

GLOUCESTER CITY COUNCIL CALENDAR OF BUSINESS

TUESDAY, April 14, 2020

REVISED

7:00 P.M.

REMOTE MEETING

COUNCIL MEETING #2020-007

MEETINGS ARE RECORDED



CITY CLERK
GLOUCESTER, MA
2020 APR 10 PM 12:17

Consistent with the Governor's orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 10 people, this meeting will be conducted by remote participation to the greatest extent possible.

The public may not physically attend this meeting but every effort will be made to allow the public to view and listen to the meeting in real-time.

Persons who wish to do so are invited to view the meeting at:

Join from Computer, Smart Device: <https://zoom.us/j/962715388>

Join via Phone: +1 (312) 626-6799, Alternate: +1 (346) 248-7799

Meeting ID: 962 715 388

Please visit <http://gloucester-ma.gov/remote-public-meetings> for instructions and guidance on how to join a remote meeting

FLAG SALUTE & MOMENT OF SILENCE

ORAL COMMUNICATIONS

PRESENTATIONS/COMMENDATIONS

1. Update from General Counsel re: new law granting relief from the requirements of special permit and variance applications
2. Presentation by the East Gloucester/Veterans School Building Committee re: update on project design and traffic study
3. Presentation by Heidi Riccio, Superintendent-Director re: Essex North Shore Agricultural and Technical School FY21 Budget Presentation

CONFIRMATION OF NEW APPOINTMENTS

None

CONSENT AGENDA

ACTION

- **CONFIRMATION OF REAPPOINTMENTS**
- **MAYOR'S REPORT**

1. Reappointment: Fire Chief Eric Smith (Refer O&A)
2. Special Budgetary Transfer Request (#2020-SBT-12) in the amount of \$3,945.21 from the Police Dept. (Refer B&F)
3. Special Budgetary Transfer Request (#2020-SBT-13) in the amount of \$8,620.53 from the Harbormaster's Office (Refer B&F)
4. Information and Guidance from the CDC on the use of cloth face coverings as well as sew and no-sew method tutorials (Info Only)
5. Memorandum from Shellfish Constable re: COVID-19 Emergency Plan for the renewal of Commercial Shellfish Permits (Info Only)

- **COMMUNICATIONS/INVITATIONS**
- **INFORMATION ONLY**
- **APPLICATIONS/PETITIONS**

1. SCP2020-004: Folly Point Road #1, Map 146, Lot 28, GZO Sec. 3.1.6(b) "Building Heights in Excess of 35 Feet" in the R-20 District (Refer P&D)
2. Special Events Permit Application: request to hold the Magnolia Community Farmers Market on Sundays, May 31-October 4, 2020 (Refer P&D)
3. Special Events Permit Application: request to hold the DES & GFC Club Religious Procession on June 7, 2020 (Refer P&D)
4. Special Events Permit Application: request to hold the Cars, Cops and Cruisers Car Show on June 7, 2020 (Refer P&D)

- **COUNCILLORS ORDERS**
- **APPROVAL OF MINUTES FROM PREVIOUS COUNCIL AND STANDING COMMITTEE MEETINGS**

1. City Council Meeting: 3/24/2020 (Approve/File)
2. Special B&F Meeting: 3/24/2020 (Approve/File)
3. Standing Committee Meetings: B&F 4/9/2020 (under separate cover), O&A 4/6/2020 (under separate cover), P&D 4/8/2020 (under separate cover) (Approve/File)

STANDING COMMITTEE REPORTS

ACTION

B&F 4/9/2020

1. Memorandum from Veterans Services Director re: request acceptance of donations to support Cape Ann Veterans Services in the amount of \$275
2. Memorandum from Asst. Fire Chief re: request acceptance of additional funding for a FFY20 Washer-Extractor Grant in the amount of \$6,448.94
3. Memorandum from Police Chief re: request acceptance of the Addison Gilbert Hospital Community Grant in the amount of \$13,000
4. Memorandum, Grant Application & Checklist from Police Chief re: request acceptance of the FY20 MED-Project Grant in the amount of \$1,300

5. CC#2020-005(Cox): Election of City Auditor pursuant to City Charter Sec. 2-7(a)
6. Memorandum, Grant Application & Checklist from the Public Health Director re: request acceptance of \$25,000 from the Metropolitan Area Planning Council for its use in responding to the COVID-19 outbreak
7. Supplemental Appropriation-Budgetary Requests (#2020-SA-30, -31) from the CFO

O&A 4/6/2020

1. Election of City Clerk pursuant to City Charter Sec. 2-7(a)

P&D 4/8/2020 (no items under this heading)

Individual items from committee reports may be consolidated into a consent agenda

SCHEDULED PUBLIC HEARINGS

1. PH2020-010: SCP2020-002: Essex Avenue #99A, Map 216, Lot 126, GZO Sec. 3.1.6(b) "Building Heights in Excess of 35 Feet;" Sec. 2.3.4(13) "Marine related service, storage or repair, limited primarily in the MI District to commercial fishing vessels;" Sec. 5.5 "Lowland Requirements;" Sec. 5.5.2 and Sec. 5.5.3 in the EB District (Cont. from 3/24/2020, TBC 5/12/2020)
2. PH2020-011: SCP2020-003: Atlantic Road #163 (formerly part of #171), Map 73, Lot 41 (a portion of former Map 73, Lot 26), GZO Sec. 1.8.3 "Standard to be Applied," 1.10.1(a) "Jurisdiction of the City and Zoning Board of Appeals – City Council," 2.3.1(8) "Conversion to or new multi-family or apartment dwelling, seven or more dwelling units," 3.1.6(b) "Building Heights in Excess of 35 Feet," 3.2.2 "Dimensional Requirements for Multi-Family Dwellings and Their Accessory Uses (other than signs)" and 5.7.5 "Special Permit Criteria" in the R-20 Low/Medium Density Residential District (Cont. from 3/24/2020, TBC 5/26/2020)
3. PH2020-009: SCP2020-001: Wingersheek Road #105, Map 261, Lot 31, GZO Sec. 3.1.6(b) "Building Heights in Excess of 35 Feet" in the R-20 Low/Medium Density Residential District (TBC 4/28/2020)

FOR COUNCIL VOTE

1. Motion for Reconsideration (O'Hara): City Council vote of 3/24/2020 re: Construction Manager at Risk (CMAR) under MGL c149A as a public construction alternative to the Design-Bid-Build method under MGL c.149A for the East Gloucester/Veterans Memorial Consolidated Elementary School (FCV)

UNFINISHED BUSINESS

OTHER BUSINESS

1. Discussion on Standing Committee and City Clerk priorities during COVID-19 emergency order

INDIVIDUAL COUNCILLOR'S DISCUSSION INCLUDING REPORTS BY APPOINTED COUNCILLORS TO COMMITTEES:

Update on the Tourism Commission by City Council Representative, Councillor Melissa Cox

COUNCILLOR'S REQUESTS TO THE MAYOR

ROLL CALL – Councillor Melissa Cox



City Clerk

Meeting dates are subject to change. Check with City Clerk's Office

NEXT REGULAR CITY COUNCIL MEETING, April 28, 2020

Minutes filed in City Clerk's Office of other Boards and Commissions March 20 thru April 8, 2020

None

NOTE: The Council President may rearrange the Order of Business in the interest of public convenience.

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City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

CITY CLERK
GLOUCESTER, MA
2020 APR -9 AM 10:34

TO: City Council
FROM: Mayor Sefatia Romeo Theken
DATE: April 9, 2020
RE: Mayor's Report for the April 14, 2020 City Council Meeting

Members of the City Council:

In this Mayor's report you'll find some updates and information from my office regarding the evolving COVID-19 pandemic and a reminder about the 2020 Census. Additionally, there is a staff reappointment and two financial matters for your consideration.

Wishing you all a blessed Holy Week. Even though we may be physically separated from each other and our loved ones, we are never far apart spiritually.

COVID-19 –State officials anticipate the peak of illnesses will hit between April 10 and 20. Between 47,000 and 172,000 cases of the coronavirus are expected in Massachusetts over the course of the pandemic. The next two weeks are critical and can really make a difference in how well we get through this.

As of yesterday, there are 54 confirmed cases of COVID-19 in the City of Gloucester: two deceased, two are currently hospitalized, 22 are currently in isolation and 30 have recovered. Our thoughts are with each of these residents and their families during this extremely difficult time.

We expect the number of confirmed cases to rise in the days ahead as more people are tested. The Gloucester Health Department is actively working towards identifying and monitoring those individuals who have tested positive for COVID-19 as well as anyone with whom they have recently come into contact.

The DPH reports that symptoms of COVID-19 include fever, cough, shortness of breath and pneumonia in severe cases. We encourage anyone who display symptoms or suspect they

may have come into contact with a person who may be infected, to contact their primary care provider immediately.

As we prepare for the surge we strongly recommend the following over the next two weeks:

- Limit, or if possible eliminate, all essential trips, such as grocery shopping;
- Avoid gatherings and maintain physical distance from others in public;
- Practice good hygiene including thorough and frequent hand-washing;
- Avoid touching your face; and
- And per recent CDC guidelines, wear a mask or face covering when out in public.

2020 Census - Mandated by the Constitution and conducted by the U.S. Census Bureau, the Census counts every person living in the United States and the five U.S. territories. It provides critical data that lawmakers, business owners, teachers, and many others use to provide daily services, products, and support for cities and towns.

Every home should have recently received an invitation to participate in the 2020 Census. Whether you respond online, by phone, or by mail, the survey is easy and secure. Your information is protected and used only for the purpose of getting an accurate population count.

Billions of federal funds will be distributed to local communities for schools, roads and other public services. Census results are a major factor in deciding where that money goes. Let's make sure Gloucester get its fair share.

For additional information to fill out your 2020 Census form online please visit:

<https://www.sec.state.ma.us/census2020/index.html>

Mayoral Staff Reappointment – I submit for your consideration the reappointment of Fire Chief Eric Smith. Chief Smith has made significant contributions to this City and we look forward to his continued leadership.

The Fire Chief's newest Employment Agreement shall be for five years beginning on July 1, 2020 and ending on June 30, 2025. It may be extended for two additional one year periods at the City and the Chief's discretion. This new Employment Agreement is similar in terms to our Police Chief: This five year contract will provide stability and continuity within the Gloucester Fire Department and is financially beneficial with long-term budgeting and planning.

The full contract amount will be included in the City's FY21 budget proposal for your review and approval.

I hope you will confirm this staff reappointment and agree that his experience serves the City well.

Enclosure 1 contains the relevant information regarding the above mentioned reappointment and appointment requests. ***Please refer these matters to the Ordinance and Administration Standing Committee for review and approval.***

Financial Matters

- **Enclosure 2** is a Special Budgetary Transfer Request (2020 SBT-12) in the amount of \$3,945.21 for a Police Department capital purchase. ***Please refer this matter to the Budget and Finance Standing Committee for review and approval.*** Chief Financial Officer John Dunn, Police Chief Ed Conley, or appropriate personnel, will be available to answer questions and provide further information.
- **Enclosure 3** is a Special Budgetary Transfer Request (2020 SBT-13) in the amount of \$8,620.53 to cover a shortfall in the Harbormaster Office. ***Please refer this matter to the Budget and Finance Standing Committee for review and approval.*** Harbormaster TJ Ciarametaro, or appropriate personnel, will be available to answer questions and provide further information.

Informational Items

- **Enclosure 4** is information and guidance from the CDC on the use of cloth face coverings as well as sew and no-sew method tutorials. This can be found online at: <https://www.cdc.gov/coronavirus/2019-ncov/downloads/DIY-cloth-face-covering-instructions.pdf>. Please share.
- **Enclosure 5** is a memo from Shellfish Constable Peter Seminara regarding a COVID-19 Emergency Plan for the renewal of Commercial Shellfish Permits.

As always, we encourage the City Council to contact us for any questions or comments regarding this submission but we will continue to offer updates and insights across all these matters as they move forward.

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Sefatia Romeo Theken

ENCLOSURE 1

Sec. 8-18. - Screening of fire chief—Manner of appointment.

- (a) Upon such time as the mayor shall become aware of a vacancy in the office of fire chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim fire chief to serve until a permanent fire chief is hired.
- (b) The mayor shall select a qualified recruitment and assessment consultant. The consultant shall establish an assessment process that shall include a screening committee appointed by the mayor. The consultant and the screening committee shall hold at least one public meeting to discuss the process and the candidates. At the conclusion of the assessment process, the screening committee, with guidance and input from the consultant, shall select three candidates to forward to the mayor for consideration.
- (c) The mayor shall make a selection from the three candidates and negotiate a contract with the successful candidate; the term of said contract shall be for at least three years but no longer than five years. The mayor shall appoint a candidate from the list subject to a comprehensive background check investigation conducted by the consultant as well as the funding of the contract and confirmation of the candidate by the city council.
- (d) The mayor may reappoint the fire chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 1-11-2011; Ord. of 3-27-2012(02); Ord. of 9-10-2013(217); Ord. No. 2018-039, 3-27-2018)

Editor's note— An ordinance adopted Jan. 11, 2011, renumbered the former §§ 8-18—8-25 as §§ 8-21—8-28 and enacted new §§ 8-18—8-21 as set out herein. The historical notation has been retained with the amended provisions for reference purposes.

FIRE CHIEF EMPLOYMENT AGREEMENT

AGREEMENT made this 29 day of January, 2020 by and between the City of Gloucester (hereinafter "the City"), through its Mayor as appointing authority, and Eric L. Smith, of 6 Lisa Dr., Gloucester MA 01930 (hereinafter the "Chief" or "Fire Chief").

WHEREAS, the City is desirous of the services of the Fire Chief in the continued administration of the Gloucester Fire Department (hereinafter the "Fire Department"); and

WHEREAS, the Chief has performed the duties of the position of Chief according to the job description and the terms and conditions contained in an agreement executed on November 10, 2014; and

WHEREAS, the Chief is willing to continue to perform the duties of the position of Chief according to the job description and the terms and conditions contained in this agreement; and

WHEREAS, the Chief shall furnish the Mayor with evidence of professional training accomplishments and shall maintain such qualifications as may be required by the Commonwealth of Massachusetts and/or the Mayor to hold the position of Fire Chief.

NOW, THEREFORE, the City and the Chief hereby agree that the following terms and conditions shall govern the salary and benefits payable under this Agreement to which the Chief shall be entitled pursuant to Massachusetts General Law Chapter 41, Section 108O, and subject to confirmation by the City Council.

1. DUTIES

Under the direction of the Mayor, the administrative control of the Fire Department for the City shall be the responsibility of the Chief.

The Chief's duties shall include, without limitation, the following and shall be carried out in consultation with and at the direction of the Mayor and in accordance with the attached job description:

- A. Supervise the daily operation of the Fire Department.
- B. Supervise all departmental personnel, sworn or civilian.
- C. Supervise all special, auxiliary and/or reserve officers the Fire Department may from time to time retain.
- D. Prepare and submit the Fire Department budget.
- E. Manage the Fire Department within the established budget.
- F. Be responsible for all Fire Department expenses as well as the receipt of funds and property in the custody of the Fire Department.
- G. Submit reports to the City either orally or in writing when requested or required in order to ensure the proper communication between the Mayor's administration and the City Council and the Fire Department.

- H. Supervise and control all equipment and motor vehicles belonging to or used by the Fire Department.
- I. Supervise and control all training programs for Fire Department personnel and assign personnel to such programs.
- J. Issue orders, rules and regulations, policies and procedures and assign shifts and duties of all Fire Department personnel.
- K. Be available for hearings before any board or commission of the City at which the Fire Department is required to appear and before the City Council when necessary.
- L. Be responsible for communications with the public, including the media, on matters related to fires, fire operations and Fire Department policy.
- M. The Chief shall at all times represent the City in a professional and ethical manner and shall perform additional duties as the Mayor shall reasonably direct and shall inform the Mayor of all policies and plans of the Fire Department.
- N. The Mayor shall inform and advise the Chief of any complaints or suggestions brought to his/her attention.
- O. The Chief shall discipline employees as allowed by contract, policy or law and make recommendations to the Mayor on discipline and the hiring and firing of personnel.
- P. The Chief shall thoroughly and forcefully advocate for and represent the Mayor's position(s) in collective bargaining negotiations with the Gloucester Fire Fighters Association.
- Q. The Chief shall fully implement the Mayor's vision and policies as they pertain to the Fire Department.
- R. The Chief shall be responsible for any duties as the Mayor shall from time to time legally assign to the Chief.

2. HOURS OF WORK

The Chief agrees to devote that amount of time and energy which is reasonably necessary for the Chief to faithfully perform the duties of the Chief under this Agreement. It is recognized that the Chief must devote a great deal of time outside the normal office hours to the business of the City. To that end, the Chief shall be allowed to accumulate and take up to eighteen (18) days of administrative leave each calendar year where such time shall not be carried over into the next calendar year. With the approval of the Mayor, the Chief may take administrative leave for the hours accumulated and reflected in the payroll records of the City.

3. INDEMNIFICATION

The City agrees that it shall defend, save harmless and indemnify the Chief against any tort, professional liability claim or demand or other civil or criminal legal action, whether groundless or otherwise, arising out of an alleged act or omission occurring in the performance of the Chiefs duties.

4. INSURANCE

A. Professional Liability

The City agrees to furnish at its expense, professional liability insurance for the Chief with liability limits of One Million Dollars (\$1,000,000.00).

B. Health and Life Insurance

The Chief is eligible for all health and life insurance benefits for which other non-bargaining unit, general governmental employees are eligible.

C. Injured on Duty

As a sworn fire officer, the Chief shall be entitled to injured on duty benefits as provided in Chapter 41, Section 111F of the Massachusetts General Laws.

5. AUTOMOBILE

The City shall provide a fire vehicle for use by the Chief. The vehicle shall be maintained through the City's vehicle maintenance program. In acknowledgement that the Chief is on call at all times in the event of an emergency, the vehicle may be used by the Chief at all times, including vacation, except for periods during which the Chief would not be reasonably expected to respond to an incident or event.

6. COMPENSATION

The City agrees as follows:

- A. To pay the Chief an annual salary of one hundred and seventy thousand dollars (\$170,000) payable bi-weekly in accordance with the terms of this Agreement.
- B. The Chief's salary shall be adjusted annually in accordance with the parameters specified for any merit pay increase or cost of living increase applicable to members of the Gloucester Municipal Administrators Association (GMAA).
- C. The City agrees that it shall not at any time during the term of this Agreement reduce the salary, compensation or any benefits of the Chief.

7. BENEFITS

The City agrees that the Chief shall receive any and all benefits agreed to in this Agreement.

- A. Sick Leave: Accrues fifteen (15) days at the start of each calendar year and is cumulative. Upon termination of employment by the City or the Chief for reasons other than a material breach of the terms of this Agreement, just cause or voluntary resignation for other employment, the City agrees to pay the Chief for any unused sick time up to sixty-

five (65) days at the Chief's current per diem rate at the time of separation of employment.

- B. Vacation Days: Twenty-eight (28) days at the start of each calendar year; seven (7) of those days may be carried forward to the new calendar year. Upon termination of employment by the City or the Chief for reasons other than a material breach of the terms of this Agreement, just cause or voluntary resignation for other employment, the City agrees to pay the Chief for any unused vacation time up to thirty-five (35) days at the Chief's current per diem rate at the time of separation of employment.
- C. Personal Days: Three (3) days at the start of the calendar year; such days are non-cumulative. Upon termination of employment by the City or the Chief for reasons other than a material breach of the terms of this Agreement, just cause or voluntary resignation for other employment, the City agrees to pay the Chief for any unused Personal Days up to three (3) days at the Chief's current per diem rate at the time of separation of employment.
- D. Funeral Leave shall be consistent with those described in the GFFA CBA.
- E. Understanding that it is necessary for the Chief to be available for telephone access at all times and that the Chief currently is under a contract for cell phone use, the City shall pay the Chief a monthly stipend of One Hundred and Twenty- Five Dollars (\$125.00).
- F. The City shall issue a laptop to the Chief for his professional use.

8. PROFESSIONAL DEVELOPMENT

Subject to available funding, with prior approval and at the discretion of the Mayor, which will not be unreasonably withheld, the Chief may attend conferences, seminars, continuing education courses, training, college courses and other professional development courses with expenses to be paid by the City.

9. DUES AND SUBSCRIPTIONS

The City agrees to budget and pay for the professional dues and subscriptions of the Chief for his continuation and full participation in national, international, regional, state and local associations and organizations necessary and desirable for his continued professional growth and advancement and for the good of the City.

10. DEATH DURING TERM OF EMPLOYMENT

If the Chief dies during the term of his employment, the City shall pay to the Chief's estate all the compensation that would otherwise be payable to the Chief up to the date of the Chief's death, including, but not limited, to, payment for any unused leave days as outlined in this Agreement.

11. LENGTH OF AGREEMENT

- A. The term of this Agreement shall be five (5) years, commencing on July 1, 2020 through June 30, 2025, however, this Agreement may be extended as provided by its terms.
- B. In the event that the Mayor wishes to extend or renew this Agreement for an additional term, the Mayor shall on or before June 30, 2024, notify the Chief, in writing, as to whether or not she wishes to commence negotiations for a successor agreement.
- C. If the decision is to renew, then either the Chief or the Mayor may request that the provisions be renegotiated. It is expressly understood and agreed by the parties that a decision not to renew is not to be construed as a dismissal.
- D. In the event both the Chief and the Mayor give notice indicating their desire to commence negotiations for a successor agreement, the parties hereto shall meet and shall attempt to conclude negotiations by January 31, 2025.
- E. This Agreement may be extended for two (2) additional one (1) year periods. The terms and conditions of such an extension shall be agreed upon in writing by the Mayor and the Chief. Any such extension shall be preceded by notice as outlined in section B above.

12. TERMINATION

- A. This Agreement may be terminated by written notice from the City before the expiration of the five (5) year terms as follows:
 - 1. Incapacity (inability to perform duties due to physical or mental impairment) of the Chief to perform his duties for a continuous period of over ninety (90) calendar days, or as determined by medical documentation pursuant to the provisions of Sec. 5-4, Appendix C in the Gloucester Code of Ordinances; or
 - 2. Material breach by the Chief of any provision of this Agreement after notice and an opportunity to cure is provided where such opportunity to cure shall be no more than thirty (30) days; or
 - 3. For just cause as determined by the Mayor, an encompassed in this Agreement after due process including notice, a hearing at which the Chief may be represented by counsel, and the ability of the Chief to present and cross-examine witnesses.
- B. The Chief may terminate this Agreement by giving ninety (90) days prior written notice to the Mayor, and upon such termination all rights and obligations under this Agreement shall cease. Prior to said termination, the City agrees to pay the Chief any and all accrued benefits according to the terms of this Agreement.

13. DISCIPLINE OR DISCHARGE

The Mayor may suspend and/or discharge the Chief under the terms and conditions of this Agreement and in accordance with Massachusetts General Laws.

14. DISPUTES ARISING OUT OF THIS AGREEMENT

For any dispute arising out of this Agreement, regarding termination for just cause or material breach of the terms of employment, the parties agree to submit the dispute to mediation. The parties shall propose and agree upon a neutral and otherwise qualified mediator. In the event that the Parties fail to agree upon a mediator either Party may request the American Arbitration Association (the "AAA") to appoint a mediator. In the event that the dispute is not resolved through mediation, the parties agree to submit the dispute to final binding arbitration.

15. MODIFICATION

No changes or modification of this Agreement shall be valid unless it shall be made in writing and signed by both parties.

16. LAW GOVERNING

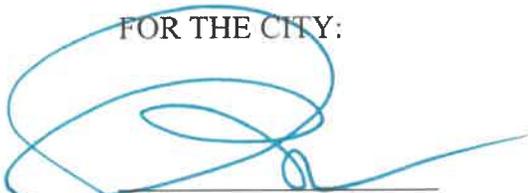
This Agreement shall be construed and governed by the Laws of the Commonwealth of Massachusetts.

17. SEVERABILITY OF PROVISIONS

If any clause or provision of this Agreement shall be determined to be illegal by a court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby.

IN WITNESS WHEREOF, the parties hereunto have set their hands and seals to this instrument the date and year first above written.

FOR THE CITY:



Sefatia Romeo Theken
Mayor

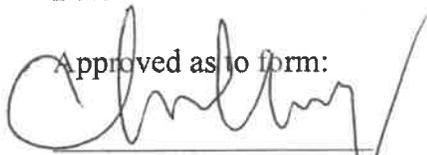
THE FIRE CHIEF:



Eric L. Smith

Date:

Approved as to form:



General Counsel

ENCLOSURE 2

**City of Gloucester
Special Budgetary Transfer Request
Fiscal Year 2020**

INTER-departmental requiring City Council Approval - 6 Votes Required
 INTRA-departmental requiring City Council approval - Majority Vote Required

TRANSFER # 2020-SBT- 12 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: Police

DATE: 4/3/2020 BALANCE IN ACCOUNT: \$12,269.29

(FROM) PERSONAL SERVICES ACCOUNT # _____ *MUNIS ORG - OBJECT*

(FROM) ORDINARY EXPENSE ACCOUNT # _____ *MUNIS ORG - OBJECT*
_____ 0121152-530028
_____ S/W Services
_____ *MUNIS ACCOUNT DESCRIPTION*

DETAILED EXPLANATION OF SURPLUS: Funds available

(TO) PERSONAL SERVICES ACCOUNT # _____ *MUNIS ORG - OBJECT*

(TO) ORDINARY EXPENSE ACCOUNT # _____ *MUNIS ORG - OBJECT*
_____ 0121158-585001
_____ Vehicles
_____ *MUNIS ACCOUNT DESCRIPTION*

DETAILED ANALYSIS OF NEED(S): Purchase Cruiser for Deputy Chief

TOTAL TRANSFER AMOUNT: \$3,945.21

FROM ACCOUNT: \$8,324.08
TO ACCOUNT: \$12,500.00

APPROVALS: okay 4/4/2020

DEPT. HEAD: [Signature] DATE: 4/3/2020

ADMINISTRATION: [Signature] DATE: 4/6/2020

BUDGET & FINANCE: _____ DATE: _____

CITY COUNCIL: _____ DATE: _____

ENCLOSURE 3

**City of Gloucester
Special Budgetary Transfer Request
Fiscal Year 2020**

____ INTER-departmental requiring City Council Approval - 6 Votes Required
____ INTRA-departmental requiring City Council approval - Majority Vote Required

TRANSFER # 2020-SBT- 13 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: Harbormaster

DATE: 4/7/2020 BALANCE IN ACCOUNT: \$8,620.53

(FROM) PERSONAL SERVICES ACCOUNT # _____
MUNIS ORG - OBJECT _____
(FROM) ORDINARY EXPENSE ACCOUNT # _____
MUNIS ORG - OBJECT 700058-585022
Boat & Marine Equipment
MUNIS ACCOUNT DESCRIPTION _____

DETAILED EXPLANATION OF SURPLUS: Surplus

(TO) PERSONAL SERVICES ACCOUNT # _____
MUNIS ORG - OBJECT _____
(TO) ORDINARY EXPENSE ACCOUNT # _____
MUNIS ORG - OBJECT 700052-520000
Purchase of Services
MUNIS ACCOUNT DESCRIPTION _____

DETAILED ANALYSIS OF NEED(S): Shortfall

TOTAL TRANSFER AMOUNT: \$8,620.53

FROM ACCOUNT: _____
TO ACCOUNT: \$14,137.05

APPROVALS: okay
APR 4/7/2020
DEPT. HEAD: [Signature] DATE: 7 APR 2020
ADMINISTRATION: [Signature] DATE: 4/7/2020
BUDGET & FINANCE: _____ DATE: _____
CITY COUNCIL: _____ DATE: _____

ENCLOSURE 4

Use of Cloth Face Coverings to Help Slow the Spread of COVID-19

How to Wear Cloth Face Coverings

Cloth face coverings should—

- fit snugly but comfortably against the side of the face
- be secured with ties or ear loops
- include multiple layers of fabric
- allow for breathing without restriction
- be able to be laundered and machine dried without damage or change to shape

CDC on Homemade Cloth Face Coverings

CDC recommends wearing cloth face coverings in public settings where other social distancing measures are difficult to maintain (e.g., grocery stores and pharmacies), **especially** in areas of significant community-based transmission.

CDC also advises the use of simple cloth face coverings to slow the spread of the virus and help people who may have the virus and do not know it from transmitting it to others. Cloth face coverings fashioned from household items or made at home from common materials at low cost can be used as an additional, voluntary public health measure.

Cloth face coverings should not be placed on young children under age 2, anyone who has trouble breathing, or is unconscious, incapacitated or otherwise unable to remove the cloth face covering without assistance.

The cloth face coverings recommended are not surgical masks or N-95 respirators. Those are critical supplies that must continue to be reserved for healthcare workers and other medical first responders, as recommended by current CDC guidance.

Should cloth face coverings be washed or otherwise cleaned regularly? How regularly?

Yes. They should be routinely washed depending on the frequency of use.

How does one safely sterilize/clean a cloth face covering?

A washing machine should suffice in properly washing a cloth face covering.

How does one safely remove a used cloth face covering?

Individuals should be careful not to touch their eyes, nose, and mouth when removing their cloth face covering and wash hands immediately after removing.



cdc.gov/coronavirus

Sewn Cloth Face Covering

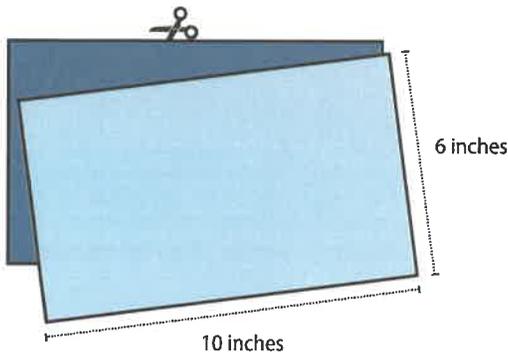
Materials

- Two 10"x6" rectangles of cotton fabric
- Two 6" pieces of elastic (or rubber bands, string, cloth strips, or hair ties)
- Needle and thread (or bobby pin)
- Scissors
- Sewing machine

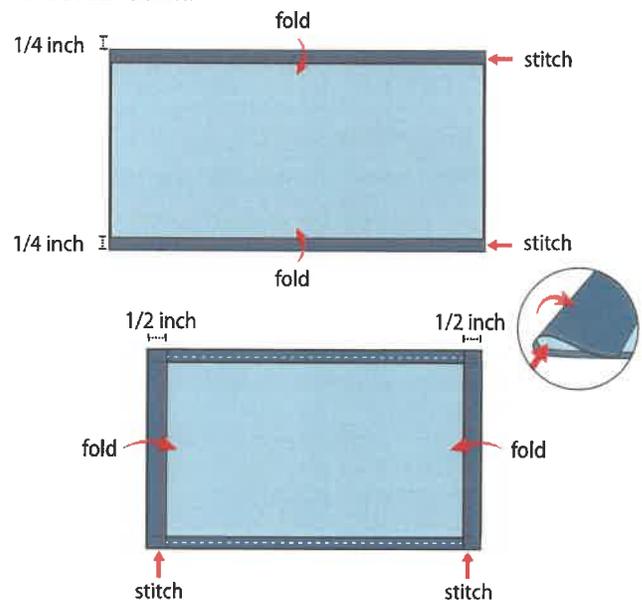


Tutorial

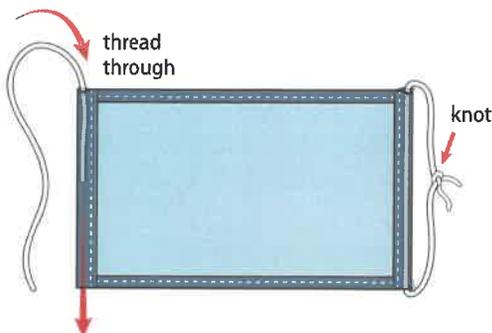
1. Cut out two 10-by-6-inch rectangles of cotton fabric. Use tightly woven cotton, such as quilting fabric or cotton sheets. T-shirt fabric will work in a pinch. Stack the two rectangles; you will sew the cloth face covering as if it was a single piece of fabric.



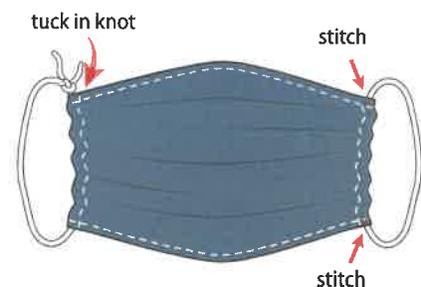
2. Fold over the long sides 1/4 inch and hem. Then fold the double layer of fabric over 1/2 inch along the short sides and stitch down.



3. Run a 6-inch length of 1/8-inch wide elastic through the wider hem on each side of the cloth face covering. These will be the ear loops. Use a large needle or a bobby pin to thread it through. Tie the ends tight. Don't have elastic? Use hair ties or elastic head bands. If you only have string, you can make the ties longer and tie the cloth face covering behind your head.



4. Gently pull on the elastic so that the knots are tucked inside the hem. Gather the sides of the cloth face covering on the elastic and adjust so the cloth face covering fits your face. Then securely stitch the elastic in place to keep it from slipping.

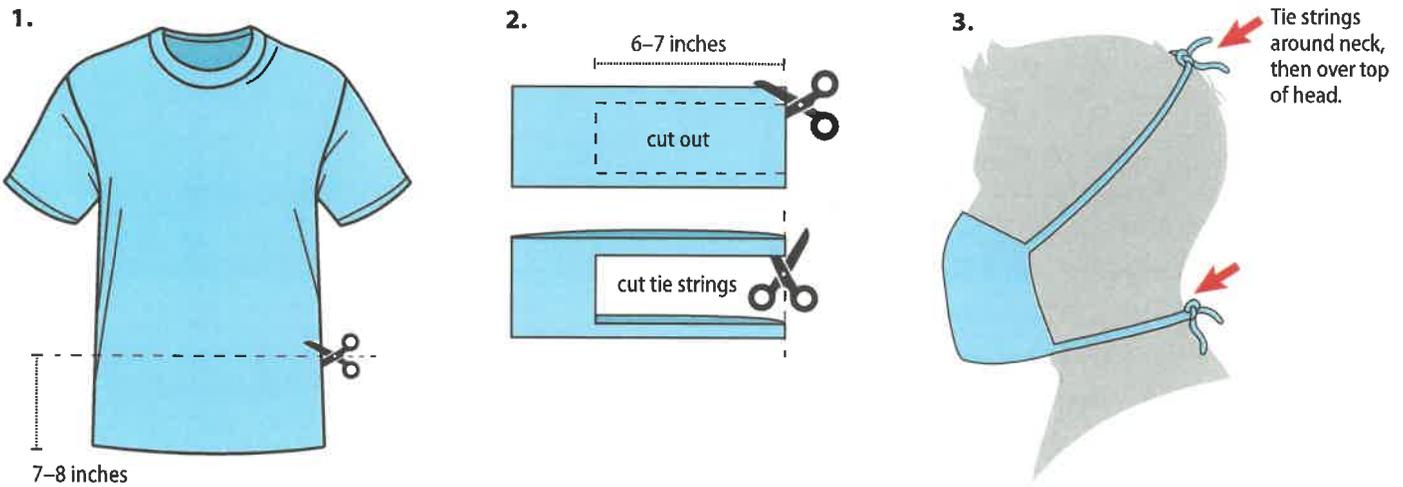


Quick Cut T-shirt Cloth Face Covering (no sew method)

Materials

- T-shirt
- Scissors

Tutorial

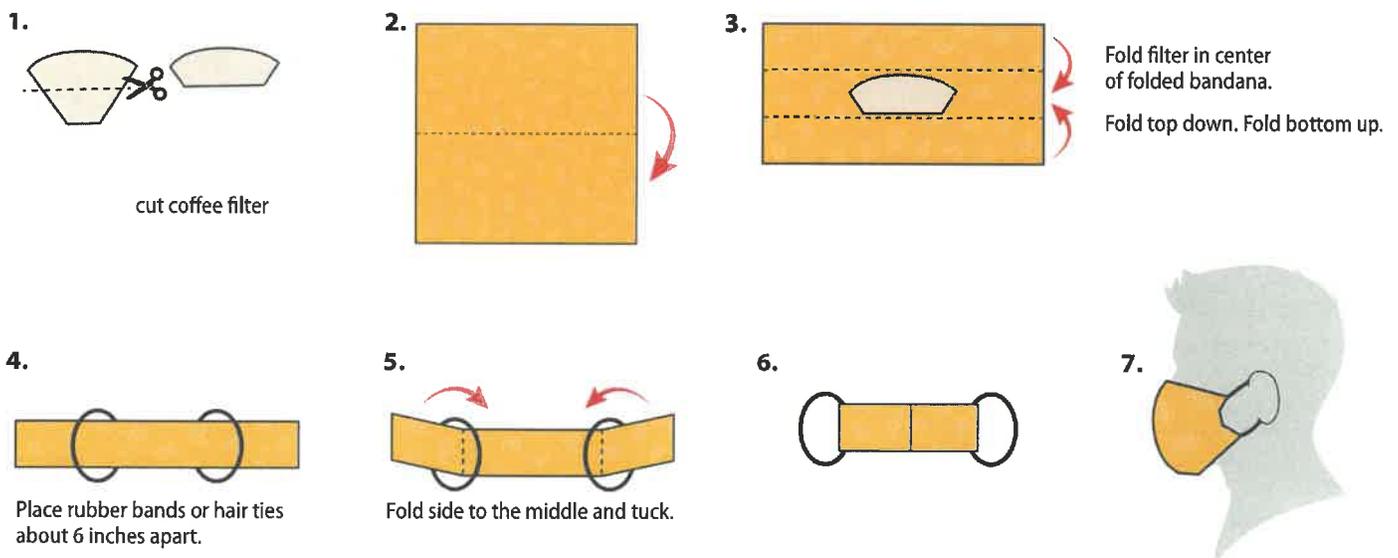


Bandana Cloth Face Covering (no sew method)

Materials

- Bandana (or square cotton cloth approximately 20"x20")
- Coffee filter
- Rubber bands (or hair ties)
- Scissors (if you are cutting your own cloth)

Tutorial



ENCLOSURE 5

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-325-5758

CELL 978-949-1223

pseminara@gloucester-ma.gov

CITY OF GLOUCESTER
SHELLFISH DEPARTMENT

MEMORANDUM

From: Shellfish Constable
To: Mayor Sefatia Romeo Theken
Date: March 27, 2020
Subject: COVID-19 Emergency Plan for Renewal of Commercial Shellfish Permits

Madam Mayor,

Due to the COVID-19 state of emergency and the shutdown of the commercial shellfish market I recommend that the deadline for renewal of commercial shellfish and seaworm permits be extended through the month of July and 2019-2020 permit holders be allowed to harvest shellfish commercially through July 31 on their current permits.

Currently city ordinance allows renewal of commercial shellfish permits during the month of June only. Many of Gloucester's commercial shellfish harvesters' sole source of income comes from digging clams. If they are unable to harvest shellfish several of them are unable to afford the cost of their municipal permit in June. The impact of COVID-19 coupled with the long duration red tide event in the summer of 2019 has put a financial strain on Gloucester's commercial shellfish industry. Commercial shellfishermen are prohibited from selling their catch directly to retailers or the general public, unlike many of Gloucester's other fisheries. They are required by law to sell to licensed wholesale dealers only. This leaves them at a disadvantage during this pandemic as many of the local wholesale clam dealers have reduced or suspended operations due to a minimal demand for soft shell and razor clams, our primary species of harvest.

I recommend that the deadline for **renewal** and the expiration date of a commercial clam and seaworm permit be extended until July 31, 2020. It is my opinion that this extension will offset the cost of the permit due to loss of income during the COVID-19 pandemic. This extension of the expiration date and renewal time shall only apply to **current** Gloucester commercial shellfish and seaworm permit holders renewing 2019-2020 commercial permits. These permits shall still expire on June 30, 2021. New applicants and those that held a permit in the past and did not buy one for the 2019-2020 year must apply for a commercial shellfish and seaworm permit during the month of June and those permits shall take effect on July 31, 2020 and expire on June 30, 2021.

Respectfully,

Peter Seminara

Shellfish Constable

CC: Thomas Ciarametaro, Harbormaster

Joanne Senos, City Clerk

177 MAR 20 PM 3:26
CITY OF GLOUCESTER
MA



CITY OF GLOUCESTER
GLOUCESTER, MASSACHUSETTS 01930

CITY OF GLOUCESTER
Special Council Permit - Application

6/3/20

(Public hearing to be held no later than
above date)

In conformance with the requirements of the Zoning Ordinance of the City of Gloucester, the undersigned hereby applies for a Special Council Permit (CC or CCS) in accordance with Section 1.8.3 of the Ordinance and other Sections as listed below:

Type of Permit (Give specific section of Zoning Ordinance)
Special Permit to increase building height over 35 Feet GZO Section 3.1 6(b)

Applicant's Name: Seaside Legal Solutions P.C.

Owner's
Name: Barry M. Goldman

(if different from applicant)

Location: 1 Folly Point Rd, Gloucester, MA 01930 Map # 146 Lot # 28
(Street Address)

Zoning Classification: R-20

- Attached is a list of owners (with complete addresses) of land directly opposite on any public or private street or way direct abutters, and abutters to the abutters of land within three hundred (300) feet of the property line, as they appear on the most recent City of Gloucester Assessor's Maps and Tax list.
- Attached is a listing of criteria set forth in Section 1.8.3 of the Zoning Ordinance, including any supportive material or comments the applicant may wish to include (i.e. ZBA decisions, Order of Conditions, etc.) if necessary.
- Attached are the necessary plans as set forth in Section 1.5.3. of the Zoning Ordinance, which at a minimum consist of an accurate plot plan (to scale) showing existing and/or proposed building or structures.

City of Gloucester - Action	
Fee: <u>\$5500</u> <i>Plus</i>	
City Clerk (received):	<u>3/30/20</u> <i>pm</i>
City Council (received):	<u>4-14-20</u>
Public Hearing (ordered):	_____
Public Hearing (opened):	_____
Public Hearing (closed):	_____
Final Decision:	_____
Disposition	_____
(Approved, Denied, Approved w/conditions)	

APPLICANT: [Signature]
Name (Signature)

PO Box 1172, Gloucester MA 01931
Address
978-627-4500
Telephone

Certified for completeness: By 6/2/20
Building Inspector: [Signature] Date: 3-25-20
Planning Director: _____ Date: _____

Section 1.8.3 (Use additional sheets, if necessary)

1. Social, Economic, or community need served by the proposal:

N/A - only GZO § 3.1.6(b) standards apply

2. Traffic flow and safety:

N/A - only GZO § 3.1.6(b) standards apply

3. Adequacy of utilities and other public services:

N/A - only GZO § 3.1.6(b) standards apply

4. Neighborhood character and social structure:

N/A - only GZO § 3.1.6(b) standards apply

5. Qualities of the natural environment:

N/A - only GZO § 3.1.6(b) standards apply

6. Potential fiscal impact:

N/A - only GZO § 3.1.6(b) standards apply

The applicant is advised that City staff is available to assist the applicant in preparing the Application, including the Inspector of Buildings and City Planner

Application for Special Permit

The undersigned applicant hereby applies for a special permit under M.G.L., Ch. 40A, § 9 as follows.

1. Applicant (includes equitable owner or purchaser on a purchase and sales agreement):

Name: Seaside Legal Solutions, P.C.

Address: PO Box 1172, Gloucester, MA 01931

Tel.# Days 978-627-4500 Evenings _____

_____ Check here if you are the purchaser on a purchase and sales agreement.

2. Owner, if other than applicant:

Name: Barry M. Goldman

Address: c/o Seaside Legal Solutions, P.C. PO Box 1172, Gloucester, MA 01931

Tel.# Days 978-627-4500 Evenings _____

3. Property:

Street address: 1 Folly Point Rd, Gloucester, MA 01930

Assessor's Map: 146 Lot: 28

Registry of Deeds where deed, plan, or both records:

Southern Essex District Registry of Deeds

Deed recording: Book 34814 Page 0251

Plan recording: Plan # _____

Property is located in the R-20 zoning district.

4. Nature of relief requested:

Special permit pursuant to Article/Section 3.1.6(b) of the Zoning Ordinance/By-Law

which authorizes the Gloucester City Counsel to permit

an increase in height greater than 35' above average grade

Detailed explanation of request:

Owner is seeking to rehabilitate a portion as well as demolish and replace the remainder of an existing single-family house. Once finished, the highest point on the structure (a skylight cap atop a tower) will be 42'-4" above average grade (top of ceiling of top floor of structure will be 32'-10").

5. Evidence to support grant of special permit:

Because of reasons set forth below, the special permit requested will be in harmony with the intent and purpose of the Zoning Ordinance/By-Law:

The proposed project is in harmony with the purpose(s) of the GZO as follows: securing safety from fire (new construction at current codes), providing adequate light and air; preventing the overcrowding of land; conserving the value of land and buildings; conserving natural resources; and encouraging the most appropriate use of land.

Because of reasons set forth below, the special permit requested will meet the additional requirements of the Zoning Ordinance/By-Law as follows:

Because the structure will be centered on a large lot with many mature trees on all sides, the portions of the structure exceeding 30' above average grade will not be substantially detrimental to the neighborhood because of obstruction of views, overshadowing of other properties, impairment of utilities or other adverse impacts. In fact, as is evident from the "neighborhood views packet," the proposed project will not negatively impact any views or overshadow any properties. If anything, the rebuilt structure will be more aesthetically appealing and better fit the character of the neighborhood, which contains many sprawling high-end residences.

If someone other than owner or equitable owner (purchaser on a purchase and sales agreement) is the Applicant or will represent the Applicant, owner or equitable owner, must designate such representative below.

Name of Representative: Joel Favazza

Address of Representative: PO Box 1172, Gloucester, MA 01930

Tel. # Days 978-627-4500 Evenings _____

Relationship of representative to owner or equitable owner:

Attorney



Grace E. Poirier <gpoirier@gloucester-ma.gov>

Fwd: Signature pages for ZBA applications

1 message

Joanne Senos <jsenos@gloucester-ma.gov>
To: Grace Poirier <gpoirier@gloucester-ma.gov>

Fri, Mar 27, 2020 at 7:50 AM

Grace,

Please print out this email and include with Special Council Permit if Joel Favazza comes in to file today.

Thank you.

Joanne

----- Forwarded message -----

From: **Gregg Cademartori** <gcademartori@gloucester-ma.gov>
Date: Thu, Mar 26, 2020 at 4:44 PM
Subject: Re: Signature pages for ZBA applications
To: Joanne Senos <jsenos@gloucester-ma.gov>
Cc: Joel Favazza - SLS <jfavazza@seasidelegalsolutions.com>, Bill Sanborn <BSanborn@gloucester-ma.gov>

Joanne,

I indicated in an email Tuesday that we may have to consider an email as confirmation for the review for completeness of City Council Applications. I confirm that I have reviewed the City Council Special Permit Application submitted by Seaside Legal Solutions on behalf of Barry M. Goldman for the Proposed Building at 1 Folly Point Road and consider it complete.

Regards,
Gregg

Gregg Cademartori
Planning Director
City of Gloucester
City Hall Annex- CATA Building
3 Pond Road - 2nd Floor
Gloucester, MA 01930
(978) 325-5242
gcademartori@gloucester-ma.gov

On Thu, Mar 26, 2020 at 3:27 PM Joel Favazza - SLS <jfavazza@seasidelegalsolutions.com> wrote:
To all:

Thanks for your continuing help with this. I have looped in Gregg Cademartori and Joanne Senos to make sure everyone is on the same page. Here is what went down today regarding the three ZBA and one City Council permit applications I submitted for review on Monday:

- I went to the Annex to swap in the new signature pages and updated requests for relief as needed with the three ZBA applications based on Building Inspector feedback
- I noticed that the cover pages had been filled out by Greg Cefalo but not signed (there were lingering questions that I had since resolved with Greg Cefalo and Bill Sanborn).

- The City Council application was approved by Building Dept. but missing Gregg Cademartori's signature
- I left the City Council application at the Annex
- I called Bill and spoke with him to confirm I had permission to take the three ZBA applications to the Clerk's office for time stamp
- I called Marie G. and met her at the door with the three ZBA applications; I explained the situation with the Building Inspector signature
- Marie (understandably) wanted to confirm with Bill that these really were ready for time stamp even though unsigned
- Unfortunately, Marie was not able to reach Bill to confirm
- Marie (again, understandably) was therefore not willing to time stamp the unsigned ZBA applications and returned them to me unstamped

And so that's where I am at currently. The City Council application is still in the Annex and should only need Gregg Cademartori's signature and then should be ready for filing with the Clerk's office. The three ZBA applications are back in my office and need to be timestamped before I can file them with the Building Department.

So, my requests are as follows:

1. City Council App - can we either (a) rely on an email confirmation from Gregg to Joanne that, despite missing his signature, the application is complete and ready for filing with her office; (b) rely on a signed-and-scanned copy of the application page if I were to send it electronically to Gregg; or (c) arrange a time for me to help coordinate getting Gregg's signature on the application so I can then bring it to the Clerk's office?

2. ZBA Apps - similarly, can we either (a) rely on an email confirmation from Bill to Joanne that, despite missing his signature, the applications are complete and ready for a timestamp from her office; or (b) arrange a time for me to coordinate getting Bill or Greg Cefalo's signatures so that I can then get a timestamp?

I fully understand that everyone is trying to comply with the ever-changing mandates and guidelines from the state (as well as adjust to our new reality in general) so I don't want to put anyone in a position with which they are not comfortable. At the same time, I have clients who were expecting me to get these applications all filed days ago--so please let me know how best to move forward so that I can try to meet both goals. Thanks.

-Joel

On Thu, Mar 26, 2020 at 11:07 AM Alison Battle <abattle@gloucester-ma.gov> wrote:

Hi Joel,

I am not in the office today and this all needs to go through the Building Dept. Bill and Greg are on this email and will process the attached information and let you know when the packets will be available for you to pick up.

Regards,

Alison Battle
Zoning Board and Licensing Board Clerk
City of Gloucester

abattle@gloucester-ma.gov
978.325.5281 Licensing
978.325.5283 Zoning Board of Appeals



On Thu, Mar 26, 2020 at 10:09 AM Joel Favazza - SLS <jfavazza@seasidelegalsolutions.com> wrote:
Alison,

I have attached updated digital submissions for each of the three ZBA applications I submitted on Monday. Although I believe the hard copy originals were signed, I did not scan in the signature pages; I have corrected this oversight.

I also corrected the 17 Linden application to remove the unneeded front yard variance request.

I am heading to the Annex now to bring over new hard copies of the corrected pages. I will call when I arrive. I would like to pick up all 4 applications (3 ZBA + City Council) and bring them all over to the City Clerk for stamps while I do this.

--
Joel Favazza
Seaside Legal Solutions
PO Box 1172
Gloucester, MA 01931
Phone: 978-627-4500
Fax: 978-290-5800
www.seasidelegal.com

If this email is to a client, the attorney-client privilege protects this email. If you've received this email by mistake, please let us know and then delete the email. We don't waive any client's privilege by misdelivered email. There is no tax advice contained in this email.

Public Records Law

Please be aware that all communications pertaining to City of Gloucester Massachusetts matters, including e-mail sent or received, are 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.

--
Joel Favazza
Seaside Legal Solutions
PO Box 1172
Gloucester, MA 01931
Phone: 978-627-4500
Fax: 978-290-5800
www.seasidelegal.com

If this email is to a client, the attorney-client privilege protects this email. If you've received this email by mistake, please let us know and then delete the email. We don't waive any client's privilege by misdelivered email. There is no tax advice contained in this email.

--
Joanne

Joanne M. Senos, CMC
City Clerk
Records Access Officer
9 Dale Avenue
Gloucester, MA 01930
978-281-9720 #8



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 146-28

Please be aware that the abutters list reflects mailing address for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements.

Gloucester Board of Assessors.

This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying abutters as required by the City's Zoning Board of Appeals or City Council and it reflects the abutters to the Parcel known as Map 146 Lot 28 as further shown on the attached map dated 3/10/2020.

ABUTTER

STREET ADDRESS

PARCEL NO.

TAX BILL ADDRESS





City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 146-28

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ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
146-20 MENZOIAN EDWARD S (TR) SOORENS REALTY TRUST	1277 WASHINGTON ST	146-20	MENZOIAN EDWARD S (TR) SOORENS REALTY TRUST 1277 WASHINGTON ST GLOUCESTER, MA 01930 0000
148-7 BRADSTREET PAUL E C/O RICHTER PAULA & LAZARAKIS PAMELA TRS	1257 WASHINGTON ST	148-7	BRADSTREET PAUL E C/O RICHTER PAULA & LAZARAKIS PAMELA TRS PO BOX 7126 GLOUCESTER, MA 01931
148-12 EATON STANLEY B III & MASTER AMY C C/O PNC MORTGAGE	6 MASON SQ	148-12	EATON STANLEY B III & MASTER AMY C C/O PNC MORTGAGE PO BOX 1024 DAYTON, OH 45401-1024
146-3 BRACKLEY JUDITH R	4 FOLLY POINT RD	146-3	BRACKLEY JUDITH R 2 FOLLY POINT RD GLOUCESTER, MA 01930
146-4 BRACKLEY JUDITH R	6 FOLLY POINT RD	146-4	BRACKLEY JUDITH R 2 FOLLY POINT RD GLOUCESTER, MA 01930
146-5 BAADE ISOBEL J W & BAADE ANNE C JT	17 FOLLY POINT RD	146-5	BAADE ISOBEL J W & BAADE ANNE C JT 20 MAIN ST. #12 ROCKPORT, MA 01966
146-8 BAADE ISOBEL J W & ANNE C	25 FOLLY POINT RD	146-8	BAADE ISOBEL J W & ANNE C 20 MAIN ST #12 ROCKPORT, MA 01966
146-9 DESMOND RICHARD B	27 FOLLY POINT RD	146-9	DESMOND RICHARD B 27 FOLLY POINT RD GLOUCESTER, MA 01930 0000
146-12 HESLIN GREGORY S & SWANSON MOLLY J	1236 WASHINGTON ST	146-12	HESLIN GREGORY S & SWANSON MOLLY J 31 MAGNOLIA AV ANDOVER, MA 01810
146-13 SYLVESTER BONNIE L	1238 WASHINGTON ST	146-13	SYLVESTER BONNIE L 1238 WASHINGTON ST GLOUCESTER, MA 01930



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 146-28

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Gloucester Board of Assessors.

This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying abutters as required by the City's Zoning Board of Appeals or City Council and it reflects the abutters to the Parcel known as Map 146 Lot 28 as further shown on the attached map dated 3/10/2020.

ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
146-14 HUHN THOMAS ANDREW & STEELE NANCY RUTH	1240 WASHINGTON ST 1240 WASHINGTON ST GLOUCESTER, MA 01930	146-14	HUHN THOMAS ANDREW & STEELE NANCY RUTH 1240 WASHINGTON ST GLOUCESTER, MA 01930
146-22 CASTAGNACCI EDMOND	1273 WASHINGTON ST	146-22	CASTAGNACCI EDMOND 1273 WASHINGTON ST GLOUCESTER, MA 01930
146-25 SCULLY GAIL & LIEBMANN JAMES	10 FOLLY POINT RD	146-25	SCULLY GAIL & LIEBMANN JAMES 10 FOLLY POINT RD GLOUCESTER, MA 01930
146-26 RUMMEL PAUL & GARCIA ROSANNA	12 FOLLY POINT RD	146-26	RUMMEL PAUL & GARCIA ROSANNA 6831 W ELDORADO PL LAKEWOOD, CO 80227
146-28 GOLDMAN M BARRY	1 FOLLY POINT RD	146-28	GOLDMAN M BARRY 120 COMMONWEALTH AV UNIT 2 BOSTON, MA 02116
148-8 ROSAMILIA PETER J	1255 WASHINGTON ST	148-8	ROSAMILIA PETER J 1255 WASHINGTON ST GLOUCESTER, MA 01930
148-9 PARADIS JAMES A & PATROSE PRATAAP JT	1245 WASHINGTON ST PRATAAP JT	148-9	PARADIS JAMES A & PATROSE PRATAAP JT 330 BEACON ST BOSTON, MA 02116



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 146-28

Please be aware that the abutters list reflects mailing addresses for the real estate tax bills as requested by the property owners. Mortgage companies, banks and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements.

Gloucester Board of Assessors.

This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying abutters as required by the City's Zoning Board of Appeals or City Council and it reflects the abutters to the Parcel known as Map 146 Lot 28 as further shown on the attached map dated 3/10/2020.

ABUTTER

STREET ADDRESS

PARCEL NO.

TAX BILL ADDRESS

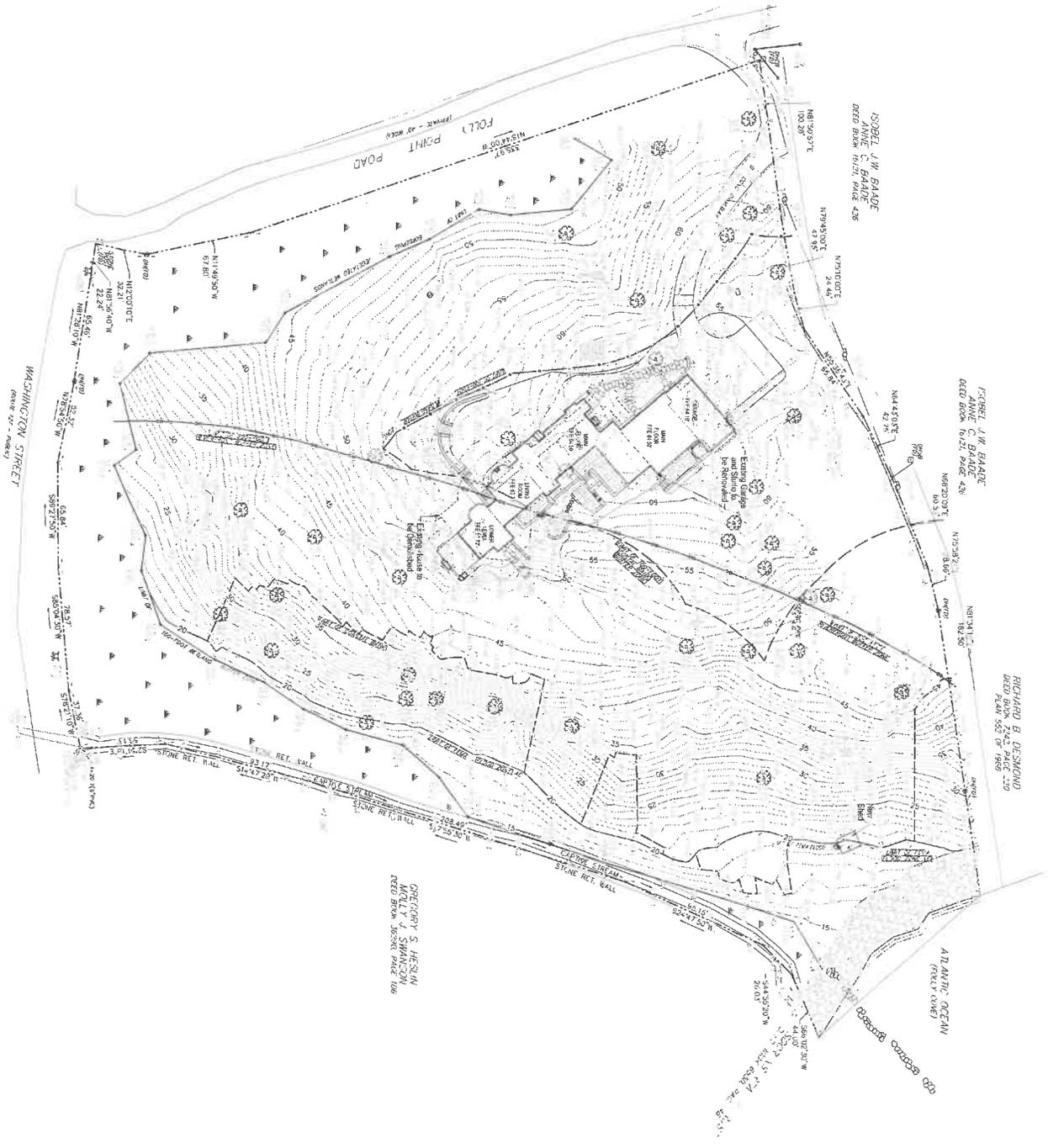
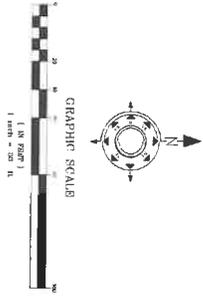
The Gloucester Board of Assessors certifies that the Abutters Report program written to create a list of the names and addresses of property owners from the applicable tax list has been reviewed. To the best of our knowledge and belief the Abutters Report program generates an accurate list from the most recent tax list of the assessed owner of record and the mailing information of the parties in interest as defined within and required by the law and therefore the within document constitutes a certified abutters list.

Nancy A. Papows, MAA
Gary I. Johnstone, MAA
Bethann Brousseau, MAA
GLOUCESTER BOARD OF ASSESSORS

City of Gloucester Assessors' Office, City Hall, 9 Dale Avenue, Gloucester, MA 01930

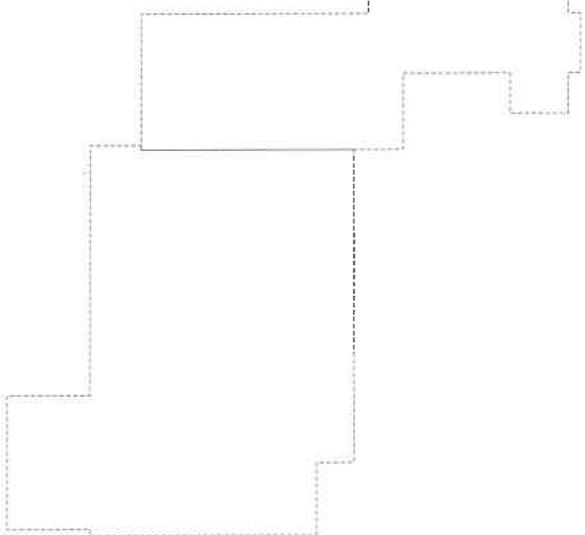
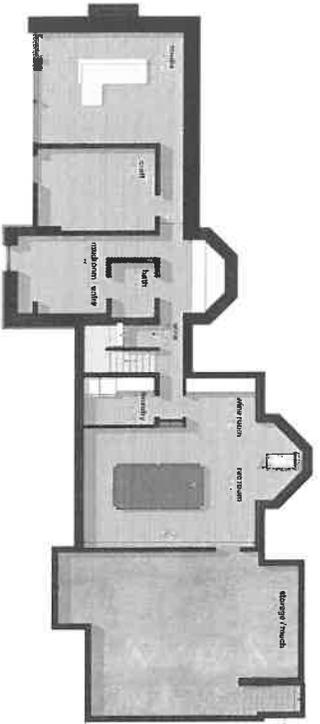
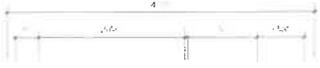
3/10/2020

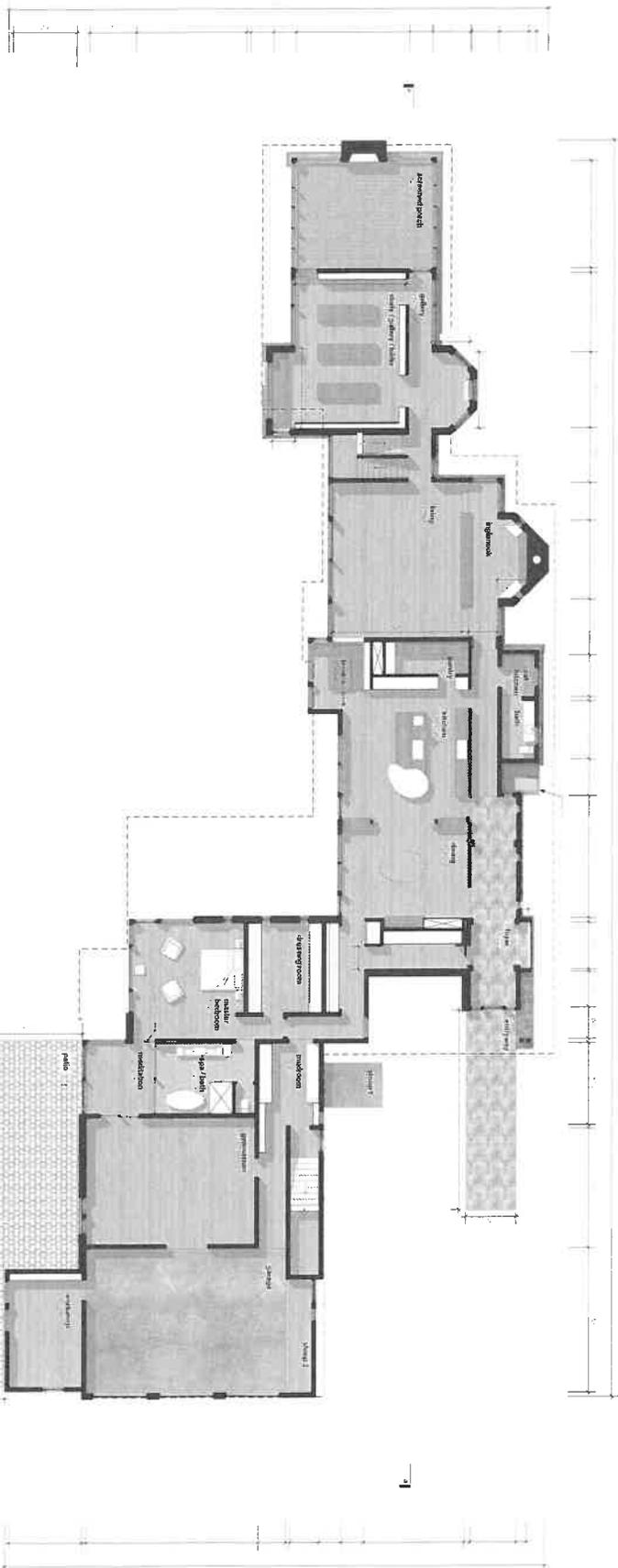
1 Site Plan
Scale 1" = 30'-0"

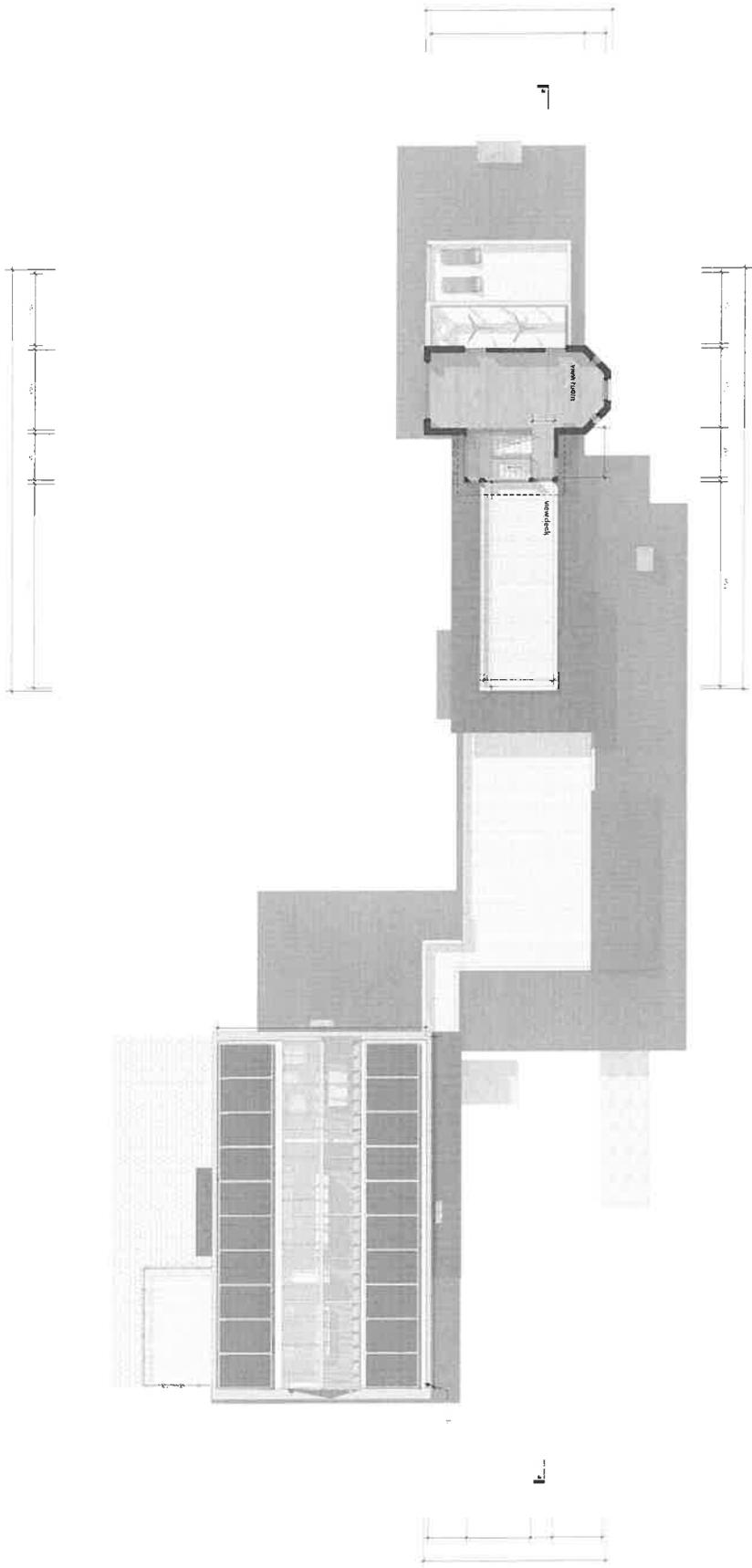


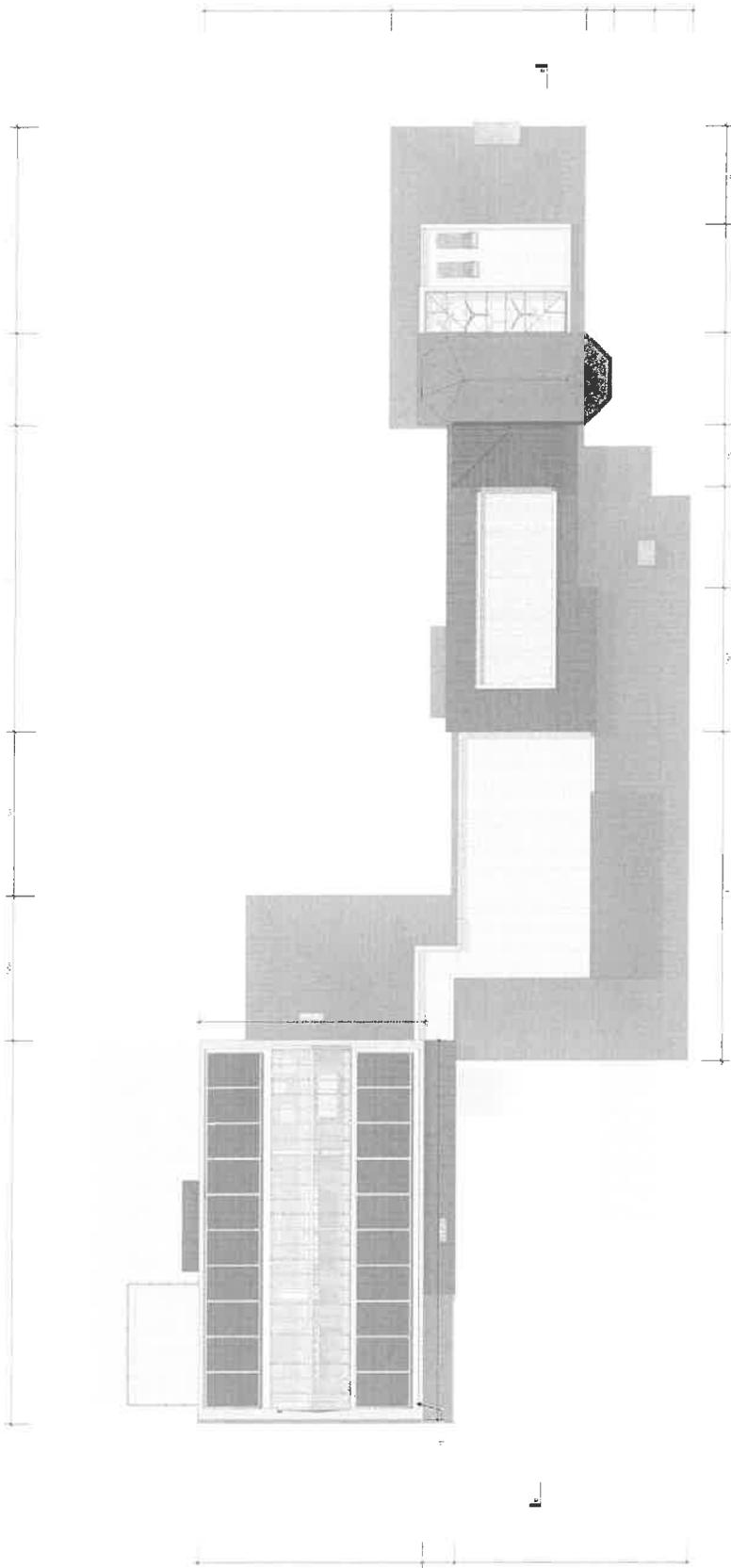
TITLE Site Plan	DATE 1/20/20	DRAWN BY J. B. LASKMOND	CHECKED BY J. B. LASKMOND	SCALE 1" = 30'-0"	RESUBMITTED FOR	617.868.1867 www.turkeldesign.com © Copyright by TURKEL DESIGN ALL RIGHTS RESERVED
					GOLDMAN FRANKLIN 1 FOLLY POINT ROAD GLoucester, MA 01930	
PAGE NO A1-10						

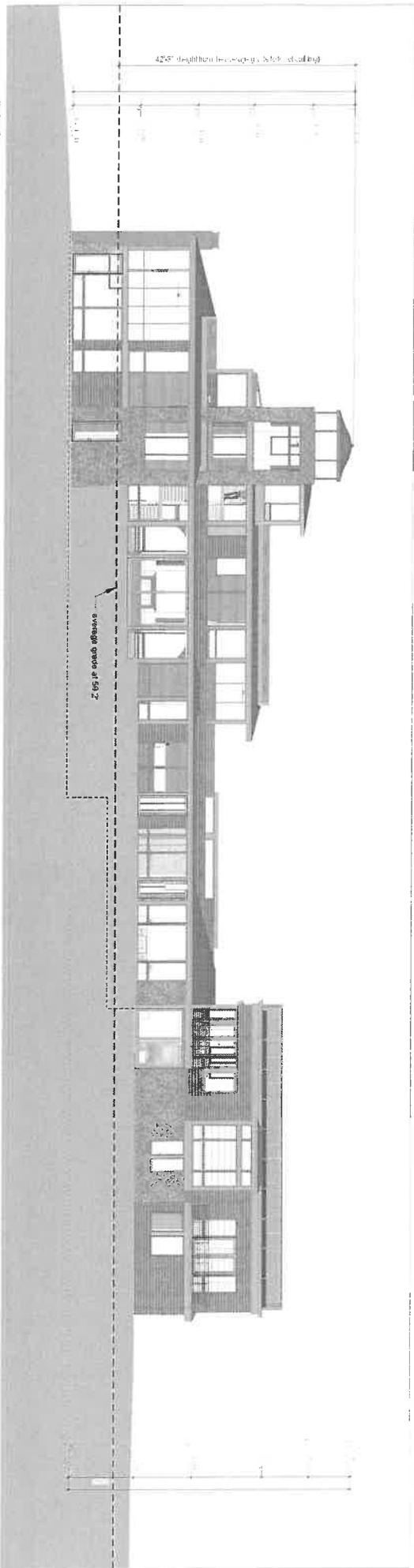
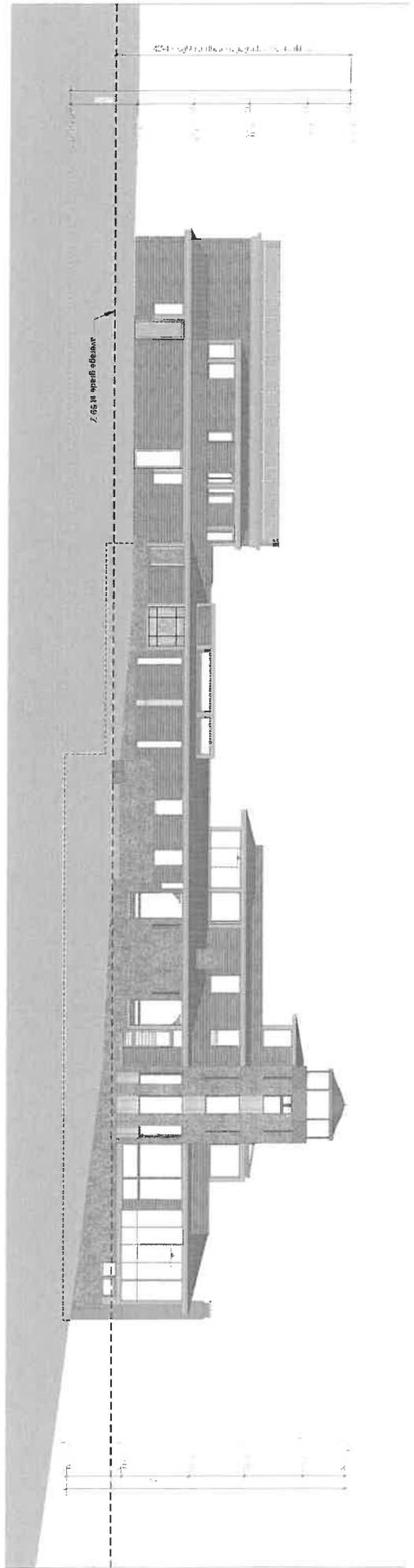


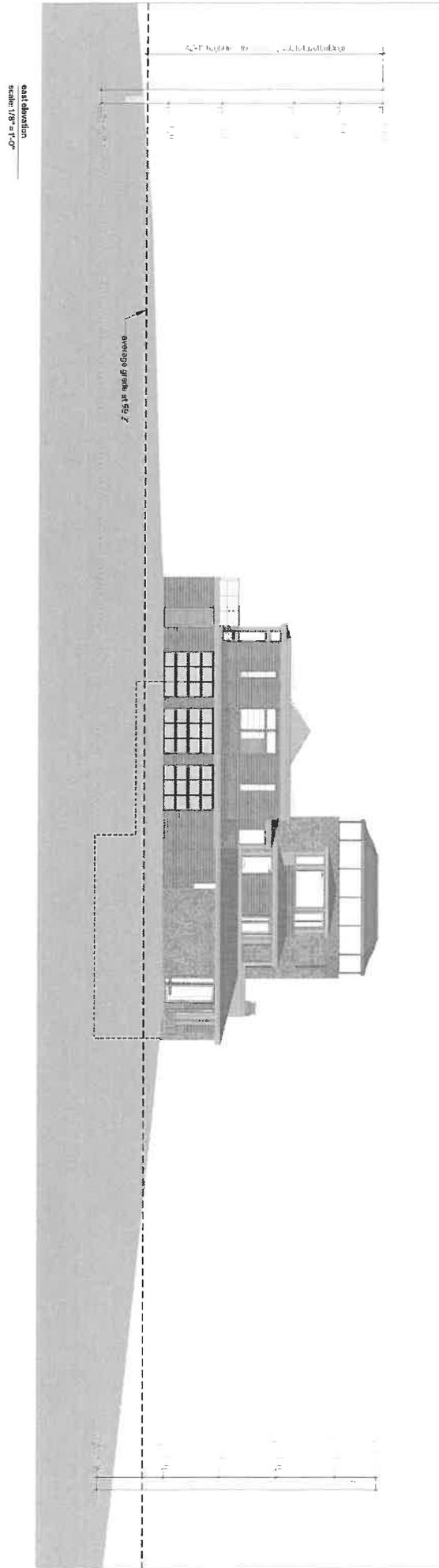
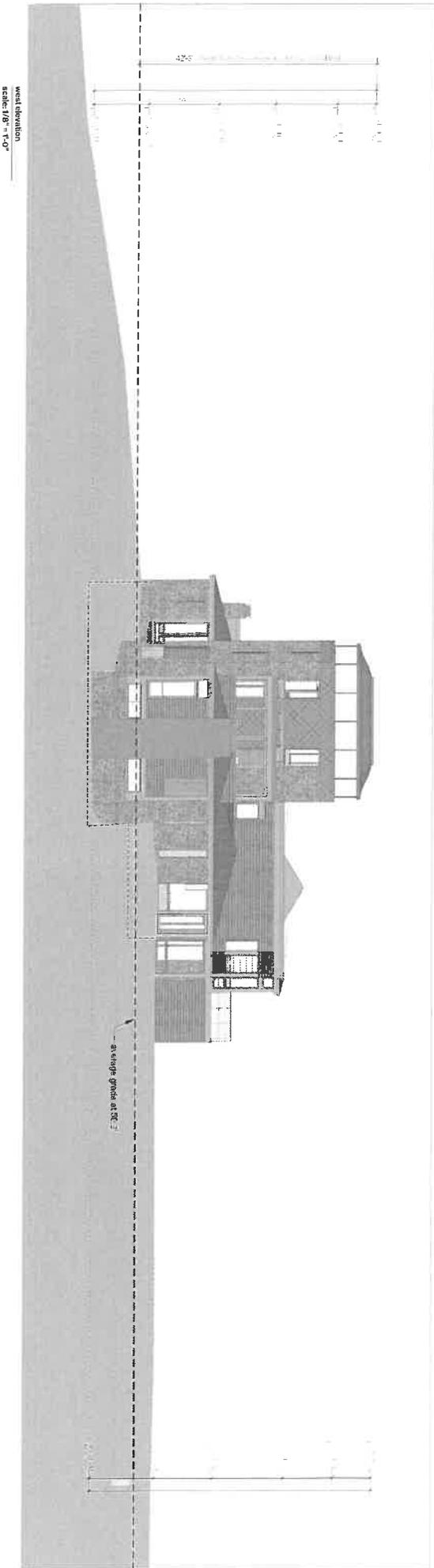


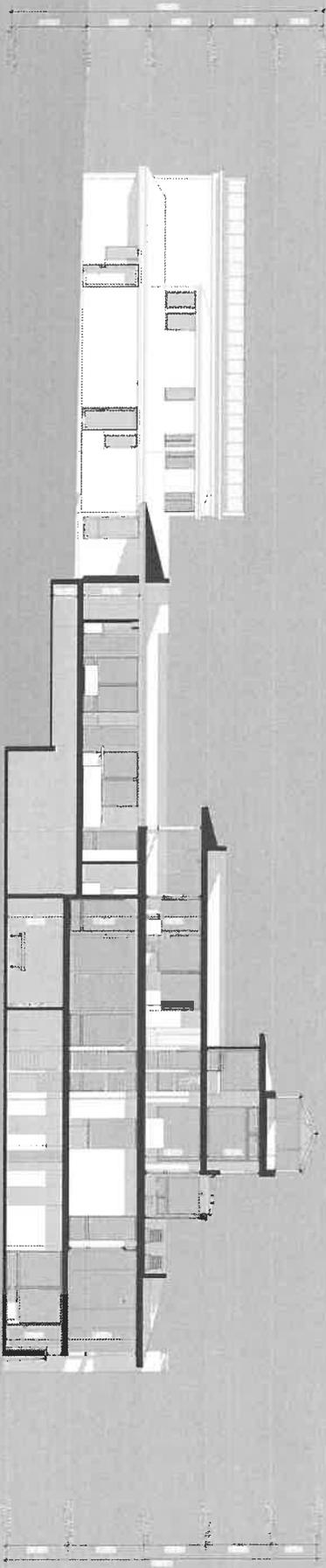


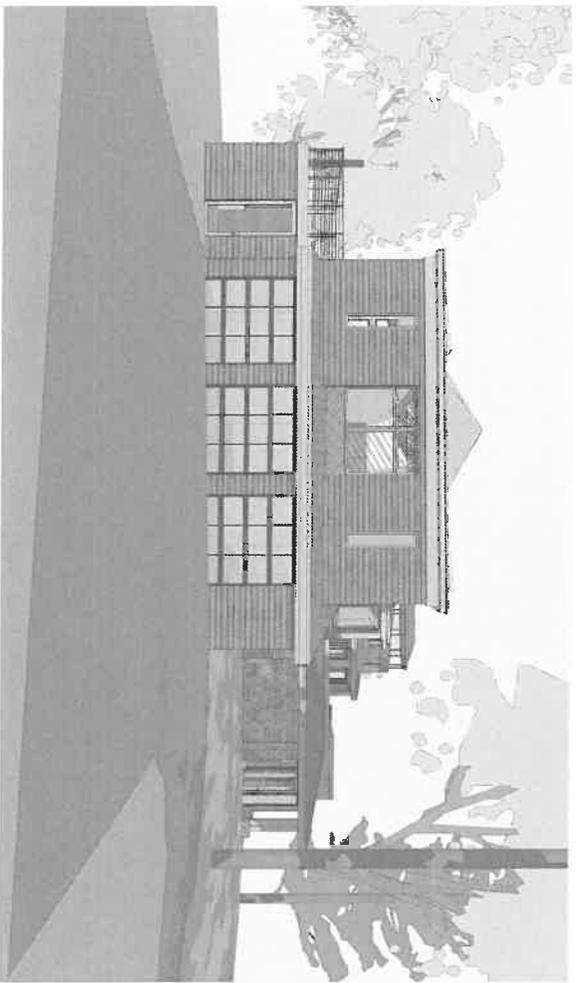




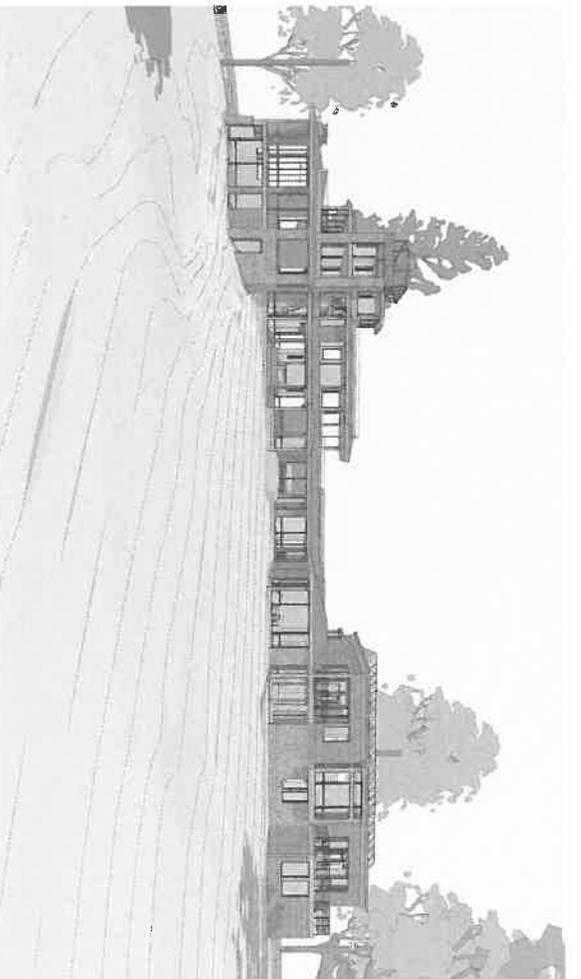




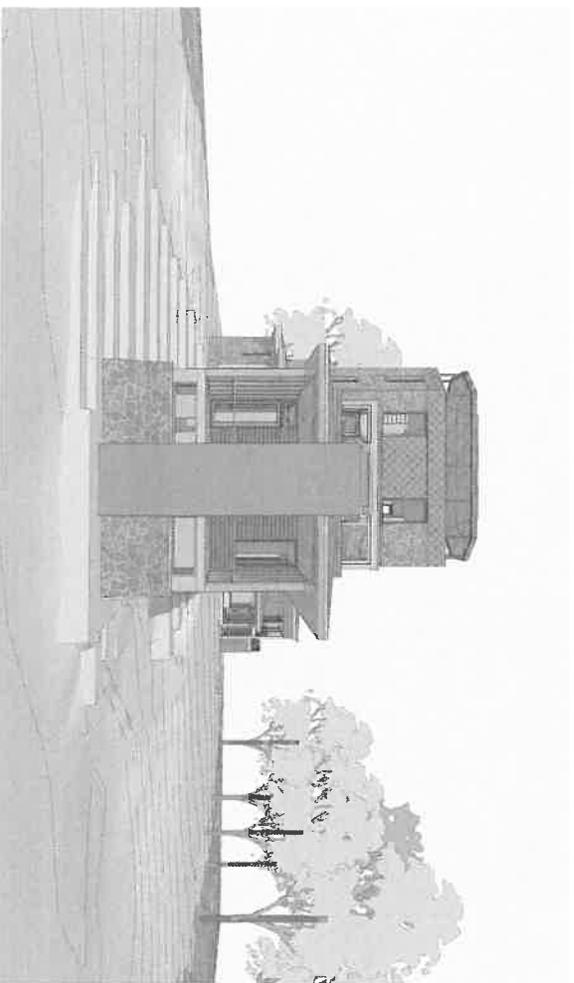




1. east elevation



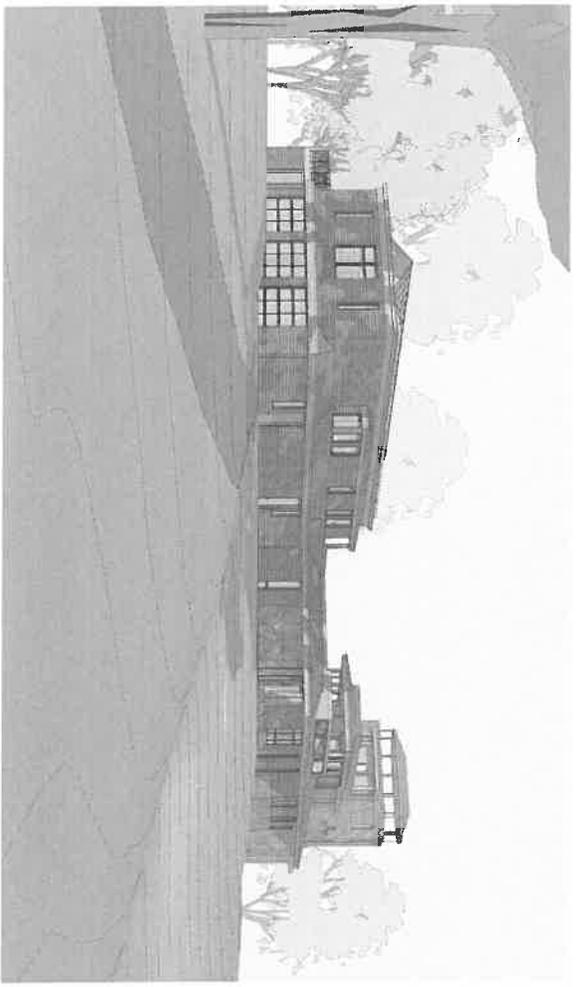
2. south elevation



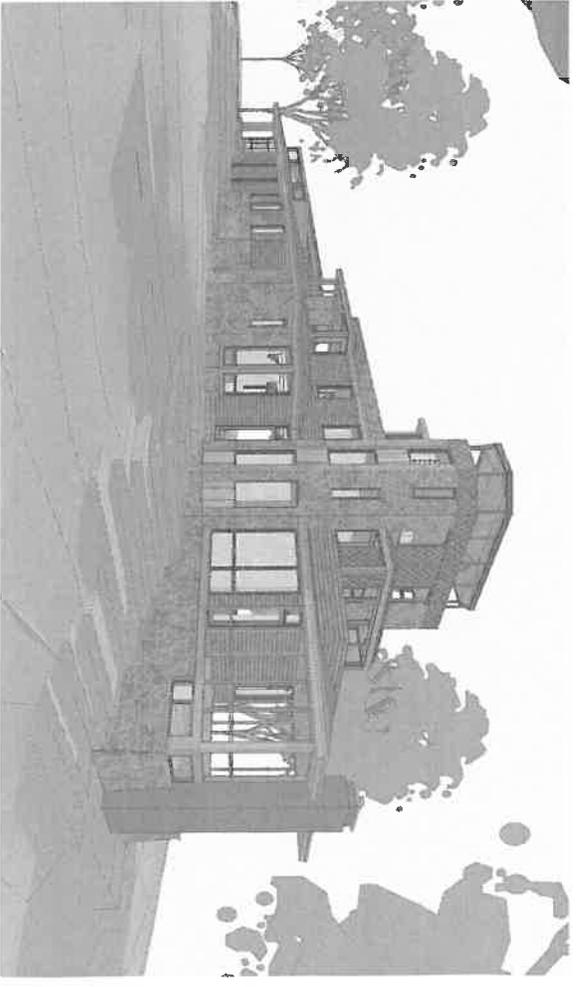
3. west elevation



4. north elevation



1. exterior view - entry



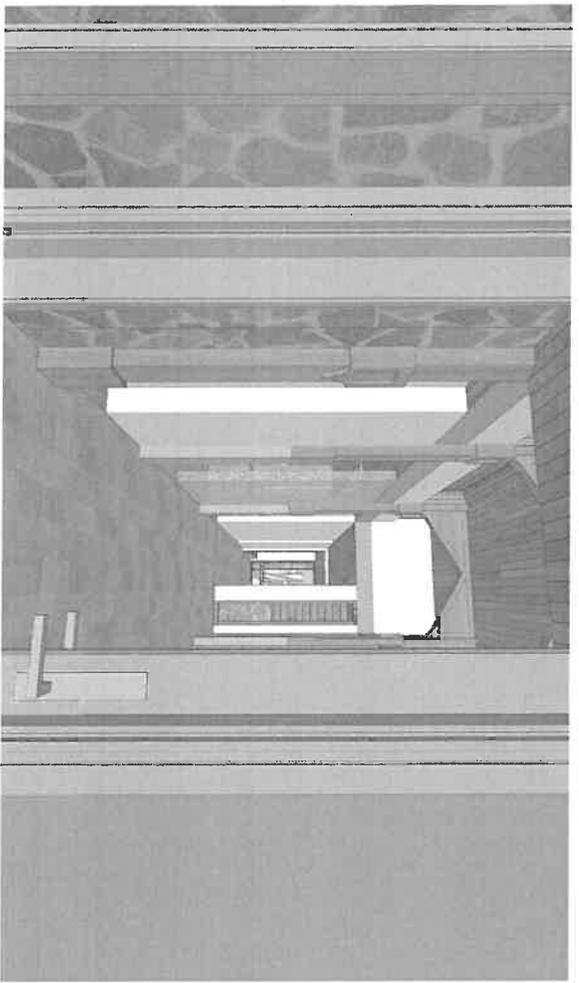
2. exterior view - lounge



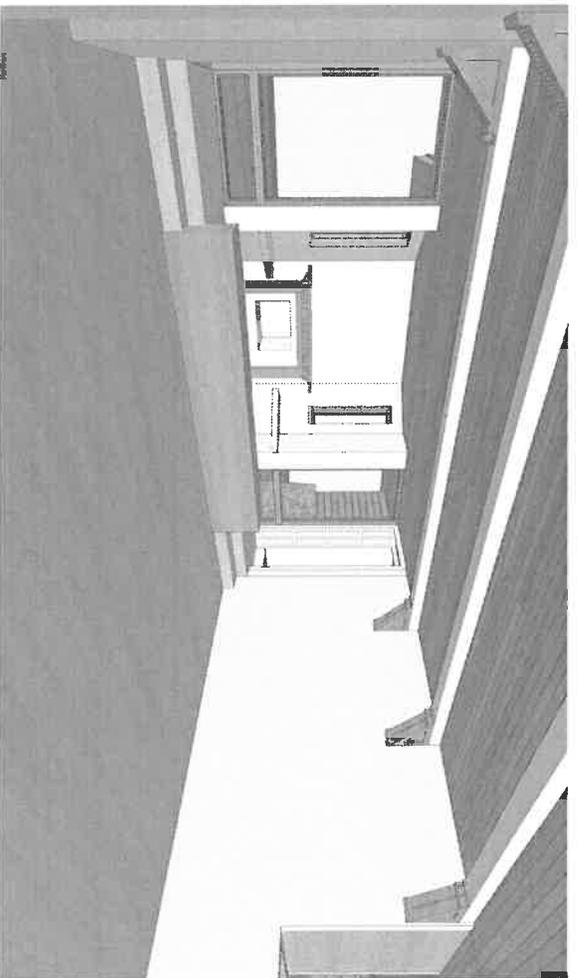
3. exterior view - living room



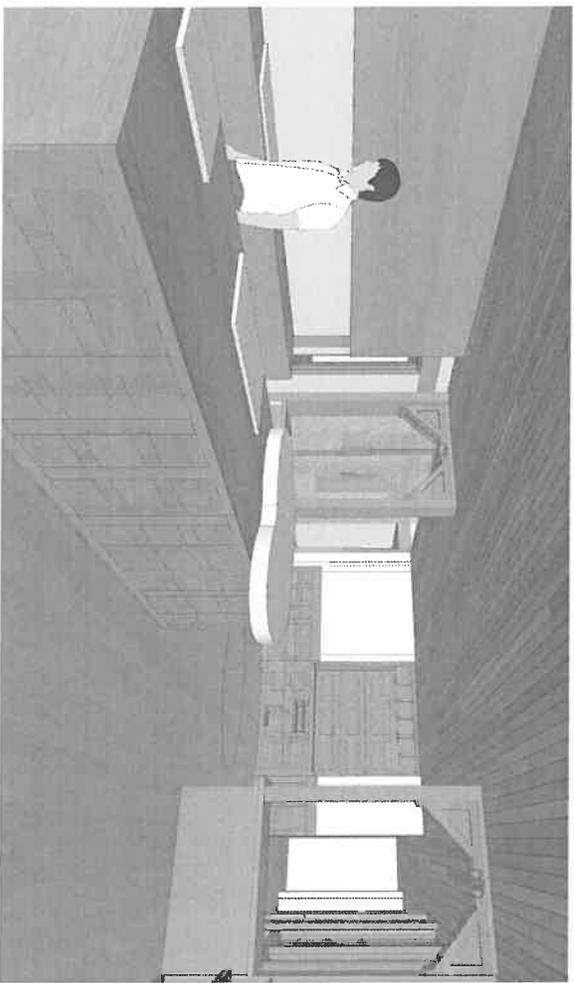
4. exterior view



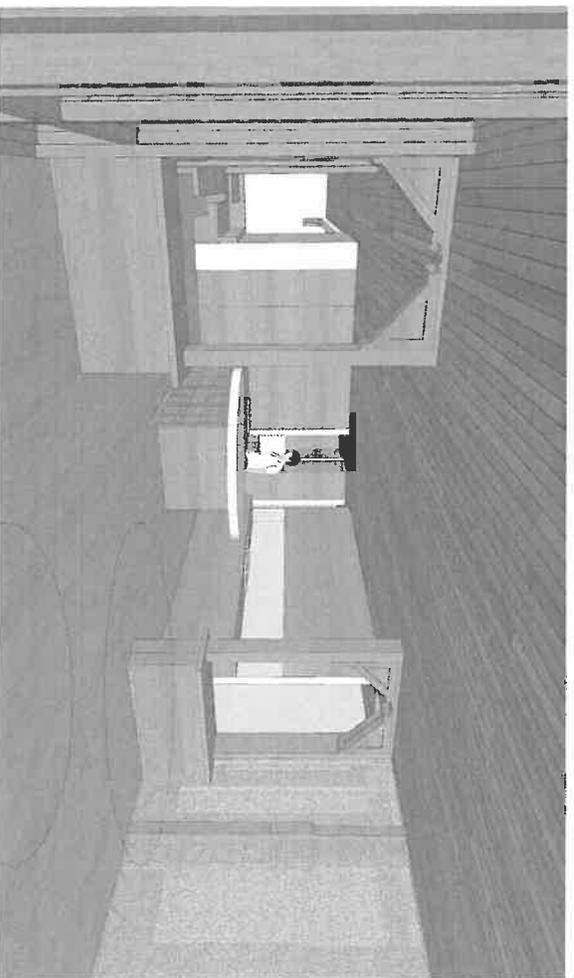
1. Interior view - at eye



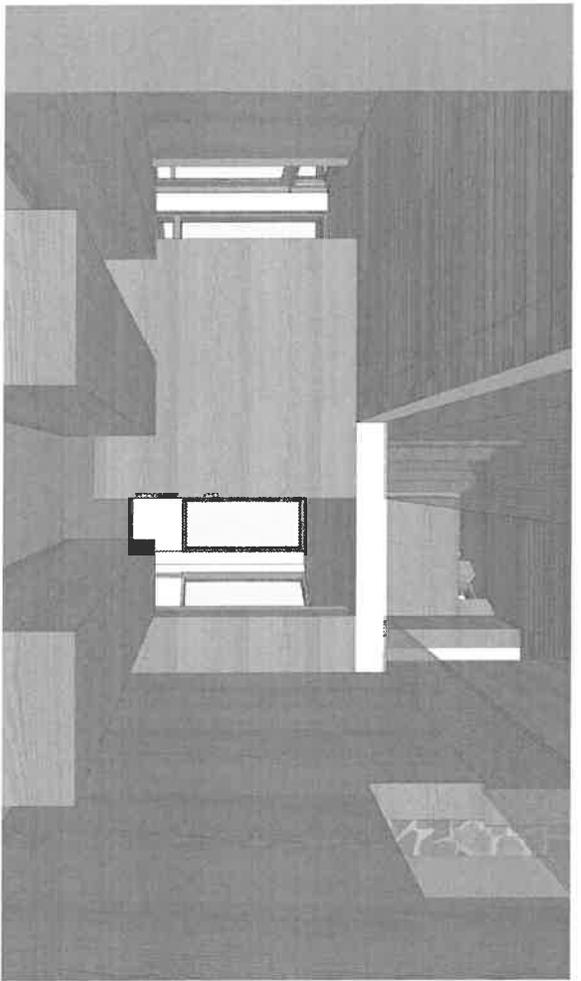
2. Interior view - at knee



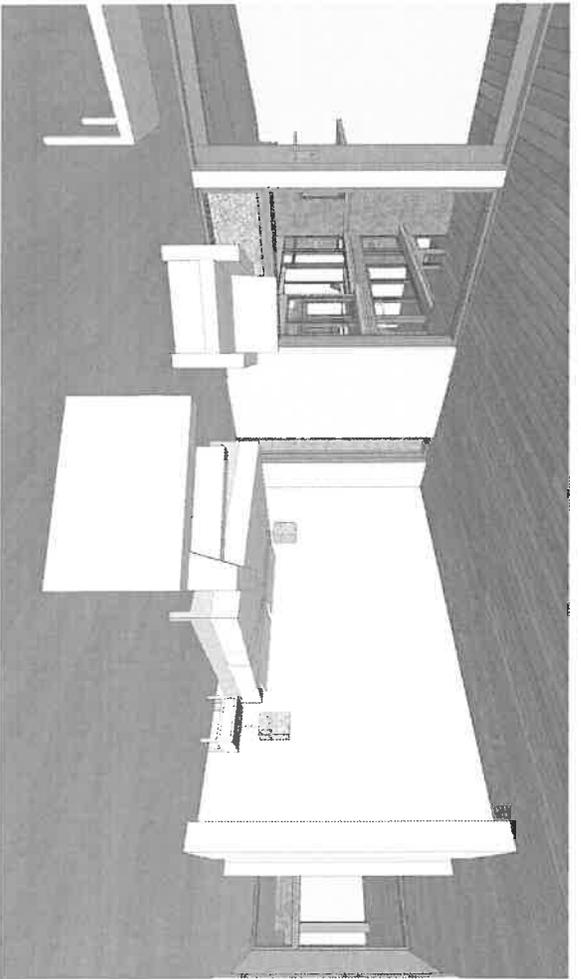
3. Interior view - at kitchen



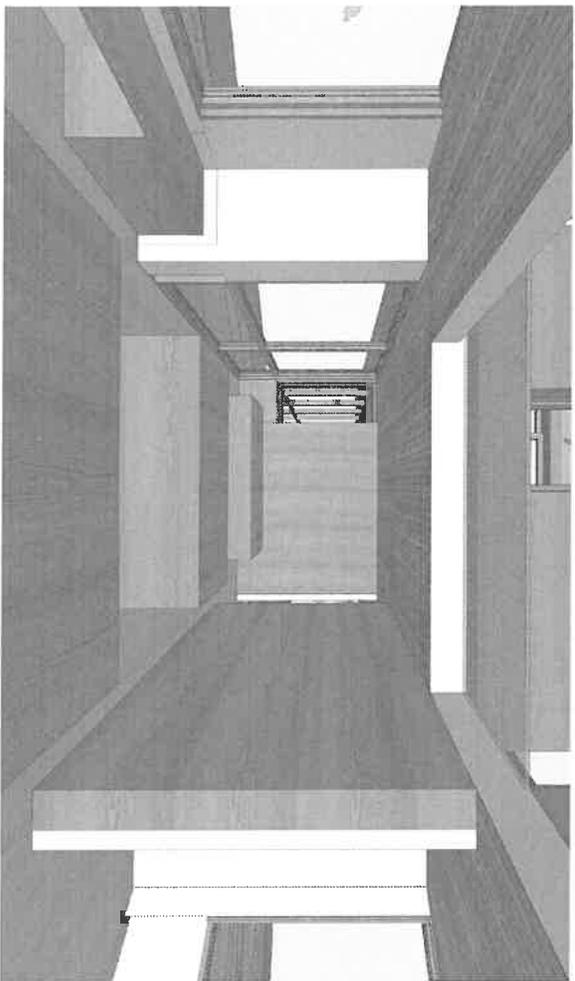
4. Interior view - at dining



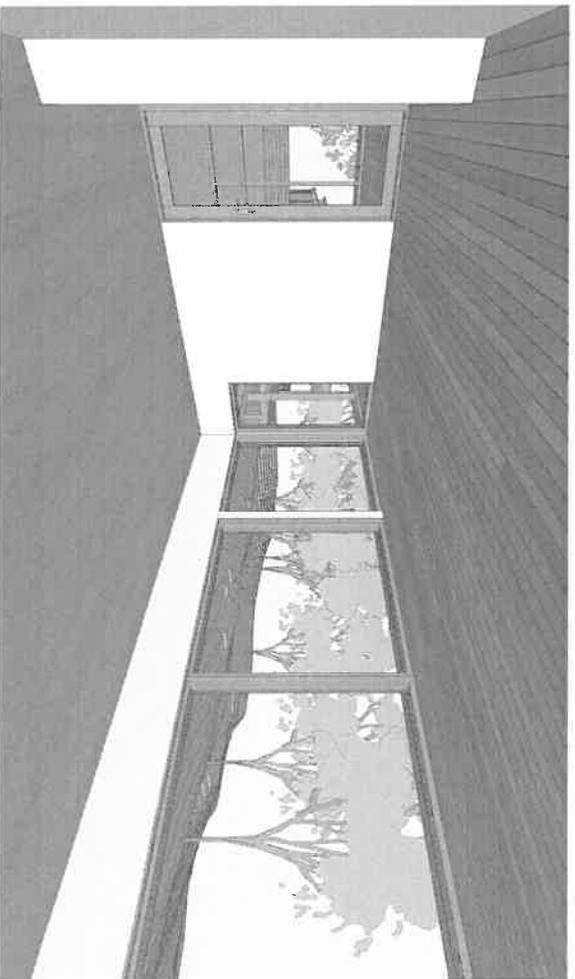
5. Interior view - al bilbil



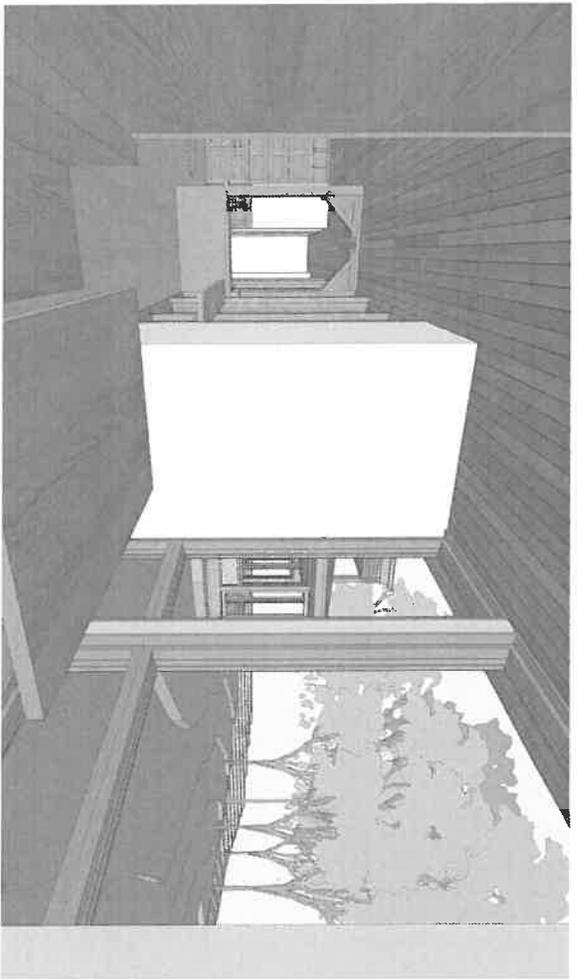
6. Interior view - al masawi baroom



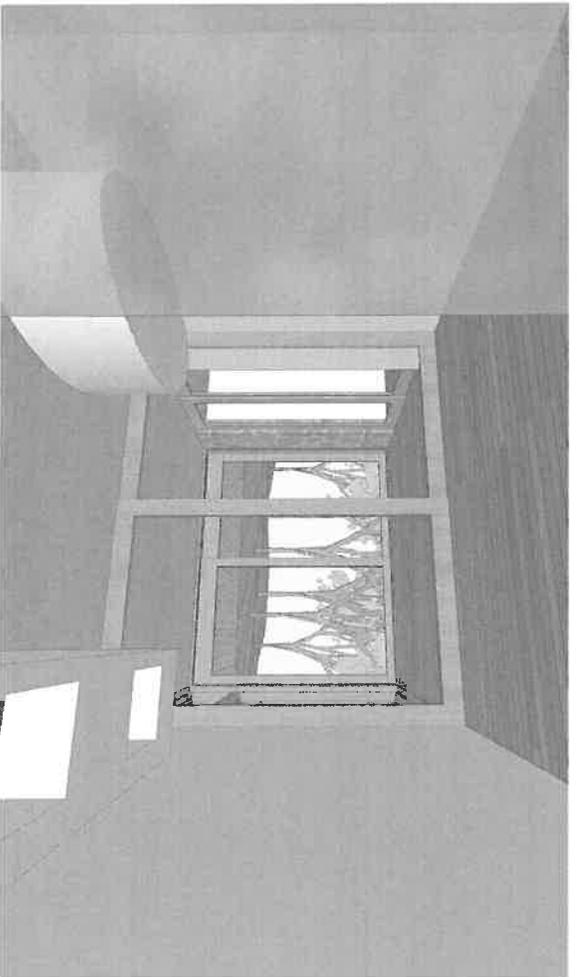
7. Interior view - al bilbil



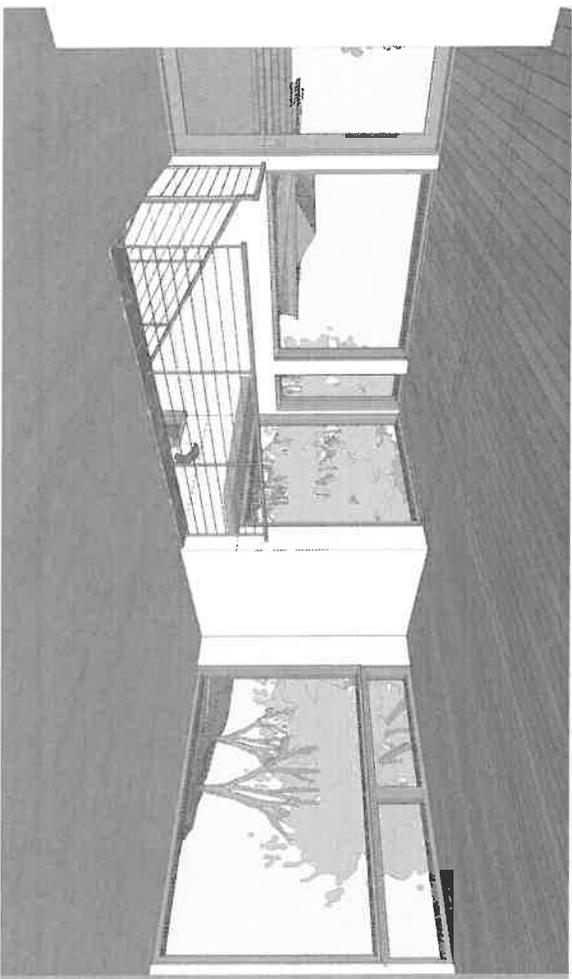
8. Interior view - al Masawid's office



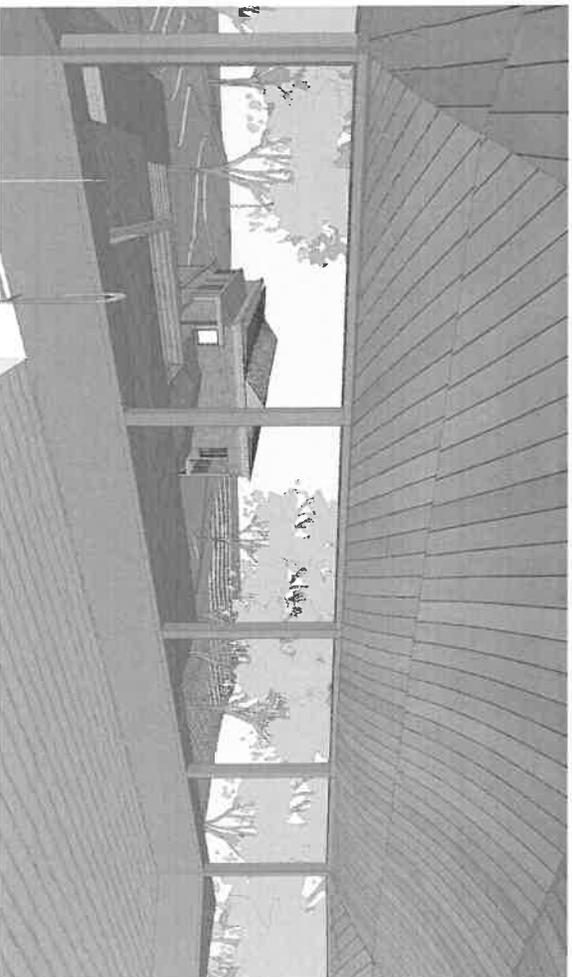
9. Interior view - at breakfast nook



10. Interior view - at transfer entrance



11. Interior view - at light panel

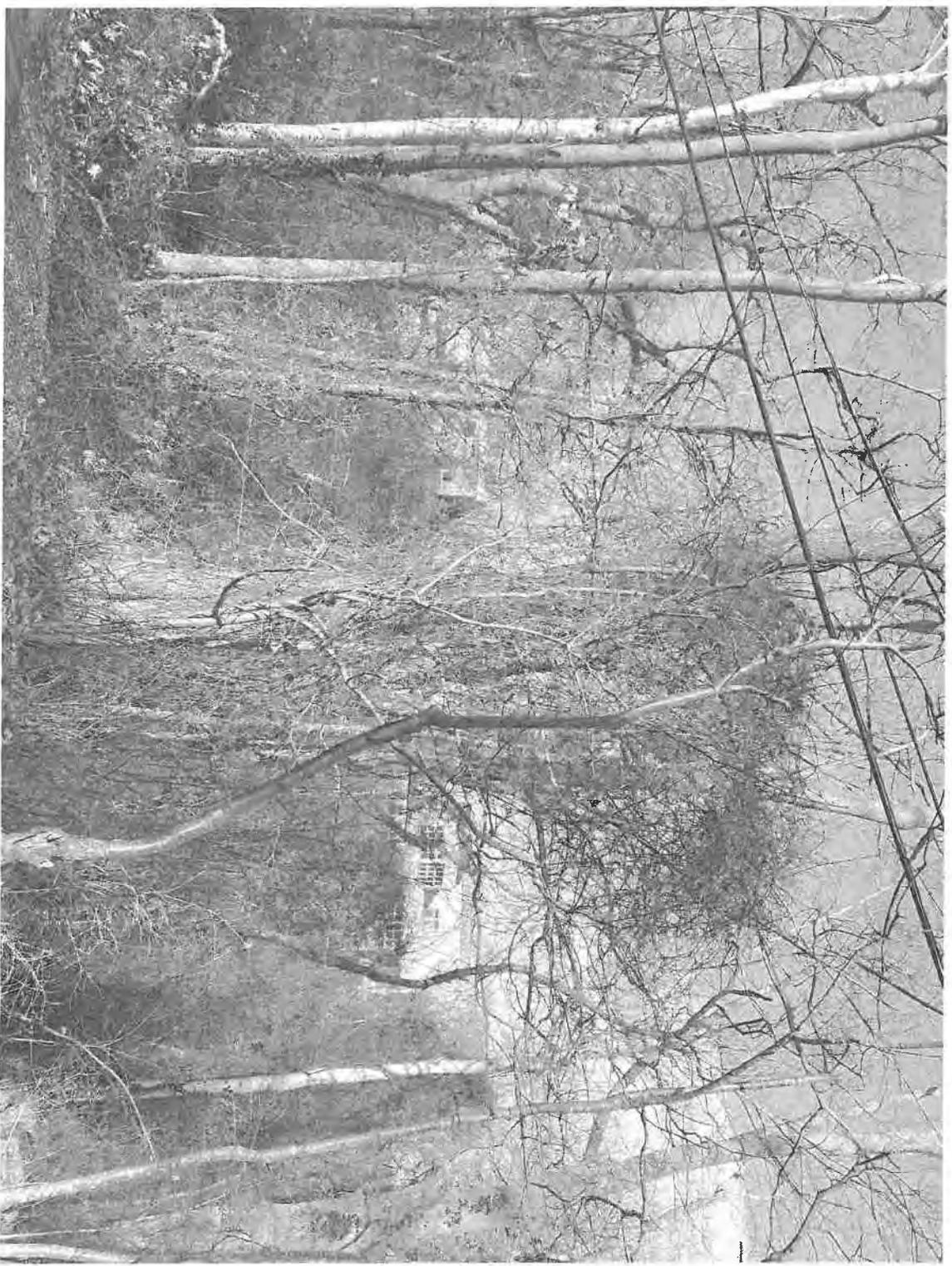


12. Interior view - at board lip



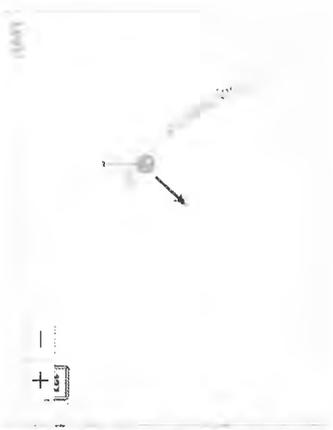


neighbor address:
2 Folly Point Road, Gloucester, MA 01930

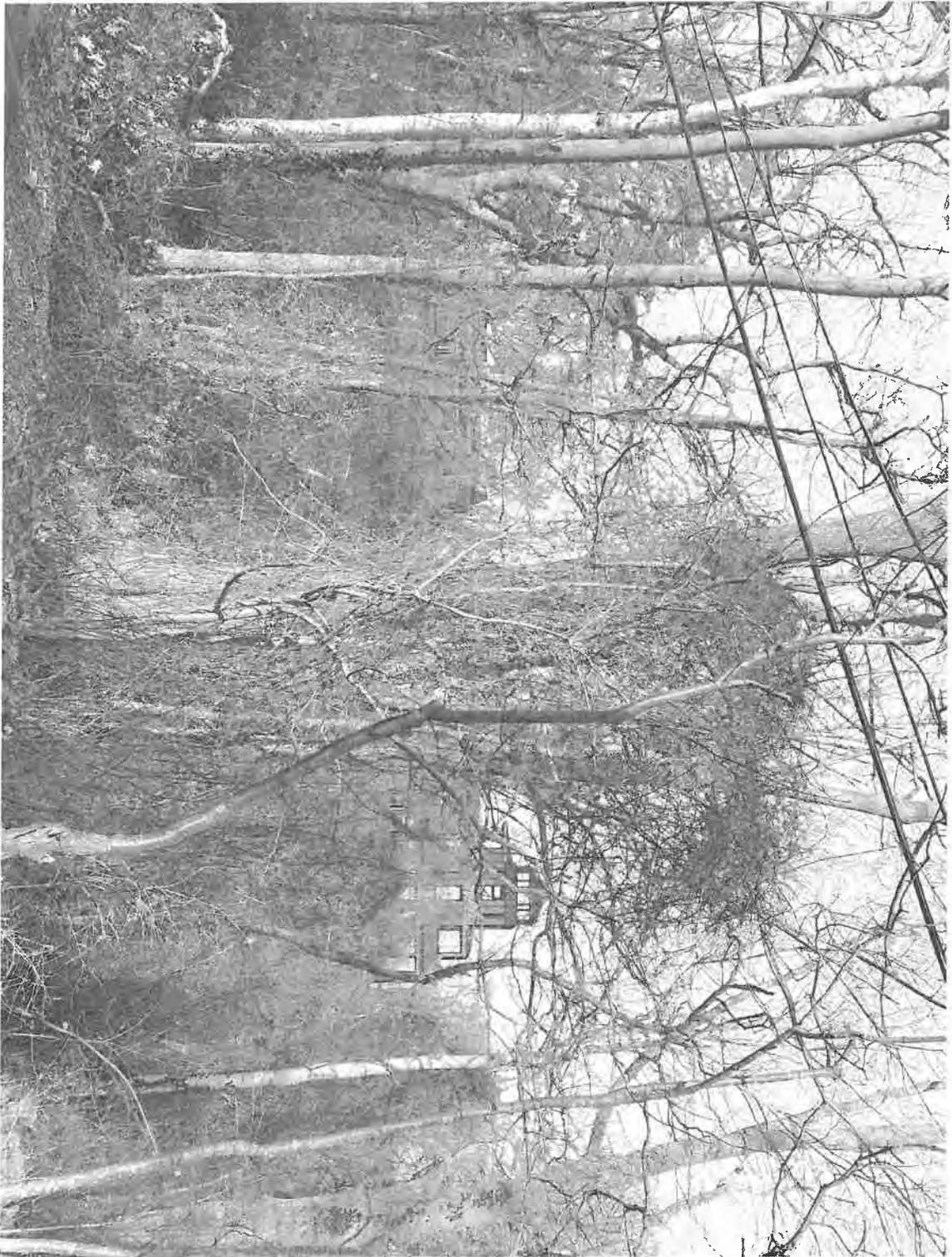


view from 2 Folly Point Road
- current view

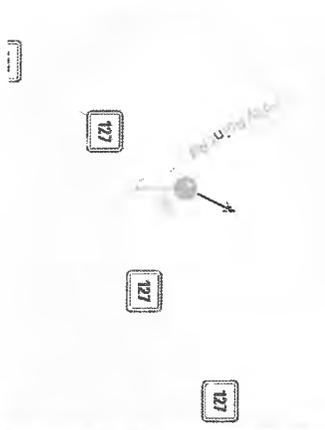
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Turkel Design
info@turkeldesign.com
www.turkeldesign.com
617.868.1867



neighbor address:
2 Folly Point Road, Gloucester, MA 01930



**view from 2 Folly Point Road
- proposed view**

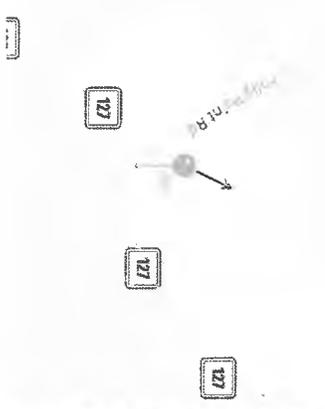


neighbor address:
6 Mason Square, Gloucester, MA 01930



view from 6 Mason Square
- current view

neighbor address:
6 Mason Square, Gloucester, MA 01930



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www.turkeldesign.com
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view from 6 Mason Square
- proposed view



neighbor address:
10 Folly Point Road, Gloucester, MA 01930



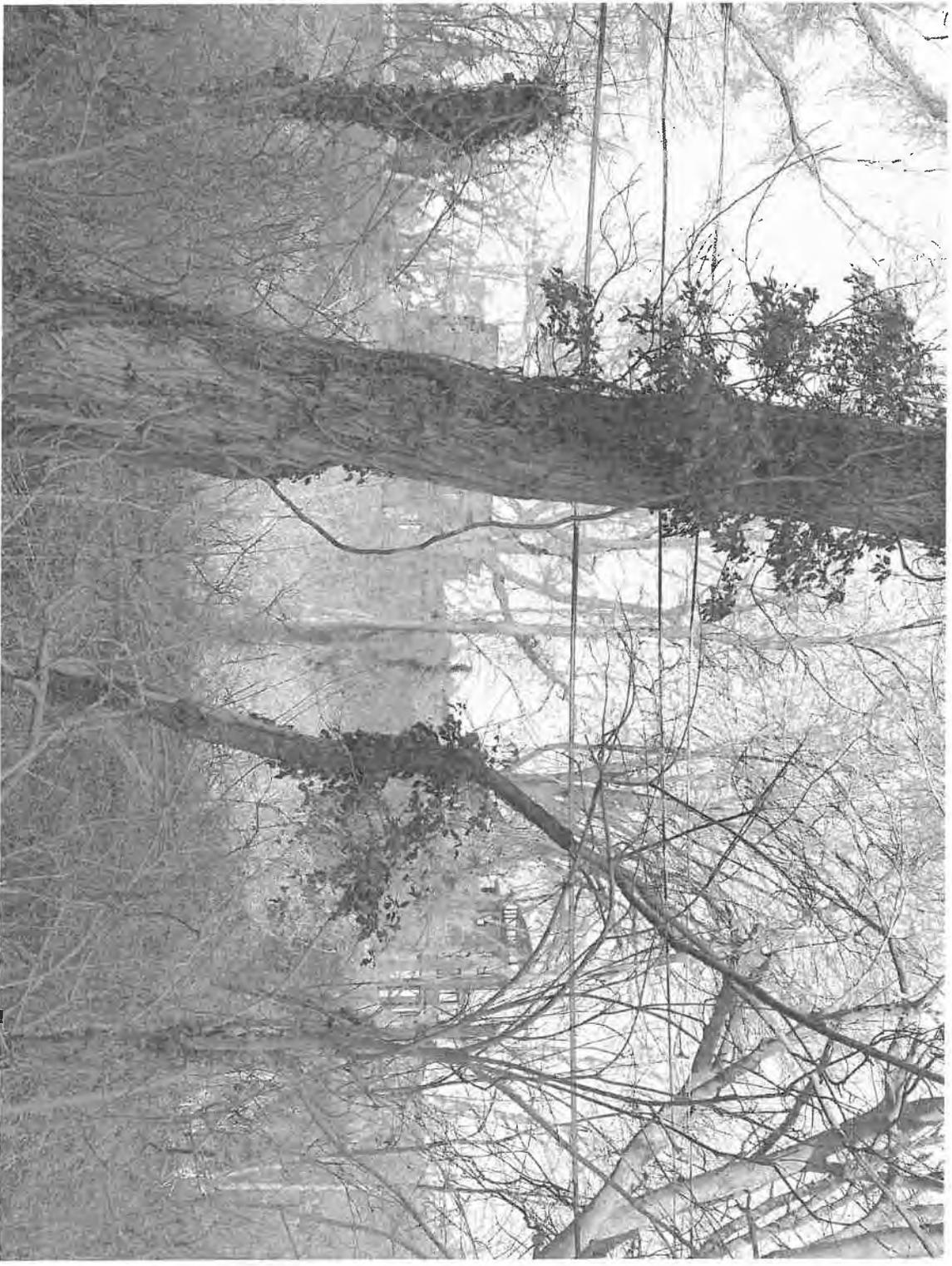
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**view from 10 Folly Point Road
- current view**



— +

neighbor address:
10 Folly Point Road, Gloucester, MA 01930



**view from 10 Folly Point Road
-proposed view**



neighbor address:
12 Folly Point Road, Gloucester, MA 01930



view from 12 Folly Point Road
- current view

neighbor address:
12 Folly Point Road, Gloucester, MA 01930



**view from 12 Folly Point Road
- proposed view**



neighbor address:
25 Folly Point Road, Gloucester, MA 01930



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www.turkeldesign.com
617.868.1867

view from 25 Folly Point Road
- current view



neighbor address:
25 Folly Point Road, Gloucester, MA 01930



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info@turkeldesign.com
www.turkeldesi.com
617.868.1867

view from 25 Folly Point Road
- proposed view



neighbor address:
27 Folly Point Road, Gloucester, MA 01930



view from 27 Folly Point Road
- current view

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www.turkeldesign.com
617.268.1867



neighbor address:
27 Folly Point Road, Gloucester, MA 01930



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www.turkeldesign.com
617.868.1867

**view from 27 Folly Point Road
- proposed view**
View 1, August 27

Layers



neighbor address:
1236 Washington Street, Gloucester, MA
01930



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www.turkeldesign.com
617.868.1867

view from 1236 Washington Street
- current view

1698
+ -



neighbor address:
1236 Washington Street, Gloucester, MA
01930

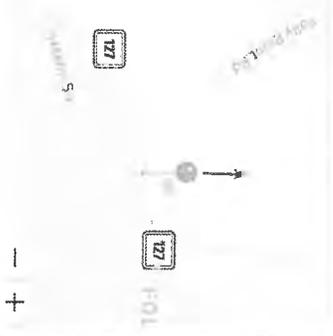


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617.368.1987

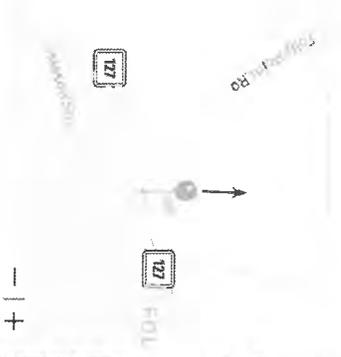
view from 1236 Washington Street
- proposed view

© 2015

neighbor address:
1245 Washington Street, Gloucester, MA
01930



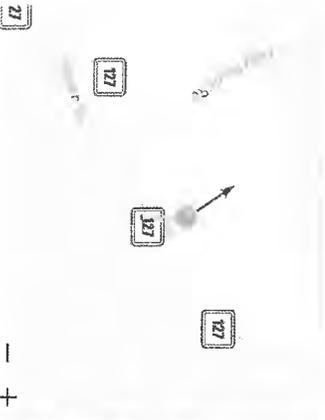
view from 1245 Washington Street
- current view



neighbor address:
1245 Washington Street, Gloucester, MA
01930



view from 1245 Washington Street
- proposed view

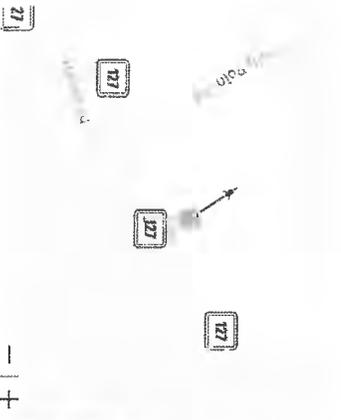


neighbor address:
1255 Washington Street, Gloucester, MA
01930



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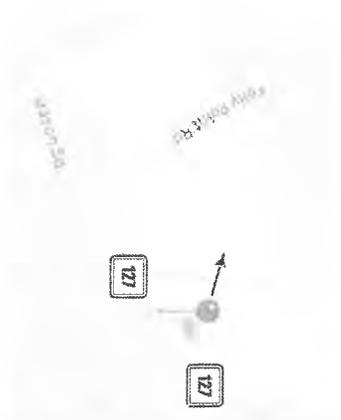
view from 1255 Washington Street
- current view



neighbor address:
1255 Washington Street, Gloucester, MA
01930



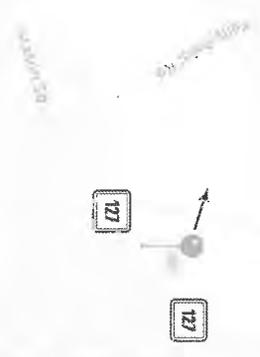
view from 1255 Washington Street
- proposed view



neighbor address:
1257 Washington Street, Gloucester, MA
01930



view from 1257 Washington Street
- current view

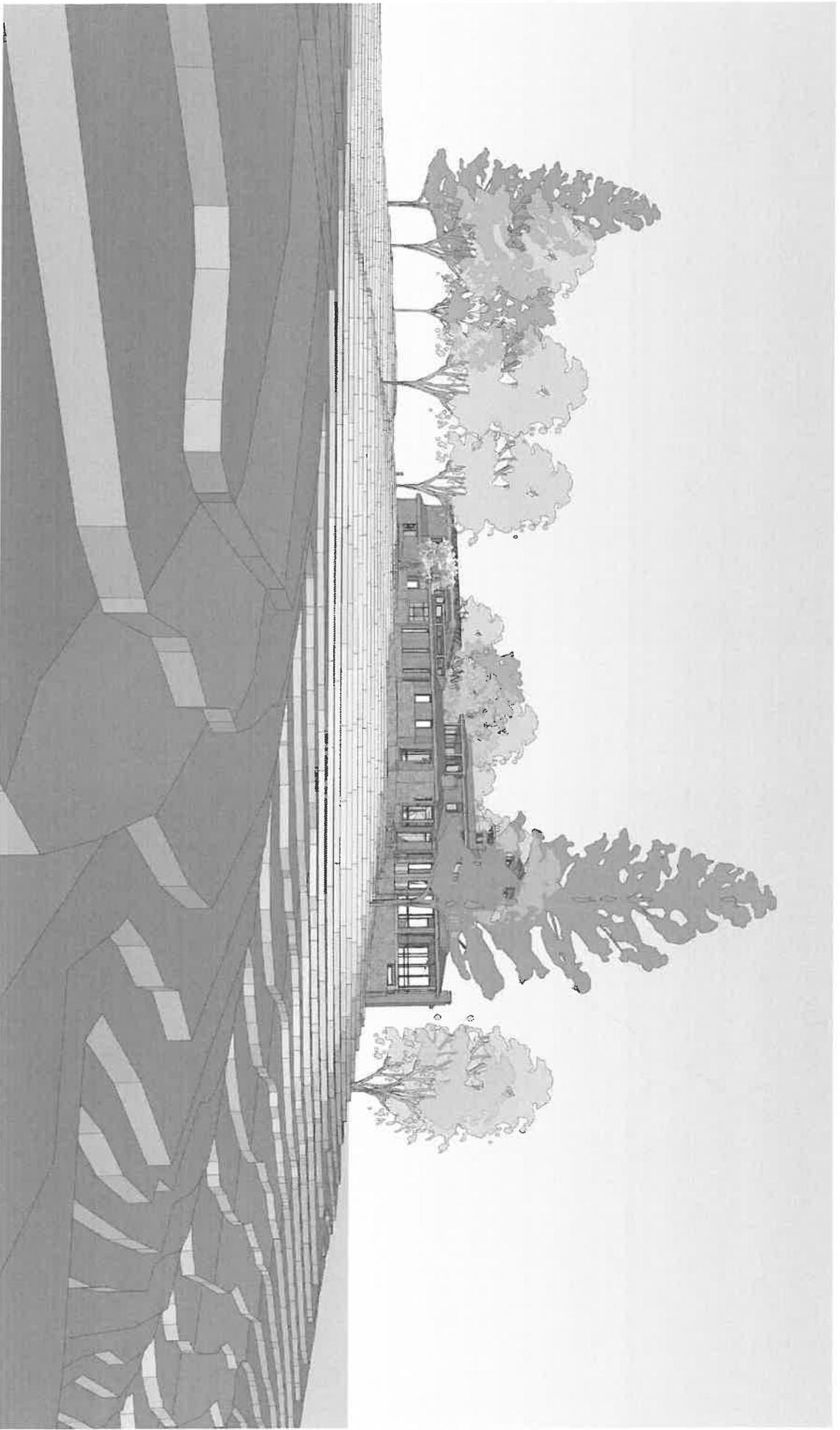


neighbor address:
1257 Washington Street, Gloucester, MA
01930



**view from 1257 Washington Street
- proposed view**

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view from Folly Point Road

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617.368.1867

view from Folly Point Road

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view from Folly Point Road

100 A Road in Boston



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view from the ocean edge

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CITY OF GLOUCESTER – SPECIAL EVENTS PERMIT

NAME OF EVENT: MAGNOLIA COMMUNITY FARMERS MARKET DATE OF EVENT: SUNDAYS, MAY 21 - OCT 4, 2020

Special Events

Permitting is required for all types of special events taking place in the City of Gloucester. A "Special Event" is an event open to the general public; it can be held on public or private property; it may feature entertainment, amusements, food & beverages; it may be classified as a festival, road race, parade or walk-a-thon. A special event in the City of Gloucester, depending on the size and nature of the event, may require a number of permits or approvals from various departments within the City before it is officially approved and granted a special event permit. Furthermore, special events are also governed by the Gloucester Code of Ordinances §11-8 and §11-10.

In order to assure that the City, as well as the special event applicant, has as much information as needed before beginning the permitting process, the City requires the applicant to come to the City Clerk first to arrange to be placed on the Special Events Advisory Committee agenda. The applicant **must complete** a Special Events Application form in advance which includes:

CITY CLERK
JOANNE M. SENOS

RECEIVED AUG 31 2020

- ✓ Date of Event; hours of Event; Rain Date;
- ✓ A detailed site plan or map of the area showing all locations for the following: all American with Disabilities Act (ADA) accessibility; pedestrian and fire access; dimensions of stages & tents; type of equipment or generators and the placement of any vendors and any portable toilet facilities; site plan/map must be 8-1/2 x 11 inches and be legible – capable of copy reproduction;
- ✗ If the site of the event is privately owned, a letter from the landlord or property owner giving the applicant the right to use the property is required;
- ? If the event is featuring entertainment, you need to list all performances;
- ✗ If the event is featuring amusements, you need to list all rides & games;
- ✗ If this is the "first year" for your event, please attach any letters of support from local community and business organizations;
- ? A list of all vendors including food and if propane is to be used. Vendors will need state or city vending license before date of event and Health Department approvals unless they are excluded under state laws or regulations;
- ✗ Certificate of Insurance Listing City as the insured (Certificate Holder).

The applicant is to submit the completed permit form (download at: Gloucester-ma.gov or available in City Clerk's Office) signed and dated with cash or check made payable to the City of Gloucester: \$25.00 for non-profit organizations (non-profit organizations must submit a 501(c) (3) form with application), \$50.00 for-profit organizations, at the City Clerk's Office. At that time, an appointment for review prior to the submission of the permit to the City Council process must be made at the convenience of the City Clerk in order to begin the approval process. **All first time applicants must file completed application and permitted at least 60 days in advance of their event; annual event applicants must file completed application and finalized at least 45 days in advance. Non-compliance with these filing deadlines may result in denial of the application.**

Some applicants will appear before the Council's Planning & Development Committee who will give the applicant a list of conditions which must be met. If the completed application doesn't require P&D Committee approval, then the application including the checklist should be considered complete upon the applicant's appearance before the Special Events Advisory Committee.

Joanne M. Senos, City Clerk
Gloucester City Hall, 9 Dale Avenue
Gloucester, MA 01930
PHONE: 978-281-9720x8
EMAIL: jsenos@gloucester-ma.gov

Hours of Service:
Monday through Wednesday: 8:30 a.m.-4:00 p.m.
Thursday: 8:30 a.m. to 6:30 p.m.
Friday: 8:30 a.m. to 12:30 p.m.

Completed copy filed: Date: 2/20/20 Initial: JMS Copy to Applicant: Date: _____ Initial: _____
Fee Paid: \$ 25.00

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

City Clerk's Office: 978-281-9720 Fax: (978) 282-3051

Name and Type of Event MAGNOLIA COMMUNITY FARMERS MARKET

1. Date: SUNDAYS, WEEKLY, MAY 31 - OCT 4 Time: from 9AM to 12PM

Rain Date: N/A Time: from — to —

2. Location: LEXINGTON AVE, MAGNOLIA, FROM #2 THRU 24 LEXINGTON

3. Description of Property & Name of Owner: CITY OF GLOUCESTER - STREET Public [X] Private []

4. Name of Organizer: MAGNOLIA COMMUNITY FARMER City Sponsored Event: Yes [] No [X] Contact Person: ALANA HORNE MARKET Address: PO BOX Telephone: — E-Mail: MAGNOLIA COMMUNITY FARMERS MARKET Cell Phone: 978-335-8475 Day of Event Contact & Cell Phone: SAME @gmail.com Official Web Site: MAGNOLIA COMMUNITY FARMERS MARKET.COM

5. Are street closures required: [X] Yes [] No If yes, where: 2-24 LEXINGTON AVE

6. Number of Attendees Expected: OPEN TO PUBLIC Number of Participants Expected: 20+ VENDORS

7. Is the Event Being Advertised? YES ? Where? SOCIAL MEDIA, NEWSPAPER, BROCHURES

7. (a) Is there a fee charged for tickets/attendance for event participation? Yes [] No [X] List all fees if yes. FEE FOR PARTICIPATING VENDORS. GENERAL PUBLIC TO SHOP OPENLY

8. What Age Group is the Event Targeted to? ALL AGES.

9. Have You Notified Neighborhood Groups or Abutters? Yes [X] No [] Who? ALL BUSINESSES ON LEXINGTON AVE Attach a copy of the notification to the abutters to this application.

10. Are you or Profit Organization: [X] Non-Profit Organization: [] Who will benefit financially from this event? PROCEEDS BENEFIT PROMOTIONAL ADVERTISING

Activities: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments:

A. Vending: Food [X] Beverages [X] Alcohol [] Goods [X] Total No. of Vendors* [X] 10-20 - BASED ON APPLICATION

B. Entertainment: (Subject to City's Noise Ordinance) Live Music [X] DJ [] Radio/CD [] Performers [] Dancing [] Amplified Sound [] Stage []

C. Games/Rides: Adult Rides [] Kiddie Rides [] Games [] Raffle (requires City permit*) [] Other: [] Total No. []

Name of Carnival Operator (requires permit and inspection of rides): N/A

Address: N/A

Telephone: N/A

D. Tents: [X] Yes [] No. If yes, how many [X] What are the tent sizes: 10x10 (May require permits)

E. Clean Up: No. of additional trash receptacles required [] No. of additional recycling receptacles required [] (To be provided by and removed by applicant at their expense.) * AS VENDOR REQUIRES

F. Portable Toilets: (To be provided by and removed by applicant at their expense. Each cluster of portable toilets must include at least one ADA accessible toilet) No.: [] standard No.: [] ADA accessible MAGNOLIA LIBRARY, OPEN RESTAURANTS, DUNKS, ALL HAVE RESTROOMS.

FOR PARADES, ROAD RACES, BIKE RIDES AND WALK-A-THON EVENTS ONLY

PARADE N/A

ROAD RACE N/A

WALK-A-THON N/A

1. Name, land line & cell phone number of contact person on the ground Day of Event:

2. Name, Address & 24/7 telephone number of person responsible for clean up if different from above:

3. Locations of Water Stops (if any):

4. Will Detours for Motor Vehicles be required? _____ If so, where and what length of time:

4A. Are street closures required? _____ (This is determined by the Police Department)

Where? _____

5. Start Location & Time for Participants: _____

6. Dismissal Location & Time for Participants: _____

7. Number of Participants: _____

8. Additional Parade Information:

• Number of Floats: _____

• Location of Viewing Stations: _____

• Are Weapons Being Carried (If "Yes", Police approval may be required: Yes: No

• Are Parade Marshalls Being Assigned to Keep Parade Moving: Yes: No

8. Name and Address of Insurer: _____

9. Attach or Provide a Certificate of Insurance naming the City of Gloucester the Certificate Holder.

CITY APPROVAL (FOR COMMITTEE MEMBERS USE ONLY):

NAME OF EVENT: MAGNOLIA COMMUNITY FARMERS MARKET **DATE OF EVENT:** SUNDAYS MAY 31 - OCT 11

You will need to obtain all necessary approvals, permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event and others may request payment in advance. **NOTE:** Applicants must comply with the Code of Ordinances, Ch. 11 (Vendors) as applicable and as required by City Clerks and/or Licensing Commission and all other applicable ordinances.

Approvals Required: Written approvals below should be submitted by time of applicant's appearance before the Planning & Development Committee by this form (below) and if necessary by memorandum or email from the appropriate City staff to the Office of the City Clerk.

Initials of
Dept. Head/
Designee

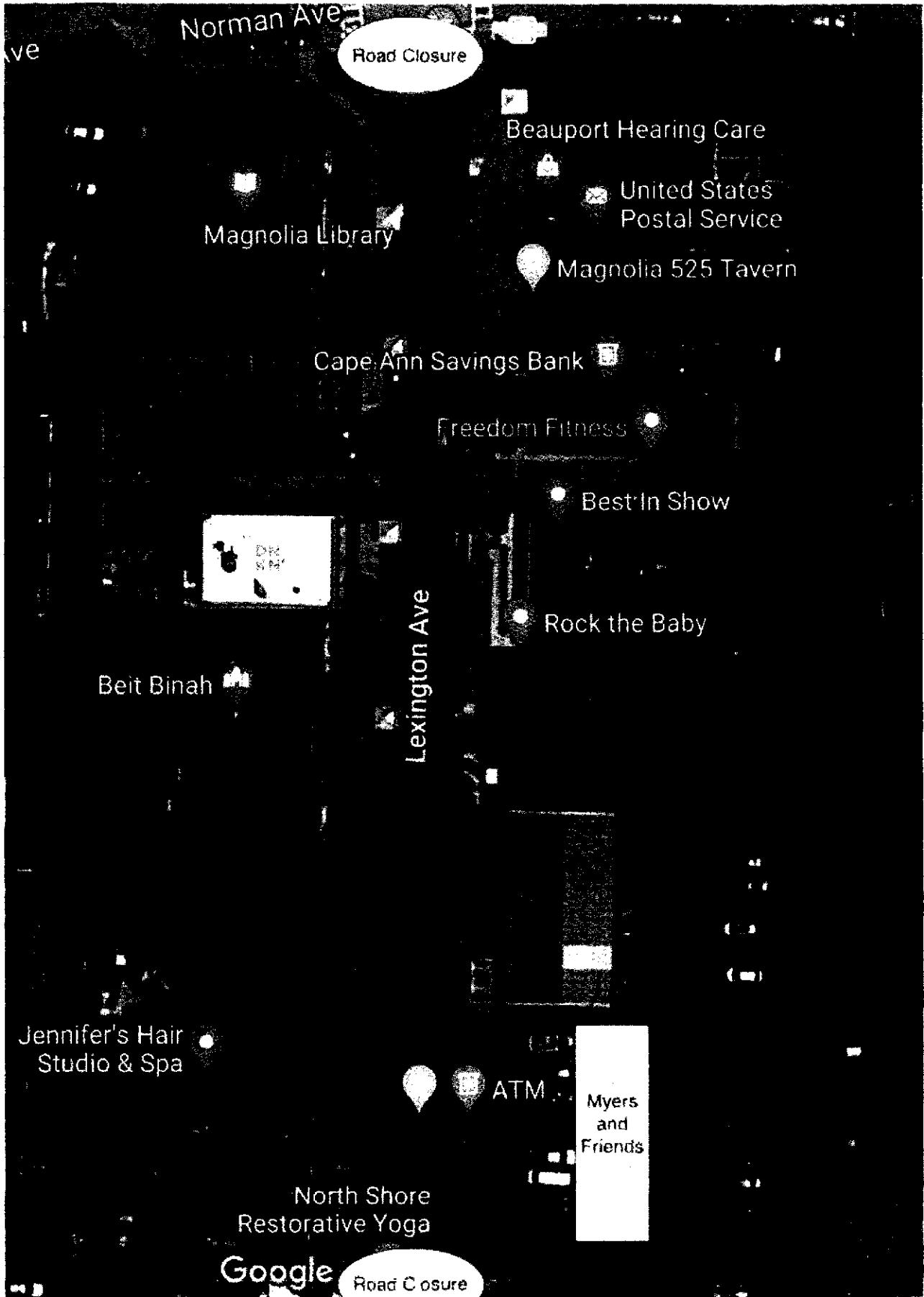
Notes by Department Head or Designee

- _____ 1. Special Events Advisory Committee _____
- _____ 2. Planning & Development Committee _____
- _____ 3. Gloucester Police Department _____
Is Police Detail Required? _____ No. of Details _____
Traffic, Parking & Transportation _____ Street Closure: _____
- _____ 4. Health Department _____
- _____ 5. Building Inspector _____
- _____ 6. Electrical Inspector _____
- _____ 7. Department of Public Works: _____
Use of City Property: Yes/No Location if yes: _____ Permits: _____
- _____ 8. Gloucester Fire Department _____
Is a Fire Detail Required? _____ No. of Details _____ EMS _____ Use of Propane: _____
(Attach EMS Memo)
- _____ 9. Licensing Commission (includes vendors) (Through City Clerk: _____
- _____ 10. Licensing Board (Alcohol): _____
- _____ 11. Harbormaster: _____
- _____ 12. Tourism: _____

The Departments or Committees listed above may have their own separate permit/application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual departments.


Signature of Applicant

Jan 3, 2020



Norman Ave

Road Closure

Beauport Hearing Care

Magnolia Library

United States
Postal Service

Magnolia 525 Tavern

Cape Ann Savings Bank

Freedom Fitness

Best In Show



Lexington Ave

Rock the Baby

Beit Binah

Jennifer's Hair
Studio & Spa

ATM

Myers
and
Friends

North Shore
Restorative Yoga

Google

Road Closure

CITY OF GLOUCESTER – SPECIAL EVENTS PERMIT

NAME OF EVENT: DES + GFC CLUB DATE OF EVENT: 6/7/20

Special Events

Religious Procession

Permitting is required for all types of special events taking place in the City of Gloucester. A "Special Event" is an event open to the general public; it can be held on public or private property; it may feature entertainment, amusements, food & beverages; it may be classified as a festival, road race, parade or walk-a-thon. A special event in the City of Gloucester, depending on the size and nature of the event, may require a number of permits or approvals from various departments within the City before it is officially approved and granted a special event permit. Furthermore, special events are also governed by the Gloucester Code of Ordinances §11-8 and §11-10.

In order to assure that the City, as well as the special event applicant, has as much information as needed before beginning the permitting process, the City requires the applicant to come to the City Clerk first to arrange to be placed on the Special Events Advisory Committee agenda. The applicant **must complete** a Special Events Application form in advance which includes:

- Date of Event; hours of Event; Rain Date;
- A detailed site plan or map of the area showing all locations for the following: all American with Disabilities Act (ADA) accessibility; pedestrian and fire access; dimensions of stages & tents; type of equipment or generators and the placement of any vendors and any portable toilet facilities; site plan/map must be 8-1/2 x 11 inches and be legible – capable of copy reproduction;
- If the site of the event is privately owned, a letter from the landlord or property owner giving the applicant the right to use the property is required;
- If the event is featuring entertainment, you need to list all performances;
- If the event is featuring amusements, you need to list **all** rides & games;
- If this is the "first year" for your event, please attach any letters of support from local community and business organizations;
- A list of all vendors including food and if propane is to be used. Vendors will need state or city vending license before date of event and Health Department approvals unless they are excluded under state laws or regulations;
- Certificate of Insurance Listing City as the insured (Certificate Holder).

CITY CLERK
GLOUCESTER, MA

000 FEB 24 AM 10:35

The applicant is to submit the completed permit form (download at: Gloucester-ma.gov or available in City Clerk's Office) signed and dated with cash or check made payable to the City of Gloucester: \$25.00 for non-profit organizations (non-profit organizations must submit a 501(c) (3) form with application), \$50.00 for-profit organizations, at the City Clerk's Office. At that time, an appointment for review prior to the submission of the permit to the City Council process must be made at the convenience of the City Clerk in order to begin the approval process. **All first time applicants must file completed application and permitted at least 60 days in advance of their event; annual event applicants must file completed application and finalized at least 45 days in advance. Non-compliance with these filing deadlines may result in denial of the application.**

Some applicants will appear before the Council's Planning & Development Committee who will give the applicant a list of conditions which **must** be met. If the completed application doesn't require P&D Committee approval, then the application including the checklist should be considered complete upon the applicant's appearance before the Special Events Advisory Committee.

Joanne M. Senos, City Clerk
Gloucester City Hall, 9 Dale Avenue
Gloucester, MA 01930
PHONE: 978-281-9720x8
EMAIL: jsenos@gloucester-ma.gov

Hours of Service:
Monday through Wednesday: 8:30 a.m.-4:00 p.m.
Thursday: 8:30 a.m. to 6:30 p.m.
Friday: 8:30 a.m. to 12:30 p.m.

Completed copy filed: Date: 2/24/20 Initial: Jms Copy to Applicant: Date: _____ Initial: _____
Fee Paid: \$ 25.00

Revised: 01/27/17

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

City Clerk's Office: 978-281-9720 Fax: (978) 282-3051

Name and Type of Event DES + GFC Religious Procession

1. Date: 6/7/20 Time: from 9:45 am to 1:45 pm

Rain Date: _____ Time: from _____ to _____

2. Location: Our Lady of Good Voyage Church

3. Description of Property & Name of Owner: Church / Our Lady of Good Voyage
Public Private _____

4. Name of Organizer: DES Club City Sponsored Event: Yes ___ No
Contact Person: Darren Marques
Address: 135 Prospect St Telephone: 978-283-9737
E-Mail: _____ Cell Phone: 978-325-2614
Day of Event Contact & Cell Phone: Darren Marques 978-767-0764
Official Web Site: _____

5. Are street closures required: Yes ___ No If yes, where: Webster, Friend, Prospect, School, Railroad Ave

6. Number of Attendees Expected: 200 Number of Participants Expected: 70

7. Is the Event Being Advertised? No ? Where? _____
7. (a) Is there a fee charged for tickets/attendance for event participation? Yes ___ No List all fees if yes.

8. What Age Group is the Event Targeted to? All ages

9. Have You Notified Neighborhood Groups or Abutters? Yes ___ No , Who? _____
Attach a copy of the notification to the abutters to this application.

10. Are you or Profit Organization: ___ Non-Profit Organization: Who will benefit financially from this event? _____

Activities: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments:

- A. Vending: Food _____ Beverages _____ Alcohol _____ Goods _____ Total No. of Vendors* _____
(*Local or State license required)
- B. Entertainment: (Subject to City's Noise Ordinance) Live Music _____ DJ _____ Radio/CD _____
Performers _____ Dancing _____ Amplified Sound _____ Stage _____
- C. Games/Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle (requires City permit*) _____
Other: Band Total No. _____
Name of Carnival Operator (requires permit and inspection of rides): _____
Address: _____
Telephone: _____
- D. Tents: Yes No. If yes, how many _____ What are the tent sizes: _____ (May require permits)
- E. Clean Up: No. of additional trash receptacles required 0 No. of additional recycling receptacles required 0
(To be provided by and removed by applicant at their expense.)
- F. Portable Toilets: (To be provided by and removed by applicant at their expense. Each cluster of portable toilets must include at least one ADA accessible toilet)
No.: 0 standard No.: 0 ADA accessible

FOR PARADES, ROAD RACES, BIKE RIDES AND WALK-A-THON EVENTS ONLY

PARADE

ROAD RACE _____

WALK-A-THON _____

1. Name, land line & cell phone number of contact person on the ground Day of Event:

Darren Marques 978-767-0764
Jason Hakes 978-335-2014

2. Name, Address & 24/7 telephone number of person responsible for clean up if different from above:

None

3. Locations of Water Stops (if any): None

4. Will Detours for Motor Vehicles be required? _____ If so, where and what length of time:

4A. Are street closures required? Yes (This is determined by the Police Department)
Where? Webster, Friend, Prospect, Railroad, School

5. Start Location & Time for Participants: GFC Club, Webster St, 9:45 am

6. Dismissal Location & Time for Participants: Our Lady of Good Voyage Church
1:45 pm

7. Number of Participants: 70

8. Additional Parade Information:

• Number of Floats: None

• Location of Viewing Stations: None

• Are Weapons Being Carried (If "Yes", Police approval may be required): Yes: No

• Are Parade Marshalls Being Assigned to Keep Parade Moving: Yes No

8. Name and Address of Insurer: _____ ~~Webster...~~

9. Attach or Provide a Certificate of Insurance naming the City of Gloucester the Certificate Holder.

see attached

CITY APPROVAL (FOR COMMITTEE MEMBERS USE ONLY):

NAME OF EVENT: Crowning Parade DATE OF EVENT: 6/7/20

You will need to obtain all necessary approvals, permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event and others may request payment in advance. **NOTE: Applicants must comply with the Code of Ordinances, Ch. 11 (Vendors) as applicable and as required by City Clerks and/or Licensing Commission and all other applicable ordinances.**

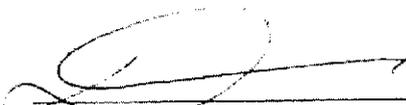
Approvals Required: Written approvals below should be submitted by time of applicant's appearance before the Planning & Development Committee by this form (below) and if necessary by memorandum or email from the appropriate City staff to the Office of the City Clerk.

Initials of
Dept. Head/
Designee

Notes by Department Head or Designee

- _____ 1. Special Events Advisory Committee _____
- _____ 2. Planning & Development Committee _____
- _____ 3. Gloucester Police Department _____
Is Police Detail Required? _____ No. of Details _____
Traffic, Parking & Transportation _____ Street Closure: _____
- _____ 4. Health Department _____
- _____ 5. Building Inspector _____
- _____ 6. Electrical Inspector _____
- _____ 7. Department of Public Works: _____
Use of City Property: Yes/No Location if yes: _____ Permits: _____
- _____ 8. Gloucester Fire Department _____
Is a Fire Detail Required? _____ No. of Details _____ EMS _____ Use of Propane: _____
(Attach EMS Memo)
- _____ 9. Licensing Commission (includes vendors) (Through City Clerk: _____
- _____ 10. Licensing Board (Alcohol): _____
- _____ 11. Harbormaster: _____
- _____ 12. Tourism: _____

The Departments or Committees listed above may have their own separate permit/application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual departments.



Signature of Applicant

2/23, 2020

RESPONSIBILITIES OF APPLICANT

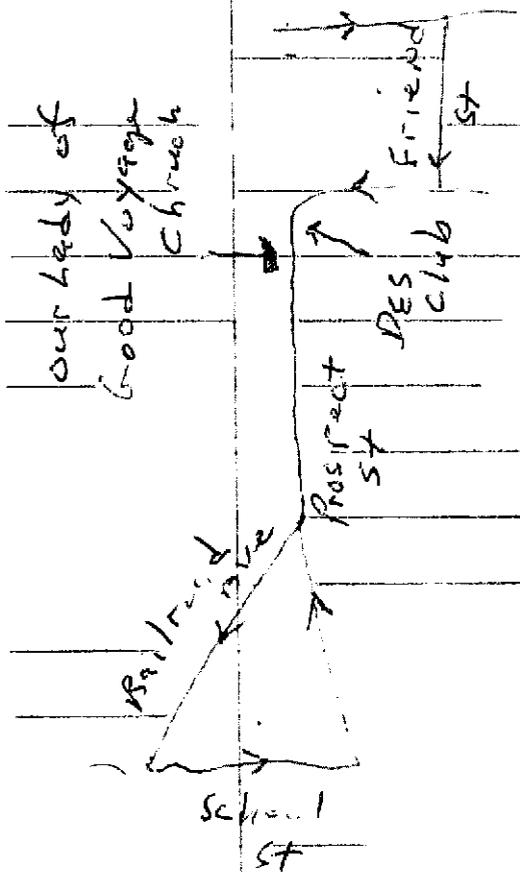
1. All members of the organizing committee and performers/concessionaires/vendors must adhere to the rules and regulations set forth by all applicable departments.
2. The applicant and concessionaire/vendor are responsible to pay all applicable fees required by applicable ordinances and State law. Any non-payment of fees to any City department will result in the denial of the application or revocation of permits.
3. The applicant is responsible to ensure that there is no illegal activity on the areas under their supervision during the event.
4. All concessions must be stationary and placed in such a way to not hamper the access of pedestrians. They must be placed tight against curbs, not block fire hydrants or sidewalk ramps. Concessions must be moved if in the opinion of City officials on-site they pose a problem for access or public safety. Concessions utilizing compressed gas or generators or propane must comply with the regulations of the City of Gloucester Fire Department and receive approval through the Licensing Commission. Concessions using tents must have Building Inspector approval.
5. Federal & State law requires a minimum of 4 ft. of clear unobstructed sidewalk be available at all times for pedestrians. The applicant must keep sidewalks, ramps and curb cuts clear of any interference from their vendors or their event participants. No storage is allowed on the sidewalk.
6. Any items to be sold must be listed with their prices. All beverages in cans and plastic bottles and must be recycled according to the City of Gloucester recycling guidelines. The use of any type of glass containers is prohibited unless prior approval is granted by the *Department of Public Works*.
7. All applicants are responsible for filing their applications in a timely manner: **First time applicants must file completed application 90 days in advance and have finalized all necessary approvals at least 60 days in advance of their event. Annual event applicants should file completed application 75 days in advance and have finalized at least 45 days in advance. Non-compliance with these deadlines may result in denial of the application.**
8. The applicant **shall indemnify and hold harmless the City of Gloucester and its employees** from any damage it may sustain or be required to pay by reason of said event, or by any reason of any act or neglect by the applicant or their agent relating to such event or by reason of any violation of the terms and condition of this license. The applicant is responsible for any damage to public property caused by the event. Applicant shall also provide a **Certificate of Insurance** at the time of approval by the Special Events Advisory Committee.
9. The City of Gloucester reserves the right to deny the application at any time.

I/We fully understand and agree to all the terms set forth in this application. The information that I/We have provided is truthful and accurate. I/We accept all responsibility related to this event.

Signature of Applicant

2/23, 2020

Start 27 Webster St ~~to~~ G.F.C.



Start 27 Webster St, G.F.C.
onto Friend St.

To Prospect St. Stop at
D.E.S. club continue down
Prospect to Railroad ave.
onto School St. - back
onto Prospect St to
Our Lady of Good Voyage Church

Received
3/19/20

CITY OF GLOUCESTER – SPECIAL EVENTS PERMIT

NAME OF EVENT: Cars Cops and Cruisers DATE OF EVENT: June 7th, 2020

Special Events

Permitting is required for all types of special events taking place in the City of Gloucester. A "Special Event" is an event open to the general public; it can be held on public or private property; it may feature entertainment, amusements, food & beverages; it may be classified as a festival, road race, parade or walk-a-thon. A special event in the City of Gloucester, depending on the size and nature of the event, may require a number of permits or approvals from various departments within the City before it is officially approved and granted a special event permit. Furthermore, special events are also governed by the Gloucester Code of Ordinances §11-8 and §11-10.

In order to assure that the City, as well as the special event applicant, has as much information as needed before beginning the permitting process, the City requires the applicant to come to the City Clerk first to arrange to be placed on the Special Events Advisory Committee agenda. The applicant must complete a Special Events Application form in advance which includes:

- Date of Event; hours of Event; Rain Date;
- A detailed site plan or map of the area showing all locations for the following: all American with Disabilities Act (ADA) accessibility; pedestrian and fire access; dimensions of stages & tents; type of equipment or generators and the placement of any vendors and any portable toilet facilities; site plan/map must be 8-1/2 x 11 inches and be legible – capable of copy reproduction;
- If the site of the event is privately owned, a letter from the landlord or property owner giving the applicant the right to use the property is required;
- If the event is featuring entertainment, you need to list all performances;
- If the event is featuring amusements, you need to list all rides & games;
- If this is the "first year" for your event, please attach any letters of support from local community and business organizations;
- A list of all vendors including food and if propane is to be used. Vendors will need state or city vending license before date of event and Health Department approvals unless they are excluded under state laws or regulations;
- Certificate of Insurance Listing City as the insured (Certificate Holder).

The applicant is to submit the completed permit form (download at: Gloucester-ma.gov or available in City Clerk's Office) signed and dated with cash or check made payable to the City of Gloucester: \$25.00 for non-profit organizations (non-profit organizations must submit a 501(c) (3) form with application), \$50.00 for-profit organizations, at the City Clerk's Office. At that time, an appointment for review prior to the submission of the permit to the City Council process must be made at the convenience of the City Clerk in order to begin the approval process. All first time applicants must file completed application and permitted at least 60 days in advance of their event; annual event applicants must file completed application and finalized at least 45 days in advance. Non-compliance with these filing deadlines may result in denial of the application.

Some applicants will appear before the Council's Planning & Development Committee who will give the applicant a list of conditions which must be met. If the completed application doesn't require P&D Committee approval, then the application including the checklist should be considered complete upon the applicant's appearance before the Special Events Advisory Committee.

Joanne M. Senos, City Clerk
Gloucester City Hall, 9 Dale Avenue
Gloucester, MA 01930
PHONE: 978-281-9720x8
EMAIL: jsenos@gloucester-ma.gov

Hours of Service:
Monday through Wednesday: 8:30 a.m.-4:00 p.m.
Thursday: 8:30 a.m. to 6:30 p.m.
Friday: 8:30 a.m. to 12:30 p.m.

Completed copy filed: Date: 3/19/20 Initial: _____ Copy to Applicant: Date: _____ Initial: _____
Fee Paid: \$ 25.00

Revised: 01/27/17

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

City Clerk's Office: 978-281-9720 Fax: (978) 282-3051

Name and Type of Event Cars Cops and Cruisers / Car Show

1. Date: June 7th, 2020 Time: from 1:00pm to 3:00pm

Rain Date: TBD Time: from _____ to _____

2. Location: Main St - Just above Lone Gull down to Tonno

3. Description of Property & Name of Owner: _____
Public Private _____

4. Name of Organizer: Lyon Waugh Auto Group City Sponsored Event: Yes ___ No
Contact Person: Cecelia Schwartz
Address: 7 Centennial Dr Beverly, Ma 01960 Telephone: 978-532-8312
E-Mail: CSchwartz@lyonwaugh.com Cell Phone: 978-979-9300
Day of Event Contact & Cell Phone: Cecelia Schwartz 978-979-9300
Official Web Site: _____

5. Are street closures required: Yes ___ No ___ If yes, where: Main St. - Just above Lone Gull down to Tonno

6. Number of Attendees Expected: 1000+ community Number of Participants Expected: 100 car participants

7. Is the Event Being Advertised? yes ? Where? Social, local, radio

7. (a) Is there a fee charged for tickets/attendance for event participation? Yes No ___ List all fees if yes.
fee to show car, not to view cars

8. What Age Group is the Event Targeted to? All ages

9. Have You Notified Neighborhood Groups or Abutters? Yes ___ No ___, Who? Local merchants will be notified
Attach a copy of the notification to the abutters to this application.

10. Are you or Profit Organization: ___ Non-Profit Organization: Who will benefit financially from this event? Cops for Kids with Cancer Organization

Activities: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments:

- A. Vending: Food ___ Beverages ___ Alcohol ___ Goods ___ Total No. of Vendors* ___
(*Local or State license required)
- B. Entertainment: (Subject to City's Noise Ordinance) Live Music DJ Radio/CD ___
Performers ___ Dancing ___ Amplified Sound ___ Stage ___
- C. Games/Rides: Adult Rides ___ Kiddie Rides ___ Games ___ Raffle (requires City permit*) ___
Other: _____ Total No. _____
Name of Carnival Operator (requires permit and inspection of rides): _____
Address: _____
Telephone: _____
- D. Tents: ___ Yes No: *If yes, how many ___ What are the tent sizes: _____ (May require permits)
- E. Clean Up: No. of additional trash receptacles required ___ No. of additional recycling receptacles required ___
(To be provided by and removed by applicant at their expense.)
- F. Portable Toilets: (To be provided by and removed by applicant at their expense. Each cluster of portable toilets must include at least one ADA accessible toilet)
No.: _____ standard No.: _____ ADA accessible

* Small stage for DJ

FOR PARADES, ROAD RACES, BIKE RIDES AND WALK-A-THON EVENTS ONLY

PARADE _____ **ROAD RACE** _____ **WALK-A-THON** _____

1. Name, land line & cell phone number of contact person on the ground Day of Event:

2. Name, Address & 24/7 telephone number of person responsible for clean up if different from above:

3. Locations of Water Stops (if any): _____
4. Will Detours for Motor Vehicles be required? _____ If so, where and what length of time:
- 4A. Are street closures required? _____ (This is determined by the Police Department)
Where? _____

5. Start Location & Time for Participants: _____
6. Dismissal Location & Time for Participants: _____
7. Number of Participants: _____
8. Additional Parade Information:
 - Number of Floats: _____
 - Location of Viewing Stations: _____

 - Are Weapons Being Carried (If "Yes", Police approval may be required: Yes: __ No __

 - Are Parade Marshalls Being Assigned to Keep Parade Moving: Yes: __ No __
8. Name and Address of Insurer: _____
9. Attach or Provide a Certificate of Insurance naming the City of Gloucester the Certificate Holder.

CITY APPROVAL (FOR COMMITTEE MEMBERS USE ONLY):

NAME OF EVENT: Cars Cops and Cruisers DATE OF EVENT: June 7th, 2020

You will need to obtain all necessary approvals, permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event and others may request payment in advance. **NOTE: Applicants must comply with the Code of Ordinances, Ch. 11 (Vendors) as applicable and as required by City Clerks and/or Licensing Commission and all other applicable ordinances.**

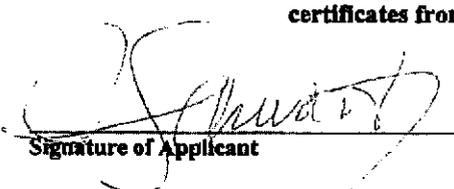
Approvals Required: Written approvals below should be submitted by time of applicant's appearance before the Planning & Development Committee by this form (below) and if necessary by memorandum or email from the appropriate City staff to the Office of the City Clerk.

Initials of
Dept. Head/
Designee

Notes by Department Head or Designee

- _____ 1. Special Events Advisory Committee _____
- _____ 2. Planning & Development Committee _____
- _____ 3. Gloucester Police Department _____
Is Police Detail Required? _____ No. of Details _____
Traffic, Parking & Transportation _____ Street Closure: _____
- _____ 4. Health Department _____
- _____ 5. Building Inspector _____
- _____ 6. Electrical Inspector _____
- _____ 7. Department of Public Works: _____
Use of City Property: Yes/No Location if yes: _____ Permits: _____
- _____ 8. Gloucester Fire Department _____
Is a Fire Detail Required? _____ No. of Details _____ EMS _____ Use of Propane: _____
(Attach EMS Memo)
- _____ 9. Licensing Commission (includes vendors) (Through City Clerk: _____
- _____ 10. Licensing Board (Alcohol): _____
- _____ 11. Harbormaster: _____
- _____ 12. Tourism: _____

The Departments or Committees listed above may have their own separate permit/application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual departments.


Signature of Applicant

6/4, 2020

RESPONSIBILITIES OF APPLICANT

1. All members of the organizing committee and performers/concessionaires/vendors must adhere to the rules and regulations set forth by all applicable departments.
2. The applicant and concessionaire/vendor are responsible to pay all applicable fees required by applicable ordinances and State law. Any non-payment of fees to any City department will result in the denial of the application or revocation of permits.
3. The applicant is responsible to ensure that there is no illegal activity on the areas under their supervision during the event.
4. All concessions must be stationary and placed in such a way to not hamper the access of pedestrians. They must be placed tight against curbs, not block fire hydrants or sidewalk ramps. Concessions must be moved if in the opinion of City officials on-site they pose a problem for access or public safety. Concessions utilizing compressed gas or generators or propane must comply with the regulations of the City of Gloucester Fire Department and receive approval through the Licensing Commission. Concessions using tents must have Building Inspector approval.
5. Federal & State law requires a minimum of 4 ft. of clear unobstructed sidewalk be available at all times for pedestrians. The applicant must keep sidewalks, ramps and curb cuts clear of any interference from their vendors or their event participants. No storage is allowed on the sidewalk.
6. Any items to be sold must be listed with their prices. All beverages in cans and plastic bottles and must be recycled according to the City of Gloucester recycling guidelines. The use of any type of glass containers is prohibited unless prior approval is granted by the *Department of Public Works*.
7. All applicants are responsible for filing their applications in a timely manner: First time applicants must file completed application 90 days in advance and have finalized all necessary approvals at least 60 days in advance of their event. Annual event applicants should file completed application 75 days in advance and have finalized at least 45 days in advance. Non-compliance with these deadlines may result in denial of the application.
8. The applicant **shall indemnify and hold harmless the City of Gloucester and its employees** from any damage it may sustain or be required to pay by reason of said event, or by any reason of any act or neglect by the applicant or their agent relating to such event or by reason of any violation of the terms and condition of this license. The applicant is responsible for any damage to public property caused by the event. Applicant shall also provide a **Certificate of Insurance** at the time of approval by the Special Events Advisory Committee.
9. The City of Gloucester reserves the right to deny the application at any time.

I/We fully understand and agree to all the terms set forth in this application. The information that I/We have provided is truthful and accurate. I/We accept all responsibility related to this event.

Signature of Applicant _____

3/4, 20 20

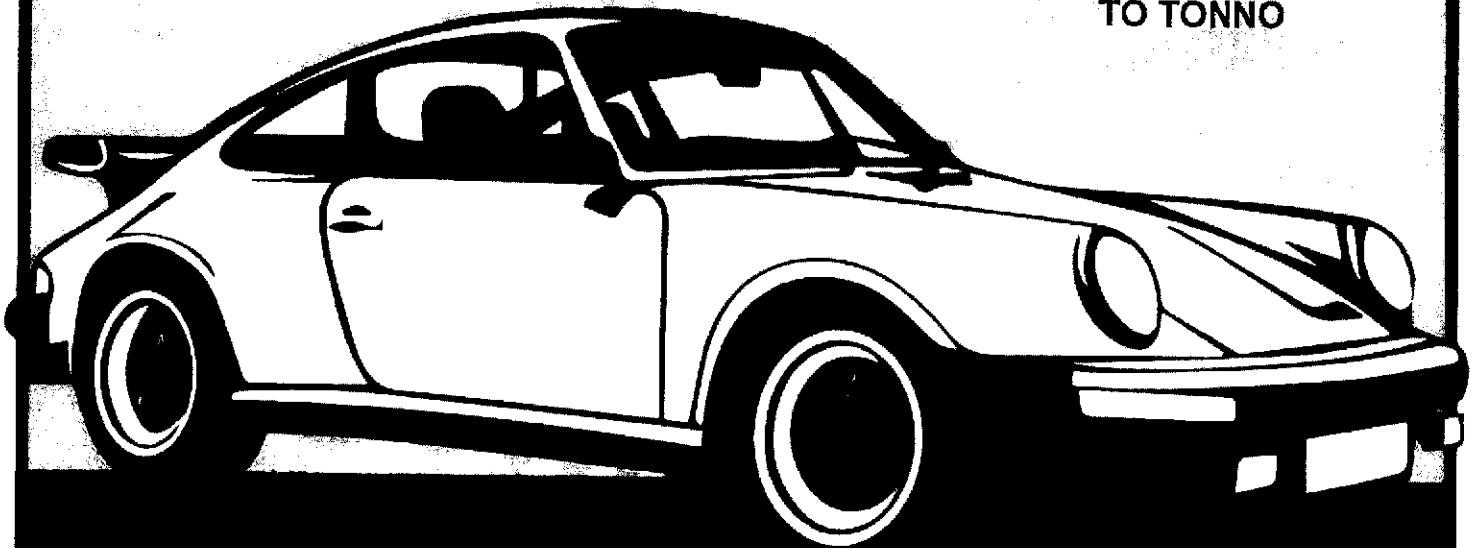
CAR **Free**
TO THE PUBLIC

SHOW



CARS★COPS★

CRUISERS★ ON MAIN STREET
GLOUCESTER
FROM BANK GLOUCESTER
TO TONNO



SUNDAY, JUNE 7TH 1:00PM - 4:00PM

CLASSICS MUSCLE EXOTICS CRUISERS AND MORE
MUSIC MERCHANTS FOOD FUN FOR THE ENTIRE FAMILY

BROUGHT TO YOU BY

Lyon Waugh
AUTOMOTIVE GROUP

INTERESTED IN REGISTERING A VEHICLE?
ENTRY FEE: \$50 BEFORE JUNE 5TH • \$75 DAY OF SHOW
REGISTER HERE: [HTTP://BIT.LY/LWAGCARSHOW](http://bit.ly/lwagcarshow)

FOR MORE INFORMATION CONTACT:
CIDALIA SCHWARTZ CSCHWARTZ@LYONWAUGH.COM

GLOUCESTER CITY COUNCIL MEETING

Tuesday, March 24, 2020 – 7:00 p.m.

REMOTE PARTICIPATION

-MINUTES-

Present: Chair, Councilor Steven LeBlanc, Jr.; Vice Chair, Councilor Valerie Gilman; Councilor Melissa Cox; Councilor John McCarthy; Councilor Scott Memhard; Councilor Sean Nolan; Councilor James O’Hara; Councilor Barry Pett

Absent: None

Also Present: Mayor Sefatia Romeo Theken; Joanne Senos; Kenny Costa; John Dunn; Vanessa Krawczyk; Chip Payson; Jim Destino

The meeting was called to order at 7:00 p.m. The Council President announced that this meeting is recorded by video and audio in accordance with state Open Meeting Law. Consistent with the Governor’s orders suspending certain provisions of the Open Meeting Law and banning gatherings of more than 25 people, this meeting will be conducted by remote participation.

Additionally, all votes taken by the City Council during this and future remote meetings will be by roll call vote.

Also, Council President stated that “if you are calling in on a phone you can press *9 to request to speak and if you are watching on a computer or device there is a raise hand button that you can tap or press to request to speak. Please use either of these options during oral communications and I recognize you to speak.”

The Roll was called by the City Clerk and Councilor Nolan joined the meeting at 7:12 p.m.

Oral Communications:

Joel Favazza, 28 Middle Street, conveyed “First off, thank you, and second off, good luck with this tonight. Third off as the City of Gloucester continues to adapt its procedures relative to the order from the governor, one issue that is coming up with submitting permanent applications is that in order to submit a permit application for the zoning board to get it inspected by the building department, time-stamped by the clerk’s department is sent back to the Building Department. And this was cumbersome before all of this started. But now, given the difficulties in getting things to and from these buildings, it would really be helpful if the city thought about eliminating the city clerk stop and gave some sort of time stamp capability to the building department to allow them to intake stamp it and not require the applicant to go back and forth twice. Thank you.”

Linda McCarriston had technical difficulty in joining the meeting.

Presentations/Commendations:

None

Consent Agenda:

- **MAYOR’S REPORT**

1. Memorandum from CFO re: loan authorization request in the amount of \$2,500,000 for downtown paving and parking meters **(Refer B&F)**
2. City of Gloucester State of Emergency Declaration **(Info Only)**
3. Printable poster for raising awareness about stopping the spread of germs
4. Memorandum from Fire Chief re: two grant applications for FEMA Assistance to Firefighter Grant **(Info Only)**
Program FFY2019: one for the purchase of a replacement pumper in the amount of approx. \$800,000 and one for training of officers and acting officers in the amount of approx. \$600,000 **(Info Only)**

- **COMMUNICATIONS/INVITATIONS**

- **INFORMATION ONLY**

- **APPLICATIONS/PETITIONS**

- **COUNCILLORS ORDERS**

• ***APPROVAL OF MINUTES FROM PREVIOUS COUNCIL AND STANDING COMMITTEE MEETINGS***

1. City Council Meeting: 3/10/2020 (Approve/File)
2. Special B&F Meeting: 3/24/2020 (under separate cover) (Approve/File)
3. Standing Committee Meetings: B&F 3/19/2020 (cancelled), O&A 3/16/2020 (cancelled), P&D 3/18/2020 (cancelled) (Approve/File)

Items to be added/deleted from the Consent Agenda:

NONE

By Roll Call of the Council, the Consent Agenda and Unanimous Consent Calendar was accepted.

Committee Reports:

Budge & Finance – March 19 – no meeting cancelled.

Special Budget & Finance: March 24th

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by Roll Call 3 in favor, 0 opposed, to recommend that the City Council approve a Construction Manager at Risk (CMAR) under MGL c.149A as a public construction alternative to the Design-Bid-Build method under MGL c. 149A for the East Gloucester/Veterans Memorial Consolidated Elementary School.

Councilor Cox turned over the narrative to CFO, John Dunn to explain:

Mr. Dunn conveyed “So essentially, there are two different ways to procure construction services for what they call vertical construction, which is building design. Bid build is the classic way of doing it. You go out and design the building, you put it out the bid and then you put it put out the bid and you get bids in and awarded to the lowest competent firm. Another way to do it, which has been increasing in popularity, has been available for about the past 10 years. Its construction manager at risk. The benefits for a construction manager at risk is that you tend to get the construction firm involved at the very early stages of the design and therefore you avoid questions that might come up in the future through what they call requests for information or if FI’s are AFI’s often result in delays in the project, as well as change orders that increase the cost of the project. We used this construction manager at risk approach for the West Parish School. It worked out very well. The school came in both under budget and on time, and it was relatively little controversy between the design firm and the construction manager as well as that. That construction managers, subcontractors. So this is a situation where the school building committee had considered it had a fair amount of debate over it, decided to go with this recommendation. It's agreed to this recommendation, and now it's being presented to you. Very strong recommendation, unanimous by the school building committee.”

DISCUSSION: NONE

MOTION: On a motion by Councilor Cox, recommended by Councilor Memhard, the City Council voted by Roll Call 9 in favor, 0 opposed, to recommend that the City Council approve a Construction Manager at Risk (CMAR) under MGL c.149A as a public construction alternative to the Design-Bid-Build method under MGL c. 149A for the East Gloucester/Veterans Memorial Consolidated Elementary School.

COMMITTEE RECOMMENDATION MOTION: On motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2020-SA-28 in the amount of \$6,050 (Six Thousand Fifty Dollars) from General Fund – Undesignated Fund Balance Account #0001-359000, Transfers to the General Fund to Health Dept. Supplies, Account #0151052-54000 for the purpose of purchasing COVID-19 supplies and provide funding for PR outreach) .

COMMITTEE RECOMMENDATION: On motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2020-SA-29 in the amount of \$11,250 (Eleven Thousand Two Hundred Fifty Dollars) from General Fund – Undesignated Fund Balance Account #0001-359000, Transfers to the General Fund to Health Dept. Hourly Wages, Account #0151051-511300 to cover COVID-19 temporary nursing coverage if needed.

Councilor Cox turned over the narrative to CFO, John Dunn to explain:

Mr. Dunn conveyed “So both these 2020-SA-28 and the one to follow 2020-SA-29 are resulting from meetings that were held now almost three weeks ago where Karin Carroll, Director of the Health Department, was in the initial stages of trying to figure out what was needed or what might possibly be needed to confront the COVID-19 issue. So at this point, this is a relatively modest SA, resulting in about seventeen thousand dollars of additional funding that will go into the health department. The first one is dealing with supplies. The second one #2020-SA-29 nine is going to fund some additional nursing services. These, frankly, at this point are a drop in the bucket. You have a much larger requests coming down the pike that was submitted tonight. But at this point, we wanted to move this one forward because we think it's better to fund these things as they come along than to wait. So we would ask your discretion and your approval of this particular one tonight, even though it is relatively small. And then you will see over the next week and a half, two weeks. The next one coming forward, which is going to be much larger and much more expansive in terms of putting us in a position to be able to deal with this pandemic.”

DISCUSSION: None.

MOTION: On motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted by ROLL CALL 9 in favor, 0 opposed, to approve Supplemental Appropriation 2020-SA-28 in the amount of \$6,050 (Six Thousand Fifty Dollars) from General Fund – Undesignated Fund Balance Account #0001-359000, Transfers to the General Fund to Health Dept. Supplies, Account #0151052-54000 for the purpose of purchasing COVID-19 supplies and provide funding for PR outreach.

MOTION: On motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted by ROLL CALL 9 in favor, 0 opposed, to approve Supplemental Appropriation 2020-SA-29 in the amount of \$11,250 (Eleven Thousand Two Hundred Fifty Dollars) from General Fund – Undesignated Fund Balance Account #0001-359000, Transfers to the General Fund to Health Dept. Hourly Wages, Account #0151051-511300 to cover COVID-19 temporary nursing coverage if needed.

Ordinances & Administration: March 16- no meeting - cancelled.

Planning & Development: March 18 – no meeting – cancelled

Scheduled Public Hearings:

1. PH2020-009: SCP2020-001: Wingaersheek Road #105, Map 261, Lot 31, GZO Sec. 3.1.6(b) “Building Heights in excess of 35 Feet” in the R-20 Low/Medium Density Residential District **(TBC 4/14/20)**

Council President LeBlanc opened the public hearing and announced that this matter is continued to the April 14, 2020 City Council Meeting.

2. PH2020-010: SCP2020-002: Essex Avenue #99A, Map 216, Lot 126, GZO Sec. 3.1.6(b) “Building Heights in excess of 35 Feet;” Sec. 2.3.4(13) “Marine related service, storage or repair, limited primarily in the MI District to commercial fishing vessels;” Sec. 5.5“Lowland Requirements;” Sec. 5.5.2 and Sec. 5.5.3 in the EB District **(TBC 04/14/20)**

Council President LeBlanc opened the public hearing an announced that this matter is continued to the May 12, 2020 City Council Meeting.

FOR COUNCIL VOTE: None

Unfinished Business: None

Individual Councilor’s Discussion including Reports by Appointed Councilors to Committees: None

Councilors Requests to the Mayor:

Councilor Pett conveyed he would just like to thank the Mayor and the Administration, as well as the Board of Health and all of the employees in the city for the phenomenal work they are doing, trying to deal with this virus, and keeping us all informed and all the constituents of the city informed as well. He thanked all of the fellow city councilors for their work communicating and, keeping everyone up to date as well.

Councilor Cox conveyed she wanted to proclaim this the national James Pope day. He managed to pull get this meeting ready for them. This was phenomenal and thanked him for getting them up and running.

Councilor Gilman echoed what everyone said. She couldn't thank the administration enough for all the work that they've done to communicate proactively, and said James Pope was awesome. She conveyed that Council President LeBlanc and Councilor Cox did a great job trying this out for the first time. She thought overall it went pretty well. She listened to the Budget & Finance meeting as well. She said she just went in as a normal person, and will give some feedback off line. She thought it was a good first opportunity and thanked everyone for working together. Let's get us through this some social distancing challenge right now so we get back to normal as soon as possible. Thank you.

Councilor Holmgren echoed everything that had been said, and was especially grateful. Number one again for James Pope and, you know, city business such as it is. I mean, we're certainly not at full tilt right now, understandably, but the fact that everything didn't have to come to a screeching halt is something that she is profoundly grateful for. She was happy to see all of everyone's faces, and happy that members of the public were able to tune in. She especially want to give a shout out to all the health care workers and grocery store workers, janitors and other essential personnel who keep going out into public every single day, braving this unseen threat to keep our society going and to keep us fed and safe. Thank you.

Councilor McCarthy echoed what had been said by everyone, especially our own city employees. From the top to the bottom, from the administration to everybody that's got boots on the ground and is still doing a great job running this city. And it's with great appreciation from him, and I'm sure from the rest of the city council. And to echo what Councilor Holmgren just said, the health care people in this city to the kids at Market Basket and Stop and Shop and that are going in and bagging our groceries and making sure we're able to still maintain somewhat a comfortable lifestyle. Thank you.

Councilor Memhard joined the rest of the Council in their appreciation for the administration, how it was handled to date and how we're stepping up to the challenges that are going to be coming towards us. Fast and furious now and in next couple of weeks. He said we really needed to express first our appreciation for our Health Director, Karin Carroll. We have our own Dr. Tony Fauci here in our city, and we should be very thankful for that and the contributions she can make to helping us manage this in an honest and fair way.

Councilor Nolan conveyed everything that had been said before is much appreciated. He thanked the public for working with each other. He asked that everybody check on their neighbors, and not to be selfish. If you have something that someone needs, offer it. If it looks like you can help, give it.

Council O'Hara thanked everyone and echoed everything that had been said. He acknowledged James Pope, and he did a great job. The administration, the Mayor is working tremendously, and he asked to continue getting the word out that social distancing is so important. Hopefully, they can overcome this in a shorter time by keeping people away from each other. And as the experts say, spreading this. He thanked the first responders, the men and women of fire and police department who still have to answer the call of duty. Thanked all the Councilors for answering the calls of the constituents. This is a stressful time for all of us, including myself. And the public knowledge is so important to get that word out, to let them know what is going on in our city and state. Thank you to everyone.

Council President LeBlanc echoed what everyone else said. He called James Pope a rock star today. He acknowledged the Mayor, Jim Destino, Vanessa Krawczyk, Chip Payson and John Dunn for doing a great job to try to keep a handle on everyone and keeping them in form.

Council President had a request to the Councilors and with the will of the council, he said that Linda McCarriston was still on the line and was waiting patiently. He wanted ask if they were in agreement for her to speak before they adjourned the meeting. With the consent of the Council, Ms. McCarriston was allowed to try to reconnect and failed. **IT Director, James Pope**, said that they will update the City's website with further instructions on how to troubleshoot connection. He also conveyed that there is a feature through Zoom platform that anyone can do a test meeting to make sure your audio and video is working ahead of time. He suggested anyone who plans to speak at a meeting in the future to give that a try. **Councilor Gilman** said that Ms. McCarriston had her number and could put her on via her phone but didn't know if that was the right protocol, but it was a way to at least allow her to be heard. **Councilor Cox** suggested that Councilor Gilman reach to Ms. McCarriston and try to work out something to where she could call in for the next meeting. **Councilor Cox** thanked the Council President for a doing a great job tonight. **Council President LeBlanc** thanked her and said this might be the future, so we should get used to it.

Council President LeBlanc conveyed to the Councilors that this was Jim Destino's last meeting and thanked him. Jim Destino thanked the councilors.

A motion was made, seconded and voted by roll call to adjourn the meeting at 7:35 p.m.

Respectfully submitted,

Joanne M. Senos
City Clerk

Special Budget & Finance Committee Meeting

Tuesday, March 24, 2020– 6:30 p.m.

REMOTE PARTICIPATION**-Minutes-****Present: Chair, Councilor Melissa Cox, Vice Chair, Councilor Scott Memhard, Councilor John McCarthy****Absent: None****Also Present: John Dunn, Joanne M. Senos, Tom Ellis, Jonathan Pope, Dr. Richard Safier, Chip Payson, James Pope****The Budget & Finance Committee participated by remote participation and all votes by the Committee by virtue of the remote participation are by roll call.**

Councilor Cox announced that she would like to welcome everybody to the very first inaugural remote one hundred percent remote meeting for Budget and Finance, Tuesday, March 24, 2020 at 6:30 p.m. “We have a couple items on our agenda. I'm going to announce now that I will be making the motions. And Councilor Scott Memhard is going to second, if he so feels. And from there, we will be taking everything under a roll call vote. Does anybody they have any questions? If you want to raise your hand. Let me know. Seeing none. All right, we're going to move forward with item number one, the memorandum from the CFO regarding construction manager at risk procurement method

1. Memorandum from CFO re: request acceptance of a Construction Manager at Risk Procurement Method for the East Gloucester/Veterans Memorial Consolidated Elementary School

John Dunn, CFO explained that there are two basic procurement methods for vertical construction. “That is the traditional bid or design bid build, and then there is also manager at risk. There are certainly pros and cons for both of them. The last time through with the West Parish School, the then school building committee recommended and then mayor and school and excuse me, city council voted to go with construction manager risk. The basic pros with this approach is that you get the construction company involved on the front end. And what that tends to do over time, although it doesn't necessarily save you a lot of money, it does save you a tremendous amount of headaches. So you have the construction manager involved in the design of the project, and they can then question the approaches that the design firm is proposing to take. And what that tends to do over time is reduce the number of requests for information.

So what that tends to do is over time reduces the number of requests for information that would then come from the construction firm to the design firm, which then often times results in delays and potentially change orders. We as I said, we had a very good run with this at the West Parish School, which came in on time and below budget. I was a member of that school building committee after I arrived here in 2014. And I do have to admit I have been involved in a couple of these before that it really went very, very smoothly. So that's kind of the general overall approach. Again, the recommendation has come from the school building committee to go this way, has been approved by the mayor. What I would like to do is at this point kind of hand it over to Tom Ellis, who is the manager for our project management firm CBRE|Heery.”

Tom Ellis, Project Manager CBRE/Heery conveyed that “I think John did a very good job of explaining the overall reason for the different methods. I think the one thing that we see on this project as being a significant advantage is that getting this construction manager at risk on board early in the design process allows us to start doing early site work packages. Any of the what's called item one work, which is the non filed sub bid work that can be done early, which is site work concrete steel. So we can really jumpstart the project earlier and that will greatly help us, especially given the scenario of where we are on the public vote in November. So this process is a more collaborative approach which does, as John explained, has the construction manager early on in in which we're getting them on board now so that they can participate in the cost estimate in determining the overall budget before it goes to the citywide vote. So they have some skin in the game as to the overall budget that's been established that they have to work within. So historically, the CM at Risk is not required to be on board until the beginning of the design development phase, which would be after the city vote. Then they don't have as much ownership of the overall budget. So by doing this early in the schematic design phase, we get them to collaborate on the phasing. The process for doing that in the overall timeframe. And you know, we're having to make up a little bit of time right now because of the November vote schedule. But we believe we can do that in the construction manager at risk

delivery method gives us that ability to collaborate and get those early site packages done and the work started as soon as the school district is able to vacate the Veterans Memorial Building. In theory, at the beginning of June, 2021.”

Councilor Cox inquired whether anyone else had any questions for Tom Ellis or John Dunn regarding this matter. “If you want to raise your hand or just chime in.” There being no further discussion, Council Cox read the motion and called for a roll call vote.

COMMITTEE RECOMMENDATION MOTION: On a motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by Roll Call 3 in favor, 0 opposed, to recommend that the City Council approve a Construction Manager at Risk (CMAR) under MGL c.149A as a public construction alternative to the Design-Bid-Build method under MGL c. 149A for the East Gloucester/Veterans Memorial Consolidated Elementary School.

2. Supplemental Appropriation-Budgetary Request 2020-SA-28 & -29 from CFO

John Dunn, CFO explained that 2020-SA-28 is supplying or funding some initial request from Karin Carroll, Director of Public Health. “If you if you look at the memo, that was the cover memo that was included in the packet. That memo was dated March 4th. We're in a very different place now. And there are there is another request coming forward in your unanimous consent agenda. But for right now, this was what was envisioned back a number of weeks ago as what we thought was going to be necessary to do with the Covid-19 issue. This is relatively modest in terms of the next one that's coming through. There are basically two pieces to this. A \$6,050 piece for health department supplies and an \$11,250 piece for hourly wages to cover nursing coverage. Both of those are unfortunately in our rearview mirror right now, but we should go through and basically approve these anyway. It is likely that as we go down the next couple of weeks, because you're only receiving the second request tonight, we will have to act on it over the next couple of weeks. But it's likely that we may incur some expenditures that would put some of the health department accounts in deficit. But you do have the next request pending. We certainly think that that is necessary to fund. And we hope that you fund both this request tonight as well as the one that is pending for the next couple of weeks.”

Councilor Cox asked the Committee if anyone had any questions regarding SA 28 or 29. **Councilors Memhard** and **McCarthy** replied that they did not. There being no further discussion, Council Cox read the motions and called for a roll call vote.

COMMITTEE RECOMMENDATION MOTION: On motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2020-SA-28 in the amount of \$6,050 (Six Thousand Fifty Dollars) from General Fund – Undesignated Fund Balance Account #0001-359000, Transfers to the General Fund to Health Dept. Supplies, Account #0151052-54000 for the purpose of purchasing COVID-19 supplies and provide funding for PR outreach) .

COMMITTEE RECOMMENDATION: On motion by Councilor Cox, seconded by Councilor Memhard, the Budget & Finance Committee voted by ROLL CALL 3 in favor, 0 opposed, to recommend that the City Council approve Supplemental Appropriation 2020-SA-29 in the amount of \$11,250 (Eleven Thousand Two Hundred Fifty Dollars) from General Fund – Undesignated Fund Balance Account #0001-359000, Transfers to the General Fund to Health Dept. Hourly Wages, Account #0151051-511300 to cover COVID-19 temporary nursing coverage if needed.

A motion was made and seconded and by ROLL CALL 3 in favor 0 opposed to adjourn the meeting at 6:45 p.m.

Respectfully submitted,

Joanne M. Senos
City Clerk

BUDGET & FINANCE MEETING MINUTES

4/9/2020

(UNDER SEPARATE COVER)

ORDINANCES & ADMINISTRATION MEETING MINUTES

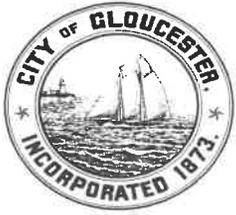
4/6/2020

(UNDER SEPARATE COVER)

PLANNING & DEVELOPMENT MEETING MINUTES

4/8/2020

(UNDER SEPARATE COVER)



GLOUCESTER CITY COUNCIL 2020 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2020-010
SUBJECT: SCP2020-002: Essex Avenue #99A, Map 216, Lot 126, GZO Sec. 3.1.6(b) "Building Heights in Excess of 35 Feet"; Sec. 2.3.4(13) "Marine related service, storage or repair, limited primarily in the MI District to commercial fishing vessels"; Sec. 5.5 "Lowland Requirements"; Sec. 5.5.2 and Sec. 5.5.3 in the EB District

DATE OPENED: 4/14/2020
CONTINUED TO: 5/12/2020
CONTINUED FROM: 3/24/2020
COMMITTEE: P&D 4/8/2020

CITY OF GLOUCESTER NOTICE OF PUBLIC HEARING

In accordance with the provisions of MGL Chapter 40A, Section 11, the Gloucester City Council will hold a public hearing on **Tuesday, March 24, 2020, at 7:00 p.m. in the Kyrouz Auditorium, City Hall**, relative to the following Special Council Permit application:

SCP2020-002: The application of Dominick Holdings, LLC (Andrew Dominick and Tobin Dominick, Managers) for a Special Council Permit to construct an approximately 34,320 square foot indoor, climate controlled boat storage facility pursuant to GZO Sections 1.8.3 "Standard to be Applied," 3.1.6(b) "Building Heights in Excess of 35 Feet," 2.3.4(13) "Marine related service, storage or repair, limited primarily in the MI District to commercial fishing vessels" and 5.5 "Lowlands Requirements" at **99A Essex Avenue**, Assessors Map 218, Lot 126, in the EB District.

At the public hearing, all interested persons will have the opportunity to be heard based on the procedures determined by the Council.

All written communications to the Council must be received by the office of the City Clerk no later than 3 business days (excluding holidays and weekends) prior to the scheduled hearing date or any continuation by the Council of such date in order to be submitted to the Council prior to the public hearing.

By vote of the City Council
Joanne M. Senos, City Clerk
GT - 3/10, 3/17/20



GLOUCESTER CITY COUNCIL 2020 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2020-011

SUBJECT:

SCP2020-003: Atlantic Road #163 (formerly part of #171), Map 73, Lot 41 (a portion of former Map 73, Lot 26), GZO Sec. 1.8.3 "Standard to be Applied," 1.10.1(a) "Jurisdiction of the City and Zoning Board of Appeals – City Council," 2.3.1(8) "Conversion to or new multi-family or apartment dwelling, seven or more dwelling units," 3.1.6(b) "Building Heights in Excess of 35 Feet," 3.2.2 "Dimensional Requirements for Multi-Family Dwellings and Their Accessory Uses (other than signs)" and 5.7.5 "Special Permit Criteria" in the R-20 Low/Medium Density Residential district

DATE OPENED:

4/14/2020

CONTINUED TO:

5/26/2020

CONTINUED FROM:

COMMITTEE:

P&D 4/8/2020

SCP2020-003

LEGAL NOTICE NOTICE OF PUBLIC HEARING

In accordance with the provisions of MGL Chapter 40A, Section 11, the Gloucester City Council will hold a public hearing on **Tuesday, April 14, 2020 at 7:00 p.m. in the Kyrouz Auditorium, City Hall**, relative to the following Special Council Permit application:

SCP2020-003: The application of Deborah A. Eliason, Esq., on behalf of applicant 171 Atlantic Road LLC, for a Special Council Permit to construct an 11 unit multi-family development, pursuant to GZO Secs. 1.8.3 "Standard to be Applied", 3.1.6(b) "Building Heights in Excess of 35 Feet", 3.2.2 fn.(e) "Dimensional Requirements for Multi-family Dwellings and Their Accessory Uses (other than signs) - reduction in distance between buildings", 2.3.1(8) "Conversion to or new multi-family or apartment dwelling, seven or more dwelling units", 5.7.5 "Special Permit Criteria" for Major Project and 1.10.1(a)(1)(2) "Jurisdiction of the City Council" at **163 (formerly part of 171) Atlantic Road**, Assessors Map 73, Lot 41 (a portion of former Map 73, Lot 26) in the R-20 district.

At the public hearing, all interested persons will have the opportunity to be heard based on the procedures determined by the Council.

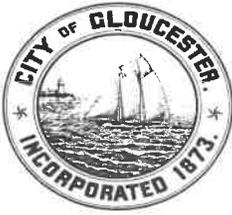
All written communications to the Council must be received by the office of the City Clerk no later than 3 business days (excluding holidays and weekends) prior to the scheduled hearing date or any continuation by the Council of such date in order to be submitted to the Council prior to the public hearing.

By vote of the City Council
Joanne M. Senos, City Clerk

AD#13880599

CAB 3/27, 4/3/20

THIS PUBLIC HEARING WILL BE OPENED & CONTINUED TO THE MAY 26, 2020 CITY COUNCIL MEETING



GLOUCESTER CITY COUNCIL 2020 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2020-009
SUBJECT: SCP2020-001: Wingersheek Road #105, Map 261, Lot 31, GZO Sec. 3.1.6(b)
"Building Heights in Excess of 35 Feet" in the R-20 Low/Medium Density Residential District

DATE OPENED: 4/14/2020
CONTINUED TO: 4/28/2020
CONTINUED FROM: 3/24/2020
COMMITTEE: P&D 2/5/2020, 2/19/2020, 4/8/2020

THE CITY OF GLOUCESTER NOTICE OF PUBLIC HEARING

In accordance with the provisions of MGL Chapter 40A, Section 11, the Gloucester City Council will hold a public hearing on **Tuesday, March 24, 2020 at 7:00 p.m. in the Kyrouz Auditorium, City Hall**, relative to the following Special Council Permit application:

SCP2020-001: The application of Lawrence Costa, on behalf of William S. Hathaway, Craig H. Hawley and Virginia H. Raylean, Manager of 1928 Coffin's Beach Cottage LLC, for a Special Council Permit to demolish and reconstruct a pre-existing single family structure in excess of 35 feet in height, pursuant to GZO Sections 1.8.3 "Standard to be Applied" and 3.1.6(b) "Building Heights in Excess of 35 Feet" at **105 Wingersheek Road**, Assessors Map 261, Lot 31, in the R-20 Low/Medium Density Residential District.

At the public hearing, all interested persons will have the opportunity to be heard based on the procedures determined by the Council.

All written communications to the Council must be received by the office of the City Clerk no later than 3 business days (excluding holidays and weekends) prior to the scheduled hearing date or any continuation by the Council of such date in order to be submitted to the Council prior to the public hearing.

By vote of the City Council
Joanne M. Senos, City Clerk
GT - 3/10, 3/17/20

Motion for Reconsideration (O'Hara): City Council vote of 3/24/2020 re: Construction Manager at Risk (CMAR) under MGL c149A as a public construction alternative to the Design-Bid-Build method under MGL c.149A for the East Gloucester/Veterans Memorial Consolidated Elementary School.



Grace E. Poirier <gpoirier@gloucester-ma.gov>

Reconsider vote

1 message

James O'Hara <johara@gloucester-ma.gov>

Wed, Mar 25, 2020 at 3:41 PM

To: Joanne Senos <jsenos@gloucester-ma.gov>, "Grace E. Poirier" <gpoirier@gloucester-ma.gov>

Joanne,
I would like to change my vote on B&F item 1, request acceptance of construction manager etc. I change my vote from a yes vote to a no vote.
Thank you.
Jamie

Sent from my iPhone

2020 MAR 25 PM 3:44
CITY CLERK
CITY OF GLOUCESTER, MA