573,003 | 315,441 | 707,280 | 910,461 | 1,039,402 | 2,144,991 | 140,626 |
| 029 Barnardston | 329,381 | 199,717 | 93,932 | 1,233,303 | 100,664 | (24,152) | 131,048 | 1,039,402 | 2,144,991 | 140,626 |
| 030 Beverly | 2,264,570 | 3,177,367 | 1,603,003 | 1,037,909 | (3,004,577) | 2,682,833 | 1,024,657 | 1,634,295 | 1,488,721 | 3,247,284 |
| 031 Billerica | 702,055 | 3,161,063 | 516,639 | 2,718,092 | 3,268,789 | 2,392,461 | 1,585,086 | 2,349,187 | 4,896,593 | 5,864,420 |
| 032 Blackstone | 797,165 | 837,639 | 516,639 | 872,338 | 748,593 | 600,713 | 698,797 | 1,065,575 | 1,097,996 | 1,176,534 |
| 033 Blackstone | 97,651 | (13,152) | 344,306 | 278,851 | 108,646 | (123,160) | (70,232) | (159,523) | (314,008) | 32,412 |
| 034 Bolton | 901,336 | 758,893 | 1,372,919 | 1,119,904 | 1,283,571 | 1,511,400 | 1,001,594 | 790,454 | 898,225 | 844,607 |
| 035 Boston | 61,121,000 | 56,291,000 | 54,416,841 | 63,077,000 | 110,174,000 | 121,186,506 | 138,997,570 | 117,830,794 | 142,755,000 | |
| 036 Bourne | 1,613,903 | 1,890,990 | 1,107,031 | 3,911,948 | 4,282,471 | 5,252,603 | 4,897,336 | 4,347,334 | 5,099,679 | 6,510,383 |
| 037 Boxborough | 341,275 | 606,940 | 883,359 | 874,207 | 735,931 | 597,752 | 867,606 | 982,421 | 1,259,439 | 3,031,212 |
| 038 Boxford | 1,470,108 | 1,285,819 | 1,577,063 | 1,641,815 | 1,759,302 | 1,690,957 | 1,759,849 | 2,246,984 | 3,042,619 | 668,806 |
| 039 Boylston | 673,243 | 756,165 | 807,520 | 718,802 | 487,764 | 643,420 | 515,169 | 256,953 | 500,401 | 8,976,018 |
| 040 Braintree | 884,419 | 1,923,889 | 1,157,949 | 1,281,459 | 1,027,824 | 1,066,301 | 3,976,484 | 6,886,442 | 8,976,018 | 11,272,984 |
| 041 Braintree | 2,650,480 | 1,993,061 | 1,986,683 | 3,156,788 | 2,669,771 | 2,613,630 | 2,050,579 | 1,868,985 | 2,211,097 | 2,344,887 |
| 042 Bridgewater | (222,193) | 1,130,848 | 705,485 | 366,495 | 283,068 | (61,999) | (429,353) | (741,480) | (254,095) | 1,429,563 |
| 043 Bridgewater | 171,494 | 289,222 | 318,730 | 469,397 | 205,539 | 512,937 | 264,843 | 417,421 | 172,948 | |
| 044 Brockton | 7,685,262 | 12,974,370 | 9,909,582 | 10,221,254 | 10,383,451 | 14,499,760 | 9,656,070 | 16,948,909 | 14,071,332 | |
| 045 Brockton | | 255,981 | 94,860 | 171,848 | 52,533 | 205,270 | 124,152 | 282,309 | 200,788 | |
| 046 Brockton | 6,966,241 | 4,606,534 | 5,387,435 | 3,814,792 | 5,954,963 | 7,053,295 | 4,590,079 | 7,105,288 | 7,066,413 | 9,654,859 |
| 047 Buckland | 124,717 | 221,282 | 95,503 | 230,711 | 200,348 | 80,471 | 141,900 | 163,882 | 141,900 | 216,540 |
| 048 Burlington | 825,063 | 455,257 | 1,801,706 | 3,193,888 | 2,560,430 | 3,583,376 | 3,299,406 | 4,874,096 | 7,177,180 | 7,461,290 |
| 049 Cambridge | 45,049,838 | 34,868,986 | 53,554,528 | 66,010,377 | 73,785,122 | 91,754,033 | 84,569,498 | 89,315,773 | 102,239,071 | 115,826,900 |
| 050 Canton | 4,666,596 | 4,574,977 | 1,518,847 | 1,571,013 | 1,439,646 | 2,014,294 | 1,697,797 | 990,807 | 2,180,097 | 3,234,349 |
| 051 Carlsfile | 576,718 | 646,531 | 943,558 | 1,297,193 | 907,034 | 994,286 | 1,349,090 | 1,928,239 | 2,144,197 | 2,577,531 |

See Gloucester p. 3.

| | | | | | | | | | | | |
|-----|------------------|-----------|-----------|-----------|-----------|------------|-----------|-----------|-----------|-----------|-----------|
| 092 | Carver | 728,380 | 1,026,500 | 804,863 | 721,629 | 775,390 | 404,039 | 313,032 | 827,638 | 502,057 | 706,948 |
| 053 | Chattam | 394,564 | 992,571 | 1,082,417 | 429,927 | 246,001 | 294,808 | 209,844 | 264,805 | 215,701 | 347,848 |
| 054 | Chatham | 1,701,016 | 1,568,315 | 1,152,278 | 1,495,101 | 1,560,043 | 1,606,285 | 1,051,336 | 662,173 | 815,962 | 617,270 |
| 056 | Chemsford | 7,406,842 | 1,815,488 | 1,450,140 | 693,864 | 1,210,179 | 2,212,005 | 1,245,184 | 814,322 | 582,327 | 1,218,029 |
| 057 | Chester | 466,205 | 2,415,878 | 4,000,000 | 4,661,445 | 4,610,537 | 3,642,160 | 7,478,004 | 676,791 | 4,587,486 | 3,361,463 |
| 058 | Chester | 67,176 | 433,992 | 8,231 | 409,207 | 303,428 | 208,296 | 601,455 | 221,736 | 487,811 | 410,368 |
| 059 | Chester | 478,572 | 211,647 | 373,728 | 381,346 | 231,593 | 163,775 | 194,856 | 197,130 | 397,536 | 454,900 |
| 060 | Chicopee | 2,550,164 | 4,19,689 | 1,825,460 | 3,714,339 | 4,407,420 | 4,489,972 | 622,707 | 721,936 | 5,942,071 | 6,105,047 |
| 061 | Chilmark | 477,053 | 542,753 | 617,123 | 622,900 | 537,027 | 512,501 | 3,519,575 | 4,575,570 | 2,807,975 | 2,933,840 |
| 062 | Chilmark | 337,535 | 337,535 | 216,674 | 225,052 | 104,433 | 162,798 | 92,639 | 413,930 | 309,635 | 3,580,461 |
| 063 | Clarksburg | 394,816 | (3,612) | 737,226 | (588,314) | 185,043 | (93,102) | 327,282 | (153,330) | 759,814 | 958,508 |
| 064 | Cohasset | 937,302 | 346,818 | 195,782 | 1,007,737 | 956,971 | 359,773 | 347,056 | 166,625 | (82,490) | 169,811 |
| 066 | Coleen | 296,677 | 24,012 | 4,880,193 | 198,652 | 112,768 | 205,681 | 120,211 | 86,060 | 9,587,656 | 914,805 |
| 067 | Concord | 3,638,239 | 556,305 | 159,129 | 5,730,609 | 8,003,063 | 400,000 | 664,290 | 421,646 | 767,672 | 380,242 |
| 068 | Conway | 593,977 | 78,049 | 188,102 | 665,736 | 132,623 | 42,696 | 279,480 | 236,293 | 238,661 | 743,511 |
| 069 | Cummington | 1,157,745 | 1,556,723 | 1,873,887 | 212,138 | 1,072,184 | 1,025,423 | 613,985 | 725,570 | 743,511 | 2,408,514 |
| 070 | Dakota | 1,097,343 | 5,851,467 | 5,869,031 | 1,391,414 | 5,065,890 | 5,541,821 | 3,860,866 | 3,083,190 | 2,408,514 | 3,054,508 |
| 071 | Danvers | 5,576,145 | 2,802,207 | 2,095,840 | 7,194,731 | 1,698,902 | 2,084,260 | 3,722,573 | 2,149,762 | 3,054,508 | 4,348,132 |
| 072 | Dartmouth | 2,802,207 | 2,659,263 | 2,095,840 | 1,748,012 | 1,698,902 | 2,084,260 | 3,722,573 | 2,149,762 | 3,054,508 | 4,348,132 |
| 073 | Dartmouth | 1,336,980 | 611,608 | 544,800 | 889,158 | 1,918,843 | 3,155,807 | 1,999,102 | 2,372,866 | 2,127,161 | 1,371,811 |
| 074 | Deerfield | 646,479 | 2,198,018 | 2,567,949 | 768,918 | 814,923 | 1,220,459 | 739,896 | 1,142,124 | 1,817,889 | 1,371,811 |
| 075 | Dennis | 1,981,656 | 330,248 | 607,953 | 2,263,196 | 1,558,634 | 2,267,455 | 1,748,767 | 1,559,414 | 2,017,674 | 2,798,044 |
| 076 | Dighton | 453,380 | 812,990 | 2,952,012 | 188,102 | 72,655 | 140,782 | 99,355 | 490,745 | 231,101 | 542,090 |
| 077 | Douglas | 812,990 | 2,124,443 | 2,952,012 | 904,605 | 787,470 | 310,552 | 937,945 | 270,645 | 414,840 | 384,047 |
| 078 | Dover | 2,259,566 | 1,377,570 | 623,621 | 3,265,104 | 3,405,170 | 3,284,921 | 3,803,191 | 4,433,983 | 4,734,660 | 5,273,665 |
| 079 | Dracut | 213,415 | (292,896) | 80,191 | 1,761,881 | 1,998,316 | 2,473,822 | 1,499,903 | 1,345,518 | 1,499,903 | 1,646,835 |
| 080 | Dunstable | 480,350 | 479,587 | 276,142 | 306,559 | 104,544 | 342,112 | 788,296 | 351,685 | 500,273 | 225,904 |
| 081 | Dunstable | 480,350 | 479,587 | 276,142 | 306,559 | 104,544 | 342,112 | 788,296 | 351,685 | 500,273 | 225,904 |
| 082 | Duxbury | 2,620,649 | 2,235,048 | 2,320,693 | 38,621 | 151,578 | 1,148,688 | 152,612 | 179,010 | 103,412 | 397,495 |
| 083 | East Bridgewater | 896,896 | 1,332,476 | 1,218,377 | 1,833,026 | 1,637,089 | 1,080,479 | 729,691 | 892,202 | 556,327 | 4,528,910 |
| 084 | East Brookfield | 195,741 | 233,070 | 216,172 | 1,218,377 | 1,637,089 | 1,080,479 | 729,691 | 892,202 | 556,327 | 4,528,910 |
| 085 | East Longmeadow | 3,155,093 | 1,152,816 | 630,230 | 2,576,327 | 1,656,614 | 3,356,985 | 4,322,931 | 3,118,484 | 3,117,922 | 274,363 |
| 086 | Eastham | 592,722 | 1,152,816 | 630,230 | 1,288,625 | 1,709,272 | 1,853,701 | 1,237,803 | 1,188,493 | 1,205,248 | 1,744,166 |
| 087 | Easthampton | 249,047 | 380,132 | 1,109,433 | 1,151,406 | 442,994 | 542,313 | 909,073 | 565,039 | 526,273 | 898,036 |
| 088 | Easton | 747,496 | 1,057,898 | 1,414,793 | 1,366,111 | 1,612,338 | 1,511,527 | 888,651 | 1,515,679 | 1,402,992 | 1,776,910 |
| 089 | Edgartown | 1,580,275 | 1,545,283 | 1,197,724 | 1,238,220 | 1,626,566 | 756,799 | 1,599,490 | 1,246,523 | 1,260,870 | 1,762,318 |
| 090 | Edgartown | 264,651 | 365,642 | 269,255 | 209,059 | 288,503 | 296,344 | 270,602 | 416,532 | 306,700 | 319,969 |
| 091 | Edgartown | 819,050 | 720,049 | 1,031,644 | 563,903 | 907,121 | 1,093,939 | 1,334,922 | 809,336 | 777,458 | 1,339,043 |
| 092 | Essex | 94,854 | 96,088 | 429,184 | 593,502 | 432,942 | 489,841 | 693,251 | 515,140 | 481,897 | 629,311 |
| 093 | Everett | 721,014 | 330,748 | 5,368,898 | 4,864,104 | 11,625,470 | 5,683,502 | 3,631,421 | 830,266 | 3,578,286 | 5,305,529 |
| 094 | Fairhaven | 1,937,505 | 2,108,650 | 3,294,528 | 3,999,414 | 3,577,917 | 3,376,764 | 3,544,354 | 2,964,751 | 2,013,301 | 2,448,733 |
| 095 | Fall River | 1,937,505 | 2,108,650 | 3,294,528 | 3,999,414 | 3,577,917 | 3,376,764 | 3,544,354 | 2,964,751 | 2,013,301 | 2,448,733 |
| 096 | Falmouth | 5,710,803 | 2,720,991 | 2,905,432 | 2,858,218 | 8,288,088 | 2,597,574 | 2,025,802 | 2,319,456 | 4,362,623 | 3,157,426 |
| 097 | Falmouth | 912,171 | 1,225,991 | 2,905,432 | 1,977,283 | 1,242,480 | 2,310,064 | 719,516 | 1,124,951 | 2,826,333 | 3,384,466 |
| 098 | Florida | 325,277 | 225,830 | 210,259 | 333,440 | 211,840 | 1,292,994 | 2,384,789 | 3,060,013 | 1,908,904 | 4,169,663 |
| 099 | Foxborough | 2,152,828 | 2,011,032 | 2,638,206 | 3,654,799 | 3,524,166 | 6,182,169 | 4,762,010 | 4,013,222 | 3,627,507 | 4,100,178 |
| 100 | Framingham | 4,259,854 | 4,015,714 | 4,064,138 | 2,643,795 | 1,246,786 | 1,869,537 | 1,765,820 | 2,070,490 | 3,318,433 | 3,265,650 |
| 101 | Framingham | 1,586,454 | 2,707,379 | 2,104,083 | 660,537 | (122,517) | 521,795 | 2,385,242 | 2,133,006 | 2,933,840 | 3,580,461 |
| 102 | Freetown | 460,347 | 157,703 | 720,698 | 660,375 | (122,517) | 521,795 | 332,630 | 800,160 | 947,257 | 1,460,513 |
| 103 | Gardner | (119,073) | 597,470 | 779,378 | 871,792 | 524,355 | 500,572 | 865,160 | 1,888,210 | 1,666,797 | 1,408,781 |
| 104 | Aquinnah | (44,555) | 297,851 | 35,676 | 215,742 | 57,175 | 500,572 | 261,707 | 170,482 | 40,589 | 1,408,781 |

2008

| | | | | | | | | | | | |
|-----|------------------|-----------|-------------|--------------|--------------|-----------|-------------|-------------|------------|-----------|------------|
| 105 | Georgetown | | 804,919 | 448,763 | 508,435 | 476,707 | 931,250 | 629,727 | 847,261 | 599,064 | 1,295,784 |
| 106 | Gill | (98,298) | 234,220 | 241,629 | 200,268 | 132,732 | 182,267 | 195,374 | 153,861 | 93,726 | 93,726 |
| 107 | Gloucester | | (302,691) | | | | (3,818,442) | (2,384,524) | 1,992,293 | 3,265,440 | 4,849,638 |
| 108 | Goshen | | 216,200 | 50,480 | 129,564 | 101,274 | 265,338 | 219,933 | 223,587 | 61,435 | 61,435 |
| 109 | Gosnold | | | | | | | | | | |
| 110 | Grafton | 1,850,818 | 1,099,348 | | 2,553,645 | 2,643,663 | 2,445,136 | 2,544,793 | 2,775,152 | 3,289,375 | 1,889,516 |
| 111 | Granby | | | 2,209,709 | 2,799,733 | 2,402,483 | 2,057,826 | 1,874,185 | 1,483,749 | 1,027,599 | |
| 112 | Granville | 635,058 | 545,786 | 881,952 | 748,219 | 528,770 | 423,831 | 382,636 | 317,794 | 312,362 | 443,197 |
| 113 | Great Barrington | 1,969,910 | 1,902,929 | 2,349,221 | 2,469,389 | 2,203,064 | 2,607,254 | 2,744,089 | 2,743,137 | 3,046,578 | 3,403,217 |
| 114 | Greenfield | 377,430 | 218,967 | 358,735 | 583,919 | 1,807,758 | 941,863 | 1,355,233 | 1,293,882 | 1,293,882 | |
| 115 | Groton | 1,144,160 | 505,542 | 855,318 | 904,466 | 755,321 | 627,146 | 637,627 | 818,654 | 1,145,957 | 1,136,576 |
| 116 | Groveland | 177,288 | | | | 866,219 | 683,073 | 277,207 | (391,835) | 137,230 | |
| 117 | Hadley | 348,939 | 323,236 | 358,535 | 272,506 | 267,047 | 657,094 | 406,914 | 815,419 | 1,027,949 | 526,353 |
| 118 | Hadley | 1,271,699 | 129,507 | 677,980 | 571,923 | 732,063 | 794,633 | 406,914 | 616,633 | 331,965 | 497,244 |
| 119 | Hamilton | 602,042 | 256,452 | 255,294 | 236,860 | 131,887 | 419,190 | 637,699 | 889,017 | 1,350,992 | |
| 120 | Hampton | 136,091 | 77,049 | (20,162) | 317,530 | 94,700 | 237,294 | (50,826) | 182,235 | 189,881 | 417,807 |
| 121 | Hancock | 47,034 | | | 294,112 | 378,231 | 122,485 | 598,772 | 440,635 | 520,728 | |
| 122 | Harover | 1,644,564 | 1,052,408 | 1,621,023 | 1,528,164 | 2,739,686 | 1,546,768 | 1,710,056 | 2,394,387 | 2,204,388 | 3,049,716 |
| 123 | Harrison | 703,270 | 833,361 | 521,832 | 383,922 | 536,845 | 299,145 | 161,888 | 447,321 | 590,788 | 899,266 |
| 124 | Hardwick | 367,410 | 426,291 | 388,694 | 344,399 | 408,256 | 409,516 | 281,685 | 207,144 | 87,240 | 89,439 |
| 125 | Harvard | 422,950 | 259,319 | 219,916 | 160,117 | 557,244 | 86,131 | 422,845 | 1,005,556 | 207,144 | |
| 126 | Harwich | 3,556,242 | 1,190,400 | 2,397,031 | 2,080,636 | 1,765,928 | 1,008,131 | 442,294 | 1,535,321 | 436,754 | |
| 127 | Hartford | | | | | 208,247 | 382,809 | 310,556 | 343,842 | (132,664) | |
| 128 | Haverhill | | 174,310 | 976,099 | 3,339,090 | 2,176,064 | 2,621,400 | 4,170,615 | 10,395,039 | 7,367,732 | 562,653 |
| 129 | Haverhill | | | | | | | | | | |
| 130 | Hawley | 123,641 | 270,292 | 117,425 | 133,922 | 92,986 | 83,552 | 83,634 | 172,996 | 203,827 | |
| 131 | Heath | 143,080 | 136,019 | 83,303 | 129,584 | 92,986 | 199,475 | 107,170 | 113,463 | 148,283 | 177,449 |
| 132 | Hingham | 2,105,160 | 3,993,192 | 3,144,281 | 5,918,645 | 5,002,112 | 4,072,214 | 4,719,226 | 8,707,991 | 8,416,188 | |
| 133 | Hirshdale | 157,379 | 205,893 | 377,356 | 241,685 | 246,581 | 300,000 | 323,615 | 171,049 | 284,986 | |
| 134 | Holden | 168,790 | 344,762 | 820,630 | 38,233 | (24,709) | (500,661) | (56,780) | 269,347 | (394,537) | |
| 135 | Holden | 462,499 | 609,681 | 921,747 | 1,428,676 | 728,081 | 216,851 | 162,788 | 1,196,281 | 1,453,351 | 2,295,926 |
| 136 | Holland | 58,771 | 184,528 | 107,027 | 114,557 | (93,400) | 28,047 | 193,264 | 189,767 | 13,923 | |
| 137 | Holliston | 631,408 | 258,447 | 756,141 | 1,094,909 | 882,642 | 582,828 | 206,643 | 604,887 | 1,084,078 | 1,819,966 |
| 138 | Hopedale | 4,812,779 | 4,599,754 | 5,328,063 | 4,216,789 | 4,437,193 | 6,001,807 | 5,875,643 | 5,188,273 | 4,496,162 | 5,312,932 |
| 139 | Hopkinton | 286,955 | 201,461 | 1,096,071 | 133,207 | 276,309 | 276,689 | 441,340 | 338,980 | 396,552 | 636,745 |
| 140 | Hubbardston | 972,996 | 1,104,577 | 1,096,071 | 626,959 | 351,762 | 996,223 | 595,592 | 369,176 | 1,341,454 | |
| 141 | Hudson | 180,271 | 195,911 | 78,694 | 206,942 | 33,767 | 64,844 | 81,647 | 258,375 | 280,025 | |
| 142 | Hull | 3,093,653 | 3,093,328 | 2,908,928 | 3,056,499 | 1,325,155 | 2,207,066 | 790,540 | 1,943,718 | 2,657,883 | 1,348,250 |
| 143 | Huntington | 1,938,362 | 1,593,987 | | 656,326 | 705,495 | 337,069 | 482,086 | 1,091,915 | 852,202 | |
| 144 | Ipswich | 493,034 | 362,668 | 564,140 | 356,115 | 802,348 | 320,835 | 153,876 | 240,000 | 323,990 | |
| 145 | Kingston | 799,966 | 692,485 | 624,538 | 1,148,214 | 364,693 | 640,534 | 628,313 | 1,078,717 | 703,534 | 1,189,652 |
| 146 | Lakeville | 1,748,908 | 1,664,025 | 1,275,645 | 942,515 | 665,281 | 493,888 | 526,595 | 709,932 | 1,105,804 | 1,381,944 |
| 147 | Lancaster | 363,109 | 391,074 | | 204,087 | 107,787 | 178,496 | 279,081 | 259,815 | 644,540 | |
| 148 | Lanesborough | 658,534 | 596,430 | | | 1,314,634 | 1,314,634 | 127,015 | 377,076 | 868,277 | 739,466 |
| 149 | Lawrence | 261,643 | 445,210 | 494,715 | 113,337 | 666,698 | 435,870 | 127,015 | 168,064 | 406,075 | |
| 150 | Lee | 3,255,813 | (2,490,350) | (15,112,680) | (12,099,339) | 1,871,002 | 1,379,777 | 5,443,456 | 871,822 | 941,552 | 6,600,818 |
| 151 | Leicester | 1,481,369 | 1,845,769 | 1,326,419 | 1,603,148 | 2,091,064 | 967,817 | 360,671 | 1,131,963 | 947,372 | 1,383,485 |
| 152 | Lenox | 630,777 | 1,914,804 | 964,375 | 1,788,049 | 941,846 | 2,274,901 | 2,455,007 | 1,735,821 | 1,995,140 | |
| 153 | Leominster | 1,695,613 | 1,733,769 | 2,121,414 | 2,182,468 | 5,336,994 | 5,464,869 | 5,965,236 | 5,906,596 | 6,526,756 | 6,467,484 |
| 154 | Leverett | 3,550,548 | 3,091,199 | 3,327,754 | 5,943,576 | 387,619 | 387,619 | 353,019 | 245,507 | 280,870 | |
| 155 | Lexington | 659,008 | 499,167 | 405,215 | 374,840 | 294,692 | 4,661,516 | 6,159,509 | 7,125,000 | 8,134,100 | 12,600,931 |
| 156 | Leyden | 1,315,003 | 2,323,202 | 5,409,985 | 3,802,347 | 4,661,516 | 5,195 | 131 | 10,870 | 88,707 | 35,718 |
| 157 | Lincoln | 98,035 | 25,848 | (35,886) | 122,939 | 69,520 | 5,195 | 131 | 10,870 | 88,707 | 4,185,465 |
| | | 1,389,284 | 1,215,815 | 1,537,416 | 2,593,009 | 3,084,568 | 3,153,308 | 3,386,755 | 3,340,722 | 3,960,149 | |

| | | | | | | | | | | | |
|-----|---------------|------------|-----------|-----------|-------------|-----------|-----------|-------------|-----------|------------|------------|
| 158 | Littleton | 1,279,589 | 418,994 | 1,206,422 | 1,007,450 | 1,061,237 | 1,128,432 | 1,517,927 | 2,079,819 | 2,818,208 | 1,992,691 |
| 159 | Longmeadow | 13,022,974 | 5,173,063 | 1,485,463 | (2,220,766) | 1,622,469 | 1,479,918 | 489,350 | 1,455,225 | 2,305,141 | 1,992,691 |
| 160 | Lowell | 3,427,761 | 1,685,341 | 2,951,586 | 2,286,384 | 2,286,384 | 898,228 | 1,295,250 | 1,348,586 | 2,097,507 | 6,411,290 |
| 161 | Ludlow | 25,240 | 1,133,125 | 7,869,779 | 5,473,979 | 3,729,342 | 856,875 | (290,417) | 239,841 | 679,656 | 2,283,970 |
| 162 | Lunenburg | 228,904 | 1,009,724 | 75,484 | 633,977 | 1,015,752 | 411,505 | 4,675,104 | 7,710,075 | 104,113 | 572,129 |
| 163 | Lynn | 1,304,160 | 1,009,724 | 75,484 | 633,977 | 1,015,752 | 411,505 | 4,675,104 | 7,710,075 | 16,834,433 | 16,477,045 |
| 164 | Lynnfield | 322,739 | 406,781 | 3,297,661 | 1,318,985 | 2,620,122 | 666,652 | 618,047 | 178,241 | 831,843 | 637,045 |
| 165 | Malden | 357,023 | 297,364 | 791,177 | 1,089,302 | 1,209,118 | 669,948 | (1,771,369) | 503,050 | 5,261,491 | 8,627,395 |
| 166 | Malden Center | 1,237,418 | 2,027,245 | 719,553 | 2,440,184 | 1,471,043 | 669,175 | 602,215 | 503,050 | 716,408 | 1,444,817 |
| 167 | Mansfield | 824,639 | 1,822,387 | 1,417,046 | 2,925,664 | 4,030,276 | 4,266,672 | 4,595,434 | 2,205,282 | 5,899,292 | 4,053,228 |
| 168 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 169 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 170 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 171 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 172 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 173 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 174 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 175 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 176 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 177 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 178 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 179 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 180 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 181 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 182 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 183 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 184 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 185 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 186 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 187 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 188 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 189 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 190 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 191 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 192 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 193 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 194 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 195 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 196 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 197 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 198 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 199 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 200 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 201 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 202 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 203 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 204 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 205 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 206 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 207 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 208 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 209 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |
| 210 | Mattituck | 1,496,178 | 2,233,587 | 2,422,160 | 3,995,763 | 2,728,439 | 248,691 | 695,473 | 423,948 | 728,153 | 734,642 |

| | | | | | | | | | | | |
|-----|--------------------|-------------|-----------|-------------|-------------|-------------|------------|-----------|-----------|-----------|------------|
| 211 | North Attleborough | 1,447,957 | 1,653,999 | 1,344,185 | 1,366,213 | 1,042,932 | 1,458,203 | 1,271,961 | 998,911 | 1,113,487 | 1,900,535 |
| 212 | North Brookfield | 565,145 | 778,576 | 697,996 | 612,338 | 623,401 | 413,217 | 1,270,125 | 90,329 | 370,175 | 325,945 |
| 213 | North Reading | 1,563,502 | (15,553) | 1,153,625 | 1,717,033 | 1,008,723 | 1,946,045 | 859,836 | 1,171,370 | 927,300 | 1,853,727 |
| 214 | Northampton | 700,777 | 2,759,427 | 4,189,981 | 2,538,590 | 1,957,934 | 1,034,155 | (165,930) | 1,052,466 | 1,001,298 | 2,834,914 |
| 215 | Northborough | 2,037,220 | 1,392,178 | 1,289,670 | 1,273,342 | 470,988 | 1,265,111 | 946,294 | 1,954,708 | 1,869,209 | 2,459,307 |
| 216 | Northbridge | 2,037,220 | 761,064 | 725,630 | 651,442 | 1,200,000 | 2,002,232 | 1,256,665 | 1,114,427 | 1,179,071 | 920,603 |
| 217 | Northfield | 347,030 | 279,673 | 293,048 | 266,054 | 193,648 | 180,288 | 284,004 | 276,689 | 180,507 | 343,051 |
| 218 | Norton | 93,432 | 1,211,139 | 1,748,166 | 1,944,477 | 1,933,583 | 1,206,779 | 1,021,884 | 882,213 | 1,905,833 | 2,357,256 |
| 219 | Norwood | 790,680 | 1,504,294 | 316,816 | 1,208,040 | 1,534,167 | 1,513,119 | 1,437,347 | 1,359,573 | 1,515,219 | 1,837,612 |
| 220 | Norwell | 1,921,521 | 554,138 | 1,466,025 | 1,243,949 | 2,326,828 | 4,153,275 | 5,250,959 | 1,078,711 | 2,253,208 | 4,552,629 |
| 221 | Oak Bluffs | 481,389 | 909,744 | 476,146 | 218,563 | 513,237 | 324,415 | (189,579) | (913,021) | (888,046) | 253,797 |
| 222 | Oakham | 362,943 | 137,790 | 262,894 | 178,909 | 174,198 | 44,690 | 136,321 | 139,198 | 329,793 | 172,212 |
| 223 | Orange | 643,245 | 1,771,583 | 2,019,950 | 517,845 | 48,727 | 115,321 | 3,300 | (295,025) | 26,625 | 1,721,212 |
| 224 | Oxgangs | 2,925,517 | 2,367,428 | 2,019,950 | 2,518,702 | 2,035,967 | 2,073,982 | 1,756,518 | 1,717,896 | 2,476,174 | 2,094,138 |
| 225 | Oxley | 380,971 | 489,305 | 752,609 | 662,807 | 725,606 | 837,590 | 1,012,942 | 547,636 | 643,335 | 727,006 |
| 226 | Oxford | 1,004,437 | 909,025 | 1,490,863 | 2,037,899 | 1,301,584 | 664,242 | 674,955 | 666,656 | 525,236 | 129,346 |
| 227 | Palmer | 483,160 | 812,732 | 681,411 | 330,250 | 93,622 | 261,191 | 343,483 | 615,328 | 1,519,157 | 389,222 |
| 228 | Palton | 295,378 | 600,807 | 509,061 | 159,973 | 441,609 | 244,551 | 213,557 | 324,428 | 196,154 | 156,154 |
| 229 | Peabody | 2,523,408 | 3,310,075 | 3,310,075 | 9,395,860 | 7,367,614 | 10,765,520 | 7,329,212 | 9,855,448 | 9,976,603 | 12,419,982 |
| 230 | Pelham | 253,408 | 198,686 | 198,686 | 61,838 | 133,297 | 187,447 | 85,925 | 555,210 | 342,934 | 334,605 |
| 231 | Pembroke | 1,310,134 | 78,827 | 742,436 | 880,768 | 588,178 | 827,988 | 1,240,500 | 825,321 | 1,003,538 | 953,877 |
| 232 | Pembroke | 1,918,767 | 1,749,365 | 2,248,357 | 1,845,341 | 1,729,533 | 897,882 | 939,737 | 939,737 | 1,041,622 | 1,225,587 |
| 233 | Pepperell | 113,534 | 60,308 | 166,387 | 186,643 | 265,510 | 269,931 | 133,502 | 156,033 | 262,461 | 262,461 |
| 234 | Petersham | 93,219 | 56,631 | 105,143 | 100,873 | 184,484 | 139,090 | 435,260 | 136,242 | 282,245 | 282,245 |
| 235 | Phillipston | 4,574,186 | 3,388,238 | 3,883,289 | 3,907,537 | 4,037,510 | 167,111 | (32,069) | 68,128 | 73,733 | 234,873 |
| 236 | Pittsford | 129,843 | 162,998 | 120,713 | 60,783 | 78,390 | 90,373 | 5,023,245 | 4,268,341 | 5,194,083 | 5,617,057 |
| 237 | Plainfield | 730,785 | 812,026 | 1,311,383 | 748,341 | 190,970 | 548,842 | (238,071) | 66,817 | 161,466 | 107,983 |
| 238 | Plainville | 2,862,338 | 4,032,161 | 6,716,509 | 4,039,341 | 1,746,505 | 1,961,063 | 4,098,713 | 2,931,064 | 5,623,276 | 616,414 |
| 239 | Plymouth | 363,236 | 199,981 | 233,406 | 141,155 | 145,545 | 173,995 | 2,712 | 201,428 | 222,761 | 4,867,562 |
| 240 | Plympton | 211,140 | 234,280 | 233,406 | 141,155 | 145,545 | 173,995 | 2,712 | 201,428 | 222,761 | 4,867,562 |
| 241 | Princeton | 97,0884 | 6,402,569 | 11,423,977 | 5,694,246 | 3,959,337 | 1,617,625 | 1,336,501 | 223,640 | 830,104 | 1,603,657 |
| 242 | Quincy | 1,092,692 | 1,096,679 | 568,701 | (18,330) | (12,389) | 2,217,989 | 860,883 | 296,722 | 4,534,356 | 2,104,284 |
| 243 | Randolph | 1,508,080 | 921,407 | 3,001,750 | 81,303 | 56,052 | 1,104,826 | 1,449,404 | 218,715 | (294,966) | 370,086 |
| 244 | Raynham | 1,703,703 | 2,338,696 | 2,634,251 | 3,233,516 | 4,862,881 | 292,723 | 999,710 | 508,262 | 1,073,426 | 610,764 |
| 245 | Reading | 1,074,424 | 826,213 | 1,148,542 | 669,224 | 417,312 | 5,267,080 | 5,189,292 | 4,953,340 | 5,489,128 | 6,537,985 |
| 246 | Rehoboth | (1,102,929) | (174,079) | (76,476) | (73,429) | 619,694 | 291,011 | 334,753 | 472,960 | 463,415 | 1,484,503 |
| 247 | Revere | 105,285 | 256,310 | (76,476) | 998,101 | 619,694 | 752,807 | 551,162 | 407,796 | 450,552 | 722,088 |
| 248 | Richmond | 946,291 | 762,239 | 679,332 | 329,776 | 601,463 | 498,636 | (973,917) | (241,933) | 432,107 | 764,447 |
| 249 | Rochester | 736,558 | 1,710,619 | 679,332 | 455,838 | 99,639 | 749,630 | 810,613 | 1,016,931 | 482,185 | 1,143,113 |
| 250 | Rockland | 767,973 | 720,736 | 253,669 | 182,640 | 215,799 | 220,567 | 197,367 | 221,110 | 194,929 | 1,143,113 |
| 251 | Rockport | 433,895 | 291,831 | 253,669 | 182,640 | 215,799 | 220,567 | 197,367 | 221,110 | 194,929 | 1,143,113 |
| 252 | Rowe | 468,757 | 295,623 | 221,622 | 10,179 | 924,037 | 770,797 | 860,120 | 959,618 | 923,288 | 308,072 |
| 253 | Rowley | 108,132 | 1,103,652 | 848,231 | 637,027 | (204,132) | 272,299 | 1,320,011 | 82,950 | 522,917 | 308,072 |
| 254 | Royalston | 443,409 | 1,315,674 | 2,732,090 | 538,372 | 691,149 | 1,114,950 | 1,261,200 | 750,607 | 3,249,238 | 2,525,829 |
| 255 | Russell | (155,246) | 1,897,737 | 910,693 | 343,461 | 854,700 | 193,820 | 478,406 | 154,635 | 220,792 | 436,633 |
| 256 | Rutland | 3,212,194 | 366,824 | 730,668 | 769,453 | 891,975 | 829,997 | 820,676 | 894,838 | 863,787 | 825,319 |
| 257 | Salem | 477,443 | 2,105,599 | 944,406 | 2,222,054 | 1,721,254 | 3,055,775 | 1,126,979 | 1,367,711 | 2,137,550 | 825,319 |
| 258 | Sandwich | (416,255) | (365,433) | (1,858,821) | (1,778,121) | (1,778,121) | 134,729 | 1,485,995 | (416,660) | 1,315,924 | 1,403,984 |
| 259 | Sandusfield | 28,197 | 84,197 | 69,217 | 112,199 | 14,503 | 66,227 | 10,642 | 155,488 | 199,709 | 1,047,066 |
| 260 | Saugus | | | | | | | | | | |
| 261 | Savoy | | | | | | | | | | |
| 262 | | | | | | | | | | | |
| 263 | | | | | | | | | | | |

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|-----|--------------|--------------|--------------|------------|------------|------------|------------|-----------|-----------|------------|-----------|
| 264 | Saltate | 1 369 184 | 725 976 | 1 346 559 | 725 952 | 302 274 | (189 322) | 293 677 | 976 826 | 1 528 822 | 2 123 316 |
| 265 | Seekonk | 77 536 | 672 784 | 1 117 810 | 1 689 264 | 1 453 148 | 1 050 333 | 1 324 386 | 1 126 735 | 1 569 726 | 1 705 503 |
| 266 | Sharon | 1 051 399 | 2 189 732 | 1 594 240 | 926 507 | 1 210 007 | 3 053 062 | 1 833 614 | 2 081 703 | 2 081 703 | |
| 267 | Shelfield | 798 437 | 896 937 | 917 352 | 956 111 | 1 002 023 | 504 008 | 567 765 | 747 961 | 912 564 | |
| 268 | Shelfburne | 138 205 | 193 441 | 113 535 | 194 014 | 177 656 | 117 450 | 50 327 | 256 799 | 104 910 | |
| 269 | Sherborn | 786 013 | 992 109 | 911 184 | 1 091 933 | 1 218 412 | 1 621 955 | 1 416 779 | 1 095 546 | 854 791 | |
| 270 | Shirley | 302 529 | 400 232 | 400 232 | 340 570 | 4 137 833 | (57 291) | 4 778 074 | 5 845 970 | 6 002 067 | |
| 271 | Shrewsbury | 3 616 392 | 2 837 137 | 1 930 113 | 4 137 833 | 4 850 038 | 4 597 946 | 4 778 074 | 736 912 | 878 898 | |
| 272 | Shutesbury | 449 370 | 600 261 | 368 279 | 606 892 | 360 338 | 507 886 | 569 829 | 2 308 569 | 7 815 504 | |
| 273 | Somerset | 2 456 396 | 728 574 | 420 471 | 1 400 542 | 1 424 808 | 1 750 612 | 3 308 569 | 2 190 311 | 7 815 504 | |
| 274 | Somerville | 6 722 018 | 1 282 817 | 852 976 | 416 604 | 8 146 771 | 10 210 232 | 6 378 420 | 7 364 518 | 7 646 537 | |
| 275 | South Hadley | 1 663 795 | 1 334 438 | 1 743 995 | 608 742 | 2 097 666 | 215 905 | 342 645 | 1 552 022 | 342 837 | |
| 276 | Southampton | 143 969 | (319 852) | 1 473 995 | 4 916 774 | 2 329 754 | 1 869 129 | 1 255 534 | 1 502 116 | 1 701 671 | |
| 277 | Southbridge | 1 541 729 | 1 541 729 | 1 464 995 | 618 277 | 1 049 469 | 8 309 299 | 1 328 336 | 1 306 301 | 838 226 | |
| 278 | Southwick | 1 535 888 | 1 464 995 | 842 269 | 1 247 821 | 1 644 993 | 1 859 448 | 1 920 405 | 1 610 302 | 2 140 839 | |
| 279 | Spencer | 169 653 | 688 992 | 842 269 | 691 307 | 886 289 | 1 161 336 | 680 702 | 847 836 | 201 339 | |
| 280 | Springfield | 545 303 | 504 715 | 1 031 956 | 691 307 | 886 289 | 1 161 336 | 680 702 | 847 836 | 201 339 | |
| 281 | Springfield | (22 957 298) | (37 357 636) | 1 031 956 | 691 307 | 886 289 | 1 161 336 | 680 702 | 847 836 | 201 339 | |
| 282 | Sterling | 895 980 | 215 122 | 1 260 381 | 909 095 | 728 253 | 753 133 | 589 572 | 547 471 | 407 810 | |
| 283 | Stockbridge | 2 325 210 | 1 734 320 | 1 269 702 | 1 221 932 | 1 652 002 | 2 177 084 | 1 214 804 | 1 724 955 | 1 511 520 | |
| 284 | Stonham | 2 713 317 | 707 525 | 640 872 | 94 839 | 1 432 435 | 1 358 312 | 456 425 | 241 028 | 255 590 | |
| 285 | Stoughton | 2 538 800 | 1 992 977 | 1 792 706 | 1 166 212 | 1 093 129 | 692 541 | 846 686 | 2 010 542 | 3 914 184 | |
| 286 | Stow | 651 578 | 478 754 | 573 566 | 472 768 | 410 218 | 434 769 | 604 198 | 778 703 | 1 283 016 | |
| 287 | Sturbridge | 886 020 | 1 447 646 | 1 480 965 | 1 325 933 | 846 775 | 1 118 491 | 488 443 | 668 662 | 1 516 595 | |
| 288 | Sturbridge | 1 146 292 | 859 226 | 1 475 243 | 1 916 902 | 419 110 | 15 235 | 488 595 | 249 418 | 674 860 | |
| 289 | Sunderland | 314 169 | (81 336) | 779 444 | 493 422 | 407 965 | 391 850 | 339 083 | 297 204 | 430 744 | |
| 290 | Sutton | 705 107 | 1 071 105 | 1 111 796 | 573 311 | 544 674 | 810 539 | 656 864 | 1 102 363 | 789 005 | |
| 291 | Swarmscott | 571 391 | 495 930 | 1 248 544 | 1 140 038 | 229 387 | 1 108 606 | 924 145 | 2 795 646 | 2 122 834 | |
| 292 | Swansea | | | 1 577 187 | 1 723 084 | 2 676 369 | 369 112 | 1 30 815 | 924 294 | 1 249 888 | |
| 293 | Taunton | 534 066 | 592 421 | 1 366 572 | 630 048 | 665 959 | 882 486 | 380 007 | 1 121 100 | 189 081 | |
| 294 | Templeton | | | 787 793 | 2 685 947 | 1 942 886 | 2 064 502 | 1 102 352 | 1 366 035 | 2 163 059 | |
| 295 | Tewksbury | 1 350 518 | 1 178 879 | 1 572 632 | 1 803 589 | 2 044 293 | 1 440 577 | 1 180 582 | 1 174 129 | 1 443 640 | |
| 296 | Tisbury | 1 669 646 | 2 289 103 | 61 962 | 128 954 | 244 233 | 320 432 | 346 722 | 408 945 | 430 754 | |
| 297 | Tolland | 80 663 | 84 850 | 1 289 247 | 1 324 987 | 1 379 523 | 1 188 197 | 1 023 444 | 1 217 661 | 1 220 632 | |
| 298 | Topsheld | 1 078 288 | 976 121 | 1 208 287 | 373 937 | 646 774 | 554 447 | 1 004 767 | 1 159 493 | 388 986 | |
| 299 | Townsend | 657 078 | 1 047 503 | 1 080 269 | 795 483 | 1 161 841 | 997 736 | 1 260 679 | 1 204 560 | 1 022 932 | |
| 300 | Troy | | 1 008 298 | | | | | | | | |
| 301 | Tyngsborough | 1 654 653 | 419 648 | 1 080 269 | 1 451 831 | 495 599 | 528 875 | 538 819 | 974 424 | 783 855 | |
| 302 | Tyringham | 158 217 | 189 537 | 195 824 | 174 209 | 209 694 | 196 327 | 164 630 | 251 636 | 213 556 | |
| 303 | Upton | 239 512 | 541 221 | 585 323 | 13 101 | 160 192 | 421 810 | 580 161 | 1 764 541 | 613 019 | |
| 304 | Uxbridge | 428 347 | 718 852 | 1 303 356 | 1 459 551 | 1 073 860 | 580 161 | 1 764 541 | 613 019 | 280 815 | |
| 305 | Wakefield | 2 090 788 | 1 861 814 | 1 599 401 | 2 010 653 | 1 073 860 | 1 731 321 | 1 716 426 | 1 623 667 | 2 262 832 | |
| 306 | Wales | 302 964 | 107 543 | 111 705 | 79 111 | 21 077 | 92 036 | (27 432) | 41 152 | 135 377 | |
| 307 | Walpole | 2 065 264 | 3 338 650 | 2 686 039 | 3 186 561 | 4 780 741 | 2 680 700 | 2 692 668 | 1 447 757 | 3 917 797 | |
| 308 | Walham | 10 972 262 | 12 471 111 | 14 478 507 | 13 430 111 | 14 655 526 | 10 476 137 | 7 769 448 | 7 282 191 | 9 638 289 | |
| 309 | Ware | 1 551 493 | 1 735 712 | 2 091 439 | 1 811 960 | 1 836 406 | 1 268 998 | 1 433 022 | 1 311 227 | 827 983 | |
| 310 | Wareham | 1 596 550 | 701 635 | 1 351 828 | 666 362 | 106 215 | (462 962) | 715 588 | 1 753 000 | 307 659 | |
| 311 | Warren | 186 674 | 359 644 | 402 031 | 277 330 | 284 345 | 104 766 | 283 939 | 92 757 | 172 547 | |
| 312 | Warwick | 89 075 | 181 908 | 250 938 | 76 048 | 80 619 | 62 256 | 549 | 117 028 | 60 317 | |
| 313 | Washington | 137 809 | 101 741 | 77 956 | 69 889 | 1 866 | (4 877) | 76 585 | 173 420 | 7 694 406 | |
| 314 | Waterdown | 3 520 007 | 3 660 085 | 1 125 228 | 5 508 070 | 6 515 846 | 5 566 570 | 4 753 849 | 6 075 642 | 4 333 181 | |
| 315 | Waterford | 2 809 907 | 1 592 276 | 1 252 228 | 2 293 518 | 4 933 805 | 6 185 780 | 6 156 655 | 8 536 596 | 10 304 704 | |
| 316 | Webster | 670 312 | (111 013) | | 1 107 151 | 1 217 467 | 210 000 | | 39 745 | 585 390 | |

2008

| | | | | | | | | | | |
|-----|------------------|-------------|-------------|-----------|-----------|------------|-----------|-----------|-----------|------------|
| 317 | Wellfleet | 892,543 | 2,771,548 | 4,028,225 | 6,766,366 | 10,692,354 | 9,145,674 | 9,471,751 | 8,439,070 | 10,499,623 |
| 318 | Wellfleet | 296,053 | 344,695 | 244,050 | 618,662 | 578,319 | 391,427 | 494,536 | 1,348,259 | |
| 319 | Wendell | 234,034 | 219,696 | 257,016 | 268,248 | 234,537 | 260,760 | 249,544 | 2,709,957 | 199,867 |
| 320 | Wenham | 803,578 | 631,437 | 661,685 | 886,645 | 497,002 | 555,964 | 629,098 | 605,192 | |
| 321 | West Boylston | 524,708 | 610,269 | 366,464 | 736,377 | 20,837 | 457,638 | 750,498 | 941,063 | 450,892 |
| 322 | West Bridgewater | 226,004 | 510,269 | 102,924 | 72,058 | (440,166) | (323,110) | 250,544 | (28,591) | 72,055 |
| 323 | West Brookfield | 400,635 | 625,026 | 805,396 | 766,115 | 587,194 | 954,605 | 700,558 | 646,368 | 692,729 |
| 324 | West Newbury | 2,094,490 | 2,015,257 | 1,219,343 | 1,842,176 | 1,416,064 | 1,243,758 | 1,458,834 | 1,236,756 | 1,532,704 |
| 325 | West Springfield | 475,598 | 247,516 | 1,710,292 | 1,945,813 | 2,944,170 | 2,824,443 | 3,722,671 | 4,710,461 | 8,262,684 |
| 326 | West Stockbridge | 428,694 | 578,966 | 543,870 | 514,424 | 233,628 | 119,491 | 287,102 | 282,389 | |
| 327 | West Tisbury | 568,443 | 393,881 | 568,496 | 797,532 | 382,566 | 489,741 | 668,817 | 467,511 | 395,972 |
| 328 | Westborough | 57,821 | 791,222 | 1,402,622 | 1,755,694 | 1,201,642 | 2,575,559 | 2,447,226 | 3,879,635 | 4,178,958 |
| 329 | Westfield | (1,090,412) | (1,039,112) | 899,322 | 1,354,297 | 2,223,313 | 1,929,066 | 3,725,139 | 2,453,013 | 2,453,013 |
| 330 | Westford | 4,234,959 | 3,039,112 | 5,387,212 | 5,667,077 | 4,920,807 | 4,489,534 | 4,147,647 | 4,315,015 | 6,826,990 |
| 331 | Westhampton | 167,285 | 73,403 | 138,712 | 41,746 | 36,721 | 156,618 | 52,935 | 163,156 | |
| 332 | Westminster | 967,993 | 1,067,573 | 2,514,922 | 3,430,622 | 1,120,123 | 1,078,922 | 1,429,616 | 1,182,746 | 1,521,787 |
| 333 | Weston | 2,067,415 | 1,467,051 | 2,366,638 | 2,469,546 | 3,153,673 | 2,948,558 | 4,255,473 | 3,463,756 | 3,853,659 |
| 334 | Westport | 155,976 | 508,669 | 661,881 | 616,332 | 993,635 | (39,045) | 329,538 | 613,497 | 828,575 |
| 335 | Westwood | 1,498,110 | 1,138,014 | 1,266,415 | 1,142,342 | 1,274,374 | 1,148,459 | 985,616 | (428,638) | 2,547,393 |
| 336 | Weymouth | 2,720,291 | 3,047,994 | 1,408,007 | 1,800,801 | 1,160,605 | 3,163,741 | 2,441,340 | 3,699,892 | 3,227,977 |
| 337 | Whately | 332,775 | 29,149 | 211,486 | 304,366 | 291,716 | 215,090 | 289,410 | 305,001 | 328,754 |
| 338 | Whitman | 443,409 | 550,574 | 1,531,310 | 623,895 | 492,051 | 724,681 | 1,320,367 | 1,418,632 | 1,791,075 |
| 339 | Whitman | 166,400 | 472,501 | 17,030 | 430,142 | 140,182 | 521,264 | 1,230,136 | 1,251,563 | 2,076,626 |
| 340 | Williamsburg | 318,257 | 332,189 | 222,469 | 237,752 | 500,150 | 547,077 | 671,548 | 519,144 | 651,981 |
| 341 | Williamstown | 274,064 | 215,886 | 310,634 | 477,507 | 554,878 | 380,788 | 402,790 | 684,143 | 953,561 |
| 342 | Wilmington | 5,711,915 | 4,334,791 | 3,931,768 | 3,080,340 | 4,775,044 | 4,821,738 | 6,684,088 | 9,491,810 | 11,255,673 |
| 343 | Winchendon | 732,263 | 1,073,940 | 1,903,289 | 3,457,218 | 5,116,460 | 5,835,669 | 7,866,382 | 5,761,181 | (68,855) |
| 344 | Winchester | 125,555 | 178,316 | 224,042 | 256,747 | 304,021 | 228,257 | 227,903 | 146,511 | 3,443,677 |
| 345 | Windor | 1,345,190 | 2,128,946 | 842,824 | 2,093,149 | 4,775,044 | 154,534 | (141,251) | 5,697,431 | |
| 346 | Windsor | 5,325,871 | 7,054,659 | 3,762,701 | 5,091,550 | 3,842,317 | 4,467 | 361,922 | 398,103 | 8,817,758 |
| 347 | Woburn | 4,502,753 | 1,144,986 | 7,471,148 | 2,101,529 | 5,347,955 | 4,510,113 | 5,930,903 | 3,024,376 | 4,284,511 |
| 348 | Worcester | 114,093 | 178,037 | 323,290 | 368,747 | 169,054 | 729,205 | 1,046,667 | 1,75,964 | |
| 349 | Worthington | 889,904 | 1,007,199 | 1,044,687 | 935,875 | 1,601,409 | 738,411 | 1,283,180 | 1,616,751 | |
| 350 | Wrentham | 3,154,671 | 1,718,433 | 2,240,419 | 1,262,431 | 1,103,891 | 295,171 | 1,086,943 | 1,262,849 | 1,375,174 |
| 351 | Yarmouth | | | | | | | | | 2,023,746 |

| | | | | | | | | | | |
|-----------------------------|--------------|--------------|-------------|--------------|--------------|-------------|--------------|-------------|-------------|-------------|
| Sum of Positive Free Cash: | 516,735,195 | 494,779,451 | 563,115,001 | 635,826,400 | 715,050,962 | 737,647,783 | 697,938,677 | 766,339,684 | 877,558,987 | 752,905,783 |
| Sum of Negative Free Cash: | (25,809,695) | (41,419,329) | (2,710,393) | (21,838,367) | (21,825,027) | (6,947,524) | (10,302,724) | (5,577,966) | (2,959,894) | (2,165,086) |
| Number Free Cash Certified: | 321 | 335 | 304 | 344 | 344 | 344 | 347 | 346 | 346 | 236 |

Gloucester Public Schools

Our mission is for all students to be successful, engaged, lifelong learners

Richard Safier, Ed.D.
Superintendent of Schools
6 School House Road
Gloucester, MA 01930
Phone: (978) 281-9800/Fax: (978) 281-9899
Email: rsafier@gloucester.k12.ma.us

Gloucester Public Schools
Requests for Access to Funding from City Free Cash, 2012-13

| | |
|--|-------------------|
| A1. Unanticipated Special Education Expenses and plus tutoring | \$248, 418 |
| This refers to \$236, 418 in unanticipated Special Education costs beginning this school year plus \$12,000 for English Language Learners. The anticipated state 9C cut of Circuit Breaker amounts to \$30,748. That \$30,748 is included in the Special Education total of \$236,418. | |
| A2. Cafeteria Tables and Benches | \$39,100 |
| Several schools are in dire need of replacement cafeteria tables and benches. This is an immediate safety issue. | |
| A3. Negotiations | \$130,000 |
| A4. Computer Lab East Gloucester | \$32,000 |
| The computer lab in East Gloucester is antiquated and the last of the labs in the district to be upgraded. The funds would provide for a computer lab of 28 stations. | |
| A5. Lockers | \$80,000 |
| This request is for a full locker replacement at the O'Maley Innovation Middle School. This is long overdue and was discussed during the budget process last spring. | |
| Total A1-A5 | \$529,518 |

B1. Tablet Purchasing **\$15,000**
Over the next 3-5 years, the district will be pursuing the establishment of a 1:1 learning environment. This would include, over time, an electronic tablet for each student in both the high school and middle school. To prepare for this change, teachers must: a) be equipped with tablets; and b) have sufficient professional development in how to blend digital learning into their instruction. The interest on an iPad teacher lease-to-purchase program—the district would borrow the money and be reimbursed through deductions from Direct Deposit or automatic checking account withdrawal—would be offset by this request for \$15,000 (the finance charge over 3 years for 200 iPad purchases).

B2. Tablet Special Education Program **\$18,000**
This request for iPads would go directly to providing students with disabilities at both the preschool and elementary schools to be used in ways that facilitate learning for our most challenged students. Students would be using these iPads daily.

B3. Technology **\$85,800**

LCD Projectors HS, ELMO Document Cameras are needed to amplify instruction in the classroom. Both the projectors and the cameras represent some of the latest technology used in classrooms

B4. Credit Recovery System \$20,000
As a follow-up to the new attendance policy at the high school, we are seeking a credit recovery software program that would provide opportunities for students, who at the end of the school year, are within "striking distance" of passing a course for the year to do so.

B5. Library Books—Veterans Elementary School \$5,000

B6. Assessments \$18,000
These are assessments are part of Reading Street, the elementary literacy program

| | |
|--------------------|-------------------------|
| Total B1-B6 | \$161,800 |
| Total A1-A5 | <u>\$529,518</u> |
| Total | \$691,318 |

PLACEHOLDER

Note: Due to the anticipated change in the educational landscape in Gloucester, the district anticipates that funds over what is requested above may be needed to meet the costs of additional students enrolling in the Gloucester Public School District. As of the date of this memo, it is too early to tell how rapidly and in what quantity such demands will be placed upon the district.

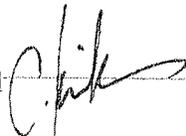
City Hall
Nine Dale Ave
Gloucester, MA 01930



TEL 978-281-9700
FAX 978-281-9738
ckirk@gloucester-ma.gov

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

MEMORANDUM

TO: City Council 
FR: Mayor Kirk
RE: Financing Plan for Commercial St. / Fort Square Infrastructure
DT: January 9, 2013

Dear Members of the Gloucester City Council.

The Administration has worked diligently over the past few weeks to structure a financing plan in response to the AECOM estimate regarding the Commercial Street / Fort Square Public Infrastructure Improvement Project.

To recap, AECOM's estimate is as follows (*reprinted from AECOM document dated December 5, 2012*):

| | |
|-----------------------------------|-------------------|
| Utility Improvements: (1) (2) (3) | \$4,275,000 |
| Road Improvements: (1) | \$1,525,000 |
| Engineering and Contingency: | \$1,450,000 |
| <u>Escalation (2.5% / year):</u> | <u>\$ 250,000</u> |
| Total Project Cost: | \$7,500,000 |

- (1) Construction costs shown are based on 2012 pricing and include a 10% allowance for final design elements.
- (2) Utility improvements construction cost includes \$900,000 for a new sewer pump station.
- (3) Utility improvements construction cost does not include the cost of pump station site remediation.

We are pleased to be able to submit the following financing package to the City Council for its consideration. As we have done so successfully on a number of important projects for the city, we have pulled together a public / private partnership which, when taken together, provides the resources to rebuild the infrastructure which will benefit the businesses along Commercial Street, the residences in Fort Square, and support new growth and economic development for the city.

Proposed Financing Structure – Commercial Street / Fort Square Infrastructure

In order to cover the anticipated cost estimated at \$7,500,000, the Administration proposes the following financing plan:

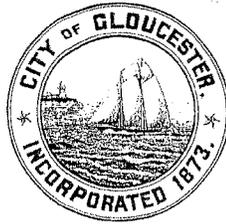
1. **MassWorks Grant:** The Administration made a direct appeal to the Patrick Administration, and upon a second look at our application, the Commonwealth has agreed to grant \$3 million towards this important project. We are grateful for the state’s support and believe the project may have not been possible without this significant contribution.
2. **Beauport Gloucester LLC:** Both the city of Gloucester and Beauport Gloucester LLC recognize the importance of infrastructure investment in the Commercial St. / Fort Square area, and both recognize that the degree of investment required extends beyond the impact of the proposed hotel. The Administration and Beauport Gloucester have come to an agreement as to the appropriate amount which will mitigate the impact of the hotel on the area. The total infrastructure contribution from Beauport Gloucester LLC is \$2 million of which \$600,000 has already been paid to the city.
3. **City of Gloucester – Water and Sewer Enterprise Funds/Free Cash:** The bulk of the utility work is water and sewer related. The Administration proposes allocating a total of \$1 million from 2012 enterprise fund free cash (\$500,000 from the sewer enterprise fund, and \$500,000 from the water enterprise fund) along with a loan authorization for another \$600,000 for a total of \$1.5 million from the water and sewer enterprise funds. This approach allows the city to pay cash for a portion of the work, and keeps borrowing and the impact on water and sewer rates to the citizens of Gloucester to a minimum.
4. **City of Gloucester – General Fund:** There are infrastructure improvements which are not utility related and therefore not eligible as water or sewer enterprise fund expenses. The Administration proposes that the remainder of the infrastructure work be funded through the general fund. These types of expenses are generally related to road way improvements and other non-utility improvements to the area. These expenses would be incurred typically after the proposed hotel is built probably sometime in 2014. The Administration proposes using a combination of general fund revenues and future free cash as funding sources. Exact amounts will be determined closer to the actual construction timeline associated with this last phase of infrastructure improvements.

Summary

| | |
|---|------------------------------------|
| MassWorks: | \$3,000,000 |
| Beauport LLC: | \$1,400,000 net (\$2million total) |
| Water / Sewer Enterprise Funds/Free Cash: | \$1,600,000 |
| <u>General Fund / Free Cash:</u> | <u>\$1,500,000</u> |
| Total Project Cost: | \$7,500,000 |

The Administration believes that this proposed financing plan is an optimal solution to investing in the infrastructure improvements needed to support existing Commercial Street businesses, and Fort Square residences. It allows for new growth, and the proposed hotel will benefit the city through increased property taxes, lodging taxes, meals taxes, jobs, and visitors to the downtown businesses as well.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



TEL 978-281-9707
FAX 978-282-4113
jtowne@gloucester-ma.gov

CITY OF GLOUCESTER
OFFICE OF THE CHIEF FINANCE OFFICER

MEMORANDUM

To: Mayor Kirk
From:  Jeffrey C. Towne, City CFO/Treasurer/Collector
Date: January 9, 2013
Re: Title V Betterment Loan Authorization Request

The funds available through the existing loan authorization for the Septic Loan Program (Title V) are almost depleted. Homeowners that are required to upgrade their failed septic system by the Board of Health may borrow funds from the City and pay it back over a 15 year period. As you will recall, we borrow the funds from the Massachusetts Water Pollution Abatement Trust (MWPAT) at 0% interest and loan the funds to Gloucester residents at 0% interest, unless they choose an elderly deferral. I have included the document that the Treasurer/Collector's office provides to homeowners describing the process for additional information regarding the program.

Homeowners have spent, on average, approximately \$500,000 over the past three years. We have funded an average of 20 projects each year for that same time period. Mr. Schenk, Manager – Environment Health Services, has provided additional information to support this request. His memo is attached for reference as well.

All costs associated with this program are paid for by the homeowners who are required to upgrade their failed system. The following loan authorization language will have to be adopted by City Council in order for the additional funds to be available for this no cost to the City program:

Ordered: that up to \$2,000,000 is appropriated for the purpose of financing the following water pollution abatement projects: reconstruction, repair or upgrade of individual sewage and septage treatment and disposal facilities, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is

authorized to borrow up to \$2,000,000 and issue bonds or notes therefor under Chapter 111, S 127B ½, and/or Chapter 29C of the General Laws, that project and financing costs shall be repaid by the property owners, in accordance with those agreements, but such bonds or notes shall be general obligations of the City, that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a loan agreement and/or security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and/or any federal or state aid available for the projects or for the financing thereof, that the Mayor or the Treasurer is authorized to enter into a project regulatory agreement with the Department of Environmental Protection; and that the Mayor is authorized to expend all funds available for the projects and to take any other action necessary to carry out the projects.

I respectfully request that you forward this loan authorization request to the City Council for referral to the Budget & Finance Committee for review and recommendation. Thank you.

Attachments:

Memo from Max Schenk

Septic Loan Program letter to homeowners

City Hall
Nine Dale Avenue
Gloucester, MA 01930



TEL 978-281-9707
FAX 978-281-8472
klindberg@gloucester-ma.gov

CITY OF GLOUCESTER

OFFICE OF THE TREASURER/COLLECTOR

Septic Loan Program

Introduction

The City of Gloucester Board of Health has received funding approval from the Massachusetts Department of Environmental Protection to administer a septic system loan program. This program, administered by the Treasurer's Office, enables the City to provide a zero percent (0%) interest loan to homeowners who are required to upgrade their failed septic system provided they have a gross annual household income of less than \$150,000, they system has been officially failed by the Health Department, and they are current on their real estate taxes. There is a \$750 administration fee that will be included in the loan amount. The loan is treated like a betterment that will be apportioned to the homeowner's real estate tax bill unless you are eligible to defer the loan, in which case different rules will apply (see Elderly Deferral below).

Interest free loans can also be provided to cover the cost of connecting to (not the extension of) a sewer if the current septic system is documented by the Health Department as failed.

If the loan funds become limited, priority will be given to failing septic systems in the 50-foot critical buffer zones of the City's seven Priority Drainage Areas (PDA). The PDAs are Magnolia Beach, Walker Creek, Little River, Jones River, Rust Island, Freshwater Cove and Pearce's Island.

Loan – Interest Free

Financial Assistance consists of a zero percent (0%) interest loan that the homeowner pays back quarterly with the property's real estate tax payment. Loan repayment terms are 15 years. The loan will be secured as a betterment assessment against the property title. The assessment may be paid off early without penalty.

Elderly Deferral – Interest rate 8%

You may be able to defer the loan payments if you are over age 65, your gross income in the previous year did not exceed \$30,000, you have lived in Massachusetts for the past 10 years, and you owned and occupied your home in Massachusetts for the last 5 years. The entire amount of the deferral plus interest of eight percent (8%) and recording fees is due and payable upon death, sale, or transfer of title.

Eligible Costs

The loan will consist of combining all costs associated with septic system repair or upgrade, or connection to sewer. This includes the septic system inspection, design, property line determination, soil evaluation, general construction and installation and any necessary work needed to return the property to its original condition, such as landscaping, paving, masonry, plumbing, electrical, etc. , as well as the administration fee.

Septic Design

The Health Department can provide you with a list of engineers and sanitarians that frequently perform septic design work in Gloucester. We suggest that you ask friends, family, and neighbors for the names of people who have recently had a system designed so that you can develop a list of septic system designers from which to choose.

Septic System Installation

When you have a septic system design which has been approved by the Health Department, you are strongly advised to collect written quotes (proposals) from at least three contractors (licensed by the Board of Health) to install or repair the septic system. We suggest you follow the above steps to talk with people who have recently had a septic system installed to develop a list of installers to provide you with quotes. You will decide which contractor to hire. In comparing the contractors' quotes, be sure to notice the scope of work. For example, if your driveway will be dug up, do all the quotes include the cost of repairing the driveway?

Betterment Loan Agreement/Deferral Agreement

The City will prepare a Betterment Loan Agreement or Deferral Agreement for you to sign. These Agreements will outline what is expected of both the City and the homeowner. **Please be advised that once the Agreement has been executed, the City will place a Municipal Lien on your property which cannot be subordinated.**

Payment Schedule

All checks will be issued to the homeowner, which the homeowner will sign-over to the contractor. All payments will be held by the Treasurer's Office to release to contractor. The final payment will not be issued until the homeowner/installer provides a Certificate of Compliance from the Board of Health Office.

Homeowners may be reimbursed for costs incurred prior to the installation, but after the date of the Health Department's Failure Letter, which may include septic system inspection, design, property line determination, soil evaluation and pump-outs since the date of the Health Department's failure letter.

For more information, please contact Kristen Lindberg at 978-282-4149



CITY OF GLOUCESTER

Health Department
3 Pond Road, City Hall Annex
Gloucester, Massachusetts 01930



Public Health
Prevent. Promote. Protect.

Gloucester Health Department Information Regarding Title 5

Gloucester Septic System Statistics

- There are approximately **13,000** properties in City – approx. **11,000** with homes
- **2,934** properties have a septic system for sewage disposal and treatment
- **214** of those use an advance pre-treatment system due to site restrictions
- **61** have a "tight tank" or "holding tank" due to a lack of appropriate soil types
- Remainder have "standard" systems (i.e. cesspool, tank and leach pit or tank and leach field)
- There are **73** known failed septic systems that have not submitted plans to upgrade
- **44** plans were submitted for review in 2012 – **32** are for replacement systems
- **43** system installation permits were issued in 2012

Background on Title 5 and the Gloucester Board of Health's Septic System Regulations and Processes

- DEP jurisdiction is through State Environmental Code 310 CMR 15.00 "Title 5" regulations which outline the basic requirements for the siting, installation, maintenance and inspection of septic systems. The Gloucester Health Department is the local approving and enforcement authority for Title 5 regulations. The Board of Health has further local enforcement authority through their Wastewater Management Plan.
- System inspections by a state licensed inspector, using DEP criteria, are required at the time of transfer of any property, with few and specific exceptions. The Gloucester Health Department also requires a more cursory, visual inspection (Function Check) each time a system is pumped (a minimum of every 3.5 years) and any overt issues such as breakout, or structural damage, are to be reported for investigation by the Department.
- Some system components, such as a tank or distribution box, may be broken and could be repaired without the need for a full upgrade/replacement.
- The plan development, review and permitting process for the replacement of a septic system can take between 30 to 60 days depending on the size and complexity of the system needed and the approval processes of other Boards, Committees and Commissions, such as Conservation, who may be involved.

Resources for residents who need to replace their failed septic system

- Commonwealth of Massachusetts Revolving Loan Program
 - Low-interest loan administered by the Treasurer's Office
 - Pays for all aspects of replacing septic system or connecting to sewer if available
 - Residents given 15 years to pay back loan
 - Loan becomes lien on property till paid
 - Payment added to tax bill

RECEIVED

JAN 10 2013

Mayor's Office

Public Works
28 Poplar Street
Gloucester, MA 01930



TEL 978-281-9785

FAX 978-281-3896

mhale@gloucester-ma.gov

CITY OF GLOUCESTER

DEPARTMENT OF PUBLIC WORKS

TO: Mayor Carolyn Kirk/Jim Duggan

FROM: Michael B. Hale, Director of Public Works *M.B.H.*

RE: Amendment to Fee Schedule

DATE: January 9, 2013

Attached for your review is a memo from Operations Manager Jay Jarosz requesting an \$850.00 fee be charged for pressure sewer taps. The fee would cover the cost for all parts necessary to connect the pressure sewer to the service connection. Please note the fee does not include excavation, traffic management, or road reconstruction.

I agree with this new fee request, and with your approval ask that you send this request to the City Council for their appropriate action. My staff and I are available for any questions that you or the City Council may have regarding this request.

c: M. Cole
J. Jarosz

Sewer: Sewer Tap Fee

Public Works
28 Poplar Street
Gloucester, MA 01930



TEL 978-281-9785

FAX 978-281-3896

jjarosz@gloucester-ma.gov

CITY OF GLOUCESTER

DEPARTMENT OF PUBLIC WORKS

TO: Mike Hale, DPW Director
FROM: Jay Jarosz, Operations Manager Utilities
RE: Tap of Pressure Sewer Fee
DATE: November 21, 2012

I am requesting that the City of Gloucester put in place an \$850.00 fee to perform a hot tap for a single pressure connection. The fee would cover the cost of the tap, pressure sewer pipe, fittings, non drip brass stop, and the riser box and cover. The Utilities Division will perform the tap and perform the trench back fill inspection.

Thank you.

Sewer: SWRTPRQ

RE: Update on GHS Boiler

James Hafey

Sent: Monday, January 28, 2013 1:55 PM

To: Dana Jorgensson; Michael Hale

Cc: Paul McGeary; Jeff Towne

The contractor, Maine Boiler, has removed the old boiler. We are waiting for delivery of the new replacement. Probably March sometime. Installation will be a 2 week event, contingent upon weather, school activities, etc.

Jim

From: Dana Jorgensson

Sent: Monday, January 28, 2013 10:30 AM

To: Michael Hale

Cc: Paul McGeary; Jeff Towne; James Hafey

Subject: Update on GHS Boiler

Mike: Councilor McGeary has advised me that on the next B&F agenda for February 7th there will be an item carried forward from the 11/15/12 B&F meeting regarding a request by Councilor Ciolino to receive an update on the status of the GHS boiler replacement project. And so, in turn, I am reminding you that this will come forward for a brief discussion as an agenda item. The minutes of the 11/15/12 B&F Meeting for that item are attached for your information.

Thank you.

Dana C. Jorgensson

Clerk of Committees

Please be aware that all communications pertaining to City of Gloucester matters, including e-mail sent or received, is a public record subject to disclosure under the Massachusetts Public Records Law. If requested, e-mail may be disclosed to another party unless exempt from disclosure. E-mails are retained by the City of Gloucester in compliance with Massachusetts Public Records Retention Schedule. All Electronic messages sent through the City of Gloucester system are archived in conformance with the Massachusetts and federal Public Records law.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council that \$60,000.00 (Sixty Thousand Dollars) be appropriated (2013-SA-12) from the General Fund Unreserved Fund Balance ("Free Cash") to Facilities Building Maintenance, Account #1010000.10.472.52410.0000.00.000.00.052 for the purpose of making critical improvements to wiring and HVAC at the DPW facilities building on Poplar Street; and to replace overhead doors at the DPW Facilities Building.

MOTION: On motion by Councilor Cox, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council that \$67,000.00 (Sixty-Seven Thousand Dollars) be appropriated (2013-SA-13) from the General Fund Unreserved Fund Balance ("Free Cash") to Facilities General Supplies, Account #1010000.10.472.54000.0000.00.000.00.054 for the purpose to purchase supplies for repairs to heating and exhaust systems at Plum Cove, Beeman, Veterans Memorial, East Gloucester and West Parish schools.

7. *Memorandum from CFO re: appropriation request in the amount of \$500,000 for replacement of boiler At Gloucester High School*

Mr. Towne explained that there was a catastrophic failure due to a fire within a boiler at Gloucester High School. They immediately put in a claim with the City's insurer (MIIA), had an inspection done and pushed hard to make sure it was covered under the City's insurance. The City has successfully filed a claim with the City's insurance carrier, and the insurance company will pay for the cost for the repair if it is possible or replacement if required. The city has hired who say that it is not economically feasible or it is imprudent to repair and that the boiler must be or replaced. The inspection documentation they have in hand indicates just that fact. The city's insurer will have to pay to replace the boiler with whatever was there before the failure. The cost to the City is limited to the insurance deductible of \$1,000.00. The city has received quotes to replace the boiler and would like to begin that work. He asked the Committee that they amend the motion to \$375,000 from \$500,000. They are only paying \$1,000 deductible and the insurer is paying the vendors directly. They are bringing it to them now because MGL requires that any insurance money coming to the community that is greater than \$20,000 requires an appropriation. The expenditures will be tracked in a separate fund which will end once the boiler work is done. Mr. Hale stated this is a tough time of year as there is a lot of demand for heating services. Mr. Hafey indicated he was not sure on the lead time on the boiler. Once it is on site the installation will not take long. There are three boilers, two are working. Mr. Hale added that the two working boilers could handle a cold snap but it is not ideal. They are all the same age (circa 1961). Mr. Towne reiterated that the internal mechanisms of the boiler are gone. They will push for a full replacement, should to do so need arise. They will get the full insurance report.

MOTION: On motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend to the City Council under MGL c. 44, §53, to appropriate up to \$375,000 (Three Hundred, Seventy-Five Thousand Dollars) for ordinary expenses in the Special Revenue Account #294007.10.472.52000.0000.00.000.00.052 entitled Reserved for Appropriation, Insurance Reimbursements >\$20,000, Contracted Services, for the purpose of replacing a boiler at Gloucester High School from insurance reimbursement proceeds.

Councilor Ciolino asked that the matter of the GHS boilers be brought back to the B&F February 7, 2013 agenda so the Committee can receive an update.

8. *Special Budgetary Transfer Request (#2013-SBT-8) from Police Department*

Mr. Towne stated this transfer of \$3,800.00 is to fund the cleaning, sanding and painting the bottom of the Police Boat and to apply primer of TRIUX33 to bottom of that boat as well to help maintain the bottom of the boat better. The boat is ready to be winterized but this work is waiting to be done before that process. It is an investment in maintenance of the police/harbor patrol boat. Chief Campanello understood that when the boat was purchased there was a misunderstanding with the company it was purchased from and that the material they propose to put on the bottom was to have been put on by that company but was not. It is a stronger bonding material to properly weatherize it. This is for the harbor patrol boat. Mr. Towne stated they got this boat free of charge through a grant. The Harbormaster's office pays for most of the gas, some of the winterizing costs, and they do split costs from time to time, trying to treat it equally between the two departments. The Police Department had budgeted for two shifts

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