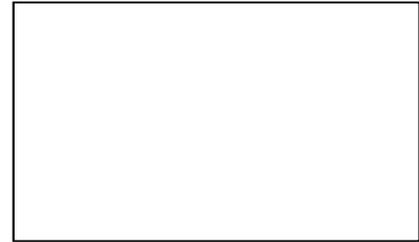




GLOUCESTER CITY COUNCIL CALENDAR OF BUSINESS
TUESDAY, February 11, 2014
7:00 P.M.
KYROUZ AUDITORIUM, CITY HALL
COUNCIL MEETING #2014-003



FLAG SALUTE & MOMENT OF SILENCE

ORAL COMMUNICATIONS

PRESENTATIONS/COMMENDATIONS

Sarah Garcia – Harbor Planning Director re: update on Coastal Zone Management Report for the Gloucester Inner Harbor Designated Port Area Boundary Review

CONFIRMATION OF NEW APPOINTMENTS

Shellfish Advisory Commission	William Nugent	TTE 02/14/17
Shellfish Advisory Commission	Roger Hussey	TTE 02/14/17
Chief Operating Officer	John Dunn	TTE 02/14/15
Downtown Development Commission	Joseph Ciolino	TTE 02/14/17

CONSENT AGENDA

ACTION

• **CONFIRMATION OF REAPPOINTMENTS**

Purchasing Agent	Donna Compton	TTE 02/14/15
Community Development Director	Thomas Daniel	TTE 02/14/15
Chief Administrative Officer	James Duggan	TTE 02/14/15
General Counsel	Suzanne Egan	TTE 02/14/15
City Engineer	Paul Keane	TTE 02/14/15
Personnel Director	Sally Polzin	TTE 02/14/15
Building Inspector	William Sanborn	TTE 02/14/15
Director of Public Works	Michael Hale	TTE 02/14/16
Assistant Director of Public Works	Mark Cole	TTE 02/14/16
Assessor	Beth Ann Godhino	TTE 02/14/17
Zoning Board of Appeals - (Alternate Member)	Leonard Gyllenhaal	TTE 02/14/16
Affordable Housing Trust	George Sibley	TTE 02/14/16

• **MAYOR'S REPORT**

1. Report of the Capital Improvement Advisory Board on the West Parish School Project (Info Only)
2. Copy of the CZM Boundary Designation Report for the Gloucester DPA Review Report (Info Only)
3. Memorandum from CAO re: Loan Authorization and Free Cash request for the Commercial Street Infrastructure Project (Refer B&F)
4. Special Budgetary Transfer Request (#2014-SBT-16) from the Mayor's Office (Refer B&F)
5. Special Budgetary Transfer Request (#2014-SBT-17) from the Veterans Services (Refer B&F)
6. Special Budgetary Transfer Request (#2014-SBT-18) from the Purchasing Department (Refer B&F)
7. Communication from the City Hall Restoration Commission re: City Council approval to submit grant applications to both the Mass Cultural Council Facilities Funds and the Gloucester Community Preservation Act to complete exterior restoration of City Hall (Refer B&F)
8. Memorandum and pertinent materials from the Director of Finance and Operations for the Gloucester Schools re: permission to pay for services/goods procured without a purchase order in place in the amounts of \$384, \$195.35 and \$487.36, and permission to raise the spending limit on Revolving Fund #283013 from \$20,000 to \$40,000 (Refer B&F)
9. New Appointments: Open Space & Recreation Committee (TTE 02/14/17) Jerome Goulart
Community Preservation Committee (TTE 02/14/17) Joseph Orlando –Planning Board Representative
Planning Board (TTE 02/14/19) Shawn Henry
Capital Improvement Advisory Board (TTE 02/14/17) Cindy Wilson (Refer O&A)

• **COMMUNICATIONS/INVITATIONS**

• **INFORMATION ONLY**

1. Appointment of Councillor Steven LeBlanc as the City Council board member for the 2014-2015 City Council to the Waterways Board (Info Only)

• **APPLICATIONS/PETITIONS**

1. Special Events Application re: request from St. Peter's Fiesta Committee to hold St. Peter's Fiesta June 25, 2014 through June 29, 2014 (Refer P&D)

• **COUNCILLORS ORDERS**

1. CC2014-005(McGeary/LeBlanc,Verga/Cox/Fonvielle) Amend GCO Sec. 16.1 "Grant Applications" (Refer O&A & B&F)
2. CC2014-006(Cox) Amend GCO Sec. 22-269 "Stop Intersections" re: Pleasant Street at its fork in the southeast corner intersection with Prospect Street just before the driveway at #79 Prospect Street (Refer O&A & TC)
3. CC2014-007(Verga) Request amendment to GZO under Sec. 1.11.2(e) to amend "sign ordinance" Sec. 4.3 by adding new definition to Sec. VI for "programmable scrolling sign" and amend Sections 4.3.2, 4.3.3 and 4.3.4 to include "outdoor programmable scrolling signs" (Refer P&D & PB)

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

1. City Council Meeting 01/28/14 (Approve/File)
2. Standing Committee Meetings: B&F 02/06/14 (under separate cover), O&A 02/03/14, P&D 02/05/14(no meeting) (Approve/File)

STANDING COMMITTEE REPORTS

ACTION

B&F 02/06/14, O&A 02/03/14, P&D 02/05/14(no meeting)

SCHEDULED PUBLIC HEARING

1. PH2014-008: Rezone2013-002: a portion of #52 Whittemore Street, Assessors Map 21, Lot 7 from General Industrial(GI) to R-10 Medium /High Density Residential)
2. PH2014-009: Loan Order #2014-001: Loan Authorization in the amount of \$4,000,000 re: CSO Modified Consent Decree and Long Term Control Plan

FOR COUNCIL VOTE
UNFINISHED BUSINESS
INDIVIDUAL COUNCILLOR'S DISCUSSION INCLUDING REPORTS BY APPOINTED COUNCILLORS TO COMMITTEES
COUNCILLOR'S REQUESTS TO THE MAYOR
ROLL CALL – Councillor Jackie Hardy



Linda T. Lowe, City Clerk

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

NEXT REGULAR CITY COUNCIL MEETING, February 25, 2014

Minutes filed in City Clerk's Office of other Boards and Commissions January 24, 2014 through February 6, 2014:

School Committee Personnel Sub Committee 01/08/13, 01/15/13, 06/25/13, 09/04/13, 10/08/13, 11/26/13, School Committee Building & Finance Sub Committee 01/02/13, 01/16/13, 02/13/13, 03/07/13, 03/13/13, 04/10/13, 05/15/13, 05/30/13, 06/20/13, 08/28/13, 09/04/13, 09/25/13, 10/16/13, 11/20/13, 12/18/13, School Committee Regular/Executive 01/09/13, 01/23/13, 02/13/13, 02/27/13, 03/27/13, 04/10/13, 04/24/13, 05/08/13, 05/22/13, 06/12/13, 06/26/13, 08/27/13, 09/11/13, 09/25/13, 10/09/13, 10/23/13, 11/12/13, 11/13/13, 12/11/13, School Committee Special Meeting 01/16/13, 02/07/13, 06/05/13, 08/28/13, 11/04/13, 12/04/13, School Committee Program Sub Committee 03/06/13, 04/04/13, 05/06/13, 05/31/13, 06/14/13, 09/06/13, 10/04/13, 11/01/13, 12/10/13, School Committee Ad Hoc Policy Manual Sub Committee 02/04/13, 06/17/13, 10/30/13, School Committee Governance Workshop 02/25/13, 04/08/13, Board of Assessors 01/09/14, 01/15/14, City Hall Restoration Committee 01/06/14, Board of Assessors 01/23/14

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

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

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

TO: City Council
FROM: Carolyn A. Kirk, Mayor
DATE: January 30, 2014
RE: Mayor's Report for the February 11, 2014 City Council Meeting

14 FEB -4 PM 2:11
CITY CLERK
GLOUCESTER, MA

Councilors:

Enclosure 1 for your information is the report of the Capital Improvements Advisory Board on the West Parish School Project.

Enclosure 2 for your information is a copy of the CZM Boundary Designation Report for the Gloucester DPA Review report which was forwarded to you via email on February 3, 2014.

Other matters requiring your attention and review are as follows:

Enclosure 3 is a memorandum from Chief Administrative officer Jim Duggan regarding a Loan Authorization and Free Cash Request for the Commercial Street Infrastructure Project. *Please refer this matter to the **Budget and Finance** subcommittee for review and approval.* Appropriate City staff will be available to answer questions and provide further information as required.

Enclosure 4 is a Special Budgetary Transfer Request (**#2014-SBT-16**) from the Mayor's Office. *Please refer #2014-SBT-16 to the **Budget and Finance** subcommittee for review and approval.* Appropriate City staff will be available to answer questions and provide further information as required.

Enclosure 5 is a Special Budgetary Transfer Request (**#2014-SBT-17**) from the Veterans Services. *Please refer #2014-SBT-17 to the **Budget and Finance** subcommittee for review and approval.* Appropriate City staff will be available to answer questions and provide further information as required.

Enclosure 6 is a Special Budgetary Transfer Request (**#2014-SBT-18**) from the Purchasing Department. *Please refer #2014-SBT-18 to the **Budget and Finance** subcommittee for review and approval.* Appropriate City staff will be available to answer questions and provide further information as required.

Enclosure 7 is a communication from the City Hall Restoration Commission requesting City Council approval to submit grant applications to both the Mass Cultural Council Facilities Funds and the Gloucester Community Preservation Act to complete exterior restoration of City Hall. *Please refer this matter to the **Budget and Finance** subcommittee for review and approval.* Members of the City Hall Restoration Commission will be available to answer questions and provide further information as required.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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ckirk@gloucester-ma.gov

**CITY OF GLOUCESTER
OFFICE OF THE MAYOR**

Enclosure 8 is a memorandum and pertinent materials from Hans Baumhauer, Director of Finance and Operations for the Gloucester Public Schools, requesting permission to pay for services/goods procured without a Purchase order in place and permission to raise the spending limit on the Revolving Fund #283013 from \$20,000 to \$40,000. *Please refer these matters to the **Budget and Finance** subcommittee for review and approval.* Hans Baumhauer, or his designee, will be available to answer questions and provide further information as required.

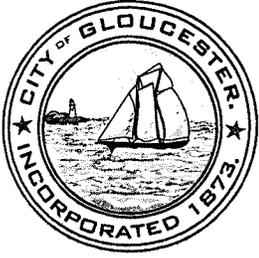
Boards, Committees and Commissions:

I am requesting that the City Council approve the following **new** appointments:

- **Jerome Goulart ~ Open Space & Recreation Committee – three years, term to expire 2/14/2017**
- **Joseph Orlando ~ Planning Board representative to the Community Preservation Committee – three years, term to expire 2/14/2017**
- **Shawn Henry ~ Planning Board – five years, term to expire 2/14/2019**
- **Cindy Wilson ~ CIAB – three years, term to expire 2/14/2017**

Enclosure 9 contains pertinent information relating to these new appointments. *Please refer the matter of these new appointments to the **Ordinance and Administration** subcommittee for review and approval.*

ENCLOSURE 1



CITY OF GLOUCESTER

CAPITAL IMPROVEMENTS ADVISORY BOARD

CIAB report on West Parish School Project

January 30, 2014

Introduction

On January 23, 2014, the members of the City of Gloucester Capital Improvements Advisory Board met with representatives of the City of Gloucester, the City's School Committee, and the City's School Administration to review plans to replace the West Parish School with a new building.

CIAB members, Chairman Kersten Lanes, Josh Arnold, Joan Kimberley, Janet Rice and June Steel, were present and constituted a quorum of the Committee. School Superintendent Dr. Richard Safier, Kathy Clancy of the School Committee's Building Committee, and Jonathan Pope, School Committee Chairman, also attended. Jim Duggan represented the City Administration.

The CIAB had received the Preliminary Evaluation of Alternatives and The West Parish Design Plan to review prior to the meeting.

Project Background

Jonathan Pope discussed the history of Gloucester's school buildings, including the 2002 Mt. Vernon Report, which determined that the West Parish School, built in 1949, was the elementary school that most needed to be renovated or replaced. He also explained the functions of the Massachusetts School Building Authority (MSBA), its school building design requirements, and the feasibility and eligibility requirements to receive state reimbursement funding.

Dr. Safier informed the Board about the formation of a West Parish School Building Committee, the selection of Dore and Whittier as Architects and Engineers, and the process of reviewing

designs and alternatives to replacing the West Parish School.

Kathy Clancy reviewed the process that the School Committee followed to evaluate alternatives that were considered in addition to replacing the West Parish building. These alternatives included repairing or renovating the existing building, repairing and renovating the Fuller School, and replacing West Parish with new construction. These alternatives were reviewed in a comprehensive study done in collaboration with Dore and Whittier. There were also analyses done to evaluate available space at other elementary schools. Design options were presented to the West Parish School Building Committee, the Gloucester School Committee, and the West Parish School community.

Based on rigorous evaluations of cost, ability to meet educational goals, ability to meet MSBA criteria, and evaluation of impact on students during construction, the design for a new three-story building on the site of the current West Parish school was determined to be the best choice.

CIAB Discussion

After the project overview was completed, the CIAB members posed questions about the project to the guests. Questions included investigation of the following topics:

- Magnitude and appropriateness of cost estimates in the plan
- Contingency planning and potential for contingency funding
- Project management roles and responsibilities for the design and construction of the West Parish school
- Sources of funding for the City's contribution to West Parish costs
- Explanation of debt exclusion and its relevance to this project
- Detail on proposed maintenance for the new building
- Experience and qualifications of the various parties to the project, including construction, design, project management, and project oversight
- Detail on KBA and how a team of architects and engineers would support day-to-day operations
- Relationship with the MSBA, compliance requirements to receive cost reimbursement, and MSBA's role in project oversight and management

In addition, the CIAB asked questions about how the West Parish school capital expenditures might affect the City's ability to fund capital projects in the future. Discussion included

consideration of other potential projects such as a new combined fire/police facility, other school renovations or new school construction. Mr. Duggan discussed the City's ability to fund such projects. It is clear that City tax-base growth or other new sources of revenue would be beneficial for longer-term capital expenditures. Mr. Pope discussed a study that was funded jointly by the School Committee and the City to determine needed school improvements and their relative priority. The results of that study should be available in a few weeks.

Summary

Based on the discussion and a review of the documents provided, the CIAB agreed the following conclusions regarding the West Parish School project:

- The Board was impressed with the detail in the documents provided and the thoroughness of the work done to study the West Parish School Project
- The fact that the school design was curriculum-driven and inclusive of all students' needs was impressive
- The design of the building and separation of the classroom wing from the Gymnasium/Cafeteria/Auditorium wing so that this new space would be available to be shared with the public was innovative and allows this building to be well utilized
- Having the independent firm of KBA in the role of project manager during construction should help to ensure that construction would be on time and compliant with design requirements; the risk of project overruns has been minimized
- The ability to access MSBA cost reimbursement means that the City's resources have been leveraged to a great extent, reducing the total cost borne by City residents
- The City is able to fund its share of project costs within our current debt/borrowing capacity

The CIAB called a vote on whether the Board supported the West Parish School project and unanimous support was shown. The CIAB is confident in the design for a new West Parish school and we endorse the plan. We believe that the appropriate evaluation of alternatives, project assessment, and due diligence has been done to lead to a successful new school building.

ENCLOSURE 2



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF ENERGY AND ENVIRONMENTAL AFFAIRS
OFFICE OF COASTAL ZONE MANAGEMENT
251 Causeway Street, Suite 800, Boston, MA 02114-2136
(617) 626-1200 FAX: (617) 626-1240

February 3, 2014

Mayor Caroline A. Kirk
City of Gloucester
9 Dale Avenue
Gloucester, MA 01930

Re: Gloucester Inner Harbor Designated Port Area Boundary Review

Dear Mayor Kirk,

The Massachusetts Office of Coastal Zone Management (CZM) is pleased to provide the attached Boundary Designation Report ("report") for the Gloucester Inner Harbor Designated Port Area (DPA). As you know, in April 2013, CZM accepted the City's request for a review of Gloucester's DPA boundary pursuant to M.G.L. 301 CMR 25.03(1). Based on the City's request, CZM conducted a review of the entire DPA boundary to determine whether areas now included are in substantial conformance with the criteria that govern suitability of the waters and land to accommodate water-dependent industrial use.

To inform the boundary review process, CZM reviewed written comments, attended Harbor Plan Committee meetings, met with property owners, city officials, DEP staff, and interested citizens. CZM also conducted an intensive review of available plans, permits, and licenses applicable to the DPA boundary review. Throughout the course of the review, CZM received formal and informal comment from DPA property owners, the public, elected representatives, and City and state agencies. CZM affirms our commitment to the Commonwealth's DPA policy to promote and protect areas that have particular physical and operational features important for marine water-dependent-industrial uses. CZM believes this comprehensive boundary review process for Gloucester will serve to strengthen the DPA by protecting and promoting true water-dependent industrial uses and compatible supporting and accessory uses. Further, the results of this process should be very helpful in the City's ongoing municipal harbor planning and DPA master planning efforts.

The report will be published in the Environmental Monitor on February 5, 2014. CZM will accept written public comment for a period of 30 days ending March 7, 2014, and will conduct a public hearing on February 24th at 6:00 pm Gloucester City Hall. CZM will issue a final written designation decision within 60 days of the close of the public comment period. If you have any questions please do not hesitate to contact myself or Kathryn Glenn, CZM's North Shore Regional Coordinator at (978) 281-3972.

Sincerely,



Bruce K. Carlisle
Director

DEVAL L. PATRICK GOVERNOR RICHARD K. SULLIVAN JR. SECRETARY BRUCE K. CARLISLE DIRECTOR

www.mass.gov/czm



Boundary Review of the Gloucester Inner Harbor Designated Port Area, Gloucester MA

**Executive Office of Energy and Environmental Affairs
Office of Coastal Zone Management**

February 3, 2014

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I. INTRODUCTION

In 1972, Congress passed the Coastal Zone Management Act (CZMA), which establishes a national policy to “preserve, protect, develop, and where possible, to restore or enhance, the resources of the nation’s coastal zone for this and succeeding generations” and to “encourage and assist the states to exercise effectively their responsibilities in the coastal zone through the development and implementation of management programs to achieve wise use of the land and water resources of the coastal zone...” [16 U.S.C. 1452, Sec. 303(1) and (2)]. In the CZMA, Congress made declarations of national policy elements and encouraged states to develop management programs enforceable under state law to address these interests.

The Commonwealth established the Massachusetts Office of Coastal Zone Management (CZM) and developed its coastal zone management program, which was approved by the National Oceanic and Atmospheric Administration in 1978. The program plan, as amended, contains the coastal policies and underlying state statutory and regulatory authorities, which articulate Massachusetts’ priorities for protection and management of its coastal resources. CZM’s policies address coastal hazards, energy, growth management, habitat, ocean resources, ports and harbors, protected areas, public access, and water quality.

One of the interests established by the Congress in the CZMA is the promotion of economic uses of coastal resources, including the “priority consideration being given to coastal-dependent uses” and processes for the siting and preservation of port, transportation, and other commercial and industrial development “in or adjacent to areas where such development already exists.” The Designated Port Area (DPA) policy was established in 1978 within the Massachusetts Coastal Zone Management Plan after extensive consultation with state agencies, elected officials, municipal planners, non-government organizations, and representatives from the business community, local citizens, and others. The two central principles of the DPA policy are to (1) promote water-dependent industries as an important sector of the state’s economy and (2) prevent the loss of areas that have certain key characteristics that make them particularly well suited to water dependent industrial uses. The premise for this strategy is that it is sound public policy to maximize use of areas currently suited for water dependent industrial uses and avoid the conversion of these areas to incompatible residential, commercial, and recreational uses, so that future marine industrial uses will not have to develop new areas for such use. The impact and expense of developing new marine industrial locations— including dredging, bulk-heading, building docks, development of transportation, power, and water infrastructure—are very high in terms of both economic and environmental costs, and such proposals are frequently met with extensive public and political opposition.

Under the Designation of Port Areas regulations at 301 CMR 25.00, CZM is responsible for mapping, interpreting, and periodic review of DPA boundaries. The purpose of the DPA boundary review process is to determine whether a DPA boundary should remain as it is currently established

or whether it should be modified to more appropriately protect and promote the goals of DPA policy. DPA boundaries are reviewed in accordance with the procedures set forth in the Designation of Port Area regulations at 301 CMR 25.00.

II. THE DPA PROGRAM

DPA's are geographic areas of particular state, regional, and national significance with respect to the promotion of commercial fishing, shipping, and other vessel-related activities associated with waterborne commerce, and of manufacturing, processing, and production activities reliant upon marine transportation or the withdrawal or discharge of large volumes of water. These water dependent industrial uses vary in scale and intensity but share similar needs for infrastructure with three essential components: (1) a waterway and associated waterfront that has been developed for some form of commercial navigation or other direct utilization of the water; (2) backland space that is conducive in both physical configuration and use character to the siting of industrial facilities and operations; and (3) land-based transportation and public utility services appropriate for general industrial purposes.

This combination of industrial attributes is found in a very limited and diminishing portion of the coastal zone, and particularly few areas are of sufficient contiguous extent to invite concentrations of related businesses and/or large-scale facilities. Because economic, environmental, and social factors now virtually preclude further development of such an intensive nature, these marine industrial coastal areas are protected to assure that the long term needs of these water-dependent industries are accommodated. Therefore state policy seeks to prevent these areas from becoming irretrievably committed to, or otherwise significantly impaired by, non-industrial or non-water dependent types of development which could be sited elsewhere. Accordingly, within DPAs, state policy encourages water dependent industrial use and, on tidelands subject to the jurisdiction of laws and regulations, limits or prohibits other uses except for compatible public access and certain industrial, commercial, and transportation activities that can occur on an interim basis without significant detriment to the capacity of DPAs to accommodate water dependent industrial use in the future.

III. GLOUCESTER DPA AND BOUNDARY REVIEW PROCESS

Coincident with the initial development of the Commonwealth's DPA policy, the physical boundary for the Gloucester Inner Harbor DPA was established in 1978 (Figure 1). After the establishment of the physical boundaries of the state DPAs, the legal framework was further developed through a succession of regulatory measures. In 1979, the Department of Environmental Protection (DEP) incorporated DPA rules into its Waterways regulations under M.G.L. Chapter 91, with provisions to protect water dependent industrial uses only on the water-side areas of DPAs. In 1984, the legislature expanded the Chapter 91 licensing authority to include filled tidelands, and DPA

jurisdiction was extended to include upland areas. In 1994, the Designation of Port Area regulations at 301 CMR 25.00 were promulgated to set forth the procedure for establishing and modifying DPA boundaries.

Since the Gloucester DPA boundary was originally established in 1978, and the subsequent underlying regulatory framework was sequentially developed, there has not been a comprehensive boundary review, using the designation standards found at 301 CMR 25.04, to determine if the current DPA boundary should remain as currently established or whether it should be modified.

In March of 2013, at the request of the Gloucester Harbor Plan Committee, the Mayor of Gloucester requested that CZM initiate a review of the entire boundary of the Gloucester Inner Harbor DPA. CZM accepted the request in April 2013, and a notice of review was published in the *Environmental Monitor* on May 8, 2013 and in the *Gloucester Daily Times* on May 3, 2013. A public meeting was held on May 20, 2013 in Gloucester and the formal public comment period closed on June 7, 2013.

Notice of this draft boundary review report, a public hearing, and a thirty-day public comment period was included in the February 5, 2014 *Environmental Monitor*. A final decision will be issued pursuant to 301 CMR 25.03(4) and (5) within 60 days of the close of the public comment period.

To inform the boundary review process, CZM reviewed comments submitted, attended Harbor Plan Committee meetings, met with property owners, city officials, DEP staff, and interested citizens. CZM also conducted intensive review of available plans, permits, and licenses applicable to the DPA review. Throughout the course of the review, CZM received formal and informal comment from DPA property owners, the public, elected representatives, and City and state agencies. CZM considered all comment, regardless of when it was received, in the context of the policy and regulatory framework that guides this review. Many commenters provided substantive information regarding history, uses, constraints, impacts, and other features of the existing DPA which was particularly useful in the assessment. CZM would like to extend our appreciation for all those who provided written and informal comments, documentation, or otherwise participated in the boundary review process.

IV. PLANNING UNITS FOR BOUNDARY REVIEW

The boundaries of DPAs are established by CZM in accordance with criteria governing the suitability of contiguous lands and waters to accommodate water dependent industrial use, as appropriate to the harbor in question. The Designation of Port Area regulations at 301 CMR 25.00 define water dependent industrial use to mean any use found to be such in accordance with the Chapter 91 Waterways regulations at 310 CMR 9.12(2)(b).

As a general rule, CZM applies DPA boundary review criteria within the context of groups of parcels that form coherent planning units, rather than to individual project sites or other properties under common ownership or control. DPA-related attributes vary across different parcels, such that the combined characteristics of associated parcels in the same general vicinity are not reflected accurately in the characteristics of any single property. For this reason, it is important that geographic areas proposed to be included in (or removed from) a DPA be sized and configured in a manner that allows consideration of all relevant factors affecting *overall suitability* to accommodate water dependent industrial use. In this review, CZM defined seven planning units within the existing Gloucester Harbor DPA, forming coherent areas with groups of parcels that are delineated by shared physical, geographical, and land use characteristics, as described and detailed below and shown in Figure 2.

Because physical and functional characteristics are such that water dependent industrial and non-water dependent industrial uses are frequently inter-mixed or co-occur, in the determination of whether an area was to be classified as water dependent industrial, CZM considered the primary use of a planning unit to be that use to which a majority of that area is dedicated. The Chapter 91 Waterways regulations affirm this principle, recognizing that water dependent industrial uses are permitted to include licensable accessory and supporting commercial uses that co-occur and are compatible with water dependent industrial uses. Accessory uses include parking facilities, access and interior roadways, administrative offices and marine-oriented retail facilities. Supporting uses are industrial or commercial use that provide direct economic or operational support for the water-dependent industrial use in the DPA and must be compatible with activities characteristic of a working waterfront and its backlands.

Harbor Cove

The Harbor Cove planning unit comprises fifteen-and-a-half acres and includes the entire DPA land area that encompasses Harbor Cove, from Cape Pond Ice on Commercial Street to the U.S. Coast Guard station on Harbor Loop. The Harbor Cove area is locationally and functionally distinct in that its geography is distinguished as a cove between the Fort Square neck on the southwest side of the harbor entrance and the small peninsula at Harbor Loop that protrudes into the harbor. The planning unit area is central to the Gloucester fishing fleet's ice, fueling, and processing facilities. Most of the land area here is in water dependent industrial use. There are some minor areas of non-water dependent uses, such as retail, office and restaurants, but the substantial portion (73%) of the land area is devoted to water dependent industrial uses, and the majority of the waterfront is used to provide berthing and services to commercial vessels, primarily the city's fishing fleet.

The City of Gloucester Harbor Plan and Designated Port Area Master Plan (2009) describes Harbor Cove as "the traditional heart of the fishing industry" (p15). The area provides significant and essential docking space for fishing vessels, and many of the fleet's core support services are located here, including Cape Pond Ice and Felicia Oil fueling services. The City's key public commercial vessel facilities are located within the Harbor Cove area, including both the St. Peter's Landing and

the waterfront at 65 Rogers Street. These facilities are licensed to provide berthing as well as parking, lay down, and storage space for gear. Important processing facilities, including Ocean Crest, Neptune's Harvest fertilizer, Intershell, Mortillaro Lobster, Fishermen's Wharf, and Aran Fisheries are all located in the Harbor Cove review area. Many of these uses have invested significant resources to improve operations and/or waterfront facilities. Coast Guard Station Gloucester is located at the edge of Harbor Cove on Harbor Loop, and provides essential port safety and support for the harbor and the region.

There are non-water dependent uses in Harbor Cove, but these constitute only a minor overall use of this planning unit. Restaurants such as the Brew Pub, Lat 43, and the Gloucester House, while non-water dependent uses, are licensed to accommodate the primary water dependent industrial uses on the waterfront, and many have made recent improvements to these areas. The Brew Pub is required by license to preserve space for water dependent industrial uses, while also providing financial support to the Gloucester Port Maintenance fund, as required by the City of Gloucester Harbor Plan and Designated Port Area Master Plan. Lat 43 and the Coughlin office building are licensed to provide access to the waterfront for vehicles to support water dependent industrial waterfront uses. In addition to the Gloucester House Restaurant, the Seven Seas Wharf also hosts excursion vessels such as the schooner Thomas E. Lannon, Seven Seas Whale Watch, and Wejack Fishing Charters. The Building Center is a non-conforming, non-water dependent industrial commercial use that continues to function in this capacity as it did before the establishment of the Gloucester Inner Harbor DPA.

The city-owned parcel at 65 Rogers Street is currently licensed as public parking as a temporary use for a term of five years, while the city's Planning and Development Office works with the Gulf of Maine Research Institute to assess the viability of a multi-tenant facility designed for water dependent industrial uses for the site. This parcel is directly landward of a city-owned waterfront parcel that functions as one of the city's key berthing areas.

North Channel

The North Channel planning unit extends along the length of the North Channel and runs from the Harbormaster building on Harbor Loop to Gordon Thomas Park at the head of the North Channel. This 27- acre area is one of the most substantially industrial sections of Gloucester's DPA, both on the land and along the developed shoreline. This area includes the harbormaster offices; Maritime Gloucester's marine railway; Americold's two key cold storage facilities; several fish processing facilities, including Gorton's of Gloucester, Zeus Packing, and Steve Connolly Seafood, Inc.; the Cape Ann Seafood Exchange; and large commercial boat repair facilities at Rose's Marine. While there are some vacant buildings in this area that have supported water dependent industrial uses in the recent past, these areas remain viable for these uses. The Cruiseport cruise terminal site receives and accommodates both cruise ships and freight, with the ability to accommodate ships up to 500 feet drawing up to 20 feet. The city's large-scale wind turbines were landed at the site's docking facilities in early 2013. In addition to these primary water dependent industrial uses on the

waterfront, Gorton's maintains a large parking area and office facilities accessory to its primary water dependent industrial fish processing use between Rogers and Main Streets. While this area is zoned Central Business, these functions are integral to this water dependent industrial use. With its entirely developed shoreline, over 89% of the land area in the North Channel review area is primarily devoted to and licensed for water dependent industrial uses. The few, minor areas of non-water dependent industrial use in this planning unit support, but are largely incidental to, the predominantly water dependent industrial nature of this area. Approximately 10% of the North Channel review area is occupied by the National Grid substation, Halibut Point restaurant, Solomon Jacob and Gordon Thomas Parks, and Flannigan's service station.

State Fish Pier

The State Fish Pier planning unit is located at the head of the harbor and includes the entire Jodrey State Fish Pier and the area along the North Channel on Parker Street. This 10-acre area is focused specifically on landing and processing of fish and the support of commercial fishing vessels. The Jodrey State Fish Pier, maintained by Mass Development, is 100% dedicated to commercial fishing needs. Facilities here include berthing for the commercial fleet, Coast Guard and Massachusetts Environmental Police vessels, and large herring vessels, as well as a fish processing plant, a cold storage facility and an office building that supports Mass Development, Massachusetts Environmental Police, and CZM regional offices. Most of the land area on Parker Street is also primarily dedicated to water dependent industrial uses, including processing facilities for National Fish and Seafood, as well as office space and parking accessory to these. A mixed use facility supports Three Lantern Marine and Fishing, which supplies fishing gear, as well as a yoga studio and charter vessels. Over 94% of the State Fish Pier review area is substantially dedicated to water dependent industrial uses.

East Gloucester

The 13-acre East Gloucester planning unit extends from the State Fish Pier around Cripple Cove and the east side of the harbor to the peninsula of the Americold cold storage facility. This area includes portions of and directly adjoins a dense residential neighborhood, with more than half of the area in residential use. Further, a significant portion of the land area within the DPA in this planning unit is outside of jurisdictional tidelands. The waterfront is primarily dominated by recreational boating facilities (marinas). There are boat yard functions associated with the marinas here (primarily storage) but these uses occupy less than 20% of the East Gloucester planning unit, and are functionally incidental to the substantially residential and recreational character of the area. Cripple Cove is dominated by a mix of commercial uses, residential areas, and recreational marinas such as Lighthouse, Enos, and Yankee Marine. Benjamin Smith playground and Cripple Cove public landing are also located here. The public landing is licensed as a public recreational boating facility in perpetuity. The waterfront at East Gloucester Marine is developed with wharves, piers and floats that are licensed for use as recreational boating facilities, and Brown's Yacht Yard is licensed for both recreational boating (marina) and boatyard uses. Interspersed throughout the area are single and multi-family residences, apartments, and condos. The predominant use character of the East

Gloucester planning unit is a non-water dependent industrial mix of residential, commercial, and recreational uses.

Cold Storage East Gloucester

The Cold Storage East Gloucester planning unit is comprised of the four-and-a-half-acre peninsula that includes the extensive cold storage facility property in East Gloucester (Americold). This property is currently used by multiple fish processing companies in the Gloucester DPA for both storage and processing of fish. The City considers this facility to be very important to the continued functioning of these water dependent industrial facilities. The waterfront is currently underutilized, but Americold is currently investing in maintenance and improvements of the facility. This review area is functionally distinct from the surrounding areas primarily because of its substantially industrial character and large scale, both on land and on the developed waterfront. One hundred percent of the Cold Storage East Gloucester planning unit is currently in water dependent industrial use.

Smith Cove

The Smith Cove planning unit includes the nine-acre area from the Cold Storage East peninsula to the limit of the DPA on East Main Street in Smith Cove, and is largely residential, with commercial, recreational and residential mixed uses occupying the waterfront. The waterfront in this area is generally developed with wharves, piers and floats which primarily accommodate smaller, mostly recreational vessels. The North Shore Arts Association hosts a licensed recreational boating facility, and Beacon Marine functions as a mixed-use recreational, residential and retail facility. There is limited commercial dockage here, primarily at the Santapaola wharf, and other mixed waterfront uses including boat storage and some boat repair, but these are incidental to the predominantly residential, recreational and commercial uses in the area. Uses along East Main Street are single family residential as well as mixed residential and commercial, with the section from Americold to Pirates Lane, including a dentist, a laundromat, a restaurant, and a retail store, zoned by the city as Neighborhood Business. Approximately ninety-five percent of the Smith Cove planning unit is primarily dedicated to a mix of residential, commercial, and recreational uses.

Rocky Neck

The Rocky Neck planning unit is the area of Rocky Neck within the DPA and includes the Gloucester Marine Railways, which is the oldest continuously operating marine railway in the country. This area is primarily engaged in repair and maintenance of larger vessels in dry-dock, and accommodates the largest of fishing vessels, tugboats, ferries, excursion vessels, and schooners in addition to smaller vessels. The developed shoreline includes two marine railways and an 85-ton travel lift, and also provides services and berthing for commercial vessels. This planning unit fully functions as water dependent industrial use and is distinct from adjacent areas based on the scale of the industrial operations on site.

V. ELIGIBILITY REVIEW

Certain areas within the DPA are not eligible for review pursuant to the criteria at 301 CMR 25.03(2)(a) through (d). Based on our review, CZM determined that no portion of the Gloucester Inner Harbor DPA has been the subject of a designation decision under 301 CMR 25.03(5) in the last five years. Therefore, all areas of the DPA are eligible for review based on the criteria at 301 CMR 25.03(2)(a).

Gloucester's DPA is an extraordinary mix of both water dependent industrial uses and uses that are not considered water-dependent industrial. Much of Gloucester's DPA consists of some mixture of these uses as either primary, supporting, and/or accessory uses, with very few examples where one exists to the exclusion of the other. Therefore, in applying 301 CMR 25.03(2)(b), CZM considered the primary use within a given area to be the use to which a majority of the planning unit is dedicated.

No portion of the Gloucester Inner Harbor DPA was recommended for exclusion from this review by the City Council or any other municipal body with authority to enact zoning. Therefore, all areas of the DPA are eligible for review based on the criteria at 301 CMR 25.03(2)(c).

Any area within a DPA that is entirely bounded by existing DPA lands or waters is not eligible for review pursuant to 301 CMR 25.03(2)(d). This criterion is intended to avoid conflict that could result from incompatible uses being developed in the middle of an otherwise substantially water dependent industrial use area. This scenario could arise if a portion of the DPA that is otherwise completely surrounded by DPA lands is de-designated. However, as the current review is of the entire DPA boundary, no such isolated area is under review, and this scenario is avoided. Therefore, this criterion is not implicated in this DPA boundary review.

As described in greater detail above, the Harbor Cove, North Channel, State Fish Pier, Cold Storage East Gloucester, and Rocky Neck planning units are classified as areas with primarily water dependent industrial uses. Therefore, these areas do not meet all of the criteria for eligibility for review pursuant to 301 CMR 25.03(2) and are not further analyzed for substantial conformance with the criteria governing suitability to accommodate water dependent industrial use. The boundary of the Gloucester Inner Harbor DPA will not change in these areas.

The East Gloucester and Smith Cove review areas do not exhibit a primarily water dependent industrial use character and are the subject for further analysis for inclusion in the Gloucester DPA below.

VI. DESIGNATION REVIEW CRITERIA AND ANALYSIS

The DPA regulations direct that an area of land or water reviewed under 301 CMR 25.00 shall be included or remain in a DPA *if and only if* CZM finds that the area is in substantial conformance with each of the criteria governing suitability to accommodate water dependent industrial use.

East Gloucester

Pursuant to 301 CMR 25.04(2)(a), any area to remain in the DPA under this boundary review must include, or be contiguous with other DPA lands that include, a shoreline that has been substantially developed with piers, wharves, bulkheads, or other structures that establish a functional connection with a DPA water area. The shoreline in the East Gloucester planning unit consists entirely of filled tidelands, with seawalls, bulkheads and riprap providing stability for these areas. Most of the shoreline has been developed further with piers and floats that establish a connection between the land area and the water. Based on this, CZM concludes that the East Gloucester planning unit meets this criterion.

The second key criterion for determining suitability of a land area for water dependent industrial use, pursuant to 301 CMR 25.04(2)(b) is that the land must lie in reasonable proximity to an established road or rail link that leads to a major trunk or arterial route; and be served by water and sewer facilities that are capable of serving general industrial use. The East Gloucester planning unit is primarily served by East Main Street, which is a main public road that links East Gloucester to Route 127A and Route 128, which is the main roadway into and out of the city. East Main Street is generally a narrow road flanked by residential and commercial properties in this area, although large trucks serving area businesses and the Americold cold storage facility routinely use it. While this road is not ideally suited for large commercial vehicles, CZM believes that the road does currently meet the criteria of an established road link leading to a major route. The area is also served by both city water and sewer services. Therefore, CZM concludes that the East Gloucester planning unit meets the criteria for road access and infrastructure necessary to support water dependent industrial uses.

To accommodate water dependent industrial use, the land area must also exhibit a topography that is generally conducive to industrial use, or be reasonably capable of becoming so. As discussed above, the entire shoreline and slightly less than half of the overall land area of the East Gloucester planning unit consists of filled tidelands. These areas are primarily very low-lying and flat, and while areas outside of jurisdiction are generally somewhat higher in elevation, the area exhibits a relatively gentle slope from East Main Street toward the harbor, with areas closest to the harbor being relatively flat and consistent in elevation. Based on this, CZM concludes that the topography of the East Gloucester planning unit is generally conducive to industrial use, and therefore meets the criteria of 301 CMR 25.04(2)(c).

Finally, to remain within the DPA boundary, the land area must also exhibit a use character that is predominately industrial, or reasonably capable of becoming so because it does not contain a dense concentration of non-industrial buildings that cannot be removed or converted, with relative ease, to industrial use; or residential, commercial, recreational or other uses that would unavoidably be destabilized if commingled with industrial activity.

CZM's review determined that the waterfront in the East Gloucester planning unit is primarily dominated by recreational boating facilities (marinas), including at least three that are currently licensed as such long-term. Cripple Cove is dominated by a mix of commercial uses, residential areas, and recreational marinas such as Lighthouse, Enos and Yankee Marine. The Cripple Cove public landing, associated with the public playground, is licensed as a public recreational boating facility in perpetuity. Unlike the majority of the DPA, which is zoned by the city as Marine Industrial, the playground, landing, parking and residential properties along East Main Street near Cripple Cove are zoned Neighborhood Business. The waterfront at East Gloucester Marine is developed with wharves, piers and floats that are licensed for use as recreational boating facilities and Brown's Yacht Yard is licensed for both boat yard and recreational boating (marina) uses. The boat yard functions here are incidental and are largely associated with the marinas, and consist of typical marina-related uses such as storage and boat repair. Interspersed throughout the area are single and multi-family residences, apartments, and condos. Though one lobster distribution company is located here, in total, water dependent industrial uses occupy less than 20% of the East Gloucester planning unit, and are functionally secondary to the predominantly residential, commercial, and recreational character of the area.

The East Gloucester planning unit is dominated by residential and non-industrial buildings that in most cases existed in this area before the establishment of the DPA, and have not been removed or converted to industrial use to date. CZM presumes that the predominant uses here, including residential and commercial recreational boating facilities, small public boating facilities, and public recreational areas, are largely incompatible with activities characteristic of a water dependent industry, because of the inherent functional conflicts and destabilization that may arise. Therefore, CZM finds that this area does not meet the criteria for inclusion in a DPA boundary as required by 301 CMR 25.04(2)(d).

Smith Cove

As stated previously, pursuant to 301 CMR 25.04(2)(a), an area to remain in the DPA under this boundary review must include, or be contiguous with other DPA lands that include, a shoreline that has been substantially developed with piers, wharves, bulkheads, or other structures that establish a functional connection with a DPA water area. While the land area between the Americold facility and Pirates Lane in the Smith Cove planning unit is occupied by residences and small commercial business lots with no access to the waterfront, the shoreline itself in the Smith Cove planning unit consists entirely of filled or altered tidelands, with seawalls, bulkheads and riprap providing stability for these areas. The entire shoreline from Beacon Marine south has been developed further with

piers, wharves, and floats that provide a functional connection to the water. Accordingly, CZM concludes that a substantial portion the Smith Cove planning unit includes, or is contiguous with other DPA lands that include a shoreline that is developed adequately to establish a functional connection with the DPA waters such that water dependent industrial use could be supported in this area.

The second key criterion for determining suitability of a land area for water dependent industrial use, pursuant to 301 CMR 25.04(2)(b) is that the land must lie in reasonable proximity to an established road or rail link that leads to a major trunk or arterial route; and be served by water and sewer facilities that are capable of serving general industrial use. As is the case with the East Gloucester planning unit, the Smith Cove planning unit is primarily served by East Main Street, a main public road that links East Gloucester to Route 127A and Route 128, which is the main roadway into and out of the city. East Main Street is generally a narrow road flanked by residential and commercial properties in this area, although large trucks serving area businesses routinely use it. Again, while this road is not ideally suited for large commercial vehicles, CZM believes that the road does currently meet the criteria of an established road link leading to a major route. The area is also served by both city water and sewer services. Therefore, CZM concludes that the Smith Cove planning unit meets the criteria for road access and infrastructure necessary to support water dependent industrial uses.

To accommodate water dependent industrial use, the land area must also exhibit a topography that is generally conducive to industrial use, or be reasonably capable of becoming so. The area between the Americold cold storage facility and Pirates Lane consists of upland that is entirely developed as a residential and commercial neighborhood. However, as discussed above, the entire shoreline in the Smith Cove planning unit is either filled or altered tidelands that provide a generally stable and flat topography. Like the East Gloucester planning unit, this area exhibits a relatively gentle slope from East Main Street toward the harbor, with areas closest to the harbor being relatively flat and consistent in elevation. Based on this, CZM concludes that the topography of the Smith Cove planning unit is generally conducive to industrial use, and therefore meets the criteria of 301 CMR 25.04(2)(c).

Finally, to remain within the DPA boundary, the Smith Cove land area must also exhibit a use character that is predominately industrial, or reasonably capable of becoming so because it does not contain a dense concentration of non-industrial buildings that cannot be removed or converted, with relative ease, to industrial use; or residential, commercial, recreational or other uses that would unavoidably be destabilized if commingled with industrial activity.

As stated above, a significant portion of the Smith Cove planning unit consists of a primarily residential and small commercial business mixed-use neighborhood. In fact, half of the uses in this area are entirely residential, with mixed commercial and residential uses occupying most of the commercial areas as well. Commercial uses include a restaurant, a laundromat, a marine supply store, an art association, and a small licensed recreational boating facility (marina). Parking for these uses,

particularly the residences, art association, and Reeds Wharf facility on Pirates Lane constitutes a significant portion of the land in the Smith Cove area.

The wharves and piers on the south end of the Smith Cove planning unit are substantially dedicated to mixed residential, commercial, and recreational uses. Beacon Marine is primarily a mix of marina and residential uses, with apartments, a marine store and office, haul out and storage of recreational boats consistent with marina operations, and a fueling dock. With the exception of the Santapaola Wharf, the developed waterfront here primarily serves recreational boating uses. Well over ninety percent of the Smith Cove planning unit is primarily dedicated to a mix of residential, commercial, and recreational uses.

CZM finds that the Smith Cove planning unit is dominated by residential and non-industrial buildings that have not been removed or converted to industrial use since their construction. CZM presumes that the predominant uses here, including primarily residential and commercial mixed use recreational marinas, are largely incompatible with activities characteristic of water dependent industry, because of the inherent functional conflicts and destabilization that may arise. Therefore, CZM finds that this area does not meet the criteria for inclusion in a DPA boundary as required by 301 CMR 25.04(2)(d).

DPA Water Areas

For this DPA boundary review, CZM completed the above analysis of land areas before applying the criteria for 301 CMR 25.03(2) or 15.04(1), in order to better understand how the water area in Gloucester's Inner Harbor is currently used with regard to water dependent industrial uses and compatibility within the DPA.

Accordingly, those water areas that are contiguous with land areas that have been determined by this DPA boundary review to be ineligible for further review under 25.03(2) above have been excluded from further review as well, as it is presumed that these water areas provide and support the necessary functional connection to the primarily water dependent industrial uses in those land areas. These areas include all channels and any water area lying between these channels and the land areas determined above to be ineligible for review. Because the South Channel and the federal channel in Smith Cove continue to serve the State Fish Pier, Cold Storage East Gloucester, and Rocky Neck planning units, these channels are also not eligible for further analysis for this DPA boundary review.

During the comment period for this review, the City of Gloucester requested that CZM review the boundary of the federal channel adjacent to 33 Fort Square to determine if it might be possible to move the DPA boundary further seaward in this location, as the Gloucester harbormaster believes that the federal channel may be wider than necessary in this location to support the DPA uses in Harbor Cove, and may therefore be unnecessarily restricting other viable waterside uses in this location. CZM notes that the designation standards at 301 CMR 25.04(1)(b) require that, at a

minimum, the DPA shall include all channels, including sloped sides necessary to create actual depth, that meet designation standards. While this precludes CZM from changing the boundary of the DPA in this location as part of this DPA boundary review, should the U.S. Army Corp of Engineers agree that such a change to the extent and configuration of the channel in this area is warranted, CZM will presume that such a change will continue to appropriately serve the needs of the DPA in Harbor Cove, and may adjust the location of the DPA boundary in this location to reflect the new channel boundaries at that time.

The water areas adjacent to East Gloucester and Smith Cove have been further analyzed for substantial conformance with the criteria pursuant to 301 CMR 25.04(1) below. These areas include the water sheet between the South Channel and the East Gloucester waterfront, as well as the water sheet between the Smith Cove federal channel and the Smith Cove area waterfront.

Both the East Gloucester and Smith Cove water areas are contiguous with DPA waters that include a navigable entrance channel with a design depth of 20 feet, as the Gloucester Harbor Federal entrance channel design depth is 20 feet. However, while both planning units, as detailed in the above land area analysis, have a shoreline that is substantially developed with piers, wharves, bulkheads or other structures, these do not establish a functional connection with a land area meeting the criteria set forth in 301 CMR 25.04(2), because these land areas do not have a use character that is predominantly industrial. Therefore, the water areas adjacent to the East Gloucester and Smith Cove planning units, between the land areas and the federal channels, are not in substantial conformance with the first criteria governing suitability to accommodate water dependent industrial in Gloucester Harbor.

The second set of criteria in determining suitability of a water area to accommodate water dependent industrial use concern the configuration, size and location of the water area. These criteria direct that all water areas serving as access channels to land or water areas meeting the designation standards, and any water area lying between these access channels and any water or land area meeting the standards, must be included in any DPA boundary. Because the East Gloucester and Smith Cove planning units do not meet the review criteria standards for inclusion in the DPA, the water areas adjacent to them do not meet these criteria.

VII. CONCLUSIONS AND RECOMMENDATIONS

The DPA regulations direct that an area of land or water reviewed under 301 CMR 25.00 shall be included or remain in a DPA if and only if CZM finds that the area is in substantial conformance with the all of the criteria governing suitability to accommodate water dependent industrial use, as appropriate to the harbor in question.

While CZM's analysis of the land and water areas in the East Gloucester and Smith Cove planning units indicates that these areas are in substantial conformance with most of the physical suitability

criteria in 301 CMR 25.04, these land areas do not exhibit a use character that is predominantly industrial, or reasonably capable of becoming so because they do not contain a dense concentration of non-industrial buildings that cannot be removed or converted, with relative ease, to industrial use. To the contrary, this review found that the East Gloucester and Smith Cove planning units are not in substantial conformance with the use character suitability criteria, because they contain a dense mix of non-industrial buildings, including residential, commercial, and recreational uses. The use character is substantially residential, with small commercial businesses and mixed residential and commercial uses as well. The waterfront primarily serves recreational boating needs, and while there are mixed residential, commercial, recreational, and industrial uses here, the industrial activities are dwarfed by the extent of residential, commercial, and recreational uses. As many of these “non-conforming” uses predate the establishment of the DPA, have been in effect in many cases for decades, and are in some cases specifically authorized in long-term licenses, these areas cannot be found to be in substantial conformance with the review criteria at 301CMR 25.04.

Accordingly, CZM finds that the East Gloucester and Smith Cove planning units, as well as the water areas associated with these, shall be removed from the boundary of the Gloucester Inner Harbor DPA. Pursuant to this review, the revised Gloucester Harbor DPA boundary is shown on the attached map, Figure 3.

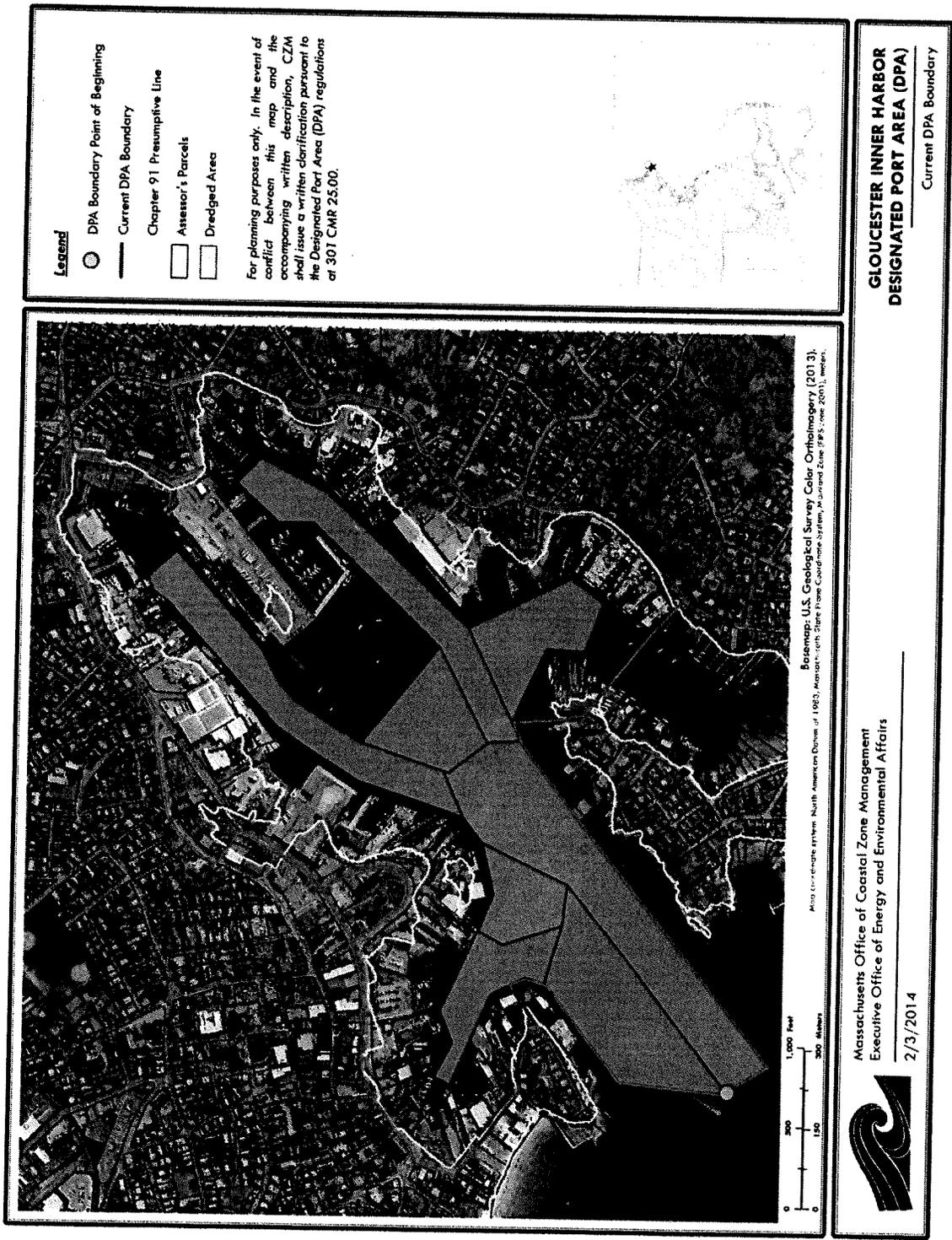
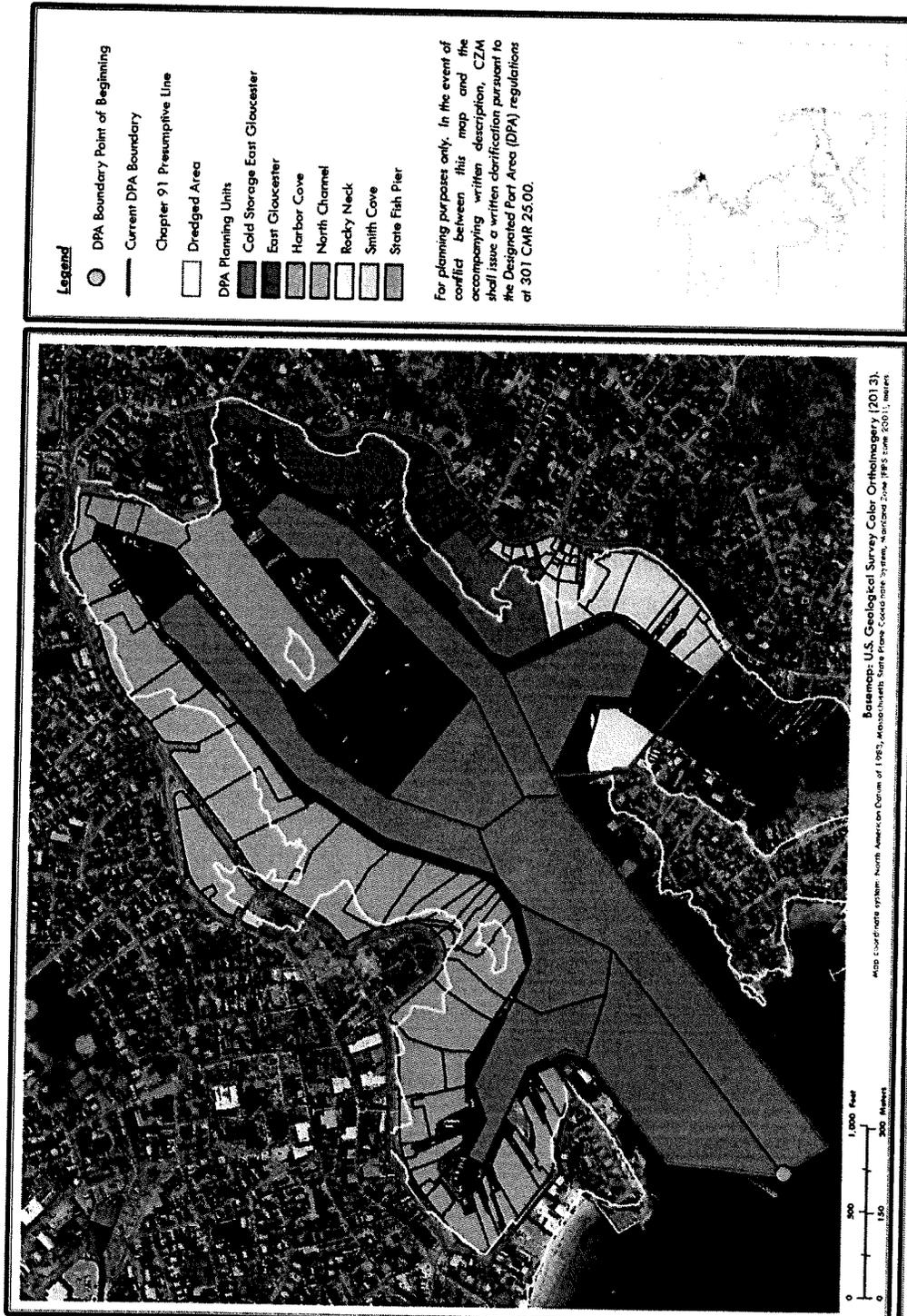


Figure 1. Current Gloucester Inner Harbor DPA boundary map

Boundary Review of the Gloucester Inner Harbor Designated Port Area



DRAFT

**GLOUCESTER INNER HARBOR
DESIGNATED PORT AREA (DPA)**

DPA Planning Units

Massachusetts Office of Coastal Zone Management
 Executive Office of Energy and Environmental Affairs
 2/3/2014

Figure 2. Planning units within the Gloucester Inner Harbor DPA boundary review

Boundary Review of the Gloucester Inner Harbor Designated Port Area

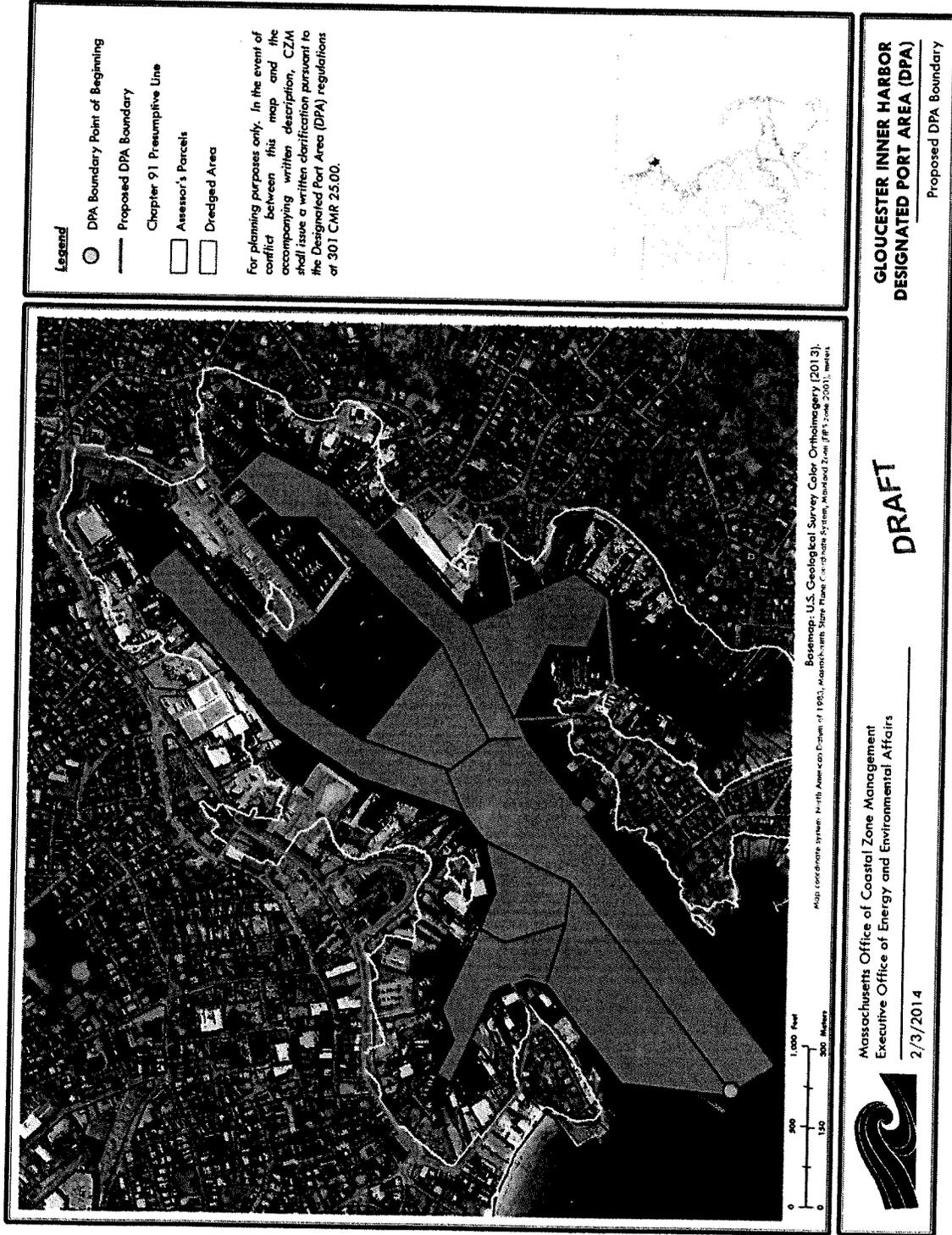


Figure 3. Revised Gloucester Inner Harbor DPA boundary map

Boundary Review of the Gloucester Inner Harbor Designated Port Area

ENCLOSURE 3

City Hall
Nine Dale Ave
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

Memorandum

To: City Council President McGeary and Members of the Gloucester City Council

From: Jim Duggan, Chief Administrative Officer 

Date: February 4, 2014

Re: Loan Authorization & Free Cash Request for the Commercial Street Infrastructure Project

The Administration would like to re-submit the attached loan authorization language and two Free Cash appropriation requests for the necessary infrastructure for the Commercial Street Infrastructure Project.

Consistent with the Mayor's financing plan submitted to the City Council on January 9, 2013, which was subsequently withdrawn, the following outlines the \$7,500,000 budget for the project:

		General Fund Share (41%)	Water Fund Share (23%)	Sewer Fund Share (36%)
Total Project Cost	\$7,500,000	\$3,075,000	\$1,725,000	\$2,700,000
Less:				
MassWorks Grant	(\$3,000,000)	(\$1,230,000)	(\$690,000)	(\$1,080,000)
Beauport, LLC	(\$1,400,000)	(\$574,000)	(\$322,000)	(\$504,000)
Free Cash	(\$1,000,000)		(\$500,000)	(\$500,000)
Total Net Borrowing	\$2,100,000	\$1,271,000	\$213,000	\$616,000

I respectfully request this matter be referred to Budget & Finance for discussion. Appropriate city staff and consultants will be available to answer any questions.

Thank you

General Fund Loan Authorization

Ordered: that \$3,075,000 (Three Million Seventy Five Thousand Dollars) is appropriated for improving roads, drainage, sidewalks, seawall replacement and streetscapes, including the payment of all costs incidental or related thereto; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$3,075,000 under Chapter 44 of the Massachusetts General Laws or any other enabling legislation; that the Mayor is authorized to contract for and expend any federal, state or private aid available for the project, provided that the amount of the authorized borrowing shall be reduced by the amount of any aid received such prior to the issuance of bonds or notes under this order; and that the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

Water Fund Loan Authorization

Ordered: that \$1,225,000 (One Million Two Hundred Twenty Five Thousand Dollars) is appropriated for the purpose of financing the construction of the following water pollution abatement facilities: water system improvements, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$1,225,000 and issue bonds or notes therefor under Chapter 44 of the Massachusetts General Laws, or any other enabling legislation and/or Chapter 29C of the General Laws; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; and that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a financing agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Mayor is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; that the Mayor is authorized to contract for and expend any federal, state or private aid available for the project, provided that the amount of the authorized borrowing shall be reduced by the amount of any aid received such prior to the issuance of bonds or notes under this order; and that the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

Sewer Fund Loan Authorization

Ordered: that \$2,200,000 (Two Million Two Hundred Thousand Dollars) is appropriated for the purpose of financing the construction of the following sewer pollution abatement facilities: sewer system improvements, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow \$2,200,000 and issue bonds or notes therefor under Chapter 44 of the Massachusetts General Laws, or any other enabling legislation and/or Chapter 29C of the General Laws; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; and that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a financing agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Mayor is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; that the Mayor is authorized to contract for and expend any federal, state or private aid available for the project, provided that the amount of the authorized borrowing shall be reduced by the amount of any aid received such prior to the issuance of bonds or notes under this order; and that the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

ENCLOSURE 4

City of Gloucester Special Budgetary Transfer Request Fiscal Year 2014

*****INTER-DEPARTMENTAL REQUIRING CITY COUNCIL APPROVAL*****Requires 6 Votes

DEPARTMENT REQUESTING TRANSFER:
#2014-SBT

MAYOR

16 DATE: 1/27/2014 BALANCE IN ACCOUNT \$2,468.32

(FROM) PERSONAL SERVICES ACCOUNT#:

Unifund Acct #

(FROM) ORDINARY EXPENSE ACCOUNT#:

Unifund Acct #

101000.10.121.57800.0000.00.000.00.057

Mayor, Contingency/Emergency
Account Description

EXPLANATION OF SURPLUS:

Funds available for transfer

(TO) PERSONAL SERVICES ACCOUNT#:

Unifund Acct #

101000.10.121.51944.0000.00.000.00.051

(TO) ORDINARY EXPENSE ACCOUNT#:

Unifund Acct #

Mayor, Sick Incentive Pay
Account Description

ANALYSIS OF NEED(S):

Account was underbudgeted; did not include Sick Incentive for CAO.

TOTAL TRANSFER AMOUNT \$200.00

NEW BALANCE IN ACCOUNTS AFTER TRANSFER

FROM ACCOUNT: \$2,268.32

TO ACCOUNT: \$0.00

APPROVALS:

DEPT. HEAD: _____

ADMINISTRATION: _____

BUDGET & FINANCE: _____

CITY COUNCIL: _____

DATE: 2/4/14

DATE: 2/4/14

DATE: _____

DATE: _____

ENCLOSURE 5

**City of Gloucester
Special Budgetary Transfer Request
Fiscal Year 2014**

*****INTER-DEPARTMENTAL REQUIRING CITY COUNCIL APPROVAL*****Requires 6 Votes

DEPARTMENT REQUESTING TRANSFER:
#2014-SBT

VETERANS

17 DATE: 1/31/2014 BALANCE IN ACCOUNT \$21,757.76

(FROM) PERSONAL SERVICES ACCOUNT#:

Unifund Acct #
101000.10.543.51100.0000.00.000.00.051

(FROM) ORDINARY EXPENSE ACCOUNT#:

Unifund Acct #

Veterans, Sal/Wage-Perm Pos
Account Description

EXPLANATION OF SURPLUS:

Funds available for transfer due to resignation of
Veterans Agent

(TO) PERSONAL SERVICES ACCOUNT#:

Unifund Acct #

(TO) ORDINARY EXPENSE ACCOUNT#:

Unifund Acct #
101000.10.543.52000.0000.00.000.00.052
Veterans, Contractual, Services
Account Description

ANALYSIS OF NEED(S):

To pay for consulting services by former Veterans Agent until new
Agent is hired. Necessary to keep up with 115 benefits which
requires specialized training/knowledge.

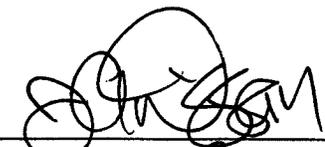
TOTAL TRANSFER AMOUNT \$3,500.00

NEW BALANCE IN ACCOUNTS AFTER TRANSFER

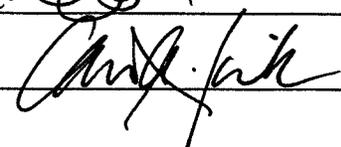
FROM ACCOUNT: \$18,257.76

TO ACCOUNT: \$3,500.00

APPROVALS:
DEPT. HEAD:



ADMINISTRATION:



BUDGET & FINANCE:

CITY COUNCIL:

DATE: 2/4/14

DATE: 2/4/14

DATE: _____

DATE: _____

ENCLOSURE 6

**City of Gloucester
Special Budgetary Transfer Request
Fiscal Year 2014**

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

TRANSFER # 2014-SBT- 18 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: Purchasing

DATE: 1/23/2014 BALANCE IN ACCOUNT: \$ 2,100.00

(FROM) PERSONAL SERVICES ACCOUNT # Unifund Account #

(FROM) ORDINARY EXPENSE ACCOUNT # Unifund Account #
101000.10.138.53480.0000.00.000.00.052

Advertising
 Account Description

DETAILED EXPLANATION OF SURPLUS: no surplus, funds needed for salary account

(TO) PERSONAL SERVICES ACCOUNT # Unifund Account #
101000.10.138.51100.0000.00.000.00.051

(TO) ORDINARY EXPENSE ACCOUNT # Unifund Account #

sal/wage perm pos
 Account Description

DETAILED ANALYSIS OF NEED(S): excess funds showed in salary account used to fund sick incentive account
 there was a glitch in the system, funds were not actually there, this transfer
 will correct shortage in salary account

TOTAL TRANSFER AMOUNT: \$ 300.00 NEW BALANCE IN ACCOUNTS AFTER TRANSFER
 FROM ACCOUNT: \$ 1,800.00
 TO ACCOUNT: _____

APPROVALS: KL
 DEPT. HEAD: [Signature] DATE: 1/23/14
 ADMINISTRATION: [Signature] DATE: 2/4/14
 BUDGET & FINANCE: _____ DATE: _____
 CITY COUNCIL: _____ DATE: _____

ENCLOSURE 7

City Hall Restoration Commission

Memo

To: Mayor Carolyn A. Kirk

From: Maggie Rosa, Chair

CC: J.J. Bell, Steve Dexter, Craig Herrmann, Steve Pardee, Jan Bell, Mary McCarl, Bill Sanborn, Jim Hafey, Jim Duggan, Mark Cole, Mike Hale

Date: Wednesday, January 22, 2014

Re: Grant Applications for the continued exterior restoration of City Hall.

The City Hall Restoration Commission (CHRC) is seeking approval from the Administration and City Council to submit grant applications to both the Mass Cultural Facilities Funds and Gloucester's Community Preservation Act funds in order to complete the exterior restoration of City Hall. The grant application to the Mass Cultural Facilities Fund will seek the maximum amount of \$675,000, which requires the same amount of funds for the match. The CHRC is planning on seeking \$500,000 from CPA funds to be used as part of the match, to be combined with the \$100,000 of Free Cash, \$36,000 from 2013 CPA funds and \$40,000 from privately raised funds.

Mass Cultural Facilities Funds requires submission of An Intent to Apply by February 7, 2014 with a deadline of submitting the Grant Application by March 7, 2014.

The 2014 deadlines for CPA applications are January 31 for Project Eligibility Forms, and March 14 for Completed Application.

The CHRC recognizes that the applications will require a significant effort in order to have any chance of success. However, CHRC also recognizes that these funding opportunities constitute the only realistic sources available to complete the exterior restoration, including the windows and masonry repairs, at an estimated cost of \$1.3 million Both the Committee for the Arts and the Gloucester Harbor Cultural District Committee have agreed to strongly support our efforts. We are currently seeking support from a variety of local organizations.

We are available to answer any questions that you might have.

Thank you for your attention to this matter.

ENCLOSURE 8



The GLOUCESTER PUBLIC SCHOOLS

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

Hans Baumhauer
Director of Finance and Operations
6 School House Road
Gloucester, MA 01930
Phone: 978-281-9802 / Fax 978-281-9899
jbaumhauer@gloucester.k12.ma.us

To: Gloucester Budget and Finance Committee
From: Hans Baumhauer
Date: 01/30/14
RE: City Council Matters

1) Requesting your permission to pay services / goods procured without a purchase order in place.

Town of Essex

Police officer detail charge for GHS football game 11/28/13 - \$384.00

Kathleen Foote

Travel reimbursement for professional development - \$195.35

Melanie Stansfield

Travel reimbursement for professional development - \$487.36

2) Requesting your permission to raise the spending limit on Revolving Fund #283013 from \$20,000 to \$40,000

Paperwork attached.

Johannes H. Baumhauer
Director of Finance and Operations



POLICE DEPARTMENT

24 MARTIN STREET ESSEX, MA 01929 * TEL. 978-768-6628 * FAX 978-768-7635

PRIVATE DUTY BILLING

Gloucester Police Department
Main Street
Gloucester, MA 01930

INVOICE DATE: 12/3/2013
INVOICE #: 42413

BILL FOR PRIVATE POLICE DUTY

11/28/2013 Rob Gilardi	4	Regular Hours	\$192.00
<i>Gloucester High School Football Game</i>		Regular Hours	\$0.00
		Accounting Fee	
11/28/2013 Dan Bruce	4	Regular Hours	\$192.00
<i>Gloucester High School Football Game</i>		Overtime Hours	\$0.00
		Regular Hours	\$0.00
		Overtime Hours	\$0.00
		Accounting Fee	
		Regular Hours	\$0.00
		Overtime Hours	\$0.00
		Accounting Fee	\$0.00
		Regular Hours	\$0.00
		Overtime Hours	\$0.00
		Accounting Fee	\$0.00
		Regular Hours	\$0.00
		Overtime Hours	\$0.00
		Accounting Fee	\$0.00

TOTAL \$384.00

Date:
Check #:

Please return one copy with your payment

*** Make checks payable to the "TOWN OF ESSEX" ***



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:
Approved _____
Disapproved _____

Teacher Q

Name Kathleen Foote School/Department Veterans' Memorial

Expense Account Number 282123.20.331.57100.2357.00.000.13.057

Date of Expense Feb/March Purpose Lively Letters Training - Linguistics
Warren Conf. Center - Ashland, MA

Travel: 63.77x4

Mileage: (personal vehicle) 255.08 Miles at \$0.565 per Mile \$ 144.12
Parking Expense (see attached Receipt) \$ _____
Tolls (see attached Receipt) \$ _____
Other Travel Expense (Specify) _____ \$ _____

Subtotal Travel \$ _____

Food:

Meal (Breakfast, Lunch, Dinner)	Restaurant	# of Guests	
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Subtotal Food \$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 144.12

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Kathleen Foote DATE 11/15/13

SUPERVISOR'S SIGNATURE Matthew [Signature] DATE 11/21/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

* original submitted 6/2012. resubmitted 10/25/12. resubmitted 11/21/13



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____
Disapproved _____

Name Kathleen Foote School/Department Veterans' Memorial

Teacher

Expense Account Number 282123.20.331.57100.2357.00.000.13.057

Date of Expense 11/19/2012 Purpose BSRF - open resp. training
5/1/2013 ELL training

Travel:
Mileage: (personal vehicle) 22.67 x 4 = 90.68 Miles at \$0.565 per Mile \$ 51.23
Parking Expense (see attached Receipt) \$ _____
Tolls (see attached Receipt) \$ _____
Other Travel Expense (Specify) _____ \$ _____

Spinnellis
Peabody, Ma

Subtotal Travel \$ _____

Food:

Meal (Breakfast, Lunch, Dinner)	Restaurant	# of Guests	
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Subtotal Food \$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ 51.23

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ _____

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Kathleen Foote DATE 11/15/13

SUPERVISOR'S SIGNATURE [Signature] DATE 11/21/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Hand deliver
resub
11/21/13

* originally submitted 10/2012 - resubmitted 10/26/12 for audit

UCC-Framingham

FORM C



**CITY OF GLOUCESTER
GLOUCESTER PUBLIC SCHOOLS
EXPENSE REIMBURSEMENT REQUEST**

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____
Disapproved _____

Name Melanie Stansfield School/Department Beeman, Literacy Coach

Teacher

Expense Account Number 282123.20.331.57100.2357.00.000.13.057

Date of Expense 2/18/13 Purpose Project Read Linguistics

Travel: 59.54 x 2 = 119.08 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt) _____

Tolls (see attached Receipt) _____

Other Travel Expense (Specify) _____

\$ 67.28
\$ _____
\$ _____
\$ _____

Subtotal Travel

\$ 67.28

Food:

Meal (Breakfast, Lunch, Dinner) Restaurant # of Guests

_____ _____ _____ \$ _____

_____ _____ _____ \$ _____

Subtotal Food

\$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST

\$ 67.28

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 12/5/13

SUPERVISOR'S SIGNATURE [Signature] DATE 12/5/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

UCC - Framingham



FORM C

**CITY OF GLOUCESTER
GLOUCESTER PUBLIC SCHOOLS
EXPENSE REIMBURSEMENT REQUEST**

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____
Disapproved _____

Name Melanie Stanfield School/Department Beeman, Literacy Coach

Expense Account Number 282123-20-331-57100-2357.00.000-13-057

Date of Expense 2/12/13 Purpose Project Read Linguistics

Travel:
Mileage: (personal vehicle) 59.54 x 2 = 119.08 miles Miles at \$0.565 per Mile \$ 67.28
Parking Expense (see attached Receipt) \$ _____
Tolls (see attached Receipt) \$ _____
Other Travel Expense (Specify) _____ \$ _____

Subtotal Travel \$ 67.28

Food:
Meal (Breakfast, Lunch, Dinner) Restaurant # of Guests \$ _____
_____ \$ _____

Subtotal Food \$ _____

Accommodations:
Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 67.28

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stanfield DATE 12/5/13

SUPERVISOR'S SIGNATURE [Signature] DATE 12/5/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Spinelli's Function Facility - Peabody, MA

FORM C



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____

Disapproved _____

Name Melanie Stansfield School/Department Beeman, Title I

Teacher
Q

Expense Account Number 282123.20.331.57100.2357.00.000.13.057

Date of Expense 10/12/12 Purpose Project Read Written Expression

Travel: 22.29 x 244.58 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt) _____

Tolls (see attached Receipt) _____

Other Travel Expense (Specify) _____

\$ 25.18 (part 1)

\$ _____

\$ _____

\$ _____

Subtotal Travel \$ 25.18

Food:

Meal (Breakfast, Lunch, Dinner)

Restaurant

of Guests

_____ \$ _____

_____ \$ _____

Subtotal Food \$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 25.18

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 10/12/12

SUPERVISOR'S SIGNATURE [Signature] DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Spinelli's Function Facility- Peabody, MA

FORM C



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:
Approved _____
Disapproved _____

Name Melanie Stansfield School/Department Beeman, Title I

Teacher Expense Account Number 28.2123.20.331.57100.2357.00.00.13.057

Date of Expense 10/15/12 Purpose Project Read Written Expression

Travel: 22.29 x 2 = 44.58 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt) _____

Tolls (see attached Receipt) _____

Other Travel Expense (Specify) _____

\$ 25.18 (part 2)
\$ _____
\$ _____
\$ _____

Subtotal Travel \$ 25.18

Food:

Meal (Breakfast, Lunch, Dinner)	Restaurant	# of Guests	
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Subtotal Food \$ —

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ —

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 25.18

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 10/15/12

SUPERVISOR'S SIGNATURE [Signature] DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Spinelli's Function Facility, Peabody - MA

FORM C



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____

Disapproved _____

Name Melanie Stansfield School/Department Bee man, Title I

Expense Account Number 28223.20.331.57100.2357.00.000.13.057

Date of Expense 11/1/12 Purpose Vocabulary - Keys to Literacy

Travel: 22.29 x 244.58 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt)

Tolls (see attached Receipt)

Other Travel Expense (Specify) _____

\$ 25.18

\$ _____

\$ _____

\$ _____

Subtotal Travel \$ 25.18

Food:

Meal (Breakfast, Lunch, Dinner)

Restaurant

of Guests

_____ \$ _____

_____ \$ _____

Subtotal Food \$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 25.18

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 11/1/12

SUPERVISOR'S SIGNATURE Elan Joly DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Spinelli's Function Facility - Peabody, MA

FORM C



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____
Disapproved _____

Name Melanie Stansfield School/Department Beeman, Title I

Expense Account Number 282123.20.331.57600.2357.00.000.13.057

Date of Expense 11/14/12 Purpose Project Read Phonics (part 2)

Travel: 22.29 x 244.58 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt) _____

Tolls (see attached Receipt) _____

Other Travel Expense (Specify) _____

\$ 25.18
\$ _____
\$ _____
\$ _____

Subtotal Travel

\$ 25.18

Food:

Meal (Breakfast, Lunch, Dinner)	Restaurant	# of Guests	
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Subtotal Food

\$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST

\$ 25.18

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 11/14/12

SUPERVISOR'S SIGNATURE [Signature] DATE 11/23/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Teacher &

Spinelli's Function Facility - Peabody, MA

FORM C



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:
Approved _____
Disapproved _____

Teacher
4

Name Melanie Stansfield School/Department Beeman, Title I

Expense Account Number 2123.20.331.57100.2357.00.000.13.057

Date of Expense 11/15/12 Purpose Project Read Lesson Building

Travel: 22.29 x 2.44 = 54.58 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile \$ 25.18

Parking Expense (see attached Receipt) \$ _____

Tolls (see attached Receipt) \$ _____

Other Travel Expense (Specify) _____ \$ _____

Subtotal Travel \$ 25.18

Food:

Meal (Breakfast, Lunch, Dinner) Restaurant # of Guests

_____ \$ _____

_____ \$ _____

Subtotal Food \$ —

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ —

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 25.18

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 11/14/12

SUPERVISOR'S SIGNATURE [Signature] DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

UCC Framingham - MA

FORM C



**CITY OF GLOUCESTER
GLOUCESTER PUBLIC SCHOOLS
EXPENSE REIMBURSEMENT REQUEST**

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____

Disapproved _____

Name Melanie Stansfield School/Department Beeman, Literacy

Teacher
Q

Expense Account Number 282123.20.331.57100.2357.00.000.13.057

Coach

Date of Expense 1/1/13 Purpose BSRI - Data Meetings

Travel: 59.54 x 2 = 119.08 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

\$ 67.28

Parking Expense (see attached Receipt) _____

\$ _____

Tolls (see attached Receipt) _____

\$ _____

Other Travel Expense (Specify) _____

\$ _____

Subtotal Travel

\$ 67.28

Food:

Meal (Breakfast, Lunch, Dinner) Restaurant # of Guests

_____ \$ _____

_____ \$ _____

Subtotal Food

\$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST

\$ 67.28

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stansfield DATE 1/1/13

SUPERVISOR'S SIGNATURE [Signature] DATE 1/28/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Beverly Public Schools - Cove School Foundations Training FORM C



**Beverly, MA
CITY OF GLOUCESTER
GLOUCESTER PUBLIC SCHOOLS
EXPENSE REIMBURSEMENT REQUEST**

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:
Approved _____
Disapproved _____

Name Melanie Stansfield School/Department Beeman, Literary Coach

Teacher
2

Expense Account Number 282123.20.331.57100.2357.00.000.13.057

Date of Expense 2/13/13 Purpose Foundations-Training

Travel: 14.87 x 229.74 Miles \$ 16.80
Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile \$ _____
Parking Expense (see attached Receipt) \$ _____
Tolls (see attached Receipt) \$ _____
Other Travel Expense (Specify) _____ \$ _____

Subtotal Travel \$ 16.80

Food:

Meal (Breakfast, Lunch, Dinner)	Restaurant	# of Guests	\$
_____	_____	_____	\$ _____
_____	_____	_____	\$ _____

Subtotal Food \$ _____

Accommodations:
Name / Location of Lodging _____
Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ ~~16.80~~

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 16.80

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie Stansfield DATE 2/13/13

SUPERVISOR'S SIGNATURE Ellen Gray DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

UCC - Framingham - MA

FORM C



**CITY OF GLOUCESTER
GLOUCESTER PUBLIC SCHOOLS
EXPENSE REIMBURSEMENT REQUEST**

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____
Disapproved _____

Name Melanie Stanfield School/Department Beeman, Literacy Coach
Expense Account Number 282123.20.331.57100.2357.00.000.13.057
Date of Expense 3/14/13 Purpose BSR1RS-CCSS Training 93

Teacher
Q

Travel: 59.54 x 2119.08 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt) _____

Tolls (see attached Receipt) _____

Other Travel Expense (Specify) _____

\$ 67.28
\$ _____
\$ _____
\$ _____

Subtotal Travel

\$ 67.28

Food:

Meal (Breakfast, Lunch, Dinner)

Restaurant

of Guests

_____ \$ _____
_____ \$ _____

Subtotal Food

\$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST

\$ 67.28

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stanfield DATE 3/14/13

SUPERVISOR'S SIGNATURE [Signature] DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____



FORM C

CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____

Disapproved _____

Name Melanie Stanfield School/Department Beeman, Literacy Coach

Teacher

Expense Account Number 282123-20-331-57100-2357-00-000-13-057

Date of Expense 9/19+9/20 Purpose Telion Lively Letters

Travel: 89.16 miles Mileage: (personal vehicle) _____ Miles at \$0.555 per Mile \$ 50.36

Parking Expense (see attached Receipt) \$ _____

Tolls (see attached Receipt) \$ _____

Other Travel Expense (Specify) _____ \$ _____

Subtotal Travel \$ 50.36

Food:

Meal (Breakfast, Lunch, Dinner)	Restaurant	# of Guests	\$
_____	_____	_____	_____
_____	_____	_____	_____

Subtotal Food \$ _____

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation \$ _____

TOTAL EXPENSE REIMBURSEMENT REQUEST \$ 50.36

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stanfield DATE 12/5/13

SUPERVISOR'S SIGNATURE Ellen B. Bley DATE 12/5/13

SCHOOL'S CFO SIGNATURE _____ DATE _____

Spinelli's Function Facility, Peabody, MA

FORM C



CITY OF GLOUCESTER GLOUCESTER PUBLIC SCHOOLS EXPENSE REIMBURSEMENT REQUEST

TRAVEL, FOOD, AND ACCOMMODATIONS ON A SINGLE TRIP

For Auditor's Use Only:

Approved _____

Disapproved _____

Teacher

Name Melanie Stanfield School/Department Beeman, Title I

Expense Account Number 282123.20.331.57100.2357.00.000.13.457

Date of Expense 10/26/12 Purpose Project Read Phonics (part 1)

Travel: 22.29 x 2 44.58 miles

Mileage: (personal vehicle) _____ Miles at \$0.565 per Mile

Parking Expense (see attached Receipt) _____

Tolls (see attached Receipt) _____

Other Travel Expense (Specify) _____

\$ 25.18

Subtotal Travel

\$ 25.18

Food:

Meal (Breakfast, Lunch, Dinner)

Restaurant

of Guests

_____ \$ _____

_____ \$ _____

Subtotal Food

\$ —

Accommodations:

Name / Location of Lodging _____

Number of Nights _____ at \$ _____ per Night

Subtotal Accommodation

\$ —

TOTAL EXPENSE REIMBURSEMENT REQUEST

\$ 25.18

I CERTIFY THAT THIS REQUEST FOR EXPENSE REIMBURSEMENT DOES NOT INCLUDE ANY PURCHASE OF TOBACCO PRODUCTS and/or ALCOHOLIC BEVERAGES

EMPLOYEE SIGNATURE Melanie B. Stanfield DATE 10/26/12

SUPERVISOR'S SIGNATURE Ellen Sibley DATE 11/25/13

SCHOOL'S CFO SIGNATURE _____ DATE _____



Gloucester City Council
CERTIFICATE OF VOTE
Certificate Number: 2013-135

The Gloucester City Council, at a special meeting held on **Tuesday, June 18, 2013** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, voted to approve the following:

IN CITY COUNCIL:

MOTION: On motion of Councilor McGeary, seconded by Councilor Ciolino, the City Council voted 8 in favor, 0 opposed, 1 absent, to continue acceptance of Statute MGL, Chapter 44, §53E ½, School Department Revolving Funds as specified:

Ord.	Description	Category	Event/Source	Use of Funds	Amount	Balance	Restrictions
283002	Summer School Program	School	Fees	Salary/Expense	\$20,000	Available Balance	None
283008	Transportation	School	Contracts/Charters	Transportation Services	\$300,000.00	Available Balance	None
283010	ROTC	School	Fees/Charges	Salary/Expenses	\$80,000.00	Available Balance	None
283012	Preschool	School	Fees/Charges	Salary/Expenses	\$50,000.00	Available Balance	None
283013	Professional Development	School	Fees/Charges	Training	\$20,000.00	Available Balance	None
283019	Non Resident Student Tuition	School	Fees/Charges	Salary/Expense	\$50,000	Available Balance	None

Linda T. Lowe

Linda T. Lowe, City Clerk

Date: JUN 21 2013

APPROVED BY THE MAYOR

Carolyn A. Kirk
 Carolyn A. Kirk, Mayor

VETOED BY THE MAYOR

Carolyn A. Kirk, Mayor

SIGNED THIS 24 DAY OF June, 2013

All Ordinances shall become effective 31 days after passage except
 Emergency Orders and Zoning Amendments shall become effective the next day.

A TRUE COPY ATTEST
Linda T. Lowe
 CITY CLERK

ENCLOSURE 9

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2014

Mr. Jerome Goulart, Jr.
39 Hartz Street
Gloucester, MA 01930

Dear Mr. Goulart:

Thank you for your interest in serving on the and **Open Space Recreation Committee**. I am pleased to appoint you to a three year term on this important committee.

Your appointment will be sent to the City Council for their meeting of February 11, 2014. Confirmation of your appointment will be referred out to the next Ordinance and Administration subcommittee meeting, and you will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office to pick up your appointment card (*copy enclosed*) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

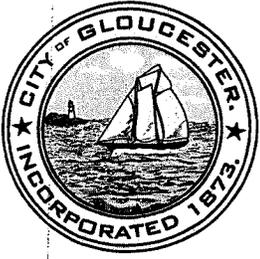
Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolyn A. Kirk". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Carolyn A. Kirk
Mayor

cc: Mayor's Report to the City Council
Tom Daniel, Community Development Director
Enclosure



CITY OF GLOUCESTER
COMMUNITY DEVELOPMENT DEPARTMENT
3 POND ROAD, GLOUCESTER, MA 01930

MEMORANDUM

DATE: January 21, 2014

TO: Mayor Carolyn Kirk

FROM: John McElhenny, Chairman, Open Space & Recreation Committee JM

THRU Tom Daniel, Community Development Director TD
Stephen Winslow, Senior Project Manager SW

Re: Open Space & Recreation Committee Vacancy: Recommendation of Jerome Goulart

The Open Space & Recreation Committee (OSCR) currently has one vacancy. Jerome Goulart Jr. of 39 Hartz Street has expressed interest in this vacancy. The OSCR met with Mr. Goulart on January 16th and unanimously recommends his appointment to the current vacant position on the committee.

EFFECTIVE FEBRUARY 4, 2014

The City of Gloucester, Massachusetts

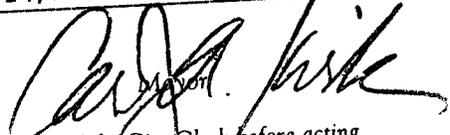
Dear Jerome Goulart, Jr., 39 Hartz Street, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the OPEN SPACE & RECREATION COMMITTEE _____ of the City of

Gloucester, Massachusetts _____

This is a 90 day temporary appointment. After City Council
approval, term to expire 2/14/2017. (THREE YEAR TERM)

Respectfully,


Mayor

N.B. You are required to be sworn in at the office of the City Clerk before acting
under this appointment.

Sworn in _____

By: _____

Jerome Goulart, Jr.
39 Hartz St.
Gloucester MA 01930
978-281-2304
Jerry.Goulart@excelitas.com

The Honorable Carolyn Kirk, Mayor
9 Dale Ave.
City of Gloucester, Ma
Gloucester, MA 01930

Re: Open Space & Recreation Committee: Letter of Interest

Dear Mayor Kirk:

My name is Jerome Goulart and I am writing you to apply for the available seat on the Open Space and Recreation Committee. In talking with Patti Amaral, with whom I, a "Portagee Hill" and Veteran's Memorial kid, share passion for Mattos Field (my parents met there ice skating in 1945 and I've virtually lived there as a downtown athlete in my youth and adulthood) she suggested I look into the committee.

After reading through the "Five Year Plan" and thinking back on the more than six decades I have personally, and continuously benefited from the availability of every park, field, court, beach, pond, and woodland, as well as every program associated with them, I feel well suited to fill this seat.

In my youth, I played pee wee football and youth basketball in every city league as well as pond hockey whenever and wherever there was ice safe enough to skate on. I learned to swim at six at Cressey's Beach, to row at YMCA camp, then at Fresh Water Cove, learned archery at Camp Spindrift and shooting at the Cape Ann Sportsman's Club and spent many a day and night hiking and camping in the many outdoor spaces on the island.

I've played, coached and umpired baseball on every diamond on Cape Ann until the age of eighteen and even recruited my father, a Gloucester police detective to coach and eventually become president of Gloucester Little League. As an adult and parent, I both played and coached softball on all the softball fields in town, and followed in my father's footsteps in taking management of the East Gloucester Vikings Youth Program when my girls played ball and did cheering. As recently as two years ago coached my own adult daughters' team in the Cape Ann Women's Softball League at Mattos. There is always a glove in my trunk.

As an adult, a father and a grandfather, my appreciation and concern for Gloucester's precious outside spaces is as real now as when I was the one running the bases. I am always on the lacrosse and soccer fields, at Saturday morning basketball in the field house or in the woods with grandkids, dogs and cameras discovering Babson's Rocks or hiking Red Rock for arguably the best view on Cape Ann. A typical summer week includes at least two days on Good Harbor, a standing Monday night family tennis match at the GHS courts, a hike in Ravenswood and hoops at Fort Playground. My youngest daughter and her husband coach youth soccer and my eldest two live downtown where the critical micro-urban spaces of Burnham's and Mattos are the "backyards" of the kids in my grandchildren's neighborhoods. As an energy conservation professional, a proponent of building strong community and an advocate of

teaching the whole child, I understand the incredible value of fostering community through youth sports, stewardship of common spaces, respect for nature and in maintaining a sense of "neighborhood" that is increasingly more difficult as communities become more transient and young people are not always shepherded in the way they were when families lived together for generations. My girls' closest friends are the ones they made on the courts and fields of their youth sports programs, and this even after a cross town move mid-elementary school. The team WAS their neighborhood. Many of the women on their adult team are the one's they played with at EGS and the same is happening with my grandkids - the community of sports and of camp is replacing the traditional neighborhood in a way that continues to build camaraderie in a way that is so important to keeping kids on a positive path.

I hope that I have adequately conveyed my desire and qualification for the space on the Open Space and Recreation Committee in the above paragraphs. I am confident that I would bring a lifetime of community involvement and sense of place to the role, a genuine commitment to the team and a positive contribution to the betterment of the outside spaces for generations of Gloucester youth and adults.

Thank you for considering this submission. I hope it inspires further conversation.

Jerome Goulart, Jr.

OPEN SPACE AND RECREATION COMMITTEE



Gloucester City Council CERTIFICATE OF VOTE Certificate Number: 2009-183

The Gloucester City Council, at a Special City Council meeting held on, **TUESDAY, AUGUST 25, 2009** at 7:00 p.m. in Fred J. Kyrouz, Auditorium, City Hall, voted to approve the following action:

IN CITY COUNCIL:

MOTION: On motion of Councilor Foote, seconded by Councilor Devlin, the City Council voted **8 IN FAVOR 0 OPPOSED** to **AMEND** Chapter 2 "Administration" by **ADDING** "Open Space and Recreation Advisory Committee" Sections 2-517 through 2-520 as follows:

Be it enacted by the City Council assembled and by the authority of same as follows:

Section 2- 517 - Establishment; composition; appointment and terms of members

There is hereby established an Open Space and Recreation Committee which is created to formulate and implement an Open Space and Recreation Plan (OSRP) for the City of Gloucester. The Open Space and Recreation Committee will assist the city in its future actions with regard to open space parcels within the city. The committee shall consist of seven (7) members who shall be appointed by the Mayor from the residents of the city and confirmed by the City Council. The members shall serve for three-year staggered terms beginning on the date of appointment and ending on February 14 as required by City Charter.

Section 2 - 518 Purpose

The Committee shall create and implement an OSRP which shall:

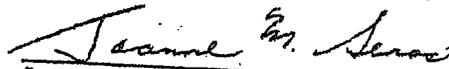
- a. Ensure the existence, smart use and access to open space in perpetuity.
- b. Ensure that contiguous areas and functions and values that depend on them are maintained
- c. Propose a process for agreements with abutters with shared use/conservation interests for enhancing open space.
- d. Recommend planned city growth and business development in a way that fully contemplates and strives to maintain the functions, values, uses and vision for open space in Gloucester.
- e. Establish a criteria and process for ceding open space to development or dedicated use
- f. Promote awareness and use of open spaces through a descriptive inventory of open spaces.

Section 2 - 519 Process

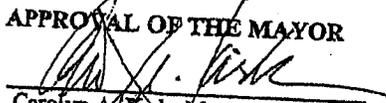
The former open space plans shall be used to create the plan which shall be submitted to the Commonwealth.

Section 2-520 Authorities and Responsibilities

- a. The Open Space and Recreation Committee shall act as an advisory committee to the Mayor, City Council, municipal boards, and the general public on matters concerning open space and recreation and shall have no budgetary powers.
- b. A majority of appointed members serving on the committee shall constitute a quorum and no meeting shall be continued without a quorum being present, unless a subcommittee has been established.
- c. The committee shall submit a summary of its activity and its progress on semiannually basis in the months of September and April.
- d. The Open Space and Recreation Committee may promote ad-hoc committees to develop stewardship for public open spaces. Such activities shall be coordinated with the Parks Department and Conservation Commission.


Joanne M. Senos, Interim City Clerk

APPROVAL OF THE MAYOR


Carolyn A. Kirk, Mayor

SIGNED THIS 13 DAY OF Aug, 2009

VETOED BY THE MAYOR

Carolyn A. Kirk, Mayor

All Ordinances shall become effective 31 days after passage except:
Emergency Orders shall become Effective Next Day
Zoning Changes shall be Effective Next Day.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2014

Mr. Joseph Orlando
1 Western Avenue
Gloucester, MA 01930

Dear Joe:

I am pleased to appoint you to a three year term as the Planning Board's representative on the **Community Preservation Committee**. Your appointment will be sent to the City Council for their meeting of February 11, 2014. Confirmation of your appointment will be referred out to the next Ordinance and Administration subcommittee meeting, and you will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

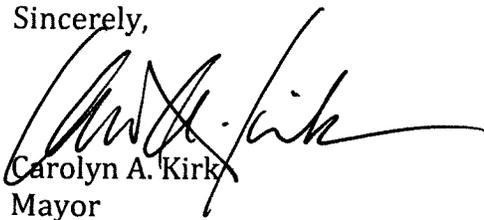
In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office to pick up your appointment card (*copy enclosed*) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,



Carolyn A. Kirk
Mayor

cc: Mayor's Report to the City Council
Enclosure

EFFECTIVE FEBRUARY 4, 2014

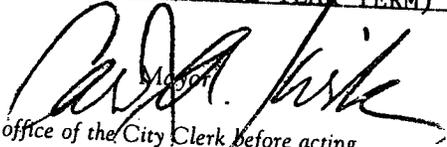
The City of Gloucester, Massachusetts

Dear Joseph Orlando, 1 Western Avenue, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
as the Planning Board representative on the _____ of the City of
Gloucester, Massachusetts COMMUNITY PRESERVATION COMMITTEE

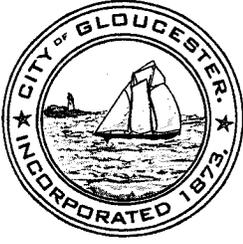
This is a 90 day temporary appointment. After City Council
approval, term to expire 2/14/2017. (THREE YEAR TERM)

Respectfully,



N.B. You are required to be sworn in at the office of the City Clerk before acting
under this appointment.

Sworn in _____ By: _____



**CITY OF GLOUCESTER
PLANNING BOARD**

3 Pond Road, Gloucester, MA 01930
Tel 978-281-9781
Fax 978-281-9779

CERTIFICATE OF VOTE

At a regularly scheduled meeting of the Gloucester Planning Board held on Thursday, January 16, 2014, the Planning Board voted unanimously (5-0) its full support and recommendation on the appointment of Joseph Orlando as the Planning Board representative to the Community Preservation Committee.

COMMUNITY PRESERVATION COMMITTEE

Chapter XXXX City of Gloucester Community Preservation Act

Section X	Establishment
Section XX	Membership and Terms
Section XXX	Terms of Office
Section XXXX	Authority, Duties and Responsibility
Section XXXXX	Quorum and Voting
Section XXXXXX	Severability

Section X Establishment

There shall be a Community Preservation Committee ("Committee"), in accordance with Chapter 267 of the Acts of 2000, Massachusetts Community Preservation Act, MGL chapter 44B, §1, et seq., which shall consist of nine (9) members as follows:

Section XX Membership and Terms

The community preservation committee shall consist of nine (9) members, all of whom shall be residents of the city. Committee members shall be appointed by the Mayor and confirmed by the city council for a period of three years expiring on February 15. Committee shall be composed of the following:

- 1) Four members shall be members of the boards and commission as required by the Community Preservation Act, GL c. 44B section 5 and appointed by the Mayor subject to confirmation of the City Council. If a statutory board or commission no longer functions or exists within the city then the Mayor shall appoint a member from the general public who has expertise or performs like duties as the board or commission. Each board or commission shall submit the name of one of its members to sit on the committee within 45 days of a vacancy of the statutory membership. The statute directs that a member from each of the following shall be designated as a member of the committee:
 - a) one member of the Conservation Commission as designated by the Commission.
 - b) one member of the Historical Commission as designated by the Commission.
 - c) one member of the Planning Board as designated by the Board.
 - d) one member of the Parks and Recreation Department.
 - e) one member of the Housing Authority as designated by the Authority.
- 2) There shall be four members of the general public not currently holding elected or appointed office, as appointed by the Mayor.
 - a) The At-Large members shall include at least one citizen who has expertise or demonstrated interest in open space, at least one citizen who has expertise or

demonstrated interest in recreation, at least one citizen who has expertise or demonstrated interest in historic preservation and at least one citizen who has expertise or demonstrated interest in affordable housing.

- b) To the extent possible the members of the committee will be selected so that the five wards are fairly represented.

The commission and boards which may designate a member for appointment shall do so within 45 days of the effective date of this ordinance and shall forward the names to the Mayor. Should a commission or board fail to designate a member for appointment within 45 days, the Mayor shall appoint the member from the general public.

Should a member from a designated commission or board be no longer able to serve on the Preservation Committee, the Mayor shall appoint a successor member.

Section XXX Terms of Office

- 1) The term of office for each member of the Committee shall be three years. No member shall serve more than two terms.
- 2) In order to stagger the terms of the members, the terms of the initial appointments shall be as follows:
 - a. the Historic Commission member, the Conservation Commission member, two At-Large member appointed by the Mayor shall serve for three (3) years;
 - b. the Housing Authority member, the Planning Board member and one At-Large member appointed by the Mayor shall serve for two (2) years;
 - c. the Parks and Recreation Member and one At-Large member appointed by the Mayor shall serve for one (1) year.
 - d. For purposes of this clause, the initial one (1) and two (2) year appointments shall be deemed not to constitute full terms.

Officers:

- 1) The committee shall annually elect one of its members to serve as chairperson and may elect such other officers, adopt procedural rules and regulations and establish any subcommittees as it deems appropriate.
- 2) A Committee member may serve as chairperson for 2 consecutive years, after which he/she shall not be eligible to be nominated for the same position. However, a two-thirds (2/3) vote of the Committee can waive this provision.

Vacancies:

Any vacancy shall be filled by the respective Board, Commission, Authority or Mayor for the remainder of the unexpired time.

- 1) In the event that a Committee member is unable for any reason to complete serving a term, whether by failure of reappointment to his or her underlying board, commission or authority, or otherwise, the board, commission or authority responsible for designating said committee member shall forthwith designate another of its members to complete the remainder of the term.
- 2) All committee members shall serve on the committee without compensation.

Section XXXX Authority, Duties and Responsibility

- 1) The Community Preservation Committee shall study the needs, possibilities and resources of the city regarding community preservation. The committee shall consult with the Mayor, the City Council, the Community Development Director, the Housing Authority Director, the Conservation Commission, the Historical Commission, the Zoning Board, the Parks and Recreation Director, the Chair of the Gloucester Housing Trust, Grants Director, Public Works Director and any persons acting in those capacities or performing like duties when conducting such studies.
- 2) As part of its study, the Committee shall hold one or more public information hearings annually on the needs, possibilities and resources of the City regarding the community preservation possibilities and resources, notice of which shall be posted publicly and published for each of the two weeks preceding a hearing in a newspaper of general circulation in the City and published electronically on the city's web site.
- 3) The Committee shall meet as necessary to carry out its duties, but in any fiscal year shall hold no fewer than three (3) meetings.
- 4) On or before November 1st of each year, the Committee shall make recommendations to the City Council for:
 - a. the acquisition, creation and preservation of open space;
 - b. the acquisition, preservation, rehabilitation and restoration of historic resources;
 - c. the acquisition, creation, preservation and support of community housing;
 - d. the acquisition, creation and preservation of land for recreational use; and
 - e. the rehabilitation or restoration of open space, land for recreational use and community housing that is acquired or created as provided in this section.
- 5) With respect to community housing, the Committee shall recommend, wherever possible, the reuse of existing buildings or construction of new buildings on previously developed sites.
- 6) The Committee may include in its proposal to the City Council, a recommendation to set aside

for later spending funds for specific purposes that are consistent with community preservation but for which sufficient revenues are not then available in the Community Preservation Fund or to set aside for later spending funds for general purposes that are consistent with community preservation.

- 7) The Committee may recommend the issuance of general obligation bonds or notes, in accordance with the provisions of M.G.L., Chapter 44B, § 11, in anticipation of revenues to be raised pursuant to M.G.L., Chapter 44B, § 3, the proceeds of which shall be deposited in the Community Preservation Fund.
- 8) In every fiscal year, the Committee shall recommend that the City Council either spend, or set aside for later spending, not less than 10% of the annual revenues in the Community Preservation Fund for each of the following:
 - a. open space (not including land for recreational use);
 - b. historic resources
 - c. community housing
- 9) All recommendations and proposals submitted by the Committee to the City Council shall include the anticipated costs thereof.
- 10) No appropriation shall be made from the Community Preservation Fund without the approval of the City Council.
- 11) The Committee shall submit to the City Council, by March 1st of each year, an annual administrative and operating budget for the Committee for the next fiscal year, which shall not exceed five (5%) percent of that year's estimated annual Community Preservation Fund revenues.

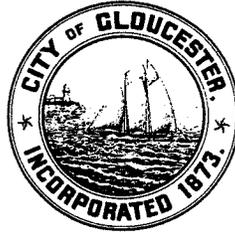
Section XXXXX Quorum and Voting

- 1) Five (5) members shall constitute a quorum for the purpose of convening a meeting and of conducting the business of the Committee.
- 2) The Committee shall approve its actions by a majority vote of the quorum.

Section XXXXXX Severability

In the event any part of this Ordinance is for any reason declared invalid or unconstitutional by any court, the remainder of this Article shall continue in full force and effect.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2014

Mr. Shawn Henry
14 Pleasant Street
Gloucester, MA 01930

Dear Shawn:

Thank you for your interest in serving on the City of Gloucester's **Planning Board**. I am pleased to appoint you to a five year term on this important board.

Your appointment will be sent to the City Council for their meeting of February 11, 2014. Confirmation of your appointment will be referred out to the next Ordinance and Administration subcommittee meeting, and you will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office to pick up your appointment card (*copy enclosed*) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolyn A. Kirk".

Carolyn A. Kirk
Mayor

cc: Mayor's Report to the City Council
Richard Noonan, Chair-Planning Board
Gregg Cademartori, Planning Director

Enclosure

Christine Pantano

From: Carolyn Kirk
Sent: Friday, January 31, 2014 9:57 AM
To: Christine Pantano
Subject: Fwd: Planning Board Appointment

Sent from my iPhone

Begin forwarded message:

From: "Shawn G. Henry" <shawn@shawnhenry.com>
Date: January 16, 2014, 3:31:23 PM EST
To: Carolyn Kirk <ckirk@ci.gloucester.ma.us>
Subject: **Planning Board Appointment**

Dear Mayor Kirk,

I am writing to ask for your consideration for appointment to the Gloucester Planning Board should an opening become available.

As you may recall, I served on the board previously. I greatly enjoyed the work on the board and service to the community, and it was with deep regret that I needed to end my participation when I did.

I look forward to the opportunity to serve our city on the Planning Board again in the future. Please let me know if you have any additional questions for me.

best wishes,
Shawn

Shawn G. Henry
www.shawnhenry.com
978.590.4869

EFFECTIVE FEBRUARY 4, 2014

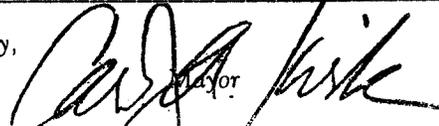
The City of Gloucester, Massachusetts

Dear Shawn Henry, 14 Pleasant Street, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the PLANNING BOARD _____ of the City of
Gloucester, Massachusetts _____

This is a 90 day temporary appointment. After City Council
approval, term to expire 2/14/2019. (FIVE YEAR TERM)

Respectfully,


Mayor

N.B. You are required to be sworn in at the office of the City Clerk before acting
under this appointment.

Sworn in _____ By: _____

meeting, the applicant may not grant application without prior city council approval. The applicant must immediately seek city council approval at the next regularly scheduled city council meeting following the application deadline and filing of the application.

(Ord. of 10-5-93, § 1)

Secs. 16-2--16-14. Reserved.

ARTICLE II. PLANNING BOARD*

*Charter reference(s)--Planning board, section 5-2.

Cross reference(s)--Boards, commissions, councils and committees generally, § 2-400 et seq.

State law reference(s)--Planning boards, M.G.L.A. c. 41, §§ 70--72, 81A--81GG.

Sec. 16-15. Composition; appointment; and terms of members.

There shall be a planning board to consist of seven (7) members, appointed by the mayor and confirmed by the city council to staggered terms of five (5) years. Members of the planning board shall be residents of the city.

(Code 1970, § 15-13)

Sec. 16-16. Vacancies.

Vacancies occurring in the board shall be filled by appointment by the mayor. Appointees to fill vacancies shall hold office for the unexpired term.

(Code 1970, § 15-14)

Sec. 16-17. Officers.

The planning board shall annually elect a chairman and vice-chairman from its members and give notice to the city clerk of such election.

(Code 1970, § 15-15)

Cross reference(s)--Officers and employees generally, § 2-40 et seq.

Sec. 16-18. Powers and duties.

The planning board shall exercise such duties and have such powers as are given to planning boards by law.

(Code 1970, § 15-16)

Sec. 16-19. Study of conditions and recommendations to city council.

It shall be the duty of the board to make a careful study of the city as provided by M.G.L.A. c. 41, relating to planning boards, and to report its findings to the city council with such recommendations and suggestions as in its judgment it believes best adapted to the present conditions and the future needs of the city; provided, however, that no expenditures shall be made or contracts awarded until first there shall have been obtained an appropriation fully sufficient to cover the same from the city council.

(Code 1970, § 15-17)

State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 70.

Sec. 16-20. Annual report.

The planning board shall annually make a written report of its activities to the mayor.

(Code 1970, § 15-18)

State law reference(s)--Similar provisions, M.G.L.A. c. 41, § 71.

Secs. 16-21--16-29. Reserved.

ARTICLE III. CONSERVATION COMMISSION*

*Cross reference(s)--Boards, commissions, councils and committees, § 2-400 et seq.; conservation commission to promulgate rules and regulations relating to marshlands, § 12-19.

Sec. 16-30. Created.

There is hereby created a conservation commission under the authority of M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-328)

Sec. 16-31. Composition; appointment; terms of members.

The conservation commission shall consist of seven (7) members, all of whom shall be residents of the city and all of whom shall be appointed by the mayor, subject to approval of the city council, to staggered terms of three (3) years.

(Code 1970, § 2-329)

State law reference(s)--Similar provisions, M.G.L.A. c. 40, § 8C.

Sec. 16-32. Powers and duties.

The conservation commission shall have all the duties and powers given to conservation commissions by M.G.L.A. c. 40, § 8C.

(Code 1970, § 2-330)

Sec. 16-33. Condemnation of land or water upon commission's request.

(a) For the purposes of this article, the city may, upon the written request of the conservation commission, take, by eminent domain under M.G.L.A. c. 79, the fee or any lesser interest in any land or waters located in the city, provided the taking has first been approved by two-thirds vote of the city council, which land and water shall thereupon be under the jurisdiction and control of the conservation commission.

(b) No action taken under this section shall affect the powers and duties of the state reclamation board or any mosquito control or other project operating under or authorized by M.G.L.A. c. 252, or restrict any established public access.

(c) Lands used for farming or agriculture, as defined in M.G.L.A. c. 128, § 1A shall not be taken by eminent domain under the authority of this section.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 4, 2014

Cindy A. Wilson, Ph.D.
518 Washington Street
Gloucester, MA 01930

Dear Dr. Wilson:

Thank you for your interest in serving on the **Capital Improvement Advisory Board (CIAB)**. I am pleased to appoint you to a three year term on this important board.

Your appointment will be sent to the City Council for their meeting of February 11, 2014. Confirmation of your appointment will be referred out to the next Ordinance and Administration subcommittee meeting, and you will be notified by the Clerk of Committees as to the date on which the O&A Committee will review your appointment.

In order for you to attend and vote at meetings until your appointment confirmation is finalized, I have issued you a 90 day temporary appointment. Please report to the City Clerk's office to pick up your appointment card (*copy enclosed*) and be sworn in at your earliest convenience.

On behalf of the City of Gloucester, I greatly appreciate your dedication to public service and look forward to continuing to work with you in the coming years to help make Gloucester a better place for all of us to live.

If you have any questions or if you require additional information, please feel free to contact my office.

Thank you again.

Sincerely,

A handwritten signature in black ink, appearing to read "Carolyn A. Kirk".

Carolyn A. Kirk
Mayor

cc: Mayor's Report to the City Council
Gregg Cademartori, Planning Director
Kersten Lanes, Chair-CIAB

Enclosure

EFFECTIVE FEBRUARY 4, 2014

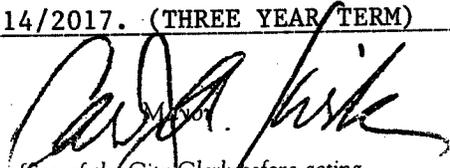
The City of Gloucester, Massachusetts

Dear Cindy A. Wilson, 518 Washington Street, Gloucester, MA

It is my pleasure to inform you that I have this day appointed you
to the CAPITAL IMPROVEMENT ADVISORY BOARD of the City of
Gloucester, Massachusetts _____

This is a 90 day temporary appointment. After City Council
approval, term to expire 2/14/2017. (THREE YEAR TERM)

Respectfully,



Mayor

N.B. You are required to be sworn in at the office of the City Clerk before acting
under this appointment.

Sworn in _____ By: _____

DIVISION 3. CAPITAL IMPROVEMENTS

Sec. 2-585. Annual planning; capital improvements advisory board established.

A long range plan to serve as guidelines for capital improvements in the city shall be prepared each year in writing by the mayor subject to approval by the city council. Development of the plan shall take into account the recommendations made by a capital improvements advisory board, which is hereby established.

(Code 1970, § 2-18)

Sec. 2-586. Capital improvements advisory board--Function, composition, appointment, terms of office.

(a) The capital improvements advisory board shall consist of seven (7) members appointed by the mayor from the community at large with due care for providing an optimum mix of background and expertise, whose terms of three (3) years shall be staggered. The mayor shall designate a chairman of the board, who shall serve for a term of one (1) year and may be reappointed. All the members of the board shall elect a vice chairman from the membership, again on a yearly basis. No member of the city council shall serve as a member of the board.

(b) The board shall be appraised of the preparation of the ten-year capital improvements program developed by the community development department on a continuing basis, shall review the final ten-year program and shall submit a report on its review to the mayor.

(c) Minutes of each meeting of the capital improvements advisory shall be forwarded forthwith to each member of the city council.

(Code 1970, § 2-21; Ord. of 8-6-85, § I; Ord. No. 6-1991, § I, 2-26-91)

Sec. 2-587. Capital improvement plan.

(a) The capital improvement plan shall be concerned with physical facilities, such as land, buildings or other structures, or pieces of equipment, which require a relatively large investment and have a relatively long useful life.

(b) The capital improvement plan shall specify a detailed program of capital expenditures over a period of ten (10) fiscal years from the date on which it becomes effective and shall specify the methods of financing the proposed capital improvements.

(c) Guidelines for the planning process, specifying minimum cost and useful life of capital improvements to be considered in the capital improvement plan, the maximum proportion of total budget to be devoted to capital improvements, and any restrictions on methods of financing, shall be established on recommendation of the mayor and approval by the city council.

(d) The capital improvement plan shall be submitted by the mayor to the city council no later than ninety (90) days before the first day of the fiscal year in which it is to take effect. The plan shall be updated annually during the time it is in effect.

(Code 1970, §§ 2-19, 2-20; Ord. No. 6-1991, § I, 2-26-91)

Sec. 2-588. Scope of division.

Nothing in this division shall be construed as preempting or diminishing the statutory prerogatives of the city council or the mayor.

(Code 1970, § 2-22)

Christine Pantano

From: kersten Lanes <kersten.lanes@gmail.com>
Sent: Wednesday, January 29, 2014 12:01 PM
To: Carolyn Kirk
Cc: Christine Pantano; Gregg Cademartori; Jim Duggan
Subject: Potential CIAB member

Hi Mayor Kirk --

Joan Kimberley shared a resume with me for a potential candidate for the CIAB; I believe she has left this resume with you too. The candidate is Cindy Wilson, and she appears very talented and accomplished. I hope you will give her consideration as a potential board member to fill one of the two vacancies we have on the board. We currently have only five members, and need four members for a quorum.

Thank you for your consideration.

Kersten Lanes
Chair, CIAB

CINDY A. WILSON, Ph.D.

518 Washington Street

Gloucester, MA 01930

(617) 800-4263 (cell)

cawilsonhome@gmail.com

SUMMARY

Experienced biologist and team leader dedicated to the understanding and treatment of human disease. Strong background in molecular, developmental and cellular biology, genetics, and genomics with fifteen years of basic, translational and drug development experience in Oncology. Well-connected in the academic, bio-pharmaceutical and patient advocacy communities.

EDUCATION/TRAINING

1996 - 2000 Postdoctoral Fellow, Cancer Biology, University of California, Los Angeles, CA
1996 Ph.D., Biological Sciences, University of California, Irvine, CA
1992 Embryology Course, Marine Biological Laboratory, Woods Hole, MA
1988 B.S., Zoology, University of Washington, Seattle, WA

PROFESSIONAL EXPERIENCE

Principal Scientist

Oct. 2011 - Present

Therapeutic Innovation Unit, Amgen, Inc., Cambridge, MA

- Responsible for leading a group of scientists in the application of new technologies, platforms and concepts to key problems in the area of drug resistance in Oncology and cellular senescence.

Principal Scientist

Dec. 2005 – Oct. 2011

Cancer Biology, Amgen, Inc., Cambridge, MA

- Project and scientific lead for large cross-functional research teams.
- Lead research programs through portal progressions from early discovery to target validation and lead-optimization.
- Collaborated with Molecular Sciences and Lead Discovery on biomarker discovery in colorectal and breast cancer using cellular response profiles, next-generation sequencing, genome-wide gene expression, promoter-methylation and SNP analysis.
- Mentored scientists, associate scientists and summer interns.
- Experienced with presenting to and interacting with upper management

Adjunct Assistant Professor

July 2000 - Dec. 2005

Division of Hematology-Oncology

David Geffen School of Medicine at UCLA, Los Angeles, CA

- Used constraints-based analysis of expression profiling data from human breast cancers to recognize fundamental similarity between hereditary (BRCA1) tumors and a sub-group of spontaneous estrogen receptor negative cancers and identified a potential therapeutic target
- Molecularly and phenotypically characterized a panel of 50 breast cell lines and aligned these data to breast tumor subgroups.
- Managed the molecular analysis for a demanding pre-clinical trial identifying the genomic signatures that predict activity of a small molecule kinase inhibitor in patients with primary breast cancer.

- Developed and validated methodology for recognizing pathway signatures in gene expression data using HER-2/neu positive tumors and pre-clinical models used to develop Herceptin.
- Identified a link between resistance to TGF- β and overexpression of HER-2/neu.
- Mentored physicians training in molecular and cellular biology, bioinformatics, and genome/proteome based cancer research. Trained and supervised 8 undergraduate students.

Postdoctoral Fellow

Oct. 1996 - June 2000

*PI: Dr. Dennis Slamon, Division of Hematology-Oncology
David Geffen School of Medicine at UCLA, Los Angeles, CA*

- Responsible for experimental design and data analysis for Amgen collaboration to evaluate the utility of RNA and protein profiling in cancer research: analyzed data from several hundred cDNA microarray and LC/MS/MS protein profiling experiments.
- Extended the impact of BRCA1 in breast cancer beyond hereditary tumors by identifying a loss of BRCA1 protein in a subset of high-grade, spontaneous breast tumors.
- Recognized for resolving controversy over the sub-cellular localization of the BRCA1 tumor suppressor gene product. Derived quantitative estimates of BRCA1 mRNA and protein abundance and argued that the "tumor suppressor activity" observed with BRCA1 transgenes, which was the basis for a clinical trial, was likely an artifact of non-physiological expression.

Graduate Student

Sept. 1990 - Oct. 1996

*Graduate co-advisors: Dr. Frank Calzone and Dr. Hans Bode
Department of Developmental and Cell Biology, University of California, Irvine, CA*

- Completed high-resolution structure-function analysis of SpP3A2, a transcription factor that controls lineage-specific gene expression during sea urchin embryogenesis.
- Identified the nuclear localization signal (NLS) of BRCA1, and cloned alternative cytoplasmic forms missing the NLS.

Research Technician

July 1988 - Sept. 1990

*Supervisor: Dr. Åke Lommark, Department of Medicine
University of Washington, Seattle, WA*

- Carried out *in vivo* studies testing the anti-diabetogenic properties of Interleukins in a spontaneous rat model of Type I diabetes resulting in a first author publication.

COMMITTEE SERVICE

Jan. - Mar. 2011 Era of Hope 2011 Abstract Review and Placement Committee
Jan. - Mar. 2005 Era of Hope 2005 Abstract Review and Placement Committee

COMMUNITY SERVICE AND TEACHING

June 2003 Lecture for UCLA Oncology Fellows Conference: "Microarrays and Breast Cancer Research". University of California, Los Angeles, CA
Sept. 2001 Lecture for the Kiwanas Club of Santa Monica: "HER-2 and the Development of Herceptin for the Treatment of Breast Cancer". Santa Monica, CA
Feb. 1999 Instructor, Principles of Genetics, Project LEAD / An Innovative Science Program for Breast Cancer Advocates. National Breast Cancer Coalition, San Diego, CA
Jan. 1998 Teaching Assistant, Project LEAD / An Innovative Science Program for Breast Cancer Advocates. National Breast Cancer Coalition, Los Angeles, CA
1991 - 1994 Graduate Student Teaching Assistant for Cell Biology and Physiology labs and study sections.

PROFESSIONAL SOCIETIES

1997 - Present American Association for Cancer Research

GRANTS AND AWARDS

Department of Defense Breast Cancer Research Program Signaling from a Novel Receptor Tyrosine Kinase and the Control of Multi-potent Mammary Progenitor Cells; 1-year \$75,000 CONCEPT Award	2004 - 2005
Department of Defense Breast Cancer Research Program Role of the ROR1 Receptor Tyrosine Kinase in Basal, ER-Negative Breast Cancer; 1-year \$75,000 CONCEPT Award	2004 - 2005
California Breast Cancer Research Program The Importance of Growth Inhibitory Signals in the Normal Breast; 2-year \$150,000 STEP Award	2002 - 2004
UC/Biostar Grant - Principal Scientist Integration of Genomics-Based Technologies into a Streamlined Discovery and Development Process for Antibody Therapeutics to Treat Human Cancers, PI: Dennis Slamon; 2-year \$562,677	2001 - 2002
Bank of America / Giannini Foundation Medical Research Fellowship A Linkage Analysis of Estrogen Genotoxicity, BRCA1 Loss and Breast Cancer Susceptibility; 2-year \$60,000	1998 - 1999
Synthesis and Structure of Biological Macromolecules Training Grant	1992 - 1995
Biotechnology Corporate Affiliate Graduate Student Award Grant	1992
Competitive Tuition Grant, Embryology Course, Woods Hole	1992

PATENTS

Awarded:

United States Patent: 6,767,541 July 27, 2004

Slamon, Dennis J.; Wilson, Cindy A.; Calzone, Frank J.

"HER-2/neu Overexpression Abrogates Growth Inhibitory Pathways".

Filed Applications:

United States Patent Application: 20050079508 April 14, 2005

Dering, Judy; Wilson, Cindy A.; Slamon, Dennis J.

"Constraints-based Analysis of Gene Expression Data".

Patent Application claiming priority to U.S. Provisional Patent Application Serial No. 60/559,762

Inventors: Cindy A. Wilson, and Judy Dering, Dennis J. Slamon

"Orphan Receptor Tyrosine Kinase as a Target in Breast Cancer".

PRESENTATIONS BY INVITATION

- May 2013 Amgen offsite presentation: "Targeting Senescent Cells for the Treatment of Aging-Related Disorders", Boston, MA.
- May 2010 Amgen offsite presentation: "Targeting the Wnt Pathway for Therapeutic Intervention", Cambridge, MA.
- Aug. 2010 Presentation to Amgen CEO Kevin Sharer and President Bob Bradway (AMA operating review): "Targeting the Wnt Pathway for the Treatment of Cancer: The CK1 γ and Tankyrase Programs.
- Oct. 2009 Presentation to Amgen CEO Kevin Sharer (AMA operating review): "The CK1 γ Program: Targeting the Wnt Pathway", Cambridge, MA.
- May 2007 Amgen offsite presentation: "The Wnt Pathway and Cancer", Boston, MA.
- Mar. 2006 SKCC Proteogenomics for Diagnosis, Imaging and Therapy of Cancer Conference: "Molecular Classification of Human Breast Cancer: Biologic and Therapeutic Implications", San Diego, CA.
- Sept. 2005 Minisymposium Presentation 2005 Environmental Mutagen Society/ICEM meeting: Gene Expression and Genomic Changes: "Classification of Human Breast Cancer", San Francisco, CA.
- June 2005 Symposium Presentation 2005 Era of Hope Meeting: "Stratification of Human Breast Cancer by mRNA Expression Profiling", Philadelphia, PA.
- April 2005 Minisymposium Chair and Introduction: 96th Annual AACR Meeting: "Informatics Integration in Cancer Research", Anaheim, CA.
- July 2004 Presentation: Fourth International Symposium on Translational Research in Oncology: "Breast Cancer Classification: Biological and Therapeutic Implications", Dublin, Ireland.
- Oct. 2003 Presentation: Third International Symposium on Translational Research in Oncology: "Pathway and Target identification in Breast Cancer Sub-Types", Santa Barbara, CA.
- Nov. 2002 Lecture: NAAC Preceptorship-Updates on Breast Cancer: "Molecular Approach to Breast Cancer". David Geffen School of Medicine at UCLA, Los Angeles, CA.
- July 2002 Lecture: NAAC Preceptorship-Updates on Breast Cancer: "Molecular Approach to Breast Cancer". David Geffen School of Medicine at UCLA, Los Angeles, CA.
- June 2002 Presentation: Second International Symposium on Translational Research in Oncology: "Use of Microarray Expression Profiling in New Target and Pathway Identification", Laguna Niguel, CA.
- July 2001 Presentation: First International Symposium on Translational Research in Oncology: "Use of Microarray Expression Profiling in New Target Identification", Dublin, Ireland.

- Feb. 2001 Amgen Seminar: "HER2/*neu* over-expression alters transforming growth factor beta-1 responses in breast cancer cells", Thousand Oaks, CA.
- Jan. 2001 Seminar: "HER2/*neu* over-expression alters transforming growth factor beta-1 responses in breast cancer cells: relevance to anti-Her-2 anti-tumor activity". Genentech, San Francisco, CA.
- Mar. 2000 Keystone Symposia: Advances in Human Breast/Prostate Cancer: "Microarray Analysis of HER-2 Over-expressing Breast Cancer Cells". Lake Tahoe, Incline Village, NV.
- Sept. 1998 UCLA/Amgen Symposium: Cutting Edge Research Leads to Novel Therapeutics: "Loss of the BRCA1 Protein in Non-inherited High-grade Breast Cancers", Los Angeles, CA.
- Mar. 1998 Fourth Annual Breast Cancer Research Program Retreat, University of Southern California School of Medicine: "The BRCA1 Tumor Suppressor", Santa Barbara, CA.
- Sept. 1997 First International Workshop on the Function of BRCA1 and BRCA2, Breakthrough Breast Cancer Meeting: "BRCA1 Antibodies and Sub-cellular Localization". Moller Center Churchill College, Cambridge, UK.
- April 1997 Banbury Conference on the Biology of BRCA1, "The BRCA1 Localization Controversy". Cold Spring Harbor Laboratory, Cold Spring Harbor, NY.

ABSTRACTS - PRESENTED

Calzone, F. J., Cajulis, E., Yu, W., Davis, M., Walker, K., Sable, B., van der Valk, M., **Wilson C.**, and Slamon, D. "Integration of Genomics-Based Technologies into a Streamlined Discovery Process for Antibody Therapeutics to Treat Human Cancers". *6th Lake Tahoe Symposium: Integrating Genomics, Epigenomics, Proteomics, and Phenomics in Drug Discovery & Diagnosis*. Granlibakken at Lake Tahoe, NV, January, 2002.

Wilson, C. A., Cajulis, E. E., Li, N., Calzone, F. J., and Slamon, D. J. "Transcript Profiling of HER2/*neu* Overexpressing Breast Cancer Cells Reveals an Impaired Response to TGF- β 1". *EMBL/SALK/EMBO Conference on Oncogenes and Growth Control*. EMBL, Heidelberg, Germany, May, 2000.

Wilson, C. A., Cajulis, E. E., Li, N., Calzone, F. J., and Slamon, D. J. "Transcript Profiling and Functional Analysis of HER2/*neu* Overexpressing Breast Cancer Cells: Mechanistic implications for HER-2 Antibody Induced Cellular Responses". *Tyrosine Phosphorylation and Cell Signaling*. SALK institute, La Jolla, CA, August, 2000.

Wilson, C. A., Jacobs, C., Baker, P., Baskin, D., Dower, S., Lernmark, A., Toivola, B., Vertrees, S., and Wilson, D. "Interleukin-1b Treatment Reduces the Frequency of Spontaneous Autoimmune Diabetes in the BB Rat". *Annual Endocrine Society Meeting*. Seattle, WA, 1990.

ABSTRACTS - POSTERS

Sunita Badola, Alex Parker, Mara Campbell, Michael Boodigheimer, Barbara Grubinska, Susan Turci, Kim Tsui, Michael A. Damore and **Cindy A. Wilson**. "Epigenetic Signature of Human Breast Cancer Sub-Types". *First International AACR Conference: Frontiers in Basic Cancer Research*. Boston, MA, October, 2009.

PUBLICATIONS

Badola, S., Parker, A., Campbell, M., Boedigheimer, M., Grubinska, B., Turci, S., Tsui, K., Damore, M., and **Wilson, C. A.** Epigenetic signature of human breast cancer sub-types. (*in preparation*).

Wilson, C. A., Dering, J., Bernardo, G., Rong, H. M., Cook A., M., Ferdman, R., and Slamon D. J. Molecular classification of human breast cancer cell lines: Evidence for distinct cell types as the targets of oncogenic transformation in luminal versus basal breast cancer (*in preparation*).

Hua Z., Bregman H., Buchanan JL., Chakka N., Chu-Moyer M., Guzman-Perez A., Gunaydin H., Huang X., Berry V., Liu J., Teffera Y., Huang L., Egge B., Emkey R., Mullady E., Schneider S., Andrews P., Dovey J., Mishra A., Newcomb J., Saffron D., Serafino R., Strathdee C., Turci S., Stanton M., **Wilson C. A.** and DiMauro E.F. The development of novel dual-binders as potent, selective, and orally bioavailable tankyrase inhibitors. *J Med Chem.* **56(24)**: 10003-15. (2013)

Huang H., Guzman-Perez A., Berry V., Bregman H., Dovey J., Gunaydin H., Huang X., Huang L., Serafino R., Schneider S., **Wilson C. A.** and DiMauro E. F. Structure-based Design of 2-Aminopyridine Oxazolidinones as Potent and Selective Tankyrase Inhibitors. *ACS Med. Chem. Lett.*, **4(12)**, pp 1218-1223 (2013)

Bregman H, Chakka N, Guzman-Perez A, Gunaydin H, Gu Y, Huang X, Berry V, Liu J, Teffera Y, Huang L, Egge B, Mullady EL, Schneider S, Andrews PS, Mishra A, Newcomb J, Serafino R, Strathdee CA, Turci SM, **Wilson C**, DiMauro EF. Discovery of novel, induced-pocket binding oxazolidinones as potent, selective, and orally bioavailable tankyrase inhibitors. *J Med Chem.* **56(11)**: 4320-42. (2013)

Bregman H, Gunaydin H, Gu Y, Schneider S, Wilson C, DiMauro EF, Huang X. Discovery of a class of novel tankyrase inhibitors that bind to both the nicotinamide pocket and the induced pocket. *J Med Chem.* **56(3)**:1341-5. (2013)

Hua Z, Huang X, Bregman H, Chakka N, Dimauro EF, Doherty EM, Goldstein J, Gunaydin H, Huang H, Mercede S, Newcomb J, Patel VF, Turci SM, Yan J, **Wilson C**, Martin MW. 2-Phenylamino-6-cyano-1H-benzimidazole-based isoform-selective casein kinase 1 gamma (CK1 γ) inhibitors. *Bioorg Med Chem.* **22 (17)** 5392-5395. (2012).

Finn R.S., Dering J., Ginther C., **Wilson C.A.**, Glaspy P., Tchekmedyian N, Slamon DJ. Dasatinib, an orally active small molecule inhibitor of both the src and abl kinases, selectively inhibits growth of basal-type/"triple-negative" breast cancer cell lines growing in vitro. *Breast Cancer Res Treat.* **105(3)**:319-26. (2007).

Wilson C. A., Cajulis E. E., Green J.L., Olsen T. M., Chung Y. A, Damore M. A., Dering J., Calzone F. J., Slamon D. J. HER-2 overexpression differentially alters transforming growth factor-beta responses in luminal versus mesenchymal human breast cancer cells. *Breast Cancer Res.* **7(6)**: R1058-79 (2005).

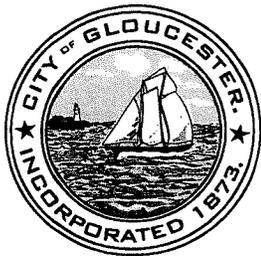
Wilson, C. A., and Slamon D. J. Evolving understanding of growth regulation in human breast cancer: interactions of the steroid and peptide growth regulatory pathways. *J Natl Cancer Inst.* **7;97(17)**:1238-9. (2005).

Wilson, C. A., and Dering J. Recent translational research: microarray expression profiling of breast cancer-beyond classification and prognostic markers? *Breast Cancer Res*, **6**:192-200. (2004).

- Wilson, C. A., Dering J., Bernardo G., Rong HM., Ginther, C., Ferdman R., Cook AM., Finn R., and Slamon, D. J.** "Cell Differentiation and Dominant Signaling Pathway Signatures in the Molecular Classification of Human Breast Cancer Cell Lines". *Third International Symposium on the Molecular Biology of Breast Cancer*. Molde, Norway, 2005.
- Wilson, C. A., and Dering., J.** "Role of the ROR1 Receptor Tyrosine Kinase in Basal, ER-Negative Breast Cancer". *Department of Defense Breast Cancer Research Program Meeting: 4th Era of Hope Meeting*. Philadelphia, PA, 2005.
- Wilson, C. A., Bernardo, G., Rong, H. M., and Dering., J.** "An Orphan Receptor Tyrosine Kinase and the Control of Multi-potent Mammary Progenitor Cells". *Department of Defense Breast Cancer Research Program Meeting: 4th Era of Hope Meeting*. Philadelphia, PA, 2005.
- Finn, R. S., Wilson, C. A., Chen, J., Glaspy, P., Dering J., Cook, A., Yang, E., Sanders, J., Britten, C., Slamon, D. J.** "Biologic Effects of CP-724,714, a Selective HER-2/*neu* Kinase Inhibitor on Human Breast Cancer Cells with Variable Expression of EGFR and HER-2". *Annual American Association for Cancer Research Meeting*. Orlando, FL, 2004.
- Wilson, C. A.** "Growth Inhibitory and Growth Promoting Signals in Breast Epithelial Cells." *California Breast Cancer Research Program Annual Meeting: From Research to Action: A Decade of Progress*. San Diego, CA, 2003.
- Finn, R. S., Wilson, C. A., Natarajan V., Sanders J., Chen J., Dering, J., Glaspy, P., Tchekmydyian, N., Cook, A., Olsen, T., Slamon, D. J.** "Neither Inhibition of Baseline or Ligand Induced Phosphorylation of the Epidermal Growth Factor Receptor (EGFR), AKT, MAP Kinase or Ras Activation Correlates with Growth Inhibition by the EGFR Tyrosine Kinase Inhibitor Gefitinib (Iressa, AstraZenica) in Human Breast Cancer Cells Growing *In Vitro*". *Molecular Targets and Cancer Therapeutics*. Boston, MA, 2003.
- Wilson, C. A., Cajulis, E. E., Sanders J. L., Olsen T., Ramos L., Calzone, F. J., and Slamon, D. J.** "HER2/*neu* Over-expression in Breast Cancer Cells Alters TGF β -1 Responsiveness". *Signal Transduction 2002: Cell Signaling, Transcription and Translation as Therapeutic Targets*. Luxembourg, 2002.
- Wilson, C. A., Ramos, L., Villaseñor R. M., Anders, K., Calzone, F. J. and Slamon, D. J.** "Loss of BRCA1 Expression in High-grade Ductal Breast Carcinomas". *Annual American Association for Cancer Research Meeting*. Philadelphia, PA, 1998.
- Wilson, C. A., Ramos L., Anders K., Calzone F. J., Clarke K. and Slamon, D. J.** "Biochemical and *In Situ* Analysis of BRCA1 Protein Expression". *Clinical and Basic Aspects of Breast Cancer, AACR Conference*. Keystone, CO, 1997.
- Wilson, C. A., Payton, M., Elliot, G., Cajulis, E. E., Zhang, K. Duas, F. W., Reese, D. M., Slamon, D. J., and Calzone, F. J.** "BRCA1 Protein Sub-cellular Localization". *Cancer Genetics and Tumor Suppressor Genes*. Cold Spring Harbor, NY, 1996.

- Konecny GE, **Wilson C. A.**, Slamon D. J. Is there a role for epidermal growth factor receptor inhibitors in breast cancer prevention? *J Natl Cancer Inst.* **95(24)**:1813-5. (2003).
- Konecny, G., Pauletti, G., Pegram, M., Untch, M., Dandekar, S., Aguilar, Z., **Wilson, C.**, Rong, H., Bauerfeind, I., Felber, M., Wang, H., Beryt, M., Seshadri, R., Hepp, H., and Slamon, D. Quantitative Association Between HER-2/*neu* and Steroid Hormone Receptors in Hormone Receptor-Positive Primary Breast Cancer *J Natl Cancer Inst* **95 (2)**: 142-153, (2003).
- Cable P. L., **Wilson, C. A.**, Calzone, F. J., Rauscher F. J., Scully, R., Livingston, D. M., Futreal, P. A., and Afshari, C. A. Novel consensus DNA-binding sequence for BRCA1 protein complexes. *Mol Carcinog.* **38(2)**:85-96.(2003).
- Konecny, G., Pauletti, G., Pegram, M., Untch, M., Dandekar, S., Aguilar, Z., **Wilson, C.**, Rong, H., Bauerfeind, I., Felber, M., Wang, H., Beryt, M., Seshadri, R., Hepp, H., and Slamon, D. Quantitative Association Between HER-2/*neu* and Steroid Hormone Receptors in Hormone Receptor-Positive Primary Breast Cancer *J Natl Cancer Inst* **95 (2)**: 142-153, (2003).
- Konecny G., Untch M., Arboleda J., **Wilson C.**, Kahlert S., Boettcher B., Felber M., Beryt M., Lude S., Hepp H., Slamon D., Pegram M. Her-2/*neu* and urokinase-type plasminogen activator and its inhibitor in breast cancer. *Clin Cancer Res.* **8**, 2448-57 (2001).
- Wilson, C. A.**, Ramos, L., Villaseñor, R. Anders, K. H. Press, M. F., Clarke, K. Karlan, B., Chen, J., Scully, R., Livingston, D., Zuch, R. H., Kanter, M., Cohen, S., Calzone, F. J. and Slamon, D. J. Characterization of the human BRCA1 protein and its loss in high-grade non-inherited breast carcinomas. *Nature Genetics.* **21**, 236-240 (1999).
- Wilson, C. A.**, Payton, M. N., Elliott, G. S., Bueas, F. W., Cajulis, E. E., Grosshans, D., Ramos, L., Reese, D. M., Slamon, D. J., and Calzone, F. J. Differential subcellular localization, expression and biological activity of BRCA1 and the splice variant BRCA1- Δ 11b. *Oncogene.* **14**, 1-16 (1997).
- Wilson, C. A.**, Payton, M. N., Pekar, S. K., Zhang, K., Pacifici, R. E., Gudas, J. L., Thukral, S., Calzone, F. J., Reese, D. M., and Slamon, D. J. BRCA1 protein products: Antibody specificity.... *Nature Genetics.* **13**, 364-365. (1996).
- Wilson, C. A.** Part I: High resolution in vitro mutagenesis of SpP3A2, the founding member of the novel GRF-1 that regulates growth response genes. Part II: The mechanism of high affinity DNA-binding by GRF-1 transcription factors: (UC, Irvine Dissertation, 1996).
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CITY of GLOUCESTER CITY COUNCIL

City Hall ~ 9 Dale Avenue, Gloucester Massachusetts 01930
Office (978) 281-9722 Fax (978) 282-3051

January 30, 2014

Tony Gross, Chairperson
Waterways Board
18 Nashua Ave.
Gloucester, MA 01930

Re: Appointment of City Councillor to City of Gloucester Waterways Board 2014-2015

Dear Chairperson Gross:

As City Council President I am pleased to notify you and the Waterways Board that I am appointing Ward 3 City Councillor Steven LeBlanc as the City Council board member for the 2014-2015 City Council term pursuant to Code of Ordinances sec.10-4(c)(3). Councillor LeBlanc is ready to join the Board as of the date of this letter.

Sincerely,


Paul McGeary
City Council President

Copy to: Jim Caulkett, Harbormaster
Steven LeBlanc, Ward 3 Councillor

1-28-2014

CITY OF GLOUCESTER - SPECIAL EVENTS PERMITS

NAME OF EVENT: St Peter's Fiesta DATE OF EVENT: June 25-29, 2014

Special Events

Permitting is required for most types of special events. 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 is 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. The applicant **must complete** a Special Events Application form in advance, including written approvals, (as provided in the application) 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 & the placement of any vendors and any portable toilet facilities (Site plan/map must be 8-1/2 x11 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" of 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 used. Vendors will need state or city license before date of event and Health Department approvals;
- Certificate of Insurance listing City as the insured (Certificate Holder).

After the Applicant presents the application to the Special Events Advisory Committee, 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, \$50.00 for for-profit organizations, at the City Clerk's office. At that time, an appointment for a 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 finalized 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.

Linda T. Lowe, City Clerk
Gloucester City Hall, 9 Dale Avenue
Gloucester, MA 01930
PHONE: 978-281-9720
EMAIL: lowe@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.

Paul McGeary, City Council President & Councilor Greg Verga, Chair, Planning & Development Committee

Completed copy filed: Date: 1/28/14 Initial: _____ Copy to Applicant: Date: 1/28 Initial: _____
Fee Paid: \$ 25 Date: 1/28/14 Initial: LTL

CITY CLERK
GLOUCESTER, MA
JAN 28 AM 10:04

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

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

Name and Type of Event St. Peter's Fiesta Blessing of the Fleet

1. Date: June 25 - June 29, 2014 Time: from _____ to _____

Rain Date: _____ Time: from _____ to _____

2. Location: St. Peter's Park at St. Peter's Square

3. Description of Property: Public parking lot Public Private

4. Name of Organizer: St. Peter's Fiesta Committee City Sponsored Event: Yes No

Contact Person: Joseph Novello, President

Address: 24 Burnham Street, Gloucester Telephone: 978 283-4367

E-Mail Joseph_Novello@amat.com Cell Phone: _____

Day of Event Contact & Cell Phone: _____

Official Web Site: www.StPetersFiesta

6. Number of Attendees Expected: hundreds Number of Participants Expected _____

7. Is the Event Being Advertised? Yes ? 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.

This event now is 87 years in operation, abutters are aware and included.

10. For Profit Organization: Non-Profit Organization: Who will benefit financially from this event?

Continuation of the St. Peter's Fiesta benefits the ethnic values

observed, the City of Gloucester, visitors, and added revenue for businesses.

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) Fiesta Shows handles vendor permits

B. Entertainment: (Subject to City's Noise Ordinance) Live Music DJ Radio/CD _____

Performers Dancing Amplified Sound Stage Altar

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): Gene Dean / Fiesta Shows

Address: _____

Telephone: 978 375-2542

D. 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.)

Fiesta handles rubbish requirements.

E. 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. : 20 standard No. : 2 ADA accessible

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

PARADE X

ROAD RACE X

WALK-A-THON _____

1. Name, land line & cell phone number of contact person on the ground Day of Event:
 St. Peter's Fiesta sponsors a Religious Procession.
 The Road Race is sponsored by the Cape Ann YMCA
2. Name, Address & 24/7 telephone number of person responsible for clean up if different from above:
 Road Race organizer, for the Cape Ann YMCA, is Barbara Berry, Race Director
 and is responsible for the cleanup. 978 283-047-
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)

5. Parade Formation Location & Time for Participants: Commercial Street formation at 12:00 noon
6. Dismissal Location & Time for Participants: St. Peter's Square about 2:30 pm
7. Additional Parade Information:
 - Number of Floats: 1 - 4 religious theme floats
 - Location of Viewing Stations: N/A
 - Are Weapons Being Carried(If "Yes", Police approval may be required: Yes: No X
 - Are Parade Marshalls Being Assigned to Keep Parade Moving: Yes: X 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):

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

- | | | | |
|------------|---|-------|--|
| <u>LTV</u> | 1. Special Events Advisory Committee | ✓ | V9/14 |
| _____ | 2. Planning & Development Committee | _____ | _____ |
| _____ | 3. Gloucester Police Department | _____ | _____ |
| | Is Police Detail Required? | _____ | No. of Details _____ |
| | Traffic, Parking & Transportation | _____ | _____ |
| _____ | 4. Health Department | _____ | _____ |
| _____ | 5. Building Inspector | _____ | _____ |
| _____ | 6. Electrical Inspector | _____ | _____ |
| _____ | 7. Department of Public Works: | _____ | _____ |
| | Use of City Property: Yes/No | _____ | Location if yes: _____ |
| _____ | 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: | _____ | 1/6/14 |
| _____ | 10. Other | _____ | _____ |

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

Joseph Naville

JAN 27, 2014

RESPONSIBILITIES OF APPLICANT

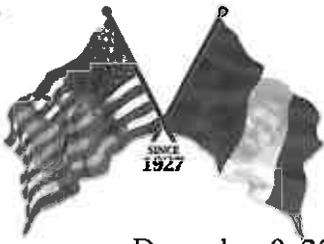
1. All members of the organizing committee and concessionaires/vendors must adhere to the rules and regulations set forth by all applicable departments.
2. The applicant and concessionaire/vendor are responsible to pay all applicable fees required by applicable ordinances and State law. Any non-payment of fees to any City department will result in the denial of the application.
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.
5. Federal & Sate 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. The applicant will be responsible for any damage to public property caused by the event.
8. **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.**
9. 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. Applicant shall also provide a Certificate of Insurance prior to approval by the Planning & Development Committee.
10. 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

 27, 20 14



ST. PETER'S FIESTA, INC.

P.O. Box 3105
GLOUCESTER, MA 01930

13 DEC 13 AM 10:30
CITY CLERK
GLOUCESTER, MA

December 9, 2013

Office of the City Clerk
Gloucester City Council
City Hall, 9 Dale Avenue
Gloucester, MA 01930

Dear City Council Members:

The 87th St. Peter's Fiesta annual event will be held at St. Peter's Park, Gloucester, Massachusetts, beginning on Wednesday evening, June 25, and to continue on Thursday, June 26, Friday, June 27, Saturday, June 28, and Sunday, June 29, 2014.

Therefore, the St. Peter's Fiesta Committee is hereby requesting the Gloucester City Council to confirm the use and control of St. Peter's Park on Rogers Street, the streets and sidewalks of Rogers Street, from Mansfield Way to the entrance of Commercial Street, including the Dock area behind the Brewing Company, Commercial Street up to Fort Square, to include use of the Birdseye Property, if it is made available by owner, and from the intersection of Main and Washington Streets to St. Peter's Park; and on Friday, June 27, Saturday, June 28, and Sunday, June 29, on only the water side of Stacey Boulevard from The Tavern, to the Fishermen's Memorial and the Ciaramitaro/Gemellaro Playground at Fort Square; for the purpose of conducting the St. Peter's Fiesta on the days and dates mentioned above.

For reasons of safety and consideration for the residents thereon, the St. Peter's Fiesta Committee requests that vendors not be allowed on the Southwesterly side of Commercial Street nor on the streets and sidewalks from Tally's to the Chamber of Commerce.

In addition, the Committee requests that all peddlers, hawkers or vendors who conduct business on dates of the Fiesta in these areas must have expressed consent of the St. Peter's Fiesta Committee.

The St. Peter's Fiesta Committee is again pleased to schedule a special Wednesday evening concert performance at St. Peter's Park on June 25, 2014.

We thank you for your continued support for the St. Peter's Fiesta. Please contact me with any questions at 978 282-2872 or evenings at 978 283-4367. We are looking forward to your prompt reply to help facilitate our efforts in preparing for the 2014 Fiesta.

Sincerely,

Joseph Novello, President
St. Peter's Fiesta Committee



CITY OF GLOUCESTER 2014 CITY COUNCIL ORDER

ORDER: CC#2014-005
COUNCILLORS: Paul McGeary, Steven LeBlanc,
Greg Verga, Melissa Cox, William Fonvielle

DATE RECEIVED BY COUNCIL: 02/11/14
REFERRED TO: O&A & B&F
FOR COUNCIL VOTE:

ORDERED that the Gloucester Code of Ordinances Section 16-1 (Grant Applications) be amended as follows:

By DELETING Sec. 16-1. In its entirety and REPLACING it with:

Sec. 16-1. Grant applications.

(a) Prior to a city agency or employee filing any grant application that requires an in-kind or monetary **match** in excess of \$100,000 or multiple year commitment the total of which is anticipated to exceed \$100,000 on behalf of the city, such application shall be submitted to the City Council for approval and referred to its Budget and Finance committee for recommendation. If the application deadline is prior to the next regularly scheduled city council meeting; then the applicant may file the application and seek committee approval at the next regularly scheduled meeting following the deadline.

b) Applications for grants with match requirements below the threshold set forth in (a) above may be submitted without prior approval of the Council, provided that the department applying for the grant notifies the Council in writing of the intention to file such application. Such notification is for information only and no permission by the Council is required to complete the application; and further

ORDERED that this matter be referred to the Ordinances and Administration Standing Committee and to the Budget & Finance Standing Committee for review and recommendation.

Respectfully submitted,

Paul McGeary
Ward 1 Councillor
Steven LeBlanc
Ward 3 Councillor
Greg Verga
Councillor at Large
Melissa Cox
Ward 2 Councillor
William Fonvielle
Ward 5 Councillor



CITY OF GLOUCESTER 2014 CITY COUNCIL ORDER

ORDER: CC#2014-006
COUNCILLOR: Melissa Cox

DATE RECEIVED BY COUNCIL: 02/11/14
REFERRED TO: O&A & TC
FOR COUNCIL VOTE:

ORDERED that the Gloucester Code of Ordinances Chapter 22, Sec. 22-269 entitled “Stop intersections” be amended by **ADDING** Pleasant Street at its fork in the southeast corner intersecting with Prospect Street just before the driveway at #79 Prospect Street;

And further

ORDERED that this matter be referred to the Ordinances and Administration Committee and to the Traffic Commission for review and recommendations.

Melissa Cox
Ward 2 Councillor



CITY OF GLOUCESTER 2014 CITY COUNCIL ORDER

ORDER: CC#2014-007
COUNCILLOR: Greg Verga

DATE RECEIVED BY COUNCIL: 02/11/14
REFERRED TO: P&D & PB
FOR COUNCIL VOTE:

ORDERED that the Gloucester City Council under the Gloucester Zoning Ordinance section 1.11.2(e) initiate an amendment to the “sign ordinance” section 4.3 of the zoning ordinance and to section VI “Definitions” as follows:

Add a new definition to Section VI for “programmable scrolling sign”. Amend sections 4.3.2, 4.3.3. and 4.3.4 to include “outdoor programmable scrolling signs” located on public property and on property of non-profit community groups when the signs provide notices that benefit the public;

And further

ORDERED that this matter be referred to the Planning & Development Standing Committee to work together with the Building Inspector as the Zoning Enforcement Officer to finalize the language of these amendments and to the Planning Board for review and recommendation

Greg Verga
Councillor at Large

GLOUCESTER CITY COUNCIL MEETING

Tuesday, January 28, 2014 – 7:00 p.m.

Kyrouz Auditorium – City Hall

-MINUTES-

Present: Chair, Councilor Paul McGeary; Vice Chair, Councilor Sefatia Theken; Councilor Hardy; Councilor Steven LeBlanc; Councilor Melissa Cox; Councilor Paul Lundberg; Councilor Greg Verga; Councilor William Fonvielle; Councilor Whyntt

Absent: None.

Also Present: Linda T. Lowe; Kenny Costa; Fire Chief Eric Smith; Suzanne Egan; Jonathan Pope; J. J. Bell Sandra Dahl-Ronan; Deborah Laurie; Steven Dexter; Maggie Rosa; Melissa Teixeira; Michelle Sweet; Anthony Gross

The meeting was called to order at 7:02 p.m.

Flag Salute & Moment of Silence.

Oral Communications: None.

Presentations/Commendations: None.

Consent Agenda:

- **MAYOR'S REPORT**
1. Management Reappointments:

Purchasing Agent	Donna Compton	(TTE 02/14/15)	
Community Development Director	Thomas Daniel	(TTE 02/14/15)	
Chief Administrative Officer	James Duggan	(TTE 02/14/15)	
General Counsel	Suzanne Egan	(TTE 02/14/15)	
City Engineer	Paul Keane	(TTE 02/14/15)	
Personnel Director	Sally Polzin	(TTE 02/14/15)	
Building Inspector	William Sanborn	(TTE 02/14/15)	
Director of Public Works	Michael Hale	(TTE 02/14/16)	
Assistant Director of Public Works	Mark Cole	(TTE 02/14/16)	
Assessor	Beth Ann Godhino	(TTE 02/14/17)	(Refer O&A)
 2. Appointment of John Dunn as the City's Chief Financial Officer for a one-year term to expire February 14, 2015 (Refer O&A)
 3. Administration's proposed comprehensive plan for free cash (Refer B&F)
 4. Memorandum requesting City Council approve of a loan authorization in the amount of \$39,774,111 for the West Parish School Project West Parish School Schematic Design on City Website under City Council Agendas & Packets (Refer B&F)
 5. Memorandum from Community Development Director re: requesting a \$1,120,000 loan authorization as a 20% match to the \$5.6 million in funding from Seaport Advisory Council for repairs to the Stacy Boulevard and Blynman Canal seawalls (Refer B&F)
 6. Memorandum, Grant Application & Checklist from Harbor Planning Director re: City Council acceptance of a grant in the amount Of \$50,000 for Harbor Planning (Refer B&F)
 7. Memorandum from Community Development Director re: an off-cycle recommendation from the Community Preservation Committee for Burnham's Field Phase I Improvements Project (Refer B&F)
 8. Memorandum from Harbormaster re: City Council approval for a Launch Fee increase (Refer O&A & B&F)
 9. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Transfer Request (#2014-SA-8) (Refer B&F)
 10. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Transfer Request (#2014-SA-9) (Refer B&F)
 11. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Transfer Request (#2014-SA-10) (Refer B&F)
 12. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Transfer Request (#2014-SA-11) (Refer B&F)
 13. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Transfer Request (#2014-SA-12) (Refer B&F)
 14. Memorandum from Harbormaster & Supplemental Appropriation-Budgetary Transfer Request (#2014-SA-13) (Refer B&F)
 15. Memorandum from City Auditor re: City Council acceptance of FEMA/MEMA February 2013 Blizzard Grant Reimbursement in The amount of \$229,086.57 (Refer B&F)
 16. Memorandum, Grant Application & Checklist from Community Development Director, Public Health Director & Planning Director re: City Council approval to submit grant application to Mass Council on Aging's Health Aging through the Healthy Community Design grant program in the amount of \$10,000 (Refer B&F)
 17. Memorandum, Grant Application & Checklist from Community Development Director & Public Health Director re: City Council Acceptance of Addison Gilbert & Beverly Hospitals' Community Collaborative Grant in the amount of \$6,000 to fund the Implementation of the Get Fit Gloucester! Workplace Wellness Initiative 2014 (Refer B&F)
 18. New Appointment: Downtown Development Commission (TTE 02/14/17) Joseph Ciolino (Refer O&A)
 19. Reappointments:

Affordable Housing Trust	(TTE 02/14/16)	Betsy Works Cook, George Sibley, Mary John Boylan
Archives Committee	(TTE 02/14/17)	Sarah Dunlap, Jane Walsh, Stephanie Buck
Board of Health	(TTE 02/14/17)	Claudia Schweitzer, Fred Cowan
Board of Registrars	(TTE 02/14/17)	Lucia Sheehan
Clean Energy Commission	(TTE 02/14/17)	Tom Kiely, Linda Stout-Saunders, Candace Wheeler
Committee for the Arts	(TTE 02/14/17)	Barbara Markell
Community Preservation Committee	(TTE 02/14/17)	William Dugan-Gloucester Housing Authority representative
	(TTE 02/14/17)	Scott Smith-At large member

Conservation Commission	(TTE 02/14/17)	Robert Gulla	
Downtown Development Commission	(TTE 02/14/17)	Jane Fonzo, Douglas Cook, Katherine Cuddyer	
Fisheries Commission	(TTE 02/14/17)	Angela Sanfilippo, Al Cottone, Paul Vitale, Mark Ring	
		Joseph Orlando, William "BG" Brown	
Historic District Commission	(TTE 02/14/17)	Stephen Miller (Alternate member) David Porper,	
		Nancy Goodick, Charles Nazarian	
Historical Commission	(TTE 02/14/17)	David Rhinelander, Susan Albiero	
Magnolia Woods Oversight & Advisory Committee	(TTE 02/14/17)	Thomas Falzarano, Alexander Monell	
Open Space & Recreation Committee	(TTE 02/14/17)	Charles Crowley, Susan Hedman	
Shellfish Advisory Commission	(TTE 02/14/17)	David Roach	
Tourism Commission	(TTE 02/14/17)	Catherine Ryan	
Traffic Commission	(TTE 02/14/17)	Larry Ingersoll	
Waterways Board	(TTE 02/14/17)	Anthony Gross	
Zoning Board of Appeals	(TTE 02/14/17)	Virginia Bergmann, Francis Wright, David Gardner	
		Leonard Gyllenhaal (Alternate member)	(Refer O&A)

- **COMMUNICATIONS/INVITATIONS**
- **APPLICATIONS/PETITIONS**
- **COUNCILORS ORDERS**

1. CC2014-004 (Cox) Amend GCO Chapter 22, Sec. 22-287 "Disabled veteran, handicapped parking re: Dale Avenue (Refer O&A & TC)
 - **APPROVAL OF MINUTES FROM PREVIOUS COUNCIL AND STANDING COMMITTEE MEETINGS**
1. City Council Meeting: 01/14/14
2. Standing Committee Meetings: B&F 1/23/14 (under separate cover), O&A 1/20/14 (no meeting), P&D 1/22/14

Items to be added/deleted from the Consent Agenda:

By unanimous consent the Consent Agenda was accepted as presented.

Committee Reports:

Budget & Finance: January 23, 2014

The following motions were presented in the form of a consent agenda and were adopted by the Council by the votes indicated.

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted 9 in favor, 0 opposed, to accept the Budget & Finance Committee's Unanimous Consent Agenda dated January 28, 2014 as follows:

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted 9 favor, 0 opposed under MGL c. 44, §53A-1/2 accept a donation of \$14,000 from the Gloucester Rotary Club for the purpose of repairing and improving the ironwork on the Stage Fort Park Gazebo.

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted 9 in favor, 0 opposed under MGL c. 44, §53A to accept a grant in the amount of \$2,086 from the Massachusetts Department of Fire Services Student Awareness of Fire Education (S.A.F.E.) Grant Program for the purpose of the Fire Department's student education outreach programming.

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted 9 in favor, 0 opposed under MGL Chapter 44, §64 to permit the payment of an approved step increase for a Senior Records Clerk in the Police Department in the amount of \$4,559.10 that the step increase is retroactive to FY2013 and to be expended with current FY2014 Police Department budget funds.

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted 9 in favor, 0 opposed to approve Special Budgetary Transfer 2014-SBT-14 in the amount of \$1,249.50 from Assessments, Vocational School Assessment, Account #101000.10.942.56200.0000.00.000.00.056 to Inspectional Services, Salary/Wages-Longevity, Account #101000.10.241.51400.0000.00.000.00.051 for the purpose of eliminating a projected deficit in the account.

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted 9 in favor, 0 opposed to approve Special Budgetary Transfer 2014-SBT-15 in the amount of \$3,000 from Assessments,

Vocational School Assessment, Account #101000.10.942.56200.0000.00.000.00.056 to Personnel, AFSCME Tuition/Training-Employees, Account #101000.10.152.51910.0000.00.000.00.051 for the purpose of further funding the account due to contractual obligations.

End B&F Consent Agenda

COMMITTEE RECOMMENDATION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council appropriate up to \$135,000.00 (One Hundred Thirty Five Thousand Dollars) from the Community Preservation Act Funds, Unrestricted Reserves in Fund #270000, as recommended by the Community Preservation Committee, to Account# 270000.10.172.59100.0000.00.000.00.059, CPA – Open Space - Debt Service, Principal Debt for the purpose of redeeming Community Preservation Act - Open Space debt service principal related to the Newell Stadium Capital Project. The appropriation will be allocated to the Open Space category.

DISCUSSION:

Councilor Cox explained the following: that there were left-over funds from FY14 Round 4 Community Preservation Act funding. The Community Preservation Committee recommended, and the B&F Committee agreed, that a portion of the leftover funds should be used to pay down a portion of the debt associated with the New Balance Track & Field at Newell Stadium in the amount of \$135,000. The former CFO borrowed short term in July in the form of a Bond Anticipation Note (BAN). That note expires February 7th and there is an opportunity to pay off a portion of the entire BAN. The remaining \$78,000 would be rolled over into another BAN until February 2015.

MOTION: On a motion by Councilor Cox, seconded by Councilor LeBlanc, the City Council voted by 9 in favor, 0 opposed to appropriate up to \$135,000.00 (One Hundred Thirty Five Thousand Dollars) from the Community Preservation Act Funds, Unrestricted Reserves in Fund #270000, as recommended by the Community Preservation Committee, to Account# 270000.10.172.59100.0000.00.000.00.059, CPA – Open Space - Debt Service, Principal Debt for the purpose of redeeming Community Preservation Act - Open Space debt service principal related to the Newell Stadium Capital Project. The appropriation will be allocated to the Open Space category.

MOTION: On a motion by Councilor Cox, seconded by Councilor LeBlanc, the City Council voted by ROLL CALL 1 (Whynott) in favor, 8 opposed to reconsider the City Council vote to appropriate up to \$135,000.00 (One Hundred Thirty Five Thousand Dollars) from the Community Preservation Act Funds, Unrestricted Reserves in Fund #270000, as recommended by the Community Preservation Committee for the purpose of redeeming Community Preservation Act - Open Space debt service principal related to the Newell Stadium Capital Project.

MOTION FAILS.

COMMITTEE RECOMMENDATION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Supplemental Appropriation 2014-SA-14 in the amount of \$100,000 (One Hundred Thousand Dollars) from the General Fund, Fund Balance Undesignated (“Free Cash”) Account #101000.10.000.35900.0000.00.000.00.000 to DPW -Facilities-Contracted Services, Account #101000.10.472.52000.0000.00.000.00.052 for the purpose of a site feasibility and response time analysis for a proposed Public Safety Building.

DISCUSSION:

Councilor Cox said that the budget for the Site Feasibility and Response Time Analysis for a proposed Public Safety Building is \$225,000 with \$100,000 coming from Free Cash and the remainder from the Federal Seizure Account managed by the Police Department.

MOTION: On a motion by Councilor Cox, seconded by Councilor LeBlanc, the City Council voted by ROLL CALL 9 in favor, 0 opposed to approve Supplemental Appropriation 2014-SA-14 in the amount of \$100,000

(One Hundred Thousand Dollars) from the General Fund, Fund Balance Undesignated (“Free Cash”) Account #101000.10.000.35900.0000.00.000.00.000 to DPW -Facilities-Contracted Services, Account #101000.10.472.52000.0000.00.000.00.052 for the purpose of a site feasibility and response time analysis for a proposed Public Safety Building.

Ordinances & Administration: January 20, 2014 (No meeting-National Holiday)

Planning & Development: January 22, 2014

Councilor Verga said there were two matters that would come forward from the January 22nd meeting during the public hearing phase of the Council meeting.

Scheduled Public Hearings:

1. **PH2014-005: Group Free Petition under City Charter Sec. 9-1(b) re: Leash Free Gloucester Beaches Petition which requests the City council to amend the Code of Ordinances Sec. 4-16a “Dogs prohibited on beaches at certain times.**

This public hearing is opened.

Council President McGeary said that due to the fact that the Ordinances & Administration’s study and review of the City’s dog ordinance and leash law is getting underway this week with a meeting of the Ad Hoc Committee headed by **Councilor LeBlanc**, the public hearing on the Group Free Petition regarding the Leash Free Gloucester beaches will be continued to March 25th. **Councilor LeBlanc** invited the public to attend the Ad Hoc Committee’s first meeting on Thursday, January 30th at 5:30 p.m. in the 1st Fl. Council Committee Room at City Hall.

This public hearing is continued to March 25, 2014

2. **PH2013-060: Recommendations of the Community Preservation Committee for Round 4, FY2013 Funds: Project #6 – City Hall Restoration Committee: City Hall Restoration – Repairs/Restoration of Auditorium Windows - \$36,000 (Cont’d from 12/10/13)**

Council President McGeary reminded the Council that the public hearing was held on December 10, 2013, and at that time the public hearing was opened, discussion was heard, questions from the Councilors were also heard; and the public hearing was closed. He then asked Budget & Finance Chair, **Councilor Cox** to read the motion back into the record even though it has been made previously:

COMMITTEE RECOMMENDATION: On a motion by Councilor Ciolino, seconded by Councilor Cox, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council appropriate up to \$36,000.00 (Thirty Six Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for a grant to the City Hall Restoration Committee for the purpose of the City Hall repairs and restoration of the Kyrouz Auditorium windows in Gloucester, Massachusetts, in order to restore a historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Capital Fund #346001.

CONTINUED COUNCIL DISCUSSION:

Council President McGeary explained the Council Rules of Procedure as it related to the Council discussion and vote, and received unanimous Council assent to allow questions from the Council at this juncture.

Councilor Verga said he recalled was that there was concern regarding a lack of communication between the Department of Public Works, the Administration, the City Hall Restoration Committee (CHRC) and the Council. He said he would appreciate reassurance that this matter had been resolved.

Jim Hafey, Facilities Manager, said he agreed with the Councilor that communications between the DPW and CHRC had been a problem. He said the problem areas were being worked out and had been improved upon. Regular attendance at CHRC meetings has been made mandatory, but that there were other issues as well that he wished to address for the Council regarding City Hall.

City Hall American with Disabilities Act (ADA) Deficiencies:

Mr. Hafey said there were questions from the Council about the progress of the resolution of pending ADA issues in City Hall. Last fall the Building Inspector did a detailed ADA analysis of City Hall resulting in a four-page report of items to be corrected, he pointed out. **Mr. Hafey** said since that time, his staff, with the help of some contractors, has addressed about 90 percent of the reported deficiencies. The last few items, exterior railings on Dale Avenue and Warren Street, automatic door openers and replacement of interior railings on the building's main staircase with a different style of wood railing, are anticipated to be finished and in full compliance by the end of February 2014.

City Hall Restored Windows:

Mr. Hafey reporting having completed his own investigation on each individual window and that he is satisfied with the quality of workmanship of the installed restored windows. Some of the issues arose from the expectation that the restored windows would perform to modern standards, which would not be the case as these windows are single-paned of wood construction like those which were original to the building. **Mr. Hafey** added there were still are items needing to be address at the end of the project, collectively known as a punch list. He assured those remaining issues with the windows will be added to the punch list with input from himself, the Building Inspectors and City Hall staff. He said he was confident that no new windows would need major corrective action. He also said he is confident the new windows proposed for City Hall will work well. There are some storm windows still to be installed, **Mr. Hafey** noted.

City Hall Heating System:

Mr. Hafey informed the Council that the heating system at City Hall has been and will continue to be will be worked on it by the DPW's new HVAC (heating, ventilation and air-conditioning) person, and that the department will go out to the State's Central Register next week for bids on a new gas boiler to be installed during the summer. He said the new boiler will be more efficient and cost effective.

Councilor Hardy inquired about what had been done since the last Council meeting regarding the drafts experienced by office workers from the restored windows. **Mr. Hafey** said the drafts from windows were from those windows without storm windows. He said the storm windows have been installed, which has abated much of the issue. He pointed out that much of the drafts are not from the windows but from the jambs beneath the window sills and noted the lack of insulation around the windows, which the storm windows help to alleviate. The masonry of the City Hall brick façade will be repointed in the spring, he said, which will also help greatly with the drafts. **Councilor Hardy** asked if **Mr. Hafey** believed the communications had improved since the December 10, 2013, Council meeting. **Mr. Hafey** said the improvement is dramatic, and he has attended all weekly City Hall Restoration Committee meetings since the December 10th Council meeting. **Councilor Hardy** expressed her surprise that the money being spent this evening will not get to the goal of sound windows and asked what would. **Mr. Hafey** said 100 percent correction of these windows will not be attainable, but that the new storm windows and the masonry improvements should improve the comfort of the City Hall staff in the winter.

Councilor LeBlanc pointed out that City Clerk Linda T. Lowe's office has a tremendous draft coming through her window and asked that it be remediated. **Mr. Hafey** said that is part of his punch list and that her window is not the only window in City Hall with that particular issue that will be addressed with the contractor. **Councilor Whynott** added when he was City Clerk there was plastic sheeting put up on the City Clerk's window each winter to reduce the draft. **Mr. Hafey** pointed out that the storm windows will accomplish the same thing. **Councilor LeBlanc** asked if there was a schedule for when the punch list items would be addressed. **Mr. Hafey** said he wanted to wait until March or April to address the punch list when the weather was more temperate.

Council President McGeary asked how many windows would be restored with the \$36,000 CPA funds. **J.J. Bell**, CHRC member, said the funds would pay for three windows on City Hall's Warren Street side. Private funds might make possible restoration of a fourth window to complete the Warren Street elevation.

MOTION: On a motion by Councilor Cox, seconded by Councilor Theken, the City Council voted by ROLL CALL 8 in favor, 1 (Hardy) opposed to appropriate up to \$36,000.00 (Thirty Six Thousand Dollars) from the Community Preservation Act Funds as recommended by the Community Preservation Committee, for a grant to the City Hall Restoration Committee for the purpose of the City Hall repairs and restoration of the Kyrouz Auditorium windows in Gloucester, Massachusetts, in order to restore a historic resource. The appropriation will be allocated to the Historic Preservation category and funded from Unrestricted Reserves in Fund #270000. The project will be tracked in the Community Preservation Fund – Historic Preservation Projects Capital Fund #346001.

3. PH2014-006: SCP2014-001: Poplar Street #28, Assessors Map 105, Lot #18-#19, GZO Sec. 3.1.6(b) for Building height in excess of Sec. 3.2 limits

Councilor Whynott noted that under MGL c. 268A he would recuse himself from the Council discussion and vote due to his being a direct abutter of Poplar Street #28.

This public hearing is opened.

Those speaking in favor:

Suzanne Egan, General Counsel, said that it is the City's application for a height exception Special Permit to build an engineered salt containment shed in the DPW yard up to 42 feet in height. The new shed, she said, would allow the City to store the road salt under cover to protect it from the elements and also allow the City to have enough salt to get it through the winter.

Ms. Egan reviewed for the Council that the application meets the Special Council Permit qualifications:

There is no change in use to the site, so there is no increase in traffic or public utilities served. The natural environment will be protected because the salt is stored inside the shed. There will be no view obstruction or overshadowing of any buildings. This is also a financial benefit to the City in that the larger storage capacity will allow the City to purchase enough road salt for the entire winter season.

Those speaking in opposition:

Thomas Haberman, 14 Cherry Street, said it is not so much that he is in opposition to the installation of a new salt shed, but wished to learn about the proposed location of the new shed in the DPW yard. **Mike Hale**, DPW Director, said the current salt shed will be located to the right side of the Public Works property, at the bottom of the Cherry Street hill. The proposed salt shed will be on the opposite side of the property behind the mechanic's barn adjacent to the fuel pumps and as far away from any residential units as possible, he noted. **Mr. Hale** added that the new salt shed will be on the opposite side of the campus going back as far into the lot allowed by the zoning set back in an area used for storing other Public Works materials thereby freeing up the area near Cherry Street for a possible future use.

Communications: None.

Councilor Questions: None.

This public hearing is closed.

COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council grant to the City of Gloucester a Special Council Permit (SCP2014-001) for the property located at 28 Poplar Street (Assessor's Map 105, Lots 18 and 19), zoned EB (Extensive Business), pursuant to Gloucester Zoning Ordinance Sections 1.10.1 and 3.1.6(b) for a building height in excess of 35 feet, for a Salt Containment Shed to be 42 feet (for a total height increase of 7 feet over 35 feet). This permit is made on the basis of the plans and elevations dated October 23, 2013, drawn by Legacy Building Solutions, submitted to the City Clerk on January 8, 2014, all as incorporated in this decision, and as approved with this special permit.

DISCUSSION:

Councilor Hardy asked Mr. Haberman if he thought the new salt shed infringed on his property in any way. **Mr. Haberman** said he did not see an issue with the new salt shed from the description of its location.

Councilor LeBlanc said he would support the Special Council Permit for the new salt shed as the current salt shed is outdated and insufficient whereas the new shed will hold seven times more road salt. This, he said will better equip the City for treating its streets before and during storm events.

MOTION: On a motion by Councilor Verga, seconded by Councilor Fonvielle, the City Council voted by **ROLL CALL 8 in favor, 0 opposed, 1 (Whynott) recused**, to recommend that the City Council grant to the City of Gloucester a Special Council Permit (SCP2014-001) for the property located at 28 Poplar Street (Assessor's Map 105, Lots 18 and 19), zoned EB (Extensive Business), pursuant to Gloucester Zoning Ordinance Sections 1.10.1 and 3.1.6(b) for a building height in excess of 35 feet, for a Salt Containment Shed to be 42 feet (for a total height increase of 7 feet over 35 feet). This permit is made on the basis of the plans and elevations dated October 23, 2013, drawn by Legacy Building Solutions, submitted to the City Clerk on January 8, 2014, all as incorporated in this decision, and as approved with this special permit.

Both **Councilor Verga** and **Council President McGeary** explained that due to the time sensitivity of the City's application, the Council would take up the adoption of the Decision for SCP2014-001 at this time.

MOTION: On a motion by Councilor Verga, seconded by Councilor Hardy, the City Council voted by ROLL CALL 8 in favor, 0 opposed, 1 (Whynott) recused, to adopt the Special Council Permit decision for Poplar Street #28 pursuant to Sec. 3.1.6(b) and Section 3.2 of the Gloucester Zoning Ordinance.

4. PH2014-007: SCP2014-002: Concord Street #10, Assessors Map 105, Lot #21-#22, GZO Sec. 3.1.6(b) for Building height in excess of Sec. 3.2 limits

This public hearing is opened.

Those speaking in favor:

Ms. Egan explained that this is the City's Special Permit application for a height exception for the reconstruction of the new West Parish Elementary School, to be built at the school's current site at 10 Concord St. She noted that with no increase in school population, this is not a change in use of the property but is construction of a new school building. **Ms. Egan** pointed out that the height exception is sought for a three story academic wing, 49 feet in height. She said the footprint of the building will be approximately 65,679 square feet with the 49 foot high portion of the building will be approximately 34,455 square feet. The three-story plan was adopted so that the academic wing will help minimize the impact to the site so that the natural environment will be protected, and so that the site can be upgraded, she said. **Ms. Egan** also pointed out that there would be no increase in traffic; no increased use in public utilities and will have a beneficial impact on the neighborhood because this is an upgrade to the site and building. She said this would revitalize the neighborhood school building.

Jonathan Pope, School Committee Chair, urged the Council to grant the Special Permit. He explained that the portion of the new school, for which the application for a height exception is sought, is in the back corner of the school, close to where the playing fields and Science Park are, and backs into a rise of the property. The proposed academic wing, he said, blocks no views; those residents who live on Essex Avenue would still be looking down on the building. **Mr. Pope** said that as one approaches from the street the school silhouette steps up incrementally and doesn't appear to be a big building except when viewed from the Science Park and playing fields. This design, he pointed out, was necessary to fit all things the Building Committee and School Committee wanted on the site because the site's buildable footprint was limited by wetlands and ledge. **Mr. Pope** further explained that the three story unit is the academic section of the School – kindergarten and first grade classrooms will be located on the first floor, second and third grade on the second floor and the fourth and fifth grade on the top floor. The academic wing also will be able to be isolated so the community can have access to the gym, cafeteria, library, and technology center without having to go through the academic wing, he said.

At this juncture, **Councilor Hardy** requested that the Cape Ann TV technician pan the audience to show the auditorium audience.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed.

COMMITTEE RECOMMENDATION: On a motion by Councilor Verga, seconded by Councilor LeBlanc, the Planning & Development Committee voted by 3 in favor, 0 opposed, to recommend that the City Council grant to the City of Gloucester School Department a Special Council Permit (SCP-2014-002) for the property located at 10 Concord Street (Assessor's Map 229, Lots 21 and 22), zoned R-20 (Low/Medium Density Residential), pursuant to Gloucester Zoning Ordinance Sections 1.10.1 and 3.1.6(b) for a building height in excess of 35 feet, for the new West Parish Elementary School Building to be 49 feet (for a total height increase of 14 feet over 35 feet). This permit is made on the basis of the plans dated January 7, 2014, and "Elevations," dated January 13, 2014 drawn by Dore & Whittier Architects, Inc. 260 Merrimac St., Newburyport, Mass., submitted to the City Clerk on January 9, 2014, and January 13, 2014, respectively, all as incorporated in this decision, and as approved with this special permit.

DISCUSSION:

Councilor Verga declared that while he is not a direct abutter, his home, visually and from a proximity perspective, is probably the most impacted by the new school building height and said he did not see any impact for the neighborhood. Rather, he said, it would be a tremendous improvement to the neighborhood. **Councilor Verga**

also said that this project an excellent opportunity for the City to obtain funding from the State. He expressed his wholehearted support for the Special Council Permit application

Council President McGeary noted he went with the West Parish Building Committee to Dedham to see a similar school with a three floor elevation; and that this rebuilding of the West Parish School is long overdue. He added that granting the special permit an important step in that process. **Council President McGeary** noted that the Council does not need to vote a reconsideration but rather will a vote to adopt the Council Decision this evening which will act as codification of the Council vote.

Councilor Hardy said it was unfortunate more people were not in attendance for this discussion and Council vote. She noted it is great to see the meeting on television, but reminded the public that it is important to come to meetings to voice opinions on particular matters and encouraged more people to come to City Council meetings.

MOTION: On a motion by Councilor Verga, seconded by Councilor LeBlanc, the City Council voted by ROLL CALL 9 in favor, 0 opposed, to grant to the City of Gloucester School Department a Special Council Permit (SCP-2014-002) for the property located at 10 Concord Street (Assessor's Map 229, Lots 21 and 22), zoned R-20 (Low/Medium Density Residential), pursuant to Gloucester Zoning Ordinance Sections 1.10.1 and 3.1.6(b) for a building height in excess of 35 feet, for the new West Parish Elementary School Building to be 49 feet (for a total height increase of 14 feet over 35 feet). This permit is made on the basis of the plans dated January 7, 2014, and "Elevations," dated January 13, 2014, drawn by Dore & Whittier Architects, Inc., 260 Merrimac St., Newburyport, MA, submitted to the City Clerk on January 9, 2014 and January 13, 2014 respectively, all as incorporated in this decision, and as approved with this special permit.

Councilor Verga said that as with the first Special Council Permit, this Special Council Permit is very time sensitive and called for a the adoption of the Special Council Permit decision.

MOTION: On a motion by Councilor Verga, seconded by Councilor Cox, the City Council voted 9 in favor, 0 opposed to adopt the Special Council Permit decision for Concord Street #10 pursuant to Sec. 3.1.6(b) and Section 3.2 of the Gloucester Zoning Ordinance.

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 Whynott thanked Mr. Hafey, Mr. Hale and the Administration for heating the Kyrouz Auditorium this evening.

Councilor LeBlanc reiterated there will be a meeting on Thursday, Jan. 30, at 5:30 p.m. of the O&A Ad Hoc Dog Ordinance and Leash Law Review Committee and invited interested members of the public to attend.

Councilor Cox spoke about a ward meeting the following evening starting at 6 p.m. at 5 Cedar Street at J&L Welding where Massachusetts Bay Commuter Rail representatives will talk about train noise, and that on Thursday, Jan 30, there would be another ward meeting at 7 p.m. at Unitarian Universalist Church regarding downtown neighborhoods. She urged residents of her ward to attend these meetings.

Councilor Lundberg said he experienced the Gloucester Fire Department putting down a recent fire at a home on Leonard Street, which abutted his property; and that the department's professionalism was unrivaled. He noted that the Bay View Fire Station was open that day, and its engine was on site before the downtown engines. He commended the Administration, the Fire Department and the union for working towards making that a permanent situation.

Councilor Theken spoke to the on-going issues under the Affordable Care Act (ACA).

Council President McGeary, on behalf of the City Council, wished **Councilor LeBlanc** a Happy Birthday.

A motion was made, seconded and voted unanimously to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

BUDGET & FINANCE MEETING

02/06/14

MINUTES

(UNDER SEPARATE COVER)

Ordinances & Administration Committee

Monday, February 3, 2014 – 6:00 p.m.

1st Fl. Council Committee Rm. – City Hall**-Minutes-****Present:** Chair, Councilor Whynott; Vice-Chair, Councilor Sefatia Theken; Councilor Jackie Hardy**Absent:** None.**Also Present:** Councilor Cox; Suzanne Egan; Fire Chief Eric Smith; Deputy Fire Chief Stephen Aiello, Fire Captain Tom LoGrande; Jim Duggan; John Dunn; Donna Compton; Paul Keane; Bill Sanborn; Mark Cole; Nancy Papows; Beth Ann Godhino; Jim Caulkett; Sally Polzin**The meeting was called to order at 6:00 p.m. Items were taken out of order. Councilor Cox departed the meeting at 6:20 p.m.****1. Continued Business from 01/06/14:**

- A) CC2013-058 (Cox) Amend GCO c. 22, Sec. 22-287 “Disabled veteran, handicapped parking” re: Proctor Street #12

Noting that this matter has been tabled by the Traffic Commission at the Commission’s January 30th in order to receive further information on the request, the O&A Committee continued this matter pending a recommendation from the Traffic Commission.

This matter is continued to March 3, 2014.

- B) New Appointment: Shellfish Advisory Commission TTE 02/14/16 William Nugent

Mr. Nugent said he is a lifelong resident and has dug shellfish since he was very young and holds a recreational shellfish license. He added he wished to be an active participant on the Shellfish Advisory Commission, to represent the clam diggers. It was noted he had yet to turn in his certificate of completion of the State Ethics Quiz for the City Clerk’s records and was urged to complete this task as soon as possible. He noted he had been a commercial digger as well.

Councilor LeBlanc, noting he holds a commercial clamming license, said there were a few things that could be tweaked for the Commission and was looking forward to some new ideas. He added that David Sargent, the Shellfish Constable, does a good job; but that there are many miles of shoreline to cover. He said he also looked forward to a new review of the clam flats opening and digging policies.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint William Nugent to the Shellfish Advisory Commission, TTE 02/14/17.

2. A) New Appointment: Shellfish Advisory Commission TTE 02/14/17 Roger Hussey

Mr. Hussey told the Committee he had an affinity for clamming and holds a recreational clamming license. He said he would bring his experience as a mediator, group coach, newspaperman, and merchant seaman to bear with the Commission. Shellfishing, he said, helps the maritime economy thrive. His certificate of completion of the State Ethics test was on file with the City Clerk’s office, he noted.

Councilor LeBlanc said he would reiterate his previous comments during Mr. Nugent’s appointment discussion and added it is always nice to have fresh ideas for any Commission. **Councilor Theken** and **Mr. Hussey** also discussed his qualifications to join the Shellfish Advisory Commission which at that time she expressed concern that Mr. Hussey was overqualified for the appointment. She inquired as to the composition of the Commission and expressed her further concern as to the number of appointees and the Commission’s composition, and so would vote present pending further information.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 2 in favor, 0 opposed, 1 (Theken) present, to recommend that the City Council appoint Roger Hussey to the Shellfish Advisory Commission, TTE 02/14/17.

*Chief Financial Officer**TTE 02/14/15 John Dunn*

Jim Duggan, CAO, conveyed the Mayor's apologies for being unable to attend the meeting to the Committee. He said Mr. Dunn recently started as Jeff Towne's replacement (former Chief Financial Officer). Mr. Dunn, he pointed out, has over 20 years financial director experience - with the City of Beverly, and for a few years with the City of Melrose. **Mr. Duggan** said Mr. Dunn comes highly regarded and respected by the State Bond Council as well with the bond rating agencies. He also noted he has worked with Mr. Dunn in his hometown of Beverly and saw firsthand Mr. Dunn's talents. He said that the City was fortunate to have Mr. Dunn as CFO.

John Dunn, appointee of the Mayor as CFO briefly reviewed his resume with the Committee which included 18 years of municipal financial leadership with the City of Beverly. He highlighted that he began his employment with the City of Gloucester within three days of leaving his position in Beverly and started right in with an auction of two City-owned properties, as well as a debt issuance this past week. He said he has a great staff and looked forward to the challenges of the CFO's position.

Councilor Theken and **Mr. Dunn** touched upon his working closely with the City Auditor.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint John Dunn as the Chief Financial Officer of the City of Gloucester, TTE 02/14/15.

*Downtown Development Commission**TTE 02/14/17 Joseph Ciolino*

Former City Councilor, Joseph Ciolino, came before the Committee as candidate for appointment to the Downtown Development Commission (DDC). He noted that his Certificate of Completion for the State Ethics Quiz was current. **Mr. Ciolino** noted he had been a two-term Council representative to the DDC and wished to continue to be a part of the Commission, a quiet group that he said rolls up its sleeves and does its work. He is also the chair of the new Gloucester Downtown Association and was looking forward to working hand in hand with the DDC and the GDA.

Councilor Whynott, acknowledging that Mr. Ciolino is a well known Main Street business owner as well as a community-spirited individual and endorsed his appointment to the DDC.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint Joseph Ciolino to the Downtown Development Commission, TTE 02/14/17.

B) Management Reappointments:**Purchasing Agent****TTE 02/14/15 Donna Compton**

Mr. Duggan said Ms. Compton is a long-time employee of the City. He noted she runs a two-person department and issued this past year: 16 Requests for Proposals (RFP's), 46 bids, 133 contracts, and approved about 4,000 purchase orders. He said Ms. Compton has had some very difficult RFP's to deal with in the past year - the West Parish School which is an on-going City project, the lease for the School Administration offices and pre-school and the American Legion lease.

All three Councilors lauded Ms. Compton's efforts of the past year.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Donna Compton as Purchasing Agent, TTE 02/14/15.

Community Development Director**TTE 02/14/15 Thomas Daniel**

The Committee forwarded the reappointment of Mr. Daniel without objection to be taken up at City Council on February 11, 2014 when at that time Mr. Daniel would appear before the Council.

Chief Administrative Officer**TTE 02/14/15 James Duggan**

Mr. Duggan said it has been his pleasure to work with an incredible municipal team as well as the City Council, the School Committee and its Administration. It has been a cohesive relationship with the City Council and appreciated the support, he added. He said that the current team is the strongest municipal team he's seen in his 25 years experience.

Councilor Whynott acknowledged that the position of Chief Administrative Officer is difficult and credited him for doing a good job. **Councilor Theken** said she worked with Mr. Duggan years ago, then as a City Councilor. She said she appreciated Mr. Duggan's growth in his position, noting that he defends his team completely. **Councilor Theken** also added that there was great teamwork on issues that faced the City in the past year. She said she also agreed with Mr. Duggan that the municipal team was exceptional. **Councilor LeBlanc** added his appreciation of Mr. Duggan's work and the way in which he handles difficult situations.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint James Duggan as Chief Administrative Officer, TTE 02/14/15.

General Counsel

TTE 02/14/15 Suzanne Egan

Mr. Duggan noted Ms. Egan has been a dedicated employee for a number of years who he said is a great attorney for the City. He highlighted some of her accomplishments of the past year: negotiating with National Grid on the remediation of Solomon Jacobs Park and the Harbormaster's office; and settling several long-standing neighborhood disputes. She has also successfully negotiated other issues with City employees well.

Councilor Whynott said he appreciated Ms. Egan's truthful answers to Councilor questions. **Councilor LeBlanc** added that he appreciated Ms. Egan's approach to difficult situations. **Councilor Theken** said it has been a pleasure to work with Ms. Egan this past year and expressed appreciation of Ms. Egan's staff.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Suzanne Egan as General Counsel, TTE 02/14/15.

City Engineer

TTE 02/14/15 Paul Keane

Mr. Duggan said Mr. Keane has been with the City for three years with strong engineering credentials including a Professional Engineering stamp which the City hadn't had on staff before. He pointed out Mr. Keane has worked closely with Community Development and the team on the Beauport Hotel project in their submission. He also worked on the infrastructure project for the Fort. He has actively participated with the Governor's Hill infrastructure project where he made himself available nights and weekends as well to the neighborhood, DPW and contractors, **Mr. Duggan** said.

Councilor LeBlanc said Mr. Keane goes out of his way to be of assistance, pointing out his work on the Governor's Hill infrastructure project. He said he supported his reappointment.

Councilor Theken asked if Mr. Keane is in the loop with other City projects such as the CSO project. **Mr. Keane** noted he takes his direction from the DPW Director. He said he worked on Commercial Street and Governor's Hill infrastructure projects, but that the Combined Sewer Outflow (CSO) project was under the DPW Director's auspices. **Councilor Theken** reiterated her concern, raised the previous year during Mr. Keane's reappointment, that Mr. Keane should be familiar with all projects now underway with the DPW, pointing out that Mr. Hale is not an engineer. **Mr. Duggan** said although Mr. Hale is not an engineer he is capable of assessing the overall projects. He pointed out that it is up to the DPW Director as to how he wants to divide up the workload. He said if the engineer's opinion was needed in an emergent situation he would be called in to consult. **Councilors Whynott** and **Theken** also discussed with **Mr. Duggan** their concern the management staff of the department could be overburdened given the great number of projects facing the department in the upcoming months, to which **Mr. Duggan** said there is specific structuring of jobs so the staff isn't overloaded. He also pointed out there is also a civil engineer on staff.

Councilor Whynott said these issues should be discussed with Mr. Hale and not with Mr. Keane. However, he agreed that the City Engineer should have an overall knowledge of all DPW projects. **Mr. Duggan**, expressing his appreciation of the Councilors' sensitivity to the staff's workload, he pointed out he speaks constantly to Mr. Hale

on a daily basis as with all of the department heads to gauge what the staff is facing as well as regular meetings. He added that he needs to also be respectful of Mr. Hale's ability to run his department.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Paul Keane as City Engineer, TTE 02/14/15.

Personnel Director

TTE 02/14/15 Sally Polzin

Mr. Duggan said that Ms. Polzin's tenure is short, but during that tenure, he said she has represented the Administration with the Public Employee Committee (PEC) negotiations regarding the City's employee health insurance conversion to the State General Insurance Commission plans. He noted this negotiated change in health insurance will yield a \$50,000 per month savings for the City. She has implemented a City-wide sick bank for City staff which was a request pending for many years, **Mr. Duggan** said. Ms. Polzin, he pointed out, applied for and received a grant enabling General Counsel and herself to attend the Mass. Commission Against Discrimination (MCAD) training for discrimination and harassment. As to the Fire Department reorganization, **Mr. Duggan** noted that Ms. Polzin was a contributing member the team who worked on it. Her office has hired 25 new employees with the City; and she has an aggressive agenda going forward, he said.

Councilor Theken said she had worked with Ms. Polzin on recent City healthcare issues which turned out to not a simple matter, and touched upon some of those issues with the Committee. Ms. Polzin, she said, worked through the issues well based on her experience. **Councilors LeBlanc** and **Whynott** also added their endorsement of Ms. Polzin as Personnel Director.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Sally Polzin as Personnel Director, TTE 02/14/15.

Building Inspector

TTE 02/14/15 William Sanborn

Mr. Duggan highlighted that Mr. Sanborn has been a staple in the community for a number of years saying he has done a good job representing the City in enforcing the building codes, making sure he and his team is up to date on the building codes. It is a difficult position, but Mr. Sanborn is consistent, he said. Mr. Sanborn, he noted, has been an important member of a number of committees including the Newell Stadium Building Committee, and the Lanesville Fish Shack Building Committee. He pointed out that because of Mr. Sanborn, as well as Mr. Keane, they were able to challenge the original consultant's findings and recommendations for Newell Stadium which resulted changing to a new consultant. **Mr. Duggan** said Mr. Sanborn is also instrumental for the restoration of City Hall; and is very sensitive to the demands and financial limitations on the City, and so examines every way that City Hall stays in within the Building Code but still allows getting the work completed. He said Mr. Sanborn is also a critical team member for the swing space at St. Ann's School in identifying work that will need to be done by contractors to make the changes to the building in order to open it as a temporary City elementary school.

Councilor Theken said Mr. Sanborn's staff works hard and are constantly busy. She appreciated and held his work in high regard. **Councilor Whynott** added his appreciation for Mr. Sanborn as did **Councilor LeBlanc**.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint William Sanborn as Building Inspector, TTE 02/14/15.

Director of Public Works

TTE 02/14/16 Michael Hale

The Committee forwarded the reappointment of Mr. Hale without objection to be taken up at City Council on February 11, 2014 when at that time Mr. Hale would appear before the Council.

Assistant Director of Public Works

TTE 02/14/16 Mark Cole

Mr. Duggan said Mr. Cole has been with the DPW since 1999. He said Mr. Cole has done an amazing job and is available 24/7. Mr. Cole is involved with all facilities, snow plow operations, and all components of the

department, he pointed out. He said the Administration has complete confidence in the event of a vacancy for Director; that Mr. Cole would be able to step into that position if that should ever happen.

Councilors Theken, Whynott and LeBlanc added their support of Mr. Cole. The Committee also noted Mr. Cole and Mr. Hale work as one unit, complementing each other; and knows the community very well. It was also pointed out that there is always an open line of communication with Mr. Cole.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Mark Cole as Assistant Director of Public Works, TTE 02/14/16.

Assessor

TTE 02/14/17 Beth Ann Godhino

Councilor Theken said Ms. Godhino is an asset to the City Assessor's Office team. She also pointed out Ms. Godhino attends some O&A meetings to explain matters to the Committee. She added that the City is fortunate to have such a great team in City Hall. **Councilor Whynott** said Ms. Godhino was very good at her job, and **Councilor LeBlanc** added his appreciation of Ms. Godhino's work.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Beth Ann Godhino as Assessor, TTE 02/14/17.

C) Reappointments:

Zoning Board of Appeals

TTE 02/14/16 Leonard Gyllenhaal (Alternate member)

Mr. Gyllenhaal informed the Committee he wished to continue with the Zoning Board of Appeals as an alternate member and had a Certificate of Completion for the State Ethics Quiz on file with the City Clerk's Office. He said it is a pleasure to work with the Committee. **Councilor Theken** said she appreciated Mr. Gyllenhaal's sense of fairness. **Mr. Gyllenhaal** added there was a good group on the ZBA who works toward consensus.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Leonard Gyllenhaal to the Zoning Board of Appeals as an Alternate member, TTE 02/14/16.

Affordable Housing Trust

TTE 02/14/16 George Sibley

NOTE: Mr. Sibley's reappointment was scheduled for the Committee's March 3, 2014 meeting but was taken up by the Committee this evening as he was unavailable due to business commitments over the next several months.

Mr. Sibley, a long-time member of the Affordable Housing Trust, reviewed the issue of funding briefly with **Councilor Theken** as well as funding sources. She asked and asked for an update to the Budget & Finance Committee on the Affordable Housing Trust and to see what projects can be worked on.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint George Sibley to the Affordable Housing Trust, TTE 02/14/16.

3. Memorandum from Harbormaster re: City Council Approval for a Launch Fee Increase

Harbormaster Jim Caulkett briefly explained to the Committee that the request unanimously supported by the Waterways Board vote of December 4, 2012 is to increase the Gloucester Launch fee to \$5.00 per person with a provision that passengers 12 years old and under are free which was previously voted as \$3.00. The increase is to support annual operating costs of the launch service which include: launch operator salaries, haul out/launch fees, routine maintenance and U.S. Coast Guard inspections. He pointed out a document (on file) showing the first year's operation expenses which showed the first year of operation the launch service ran in a deficit. He said it is

anticipated that while revenues will increase, the launch service will experience increased costs because of longer hours and the launch operator salary increases that the Board deemed necessary to attract qualified launch operators.

Councilor LeBlanc asked about financial projections justifying the raising the fee. **Mr. Caulkett** said that the launch will carry more people this year with the expansion of hours the launch runs as well as more advertising in boating magazines and also because it is becoming known this service now exists. **Councilor LeBlanc** noted transient boaters pass the City by because the perception is that the City is not boater friendly and said he looked forward to working as the Council's Waterways Board representative, having just been appointed by the Council President.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council amend the GCO c. 10 Waterways Board, Sec. 10-51(e) Fees by DELETING from "Fees for the use of the Gloucester Launch shall be Three Dollars (\$3.00) and ADDING the phrase "Fees for the use of the Gloucester Launch shall be Five Dollars (\$5.00)."

4. Memorandum from Fire Chief re: Reorganization of the Gloucester Fire Department

Fire Chief Eric Smith reviewed the following information regarding the Fire Department's reorganization:

THE Fire Department's reorganization comes forward out a negotiated contract with the Local 762 firefighters union and is incorporated into the current contract. He noted this reorganization restructures the department's working groups from four groups to three, creates a new position of Assistant Chief, adds three lieutenant positions, and restores the Master Mechanic position, changing it from a union position to a civilian job. **Chief Smith** pointed out that the proposed reorganization is based on recommendations from the 2009 audit by Municipal Resources Inc., proven best practices, and ideas and suggestions from members of the department, City Administration, City Council and the general public.

Collapsing Four Groups into Three:

A three-group system in which firefighters work a 56-hour work week is the most effective and efficient schedule for delivery of municipal fire and emergency medical services. This schedule maximizes the amount of productivity a municipality can get from firefighting employees while keeping the total number of employees at a reasonable and affordable level. It will control legacy costs such as retirement and healthcare, and repetitive costs such as equipment, uniforms, radios and training while allowing the City to open the outskirt stations much more often. This takes the groups from 18 firemen to 24 firemen.

Assistant Fire Chief:

The Assistant Fire Chief position will provide a second-in-command who may assume administrative tasks, Emergency Management Director responsibilities and take control of the department in the absence of the Chief. Creation of this position was recommended in the MRI audit report. It will serve to allow the Chief to focus on efficiently operating the department, and the Deputy Chiefs to focus on their operational role of service delivery, department policies, report writing, maintenance of the stations, vehicles and equipment, daily payroll reporting and scheduling of personnel (job description on file).

Lieutenants:

By creating the position of Lieutenant it will allow for proper supervision and command of the companies assigned to the Ladder Truck and outskirt engine companies. This will give consistent identified leader of the companies and spread out other additional duties. There is a lot of interest in this position, and department firefighters have taken this exam. This will also allow for a greater ability to invest in training. This alleviates many problems that have been difficult for the department particularly in training and administration.

Master Mechanic:

The Master Mechanic position currently exists within the personnel ordinance (job description on file). In the past it was a firefighter who did the work but can't manage the fleet from shift to shift. The management of apparatus has fallen back to the Fire Chief, which took time away from other duties. The position will be filled by a civilian Master Mechanic and report directly to the Chief but will not have a supervisory role over mechanics. Requests for work to be performed by the firefighter mechanics work will go through the Chief. This position will help to alleviate a lot of mechanical problems that have hampered the department and bring preventative maintenance current.

Chief Smith gave a great deal of credit to the union board and the firefighters' rank and file for support of this plan in changing from four groups to three.

Councilor Theken and **Chief Smith** discussed the organizational chart briefly.

Deputy Chief Stephen Aiello said the union supports the changes that have been talked about for decades being made now through the department's reorganization. He said there has been a very cooperative effort between the Administration and the union with the common goal of getting the outskirt stations open in an affordable way for the City.

Mr. Duggan said on behalf of the Administration that the commitment of the union working with the Mayor and the Fire Chief was appreciated and shows that public safety are the firefighters' number one priority, and offered the Administration's thanks

Chief Smith noted 70 percent of all fire departments work under three groups rather than four, in response to an inquiry by **Councilor Theken** that this was an unusual organizational structure for a fire department. **Mr. Duggan** also noted that the Assistant Chief position will be filled strictly from in house.

Councilors Theken, LeBlanc and Whynot each gave their unanimous support of the Fire Department's reorganization plan.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council in connection with the Fire Department's Reorganization Plan Amend the Personnel Appendix A and B of Section 4 of the Personnel Ordinance designated as Appendix C of the Gloucester Code of Ordinances with an effective date of July 1, 2014 as follows:

1. That Appendix A, Classification Plan, be amended by adding the title of the position of "Assistant Fire Chief;"
2. That Appendix B, Compensation Plan, be amended by setting the compensation for the position of "Assistant Fire Chief" at the pay grade level of M11.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, 1 (Hardy) recused, to recommend that the City Council in connection with the Fire Department Reorganization Plan Amend the Personnel Appendix A and B of Section 4 of the Personnel Ordinance designated as Appendix C of the Gloucester Code of Ordinances with an effective date of July 14, 2014 as follows:

1. That Appendix A, Classification Plan, be amended by adding the title of the position of "Master Mechanic;"
2. That Appendix B, Compensation Plan, be amended by setting the compensation for the position of "Master Mechanic" at the pay grade level of M6.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend to the City Council the acceptance of the Fire Department's Reorganization Plan based on the chart and new job descriptions as submitted to the City Council on January 14, 2014 in accordance with the City Charter Sec. 7-2 with an effective date of July 1, 2014.

5. *CC2014-001 (Verga/McGeary) Request that B&F Committee in consultation with Police Dept. and local merchants consider adopting certain days as "parking meter holidays" to begin in FY14*

This matter is continued March 3, 2014.

6. *CC2014-004 (Cox) Amend GCO c. 22, Sec. 22-287 "Disabled veteran, handicapped parking" re: Dale Avenue*

It was noted by the Committee that the Traffic Commission at their January 30th meeting unanimously recommended that this particular handicap space currently on the easterly side of Dale Avenue be moved across the street in order that people in a handicapped van would be able to exit onto a sidewalk instead of into street traffic.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council Amend GCO c. 22, Sec. 22-287 "Disabled veteran, handicapped parking" by ADDING "Dale Avenue, westerly side from a

point beginning 120 feet from its intersection with Warren Street for a distance of 24 feet in a northerly direction (the space between the crosswalk and 10 feet from fire hydrant).”

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:10 p.m.

**Respectfully submitted,
Dana C. Jorgenson
Clerk of Committees**

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

DRAFT



GLOUCESTER CITY COUNCIL 2014 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2014-008
SUBJECT: RZ2013-002: a portion of #52 Whittemore Street from General Industrial (GI) to R-10 (Medium/High Density Residential)
DATE OPENED: 02/11/14
CONTINUED TO:
CONTINUED FROM:
COMMITTEE: P&D 01/08/14, 01/22/14 & PB

Legal Notices

**52 WHITTEMORE STREET
LEGAL NOTICE
NOTICE OF PUBLIC HEARING**

Pursuant to MGL Ch. 40A, Section 5, and Section 1.11 of the Gloucester Zoning Ordinance, the Gloucester City Council will hold a public hearing on **Tuesday, February 11, 2014 at 7:00 p.m. In the Fred J. Kyrouz Auditorium, City Hall, Dale Avenue**, to consider the following petition to amend the Zoning Map and Zoning Ordinance as follows:

Rezoning of a portion of the property located at 52 Whittemore Street (Assessors Map 21, Lot 7) from GI (General Industrial) to R-10 (Medium/High Density Residential)

The complete application is available for review during regular business hours at the City Clerk's Office, City Hall, 9 Dale Avenue and at the Community Development Office, 3 Pond Road. At the public hearing, all interested persons will have the opportunity to be heard.

By Vote of the City Council
Linda M. Lowe, City Clerk

AD#13062792
CAB 1/24, 1/31/14



CITY OF GLOUCESTER PLANNING BOARD

3 Pond Road, Gloucester, MA 01930

Tel 978-281-9781

Fax 978-281-9779

CITY CLERK
GLOUCESTER, MA
14 JAN 22 AM 10: 25

Date: January 22, 2014

To: City Council

From: Planning Board

RE: Planning Board Report on the Proposed Amendment to the Gloucester Zoning Ordinance by Amending the Gloucester Zoning Map and corresponding zoning districts by rezoning 2,345 SF of land in the General Industrial (GI) district to Medium/High Density Residential (R-10) district at 52 Whittemore Street (Assessors Map 21, Lot 7).

The Gloucester Planning Board held properly advertised public hearing, in accordance with M.G.L. Chapter 40A Section 5 and Section 1.11 of the Gloucester Zoning Ordinance, on the above referenced proposed amendment on January 16, 2014. The proposed amendments were presented to the Planning Board by the petitioner. At the hearing no one spoke in favor or opposition. After closing the hearing, based on the recommendation that such enactment would provide consistency between existing property lines and zoning district boundaries, and clarity to potential future use of the properties, the Planning Board voted unanimously (4-0) to recommend to the City Council the adoption of the proposed amendments as drafted.

→ 3. ***RZ2013-002: A portion of #52 Whitmore St., Assessor's Map 21, Lot 7 from General Industrial (GI) to R-10 (Medium/High Density Residential) (Cont'd from 01/08/14)***

Attorney Deborah Eliason, 63 Middle Street representing the Cape Ann Forge Trust, John D. McNiff, Jr. Trustee (present) noted that trust is the owner of the property at 52 Whittemore Street.

- Overview:

Ms. Ellison explained that she is before the Committee requesting that a small portion of the Whittemore Street property at #52 currently zoned as General Industrial (GI) be rezoned to Residential R-10 (R-10) so that it will be consistent with the zoning of the remainder of the property. **Ms. Ellison**, displaying a plot plan of the property (on file), gave the following information to the Committee:

The property is predominantly zoned R-10 (Residential). A small piece at 52 Whittemore Street is zoned GI (General Industrial). The adjacent property is also owned by Cape Ann Forge and is GI. The area the applicant is asking to be re-zoned from GI to R-10 to be consistent with the rest of the parcel. The area to be rezoned is approximately 2,345 square feet. The entire parcel contains 3.33± acres. The zoning discrepancy is the result of a reconfiguration of lot lines between the two parcels. Originally both parcels were GI, and many years ago zoning for a portion of the parcel was rezoned to R-3 (at that time). Some time after that there was a reconfiguration of the property line for a development that was being contemplated which didn't go forward. The property line changed but the zoning did not. Therefore, there is a small area zoned GI which juts out into the R-10 portion of the parcel. Once rezoned to R-10, the parcel has a preliminary definitive plan before the Planning Board to develop the property into five residential lots, and this small area will be used as part of a proposed residential subdivision road to access five lots planned for the property. As it stands now based on current zoning, it creates an awkward access to the property. It was noted that the Planning Board voted in favor of this rezoning at their meeting of January 16th.

Gregg Cademartori, Planning Director pointed out there is a great deal of language under Sec. 2 of the Zoning Ordinance when the zoning district boundary doesn't follow the lot line which causes a lot of complications in terms of future use planning for the two properties. He noted other things could be rectified through potential easements but that this is the cleanest way to make a clear path for the development of the parcel as well as maintaining set back requirements for the existing us. **Mr. Cademartori** confirmed there was a unanimous vote by the Planning Board to recommend to the City Council the rezoning of this parcel (recommendation memo on file).

Councilor LeBlanc and **Ms. Eliason** discussed the entry road to the property. **John D. McNiff, Jr.** displayed the subdivision plans, and pointing out the property lines (subdivision plans on file with the Planning Board). He confirmed they are looking to rezone a small triangle of the property. **Ms. Eliason** added that the subdivision plans are currently being considered by City staff, and at the suggestion of the Planning Director they are before the Committee to clean up the zoning of the parcel.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed to recommend that the City Council grant a zoning change for the property at Whittemore Street #52, Assessors Map #21, Lot #7 from its present zoning classification of General Industrial (GI) to R-10 (Medium/High Density Residential) and to amend the Zoning Map accordingly.

4. ***SCP2014-001: Poplar Street #28, Assessors Map 105, Lot 18-19, GZO Sec. 3.1.6(b) for building height in excess of Sec. 3.2 Limits & Building height in excess of 35 feet***

Ms. Egan said this Council Special Permit is for a 42 feet height exception under GZO Sec. 1.10.1 and 3.1.6(b) and 3.2.3 for a salt containment center with building height in excess of thirty-five (35) feet to be located in the DPW yard.

Mike Hale, DPW Director informed the Committee the current salt shed was built in 1994 to hold approximately 700 tons of salt. On average his department uses 7,000 tons a year, and he said that holding 10 percent of what is used annually is far below what a public works facility should have. Snow and ice technology has transitioned since 1994, in that before it was about de-icing, and now the process is about pre-treatment of streets in the face of advancing storms to meet the expectation that there will be black pavement.

He said the ability to procure salt in a timely manner is difficult, although the City is part of a salt consortium giving them a good price per ton which comes from Chelsea, Everett or Portsmouth, New Hampshire. The City is as far away as possible to where the salt is trans-shipped, **Mr. Hale** noted. During a snow event delivery will not be made to the City. He explained about the difficulties of the recent storm events and salt procurement. He said that

CITY COUNCIL STANDING COMMITTEE
Planning & Development Committee
Wednesday, January 8, 2014 – 6:00 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Greg Verga; Councilor Steven LeBlanc; Councilor William Fonvielle (Alternate)
Absent: Councilor Lundberg
Also Present: No City Staff.

The meeting was called to order at 6:06 p.m.

- 1. ***RZ2013-002: A portion of #52 Whitmore St., Assessor's Map 21, Lot 7 from General Industrial (GI) to R-10 (Medium/High Density Residential) TO BE CONTINUED TO JANUARY 22, 2014***
2. ***Revisit of Free Petition in accordance with City Charter Sec. 9-1(b) re: Condition, Restoration and Preservation of Stage Fort Park***

Councilor Verga said that as no member of the Administration was present it made no sense to pursue an in-depth conversation at this time on the matter of the condition, restoration and preservation of Stage Fort Park. Department of Public Works input is necessary, he said. Councilor Verga added he would want to have this matter continued; and in the interim send a request through the Administration that the Community Development Director, or his designee, and a representative from the Open Space & Recreation Committee be present at the next P&D meeting. He noted that the Open Space & Recreation Committee had had an agenda item about consolidation of related various committees/boards and commissions. Councilor Verga also pointed out that the Council also has an opportunity to put in a Council Order to initiate a Stage Fort Park Advisory & Oversight Committee, much like the Magnolia Woods Oversight and Advisory Committee if need be.

Councilor Fonvielle noted he understood the Friends of Stage Fort Park wish to be very involved with this process. It was noted there were about eight members of the group in attendance.

Councilor LeBlanc said Stage Fort Park is a jewel and must be kept up unlike other properties in the City to prevent its further deterioration. He said he would support the creation of an advisory committee for the park.

Councilor Verga noted a request to the Mayor made on December 2, 2013 by Councilors Whynott, Ciolino and himself asking the Administration to create a revolving account for the purpose of the maintenance of Stage Fort Park. He said he would also like the P&D Committee to renew the call for that revolving fund's creation.

Councilors Fonvielle and LeBlanc expressed their support of Councilor Verga's initiatives. Councilor Fonvielle also observed that with the upcoming 400th anniversary of the City, Stage Fort Park's restoration should be a priority and folded into the goal of seeing the park fully restored by then.

Councilor Verga added that the work on the Stacy Boulevard seawall will start soon, and there was a brief discussion on the impact to the Lucy Davis path.

This matter is continued to January 22, 2014.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:20 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.



GLOUCESTER CITY COUNCIL 2014 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2014-009

SUBJECT: **Loan Order #2014-001: Loan Authorization in the amount of \$4,000,000 re: CSO Modified Consent Decree and Long Term Control Plan**

DATE OPENED: 02/11/14

CONTINUED TO:

CONTINUED FROM:

COMMITTEE:

B&F 01/23/14

LOAN ORDER

LEGAL NOTICE PUBLIC HEARING

The Gloucester City Council will hold a public hearing on **Tuesday, February 11, 2014** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, relative to the following Loan Order:

Ordered that \$4,000,000 be appropriated for the purpose of financing additional CSO Long-Term Control Plan expenses, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow up to **\$4,000,000** and issue bonds or notes therefor under Chapter 44 of the Massachusetts General Laws, or any other enabling legislation and/or Chapter 29C of the General Laws; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; and that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a financing agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Mayor is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; that the Mayor is authorized to contract for and expend any federal, state or private aid available for the project; and that the Treasurer is authorized to file an

application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

At the public hearing, all interested persons will have the opportunity to be heard. 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 considered by the Council as part of the public hearing.

By Vote of the City Council
Linda T. Lowe, City Clerk

AD#13065616
Cape Ann Beacon 01/31/14

Fire Chief Eric Smith said this grant is provided by the State's Department of Fire Services which will support the Fire Department's planning and preparing to provide the Student Awareness of Fire Education (S.A.F.E.) program in the City's public and private schools. There is no requirement for matching funds. Firefighter Dominic Barbagallo will be the main designer and deliverer of the program, the Chief noted.

Councilor Fonvielle and **Chief Smith** discussed the fact that this program could be expanded to the senior population and what was involved with the Department of Fire Services. **Councilor McGeary** said he had attended several of the S.A.F.E. programs put on by the department and had been impressed.

MOTION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council under MGL c. 44, §53A to accept a grant in the amount of \$2,086 from the Massachusetts Department of Fire Services Student Awareness of Fire Education (S.A.F.E.) Grant Program for the purpose of the Fire Department's student education outreach programming.

5. Memorandum from Police Chief re: City Council approval of rectifying an employee salary step increase issue

Police Chief Leonard Campanello said his department's Senior Records Clerk was granted through AFSCME an upgrade in pay grade in February 2012, but that the increase was inadvertently left out of her pay check. As a result, the Senior Records Clerk is owed back pay from July 1, 2012 to June 30, 2013 in the amount of \$4,559.10. As this error occurred in a previous fiscal year, he requested that the Committee approve to pay this amount to pay the Senior Records Clerk the money owed due to this oversight. He said this was a prudent thing to do now that the issue is known.

Councilor Fonvielle asked how this issue came to light. **Chief Campanello** said the department was unaware of the issue because the Senior Records Clerk never said anything when the pay was not increased. She only came to him a short time ago, he said. The issue was researched, and it was found that the pay increase had been overlooked.

Councilor Cox asked if this payment would create a deficit in the FY14 Police Department budget as this was not budgeted. **Chief Campanello** said he believed he can find the funds to cover the increase. He noted this increase was not included in the FY14 budget Police Department budget. Changes in the police contracts appear to be paying off in terms of savings on sick time incentive and other budgeted costs, he said, and indicated that should allow him to cover things like this. **Councilor Cox** touched upon the possible impact to the employee regarding taxes on a lump sum payment, and discussed actions **Chief Campanello** would take to work with the employee, Personnel and Payroll to ease the impact.

MOTION: On a motion by Councilor Fonvielle, seconded by Councilor McGeary, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council under MGL Chapter 44, §64 permit the payment of an approved step increase for a Senior Records Clerk in the Police Department in the amount of \$4,559.10 that the step increase is retroactive to FY2013 and to be expended with current FY2014 Police Department budget funds.

→ **6. Memorandum from Director of Public Works re: Request for a Loan Authorization in the amount of \$4,000,000 for the CSO Modified Consent Decree and Long-Term Control Plan, CSO Areas 005, 006 and 009**

Mike Hale, DPW Director, distributed to the Committee six pages of line drawn maps of the areas of proposed work for the next and final phase of the Combined Sewer Overflow (CSO) project (placed on file).

He explained the following: that the City entered into a Modified Consent Decree in 2002 with the U.S. Department of Environmental Protection (EPA) and the Massachusetts Department of Environmental Protection (DEP) to address combined sewer overflows to the harbor, resulting in an Administrative Consent Order (ACO) to implement an approved Supplemental Long-Term Control Plan (SLTCP) to replace sewer and drainage infrastructure and reduce CSO activity. The amendment to the consent decree modified the order of taking up the CSO work which allowed the DPW to stay off of busy downtown streets in the middle of the summer.

The CSO was a multi-phased project with the final phase of the project involving sewer separation and removal of extraneous flows into the system, known as Inflow Infiltration reduction. The last phase will be in the CSO-009 area (East Gloucester) as well as isolated areas including Granite Street, Rocky Neck, East Main Street and the Chapel Street area. This project involves hydraulic model updates following the CSO-005 and 006 areas, installation

and long-term data collection and modeling of the Hartz Street pump station and CSO-009 overflow, design, and construction of the identified sewer separation and I/I removal in isolated areas.

Mr. Hale reviewed the work to be done under the loan authorization for \$4 million:

Project #4: includes update of the Phase 6 hydraulic model to reflect "2014" existing conditions after sewer separation and CSO weir modifications completed in the CSO-005-1 area as well as data collected in the Hartz Street pump station and CSO-009 weir completed as part of this project.

Project #5: includes the following construction work is mostly in East Gloucester and a small section of Ward 3:

- Sewer separation on Granite, Blynman and Hampden Streets (which still has a discharge to the Annisquam River and is a very old sewer network)
- I/I (Inundation and Inflow) correction by replacement or lining of clay pipes that can be penetrated by ground water and/or surface run off during rain events) and Removal, Sewer Rehabilitation on Rocky Neck Avenue and Wonson Street*
- I/I Remediation and Sewer Rehabilitation on East Main Street, Mount Pleasant Avenue and Lantern Lane
- Sewer separation on Chapel and Davis Streets and I/I Removal on adjacent East Main Street
- I/I removal on Harts Street, Abbot Road, Marion Way, Williams Court
- Pump station evaluation, monitoring, data collection-Hartz Street Pump Station
- Long-term CSO-009 Monitoring – 1 year of level sensor/data logger across weir
- I/I Removal, Sewer Rehabilitation on the Rocky Neck area interceptor sewer
- Water main cleaning and lining, valve replacement, and water main replacement on Rocky Neck Avenue and portions of adjacent streets (Freemont, Wonson, Clarendon and Horton)

***Mr. Hale** also discussed what happens now with the Hartz Street pump station and what happens during a large rain events previously which backed up to the Sayward Street pump station and that then pushed outflows to Cripple Cove which is not a regulated CSO but is referred to as a Sanitary Sewer Overflow. He said such backups are not permitted and are not allowed. He also reviewed other issues of the work to be done in the surrounding areas of East Gloucester with **Councilor McGeary**.

Mr. Hale reported: That following the completion of these improvements and another update of the hydraulic model and CSO activity predictions, it is anticipated that the City will have met the requirements of the ACO and SLTCP to address CSO activity. The City agreed to this work in principle in the 1990's and since then there have been two iterations of the Consent Decree. This has been very carefully phased work to be done judiciously to be the least disruptive and to save the City money. A lot of the work is just lining sewer mains and is not open trench work on East Main Street. The difficult piece is the portion of work that will run from Rocky Neck (see diagram "PW Map 1 Rocky Neck Area") and the DPW will work with all the property owners there and the Ward Councilor to minimize inconvenience and gain access as the sewer runs under water and behind properties in the area. The design is not done yet, it was noted.

Councilor McGeary said that this will take care of the inner harbor and downtown area, and asked if there was a sense that the EPA would come back to tell the City to do other areas such as Lanesville and Annisquam, for instance. **Mr. Hale** said the CSO areas are defined by the areas that discharge to sewers that have combined sewer overflows. The harbor, he said, has a series of overflows starting at the discharge pipe in the outer harbor (CSO-1) and he reviewed for the Committee the series of overflow discharges, those abandoned and those permitted. He pointed out that the Back Shore, West Gloucester, Lanesville do not have these issues. **Councilor McGeary** noted that that some sections that were originally scheduled to be improved but were taken off the list because Mr. Hale was able to show the work done had taken care of the problem. **Mr. Hale** confirmed it was the case and gave the example that in 2008 there were about 1 million gallons of metered waste water that flowed from the Pavillion Beach outfall into the harbor, in the last few years has been limited to an estimated 300 gallons. This, he said, is a measurable impact of the work that has been done and shows that the City has taken this responsibility seriously and accepted this burden.

Councilor McGeary noted that CSO debt falls under a debt exclusion; this is \$4 million over 30 years typically. With the West Parish School project coming on line, he asked how close to the top borrowing line theoretically, with a goal of about \$10 million a year in debt service. **Mr. Dunn** said if, in fact, the bonding is for \$4 million, it will cost about \$260,000 a year for 30 years for debt service which will add about 4 cents to the tax rate and is dependent on bond rates. **Mr. Costa** and **Councilor McGeary** discussed the debt exclusion (excluded from Proposition 2 1/2) voted by the Council and that there is no need for the Council to vote the debt exclusion again as the first Council vote was a general vote. **Mr. Hale** said the total CSO debt will end up being about \$40 million. He noted for **Councilor Cox** said that the bid will go out soon and that bidding prices are very favorable at this time.

MOTION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve the following loan order:

ORDERED: That \$4,000,000 is appropriated for the purpose of financing additional CSO Long-Term Control Plan expenses, including without limitation all costs thereof as defined in Section 1 of Chapter 29C of the General Laws; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow up to \$4,000,000 and issue bonds or notes therefor under Chapter 44 of the Massachusetts General Laws, or any other enabling legislation and/or Chapter 29C of the General Laws; that such bonds or notes shall be general obligations of the City unless the Treasurer with the approval of the Mayor determines that they should be issued as limited obligations and may be secured by local system revenues as defined in Section 1 of Chapter 29C; and that the Treasurer with the approval of the Mayor is authorized to borrow all or a portion of such amount from the Massachusetts Water Pollution Abatement Trust established pursuant to Chapter 29C and in connection therewith to enter into a financing agreement and/or a security agreement with the Trust and otherwise to contract with the Trust and the Department of Environmental Protection with respect to such loan and for any federal or state aid available for the project or for the financing thereof; and that the Mayor is authorized to enter into a project regulatory agreement with the Department of Environmental Protection, to expend all funds available for the project; that the Mayor is authorized to contract for and expend any federal, state or private aid available for the project; and that the Treasurer is authorized to file an application with the Municipal Finance Oversight Board to qualify under Chapter 44A of the General Laws any or all of the bonds authorized by this order and to provide such information and execute such documents as the Municipal Finance Oversight Board may require for these purposes.

7. *Special Budgetary Transfer Request (2014-SBT-14) from CFO in the amount of \$1,249.50*

A new employee had previous municipal experience and is eligible for longevity. This hire was made after the FY14 budget was completed. Councilors Cox and Fonvielle both commented something like this should have been addressed at the time the employee was hired and not after the fact. Mr. Costa suggested that this was a timing issue and at the time, there was a projected deficit and was able to approve the payroll as he knew it was in process and is also a contractual issue.

MOTION: On a motion by Councilor McGeary, seconded by Councilor Fonvielle, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-14 in the amount of \$1,249.50 from Assessments, Vocational School Assessment, Account #101000.10.942.56200.0000.00.000.00.056 to Inspectional Services, Salary/Wages-Longevity, Account #101000.10.241.51400.0000.00.000.00.051 for the purpose of eliminating a projected deficit in the account.

8. *Special Budgetary Transfer Request (2014-SBT-15) from CFO in the amount of \$3,000*

Mr. Costa said this transfer relates to the AFSCME A and AFSCME B contracts. When they were settled it was agreed additional funds would be available for tuition and training for employees. The previous contracts' (lower) amount had been budgeted in the FY14 budget. This transfer is to honor that contractual obligation, he noted. Councilor Cox pointed out the union contracts were not ratified until the end of June; and Mr. Costa added that there would be more transfers of this nature coming through from other departments. This new amount should be in the city budget for the next two years for both unions as the contracts were for a total of three years.

According to Mr. Costa, the funds for this transfer came from the vocational assessment which had some savings this year. The North Shore Vocational Technical School decided to borrow short-term, reducing its costs and therefore its assessment to the city. He noted this is a one-time rare occurrence.

MOTION: On a motion by Councilor Fonvielle, seconded by Councilor McGeary, the Budget & Finance Committee voted 3 in favor, 0 opposed to recommend that the City Council approve Special Budgetary Transfer 2014-SBT-15 in the amount of \$3,000 from Assessments, Vocational School Assessment, Account #101000.10.942.56200.0000.00.000.00.056 to Personnel, AFSCME Tuition/Training-Employees, Account #101000.10.152.51910.0000.00.000.00.051 for the purpose of further funding the account due to contractual obligations.