

GLOUCESTER CITY COUNCIL CALENDAR OF BUSINESS

TUESDAY, October 24, 2017

7:00 P.M.

KYROUZ AUDITORIUM, CITY HALL

COUNCIL MEETING #2017-020

MEETINGS ARE RECORDED



FLAG SALUTE & MOMENT OF SILENCE

ORAL COMMUNICATIONS

PRESENTATIONS/COMMENDATIONS

CONFIRMATION OF NEW APPOINTMENTS

None

CONSENT AGENDA

ACTION

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

1. Memorandum from the Interim Police Chief re: acceptance of FY18 State 911 Training and EMD Grant in the amount of \$120,952.75
2. Memorandum from the Director of Public Health re: acceptance of the Peter and Elizabeth C. Tower Foundation in the amount of \$330,000
3. Memorandum from Principal Assessor re: Tax Classification Fiscal 2018
4. Memorandum from CFO re: Preschool Feasibility Study
5. Memorandum from Harbormaster re: request acceptance of ordinance changes to Gloucester Code of Ordinances Chapter 10, Waterways Administration
6. Flyer for recently launched "Gloucester Walks for Productivity" employee wellness program
7. Flyer for City Hall Halloween Festival on October 29, 2017

(Refer B&F)

(Refer B&F)

(Refer B&F)

(Refer B&F)

(Refer O&A)

(Info Only)

(Info Only)

- **COMMUNICATIONS/INVITATIONS**

1. Invitation to the Veterans Day ceremonies on November 11, 2017 from Director of Veterans Services

(Info Only)

- **INFORMATION ONLY**
- **APPLICATIONS/PETITIONS**

1. PP2017-006: Application by National Grid to install 27 feet of 3 inch service conduit in the public way from pole #4697 located at High Street

(Refer P&D)

- **COUNCILLORS ORDERS**

1. CC#2017-046(LeBlanc, Orlando, Nolan, Gilman): request per GZO Sec. 1.11.3 "Informal Planning Review" GZO Secs. 3.1.6, 3.2, 3.1.8, 5.2, and 5.8
2. CC#2017-047(O'Hara): request that the MassDOT Highway Division conduct a feasibility study re: installing divider lines entering onto Grant Circle Rotary from the north and south entrances of Washington Street

(Refer P&D & PB)

(FCV 11/14/17)

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

1. City Council Meeting: 10/10/2017
2. Standing Committee Meetings: B&F 10/19/2017, O&A 10/16/2017, P&D 10/18/2017

(Approve/File)

(Approve/File)

STANDING COMMITTEE REPORTS

ACTION

B&F 10/19/2017, O&A 10/16/2017, P&D 10/18/2017

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

SCHEDULED PUBLIC HEARINGS

1. PH2017-059: SCP2017-012: School House Road #2, #3, and #4, Map 262, Lots 14 & 37, and Gloucester Crossing Road #7, Map 43, Lots 4 & 5, for a Special Permit under the Mixed Use Overlay District pursuant to GZO Sec. 1.8.3, and MUOD Sec. 5.29 (including Major Project GZO Section 5.7)
2. PH2017-060: Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-277 "One hour parking – Generally" by ADDING "Washington Street northerly side from its intersection with Grove Street for a distance of approximately 150 feet in an easterly direction to the entrance of Oak Grove Cemetery".
3. PH2017-061: Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet": and amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet."
4. PH2017-062: Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269 "Stop intersections" by ADDING "Madison Court, at its intersection with Rockland Street" and ADDING "Madison Court, northerly side, at its intersection with Gloucester Avenue.": and

(TBC 12/12/2017)

amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269.1 "Yield Intersections" by ADDING "Rockland Street, near its intersection with Gloucester Avenue."

FOR COUNCIL VOTE

UNFINISHED BUSINESS

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

Update of the Waterways Board by City Council Representative, Councillor Steve LeBlanc

COUNCILLOR'S REQUESTS TO THE MAYOR

ROLL CALL – Councillor James W. O'Hara, Jr.



City Clerk

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

NEXT REGULAR CITY COUNCIL MEETING, November 14, 2017

Minutes filed in City Clerk's Office of other Boards and Commissions October 6, 2017 thru October 19, 2017

Bd. of Health 8/3/17, 8/31/17, 9/27/17; Comm. Preservation Committee 9/20/17; Dogtown Advisory Committee 7/19/17; Licensing Bd. 9/12/17; School Comm. 3/6/17, 3/15/17, 4/6/17, 4/19/17, 5/17/17, 6/1/17, 6/21/17, 8/23/17, 9/14/17; Special Event Advisory Committee 9/7/17; ZBA 9/14/17, 9/28/17

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
CITY OF GLOUCESTER
GLOUCESTER, MA

2017 OCT 19 AM 11:07



CITY OF GLOUCESTER
OFFICE OF THE MAYOR

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

TO: City Council
FROM: Sefatia Romeo Theken, Mayor
DATE: October 19, 2017
RE: Mayor's Report for the October 24th, 2017– City Council Meeting

Councilors:

With Fiscal Year 2018 well underway, the administration is preparing our annual report with highlights from each department. Thankfully, the City has many achievements and noteworthy moments thanks to the hard work provided by our department managers and their staff therein. We are excited to see employee training and workplace wellness programs being launched and expanded, with another initiative launched as seen in our informational section. Otherwise, our administration is here to help with any questions or ideas that the Council may have.

Financial Matters:

- **Enclosure 1** is a memo from John McCarthy, Interim Police Chief, with a request to accept a yearly grant for FY18 State 911 Training and EMD Grant in the amount of \$120,952.75, this. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** Interim Police Chief or appropriate personnel will be present to answer any questions.
- **Enclosure 2** is a memo from Karin Carroll, Health Department Director, with a request to accept The Peter and Elizabeth C. Tower Foundation Grant in the amount of \$330,000.00 for a period between November 1, 2017 through October 31, 2020 with a \$110,000.00 allocated for each year. The purpose of this grant is to move substance abuse prevention forward across the Cape Ann/North Shore region. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** Health Department Director Karin Carroll or appropriate personnel will be present to answer any questions.
- **Enclosure 3** is a memo from Nancy Papows, Principal Assessor requesting that Tax Classification be included for consideration for the City Council agenda of October 24, 2017. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** Principal Assessor Nancy Papows or appropriate personnel will be present to answer any questions.
- **Enclosure 4** is a memo from John Dunn, Chief Financial Officer, regarding the selection of Knight, Bagge & Anderson, Inc. to conduct a preschool feasibility study with an expected cost of \$7,500.00. A recommendation to appropriate said amount from the Capital Project Stabilization Fund is also provided. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** CFO John Dunn or appropriate personnel will be present to answer any questions.

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

General Matters:

- **Enclosure 5** is a memo from Harbormaster Thomas Ciarametaro Gloucester Waterways Board requesting acceptance of new language that was voted and approved to Article IV Section 4 and Gloucester Code of Ordinances, so as to adjust and establish various administrative fees. ***Please refer this matter to the Ordinance and Administration subcommittee for review and approval.*** Harbormaster Thomas Ciarametaro or appropriate personnel will be present to answer any questions.

INFORMATION ONLY

- **Enclosure 6** is a flyer for the recently launched employee wellness program called "Gloucester Walks for Productivity," as designed and promoted by the City of Gloucester's Workplace Wellness and Safety Committee to promote healthy benefits as part of on-going employee benefits efforts by the Personnel Department and Health Department through the Mayor's Office.
- **Enclosure 7** is a flyer for the upcoming 2017 City Hall Halloween Festival as presented by Mayor Sefatia Romeo Theken being held on Sunday, October 29th, 2017 from 1 PM to 4 PM, which will include free hayrides, haunted house, food and other fun at City Hall and open to all. Parents/guardians must accompany any children who are attending.

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Sefatia Romeo Theken, Mayor

ENCLOSURE 1



GLOUCESTER POLICE DEPARTMENT
Office of the Chief of Police
197 Main Street
Gloucester, MA 01930

Chief John McCarthy
(978)281-9775

Memorandum

October 16, 2017

To: Mayor Sefatia RomeoTheken

From: Chief John McCarthy

RE: FY18 State 911 EMD and Training Grant

Mayor Romeo Theken,

Please find our approved application for the FY18 State 911 Training and EMD Grant in the amount of \$120,952.75. This is a yearly grant and I respectfully ask that it be approved to accept.

Respectfully,


John McCarthy
Chief of Police



**City of Gloucester
Grant Application and Check List**

Granting Authority: State Federal _____ Other _____

Name of Grant: FY18 State 911 Training Grant & EMD

Department Applying for Grant: Police

Agency-Federal or State application is requested from: State 911 Department

Object of the application: Provide funding for EMD Con-Ed & Quality Assurance Improvement

Any match requirements: None

Mayor's approval to proceed: _____
Signature Date

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

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

City Council's Approval or Rejection: _____
Vote Date

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

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

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

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

FORM: AUDIT GRANT CHECKLIST – V.1



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

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

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

Note: All documents must be complete signed copies.

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

CITY OF GLOUCESTER

ACCOUNT BUDGET

DEPARTMENT NAME: Police

ACCOUNT NAME: 18 State 911 Training Grant

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

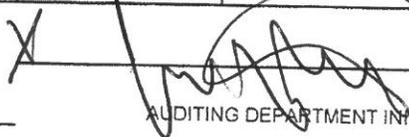
CFDA # (Required for Federal Grants):

DATE PREPARED: 10/16/17

APPROVED
AMENDED BUDGET

OBJECT	ORIGINAL BUDGET	(IF APPLICABLE)	AMENDED REQUEST	REVISED BUDGET
REVENUE (4_____)				
46800	\$120,952.75			\$0.00
				\$0.00
				\$0.00
Total:	\$0.00	\$0.00	\$0.00	\$0.00
EXPENSE (5_____)				
				\$0.00
52000	\$3,833.50			\$0.00
51300	\$99,143.17			\$0.00
Night Shift	\$5,543.08			\$0.00
51900	\$12,433.00			\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00
Total:	\$120,952.75 \$0.00	\$0.00	\$0.00	\$0.00

DEPARTMENT HEAD SIGNATURE



DATE ENTERED (AUDIT)

AUDITING DEPARTMENT INITIALS

FORM: AUDIT ACCOUNT BUDGET - V1



Gloucester City Council
CERTIFICATE OF VOTE
Certificate Number: 2017-187

The Gloucester City Council, at a meeting held on **Tuesday, October 10, 2017** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, voted to approve the following:

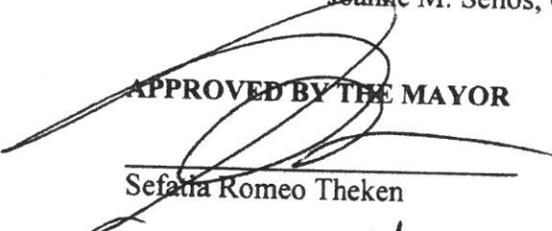
IN CITY COUNCIL:

MOTION: On a motion by Councilor Memhard, seconded by Councilor Orlando, the City Council voted 9 in favor, 0 opposed, to permit the application by the Police Department for a Massachusetts Executive Office of Public Safety and Security, a FY18 State 911 Department Training Grant and Emergency Medical Dispatch/Regulatory Compliance Grant for \$121,239.63. There is no local match for this grant. The grant period is through June 30, 2018.



Joanne M. Senos, City Clerk

Date: October 12, 2017


APPROVED BY THE MAYOR

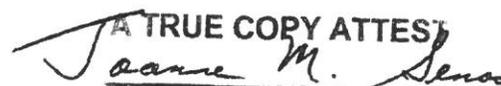
Sefatia Romeo Theken

VETOED BY THE MAYOR

Sefatia Romeo Theken

SIGNED THIS 12th DAY OF OCTOBER, 2017

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

CITY CLERK



The Commonwealth of Massachusetts
EXECUTIVE OFFICE OF PUBLIC SAFETY AND SECURITY
STATE 911 DEPARTMENT
151 Campanelli Drive, Suite A ~ Middleborough, MA 02346
Tel: 508-828-2911 ~ TTY: 508-947-1455
www.mass.gov/e911



CHARLES D. BAKER
Governor

DANIEL BENNETT
Secretary of Public Safety
and Security

KARYN E. POLITO
Lieutenant Governor

FRANK POZNIAK
Executive Director

October 2, 2017

Chief John McCarthy
Gloucester Police Department
197 Main Street
Gloucester, MA 01930

Dear Chief McCarthy:

The Commonwealth of Massachusetts, State 911 Department would like to thank you for participating in the **FY 2018 State 911 Department Training Grant and EMD / Regulatory Compliance Grant** program.

For your files, attached please find a copy of the executed contract and the final approved Appendix A: Listing of Certified Telecommunicators for your grant. Please note your contract start date is **October 2, 2017** and will run through June 30, 2018. Please keep in mind that there shall be no reimbursement for costs incurred prior to the effective date of the contract and all goods and services **MUST** be received on or before June 30, 2018.

Reimbursement requests should be submitted to the Department within **thirty (30) days** of the date on which the cost is incurred. We have made the request for payment forms available on our website www.mass.gov/e911. For any questions related to this process, please contact Michelle Hallahan at 508-821-7216. Please note that funding of reimbursement requests received more than three (3) months after the close of the fiscal year under which costs were incurred cannot be guaranteed.

If, in the future, you would like to make any changes to the authorized signatory, the contract manager, and/or the budget worksheet, please e-mail those proposed changes to 911DeptGrants@state.ma.us. Grantees are strongly encouraged to submit final, year-end budget modification requests on or before March 31, 2018.

Sincerely,

Frank P. Pozniak
Executive Director

cc: FY 2018 Training Grant and EMD / Regulatory Compliance Grant File

COPY

Commonwealth of Massachusetts

**Executive Office of Public Safety and Security
State 911 Department**



State 911 Department

Training Grant and EMD/Regulatory Compliance Grant Application

Fiscal Year 2018

All applications shall be mailed or hand delivered.

All applications must be received by 5:00 P.M. on Friday, February 2, 2018.

Application Checklist

- Signed and Dated Training Grant and EMD/Regulatory Compliance Grant Application Page
- Completed Training Grant Budget Worksheet; to include requested funding by category and narrative,
- Completed EMD/Regulatory Compliance Grant Budget Worksheet, if applicable, to include requested funding by category and narrative
- Completed EMD/Regulatory Compliance Grant narrative and budget worksheet, if applying for supplemental funding under the EMD/Regulatory Compliance Grant
- Completed Appendix A – Listing of Certified Telecommunicators and, if applicable, Page Two - New Personnel in the Process of Obtaining Certification
- Completed Contractor Authorized Signatory Listing Form
- Completed and Notarized Proof of Authentication of Signature Form for each Signatory
- Signed and Dated Standard Contract Form

PLEASE DO NOT SUBMIT DOUBLE-SIDED APPLICATIONS

OR

BLANK PAGES FOR WHICH NO FUNDING IS REQUESTED

All applications with original signatures shall be submitted to:

**State 911 Department
151 Campanelli Drive, Suite A
Middleborough, MA 02346**

FY 2018 Training Grant and EMD/Regulatory Compliance Grant

Name of City/Town/Municipality City of Gloucester
Address 9 Dale Avenue
City/Town/Zip Gloucester, MA 01930
Telephone Number _____
Fax Number _____
Website www.gloucester-ma.gov

Name of Eligible Entity Gloucester Police Department
Name/Title of Authorized Signatory Chief John McCarthy
Address (if different from above) 197 Main Street
Telephone Number 978-281-9775
Fax Number 978-282-3026
Email Address jmccarthy@gloucester-ma.gov

Program/Contract Manager Lieutenant David Quinn
Telephone Number _____
Fax Number _____
Email Address dquinn@gloucester-ma.gov

Requested Funding:

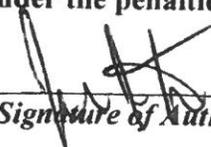
Training Grant Funds	\$12,433.00	
EMD/Regulatory Compliance Grant Funding	\$	<u>108,519.75</u>
Total Funds Requested	\$	<u>120,952.75</u>

Applicant meets the EMD requirements established by the State 911 Department as follows
 (Complete either 1 or 2)

- 1) Provide EMD utilizing in-house certified emergency medical dispatchers using
 ___ APCO EMDPRS ___ PowerPhone EMDPRS Priority Dispatch
 EMDPRS
- 2) ___ Provide EMD utilizing a Certified EMD Resource:
 Name of Certified EMD Resource: _____
 ___ APCO EMDPRS ___ PowerPhone EMDPRS ___ Priority Dispatch EMDPRS

Sign below to acknowledge having read and agreed to the grant conditions and reporting requirements listed in the application packet.

Signed under the penalties of perjury this 28 day of September, 2017.

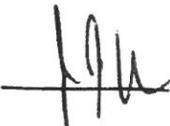

 Original Signature of Authorized Signatory (Blue Ink)

FY 2018 Training Grant Budget Worksheet

Funding Category	Amount Requested	Narrative – Provide details on funding request
A. Fees	\$6,216.50	<div style="border: 1px solid black; padding: 5px;"> Fees associated with attendance at approved 911 training courses for certified Telecommunicators (or those working toward certification) for training and certification compliance, to include 16 hours of continued education. </div>
B.1. Personnel	\$6,215.50	<div style="border: 1px solid black; padding: 5px;"> Overtime for participants, replacement costs associated with participant attendance, straight-time for part-time per diem for participation or replacement, associated with training and certification compliance, to include 16 hours of continuing education. </div>
B.2. Fringe and/or Indirect costs associate with Personnel Costs	\$	
C. Training Software and Other Products	\$	(Attach quote for this category)
D. Lodging	\$	
Total Amount of Training Grant Funding Requested	\$12,433.00	

In order to receive reimbursement for allowable expenses relating to EMD and/or Quality Assurance of EMD programs, the applicant shall select and use a single EMD certification organization and a single EMDPRS.

Except as otherwise expressly noted herein for allowable expenses for administrator backroom training and for attendance at the State 911 Department Dispatch Academy, funding for the State 911 Department Training Grant shall first be used to meet minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, and funding may be used for other purposes only after funding has been used to meet such requirements.

Sign Initials Here: 

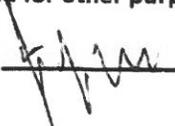
FY 2018 EMD/Regulatory Compliance Grant Budget Worksheet

Funding Category	Amount Requested	Narrative – Provide details on funding request
A. Fees	\$3,833.50	Fees associated with attendance at approved 911 training courses for certified Telecommunicators (or those working toward certification) for training and certification compliance, to include 16 hours of continued education.
B.1. Personnel	\$104,686.25	Overtime for participants, replacement costs associated with participant attendance, straight-time for part-time per diem for participation or replacement, associated with training and certification compliance, to include 16 hours of continuing education. 117 hours of Q/A review for 4 Lt's & 3 Sgts. For a total of 25 calls/wk at 30 mins/call.
B.2. Fringe and/or Indirect costs associate with Personnel Costs	\$	
C. Training Software and other products	\$	
D. Lodging	\$	
E. Certified EMD Resource	\$	Name of CEMDR: (Attached copy of contract with CEMDR)
F. Other Emergency Medical Dispatch and Quality Assurance of Emergency Medical Dispatch Services	\$	
Total Amount of EMD/Regulatory Compliance Grant Funding Requested	\$108,519.75	

Grant applicants seeking supplemental funding under the State 911 Department EMD/Regulatory Compliance Grant shall complete a project narrative. Applicants shall state good cause why supplemental funding should be awarded (e.g., training/certification of unanticipated new hire; unanticipated increase in contractual obligation, etc.) and shall include any and all additional information that further supports the request for such supplemental funding. (i.e., spreadsheet/worksheet attachment). A sample spreadsheet/attachment is posted on the State 911 Department website at www.mass.gov/e911.

Except as otherwise expressly noted herein for allowable expenses for administrator backroom training and for attendance at the State 911 Department Dispatch Academy, funding for the State 911 Department Training Grant shall first be used to meet minimum training and certification requirements for enhanced 911 telecommunicators and minimum requirements governing emergency medical dispatch established by the State 911 Department, and funding may be used for other purposes only after funding has been used to meet such requirements.

Sign Initials Here: _____



FY 2018 Training Grant and EMD/Regulatory Compliance Grant

APPENDIX A: LISTING OF CERTIFIED TELECOMMUNICATORS

PASP:

Last Name, First Name (Alphabetical Order)	Indicate Full (F) or Part-Time (P)	Hourly Pay Rate	Overtime Pay Rate
Aberle, Josiah	F	28.03	42.05
Adelfio, Vincent	F	28.03	50.45
Aiello, Alexander	F	25.68	40.68
Alves, Clifford	F	28.03	52.56
Balbo, Joseph	F	28.03	50.45
Bouchie, Shawn	F	28.03	42.05
Carr, George	F	28.03	50.45
Cecilio, Marc	F	28.03	52.56
Chipperini, Brendan	F	28.03	46.25
Cimoszko, Michal	F	28.03	52.56
Ciolino, Jerome	F	28.03	46.25
Crowley, Brian	F	28.03	42.05
D'Angelo, Allassandro	P	17.93	
D'Angelo, David	F	28.03	42.05
Duffany, Scott	F	28.03	42.05
Duwart, Carlton	F	28.03	42.05
Fialho, Heidi	F	28.03	50.45
Foote, Jared	F	28.03	42.05
Foote, Mark	F	28.03	42.05
Gaudenzi, Keith	F	28.03	50.45
Genovese, Christopher	F	28.03	46.25
Giacalone, Anthony	F	28.03	42.05
Gossom, Kelly	F	28.03	45.64
Hicks, Kevin	F	28.03	46.25
Kendall, William	F	25.68	40.68
Knickle, Andrew	F	28.03	50.45
Lamberis, Stephen	F	28.03	52.56
Liacos, Christopher	F	28.03	46.25
Lucido, Kyle	P	17.93	
Mackey, Kevin	F	28.03	50.45
Mizzoni, Steven	F	28.03	46.25
Morrissey, Dylan	P	17.93	
Morrissey, Robert	F	28.03	42.05

FY 2018 Training Grant and EMD/Regulatory Compliance Grant

APPENDIX A: LISTING OF CERTIFIED TELECOMMUNICATORS

PASP:

Last Name, First Name (Alphabetical Order)	Indicate Full (F) or Part-Time (P)	Hourly Pay Rate	Overtime Pay Rate
Nicolosi, James	P	17.93	
Officer, James	F	28.03	52.56
O'Leary, Timothy	F	28.03	42.05
Palazola, Robert	F	28.03	50.45
Parady, Joseph	F	28.03	46.25
Piscitello, Ronald	F	28.03	46.25
Quinn, Jason	P	17.93	
Quinn, Thomas	F	28.03	52.46
Riley, Sean	P	17.93	
Sanborn Bryan	F	23.61	35.42
Scola, Michael	F	28.03	50.45
Silva, Andrew	P	17.93	
Simoes, Troy	F	28.03	42.05
Stuart, Leon	F	28.03	42.05
Sutera, Peter	F	28.03	50.45
Testaverde, Steven	P	17.93	
Trefry, Jonathan	F	28.03	50.45
Tucker, Richard	F	28.03	44.20
Aiello, Brian	F	42.32	63.48
Catarino, Joseph	F	42.32	63.48
Connors, Sean	F	37.26	55.89
Fitzgerald, Joseph	F	47.17	70.76
Frates, Christopher	F	42.32	63.48
Gossom, Michael	F	47.17	70.76
MacDonald, Eugene	F	47.17	70.76
Marshall, James	F	42.32	63.48
Nicastro, Jeremiah	F	40.63	60.95
Quinn, David	F	47.17	70.76
Williams, Michael	F	45.29	67.94

COMMONWEALTH OF MASSACHUSETTS ~ STANDARD CONTRACT FORM



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

CONTRACTOR LEGAL NAME: City of Gloucester (and d/b/a): Police Department	COMMONWEALTH DEPARTMENT NAME: State 911 Department MMARS Department Code: EPS
Legal Address: (W-9, W-4,T&C): 9 Dale Ave. Gloucester, MA 01930	Business Mailing Address: 151 Campanelli Drive, Suite A, Middleborough, MA 02346
Contract Manager: Chief John McCarthy	Billing Address (if different):
E-Mail: jmccarthy@gloucester-ma.gov	Contract Manager: Cindy Reynolds
Phone: 978-281-9775 Fax: 978-282-3026	E-Mail: 911DeptGrants@state.ma.us
Contractor Vendor Code: VC6000192096	Phone: 508-821-7299 Fax: 508-828-2585
Vendor Code Address ID (e.g. "AD001"): AD_001 (Note: The Address Id Must be set up for EFT payments.)	MMARS Doc ID(s): CT EPS GRNT
	RFR/Procurement or Other ID Number: FY18 Training/EMD/Regulatory Compliance Grant

<p style="text-align: center;"><u> X </u> NEW CONTRACT</p> <p>PROCUREMENT OR EXCEPTION TYPE: (Check one option only)</p> <p><input type="checkbox"/> <u>Statewide Contract</u> (OSD or an OSD-designated Department)</p> <p><input type="checkbox"/> <u>Collective Purchase</u> (Attach OSD approval, scope, budget)</p> <p><input checked="" type="checkbox"/> <u>Department Procurement</u> (includes State or Federal grants 815 CMR 2.00) (Attach RFR and Response or other procurement supporting documentation)</p> <p><input type="checkbox"/> <u>Emergency Contract</u> (Attach justification for emergency, scope, budget)</p> <p><input type="checkbox"/> <u>Contract Employee</u> (Attach <u>Employment Status Form</u>, scope, budget)</p> <p><input type="checkbox"/> <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification, scope and budget)</p>	<p style="text-align: center;"><u> </u> CONTRACT AMENDMENT</p> <p>Enter Current Contract End Date <u>Prior</u> to Amendment: _____, 20 ____.</p> <p>Enter Amendment Amount: \$ _____ (or "no change")</p> <p>AMENDMENT TYPE: (Check one option only. Attach details of Amendment changes.)</p> <p><input type="checkbox"/> <u>Amendment to Scope or Budget</u> (Attach updated scope and budget)</p> <p><input type="checkbox"/> <u>Interim Contract</u> (Attach justification for Interim Contract and updated scope/budget)</p> <p><input type="checkbox"/> <u>Contract Employee</u> (Attach any updates to scope or budget)</p> <p><input type="checkbox"/> <u>Legislative/Legal or Other:</u> (Attach authorizing language/justification and updated scope and budget)</p>
---	---

The following **COMMONWEALTH TERMS AND CONDITIONS (T&C)** has been executed, filed with CTR and is incorporated by reference into this Contract.

Commonwealth Terms and Conditions Commonwealth Terms and Conditions For Human and Social Services

COMPENSATION: (Check ONE option): The Department certifies that payments for authorized performance accepted in accordance with the terms of this Contract will be supported in the state accounting system by sufficient appropriations or other non-appropriated funds, subject to intercept for Commonwealth owed debts under 815 CMR 9.00.

Rate Contract (No Maximum Obligation. Attach details of all rates, units, calculations, conditions or terms and any changes if rates or terms are being amended.)

Maximum Obligation Contract Enter Total Maximum Obligation for total duration of this Contract (or new Total if Contract is being amended). \$ 120,952.75

PROMPT PAYMENT DISCOUNTS (PPD): Commonwealth payments are issued through EFT 45 days from invoice receipt. Contractors requesting **accelerated** payments must identify a PPD as follows: Payment issued within 10 days ___ % PPD; Payment issued within 15 days ___ % PPD; Payment issued within 20 days ___ % PPD; Payment issued within 30 days ___ % PPD. If PPD percentages are left blank, identify reason: agree to standard 45 day cycle ___ statutory/legal or Ready Payments (G.L.c. 29, § 23A); ___ only initial payment (subsequent payments scheduled to support standard EFT 45 day payment cycle. See Prompt Pay Discounts Policy.)

BRIEF DESCRIPTION OF CONTRACT PERFORMANCE or REASON FOR AMENDMENT: (Enter the Contract title, purpose, fiscal year(s) and a detailed description of the scope of performance or what is being amended for a Contract Amendment. Attach all supporting documentation and justifications.) **Contract is for the reimbursement of funds under the State 911 Department FY 2018 Training Grant and EMD/Regulatory Compliance Grant as authorized and awarded in compliance with grant guidelines and grantee's approved application.**

ANTICIPATED START DATE: (Complete ONE option only) The Department and Contractor certify for this Contract, or Contract Amendment, that Contract obligations:

1. may be incurred as of the Effective Date (latest signature date below) and **no** obligations have been incurred **prior** to the Effective Date.

2. may be incurred as of _____, 20 ____, a date **LATER** than the Effective Date below and **no** obligations have been incurred **prior** to the Effective Date.

3. were incurred as of _____, 20 ____, a date **PRIOR** to the Effective Date below, and the parties agree that payments for any obligations incurred prior to the Effective Date are authorized to be made either as settlement payments or as authorized reimbursement payments, and that the details and circumstances of all obligations under this Contract are attached and incorporated into this Contract. Acceptance of payments forever releases the Commonwealth from further claims related to these obligations.

CONTRACT END DATE: Contract performance shall terminate as of June 30, 2018, with no new obligations being incurred after this date unless the Contract is properly amended, provided that the terms of this Contract and performance expectations and obligations shall survive its termination for the purpose of resolving any claim or dispute, for completing any negotiated terms and warranties, to allow any close out or transition performance, reporting, invoicing or final payments, or during any lapse between amendments.

CERTIFICATIONS: Notwithstanding verbal or other representations by the parties, the "Effective Date" of this Contract or Amendment shall be the latest date that this Contract or Amendment has been executed by an authorized signatory of the Contractor, the Department, or a later Contract or Amendment Start Date specified above, subject to any required approvals. The Contractor makes all certifications required under the attached Contractor Certifications (incorporated by reference if not attached hereto) under the pains and penalties of perjury, agrees to provide any required documentation upon request to support compliance, and agrees that all terms governing performance of this Contract and doing business in Massachusetts are attached or incorporated by reference herein according to the following hierarchy of document precedence, the applicable Commonwealth Terms and Conditions, this Standard Contract Form including the Instructions and Contractor Certifications, the Request for Response (RFR) or other solicitation, the Contractor's Response, and additional negotiated terms, provided that additional negotiated terms will take precedence over the relevant terms in the RFR and the Contractor's Response only if made using the process outlined in 801 CMR 21.07, incorporated herein, provided that any amended RFR or Response terms result in best value, lower costs, or a more cost effective Contract.

AUTHORIZING SIGNATURE FOR THE CONTRACTOR:

X: _____ Date: 9-19-17

(Signature and Date Must Be Handwritten At Time of Signature)

Print Name: John McCarthy

Print Title: Chief of Police

AUTHORIZING SIGNATURE FOR THE COMMONWEALTH:

X: F. P. Date: 10/2/17

(Signature and Date Must Be Handwritten At Time of Signature)

Print Name: Frank Pozniak

Print Title: Executive Director

**COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING**

Contractor Legal Name: City of Gloucester
Contractor Vendor/Customer Code:

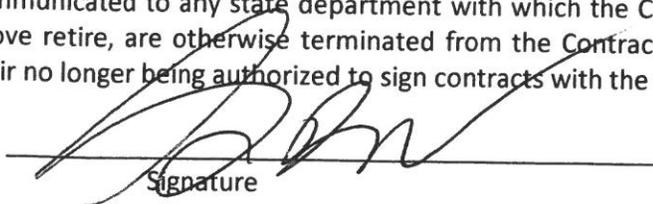
INSTRUCTIONS: Any Contractor (other than a sole-proprietor or an individual contractor) must provide a listing of individuals who are authorized as legal representatives of the Contractor who can sign contracts and other legally binding documents related to the contract on the Contractor's behalf. In addition to this listing, any state department may require additional proof of authority to sign contracts on behalf of the Contractor, or proof of authenticity of signature (a notarized signature that the Department can use to verify that the signature and date that appear on the Contract or other legal document was actually made by the Contractor's authorized signatory, and not by a representative, designee or other individual.)

NOTICE: *Acceptance of any payment under a Contract or Grant shall operate as a waiver of any defense by the Contractor challenging the existence of a valid Contract due to an alleged lack of actual authority to execute the document by the signatory.*

For privacy purposes **DO NOT ATTACH** any documentation containing personal information, such as bank account numbers, social security numbers, driver's licenses, home addresses, social security cards or any other personally identifiable information that you do not want released as part of a public record. The Commonwealth reserves the right to publish the names and titles of authorized signatories of contractors.

AUTHORIZED SIGNATORY NAME	TITLE
John McCarthy	Chief of Police

I certify that I am the President, Chief Executive Officer, Chief Fiscal Officer, Corporate Clerk or Legal Counsel for the Contractor and as an authorized officer of the Contractor I certify that the names of the individuals identified on this listing are current as of the date of execution below and that these individuals are authorized to sign contracts and other legally binding documents related to contracts with the Commonwealth of Massachusetts on behalf of the Contractor. I understand and agree that the Contractor has a duty to ensure that this listing is immediately updated and communicated to any state department with which the Contractor does business whenever the authorized signatories above retire, are otherwise terminated from the Contractor's employ, have their responsibilities changed resulting in their no longer being authorized to sign contracts with the Commonwealth or whenever new signatories are designated.


Signature

Date: 9/19/17

Name & Title: Sefatia Romeo Theken - Mayor _____

Telephone: 978-281-9700 _____

Fax: _____

Email: sromeotheken@gloucester-ma.gov

[Listing cannot be accepted without all of this information completed.]
A copy of this listing must be attached to the "record copy" of a contract filed with the department.

COMMONWEALTH OF MASSACHUSETTS
CONTRACTOR AUTHORIZED SIGNATORY LISTING

Contractor Legal Name: City of Gloucester
Contractor Vendor/Customer Code:

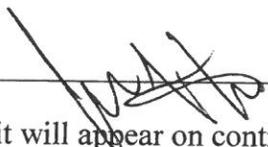
PROOF OF AUTHENTICATION OF SIGNATURE

This page is optional and is available for a department to authenticate contract signatures. It is recommended that Departments obtain authentication of signature for the signatory who submits the Contractor Authorized Listing. STATE 911 DEPARTMENT REQUIRES THIS FORM FOR EACH AUTHORIZED SIGNATORY LISTED ON THE CONTRACTOR AUTHORIZED SIGNATORY LISTING FORM.

This Section MUST be completed by the Contractor Authorized Signatory in presence of notary.

Signatory's full legal name (print or type): John McCarthy

Title: Chief of Police

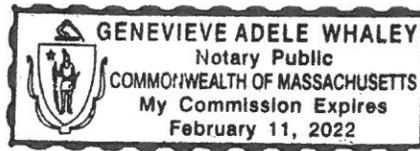
X 

Signature as it will appear on contract or other document (Complete only in presence of notary):

AUTHENTICATED BY NOTARY OR CORPORATE CLERK (PICK ONLY ONE) AS FOLLOWS:

ESSEX COUNTY, MASSACHUSETTS
I, Genevieve Adele Whaley (NOTARY) as a notary public certify that I witnessed the signature of the aforementioned signatory above and I verified the individual's identity on this date:

SEPTEMBER 19, _____, 20 17.



My commission expires on: FEBRUARY 11, 2022

AFFIX NOTARY SEAL

I, _____ (CORPORATE CLERK) certify that I witnessed the signature of the aforementioned signatory above, that I verified the individual's identity and confirm the individual's authority as an authorized signatory for the Contractor on this date:

_____, 20 _____.

AFFIX CORPORATE SEAL

The Gloucester Police Department uses uniformed police officers as dispatchers on a rotating schedule. It is necessary for all police officers, including supervisors, to be E911 and EMD trained. There are currently 56 sworn officers with an average overtime rate of \$56.06 per hour. There is a possibility of 2 future academy recruits.

The quality assurance and quality improvement will be completed by 3 Sergeants, Jeremiah Nicastro, with an overtime rate of \$60.95, Joseph Catarino with an overtime rate of \$63.48 and James Marshall with an overtime rate of \$63.48 who will be completing 25 calls per week as outlined by Priority Dispatch protocols and 4 Lieutenants, David Quinn, Joseph Fitzgerald, Michael Gossom and Eugene MacDonald, with an overtime rate of \$70.76, who oversee dispatch and the QA/QI program. These Lieutenants will also be completing 25 calls per week. This will include listening to the recordings, completing evaluations and meeting with call takers who may need remedial training.

GLOUCESTER POLICE DEPARTMENT
 FY2018 E911 TRAINING EMD GRANT WORKSHEET

FY2018

OVERTIME HOURLY PAY TRAINING

# TO TRAIN	PATROLMEN	RATE	RATE	HOURS	COST	NIGHT SHIFT 8%
1	Aberle, Josiah	\$ 42.05		16	\$ 672.80	\$ 26.91
2	Adelfio, Vincent J.	\$ 50.45		16	\$ 807.20	\$ 32.29
3	Aiello, Alexander	\$ 40.68		16	\$ 650.88	\$ 26.04
4	Aiello, Brian	\$ 63.48		16	\$ 1,015.68	\$ 40.63
5	Alves Jr., Clifford A.	\$ 52.56		16	\$ 840.96	\$ 33.64
6	Balbo, Joseph	\$ 50.45		16	\$ 807.20	\$ 32.29
7	Bouchie, Shawn J.	\$ 42.05		16	\$ 672.80	\$ 26.91
8	Carr Jr., George W.	\$ 50.45		16	\$ 807.20	\$ 32.29
9	Catarino, Joseph (QAQI)	\$ 63.48		133	\$ 8,442.84	\$ 553.55
10	Cecilio, Marc A.	\$ 52.56		16	\$ 840.96	\$ 33.64
11	Chippolini, Brendan	\$ 46.25		16	\$ 740.00	\$ 29.60
12	Cimoszko, Michael	\$ 52.56		16	\$ 840.96	\$ 33.64
13	Ciolino, Jerome	\$ 46.25		16	\$ 740.00	\$ 29.60
14	Connors, Sean P.	\$ 55.89		16	\$ 894.24	\$ 35.77
15	Crowley, Brian	\$ 42.05		16	\$ 672.80	\$ 26.91
16	D'Angelo, Alessandro		\$ 17.93	16	\$ 286.88	
17	D'Angelo, David	\$ 42.05		16	\$ 672.80	\$ 26.91
18	Duffany, Scott B	\$ 42.05		16	\$ 672.80	\$ 26.91
19	Duwart Jr, Carlton	\$ 42.05		16	\$ 672.80	\$ 26.91
20	Fialho, Heidi	\$ 50.45		16	\$ 807.20	\$ 32.29
21	Foote, Jared	\$ 42.05		16	\$ 672.80	\$ 26.91
22	Foote, Mark Joseph	\$ 42.05		16	\$ 672.80	\$ 26.91
23	Frales, Christopher	\$ 63.48		16	\$ 1,015.68	\$ 40.63
24	Gaudenzi, Keith	\$ 50.45		16	\$ 807.20	\$ 32.29
25	Genovese, Christopher	\$ 46.25		16	\$ 740.00	\$ 29.60
26	Giocalone, Anthony	\$ 42.05		16	\$ 672.80	\$ 26.91
27	Gossom, Kelly	\$ 45.64		16	\$ 730.24	\$ 29.21
28	Hicks, Kevin E.	\$ 46.25		16	\$ 740.00	\$ 29.60
29	Kendall, William	\$ 40.68		16	\$ 650.88	\$ 26.04
30	Knickle, Andrew	\$ 50.45		16	\$ 807.20	\$ 32.29
31	Lamberis, Stephen	\$ 52.56		16	\$ 840.96	\$ 33.64
32	Liacos, Christopher	\$ 46.25		16	\$ 740.00	\$ 29.60
33	Lucido, Kyle		\$ 17.93	16	\$ 286.88	
34	Mackey, Kevin	\$ 50.45		16	\$ 807.20	\$ 32.29
35	Mizzoni, Steven B	\$ 46.25		16	\$ 740.00	\$ 29.60
36	Morrissey, Dylan		\$ 17.93	16	\$ 286.88	
37	Morrissey, Robert	\$ 42.05		16	\$ 672.80	\$ 26.91
38	Nicastro, Jeremiah (QAQI)	\$ 60.95		133	\$ 8,106.35	\$ 531.48
39	Nicolosi, James		\$ 17.93	16	\$ 286.88	
40	Officer Jr., James P.	\$ 52.56		16	\$ 840.96	\$ 33.64
41	O'Leary, Timothy	\$ 42.05		16	\$ 672.80	\$ 26.91
42	Parady, Joseph	\$ 46.25		16	\$ 740.00	\$ 29.60
43	Palazola, Robert	\$ 50.45		16	\$ 807.20	\$ 32.29
44	Piscitello, Ronald A.	\$ 46.25		16	\$ 740.00	\$ 29.60
45	Quinn, Jason		\$ 17.93	16	\$ 286.88	

GLOUCESTER POLICE DEPARTMENT
 FY2018 E911 TRAINING EMD GRANT WORKSHEET

		FY2018		OVERTIME HOURLY PAY TRAINING		NIGHT SHIFT	
# TO TRAIN	PATROLMEN	RATE	RATE	HOURS	COST	8%	
46	Quinn, Thomas E	\$ 52.56		16	\$ 840.96	\$ 33.64	
47	Riley, Sean		17.93	16	\$ 286.88		
48	Sanborn, Bryan	\$ 35.42		16	\$ 566.72	\$ 22.67	
49	Scola, Michael		17.93	16	\$ 807.20	\$ 32.29	
50	Silva, Andrew	\$ 50.45		16	\$ 286.88		
51	Simoos, Troy			16	\$ 672.80	\$ 26.91	
52	Stuart, Leon	\$ 42.05		16	\$ 672.80	\$ 26.91	
53	Sutera, Peter			16	\$ 807.20	\$ 32.29	
54	Testaverde, Stephen	\$ 50.45	17.93	16	\$ 286.88		
55	Trefry, Jonathan			16	\$ 807.20	\$ 32.29	
56	Tucker, Richard	\$ 44.20		16	\$ 707.20	\$ 28.29	
57	Fitzgerald, Joseph C. (QA/QI)	\$ 70.76		133	\$ 9,411.08	\$ 617.03	
58	Gossom, Michael K. (QA/QI)	\$ 70.76		133	\$ 9,411.08	\$ 617.03	
60	MacDonald Jr., Eugene R. (QA/QI)	\$ 70.76		133	\$ 9,411.08	\$ 617.03	
61	Marshall, James W. (QA/QI)	\$ 63.48		133	\$ 8,442.84	\$ 553.55	
62	Quinn, David G. (QA/QI)	\$ 70.76		133	\$ 9,411.08	\$ 617.03	
63	Williams, Michael A. Jr	\$ 67.94		16	\$ 1,087.04	\$ 43.48	
					\$ 100,841.31	\$ 5,543.08	
3 New	TBD	\$	17.93	84	\$ 1,506.12		
	TBD	\$	17.93	84	\$ 1,506.12		
	TBD	\$	17.93	84	\$ 1,506.12		
TOTAL GPD PAYROLL					\$ 4,518.36		
TOTAL NIGHT SHIFT PAY					\$ 105,359.67		
					\$ 5,543.08		
CON-ED QUOTE (ATTACHED)					\$ 110,902.75		
					\$ 10,050.00		
ORIGINAL TRAINING FUNDING					\$ 120,952.75		
					\$ 12,433.00		
Total					\$ 108,519.75		

Stephen L'Heureux
New England Safety Education Resources
15 Fieldstone Drive
Hooksett, NH 03106-1222
603-660-1005

Gloucester Police Department
 Emergency Medical Dispatch v13 Continuing Dispatch Education Syllabus

WATCH	DATE	TIME FRAME	SUBJECT MATTER
1 st	1/8/18	1630 TO 2030	0, PAI'S, PDI'S, TOOLS (all protocols)
1 st	1/15/18	1630 to 2030	Protocols 1, 5, 10, 19, 26, 2, 20, 25, 23, 13
1 st	1/22/18	1630 to 2030	Protocols 12, 18, 28, 33, 34, 26, 15, 8, 31, 3
1 st	1/29/18	1630 to 2030	Protocols 30, 21, 4, 27, 17, 3, 16, 7, 22, 29
1 st	2/5/18	1630 to 2030	Make up Review Protocols 1-32 w/scenarios
2 nd	1/8/18	1100 to 1500	0, PAI'S, PDI'S, TOOLS (all protocols)
2 nd	1/21/16	1100 to 1500	Protocols 1, 5, 10, 19, 26, 2, 20, 25, 23, 13
2 nd	1/29/16	1100 to 1500	Protocols 12, 18, 28, 33, 34, 26, 15, 8, 31, 32
2 nd	2/4/16	1100 to 1500	Protocols 30, 21, 4, 27, 17, 3, 16, 7, 22, 29
2 nd	2/5/18	1100 to 1500	Make up Review Protocols 1-32 w/scenarios
3 rd	1/5/18	0830 to 1230	0, PAI'S, PDI'S, TOOLS (all protocols)
3 rd	1/19/18	0830 to 1230	Protocols 1, 5, 10, 19, 26, 2, 20, 25, 23, 13
3 rd	1/26/18	0830 to 1230	Protocols 12, 18, 28, 33, 34, 26, 15, 8, 31, 32
3 rd	2/2/18	0830 TO 1230	Protocols 30, 21, 4, 27, 17, 3, 16, 7, 22, 29
3 rd	2/12/18	0830 TO 1230	Make up Review Protocols 1-32 w/scenarios

ENCLOSURE 2



CITY OF GLOUCESTER

Health Department
3 Pond Road, City Hall Annex
Gloucester, Massachusetts 01930
PHONE: 978-281-9771 · Fax: 978-281-9729
WEBSITE: www.gloucester-ma.gov



Public Health
Prevent. Promote. Protect.

Memorandum

To: Mayor Sefatia Romeo Theken
From: Karin Carroll, Director, Health Department
Date: October 12, 2017
Re: Acceptance of a \$330,000 grant from the Peter and Elizabeth C. Tower Foundation

Dear Mayor Romeo Theken:

The Gloucester Health Department is pleased to announce that the City's Health Department/Healthy Gloucester Collaborative program has received a grant from The Peter and Elizabeth C. Tower Foundation in the amount of \$330,000. The time period for expenditure is November 1, 2017 through October 31, 2020 with a total budget of \$110,000 allocated for each year. No matching City funds are required as a part of this award.

The purpose of the grant is to provide financial support to move substance abuse prevention efforts forward across the Cape Ann/North Shore region, with the ultimate goal of reducing youth substance use and promoting healthy development. The North Shore prevention partnership will work to protect young people from the harms of substance misuse by gathering extensive data to identify unmet needs and addressing those needs through best-practice programming, using a Collect Impact model to build prevention capacity.

Staff will be available to answer any questions City Council members may have.

Respectfully,

Karin Carroll

CC: Joan Whitney, Director of Substance Abuse Prevention Services, Gloucester Health Department



**City of Gloucester
Grant Application and Check List**

Granting Authority: State Federal Other

Name of Grant: Tower Foundation Healthy Communities Grant

Department Applying for Grant: HEALTH DEPARTMENT

Agency-Federal or State application is requested from: The Peter and Elizabeth C. Tower Foundation

Object of the application: Moving Substance Abuse Prevention Forward Across the North Shore; Reduce Youth Substance Use & Promote Healthy Development

Any match requirements: None

Mayor's approval to proceed: _____
Signature Date

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

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

City Council's Approval or Rejection: _____
Vote Date

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

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

Grant Budget by line item account: _____

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

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



The Peter and Elizabeth C. TOWER Foundation

2351 North Forest Road Getzville, New York 14068-1225 716-689-0370 Fax 716-689-3716
info@thetowerfoundation.org · www.thetowerfoundation.org

September 29, 2017

Karin Carroll
Health Director
City of Gloucester Health Department
3 Pond Road
City Hall Annex
Gloucester, Massachusetts 01930

Grant ID #: HC-1705-04313 -- Moving Prevention Forward Across the North Shore; Reduce Youth Substance Use. Promote Healthy Development.

Dear Ms. Carroll:

I am pleased to inform you that your \$330,000.00 request for the *Moving Prevention Forward Across the North Shore; Reduce Youth Substance Use, Promote Healthy Development* project has been approved.

The following restrictions apply to this grant award

Funds awarded for implementation of the project activities outlined in the "Moving Prevention Forward Across the North Shore; Reduce Youth Substance Use. Promote Healthy Development" proposal dated September 21, 2017 and the associated budget.

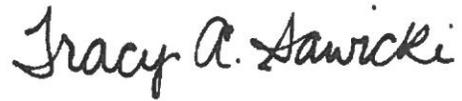
You will soon receive an email from DocuSign, an electronic signature service, which will include a copy of the Foundation's Terms of Grant outlining the terms and conditions of the grant award. Please review. If you are unfamiliar with electronic signatures, DocuSign in particular, please take a few moments to watch this instructional video:

<https://www.docuSign.com/support/video/signing>

Please note that any changes to the work plan or budget must be requested in writing and approved in advance by the Foundation. In addition, a narrative and financial report is required for each year of the grant. Please see the Terms of Grant for more information. Receipt of annual reports is required as a condition of continued funding.

Your foundation contact for this grant is Don Matteson. If you have any questions or require additional information, please call. We are delighted to have been of assistance to you.

Sincerely,

A handwritten signature in black ink that reads "Tracy A. Sawicki". The signature is written in a cursive, flowing style.

Tracy A. Sawicki
Executive Director

TAS:kea
cc: Jenna Newbegin



The Peter and Elizabeth C. TOWER Foundation

2351 North Forest Road Getzville, New York 14068-1225 716-689-0370 Fax 716-689-3716
info@thetowerfoundation.org · www.thetowerfoundation.org

TERMS OF GRANT

Please Read Carefully

The Peter and Elizabeth C. Tower Foundation Grant to your program is for the explicit purpose(s) described below and is subject to your acceptance of the following terms and/or conditions. To acknowledge your agreement to these Terms, please have an authorized representative complete the signature section below and return this document to the Foundation.

Special Grant Conditions:

Funds awarded for implementation of the project activities outlined in the "Moving Prevention Forward Across the North Shore; Reduce Youth Substance Use. Promote Healthy Development" proposal dated September 21, 2017 and the associated budget.

Other Grant Conditions:

All Grants are made and shall be used in accordance with the laws of all applicable jurisdictions and of the United States, including all provisions of the tax laws governing "qualifying distributions" by private foundations under Section 4942 of the Internal Revenue Code.

OVERVIEW

Organization: City of Gloucester Health Department
Grant ID #: HC-1705-04313
Project Title: <i>Moving Prevention Forward Across the North Shore; Reduce Youth Substance Use. Promote Healthy Development.</i>
Amount of Grant: \$330,000.00
Grant Period: November 1, 2017 to October 31, 2020

PAYMENTS

Payment #	Scheduled date	Amount
1	10/31/2017	\$110,000.00
2	12/15/2018	\$110,000.00
3	12/15/2019	\$110,000.00

- **Public Announcements:** Announcements of the Grant are to be made by the Grantee, unless otherwise indicated under the Special Conditions. All publicity, publications, or announcements concerning the program are to indicate The Peter and Elizabeth C. Tower Foundation's participation in providing funding to the Grantee for this program. Copies of any published accounts mentioning the program are to be sent to the Foundation's Executive Director.
- **Expenditure of Grant Funds:** This Grant is for use as stated on page 1 and shall be expended in accordance with the attached program budget.

- No funds provided by the Foundation may be used to benefit any private individual, directly or indirectly.
- No funds provided by the Foundation may be used for any political campaign, or to support attempts to influence legislation by any governmental body, other than by making available the results of the program for nonpartisan analysis, study and research.
- Expenses charged against this Grant may not have been incurred prior to the beginning date of the Grant nor subsequent to the ending date, and may be incurred only as necessary to carry out the purpose and activities of the approved program.
- The Grantee is responsible for the expenditure of funds and for maintenance of adequate and proper accounting records supporting the program.
- Grantee organizations which use animals or humans in development and/or testing of activities must provide the Foundation a written indemnification protecting the Foundation and its Trustees from any claims which may arise, and must provide evidence of authority to conduct such activities and of full compliance with applicable regulations.
- Reports, materials, books, and articles resulting from this Grant may be copyrighted by the Grantee or the author in accordance with policies of the Grantee in order to achieve the widest dissemination of information about the program. The Peter and Elizabeth C. Tower Foundation reserves the right and Grantee acknowledges that right to a royalty-free license to use such publications.
- **Reversion of Grant Funds:** The Grantee shall return to The Peter and Elizabeth C. Tower Foundation any funds not expended by the end of the Grant period and/or when any of the following conditions exists:
 - A determination is made by the Foundation that the Grantee has not performed in accordance with these "Terms of Grant".
 - The Grantee's loss of its exemption from federal income tax under Section 501(c)(3) of the Internal Revenue Code or its classification as a private foundation under Section 509(a) of the Internal Revenue Code; or
 - The filing by the Grantee of a voluntary petition seeking liquidation, reorganization, arrangement or readjustment, in any form, of its debts under Title 11 of the United States Code or any other federal or state insolvency law, or the termination, liquidation, or dissolution of the Grantee.
- **Reports to the Foundation:** Annual financial accounting of the expenditure of these Grant funds and reports on the Grant-supported program(s) are required as a condition of this Grant. These reports shall be in writing and shall be submitted within 30 days after the grant period ends. The financial report should show how the Grant funds and all other project funds have been expended during the period in compliance with the approved budget. The report should include documentation for all grant expenditures, a narrative commentary on the development of the program, observance of grant-related activities, and progress toward project goals, objectives, and outcomes. Receipt of annual reports is required as a condition of continued funding.
- - **FINAL REPORT**, required within 60 days after the end of the Grant, should include a complete financial statement showing all funds received and expended for the program(s) covered by the Grant and a narrative report on the program(s), its outcome, and significance. The Foundation will provide a format for this report.
- **Limit of Commitment:** Unless otherwise stipulated in writing, this Grant is made with the understanding that The Peter and Elizabeth C. Tower Foundation has no obligation to provide other, nor additional nor continuing, support to the Grantee beyond this Grant. This Terms of Grant constitutes the entire agreement between the parties, and supercedes any other prior oral or written communications. This Terms of Grant may only be amended in writing and not by any other course of conduct.

- **Responsibility of Grantee:** The Grantee acknowledges that The Peter and Elizabeth C. Tower Foundation has no obligation or authority to control or supervise the Grantee in any way concerning the Grantee's planning or implementation of the program funded by this Grant, and that this Grant does not in any way constitute a joint venture between The Peter and Elizabeth C. Tower Foundation and the Grantee. The Grantee further acknowledges that the Grantee has sole and exclusive responsibility and authority for conducting this program, for assuring the Grantee's compliance with all applicable rules in conducting this program, and for assuring that the Grantee's planning and implementation of this program does not result in personal injury or property damage to any person.

FOR THE GRANTEE

DocuSigned by:
Karin Carroll
Signature of Authorized Representative

10/5/2017

Date

Karin Carroll

Printed Name and Title

FOR THE FOUNDATION

DocuSigned by:
Tracy A. Sawicki
Tracy A. Sawicki
Executive Director

10/11/2017

Date

Gloucester Public Health Director

Resources			
Tower	Grantee Cash Contribution	Other (In-Kind)	Total
Staffing			
Regional Program Director (.5 FTE, incl. fringe)	\$ 136,545	\$ 54,618	\$ 191,163
Grant Administrator (.25 FTE)	\$ 34,455		\$ 34,455
Public Health Director (.1 FTE)		\$ 29,031	\$ 29,031
Grants Manager (.1 FTE)		\$ 15,918	\$ 15,918
Police Chief (.1 FTE)		\$ 42,024	\$ 42,024
Superintendent (.1 FTE)		\$ 51,672	\$ 51,672
Subtotal	\$ 171,000	\$ 193,263	\$ 364,263

Contracted Services			
Research Partner	\$ 54,000		\$ 54,000
Data Collection	\$ 24,000		\$ 24,000
Independent Evaluator	\$ 48,000		\$ 48,000
Subtotal	\$ 126,000		\$ 126,000

Supplies/Materials			
Printing Services		\$ 3,000	\$ 3,000
Office Supplies		\$ 3,000	\$ 3,000
Line 3			\$ -
Subtotal	\$ -	\$ -	\$ 6,000

Combined subtotals	\$ 297,000	\$ -	\$ 199,263	\$ 496,263
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Admin/Overhead @ 10%	\$ 33,000	\$ -	\$ -	\$ 33,000
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TOTAL	\$ 330,000	\$ -	\$ 199,263	\$ 529,263
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Enter admin/overhead rate as decimal (i.e., .10 for 10%) -->

0.11

Resources			
Tower	Grantee Cash Contribution	Other (In-Kind)	Total
Staffing			
Regional Program Director (.5 FTE, incl. fringe)	\$ 45,515	\$ 18,206	\$ 63,721
Grant Administrator (.25 FTE)	\$ 11,485		\$ 11,485
Public Health Director (.1 FTE)		\$ 9,677	\$ 9,677
Grants Manager (.1 FTE)		\$ 5,306	\$ 5,306
Police Chief (.1 FTE)		\$ 14,008	\$ 14,008
Superintendent (.1 FTE)		\$ 17,224	\$ 17,224
Subtotal	\$ 57,000	\$ 64,421	\$ 121,421

Contracted Services			
Research Partner	\$ 18,000		\$ 18,000
Data Collection	\$ 24,000		\$ 24,000
Subtotal	\$ 42,000		\$ 42,000

Supplies/Materials			
Printing Services		\$ 1,000	\$ 1,000
Office Supplies		\$ 1,000	\$ 1,000
Line 3			\$ -
Subtotal	\$ -	\$ 2,000	\$ 2,000

Combined subtotals	\$ 99,000	\$ -	\$ 66,421	\$ 165,421
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Admin/Overhead @ 10%	\$ 11,000	\$ -	\$ -	\$ 11,000
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TOTAL	\$ 110,000	\$ -	\$ 66,421	\$ 176,421
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Enter admin/overhead rate as decimal (i.e., .10 for 10%) -->

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Subtotal	\$ 42,000		\$ 42,000

Supplies/Materials			
Printing Services		\$ 1,000	\$ 1,000
Office Supplies		\$ 1,000	\$ 1,000
Line 3			\$ -
Subtotal	\$ -	\$ 2,000	\$ 2,000

Combined subtotals	\$ 99,000	\$ -	\$ 66,421	\$ 165,421
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Admin/Overhead @ 10%	\$ 11,000	\$ -	\$ -	\$ 11,000
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TOTAL	\$ 110,000	\$ -	\$ 66,421	\$ 176,421
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Enter admin/overhead rate as decimal (i.e., .10 for 10%) -->

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Please review your content before taking action.

To edit, select 'EDIT REQUEST.'

To submit, select the green 'SUBMIT' button.

To access your home page, press 'BACK TO MAIN MENU.'



AWARDED GRANT

Status Active Grant

ORGANIZATION INFORMATION

Organization: City of Gloucester Health Department

Location: Gloucester, MA

Primary Contact Jenna Newbegin

Primary Signatory Karin Carroll

What counties does your organization serve? Essex

In what issue areas does your organization work? Mental Health, Substance Abuse

What age groups does your organization serve? Adolescents, Children, Young Adults

Organization's Current/Most Recent Annual Operating Budget: \$460,135.00

What is your organization's mission?

The mission of the Gloucester Health Department is to promote physical and mental health and prevent disease, injury and disability in the City of Gloucester, Massachusetts.

What services/programs does your organization provide?

- Food and Housing Inspections
- Immunizations and Communicable Disease Management
- Title 5 Inspections and Review
- Substance Abuse Prevention
- Environmental Health Services
- Children's Dental Health and Education
- Workplace Wellness
- Emergency Preparedness
- Hoarding
- Tobacco Control

PROJECT INFORMATION

Anticipated Project Start Date: 10/1/2017

Anticipated Project End Date: 9/30/2020

Total Project Cost: \$330,000.00

Total Amount Requested (All Years Combined) \$330,000.00

APPLICATION NARRATIVE

Project Name: Moving Prevention Forward Across the North Shore; Reduce Youth Substance Use. Promote Healthy Development.

Project Summary: What are you trying to accomplish? (300 character limit)

The North Shore prevention partnership will work to protect young people from the harms of substance misuse by gathering extensive data to identify youths' unmet needs and addressing those needs through best-practice programming, using a Collective Impact model to build regional prevention capacity.

What do you want to do? (No character limit.)

The North Shore prevention partnership, consisting of Gloucester, Rockport, Manchester, Beverly, and Ipswich (and tentatively including Danvers and Essex), is committed to preventing and reducing substance use/misuse and the associated factors through systemic expansion and integration of policies, practices, and capacity expressly crafted to advance the health and well-being of youth and young adults and the communities in which they reside. The central goal of this proposal is to expand and transform the existing base of systemic prevention achievements built in Gloucester over the last nine years and regionally with the partner communities over the last four years. The core values of collaboration, innovation, data-driven best practice change, and sustainability will be supported through a holistic approach to young people's needs that removes artificial barriers between primary and secondary prevention and between substance use and mental health.

Tentatively rebranded as "North Shore Forward," the North Shore prevention partnership, will employ a Collective Impact approach to systemically preventing and reducing substance use/misuse throughout its member communities through innovative and sustainable policies and practices. We will bring together key leaders from across the region to advance a common vision and agenda designed to increase cross-sector service/programmatic connections and collective resource capabilities to improve substance use prevention outcomes for youth and young adults.

Collective Impact requires stakeholders from different community sectors to commit to a common agenda to solve complex social problems. In order to create lasting solutions to large scale social problems, organizations — including those in government, business, and the nonprofit sector — need to align their efforts and work together towards clearly defined goals. Collective Impact's core premise is that no single organization or entity can create large-scale lasting social change on its own. A collection of strong organizations working collaboratively and leveraging strengths can create the lasting impact necessary to make the desired outcome a reality.

Background

As the lead community for multiple state and privately funded regional grants during the past 9 years, Gloucester has established itself at the forefront of regionalized substance misuse education and prevention on the North Shore and Cape Ann region. The Healthy Gloucester Collaborative has broadened its focus to view primary prevention programs and solutions within a wider lens across municipalities, according to the Continuum of Prevention model (Attachment A).

Most recently, with the support of a Tower Foundation capacity building grant to the Healthy Gloucester Collaborative, key agency/organizational leaders across the Gloucester/Cape Ann, Beverly, Ipswich and Danvers prevention partnership formed a Regional Advisory Council. The Council's goal is to create an inclusive regional collaborative structure using the Collective Impact framework to guide systemic prevention change that imbues collaborative executive decision making with insights and feedback from "on-the-ground" community leaders, providers, residents, and other stakeholders. This multi-level approach honors each community's uniqueness while capitalizing on the strengths of a unified network of larger organizational resources and capacity rooted in a common agenda. Ultimately, we intend to create youth and young adult policy and practice change through increased service linkages and evidence-based prevention programming across the North Shore prevention partnership partnership. In gaining deeper understanding of the influences driving youth and young adult substance use patterns across the North Shore prevention partnership communities; assessing the strengths and limitations of current prevention programmatic interventions, policies, practices and service channels; and sharing data and analyses, we will be able to identify and implement the next level of systemic change. We envision a strengthened multi-sector partnership originating as early as preschool and continuing through the college years to address child, adolescent, and young adult substance misuse prevention using an asset-based framework.

This three year regional prevention program builds on the intersection of two Core Components :

1. Expanding systemic prevention programming, policy and practice consistency and integrating services for youth and young adults.
2. Building a sustainable regional prevention operating structure and expanded capacity using the Collective Impact framework

Why do you want to do it? (No character limit.)

The results of the 2015 regional youth surveys across the partnership communities show disturbing trends in early onset of youth substance use. The collective substance use data of middle school aged youth "current use" patterns of alcohol and marijuana (consumption within thirty days of the survey) show significant increases from 6th to 8th grade. Specifically, middle school "current use" alcohol consumption increases from 0-12%, and marijuana from 0-9%. Binge drinking is particularly noteworthy, with a prevalence of 36.8% locally compared to 19.4% statewide. These early-onset consumption patterns take on even more significance in context of the validated research findings that early onset of substance use is highly correlated with illicit drug use patterns in adulthood.

These results suggest that interventions before ninth grade are warranted. Further, consider that 18 to 25 year olds are the second highest age group represented in the opioid related deaths across the partnership, underscoring the need for upstream prevention. It is generally accepted that substance use disorder and its attendant high-risk behaviors is typically preceded by 10-15 years of earlier use. This indicates that not only do we need to intervene before ninth grade, but that we need to explore implementing early childhood interventions more extensively.

As well, data resulting from the regional collaboration of the six police departments across Cape Ann, Beverly and Ipswich regarding practice improvement related to crisis response and diversion from arrest to treatment, show almost 50% more of the crisis calls are related to mental health factors than substance as the primary cause for the crisis call. Additionally, the 2015 Youth Risk Behavior Survey data for Beverly, Gloucester, Manchester, Essex show disturbing patterns regarding youth mental and emotional health. Compilation of the available data across the mentioned partnership communities show approximately 18% of middle school students reported feeling depressed for 2 or more weeks over the previous year and data show continued patterns of increase through 10th grade ranging to 22-28%. The Massachusetts state average for depression in high school is 22%. As a senior school administrator in Beverly noted, "Over the past decade we have seen a steady increase in the severity of student mental health... and we are beginning to see younger students present with social-emotional and behavioral issues... impacting students both inside and outside school."

Based on initial quantitative and qualitative findings, the North Shore prevention partnership communities have indicated high interest in better understanding the intersections of early trauma, mental health, and early onset of substance misuse given the significant youth mental health issues seen across the region. An article in the September 2013 *Permanente Journal*, "Adverse Childhood Experiences and Adult Criminality: How Long Must We Live before We Possess Our Own Lives?" sheds light on the "invisible" relationship between childhood trauma, criminality and higher incidence rates of behavioral health and medical disorders.

How are you going to do it? (No character limit.)

There is a high level of readiness within this region to embark on this initiative: The Healthy Gloucester Collaborative is the North Shore prevention partnership's lead agency. This partnership is ideally positioned to expand an integrated network of regional prevention. The goals are to create an integrated prevention network across the partnership communities, implement asset-based programming ranging from youth to young adult prevention, and provide regionally consistent policies, practices, and cost-effective resource utilization. We plan to grow best practices over the next three years with research and evaluation along the Continuum of Prevention.

We intend to unite fragmented provider, responder, and policy-maker strategies and systems, building solutions from a holistic perspective. The Collective Impact model provides a framework for achieving systemic change over three years with metrics and benchmarks to demonstrate progress. The Collective Impact group will follow three phases with milestones over the course of the next three years.

###Regional expansion of systemic prevention programming, policy and practice consistency and service integration for youth and young adults.

In year one, under the Regional Program Director's guidance and with the support of the Regional Advisory Council, the research partner will work with the member coalitions to assess current policies and analyze existing data to identify service gaps and unmet needs. The research partner will conduct a comprehensive review of policies, practices, and data related to youth substance misuse across all six North Shore prevention partnership communities. Data analysis will also incorporate secondary prevention consequence data such as the nature and scope of opioid related overdoses/deaths, and law enforcement crisis intervention statistics.

The North Shore prevention partnership will incorporate the Healthy Gloucester Collaborative's long standing emphasis on data-driven interventions, starting in year one by refining individual communities' current data gathering processes and developing a robust centralized regional data capacity over the three year grant period. Quantitative data to be tracked will include regional police department incident; core social determinants affecting the target population's stability; and existing youth and young adult core measures of substance use and mental health indicators beginning at young ages. This will yield a more comprehensive approach to data collection and reflecting on existing policy and practices affecting youth and young adults. These quantitative measures will be complemented by qualitative information gathered from key stakeholder interviews and youth/young adult focus groups held throughout the partnership communities. These data gathering and analytic efforts will culminate in a summary report identifying common themes, both quantitative and qualitative, emerging across public safety, education, health, and youth serving organizations. These themes and core measures will guide the

selection of top priorities for action.

Starting in the first year, we will engage a research partner (following the applicable procurement process for securing services) to help develop a regional research design that will identify core measures affecting youth and young adult substance use. Once this is completed, our research partner will measure progress against these core measures across the key components of the Prevention Continuum, from primary prevention risk and protective factors to secondary issues of service access, family supports, crisis response and recovery supports, both community based and clinical. The research team will be supported by a state-approved doctoral-level external evaluator to provide on-the-ground data gathering, compilation, and preliminary analysis.

In the second year, the North Shore prevention partnership will identify and focus on key policies and best practices across the region to best advance its mission of preventing and reducing substance misuse and associated factors among youth and young adults. Additionally, we intend to move policy and practice work forward within and across disciplines to create regionally consistent cross-service linkages to increase access and delivery to support early detection of mental health issues and at-risk behavior. In order to implement these best practices, we will explore opportunities to strengthen training and technical assistance to support key functional groups such as:

* Schools: To leverage social-emotional curriculum and early intervention; and

* Law Enforcement: To increase officer awareness of substance use and mental health behavioral indicators, de-escalation skills and techniques, and young adult crisis response service coordination linkages for more effective diversion to treatment practices .

The regional partnership will evaluate and make revisions based upon quantitative and qualitative data in year three to further improve upon best practices and ensure sustainability of the identified key policies and programmatic initiatives that support the regional priorities identified previously. Revised policies and practices within and across key youth-serving functional groups such as schools, law enforcement, and other youth-serving agencies across the partnership will incorporate asset-based interventions for youth at the primary prevention level with any needed systemic interventions to reduce influences of negative environmental influences at the secondary prevention level.

Two examples illustrate possible policy and practice revisions, should the data bear out the high need for them:

1. Increased early identification of children at-risk due to negative environmental influences of family substance use has been raised by stakeholders as an area of need. If this rises as priority for regional collective action, a holistic approach would include implementation of policies and practices impacting the primary prevention needs related to childhood early trauma along with policies and practices geared to impact secondary prevention needs to improve the negative influences of family and/or home use. Due to the strong foundation of systemic improvements over the years in the regional partnership, high readiness exists to build upon and adapt existing models to address challenges such as this at a higher level across the partnership.

2. Addressing secondary prevention issues is integral to supporting children who may have witnessed an overdose or other negative influences of substance use the home. Breaking silos by increasing school linkages with community resources to coordinate compassionate care and ultimately changing the home environment, is essential to a systemic approach to strengthening youth prevention and healthy development. To take this step forward, the regional partnership does not need to start from scratch. The Gloucester High Risk Task Force, in existence for over seven years and recognized statewide for its compassionate and efficient care coordination practices for high risk adults struggling with substance use disorder, can serve as a template to help shape an integrated program and systems approach to ultimately mitigate negative influences of home/family substance use as it relates to childhood trauma.

###Building a sustainable regional prevention operating structure and expanded capacity using the Collective Impact framework

The North Shore prevention partnership's goal over the next three years is to use the Collective Impact model to install a high-functioning regional structure and planning process that focuses on leveraging current systemic strengths to build a more expansive substance prevention network of integrated services and programmatic interventions serving youth, young adults, and the communities across the Cape Ann/North Shore region.

Since 2013, The Healthy Gloucester Collaborative has served dual functions as the prevention coalition for the City of Gloucester and also as the lead agency for the North Shore prevention partnership. The Healthy Gloucester Collaborative was awarded lead regional agency status by the Massachusetts Department of Public Health in two successive regional grant awards (2013 and 2015). This recognition was based upon the Collaborative's proven track record of sustained systems change improvements in the City of Gloucester, and its process of wide cross-sector engagement and ownership. From this foundation, the Healthy Gloucester Collaborative, serving in its role as the regional lead agency, will facilitate the development of the emerging regional structure and working process to reach a more mature operating structure guided by the Collective Impact framework.

The Collective Impact approach moves the existing foundation of regionally-based systemic prevention to a new operating level by fully and formally engaging key regional partners (e.g., North Shore YMCA, North Shore Community Health, Cape Ann Savings Bank, Lahey Health, Children's Friend and Family Services, Pathways for Children, North Shore Recovery High School, law enforcement, public schools, local and state officials) in cross-sector mutual goal and resource planning. The core premise of Collective Impact is that no single organization or entity can create community-wide sustainable change or improved outcomes. Instead, sustainable and meaningful systemic change is drawn from a collection of strong organizations working collaboratively to leverage shared goals, resources and capacity.

In their 2012 Stanford Social Innovation Review article, "Channeling Change: Making Collective Impact Work," Fay Hanley Brown, John Kania, and Mark Kramer identify Collective's Impact components:

1. ***Common Agenda***: A shared vision exists along with a common understanding of the core problems and a joint approach to solving them.
2. ***Shared Measurement***: Using data and measuring results consistently across all participating entities ensures efforts remain aligned and participants hold each other accountable.
3. ***Continuous Communication and Learning***: Consistent and open communication is needed across the many players to build trust, assure mutual objectives, and have shared accountability
4. ***Coordinated Programs and Services with Mutual Reinforcement***: All members will/may contribute targeted programs, services or resources, all are orchestrated around a mutually agreed upon plan
5. ***"Back Bone" Support***: Creating and managing collective impact requires a function staffed by an individual charged with the responsibility to advance the work and hold the leadership team accountable.

Over the past year, The Tower Foundation's funding support of the Healthy Gloucester Collaborative has made it possible to begin the fundamental steps of forming a Regional Advisory Council to support the work of Gloucester/ Cape Ann, Beverly, Ipswich and Danvers prevention partnership. The rationale for the formation of this Advisory Council is to provide a level of strategic guidance as the regional prevention work matures and grows. This organizational step forward was initiated by the Director of Healthy Gloucester Collaborative to ensure the regional prevention work receives a high level of strategic guidance from the community partner level, with key leaders engaged and invested in the future stability and growth of regional systemic prevention.

Even early in the Regional Advisory Council's formation, regional leaders have begun collaborating to make progress towards building regional integration and capacity. For example, the Healthy Gloucester Collaborative is discussing with various partners ways to build mutual capacity by creating a Regional Youth Coordinator position to advance youth prevention goals.

An agreement between the Healthy Gloucester Collaborative and Action, Inc. has also expanded regional service capacity over the past year by creating a community space for needed daytime Alcoholics Anonymous support groups — a critical gap identified by key stakeholders. Two new daytime Alcoholics Anonymous support groups are now held in this space, which also serves as a resource center and office for the Healthy Gloucester Collaborative.

Over the past year, the nascent Regional Advisory Council met for a series of initial brainstorming and planning sessions. These meetings resulted in new branding for the emerging regional structure and initial council operating guidelines were developed. The new branding re-names the North Shore prevention partnership to "North Shore Forward," and the Council's newly forming operating guidelines align with the Collective Impact model as a framework to guide the strategic direction and expansion of regional systemic prevention programming and services for youth and young adults throughout the Cape Ann, Beverly, Ipswich and Danvers communities.

A key capacity building element of the Collective Impact model is shared measurement. For the moment, data are generally inconsistent across the regional partnership. Placing a high value on data driven practice, the Regional Advisory Council leadership has identified a critical need to build regional data capacity to better fill existing gaps and inform program and practice development. There is widespread support among North Shore prevention partnership partners and communities for establishing this centralized data capacity, based on common data and shared core measures.

North Shore prevention partnership plans to complete the work of aligning policy and practice while building a regionalized prevention infrastructure in three year-long phases: Align, Design, and Lead.

###Year 1: Align

In year one we will focus on assembling the right team, gaining community feedback, assessing data and best practices, prioritizing ideas, and narrowing down the Collective Impact group's focus for year two. This will involve:

- Building a Collective Impact team comprising regional leaders with decision-making authority, the influence to change policy and practice, and who can demonstrate a value proposition that supports the group's mission. Our group will consist of leaders from myriad sectors, including healthcare, nonprofit, research, data analytics, first responder, business community, public health, association, criminal justice, and regulatory.
- Gathering feedback from current partners and communities to understand their insights for the group's potential and review any of their success factors/learnings.
- Assessing existing data from the Collective Impact members regarding existing successful initiatives. These are already

delivering tremendous value in their communities; the group will analyze these success to see which could potentially be regionalized.

- Segmenting the data and initiatives into an "Impact vs. Effort" grid to identify short- and long-term approaches to focusing the group's efforts.

###Year 2: Design

In year two we will identify the goals and strategies the group will take, organize a pilot project, measure pilot results over the systems, determine scale potential, and seek resources for funding initiatives.

- Design a plan for how selected pilot projects and initiatives will be ruled out using the capabilities and structure of the group.
- Organize a pilot project that will be a catalyst and start to test the workings of the Collective Impact group to drive systemic change. Piloting innovation of systems change will be an successful approach to manage risk for stakeholder organizations.
- Capture data from initiatives to determine the impact and results throughout the system. The results will lead to the initiatives ability to scale across the system and the policies and practices that can be changed throughout all providers involved.
- The group's pilot projects and initiatives may require additional funding, and we will use the momentum and success of the Collective Impact group to leverage their capacity for support with additional grants and resources.

###Year 3: Lead

Year three will see us continuing to implement our action plans, pilot concepts, measure results, and support organizations to implement change with regional support and continuous change:

- Adding to the group's structure through additional task forces, pilot projects, and teams to monitor initiative roll-out.
- Track data will all key partners at the department, organizational, regional, and state level if applicable.
- Designing a plan to influence State and Local regulations, policy, and funding for continuous systemic change across the region and for the benefit of the State and those impacted in and beyond our geographic focus.

The readiness of this Collective Impact is demonstrated by the following sample of current active agencies, institutions and community partners serving on the Regional Advisory Council:

- Local Public School Districts/Superintendents
- Local Law Enforcement/Police Chiefs
- Pathways for Children
- North Shore Education Consortium
- North Shore Recovery High School
- North Shore Community College
- YMCA of the North Shore
- Action, Inc.
- Wellspring House
- Eliot Human Services
- Lahey Health
- Cape Ann Savings Bank
- Massachusetts Department of Mental Health
- Children Friends and Family
- North Shore Community Health Center
- Essex County District Attorney's Office
- Essex County Sheriff's Office

What do you need to do it? (No character limit.)

A strong program director who understands the overall framework for preventing youth substance misuse as well as local coalition building is critical to this effort's success. Tower Foundation funds would continue to support the existing Regional Program Director to oversee the various phases of this work and to continue developing and supporting the Regional Advisory Council. The Regional Program Director, Ms. Joan Whitney, has considerable expertise in systems change, substance misuse prevention, and a proven track record in coalition building and sustainable policy and practice change. The Regional Director's time calculated at .5 FTE, along with applicable payroll taxes and fringe benefits, is \$45,515.00/year for the duration of the grant.

A grant administrator, calculated at .25 FTE, will coordinate on-going stakeholder communication, collects and tracks data and works closely with staff and partners to collate program outcomes. This cost is projected at \$11,485.00/year for the duration of the grant.

In the project's first year, we will need to engage an experienced social policy research team to assess all current policies as well as analyze existing data to identify gaps in our communities. This assessment will inform the evidence-based policies and

programs the coalition will then implement and will continue throughout the duration of the three year project. The cost is expected to be \$54,000 (\$18,000.00 per year).

We will also need to fund data collection (e.g., Youth Risk Behavior Survey) in communities where it does not yet exist. The Youth Risk Behavior Survey provides critical data regarding youth mental health and at-risk behaviors so programs can be most effectively targeted and resources most effectively utilized. This cost is calculated at \$24,000.00 (\$6,000 per community x 4 communities currently without youth data collection) in year one.

In years two and three, North Shore prevention partnership will require the services of an independent evaluator to ensure the quality and impact of the data-driven work. The external evaluator will measure the data and outcomes from selected programmatic initiatives (component one) and Collective Impact model outcomes (component two). This cost is projected at \$24,000.00/year for years 2 and 3 of the grant.

Indirect costs are requested at 10%, or \$33,000 against a total grant budget of \$330,000.

Work Plan/Time Line (No character limit.)

Year One:

October 1, 2017-December 31, 2017

- Generate formal announcement of grant award for all key stakeholders.
- Facilitate strategic planning with the partnership to further define expectations moving forward.
- Based on strategic planning process, we'll develop Scope of Services for academic research partner to assess the current policies and analyze existing data to identify gaps in services as well as unmet needs.
- Establish a review panel/selection committee to assess bids and award qualified contractor.
- Post Request for Proposal through City of Gloucester Purchasing Department.

January 1, 2018 – March 31, 2018

- Award Request for Proposal to successful research partner candidate.
- Research partner will hold initial meeting with each partner community, law enforcement, and other key stakeholders.
- Research partner will begin to conduct a comprehensive review of existing data, policies and practices related to youth substance misuse in all communities that comprise the regional prevention coalition.
- Data collection will be initiated in each partner community to allow for consistent data indicators across the region.

April 1, 2018 – June 30, 2018

- Research partner will finish comprehensive review of existing data, policies and practices related to youth substance misuse in all communities that comprise the regional prevention coalition.
- Research partner will begin to develop individual community data and a centralized regional database.
- Regional Director will build the capacity of each community's operating group including skill development and leadership growth to support a healthy community partnership across the region.

July 1, 2018 – September 30, 2018

- Research partner will compile data and provide a comprehensive summary of all available policies, data, and related gaps to the partnership.
- Research partner will identify the core measures to be used to assess impact on youth and young adult substance use.
- The partnership will conduct year-end strategic planning based on this report and identify and focus on key policies and best practices within the region for years 2 and 3.

Year Two:

October 1, 2018 – December 31, 2018

- Based on strategic planning process from Q4 Year 1, we'll develop a Scope of Services for external evaluator to evaluate and make revisions based upon quantitative and qualitative data to further improve upon best practices and ensure sustainability of the identified key policies and programmatic initiatives that support the regional priorities identified in year 1.
- Establish a review panel/selection committee to assess bids and award qualified contractor.
- Post Request for Proposal through City of Gloucester Purchasing Department.

January 1, 2019 – March 31, 2019

- Award Request for Proposal to successful external evaluator candidate.
- Evaluator will establish an evaluation plan for the partnership to review.
- The evaluator, alongside the research partner, will begin to look for ways to move policy and practice work forward within and across disciplines to create consistency regionally.
- Research partner will begin to work with the partnership to create cross-service linkages to increase access and delivery to support early detection of mental health issues and at-risk behavior.

April 1, 2019 – June 30, 2019

- Research partner will continue to work with the partnership to create cross-service linkages to increase access and delivery to support early detection of mental health issues and at-risk behavior.

- Partnership will develop training plan to include 1. Schools - to leverage social-emotional curriculum to promote healthy development and early intervention and 2. Law Enforcement - to increase officer awareness of substance use and mental health behavioral indicators to effectively grow de-escalation techniques/skills and increase youth and young adult crisis response service coordination linkages for more effective diversion to treatment practices.

July 1, 2019 – September 30, 2019

- Key trainings to commence across the region per the plan developed in the previous quarter.
- The evaluator will present to the partnership at a year-end strategic planning meeting where they will review preliminary data collected to date and track progress toward defined goals for year 3.

Year Three:

October 1, 2019 – December 31, 2019

- Evaluator will work with the partnership to evaluate data trends collected in years 1 and 2 and make revisions based upon quantitative and qualitative data to further improve upon best practices and ensure sustainability of the identified key policies and programmatic initiatives that support the regional priorities.
- Research partner will continue to work with the partnership to implement holistic approaches to impact primary and secondary prevention needs related to core measures.
- Research partner to engage Regional Director on sustainability practices.

January 1, 2020 – March 31, 2020

- Regional Director will meet individually with partner communities and law enforcement groups to ensure training and leadership needs were met and that their coalition has advanced policies and practices based on data indicators.
- Evaluator will meet with schools, law enforcement and other youth-serving social agencies across the coalition to conduct interviews with stakeholders based on work completed in years 1-2.

April 1, 2020 – June 30, 2020

- Evaluator will compile quantitative and qualitative data points based on findings from stakeholder interviews and offer refinements on the work.
- Regional Director will begin to work directly with partner communities to ensure sustainability of policies and practices developed during grant period.

July 1, 2020 – September 30, 2020

- Regional Director will continue to work directly with partner communities to ensure sustainability of policies and practices developed during grant period.
- The partnership will convene for a final strategic planning session to review evaluator findings and assess needs going forward.

Performance Indicators (No character limit.)

Defining the indicators of the partnership's performance is fundamentally the crux of this proposal. As a regional prevention partnership, we intend to utilize grant funding to ensure consistent data indicators across the communities to measure impact throughout our multi-year venture. Centralized regional data capacity will be initiated by the end of year one. Quantitative data elements will be collected including Youth Risk Behavior Survey, behavioral and mental health indicators, other drug use such as opioid related overdoses and deaths, and law enforcement crisis intervention statistics regional police department incident data.

In years two and three, the partnership will focus on evaluation and implementation of interventions across the Prevention Continuum, from primary prevention risk and protective factors to secondary issues of service access, family supports, crisis response and recovery supports, both community-based and clinical. Using the external evaluator's summary of findings report, the partnership will determine core common measures across public safety, education and youth-serving organizations. The success of our proposed project will be determined based on the impact the partnership has had on the identified core measures by the end of the three-year period.

BUDGET

Under the "Application Documents" section below, please submit the following documents as PDF (preferred), Microsoft Word, or Microsoft Excel files:

1. Using the "Annual Cycle Budget Template" file found on your grant application dashboard, provide a detailed project budget.
 - For multi-year projects, provide a separate budget for each year.
2. In a separate document, provide:
 - A detailed narrative for each budget line explaining how it relates to the proposed project
 - Detailed calculations demonstrating how each budgeted amount was determined (e.g., \$2,400 = 3 days of training X \$800 per day).
3. Copies of bids or quotes for equipment, consultation, and/or other single items and services over \$1,000.

ATTACHMENTS

Under the "Organization Documents" section below, please submit the following documents as PDF (preferred), Microsoft Word, or Microsoft Excel files:

1. Organizational structure, including:
 - List of officers and directors and relevant affiliations.
 - Résumés or job descriptions of the key personnel associated with your project.
2. Financial information, including:
 - Current board-approved annual operating budget, including expense and income.
 - Most recent annual financial statement.
3. Annual report (optional)

APPLICATION DOCUMENTS

ORGANIZATION DOCUMENTS

CITY OF GLOUCESTER

ACCOUNT BUDGET

DEPARTMENT NAME: City of Gloucester, Health Dept.

ACCOUNT NAME: Tower Foundation Healthy Communities

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

CFDA # (Required for Federal Grants): N/A

DATE PREPARED: 10/12/2017

APPROVED
AMENDED BUDGET
(IF APPLICABLE)

OBJECT	ORIGINAL BUDGET	AMENDED BUDGET (IF APPLICABLE)	AMENDED REQUEST	REVISED BUDGET
REVENUE (4_ _ _ _)				
45800	\$110,000.00			\$110,000.00
				\$0.00
				\$0.00
Total:	\$110,000.00	\$0.00	\$0.00	\$110,000.00
EXPENSE (5_ _ _ _)				
51100	\$36,718.00			\$36,718.00
51250	\$11,557.46			\$11,557.46
51720	\$724.36			\$724.36
51740	\$14.16			\$14.16
51750	\$4,201.24			\$4,201.24
51840	\$525.16			\$525.16
51860	\$3,259.62			\$3,259.62
52000	\$42,000.00			\$42,000.00
54000	\$0.00			\$0.00
57000	\$11,000.00			\$11,000.00
57100	\$0.00			\$0.00
57110	\$0.00			\$0.00
Total:	\$110,000.00	\$0.00	\$0.00	\$110,000.00



DEPARTMENT HEAD SIGNATURE

DATE ENTERED (AUDIT) _____

AUDITING DEPARTMENT INITIALS _____

ENCLOSURE 3

Memorandum

To: Mayor Sefatia Romeo Theken
From: Nancy A. Papows, Principal Assessor. NP
cc: file
Date: Tuesday, October 17, 2017
Subject: Tax Classification

Please be advised that the Mayor's Report should include a request that Tax Classification be included for consideration on the City Council agenda of October 24, 2017. The City Council should refer this item to the B&F Committee scheduled for November 9, 2017. Thank you.

ENCLOSURE 4

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE TREASURER/COLLECTOR

To: Sefatia Romeo Theken, Mayor
From: John P. Dunn, CFO 
Date: October 18, 2017
Re: Preschool Feasibility Study

We have asked Kevin Buckley of Knight, Bagge and Anderson, Inc. to conduct a feasibility study of possible alternative locations for the preschool operations now conducted in the School Administrative offices at 2 Blackburn Drive. Potential alternative sites include space at both the O'Maley Innovation Middle School and Gloucester High School.

The feasibility study is expected to cost \$7,500. In order to fund the study, I would recommend that we appropriate the \$7,500 within the Capital Project Stabilization Fund (Fund 7600).

If you are in agreement with the above, please include this in the next Mayor's report for Council action.

Thank you.

ENCLOSURE 5

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-282-3012

FAX 978-978-281-4188

tciametaro@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Mayor Theken
Date: 10/13/17
Subject: Mayor's Report to Council

Mayor Theken,

I request you forward in your next Report to Council the attached changes to city ordinance Chapter 10 Waterways Administration.

Dingy Dock Fee Increase to \$100.00

Dun Fudgin Ramp fee increase. (See Memo from State of MA)

Fine for leaving ground tackle in Gloucester waterways.

Replacement Mooring decal fee.

Respectfully

A handwritten signature in black ink, appearing to be the initials "TJ" or similar, written in a cursive style.

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-282-3012

FAX 978-978-281-4188

tciametaro@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Gloucester City Council
Date: October 13, 2017
Subject: Replacement Decal Administrative Fee

Council,

During the scheduled monthly Waterways Board meeting of September 5, 2017 the Board voted all in favor to add new language to Article IV Section 4 and Gloucester Code of Ordinances 10-51(i).

Recommended change;

There shall be a \$10.00 administrative fee for replacement decals for mooring and 10A float permits.

Respectfully

Commonwealth of Massachusetts
Department of Fish and Game



FISHING AND BOATING ACCESS
1 Rabbit Hill Road, Westborough, MA 01581
Tel. (508)389-7810 Fax. (508)389-7890
John P. Sheppard, Director

October 10, 2017

Thomas Ciarametaro, Harbormaster
19 Harbor Loop
Gloucester, MA 01930

Re: Annisquam River (DunFudgin Landing) Public Access Facility

Dear Mr. Ciarametaro:

Please be advised, the following fees for use of the facility are approved;

Daily Fee: (In-State and Out of State Boaters)	\$8.00
(Commercial Boat Haulers)	\$35.00
Season Pass Fee: (In-State and Out of State Boaters)	\$75.00
(Commercial Boat Haulers)	\$350.00

All fees collected by the municipality shall be used exclusively for the daily operation and maintenance of the facility.

Sincerely,


John P. Sheppard
Director

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-282-3012

FAX 978-978-281-4188

tciametaro@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Gloucester City Council
Date: October 13, 2017
Subject: Dinghy Dock fee increase

Council,

During the scheduled monthly Waterways Board meeting of September 5, 2017 the Board voted all in favor to increase the town dinghy dock fee as follows;

Current City Ordinance Section 10-52 (g) Fees. The annual fee for the seasonal tie-up of dinghies, tenders or other auxiliary vessels, less than 12 feet in length, at designated areas of public landings shall be \$50.00.

Recommended change;

The annual fee for the seasonal tie up of dinghies be increased to \$100.00.

Respectfully

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-282-3012

FAX 978-978-281-4188

tciametaro@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Gloucester City Council
Date: October 13, 2017
Subject: Dun Fudgin Fee Increases

Council,

During the scheduled monthly Waterways Board meeting of September 5, 2017 the Board voted all in favor of a fee increase for the use of Dun Fudgin launch ramp.

Recommended change;

Daily fee increase from \$5.00 to \$8.00

Season pass increase from \$35.00 per vessel under 18 feet and \$50.00 per vessels 18 feet or greater to \$75.00 for vessels of all sizes.

Respectfully

Nineteen Harbor Loop
Gloucester, MA 01930



TEL 978-282-3012

FAX 978-978-281-4188

tciametaro@gloucester-ma.gov

<http://gloucester-ma.gov/harbormaster>

CITY OF GLOUCESTER
HARBORMASTER'S OFFICE

MEMORANDUM

From: Gloucester Waterways Board
To: Gloucester City Council
Date: October 13, 2017
Subject: Mooring Ground Tackle Fine

Council,

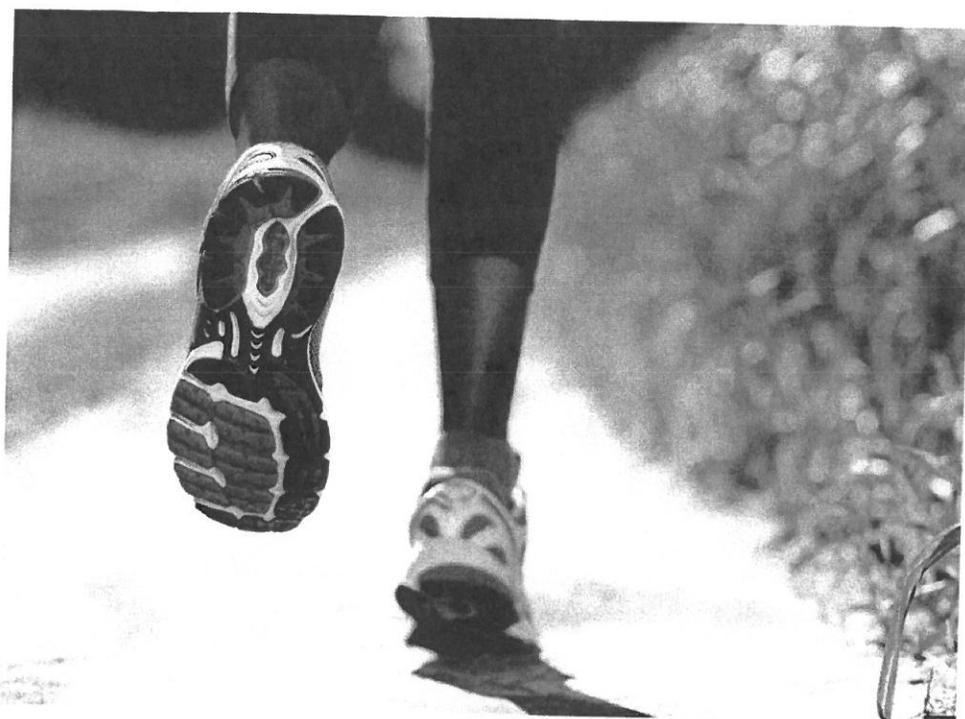
During the scheduled monthly Waterways Board meeting of September 5, 2017 the Board voted all in favor that new language be added to Article IV Section 4 and Gloucester Code of Ordinances 10-51(j)

Recommended change;

In the event of the surrender of or revocation of a mooring, float or raft permit, installed in the public waters of the city, the permittee has 45 days to remove or transfer all ground tackle. There will be a \$500.00 fine if mooring gear is left in water or not transferred after more than 45 days, plus an additional \$10.00 a day fine after the 45 days to a maximum of \$1,000.00. If mooring, float or raft permit is surrendered or revoked between the October 1 and April 30 the 45 day removal period will begin on May 1.

Respectfully

ENCLOSURE 6



OCTOBER 19TH “GLOUCESTER WALKS FOR PRODUCTIVITY” LAUNCH

STOP BY AND LEARN ABOUT
GLOUCESTER'S WALKING INITIATIVE IN
PARTNERSHIP WITH THE YMCA. PLEDGE
TO WALK AND RECEIVE A FREE
WATERBOTTLE AND PEDOMETER

FREE HEALTHY
SNACKS

WALKING MAPS

LEARN THE
BENEFITS OF
WALKING FROM
FITNESS EXPERTS
AT THE YMCA

GIVEAWAYS

ENTER TO WIN THE
GRAND PRIZE OF A
FITBIT

Where: City Hall Front
Sidewalk

Who: All Gloucester City
Employees

When: October 19th 2-3PM

ENCLOSURE 7



The City of Gloucester &
Mayor Sefatia Romeo Theken

- *Presents* -

**2017 CITY HALL
HALLOWEEN FESTIVAL**

Sun, October 29th, 2017
Gloucester City Hall
1PM – 4PM

*Please join Mayor Sefatia
Romeo Theken for a FREE
Halloween celebration with
hayrides, haunted house,
food and memorable fun!*

*Children of all ages are invited, but must be
accompanied by an adult.*

*Please contact Roseanne Cody to
volunteer or ask any questions.*

E: rcody13@gmail.com P: 978-335-0755



City of Gloucester
Office of Veterans' Services

Office: 12 Emerson Avenue
Mail: City Hall, 9 Dale Avenue
Gloucester, MA 01930

TEL 978-281-9740

FAX 978-282-3053

acurcuru@gloucester-ma.gov

CITY CLERK
GLOUCESTER, MA
2017 OCT 16 PM 3:18

Greetings,

The Office of Veterans' Services, the City of Gloucester, and the United Veterans Council invite you to join us in ceremonies and parade on Saturday, November 11, 2017 in honor of Veterans Day.

The schedule of events is as follows. All times are approximate:

- 09:00 AM Main ceremony Gloucester High School Field House
- 10:40 AM Parade departs Gloucester High School to American Legion Square
- 11:00 AM World War I ceremony, Joan D' Arc Monument, American Legion Square

Luncheon immediately follows at the Captain Lester S. Wass American Legion, Post 3

Please respond before November 1, 2017.

Cordially,

Adam J. Curcuru

Adam J. Curcuru, Director

Questions contact – Annette Thompson 781-907-3450

CITY CLERK
GLOUCESTER, MA

Petition of the NATIONAL GRID
Of NORTH ANDOVER, MASSACHUSETTS
For Electric conduit Location:

2017 OCT 13 AM 9:53

To City Council of Gloucester, Massachusetts

Respectfully represents the NATIONAL GRID of North Andover, Massachusetts, that it desires to construct a line of underground electric conduits, including the necessary sustaining and protecting fixtures, under and across the public way or ways hereinafter named.

Wherefore it prays that after due notice and hearing as provided by law, it be granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as it may find necessary for the transmission of electricity, said underground conduits to be located substantially in accordance with the plan filed herewith marked High St - Gloucester - Massachusetts.

The following are the streets and highways referred to:
Plan # 24879524 High St - National Grid to install on High St at Pole # 4697, 27 ft of 3" conduit in the public way.

Location approximately as shown on plan attached

NATIONAL GRID
BY _____
Engineering Department



Dated: September 13, 2017

N-GRID

ORDERED:

Notice having been given and public hearing held, as provided by law, that the NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 13th day of September, 2017.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – High St - Gloucester - Massachusetts. Plan # 24879524.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

High St - National Grid to install on High St at Pole # 4697, 27 ft of 3" conduit in the public way

I hereby certify that the foregoing order was adopted at a meeting of the
.....
....., held on the day of, 20
....., 20

Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
.....

..... hereby certify that on20....., at o'clock,M
at, a public hearing was held on the petition of
NATIONAL GRID for permission to construct the underground electric conduits described in the
order herewith recorded, and that I mailed at least seven days before said hearing a written notice
of the time and place of said hearing to each of the owners of real estate (as determined by the last
preceding assessment for taxation) along the ways or parts of ways upon which the Company is
permitted to construct the underground electric conduits under said order. And that thereupon said
order was duly adopted.

.....
.....
.....

Gloucester

ORDERED:

Notice having been given and public hearing held, as provided by law, that the NATIONAL GRID be and it is hereby granted permission to excavate the public highways and to run and maintain underground electric conduits, together with such sustaining and protecting fixtures as said company may deem necessary, in the public way or ways hereinafter referred to, and to make the necessary house connections along said extensions, as requested in petition with said company dated the 13th day of September, 2017.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – High St - Gloucester - Massachusetts. Plan # 24879524.

The following are the public ways or part of ways along which the underground electric conduits above referred to may be laid:

High St - National Grid to install on High St at Pole # 4697, 27 ft of 3" conduit in the public way

I hereby certify that the foregoing order was adopted at a meeting of the
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Received and entered in the records of location orders of the City/Town of
Book Page

Attest:
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NATIONAL GRID for permission to construct the underground electric conduits described in the
order herewith recorded, and that I mailed at least seven days before said hearing a written notice
of the time and place of said hearing to each of the owners of real estate (as determined by the last
preceding assessment for taxation) along the ways or parts of ways upon which the Company is
permitted to construct the underground electric conduits under said order. And that thereupon said
order was duly adopted.

.....
.....
.....



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 154-65

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

This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying abutters within 100ft as required by the City's City Council and it reflects the abutters to the Parcel known as Map 154 Lot 65 as further shown on the attached map dated 9/13/2017.

ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
154-74 FLINT JAMES B	3 HIGH ST	154-74	FLINT JAMES B 3 HIGH ST GLOUCESTER, MA 01930-1113
154-63 FLINT JAMES B TR 5 HIGH STREET REALTY TRUST	5 HIGH ST	154-63	FLINT JAMES B TR 5 HIGH STREET REALTY TRUST 1033 WASHINGTON ST GLOUCESTER, MA 01930
154-62 FLINT JAMES B TR 9 HIGH STREET REALTY TRUST	9 HIGH ST	154-62	FLINT JAMES B TR 9 HIGH STREET REALTY TRUST 1033 WASHINGTON ST GLOUCESTER, MA 01930
141-12 CARPENTER JOANNE ET AL	3 ROWLEY SH	141-12	CARPENTER JOANNE ET AL 3 ROWLEY SH GLOUCESTER, MA 01930
141-6 COFFIN CHRISTINA H	1012 WASHINGTON ST	141-6	COFFIN CHRISTINA H P O BOX 206828 NEW HAVEN, CT 06520
141-7 SIDON DAVID B & CHRISTINE	1016 WASHINGTON ST	141-7	SIDON DAVID B & CHRISTINE 1016 WASHINGTON ST GLOUCESTER, MA 01930
141-9 SIMPSON BRIAN	1018A WASHINGTON ST	141-9	SIMPSON BRIAN 1018 WASHINGTON ST GLOUCESTER, MA 01930
141-8 SIMPSON BRIAN	1018 WASHINGTON ST	141-8	SIMPSON BRIAN 1018 WASHINGTON ST GLOUCESTER, MA 01930
154-67 1029 WASHINGTON STREET REALTY TRUST	1029 WASHINGTON ST	154-67	1029 WASHINGTON STREET REALTY TRUST 1033 WASHINGTON ST GLOUCESTER, MA 01930
154-66 FLINT JAMES B	1033 WASHINGTON ST	154-66	FLINT JAMES B 1033 WASHINGTON ST GLOUCESTER, MA 01930



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 154-65

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Gloucester Board of Assessors.

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ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
154-65 FLINT JAMES B TR 1037 WASHINGTON STREET REALTY TRUST	1037 WASHINGTON ST	154-65	FLINT JAMES B TR 1037 WASHINGTON STREET REALTY TRUST 1033 WASHINGTON ST GLOUCESTER, MA 01930
154-64 SULLIVAN MARK & JOANNE TRS JOANNE M SULLIVAN REVOCABLE TRUST	1039 WASHINGTON ST	154-64	SULLIVAN MARK & JOANNE TRS JOANNE M SULLIVAN REVOCABLE TRUST 1039 WASHINGTON ST GLOUCESTER, MA 01930
154-61 COHEN DAVID H & COHEN SHARRON C/O DAVID & SHARRON COHEN	1041 WASHINGTON ST	154-61	COHEN DAVID H & COHEN SHARRON C/O DAVID & SHARRON COHEN 1041 WASHINGTON ST GLOUCESTER, MA 01930 0000

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

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

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

9/13/2017



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 154-65

Please be aware that the abutters list reflects mailing addresses for the real estate tax bills as requested by the property owners. Mortgage companies, banks, and other financial institutions may be receiving the notification and not the homeowner as required. Please be sure you are complying with notification requirements.
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This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying abutters within 100ft as required by the City's City Council and it reflects the abutters to the Parcel known as Map 154 Lot 65 as further shown on the attached map dated 9/13/2017.

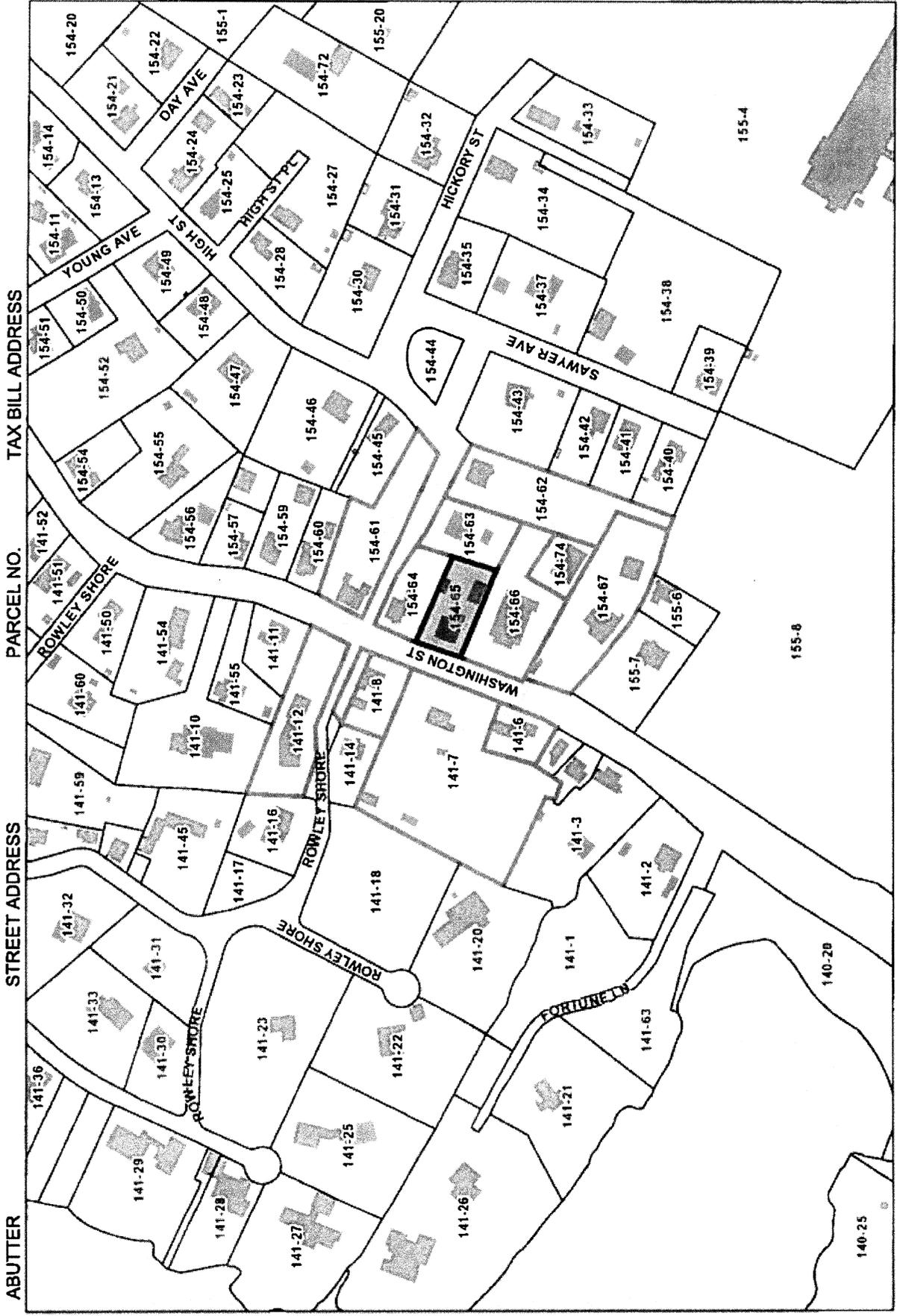
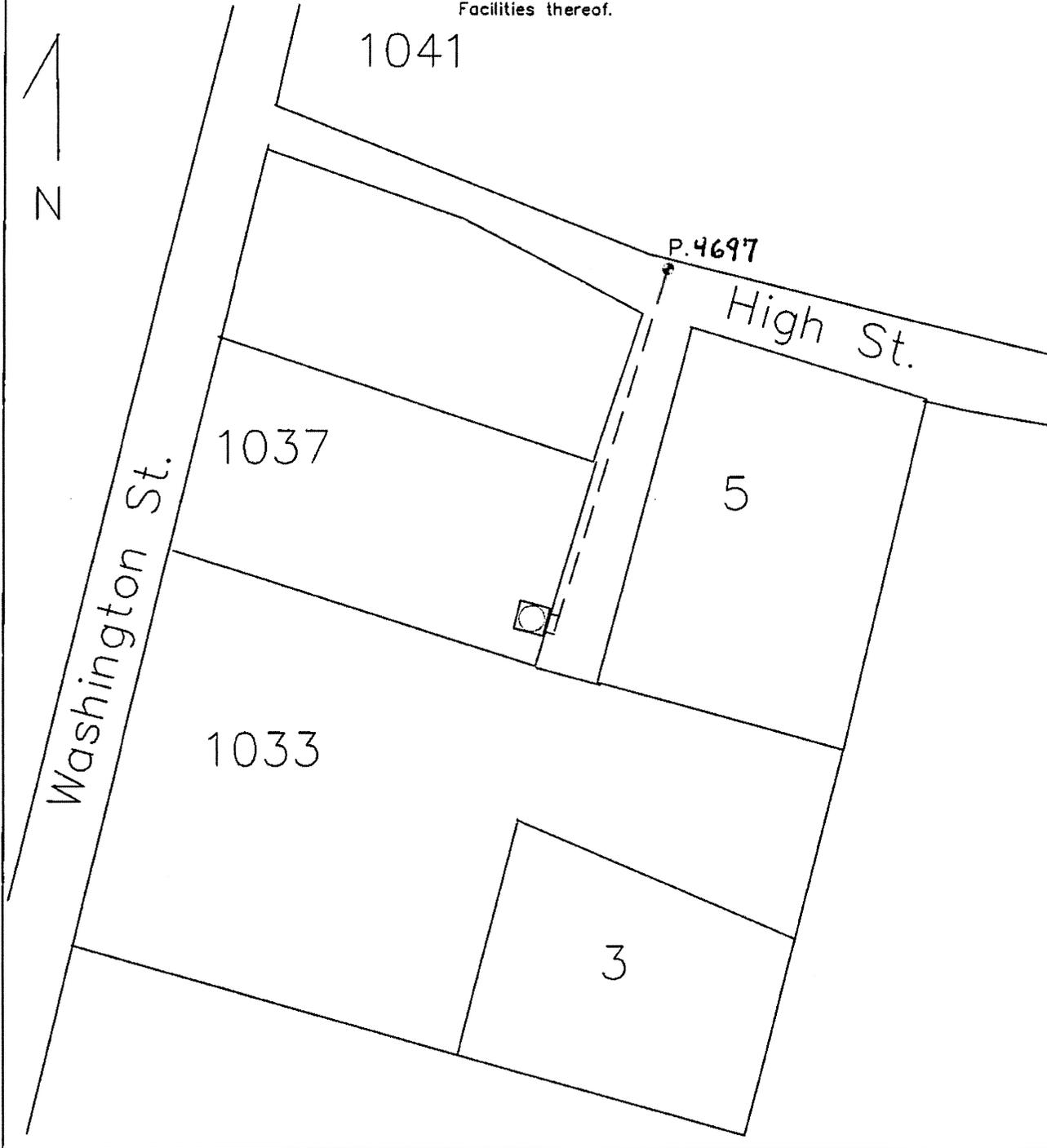


Exhibit A - Not to Scale

The exact location of said Facilities to be established by and upon the installation and erection of the Facilities thereof.



LEGEND



SINGLE PHASE PADMOUNT

EXISTING POLE

UG primary and conduit

PETITION
CITY OF GLOUCESTER

1037R Washington St. Gloucester MA
National Grid to install 27 ft. of 3" conduit
in the public way.

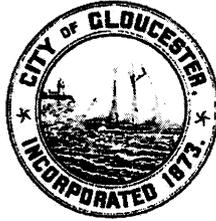
Date 8/17/2015

Designer Glynn

Work Request 147824

nationalgrid

Department of Public Works
28 Poplar Street
Gloucester, MA 01930



TEL (978)281-9785
FAX(978)281-3896
mhale@gloucester-ma.gov

CITY OF GLOUCESTER
DEPARTMENT OF PUBLIC WORKS
MEMORANDUM

2017 OCT 18 AM 8:09
CITY CLERK
GLOUCESTER, MA

Date: 13 October 2017

To: Councilor Paul Lundberg, Planning & Development Committee
Councilor Melissa Cox, Vice Chair
Councilor Valarie Gilman, Member

From: Michael B. Hale, Director of Public Works MBH

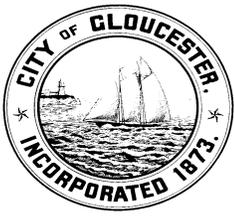
Re: Application (PP2017-006) by National Grid to install on High Street at Pole #4697, 27 feet of 3" conduit in the public way.

Councilors:

The Department of Public Works has reviewed the above mentioned application to install on High Street at Pole # 4697, 27 feet of 3" conduit in the public way. In an attempt to maintain the quality of City roadways, the Department of Public Works requests the following be required of the applicant:

1. Notification to the Department of Public Works 72 hours in advance of the proposed work. A construction schedule will be prepared by the applicant for review and acceptance by the Department of Public Works.
2. Proposed excavation may only occur during accepted road opening and construction season, 15 March – 15 November. No winter construction shall be permitted.
3. In the absence of a detailed construction plan, the Department of Public Works requests: all proposed conduits and appurtenances shall be placed so as to cause minimum conflict with existing underground utility services.
4. The existing sidewalks are cast in place concrete and the City of Gloucester will only accept full panel pours.
5. All excavated trenches shall be patched flush with the surrounding asphalt using hot mix asphalt binder at the end of each work day, to minimize pedestrian hazards. Asphalt shall be applied in two lifts of 2-inches, totaling 4- inches.
6. All final paving shall be done in consultation with the Department of Public works and an agreed upon final paving plan executed by the applicant.

Should you have any questions regarding the conditions requested, please do not hesitate to contact my office.



**CITY OF GLOUCESTER 2017
CITY COUNCIL ORDER**

ORDER: CC#2017-046
**COUNCILLORS: Steve LeBlanc, Joseph Orlando,
Jr., Sean Nolan & Val Gilman**

DATE RECEIVED BY COUNCIL: 10/26/17
REFERRED TO: P&D & Planning Board
FOR COUNCIL VOTE:

ORDERED that the most recent FEMA Flood Maps predict a greater flood risk in nearly all coastal areas in Gloucester, and that risk has also extended further inland. Many more properties are subject to both Conservation Commission jurisdiction and more stringent building codes standards, which in some instances affects the location and height of proposed structures to be renovated and new development. Gloucester's current Zoning Ordinance contains provisions as it relates to structures that may be need to be situated outside of dimensional standards, as well as the potential need for increased height. However, recent applications have led to the questioning as to whether these provisions adequately address coastal construction concerns or the proper balance between the proposed development and the protection of neighborhoods. It is requested per section 1.11.3 "**Informal Planning Review**" that this matter be referred to the Planning Board for review and recommendation. Such review and recommendation is requested to include the review of provisions across our Zoning Ordinance as they may pertain to coastal development including but not limited to Sections 3.1.6 Special Permits for Building Heights in Excess of Section 3.2 Limits, Section 3.1.8 Definitions of Terms (definitions of Building Height and Lot,) Section 5.2 Earth Fill and Removal, Section 5.8 Site Plan Review and any new language needed to adequately address the outlined concern.

FURTHER ORDERED that this matter be referred to the Planning Board and the Planning & Development Standing Committee for review and recommendations.

Steven LeBlanc
Ward 3 Councillor

Joseph M. Orlando, Jr.
Councillor at Large

Sean Nolan
Ward 5 Councillor

Val Gilman
Ward 4 Councillor



**CITY OF GLOUCESTER 2017
CITY COUNCIL ORDER**

ORDER: CC#2017-047
COUNCILLORS: James O'Hara

DATE RECEIVED BY COUNCIL: 10/24/2017
REFERRED TO:
FOR COUNCIL VOTE: 11/14/2017

ORDERED that the City Council vote to request that the MassDOT Highway Division conduct a feasibility study in regard to installing divider lines entering onto the Grant Circle Rotary from the north and south entrances of Washington Street.

James O'Hara
Councillor at Large

GLOUCESTER CITY COUNCIL MEETING

Tuesday, October 10, 2017 – 7:00 p.m.

Kyrouz Auditorium – City Hall

-MINUTES-

Present: Chair, Councilor Joseph Ciolino; Vice Chair, Steven LeBlanc, Jr.; Councilor Melissa Cox; Councilor Paul Lundberg (entered the meeting at 7:25 p.m.); Councilor Scott Memhard; Councilor Valerie Gilman; Councilor Sean Nolan; Councilor James O'Hara; Councilor Joseph Orlando, Jr.

Absent: None.

Also Present: Mayor Sefatia Theken; Joanne Senos; Jim Destino; Kenny Costa; Chip Payson; John Dunn; Matt Coogan

The meeting was called to order at 7:00 p.m. The Council President announced that this meeting is recorded by video and audio in accordance with state Open Meeting Law.

Flag Salute & Moment of Silence. Council President Ciolino dedicated the Moment of Silence to commemorate the passing of Former City Councilor John "Gus" Foote, and noted that he and Mayor Theken worked with Councilor Foote for many years. He said that the Mayor served on the Ordinances & Administration Committee with "Gus" also.

Mayor Sefatia Theken said Councilor Foote was a person you loved to hate yet he never held a grudge. She said she was called the "female Gus Foote" when she first ran for a Council seat, and noted that never concerned her. Rather she viewed it as a compliment pointing out that Councilor Foote actively advocated for seniors, fishermen, veterans, and the underprivileged. She said Councilor Foote taught her a lot, and recounted how he always said goodnight to his seniors at the end of every Council meeting. She noted that she appointed him to the Governor's choice for the Gloucester Housing Authority. He didn't take his pay, but donated it back to the people and she pointed out he did a lot for people that no one ever knew about and just did it because he cared. Some of his sons are on the Police Department whom he was proud of as he was of all his children. Gus, she said, didn't care about a person's background or education just that they were honest and sincere. She said on behalf of Councilor Foote she wished all of Gloucester's seniors a good night and that Gus Foote would rest in peace.

Council President Ciolino offered his remembrances of his friend, Councilor Gus Foote saying that he met him when he was first elected to the City Council, beating out Councilor Foote's best friend. He noted it didn't take long for him and Councilor Foote to connect. Noting that through the years while they would disagree Councilor Foote's 32 years of experience in public service taught him many things but most of all it taught him about serving a constituency, be it the elderly or people on the city's waterfront. He was a man who could get things done, sometimes small, but people loved him for it, he said. He recounted a trip Councilor Foote took to Florida where he saw a Purple Heart designation on a highway there and asked if Councilor Ciolino would sponsor and advocate the same for Gloucester. He pointed out that Councilor Foote had been decorated with a Purple Heart and was a dedicated veteran of the city, attending Veterans Day services every year right up until his death. He cited the Route 128 extension now designated as a Purple Heart Highway. He fondly recounted that Gus Foote visited his store so often to chat that he installed a chair for him which became known as the "Gus Foote Chair." Councilor Foote did a lot for the city and worked hard for his seniors, and he will be missed, he said.

Oral Communications: None.

Presentations/Commendations:

Matt Coogan, Senior Planner, Community Development Department re: Update on Gloucester's Green Campaign for MassSave no-cost home energy assessment

Mr. Coogan noted that he manages many of the city's green energy initiatives and updated the Council on the city's Gloucester's Green Campaign started in April of this year:

Gloucester Green is a way to celebrate the city's energy efficiency projects, electric vehicle municipal fleet, the wind turbines, all the things Gloucester has done as a community to help reduce the city's energy load most of which encompassed the municipal side since Gloucester was designated by the state as a "green community." The city is close to its goal of lowering its energy consumption by 20% in total. Now Gloucester Green is looking to help reduce residents' utility bills by having people sign up for the MassSave no-cost home energy audits. National Grid will grant the city about \$41,000 if 1,400 residential energy audits are completed this year. It was noted if

residents want to see a live energy audit they were encouraged to go to GloucesterGreen.org to see the Mayor's own residential energy audit as it was conducted.

It was explained that home energy audits are conducted by a specialist who comes to a resident's home to make a diagnostic analysis looking at insulation, air leaks causing temperature fluctuations, check appliances and ensure gas stoves safely operate. They will offer to replace all lightbulbs with new LED bulbs as well as install programmable thermostats, "smart" power strips all on the spot and at no cost. Additionally residents will receive a "roadmap" of how they can save additional money tying those projects with available rebates and incentives. An example was given that many homes in the area lack a necessary level of insulation that would keep a home comfortable during the winter without turning up the heat. Seventy-five percent of insulation work is covered by the MassSave program so the out-of-pocket cost is substantially subsidized. There is an immediate savings garnered on utility bills putting cash back in people's pockets, and overall payback takes only a minimum of one to two years at most.

Gloucester Green is trying to get residents to partake of these energy assessments. With three more months left in the year, with about 500 energy audits completed in Gloucester since the program began, the city needs about 900 more residents to sign up for the audit program before December 31. He asked the Council for their help to get the word out to their constituents. He reiterated that if the city reaches 1,400 audits, National Grid will give the city \$41,000 which can be used towards a municipal energy efficiency project.

Councilor Gilman advised she will be calling for her own home energy audit. She reconfirmed that the amount of the grant is \$41,000 with **Mr. Coogan**, and that as long as a resident signs up before the December 31, 2017 deadline even if they schedule their energy audit in the New Year it still counts towards the city's audit count. He advised that home energy audits can be done for renters or those who own their own condo units or single-family homes. **Councilor Gilman** suggested that to help spread the word about the MassSave program perhaps something could be arranged to send flyers home with schoolchildren by arrangement with the Superintendent of Schools.

Councilor Nolan said this work makes a difference, and advised he's has been passing out flyers for a company who does these audits locally. He said four people have told him they have saved money just during the summer months already and are looking forward to seeing what they save this coming winter. He pointed out this program is the simplest way possible for the city to gain \$41,000 to tackle other community green initiatives. He urged everyone to take advantage of the MassSave program, and offered his thanks to Mr. Coogan.

Councilor Cox, noting she chaired one of Mr. Coogan's Facebook posts, noted that someone said National Grid won't undertake their audit because they were already on a low-income credit. **Mr. Coogan** said there are different programs depending on whether a person is income eligible. If residents are unsure what they qualify for in terms of programs, residents should call MassSave and they will be directed through an on-line survey to figure out if the individual is income-eligible -- if they are, there are bigger incentives and larger programs offered locally through Action, Inc. **Councilor Cox** asked if this home energy audit is income based. **Mr. Coogan** informed the Councilor that National Grid wants to have people sign up that don't have income eligibility for other programs. He added that if they do try to sign up, the city's been assured that they will be redirected to the local program through Action, Inc. He advised that Gloucester Green held a kick-off energy forum in May and Action was represented on the panel -- the city maintains a strong line communication with Action to coordinate programs.

Councilor Orlando asked if there is a special way to sign up if you are a Gloucester resident or just by virtue of being a Gloucester resident and signing up through MassSave the city will get credit for the person signing up for a home energy audit. **Mr. Coogan** said as long as residents sign up through the MassSave program they will be counted by virtue of the fact MassSave sees a utility bill and knows the person lives in Gloucester and will credit the city in the audit count.

To sign up for a MassSave no-cost, in-home energy audit, go to GloucesterGreen.org or through masssave.com or call 1-866-527-SAVE (7283).

New Appointments:

Zoning Board of Appeals

Adria Reimer-Nicholosi

TTE 02/14/20

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Adria Reimer-Nicholosi to the Zoning Board of Appeals, TTE 02/14/20.

DISCUSSION:

Councilor LeBlanc said that Ms. Nicholosi impressed the O&A Committee with her presentation. He said she will be a great fit with the Zoning Board of Appeals. He advised she'd just passed her bar exam and offered his congratulations.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 8 in favor, 0 opposed, 1 (Lundberg) absent, to appoint Adria Reimer-Nicholosi to the Zoning Board of Appeals, TTE 02/14/20

Consent Agenda:

- **MAYOR'S REPORT**
 1. Special Budgetary Transfer 2017-SBT-1 from the CFO (Refer B&F)
 2. Memorandum from Acting Community Development Director re: Community Preservation Committee Recommendations-Round 8, FY2017 Funds (Refer B&F)
 3. Memorandum, Grant Application & Checklist from DPW Director re: Acceptance of Recycling Dividends Grant in the amount of \$27,000 (Refer B&F)
 4. Memorandum from Personnel Director re: overview of new municipal training program through the Van Loan School at Endicott College (Info Only)
 5. Memorandum from Personnel Director re: updated terms for job descriptions within the 4 Harbormaster and Shellfish Warden Departments (Info Only)
 - **COMMUNICATIONS/INVITATIONS**
 - **APPLICATIONS/PETITIONS**
 1. Special Events Application: Request to hold 2017 Christmas Parade & Tree Lighting on November 26, 2017 (Refer P&D)
 2. Special Events Application: Request to hold the Lobster Trap Tree Lighting on December 9, 2017 (Refer P&D)
 - **COUNCILORS ORDERS**
 1. CC2017-041 (Gilman): Request that Stage Fort Park tennis Courts be dedicated in honor of Avis Murray (Refer O&A)
 2. CC2017-042 (O'Hara): Request that the State Legislature file a Home Rule Petition re: raising parking fines (Refer O&A)
 3. CC2017-043 (Gilman): Request that the Traffic Commission perform a speed study on Gee Avenue (Refer O&A & TC)
 4. CC2017-044 (Gilman): Amend GCO Ch. 9 "Fire Prevention and Protection" by ADDING Sec. 8.6 entitled, "Use of Sky Lanterns and other Devices" (Refer O&A & Fire Dept.)
 5. CC2017-045 (Cox): Request O&A review and recommend the matter of regulating the use of plastic carryout bags and amend GCO Ch. 9 accordingly (Refer O&A)
 - **APPROVAL OF MINUTES FROM PREVIOUS COUNCIL AND STANDING COMMITTEE MEETINGS**
 1. City Council Meeting: 9/26/2017 (Approve/File)
 2. Standing Committee Meetings: B&F 10/05/17 (under separate cover), O&A 10/02/17, P&D 10/04/17 (Approve/File)

Items to be added/deleted from the Consent Agenda:

Councilor Cox asked to remove Item #5 under Council Orders CC2017-045 (Cox): Request O&A review and recommend the matter of regulating the use of plastic carryout bags and amend GCO Ch. 9 accordingly. She said after the issues with the second version of her Council Order on her proposed single-use plastic bag ban, it was recommended by the Legal Department to "scrap" the current Order, withdraw it, and begin anew with this new Order which now includes all that is necessary to institute a ban. She explained this isn't much of a delay although a setback, in that the proposed ban will come before the Council in this calendar year and if passed will still start January 1, 2018. **CC2017-045 was voted unanimously by the Council to be referred to the O&A Committee.**

By unanimous consent the Consent Agenda was accepted as amended.

Councilor Lundberg entered the meeting at 7:25 p.m.

Committee Reports:

Budget & Finance: October 5

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept a federal grant under MGL c. 44, § 53A a Federal Fiscal Year 2016 U.S. Department of Homeland Security State Homeland Security Program (SHSP) Citizens Corp Program (CERT) Grant through the Federal Emergency Management Agency (FEMA) and passed through the Massachusetts Emergency Management Agency (MEMA) in the amount of \$3,500 for the purpose of recruiting, training, exercising, emergency shelter supplies & equipment and printing needs for the Citizen Emergency Response Team (CERT) volunteers. There is no local match for this grant. The grant period of the grant is from July 3, 2017 through May 31, 2018.

DISCUSSION:

Councilor Memhard explained that this is an annual no-match grant which the city's Emergency Management department applies on behalf of the city's Citizens Emergency Response Team (CERT). The \$3,500 grant will be used to purchase special needs and oversized cots, a portable ramp to aid with mobility for people with disabilities and personal care items for shelter guests for the Emergency Operations Center and shelter area at the O'Maley Innovation Middle School.

Council President Ciolino advised he has asked the Administration to come forward with a report about CERT. He expressed concern for the city continuing to acquire new equipment and wanted to know more about plans as to how the equipment is stored, where it is maintained and from where it will be deployed by the city in the event of a catastrophic emergency.

Councilor Cox conveyed her agreement with Councilor Ciolino saying that it has been two years since CERT was activated. She pointed there still is a great core group of volunteers that hold meetings and are available to the city reiterating that the city hasn't utilized this resources in two years. These volunteers have been trained to be deployed and continue to maintain their education through on-line courses with FEMA. She said while she understood this was a no-match grant, that if the city isn't utilizing the funds, there are other surrounding communities who utilize their CERT volunteers regularly and could use the funds. She pointed out that there is local CERT volunteers at this moment serving in Puerto Rico providing aid and said Gloucester's CERT could be doing so much more than they are called upon to do. Highlighting that both she and Councilor O'Hara are members of CERT, she said she didn't want to pass up grant funds to replace equipment that needs to be replaced, but she wanted to see grant funds used in a more judicious manner.

MOTION: On a motion by Councilor Memhard, seconded by Councilor Orlando, the City Council voted 9 in favor, 0 opposed, to accept a federal grant under MGL c. 44, § 53A a Federal Fiscal Year 2016 U.S. Department of Homeland Security State Homeland Security Program (SHSP) Citizens Corp Program (CERT) Grant through the Federal Emergency Management Agency (FEMA) and passed through the Massachusetts Emergency Management Agency (MEMA) in the amount of \$3,500 for the purpose of recruiting, training, exercising, emergency shelter supplies & equipment and printing needs for the Citizen Emergency Response Team (CERT) volunteers. There is no local match for this grant. The grant period of the grant is from July 3, 2017 through May 31, 2018.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept a federal grant under MGL c. 44, § 53A a Federal Fiscal Year 2017 U.S. Department of Homeland Security State Homeland Security Program (SHSP) Emergency Preparedness Performance Grant through the Federal Emergency Management Agency (FEMA) and passed through the Massachusetts Emergency Management Agency (MEMA) in the amount of \$6,460 for the purpose of purchasing and installation of a Smart 911 Public Information and Warning System. There is a 100% required match for this grant. The grant period of the grant is from September 13, 2017 through June 30, 2018.

DISCUSSION:

Councilor Memhard explained that the Gloucester's Emergency Management division of the Fire Department has been awarded an EMPG (Emergency Preparedness Performance Grant) for \$6,460 which does require a match but is in-kind – Carol McMahon's salary (Ms. McMahon is the Assistant to the Emergency Management Director) is used for it. He noted that grant funds will be used to purchase a Smart 911 system to assist in addressing the ability to deliver the appropriate level of information and warnings needed for the city. This will augment Gloucester's 911 system, he noted, as previously been no capacity for people with disabilities and others with access and functional needs issues to effectively register any pertinent information, their location, etc., with Emergency Management and first responders. The new system will not only assist in better dissemination of warnings and information to the public but also help in the city's planning for disasters and enhance EMS response capabilities.

Councilor Gilman asked what the benefits are of a Smart911 system as opposed to the city's Code Red system. **Jim Destino**, CAO, said the Smart911 program is a supplement to Gloucester's 911 system which is an opt-in program for people to call in to record their issues, disabilities and special needs to allow the city when 911 is called to respond more appropriately during an emergency.

MOTION: On a motion by Councilor Memhard, seconded by Councilor Orlando, the City Council voted 9 in favor, 0 opposed, to accept a federal grant under MGL c. 44, § 53A a Federal Fiscal Year 2017 U.S. Department of Homeland Security State Homeland Security Program (SHSP) Emergency Preparedness Performance Grant through the Federal Emergency Management Agency (FEMA) and passed through the Massachusetts Emergency Management Agency (MEMA) in the amount of \$6,460 for the purpose of purchasing and installation of a Smart 911 Public Information and Warning System. There is a 100% required match for this grant. The grant period of the grant is from September 13, 2017 through June 30, 2018.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the application by the Police Department for a Massachusetts Executive Office of Public Safety and Security, a FY18 State 911 Department Training Grant and Emergency Medical Dispatch/Regulatory Compliance Grant for \$121,239.63. There is no local match for this grant. The grant period is through June 30, 2018.

DISCUSSION:

Councilor Memhard conveyed that the Police Department is requesting permission to apply for the FY18 State 911 EMD Training Grant, applied for annually by the department in the amount of \$121,293.63. There is no match, he noted. This grant is for training the department's dispatchers, and all their EMD officers have to have 24 hours a year of training, and that any new officers have to be trained in the 911 system and this grant covers that.

Councilor Cox noting that this is a reimbursable grant saying that in years' past this grant has been paid out to the city but with significant delays from the state and asked for an update. She said when she served on the Budget & Finance Committee, the state lagged on its payment to the city by two years. **Kenny Costa**, City Auditor, explained that the state has gotten better over the years with their reimbursement payments and is now current.

MOTION: On a motion by Councilor Memhard, seconded by Councilor Orlando, the City Council voted 9 in favor, 0 opposed, to permit the application by the Police Department for a Massachusetts Executive Office of Public Safety and Security, a FY18 State 911 Department Training Grant and Emergency Medical Dispatch/Regulatory Compliance Grant for \$121,239.63. There is no local match for this grant. The grant period is through June 30, 2018.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Ciolino, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept a federal grant under MGL c. 44, §53A from the U.S. Department of Health and Human Services passed through the Massachusetts Department of Public Health Emergency Preparedness Bureau and the International Institute of Greater Lawrence, Inc. in the amount of \$10,166 from the FY18 grant funding for the purpose of supporting the Grant Accounting Specialist's salary to ensure continuity in the maintenance of the communications accounts for this grant in support of public health emergency preparedness and response activities throughout the North Shore and Cape Ann Coalition. This grant has no match requirement. The grant period is from July 1, 2017 through June 30, 2018.

DISCUSSION:

Councilor Memhard noted that the city's Health Department has previously been the fiscal agent for the regional Public Health Preparedness Grant (PHEP) for over seven years and is now being asked to manage the grant at the request of the Mass. Department of Public Health (MDPH). Fifteen cities and towns are part of the coalition, he advised. For FY18 the amount increased a bit, and the department's Grant Manager has stepped up her involvement with this grant picking up some administrative and budgeting functions so that they can put a bit more of the grant funding against her salary, he said. There is no match, and the funds go for the management of the 15 communities budgets, communications and the Grants Manager will also track credentialing for the coalition and be responsible for some standard reports to the MDPH that are required under the grant. The total award amount is \$10,166 which is a slight increase over prior years, he pointed out.

MOTION: On a motion by Councilor Memhard, seconded by Councilor Orlando, the City Council voted 9 in favor, 0 opposed, to accept a federal grant under MGL c. 44, §53A from the U.S. Department of Health and Human Services passed through the Massachusetts Department of Public Health Emergency Preparedness Bureau and the International Institute of Greater Lawrence, Inc. in the amount of \$10,166 from the FY18 grant funding for the purpose of supporting the Grant Accounting Specialist's salary to ensure continuity in the maintenance of the communications accounts for this grant in support of public health emergency preparedness and response activities throughout the North Shore and Cape Ann Coalition. This grant has no match requirement. The grant period is from July 1, 2017 through June 30, 2018.

Ordinances & Administration: October 2

COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the withdrawal of CC2017-011 pursuant to traffic changes affecting Pleasant Street from Franklin Square to 32 Pleasant Street without prejudice.

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to permit the withdrawal of CC2017-011 pursuant to traffic changes affecting Pleasant Street from Franklin Square to 32 Pleasant Street without prejudice.

Planning & Development: October 4

There are no matters for Council action from this meeting under this heading.

Scheduled Public Hearings:

1. **PH2017-052: Amend GCO Ch. 2 "Administration," Article VI "Finance" by ADDING a new Division 5 "Departmental Revolving Fund"**

This public hearing is opened at 7:38 p.m.

Those speaking in favor:

Kenny Costa, City Auditor, explained the following: Through the city's annual budget process the Council votes on the Revolving Funds for the Schools and City for their authorization and spending limits. Under the state's Modernization Act the state broke that up into two parts. The first is the listing of the revolving funds for the funds authorization which will be ordinance, and then later during the budget process the spending limits will be voted on by the Council as part of the annual passage of the city's budget. The action the Council is being asked to take is to authorize the actual funds and memorializing them in the Code of Ordinances. If a new revolving fund is needed, the Code of Ordinances would have to be amended through public hearing to list the new Revolving Fund either under the City or Schools listings. All cities and towns are adopting the same legislation crafted by the Department of Revenue. Mr. Costa concluded his remarks by noting that the language put forward to the Council for amending the Code of Ordinances was from the Department of Revenue, and was also reviewed by General Counsel.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 7:40 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by O'Hara, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Chapter 2 "Administration", Article VI "Finance" by ADDING new "Division 5 – Departmental Revolving Funds" as follows:

Section 5-616 - Purpose

Purpose. This ordinance establishes and authorizes revolving funds for use by city departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate

fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.

Section 5-617 – Expenditure Limitations

Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this ordinance without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund, except for those employed as school bus drivers.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by the City Council on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Mayor and City Council.

Section 5-618 - Interest

Interest. Interest earned on monies credited to a revolving fund established by this ordinance shall be credited to the General Fund.

Section 5-619 – Procedures and Reports

Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this ordinance, the laws, charter provisions, ordinances, rules, regulations, policies or procedures that govern the receipt and custody of city monies and the expenditure and payment of city funds shall apply to the use of a revolving fund established and authorized by this ordinance. The City Auditor shall include a statement and the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the City Auditor provides the department, board, committee, agency or officer on appropriations made for its use.

Section 5-620 – Authorized Revolving Funds

Authorized Revolving Funds. The Table establishes:

- A. Each revolving fund authorized for use by a City department, board committee, agency or officer,
- B. The department or agency head, board, committee or officer authorized to spend from each fund,
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the City Auditor,
- D. The expenses of the program or activity for which each fund may be used,
- E. Any restrictions or conditions on expenditures from each fund;
- F. Any reporting or other requirements that apply to each fund, and
- G. The fiscal years each fund shall operate under this ordinance.

Section 5-621 – School Revolving Funds Table

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Summer School Program	School	Fees collected From Users	Salary/Expense to Run summer school Program	None	None	Fiscal Year 2018 and Subsequent years
Transportation	School	Contracts/ Charters collected To Users	Transportation Services for Students	None	None	Fiscal Year 2018 and Subsequent years

ROTC	School	Fees/Charges Collected from Users	Salary/Expenses	None	None	Fiscal Year 2018 and Subsequent years
Preschool	School	Fees/Charges Collected from Users	Salary/Expenses of Teachers and Materials	None	None	Fiscal Year 2018 and Subsequent years
Professional Developm	School	Fees/Charges Collected from Users	Training Expense For Gloucester School Teachers	None	None	Fiscal Year 2018 and Subsequent years
Non Resident Student Tuition	School	Fees/Charges Collected from Users	Salary/Expense for Non resident Students	None	None	Fiscal Year 2018 and Subsequent years
West Parish Before School Program	School	Fees/Charges Collected from Users	Salary/Expense to Run West Parish Before School Program	None	None	Fiscal Year 2018 and Subsequent years

Section 5-622 – City Revolving Funds Table

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Building Use	DPW Director	Fees/Charges Collected from Users	Janitorial/ Maintenance for School Buildings	None	None	Fiscal Year 2018 and Subsequent years
City Hall User	DPW Director	Fees/Charges Collected from Users	Janitorial/ Maintenance for Kyrouz Auditorium	None	None	Fiscal Year 2018 and Subsequent years
Court Repairs	DPW Director	State Reimbursement	Repairs to the Court Building	None	None	Fiscal Year 2018 and Subsequent years
Septic Loan - BOH	City CFO	Fees collected From Homeowners	Salary/Expenses Related to Septic Systems	None	None	Fiscal Year 2018 and Subsequent years
Vaccine – BOH	BOH Director	Fees collected From insurance and Users	Vaccinations for flu and other	None	None	Fiscal Year 2018 and Subsequent years
Fire Training	Fire Chief	Fees	High Angle Training	None	None	Fiscal Year 2018 and Subsequent years
<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
RFR Study	Community Development Director	Fees collected From applicant	Radio Frequency Study	None	None	Fiscal Year 2018 and Subsequent years
Dental – BOH	BOH Director	Fees collected From insurance And Users	Child Dental Services	None	None	Fiscal Year 2018 and Subsequent years
Solid	DPW Director	Fees collected	Materials/Supplies	None	None	Fiscal Year

Waste/Recycling		From Users	For Recycling Program			2018 and Subsequent years
City Clerk Pres. Perm. Records	City Clerk	Fees	Archival Preservation	None	None	Fiscal Year 2018 and Subsequent years
Vacant Building	Inspectional Services Director	Fees	Secure Vacant Buildings	None	None	Fiscal Year 2018 and Subsequent years
Lanes Cove Fish Shack	DPW Director	Fees	Repairs to the Fish Shack	None	None	Fiscal Year 2018 and Subsequent years
Various Fire Trainings	Fire Chief	Reimbursements	Training	None	None	Fiscal Year 2018 and Subsequent years
DPW - Newell Stadium Maintenance	DPW Director	Fees collected From users	Maintenance for Newell Stadium	None	None	Fiscal Year 2018 and Subsequent years
DPW - Stage Fort Park Maintenance	DPW Director	Fees	Maintenance for Stage Fort Park	None	None	Fiscal Year 2018 and Subsequent years
Police - Student Officer Training & Equipment	Police Chief	Reimbursements From Student Officers	Training for Student Officers	None	None	Fiscal Year 2018 and Subsequent years
Fire Decon. Drill Training	Fire Chief	State Reimbursements	Training	None	None	Fiscal Year 2018 and Subsequent years

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Cox, the City Council voted 9 in favor, 0 opposed, to Amend GCO Chapter 2 “Administration”, Article VI “Finance” by ADDING new “Division 5 – Departmental Revolving Funds” as follows:

Section 5-616 - Purpose

Purpose. This ordinance establishes and authorizes revolving funds for use by city departments, boards, committees, agencies or officers in connection with the operation of programs or activities that generate fees, charges or other receipts to support all or some of the expenses of those programs or activities. These revolving funds are established under and governed by General Laws Chapter 44, § 53E½.

Section 5-617 – Expenditure Limitations

Expenditure Limitations. A department or agency head, board, committee or officer may incur liabilities against and spend monies from a revolving fund established and authorized by this ordinance without appropriation subject to the following limitations:

- A. Fringe benefits of full-time employees whose salaries or wages are paid from the fund shall also be paid from the fund, except for those employed as school bus drivers.
- B. No liability shall be incurred in excess of the available balance of the fund.
- C. The total amount spent during a fiscal year shall not exceed the amount authorized by the City Council on or before July 1 of that fiscal year, or any increased amount of that authorization that is later approved during that fiscal year by the Mayor and City Council.

Section 5-618 - Interest

Interest. Interest earned on monies credited to a revolving fund established by this ordinance shall be credited to the General Fund.

Section 5-619 – Procedures and Reports

Procedures and Reports. Except as provided in General Laws Chapter 44, § 53E½ and this ordinance, the laws, charter provisions, ordinances, rules , regulations, policies or procedures that govern the receipt and custody of city monies and the expenditure and payment of city funds shall apply to the use of a revolving fund established and authorized by this ordinance. The City Auditor shall include a statement and the collections credited to each fund, the encumbrances and expenditures charged to the fund and the balance available for expenditure in the regular report the City Auditor provides the department, board, committee, agency or officer on appropriations made for its use.

Section 5-620 – Authorized Revolving Funds

Authorized Revolving Funds. The Table establishes:

- A. Each revolving fund authorized for use by a City department, board committee, agency or officer,**
- B. The department or agency head, board, committee or officer authorized to spend from each fund,**
- C. The fees, charges and other monies charged and received by the department, board, committee, agency or officer in connection with the program or activity for which the fund is established that shall be credited to each fund by the City Auditor,**
- D. The expenses of the program or activity for which each fund may be used,**
- E. Any restrictions or conditions on expenditures from each fund;**
- F. Any reporting or other requirements that apply to each fund, and**
- G. The fiscal years each fund shall operate under this ordinance.**

Section 5-621 – School Revolving Funds Table

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Summer School Program	School	Fees collected From Users	Salary/Expense to Run summer school Program	None	None	Fiscal Year 2018 and Subsequent years
Transportation	School	Contracts/ Charters collected To Users	Transportation Services for Students	None	None	Fiscal Year 2018 and Subsequent years
ROTC	School	Fees/Charges Collected from Users	Salary/Expenses	None	None	Fiscal Year 2018 and Subsequent years
Preschool	School	Fees/Charges Collected from Users	Salary/Expenses of Teachers and Materials	None	None	Fiscal Year 2018 and Subsequent years
Professional Developm	School	Fees/Charges Collected from Users	Training Expense For Gloucester School Teachers	None	None	Fiscal Year 2018 and Subsequent years
Non Resident Student Tuition	School	Fees/Charges Collected from	Salary/Expense for Non resident	None	None	Fiscal Year 2018 and

		Users	Students			Subsequent years
West Parish Before School Program	School	Fees/Charges Collected from Users	Salary/Expense to Run West Parish Before School Program	None	None	Fiscal Year 2018 and Subsequent years

Section 5-622 – City Revolving Funds Table

<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
Building Use	DPW Director	Fees/Charges Collected from Users	Janitorial/ Maintenance for School Buildings	None	None	Fiscal Year 2018 and Subsequent years
City Hall User	DPW Director	Fees/Charges Collected from Users	Janitorial/ Maintenance for Kyrouz Auditorium	None	None	Fiscal Year 2018 and Subsequent years
Court Repairs	DPW Director	State Reimbursement	Repairs to the Court Building	None	None	Fiscal Year 2018 and Subsequent years
Septic Loan - BOH	City CFO	Fees collected From Homeowners	Salary/Expenses Related to Septic Systems	None	None	Fiscal Year 2018 and Subsequent years
Vaccine – BOH	BOH Director	Fees collected From insurance and Users	Vaccinations for flu and other	None	None	Fiscal Year 2018 and Subsequent years
Fire Training	Fire Chief	Fees	High Angle Training	None	None	Fiscal Year 2018 and Subsequent years
<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	<u>F</u>	<u>G</u>
Revolving Fund	Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	Fees, Charges or Other Receipts Credited to Fund	Program or Activity Expenses Payable from Fund	Restrictions or Conditions on Expenses Payable from Fund	Other Requirements/ Reports	Fiscal Years
RFR Study	Community Development Director	Fees collected From applicant	Radio Frequency Study	None	None	Fiscal Year 2018 and Subsequent years
Dental – BOH	BOH Director	Fees collected From insurance And Users	Child Dental Services	None	None	Fiscal Year 2018 and Subsequent years
Solid Waste/Recycling	DPW Director	Fees collected From Users	Materials/Supplies For Recycling Program	None	None	Fiscal Year 2018 and Subsequent years
City Clerk Pres. Perm. Records	City Clerk	Fees	Archival Preservation	None	None	Fiscal Year 2018 and Subsequent years
Vacant Building	Inspectional Services Director	Fees	Secure Vacant Buildings	None	None	Fiscal Year 2018 and Subsequent years
Lanes Cove Fish Shack	DPW Director	Fees	Repairs to the Fish Shack	None	None	Fiscal Year 2018 and Subsequent

						years
Various Fire Trainings	Fire Chief	Reimbursements	Training	None	None	Fiscal Year 2018 and Subsequent years
DPW - Newell Stadium Maintenance	DPW Director	Fees collected From users	Maintenance for Newell Stadium	None	None	Fiscal Year 2018 and Subsequent years
DPW - Stage Fort Park Maintenance	DPW Director	Fees	Maintenance for Stage Fort Park	None	None	Fiscal Year 2018 and Subsequent years
Police - Student Officer Training & Equipment	Police Chief	Reimbursements From Student Officers	Training for Student Officers	None	None	Fiscal Year 2018 and Subsequent years
Fire Decon. Drill Training	Fire Chief	State Reimbursements	Training	None	None	Fiscal Year 2018 and Subsequent years

- PH2017-043: Amend GCO Ch. 9 “Trash, Recycling and Litter” Sec. 9-12 and Sec. 9-13 (reserved) by ADDING a new Sec. 9-12 and Sec. 9-13 (reserved) by ADDING a new Sec., 9-12, which prohibits the use of plastic checkout bags, and ADDING a new Sec. 9-13 regarding penalties for violation of new Sec. 9-12**

NOTE: This public hearing was closed and continued at the point of Council Discussion on the motion on the table.

Councilor Cox offered that she was requesting to withdraw her Council Order 2017-026 for the prohibition of single-use plastic checkout bags noting that accepted on the Council’s Consent Agenda today to move to the O&A Committee is a completely formatted single-use plastic ban proposal to amend the Code of Ordinances.

MOTION: On a motion by Councilor Cox, seconded by Councilor LeBlanc, the City Council voted 9 in favor, 0 opposed, to accept the withdrawal of the Council Order CC2017-026 to Amend GCO Ch. 9 “Trash, Recycling and Litter” Sec. 9-12 and Sec. 9-13 (reserved) by ADDING a new Sec. 9-12 and Sec. 9-13 (reserved) by ADDING a new Sec., 9-12, which prohibits the use of plastic checkout bags, and ADDING a new Sec. 9-13 regarding penalties for violation of new Sec. 9-12 without prejudice.

- PH2017-045: RZ2017-002 Rust Island Road #4, Map 233, Lot 72 from R-10 (Medium/High Density Residential) to EB (Extensive Business)**

This public hearing is opened at 7:47 p.m.

Those speaking in favor:

Corey Grammas, 141 Western Avenue, owner of subject property and Lobsta Land Restaurant at 84 Causeway Street, asked that Rust Island Road #4 be rezoned from R-10 (medium/high density residential) to EB (Extensive Business). He conveyed that he chose the EB zoning designation for the Rust Island property because it is also the zoning designation for 84 Causeway Street. Rust Island Road #4 is now the leaching field that supports Lobsta Land. The two pieces of property are co-joined by two pressurized septic lines and he said because of that fact the two parcels should have the same zoning. Rust Island #4 is also utilized for restaurant employee parking and overflow patron parking which he said wasn’t an appropriate use under the R-10 residential designation. By changing the designation to EB it will allow him to continue to use the property for that specifically designated seasonal parking. This will also allow for off-season trailered boat storage for which there is a market, and is allowed under the EB designation, he pointed out.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 7:49 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor Cox, seconded by Councilor Gilman, the Planning & Development Committee under Gloucester Zoning Ordinance Section 1.11 and MGL c. 40A, §5, voted

3 in favor, 0 opposed, to recommend that the City Council Grant the proposed rezoning petition of the owner of Rust Island Road #4 to change the zoning designation for Rust Island #4 (Assessors Map 233, Lot 72 with a property depth of 80 +/- feet, a frontage of 500 +/- feet and a lot area of 18,540 +/- square feet, from R-10 (Medium/High Density Residential) to EB (Extensive Business) and the Zoning Map is to be changed accordingly.

DISCUSSION:

Councilor Lundberg said that Rust Island Road #4 and 84 Causeway Street are joined by the Lobsta Land Restaurant septic system and that the residential designation isn't appropriate. He said that by rezoning Rust Island #4 as EB, it will allow Mr. Grammas to store boats on the property. He noted when the P&D Committee took up this rezoning matter no objections were raised from neighbors, and the Committee unanimously recommended the rezoning.

Councilor Nolan said that Mr. Grammas has been a great neighbor in Ward 5 on Rust Island, keeping the property clean, and that the additional parking is advantageous for the neighborhood and for the patrons of the restaurant. He said the property in question looks "presentable" and expressed he had faith that Mr. Grammas would run the property "respectfully." He offered his support of the Rust Island #4 rezoning.

Councilor LeBlanc said he would add his support for the rezoning request. He said he has known Mr. Grammas for quite some time, that he's an outstanding citizen and business owner, that everything he does is on the "up and up."

Councilor O'Hara added his support for the rezoning proposal of Mr. Grammas saying that the neighbors he's spoken with were complimentary of Mr. Grammas and his business.

MOTION: On a motion by Councilor Lundberg, seconded by Councilor Cox, the City Council under Gloucester Zoning Ordinance Section 1.11 and MGL c. 40A, §5, voted by ROLL CALL 9 in favor, 0 opposed, to Grant the rezoning petition of the owner of Rust Island Road #4 to change the zoning designation for Rust Island #4 (Assessors Map 233, Lot 72 with a property depth of 80 +/- feet, a frontage of 500 +/- feet and a lot area of 18,540 +/- square feet, from R-10 (Medium/High Density Residential) to EB (Extensive Business) and the Zoning Map is to be changed accordingly.

4. PH2017-048: SCP2017-011: Colburn Street #1, Map 157, Lots 72 & 39, GZO Sec. 3.1.6(b) and Sec. 3.2 for a building height in excess of 35 feet

At the request of the Council President and by a unanimous vote of the Council, the Council's Rules of Procedure were suspended in order to start the public hearing for SCP2017-011: Colburn Street #1, Map 157, Lots 72 & 39, GZO Sec. 3.1.6(b) and Sec. 3.2 for a building height in excess of 35 feet over from its beginning.

Council President Ciolino then briefly reviewed the procedures of the public hearing with those present.

This public hearing is opened at 7:53 p.m.

Those speaking in favor:

Frederick J. Geisel, P.E., 15 Steep Hill Dr., Gloucester, representing Sam Avola, applicant of 9 Trueman Dr., Malden, MA, regarding an application (and purchaser of 949 Washington Street and 1 Colburn Street) for a Special Permit for Building Heights in Excess 35 feet, under GZO Sections 1.8.3, 3.1.6(b) and 3.2, as purchaser of Colburn Street #1 utilizing and Washington Street #929 in order to access and build a duplex at Colburn Street #1 (addendum to Purchase & Sale Agreement for both properties on file with application). Also present was Sam Avola, purchaser of the properties and Chad Ketchopulos, builder, Rockport, MA. He conveyed the following information briefly in summarization: The Council is voting on relief from the 30 foot height restriction to 38 feet to meet FEMA (Federal Emergency Management Administration) requirements that the underside of the structure be above Elevation 22 which is seven feet above existing grade. Mass. Coastal Zone Management (CZM) strongly recommends raising the structure an additional two feet to account for rising sea levels. NOAA (National Oceanographic & Atmospheric Administration) says that mid-level, not extreme high or low projection of sea level rise is two feet.

The Council considers under the Zoning Ordinance Sec. 1.8.3 six criteria which were addressed at two P&D meetings and at the site visit on September 15 and at the City Council public hearing on this matter on September 12 which will be reviewed again.

The applicant is proposing to build a duplex home for him and his wife and his daughter and her family. Each dwelling is approximately 2,415 square feet. The current average size of a new single-family home is 2,616 square feet or about 200 square feet larger than the proposed duplex. There are multiple single-family homes in the immediate neighborhood that exceed the size of the proposed duplex. Examples were cited: 924 Washington St. – a single-family home 3,434 square feet; 954 Washington St. – a single-family home 3,476 square feet; 956 Washington St. – a single-family home 2,794 square feet. It was noted that most of the comments from the public were that this proposal was too big for the site. This is two attached buildings.

The City of Gloucester recognizes the need for housing – as reported by the MAPC, a projection that between 2010 and 2020 that Gloucester will need 434 new multi-family units and 192 single-family units, and with 2020 only three years away the city is nowhere near half of those housing units. The city encourages the construction of two-family or duplex housing units by its Zoning Ordinance. Duplex housing is treated in the same manner as a single-family house with no more restrictive zoning requirements. Two-family and/or duplex housing units are an efficient use of available building lots.

It was noted that there are almost no building lots available in the city that don't have issues with flooding, wetlands, ledge, lack of utilities (water and sewer), and other factors. The Massachusetts Waterways Division of the Department of Environmental Protection (MDEP) will not allow access from Colburn Street for this property and restricts where the home can be built. The duplex has to be situated at least 100 feet away from any activity from the current high tide line – no filling, no driveways. The only thing allowed is utilities underground to connect to existing utilities on Colburn Street.

A single-family home with twice the footprint could be built on Colburn Street #1 and meet all zoning requirements and not need a Special Permit from the City Council or the Zoning Board of Appeals (ZBA), but it was noted the applicant didn't want to do that as it would defeat the purpose of what they are doing. To meet FEMA requirements, the building is raised on piers to allow floodwaters to flow through the structure without significant damage and without displacing floodwaters to other properties. The building doesn't have garages but cars will be able to park underneath the building. The architectural rendering(s) (on file) show garage doors on the front of the duplex facing Washington Street to hide the piers that support the building. Lattice work will “dress up” the sides and rear of the lower aspects of the building, screening the piers from view. It was pointed out that instead of a building appearing as a building on “stilts” it will have a more “normal” appearance.

Information became available through the permitting process evolution, doing site and topographic surveys and in several meetings with state agencies, several test holes were excavated and found were only foundation materials, granite “tailings” and gravel fill. There is no evidence of hazardous materials on the site nor was there anything “in the record.”

Low water pressure at the end of Colburn Street is a function of elevation at that section of the street and the location of the Bond Hill reservoir according to Public Works Director, Mike Hale. This project will have “zero” effect on water pressure.

Impacts to views will be minimal. Houses immediately adjacent to the property will have “sideways” views affected which happens with any construction but the views out to Hodgkins Cove and Essex Bay will be maintained. Views from properties further up on Quarry Street are much higher in elevation from the proposed building and will have views over the top of the proposed duplex and alongside the building. The architect considered many designs, but arrived at the proposed design as best meeting the needs of the owner. The Council is being asked to be proactive in allowing a home to be built protected from floodwaters. It was noted that there is precedent for height exception of this type.

Review of GZO Sec. 1.8.3:

1. Social, economic or community needs served by the proposal: This project will provide a duplex housing unit on land that has been vacant for 50 years. The site is overrun by invasive trees, brush and vines. It has become a receptacle for trash, auto parts, and building waste. Developing the site will provide an aesthetically pleasing landscape. It will add significantly to the tax base.
2. Traffic Flow & Safety: Access to the site will be through a single by single driveway at the northwest corner of the property onto Washington St. Sight visibility exceeds 300 feet in each direction. A Curb Cut Permit from MassHighway will be required. The estimated peak hour traffic in the morning and evening is less than two vehicles from the site.

3. Adequacy of utilities and other public services: There is pressure sewer and an 8-inch water main on Colburn Street. Both have more than adequate capacity. Mike Hale has opined that water use at this site will have zero impact on water pressure at the end of Colburn Street. Natural gas ends at the property line on Washington Street and is continued onto the property. Electrical and communications utilities are overhead services and will be connected to the proposed building via underground conduit if approved.
4. Neighborhood character and social structure: The neighborhood is a mixture of housing types from Georgian Colonials to converted barns, garages and cottages. The neighborhood character is comprised of longtime residents with independence and community pride. This proposed project will not adversely affect the neighborhood character.
5. Qualities of the natural environment: The natural environment is dominated by moderate to heavy tree stands. Overflow from the Klondike Reservoir feeds a nearby pond. The open ocean of Hodgkins Cove and Essex Bay dominate the western landscape. Significant changes to the natural environment will not result from this project as the site has been overrun by invasive trees and brush, much of which was removed. It is proposed to plant several trees and shrubs in place as approved by the Conservation Commission. The topography will be altered by less than one foot essentially evening out the topography, filling in depressions and setting the base under the house.
6. Potential fiscal impact: The duplex will generate significant tax revenues. The assessed value is estimated at \$1 million.

Those speaking in opposition:

Karen Cusick Faison, 927 Washington Street, a city native who returned to Gloucester in 2017 having renovated and purchased her father's home to live full time. Citing that she is a direct abutter to the subject property, she pointed out the back of the property borders her property on the northeast side. She shared her concern for water flow from Colburn Street #1 to her home at 927 Washington St. having always had a dry basement, as well concern for possible instability of the land and its high water table. She recounted that in October 2016 after heavy rains followed by high winds a 70 foot tree fell onto her house from the vacant lot. She noted the damage her roof sustained, and that a crane was needed to remove the tree and a contractor to make the necessary repairs. Currently when there is heavy rain there is standing water on the subject property and she asked for reassurance that water wouldn't flow to her property. Citing the height ordinance she said that the project is requesting a "variance" to build to 39 feet and that the applicant is citing the FEMA nine foot regulations as a "hardship." She expressed that she disagreed that the FEMA regulation is a "true hardship"-- it is a regulation that has to be followed. She then read GZO Sec. 3.1.6(b). She then expressed her concern for two points of that section: Consistency with neighborhood character: the proposed structure is calling for a duplex of two 2,400 square foot units bringing the total size to 4,800 square feet. She said that the average Bay View home is 1,600 square feet, and the proposed structure would be 30% larger, and that the proposed structure is inconsistent with the scale of the neighborhood. Obstruction of views: She noted her direct water views of Ipswich Bay from her first and second floor decks. She said she'll view the back of a large 39 foot structure.

Ms. Faison suggested that the purpose of ordinances and regulations to maintain order and to provide guiding principles. She said that by choosing to start a project in a known flood zone, one has to know what is required and question the precedents being set when not sticking to established practices. She expressed her hope that they maintain the city's beauty and character of its coastline. She asked the Council to "thoroughly consider" all aspects of the project and examine the pros and cons and how that determination will impact any future development in the city. While recognizing change happens, and saying it was important, she cautioned the Council to make changes carefully.

Council President Ciolino clarified that the applicant is seeking for a Special Council Permit, not a variance.

Ted Reed, 10 Quarry Street, noted his property is in the direct line of sight to the proposed project. He pointed out that the proposed duplex is in a Velocity Zone which he said was "questionable" in light of recent hurricanes which struck the southern United States causing widespread, costly destruction. He cautioned that Cape Ann is due a "Sandy" like storm. He reminded the Council of the damage wrought by Hurricane Sandy citing the cost of that hurricane alone was \$75 billion with a loss of 159 lives. He indicated that "experts" say 10 like storms could strike by century's end. He noted that Zillow projects that 62,000 Mass. homes will be underwater by 2,100 with 9,000 of those homes in Essex County. Reminding the Council of the destructive nature of a storm with six to nine foot storm surge and attendant waves, which he said was why FEMA made it mandatory that buildings be placed on pilings for any planned structure in a velocity zone. He said that while it is technically possible to build in areas that haven't been built upon before, that it didn't make it advisable to build in such areas nor is there a mandate to do so.

Citing GZO Sec. 1.8.3 and 3.1.6(b) and 1.10.1 which he said mandates that the Council adhere to the standards set forth in Sec. 3.1.6.

Mr. Reed also spoke to the proposed project's building size which he said was in excess of a "typical" house in the Bay View area. He pointed out that the square footage proposed, and saying that a duplex is in essence one building, is 3.5 times larger than the average homes in the neighborhood. He referenced a "complete list" of 100 homes within a quarter mile radius of Colburn St. #1 which also listed the square footage of living space as determined by the city's Assessor's office (previously submitted to the Council and on file). He said the average is just less than 1,600 square feet. He also recounted that at the Council meeting on Sept. 12 he submitted an informal petition signed by about 60 neighbors (on file) who also believe the proposed structure's height is out of character and detrimental to the neighborhood. Holding up a scale drawing of the proposed structure, compared to an average-sized home, he said it demonstrates how out of character the proposal is. He further recounted that at the site visit it was demonstrated that the structure is 74 feet in width which he called, "gigantic." He proposed that the applicant's "burden" is to support a request for "exceptional" relief with facts and not just restating statutes and ordinances. He said as citizens and neighbors they have an expectation to protection under the same statutes and ordinances. He urged the Council to consider the precedent their vote would set not just the Bay View neighborhood but for the entire city.

Kimberly Cloutier-Blizzard, 25 Quarry Street, noting she was an 18-year resident of the city, having raised three children here, said she feels strongly about protecting the city's coastline, its flood plain and the character of each of its villages regarding building scale and compatibility. She asked the Council to listen to the voices of those folks living in the neighborhood and to not set a precedent to detract from what makes the city a beautiful place with "unique character."

Regina Ryan, 125 Washington Street, extended her thanks to the Planning & Development Committee for organizing the site visit, as well as to Councilor O'Hara for also attending. She said the footprint of the proposed structure is "massive," with the proposed home taking up the majority of the land. She noted that Mr. Geisel during the site visit pointed to a limb on a tree indicating the height of the home, and a person at the site visit had a surveyor's ruler which she indicated that the height was going to be twice that of the surveyor's ruler. She noted at the last P&D meeting Mr. Geisel used her home as an example of an imposing neighborhood structure. She said her home is over 100 year old which was used as quarry worker housing. Its architecture is shared by other houses in the immediate area, and that the proposed structure is far larger. As to the height of her house, it was built into a slope similar to other homes in the neighborhood; she noted that the front door has a roof height of about 28 feet, under the 30 foot zoning limit. The "imposing structure," as her home was referenced she said it is "humble" compared to the proposed project proposal. She said there is always the issue of the flood zone and that just because one can build in a flood zone doesn't mean one should. FEMA guidelines don't mandate a higher roofline, she cited, saying that the applicant is choosing to build in a flood zone but doesn't mean the Council has to permit it, and urged the Council to deny the application.

Deborah Schwendman, 40 Quarry Street, highlighting a comment Mr. Geisel's had made (previously) that the applicant could build a one-story building but that they don't want to isn't a good enough reason to permit the height exception.

Rick Bacon, 924 Washington Street, noted he has a larger home in the area which is 100 years old, a colonial with a barn in the back which was converted to additional living accommodations is why his home has a large square footage. He said from Washington Street it appears as a normal home.

Hannah Kimberly, 16 South Kilby Street, expressed her opposition to the application.

Linda McCarriston, 16 Quarry Street, advised she was given by a neighbor a short statement from Sheila Quinn, 20 Quarry Street who said she is living in a home she grew up in. She said the majority of homes on Route 127 are old and small. The only buildings taller than the telephone poles in that area are church steeples. She conveyed she was asking for a no vote as the average height of a two-story home is 25 feet. Noted in the short missive were GZO Sections 3.1.6 and 3.1.8. She concluded her remarks that this house would never reflect the neighborhoods along that particular scenic route. Changes should be managed to benefit the community and its citizens and urged the Council to vote no.

Ms. McCarriston then showed a photo of a duplex at the corner of South Kilby and Washington Streets that depicts its shallow roof. She cited laws of the city, state and federal government, and that loss of view matters as does overshadowing, and that disparate "intrusions" into neighborhood character matter. She noted the ZBA handles decisions on heights over 30 feet, an appointed group, and over 35 feet is handled by the Council. She said they've been told view doesn't matter but she contended that in fact it did according to state and local statutes. She also highlighted the criteria of GZO Sec. 1.8.3 and noted the zoning section on height which mentions overshadowing. The neighborhood is protecting the unique historic remains of the quarrying industry of the Bay View area and its

natural historic sites she explained. She opined that FEMA doesn't require anyone has to be up nine feet and with a home as big as is proposed. She showed a picture of a home built on pilings in Rockport. Citing the Zoning Ordinance dimensional tables she noted the maximum building height is shown at 30 feet and said that everyone should stop at 30 feet, she said.

REBUTTAL:

Mr. Geisel said that this proposed project covers approximately 11% of the property not the majority of it. He said they suggested they could build a one-story house and not have to come before Council; and the neighbors said they don't want that, and they said they didn't want that either. The site has been built on before, he pointed out. If they had a flat roof they wouldn't have to exceed the height. It is not a structure to be built on stilts but piers which tie in with the top portion of the first floor and with the footings to create a rigid structure, he said, pointing out that there are thousands of properties that are impacted by the FEMA flood regulations.

Attorney Michael Larkin, representing the applicant, said that the applicant is building a 29 foot high home that must go up due to FEMA regulations. Also pointing out that thousands of homes in the community are affected by those regulations, he said that should those homes have to be rebuilt, they all would fall under these similar circumstances for a height requirement. He questioned whether it would be fair to not let those homes be rebuilt due to the height requirement. He said they are before the Council to promote the health, welfare and safety of the home that should there be any kind of flooding the house and inhabitants would be protected because of this height requirement for every coastal community. Because of these requirements they are pushed up to 38 feet in height, he concluded.

Communications: None.

Councilor Questions:

Councilor Lundberg said there is a good deal of discussion of the FEMA requirements, and the requirement that the structural part of the living section of the house be a certain number of feet above the high water mark. **Mr. Geisel** said it means a minimum of two feet above the Velocity Zone elevation which is Elevation 20. He noted that the average grade at the house is Elevation 15, and that they need to be two feet above that 20 foot flood elevation, therefore with a minimum of above Elevation 22. He highlighted that CZM "strongly recommended raising it two feet higher to account for future rising sea level. **Councilor Lundberg** said that those requirements only affect the bottom of the building not the top and asked if that was correct. **Mr. Geisel** said, "No." **Councilor Lundberg** said the top of the building has nothing to do with FEMA, but only has to do with the requirements of the Zoning Ordinance if they are seeking a waiver. **Mr. Geisel** said, "Yes." **Councilor Lundberg** indicated they were talking about GZO Sec. 1.8.3 and 3.1.6 and that the determination which is a subjective one by the Council of substantially detrimental to the neighborhood is what they're talking about. **Mr. Geisel** said, "Yes."

Councilor Cox asked what the percentage of the house is at 38 feet which she said seemed not to be the entire length of the roof (indicating the rendering **Mr. Geisel** had in front of the Council which is on file). **Mr. Geisel** said the beginning of the roof is Elevation 30 or just slightly under that, and then goes up to the peak of the roof which is a "six over 12" pitched roof to the peak which would be 38 feet. He pointed out the attic floor which he said would be just under Elevation 30. **Councilor Cox** asked what exactly the point of the rise was in the structure in that one area. **Mr. Geisel** then showed the Council another rendering of the elevation of the structure and said above Elevation 30 is just the roof line. He said it is approximately 60% of the volume if one takes the square of the house and the roofline is perhaps 50% to 60% of that area. **Councilor Cox** said that it appears that the only piece of the building above 35 feet is the peak of the roofline. **Mr. Geisel** confirmed that was the case but that the whole roof is above Elevation 30. He noted that no part of the living space is above Elevation 30 as Councilor Ciolino pointed out that if they built a flat roof they could be under Elevation 30. **Councilor Cox** restated her question by asking what the point is of the peaked roof on just the one section of the building which doesn't affect living space saying that she doesn't give credence to the length of the structure because by right they can do that, nor did she care about the square footage. The only thing that should have been discussed in anyone's comments, she highlighted, was the issue of the height and the peak is the height of the house -- and asked what the point of that peak is. **Mr. Geisel** explained that two parts of the house are at right angles to each other and pointing to the building rendering said that "this piece" ran across the middle of it which is 32 feet wide and the peak of the roof would be 16 feet from each side and the other roof would have its peak running perpendicular to that and the roofs would match in the middle. He said the peak of the roof would encompass the entire house from side to side

Attorney Larkin clarified that the reason for the peak of the roof at 38 feet is to allow for HVAC and other utilities to be built into the attic space. If it was a flat roof the HVAC and utilities would have to be on top of the roof. Another reason for the peaked roof construction is to allow for weight of snow accumulation. **Mr. Geisel** added that a reasonable slope allows for snow to not accumulate on the roof and shallow pitched roofs aren't recommended in this area just because of that issue. Responding to a further comment by **Councilor Cox**, **Mr.**

Geisel said they are addressing both the flood zone by raising the structure onto piers and can't have anything to do with utilities or HVAC on the ground level and the accumulated snow on roofs. **Councilor Cox** said the majority of the roof is flat. **Mr. Geisel** said, "No."

Councilor Orlando clarified that while Councilor Cox is viewing the triangular section of the structure depiction and sees visually only one peak of the roof, in fact, the roof peak runs the entire length of the structure at 38 feet which **Mr. Geisel** confirmed by drawing his hand across the top of the roof line.

Councilor LeBlanc offered that what they see on the rendering at the highest peak, that if the building were turned sideways it would look exactly the same way from the side.

Councilor O'Hara asked those in opposition to the project if anyone had anything that would be acceptable, ideas of what they would like to see on the property. **Mr. Reed**, advising that those gathered in opposition were not a "coalition" but said that they'd prefer that the building be built without a Special Council Permit for height which would be amenable to the neighbors and fit into the height of the Bay View neighborhood structures. **Councilor O'Hara** clarified the size/footprint is acceptable; a flat roof would be acceptable. **Mr. Reed** off mic said that it is the height that is unacceptable.

Council President Ciolino clarified that if the applicant had planned a flat roof the applicant could have built the structure by right and didn't need to come before Council.

Councilor Nolan, noting FEMA guidelines, said part of his concern was that if there were large storms with existing homes destroyed they'll have to apply for the same relief to rebuild because the FEMA flood zones have the same guidelines and they'll have to raise their homes up to have the same living spaces as before. He said he is concerned with this situation with two-story homes and having to rebuild coming back before the Council looking for the same relief regardless whether the structures are damaged due to a fire, flood or an accident that may damage their home. **Chip Payson**, General Counsel, said if there is some sort of catastrophic event and homes aren't on piers or pilings and the homes are destroyed, those homeowners will have to come before the Council and comply with whatever the current FEMA regulations are. Were that to happen now, the Council would be looking at a request for homes that previously weren't on pilings or piers to now be they'd be required be rebuilt on pilings or piers, he cited.

Council President Ciolino asked about the issue of views. **Mr. Payson** said this application comes before the Council under GZO Sec. 1.8.3 and 3.1.6(b) because the proposed height is above 35 feet. He then read 3.1.6(b) and then highlighted some of the issues the Council should consider. He suggested that the debate on the issue and the subsequent inclusion in the minutes constitutes the Council's "written determination" as cited in Sec. 3.1.6(b). Also pointing out that the section says and will not be "substantially detrimental" referring to neighborhood character, **Mr. Payson** said that the neighborhood character can be detrimental but not "substantially detrimental" to the entire neighborhood not just to one or two persons... "because of obstruction of views, overshadowing of other properties, impairment of utilities or other adverse impacts." He explained that it's not just obstruction of views, nor is it obstruction of views of one or two people -- it's "substantially detrimental" to the entire neighborhood. He pointed out that in returning to neighborhood character that is quite similar to what is found under GZO Sec. 1.8.3, but it is also applicable because the applicant is asking for a Special Permit because of height because height comes under Sec. 3.1.6(b).

Councilor Orlando noting GZO Sec. 3.1.6(b) with respect to the obstruction of view, he asked for a legal determination when such obstructions of such views are categorized as substantively detrimental. **Mr. Payson** said it is subjective and comes under a view of what. He cited that there is no "absent and explicit" legal agreement that there is no right to a view, and reiterated that there is no legal right to a view absent some kind of agreement and a determination of such is totally subjective. The Council has to make that determination by its common sense, **Councilor Orlando** said. **Mr. Payson**, expanding on his remarks, said that it is a subjective analysis, and the view is not the only thing that GZO Sec. 3.1.6(b) indicates that should be considered. He suggested that a view is weighted a bit less than if it was the only thing that 3.1.6(b) says is required to be considered.

This public hearing is closed at 9:01 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor Cox, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council grant to Sam Avola, purchaser, 91 Truman Drive, Malden, MA, through property owner Jean O'Gorman, a Special Council Permit (SCP2017-011), for the property located at Colburn Street #1 (Assessor's Map 157, Lot 72), and Washington Street #929 (Assessor's Map 157, Lot 39) zoned R-20, pursuant to Gloucester Zoning Ordinance Sections 1.8.3, 3.1.6(b) and 3.2 for a building height in excess of 35 feet, for a home to be 38 feet (for a total height increase of 3 feet over 35 feet) for a Special Council Permit. This permit is made on the basis of the plans and elevations dated 3/16/2017 by Frederick J. Geisel, P.E., 15 Steep Hill Dr., Gloucester, MA, submitted to the City

Clerk on July 27, 2017, entitled, "Site Development Permit Plan, 1 Colburn Street, Gloucester, MA for Sam Avola." This Special Council Permit is in harmony pursuant to the governing Zoning Ordinances.

DISCUSSION:

Councilor LeBlanc said he's viewed the site twice and checked it thoroughly, and conveyed his support for the application. He put forward his belief that even with a flat roof this project wouldn't be accepted by the neighbors. He pointed out that only 11 percent of the land is being used. For the Council's vote this evening they're only talking about 36 inches of roofline. The project requires that the house go up 9 feet on pilings or piers, and the Council is discussing 36 inches -- for utilities, for HVAC, for everything that can't be placed on a bottom floor that would normally be housed there. He said he understood that the character of the neighborhood is 100 years old, but that this is 2017 not 1900 when houses sized for that time were considered a "decent" size. He offered his support for the Special Permit for the 36 inches, and said the Council wasn't setting any precedent. He explained further that the Council looks at each application individually. He reiterated that for 36 inches for utilities and for this family to have a home in the Gloucester, he would support the application, he said.

Councilor Gilman explained that as Ward Councilor where this property is situated she is changing her vote this evening (from her P&D Committee vote). She said that when she first saw this property and design, and knowing the neighborhood down the street from her home, she thought it was a "lovely home." She noted that when at the site visit it became obvious to her that the home was oversized shown clearly from being staked out and the height was a "wow." In looking in the depth of the two conditions of the Zoning Ordinance under 3.1.6(b) that the height is consistent with neighborhood character and will not be substantially detrimental to obstruction of views, and in consideration of the six criteria under Sec. 1.8.3 she expressed she would have to support her ward. She recounted she'd received letters and calls from 17 constituents and six from outside her ward expressing concerns for the shore, and with three in favor (of the project) not including the builders. She added that the builders were helpful and fair. She said she would be neglectful if she didn't heed the 17 comments of ward constituents not in favor of this project and only three voicing their support of it. She said the project does affect neighborhood character. She asked Councilors look hard at the neighborhood character and the people who have spoken in opposition. She said she would vote against the application.

Councilor Orlando said this calls for a comprehensive review of the city's Zoning Ordinance pursuant to height restrictions in flood zones. He pointed out that the Council is going to be seeing these kinds of applications frequently over the next few years -- FEMA maps were accepted by the city; sea rise is increasing and they have to take into consideration. The city is going to have to consider whether they want people to build more than one and three-quarter stories. The applicant is losing a minimum of seven feet with the recommendation calling for losing nine feet on the bottom, which they're attempting to make up on the top side by asking the Council for eight feet. He noted that eight feet is "technically" a significant difference between the 30 foot average grade height restrictions in the rest of the R-20 (district). He cited Mr. Payson's response to a Councilor question, by way of example, that if a 300 year old house in a flood zone is leveled by a hurricane and the homeowner wants to rebuild on that same property, they will have to put that house on pilings if they want to rebuild. Reiterating that this matter calls for a comprehensive review of the Zoning Ordinance he offered to work with Councilors who wish to join him in that endeavor, along with gaining public input so that Special Permits aren't needed moving forward. He acknowledged that the opposition had made salient points. Addressing a previously stated concern, he advised that every home to be built has to have a drainage plan with a review by the city engineer and gaining his approval. Highlighting Mr. Payson's advice on the actual law he said that as an attorney he has to support the application. Conceding that this may not be the popular viewpoint, he said that the Council has to account for long-term viability of structures being built in the city.

Councilor Memhard said he missed the site visit but visited the property the next day and walked the land, knew some of the neighbors and was familiar with the immediate neighborhood. He said based on what is being asked of the Council, he said it isn't unreasonable to request that the applicant to "modestly" scale back the house and indicated he will be voting against the application.

Councilor Cox said a design choice is a choice. If Gloucester wants to address the FEMA requirements then they have to adjust their Zoning Ordinance but until then she said she wouldn't support the application. She explained that there are many homes that are built within the strictures of the Zoning Ordinance, she said, and pointed out that a lot could have been solved by having the ward councilor hold a meeting with neighbors and the applicant to learn what will be acceptable to the neighborhood. She said through such meetings she's seen many successful projects gain approval.

Councilor Lundberg asked to correct the record noting that Mr. Geisel had mentioned there was a precedent for height approval, and said that there is no precedent -- these are all "one-off" cases. When the height exception

(Zoning) Ordinance was written there were no FEMA (flood) maps or requirements and doesn't take that into account. The Council has to look at the request of the applicant and what their rights are to "accord them of their rights" and examine the neighborhood character. He pointed out that ultimately the FEMA requirements pertain to the bottom of the building and the top of the building is a "subjective choice" of the applicant who can make a choice to go below the requirement rather than obtain a height exception. He said he will vote against this application.

Council President Ciolino said as a Council they to go by the law, and the applicant has the right to build on the property pointing out that someone will eventually build on that property. He noted that the application has followed the (Zoning) Ordinance for a Special Council Permit for a height exception. FEMA has made it more difficult to build than in the past but this is what the Council has to deal with, he said. From the applicant's point of view they did everything legally, he explained and why the three feet will make a difference. He said he would support the application because it is legal, and acknowledged his hearing the concern of the neighbors although it is a change to them. He pointed out the applicant could build by right a flat roof and still build a large structure.

Councilor O'Hara noted that the Council is torn by this issue as is he. Advising he is in the construction business, he recounted he'd bid on a job in Milford, Connecticut because the Army Corps of Engineers elevated an entire neighborhood by six feet because of flooding. Citing comments by Councilor Orlando he said that this is an issue that the city will have to deal with more frequently, noting recent widespread hurricane damage in Texas and Florida. Flat roofs aren't viable in New England, he pointed out. He said he represents the people, and they haven't made the changes in the Zoning Ordinance yet, and so he would vote against the application.

MOTION: On a motion by Councilor Lundberg, seconded by Councilor Cox, the City Council voted by ROLL CALL 4 in favor, 5 (Memhard, O'Hara, Cox, Gilman, Lundberg) opposed, to grant to Sam Avola, purchaser, 91 Truman Drive, Malden, MA, through property owner Jean O'Gorman, a Special Council Permit (SCP2017-011), for the property located at Colburn Street #1 (Assessor's Map 157, Lot 72), and Washington Street #929 (Assessor's Map 157, Lot 39) zoned R-20, pursuant to Gloucester Zoning Ordinance Sections 1.8.3, 3.1.6(b) and 3.2 for a building height in excess of 35 feet, for a home to be 38 feet (for a total height increase of 3 feet over 35 feet) for a Special Council Permit. This permit is made on the basis of the plans and elevations dated 3/16/2017 by Frederick J. Geisel, P.E., 15 Steep Hill Dr., Gloucester, MA, submitted to the City Clerk on July 27, 2017, entitled, "Site Development Permit Plan, 1 Colburn Street, Gloucester, MA for Sam Avola." This Special Council Permit is in harmony pursuant to the governing Zoning Ordinances.

MOTION FAILS.

Council recessed at 9:20 p.m. and reconvened at 9:31 p.m.

Upon the return of the Council from recess, by a unanimous vote of the Council, the Council Rules of Procedure were suspended in order to allow for the return to Public Hearing #2 in order for a vote by the Council pursuant to the withdrawal of Council Order CC2017-026 on the single-use plastic bag ban.

5. PH2017-053: Amend GCO Ch. 22 "Traffic and Motor Vehicles," Sec. 22-291 "Tow-away zones" – "Fort Square" by ADDING "Fort Square" by ADDING "Fort Square, from the western boundary of #46 to the eastern boundary of number 46 to a point 22 feet southerly from the northern boundary of number 46, being the southerly side and the westerly side"

This public hearing is opened at 9:32 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 9:32 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-291 "Tow-away zones – "Fort Square" by ADDING, "Fort Square, from the western boundary

of #46 to the eastern boundary of number 46 to a point 22 feet southerly from the northern boundary of number 46, being the southerly side and the westerly side.”

DISCUSSION:

Councilor LeBlanc said that this public hearing and the four that follow are all cleaning up the Code of Ordinances under Chapter 22.

Councilor Cox explained that at a Traffic Commission meeting about an unrelated Fort Square issue that isn't before the Council this evening, it was discovered there were duplications and traffic matters tied to defunct businesses and other contradictions and not to current standard language based on measurements -- this is all housekeeping to correct these matters.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-291 “Tow-away zones – “Fort Square” by ADDING, “Fort Square, from the western boundary of #46 to the eastern boundary of number 46 to a point 22 feet southerly from the northern boundary of number 46, being the southerly side and the westerly side.”

6. PH2017-054: Amend GCO Ch. 22 “Traffic and Motor Vehicles,” Sec. 22-270 “Parking prohibited at all times” – “Fort Square” by DELETING “Commercial Street” in its entirety after the words, “eastern boundary of #10” and by ADDING “Fort Square”

This public hearing is opened at 9:34 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 9:34 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” – “Fort Square” by DELETING “Commercial Street” in its entirety after the words, “eastern boundary of #10” and by ADDING, “Fort Square.”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” – “Fort Square” by DELETING “Commercial Street” in its entirety after the words, “eastern boundary of #10” and by ADDING, “Fort Square.”

7. PH2017-055: Amend GCO Ch. 22 “Traffic and Motor Vehicles,” Sec. 22-270 “Parking prohibited at all times” - “Fort Square” by DELETING “to the Merrimack-Essex pole 1917 and/or” in its entirety after the words, “southeasterly and easterly” and by ADDING “to the” before the words, “westerly boundary of number 26”

This public hearing is opened at 9:35 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 9:35 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” – “Fort Square” by DELETING, “to the Merrimack-

Essex pole 1917 and/or” in its entirety after the words, “southeasterly and easterly” and ADDING the words, “to the” before the words, “westerly boundary of number 26.”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” – “Fort Square” by DELETING, “to the Merrimack-Essex pole 1917 and/or” in its entirety after the words, “southeasterly and easterly” and ADDING the words, “to the” before the words, “westerly boundary of number 26.”

- 8. PH2017-056: Amend GCO Ch. 22, “Traffic and Motor Vehicles,” Sec. 22-270 “Parking prohibited at all times” – “Fort Square” by DELETING “Fort Square, southerly side, from the southern boundary of #29, south and easterly to the catchbasin at the easterly side westerly entrance of Cape Ann Fisheries**

This public hearing is opened at 9:36 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 9:36 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” – “Fort Square” by DELETING “Fort Square, southerly side, from the southern boundary of #29, south and easterly to the catchbasin at the easterly side westerly entrance of Cape Ann Fisheries.”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” – “Fort Square” by DELETING “Fort Square, southerly side, from the southern boundary of #29, south and easterly to the catchbasin at the easterly side westerly entrance of Cape Ann Fisheries.”

- 9. PH2017-057: Amend GCO Ch. 22, “Traffic and Motor Vehicles,” Sec. 22-290 “Same-off-street parking areas” by DELETING “Fort Square from midnight to 6:00 a.m. beginning at a point on the northerly side from #26 Fort Square to a point 20 feet from the corner of Fort Square, and then from a point 20 feet on the westerly side of #46 Fort Square to a point 20 feet from its intersection with Commercial Street”**

This public hearing is opened at 9:38 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 9:38 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-290 “Same – off-street parking areas” by DELETING “Fort Square, from midnight to 6:00 a.m., beginning at a point on the northerly side from #26 Fort Square to a point 20 feet from the corner of Fort Square, and then from a point 20 feet on the westerly side of #46 Fort Square to a point 20 feet from its intersection with Commercial Street.”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-290 “Same – off-street parking areas” by DELETING “Fort Square, from midnight to 6:00 a.m., beginning at a point on the northerly side from #26 Fort Square to a point 20 feet from the corner of Fort Square, and then from a point 20 feet on the westerly side of #46 Fort Square to a point 20 feet from its intersection with Commercial Street.”

10. PH2017-058: Amend GCO Ch. 22 “Traffic and Motor Vehicles,” Sec. 22-292 “Fire Lanes” by DELETING Commercial Street northeasterly side from a point at the southeasterly corner of the intersection with Fort Square (pole #3707) at the entrance to Ocean Crest Fisheries to a point southeasterly there from the length of the concrete wall with the sign to be facing south towards the ice company” and ADDING “Commercial Street, easterly side, from its southerly intersection with Fort Square beginning at the southeasterly corner (pole #3707) to a point 100 feet in a southerly direction (across from pole #5166)”

This public hearing is opened at 9:40 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 9:40 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-292 “Fire Lanes” as follows:

By DELETING “Commercial Street, northeasterly side from a point at the southeasterly corner of the intersection with Fort Square (pole #3707) at the entrance of Ocean Crest Fisheries to a point southeasterly there from the length of the concrete wall with the sign to be facing south towards the ice company”

And By ADDING “Commercial Street, easterly side, from its southerly intersection with Fort Square beginning at the southeasterly corner (pole #3707) to a point 100 feet in a southerly direction (across from pole #5166).”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Cox the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-292 “Fire Lanes” as follows:

By DELETING “Commercial Street, northeasterly side from a point at the southeasterly corner of the intersection with Fort Square (pole #3707) at the entrance of Ocean Crest Fisheries to a point southeasterly there from the length of the concrete wall with the sign to be facing south towards the ice company”

And by ADDING “Commercial Street, easterly side, from its southerly intersection with Fort Square beginning at the southeasterly corner (pole #3707) to a point 100 feet in a southerly direction (across from pole #5166).”

For Council Vote:

1. Warrant for Municipal Election November 7, 2017

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Cox, the City Council voted 9 in favor, 0 opposed, to approve the warrant for the City Election to be held November 7, 2017.

2. Decision to adopt: SCP2017-006: Great Republic Drive #38, Map 263, Lot 64, Major Project & Medical Marijuana Treatment Centers and Medical Marijuana Cultivation Facilities

MOTION: On a motion by Councilor Lundberg, seconded by Councilor Cox, the City Council voted by ROLL CALL 9 in favor, 0 opposed, to adopt the Special Council Permit decision (SCP2017-006) for Great Republic Drive #38 pursuant to Sections 1.5.3(c), 5.7, 5.27 and 1.8.3 of the Zoning Ordinance.

3. CC2017-038 (Orlando/LeBlanc/Nolan) That the City of Gloucester purchase an ocean skimmer in the amount of \$12,000 for the purpose of eradicating marine pollution in Gloucester Harbor

Councilor Orlando said he's recently learned of the work of the Cape Ann Maritime Partnership (CAMP), a collaboration of non-profits and private enterprises in Gloucester, and that they just raised funds for one ocean skimmer which costs \$12,000 to be stationed at Maritime Gloucester. Skimmers take trash out of the water and put the cleaned water back, he explained and said that they are mounted to a dock or a fixed platform, and are emptied about once a day and need to be cleaned once every couple of weeks. He acknowledged the presence of Zach Thomas of CAMP to answer Councilor questions. He noted the premise of this Council Order is that the city makes a capital purchase and places its skimmer on city property, mounted at a location determined by the Harbormaster and Administration. The funding source to pay for the skimmer would come through the CFO and the Administration's discretion, and he suggested a possible funding source could be the Capital Improvement Stabilization Fund or Free Cash. He advised that this is a one-time purchase and that the CAMP through a draft MOU has agreed it will maintain and clean the skimmer.

Zack Thomas, Cape Ann Maritime Partnership, conveyed that CAMP was started in December 2016 by him at the Coast Guard and is comprised of Coast Guard members from Station Gloucester in an unofficial capacity; Gloucester's Clean City Commission; Seaside Sustainability; Maritime Gloucester; One Ocean-One Love and No Marine Debris – two non-profits, two federal agencies, local government and a local business. He suggested that because of the diverse background of CAMP's membership, they're able to meet challenges well. Noting his original estimates for ocean skimmers from on-line research is that they each collect 1,000 pounds of debris a year. He advised that his mentor from Clean Ocean Access, Newport, RI version of CAMP, informed him that in 2016 two marine skimmers collected over 12,000 pounds of trash in one year in Newport harbor. The initial idea was to have the CAMP skimmer at Maritime Gloucester because he said it is an ideal platform with that organization's educational outreach capability, with education as the best strategy in combating ocean pollution. To take this further, he said that CAMP hopes to partner with the city and the second skimmer to be stationed at Harbor Cove which will create even more opportunities to educate the public.

Councilor Orlando mentioned Councilors Nolan and LeBlanc who joined on this Council Order and cited the work of Councilor Cox's dedication to cleaning up the city. He said this is a good practical approach to removing trash from the harbor. He reiterated this is a one-time expenditure for the city. Eighty percent of the ocean trash comes from land, he noted, and that if they can reduce that percentage, it is a win, he explained. This Council vote is just to say the Council is behind the concept and the expenditure. Gloucester is a green city and that this is another way to enhance the city's green initiatives, he said.

Councilor Gilman said this sounds like a great project conveying it was her understanding the city had already purchased a skimmer through a grant and that this proposal is for the city to get a second skimmer. **Mr. Thomas** explained that CAMP raised through several grants and community events the funds to purchase the first harbor skimmer. Upon further inquiry, **Mr. Thomas** said CAMP will remove the skimmed trash daily with CAMP members rotating that responsibility, saying there were 12 CAMP members. **Councilor Gilman** expressed concern that the everyday trash removal from the skimmer may not be sustainable by a group of volunteers. **Mr. Thomas** said these skimmers are more convenient to remove the trash from as they're stationary than from large land clean ups where volunteers have to pick up scattered trash. He said they need 15 skimmers not just two, and that there are ways to collect fuel and diesel through certain kinds of skimmers also.

Councilor Memhard said he's seen different designs of these skimmers and asked how the skimmers are capturing the trash. **Mr. Thomas** said the skimmers are attached to a floatable pier. The draft is two feet and it collects material from the water's surface with 4 inch openings and requires 120 volts.

Councilor Nolan said he'd like to see 15 of the skimmers around city's shoreline and asked what happens to the trash and recyclables. **Mr. Thomas** said they're taking all the plastics and sending them back to Terracycle. The most labor intensive part of this cleaning is the organic material collected. After they pick out the plastic they can use the seaweed for compost which is an option that will be explored.

Councilor Cox said she can back this effort. She asked when the skimmer for CAMP are expected. **Mr. Thomas** said it is being made now and should be here in two weeks.

Council President Ciolino said this vote by the Council is to ask the Administration to identify a funding source for a skimmer and when identified, the funding would come to Budget & Finance and when it does he asked

for some photographs of the skimmer to put on the record. He mentioned the park located on Parker Street which is full of debris carried in on the tide.

Councilor Orlando said it is not just about a funding source but a location for the skimmer. He advised that another thing the Administration and Harbormaster will have to resolve is where the best location is for the skimmer. He suggested that a good location would be a specific spot at the St. Peter's Commercial Marina.

MOTION: On a motion by Councilor Orlando, seconded by Councilor Nolan, the City Council voted 9 in favor, 0 opposed, to request that the City of Gloucester purchase an ocean skimmer in the amount of \$12,000 for the purpose of eradicating marine pollution in the Gloucester Harbor, and funding source for said purchase is to be determined by the Chief Financial Officer and referred to the Mayor. Further, that the City and the Cape Ann Maritime Partnership enter into a Memorandum of Understanding (MOU) for the responsibility of daily cleaning, emptying debris, maintenance, repair and supervision of said skimmer.

Unfinished Business: None.

Individual Councilor's Discussion including Reports by Appointed Councilors to Committees:

Update on the Tourism Commission by City Council Representative, Councilor Joseph M. Orlando, Jr. reviewed that there are now three subcommittees for the Tourism Commission: a subcommittee to study beach traffic utilizing the Ad Hoc Beach Traffic Committee study as a starting point; a subcommittee to tackle downtown parking and a subcommittee to develop design standards and signage. Recommendations should come forward in the next couple of months, he advised.

City Clerk, **Joanne M. Senos**, highlighted that she sent the Councilors the newly revised Open Meeting Law for which the Councilors must sign an acknowledgement of its receipt and return it to the City Clerk's office as soon as possible. She asked that Councilors involved with the city's boards, committees and commissions to please remind those members of the same obligation noting she's reached out to them all with the same request.

Councilors' Requests to the Mayor:

Councilor Nolan thanked the DPW for their recent work in Ward 5.

Councilor Orlando also thanked the DPW Director and his staff for the work they did today at Clark Cemetery clearing brush for new access from the Oval for vehicle and pedestrian accessibility.

Councilor Cox expressed her thanks to the DPW for repaving Maplewood Avenue and Derby Street.

Councilor Memhard thanked the Council and the community for their expressions of condolences at the loss of his father this past Friday morning.

Councilor Gilman thanked Stephen Winslow, Community Development Senior Project Manager, for organizing a forum at the Lanesville Community Center for Mass In Motion for seniors about things they might need at a remote location which was attended by nine seniors. She advised she'd share the collected information from the forum with the Council

Councilor O'Hara said the neighbors of Brooks Road are excited to have the paving of their road started.

A motion was made, seconded and voted unanimously to adjourn the meeting at 10:06 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

Under PH2017-048: SCP2017-011: Colburn Street #1, Map 157, Lots 72 & 39, GZO Sec. 3.1.6(b) and Sec. 3.2 for a building height in excess of 35 feet the following written statements were submitted:

- **Frederick J. Geisel, PE**
- **Karen Cusick Faison, 927 Washington St.**
- **Ted Reed, 10 Quarry St.**
- **Kimberly Cloutier-Blizzard, 25 Quarry St.**
- **Sheila Berg Wynne, 20 Quarry St. submitted by Linda McCarriston, 16 Quarry St.**
- **Linda McCarriston, 16 Quarry St. along with two 8 ½" x 11" pictures**

Budget & Finance Committee
Thursday, October 19, 2017– 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Scott Memhard; Vice Chair, Councilor Orlando

Absent: Councilor Ciolino

Also Present: Kenny Costa; Jim Destino; John Dunn; Debbie Laurie

The meeting convened at 5:30 p.m. Matters were taken out of order.

1. Memorandum, Grant Application & Checklist from DPW Director re: Acceptance of Recycling Dividends Grant in the amount of \$27,000

Jim Destino, CAO, explained that the Mass. Department of Environmental Protection has awarded to the city a grant for \$27,000 to enhance the performance of Gloucester's successful waste reduction programs. **Mr. Dunn** touched on the formula by the state that determines how much the city is granted based on a point system earned by the city through its recycling programs and population served by curb-side pick-up.

COMMITTEE RECOMMENDATION: On a motion by Councilor Orlando, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, (1) Ciolino absent, to recommend that the City Council accept a state grant under MGL c. 44, § 53A from the Massachusetts Department of Environmental Protection Recycling Dividends Grant under the Sustainable Materials Recovery Program for a total of \$27,000. The purpose of this grant funding is to support the City of Gloucester SMART/PAYT recycling programs.

2. Memorandum from Acting Community Development Director re: Community Preservation Committee Recommendations-Round 8, FY2017 Funds – To set schedule for Applicants

The **Committee** discussed with **Debbie Laurie**, Senior Project Manager with Community Development, the scheduling of applicants as recommended by the Community Preservation Committee (CPC) for funding through the Community Preservation Act. There were 10 applications for funding, she advised, with one application withdrawn and one not recommended by the CPC leaving eight applications to come before the Committee. A schedule was determined that the first four applicants would appear at the November 9 and the second four applicants would appear at the November 16 regularly scheduled B&F Committee meeting.

Councilor Orlando confirmed with **Ms. Laurie** that the Cemetery Advisory Committee applied for a grant which will be for continuing restoration for stone repair of the First Parish and Clark Cemeteries. She said the Cemetery Advisory Committee had been recommended for the full amount of \$9,000 that they applied for. She confirmed also that the Cemetery Advisory Committee was also in receipt of a Mass. Historical Commission grant. Both **Councilor Orlando** and **Mr. Destino** highlighted the work of the Public Works Department recently at the First Parish and Clark Cemeteries. **Mr. Destino** and **Councilor Orlando** spoke briefly about the Stage Fort Park grant application by the Stage Fort Park Advisory Committee highlighting that it was an archeological study to be done by the Gloucester Historical Commission and the cannon restoration at the Fort. There was a brief discussion on site visits which were noted to be done if necessary and are set when the applicants present before the Committee.

Additionally touched on was the application by the Sargent Murray Gilman Hough House Association application funding of \$111,500 in the Historic Preservation category for the museum's failing roof. **Councilor Memhard** noted that the Association was recently a recipient of another \$50,000 funding grant towards the roof replacement project. As a result, the city's CPA grant award in this cycle may be reviewed and adjusted accordingly, which was confirmed by **Mr. Destino**.

3. Special Budgetary Transfer Request (2018-SBT-1) from the CFO

Mr. Dunn explained that when the finance team puts together the city's annual budget they have a preliminary assessment from the Essex North Shore Regional Technical School. The city received a letter about a month ago advising that the preliminary assessment was high, by about \$71,000, because an increase in debt servicing coming

back from the MSBA which reduced all the member communities' assessments. He proposed the Council take that positive variance and apply it to a higher-than-anticipated initial invoice from MIIA for the city's liability insurance. He said it is expected during the year there will be credits coming back to the city from MIIA but that his preference is to cover this deficit now. Should there be a credit balance the funds can be moved elsewhere.

Councilor Orlando declared under MGL Ch. 268A that his law office handles claims on liability policies against the city, and there may be an appearance of a conflict of interest but it will not affect his vote in any way.

COMMITTEE RECOMMENDATION: On motion by Councilor Orlando, seconded by Councilor Memhard, the Budget & Finance Committee voted 2 in favor, 0 opposed, 1 (Ciolino) absent, to recommend that the City Council approve Special Budgetary Transfer 2018-SBT-1 in the amount of \$70,973 from Account #0194252-569001, Regional School -Vocational School Assessment to Account #0194552-574001, Liability Insurance - Building Insurance, for the purpose of funding an account deficit.

4. *Memo from City Auditor regarding accounts having expenditures which exceed their authorization & Auditor's Report and other related business*

Kenny Costa, City Auditor, briefly reviewed the City Auditor's report with the Committee (on file).

A motion was made, seconded and voted unanimously to adjourn the meeting at 5:43 p.m.

Respectfully submitted,
Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

Ordinances & Administration Committee
Monday, October 16, 2017 – 6:00 p.m.
1st Fl. Council Conference Room – City Hall
-Minutes-

Present: Chair, Councilor Steven LeBlanc; Vice Chair, James O’Hara; Councilor Sean Nolan

Absent: None.

Also Present: Councilor Gilman; Joanne Senos; Chip Payson; Fire Chief Eric Smith

The meeting was called to order at 6:01 p.m. Matters were taken out of order.

1. *CC2017-033 (Cox) Amend GCO Ch. 22, Sec. 22-270 “Parking prohibited at all times” by ADDING “Prospect Street, parking prohibited on the northerly side of Prospect Street from its intersection with Friend Street in a westerly direction to Taylor Street, from utility pole #976 to #978 (Cont’d from 10/02/17)*

This matter will be continued at Councilor Cox’s request to Nov. 20, 2017.

2. *CC2017-034 (Gilman) Amend GCO Ch. 8 “Fire Prevention and Protection” by ADDING Sec. 8.6 entitled, “Use of Sky Lanterns” (Also referred to Fire Chief) (Cont’d from 09/18/17)*
3. *CC2017-044 (Gilman) Amend GCO Ch. 9 “Fire Prevention and Protection” by ADDING Sec. 8.6 entitled “Use of Sky Lanterns and other Devices”*

Councilor Gilman introduced Sylvia Wester, 1003 Washington Street who brought forward concerns about sky lanterns to her. **Ms. Wester** explained she’d seen sky lanterns launched at Plum Cove Beach across from her home, which she said appeared to be a possible safety hazard. She said this year outsized lanterns were launched from the same beach which caused her to notify the Police Department of the incidents, who dispatched a car at a second incident but the folks launching the sky lanterns had left the area before the police arrived. She advised she’s not seen further launches of sky lanterns since that time. She said that in foreign countries damaging fires have occurred caused by landing sky lanterns and that the wire structure of the lanterns are dangerous to domestic and wild animals.

Councilor Gilman said she had her Council Order forwarded to the Fire Chief who stated his supported of this effort (memo on file) and is advising that Council Order CC2017-034 rather than CC2017-044 should move forward.

Fire Chief Eric Smith explained that CC2017-034 contains sufficient language rather than CC2017-044 which would repeat state law in the city’s ordinances and would be redundant. By saying sky lanterns aren’t permitted in the city, it takes it out of the Fire Department’s hands because they wouldn’t be able to issue permits. Responding to **Councilor LeBlanc**’s inquiry, he said the department would be responsible for enforcement.

Councilor LeBlanc recalled a sky lantern incident which caused the Fire Department to intervene in the area of Centennial Avenue which had the potential to cause a fire in the heart of the city. He said that while he enjoys viewing the lanterns, he expressed his understanding of the need to ban them. He confirmed with **Chief Smith** that the term “sky lantern” was a broad enough definition under the state’s interpretation of it.

COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Ch. 8 “Fire Prevention and Protection” by ADDING Sec. 8.6 entitled “Use of Sky Lanterns” as follows:

“Sky Lanterns, using an open flame (or any similar object or device), are not permitted in the City of Gloucester. Sec. 8-7-8-14. Reserved.”

This matter will be advertised for public hearing.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the withdrawal without prejudice Council Order CC2017-044 Amend GCO Ch. 8 “Fire Prevention and Protection” by ADDING Sec. 8.6 entitled “Use of Sky Lanterns.”

4. *CC2017-041 (Gilman) Request that the Stage Fort Park Tennis Courts be dedicated in honor of Avis Murray*

Councilor Gilman conveyed that this matter, because the tennis courts are a part of Stage Fort Park, would be appropriate for referral to the Stage Fort Park Advisory Committee for comment back to the recommending authority. She noted the Mayor spoke about this dedication as something that is important and expressed optimism they'd be able to move forward with it but wanted to assure it goes through appropriate vetting.

This matter is continued to November 20, 2017.

5. *CC2017-013 (O'Hara) Request that O&A & the Traffic Commission review the beach no parking areas for possible expansion; and that Sec. 22-176 "Penalties for parking violations" "Prohibited area (beach district)" be amended to increase the penalty to the maximum penalty permissible by law (Cont'd from 09/18/17)*

Councilor O'Hara noted with the Committee that this is an issue that came out of the Ad Hoc Beach Traffic Committee. The idea is to reduce the number of violators that are now deciding rather than pay the beach parking lot fees versus parking on city residential streets surrounding city beaches risking a parking ticket which isn't much higher than the parking ticket. **Councilor LeBlanc** said they were talking of the expansion of the beach no parking zones. He said that the Traffic Commission needs Councilor O'Hara's guidance to complete their investigation on this matter to make their recommendations and offered his assistance as he planned to be at the Commission's Oct. 26 meeting.

Councilor Nolan said they can expand the beach neighborhood no parking areas at any time when they get a recommendation from the Traffic Commission.

The matter was referred back to the Traffic Commission for their advisory. This matter is continued to November 20, 2017.

6. *CC2017-042 (O'Hara) Request that the State Legislature file a Home Rule Petition re: raising parking fines*

Chip Payson, General Counsel, said that he worked with Councilor O'Hara, Sen. Tarr's and Rep. Anne-Margaret Ferrante's offices for Home Rule Petition language for raising fees for parking tickets to address beach parking problems in residential neighborhoods by enabling the city to go beyond the \$50 cap imposed by MGL Ch. 90 Sec. 20A ½. Once the Council votes to approve this request to file a Home Rule Petition, then he'll work with the city's state legislators to move this as quickly as possible through the State Legislature, he said.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council request that the city of Gloucester's state legislators file a Home Rule Petition on behalf of the city and based on said petition, that the General Court approve and enact a Special Act substantially as follows:

"Section 1. Notwithstanding any general or special law to the contrary upon approval by the city council or mayor, the City of Gloucester may raise any parking fines established chapter 90 section 20A ½, provided further that any fine established under chapter 90 section 20 A ½ for all other parking violations shall not exceed \$75, if paid within 21 days, nor shall it exceed \$80 if paid thereafter, but before the parking clear reports to the registrar as provided for under Chapter 90 section 20A ½ and shall not exceed \$100 if paid thereafter.

Section 2. The act shall take effect upon passage."

7. *CC2017-045 (Cox) Request O&A review and recommend the matter of regulating the use of plastic carryout bags and amend GCO Ch. 9 accordingly*

Ainsley Smith, 14 Pine Street, Clean City Commission Chair, explained that Councilor Cox resubmitted her Council Order that now includes all aspects of a single-use plastic bag ban which is before the Committee.

Councilor LeBlanc said that the definition for a “recyclable paper bag” calls for a minimum of 40% post-consumer recyclable materials. **Ms. Smith** said that is the correct content of typical standard paper grocery bags in use today in most supermarkets. **Councilor LeBlanc** said he understood the ban is to get rid of single-use plastic bags but not all plastic bags and asked why not all. **Ms. Smith** said it seemed doable to break banning plastic bags into parts and concentrate on one major component. She explained that in future the ordinance can be amended to add other types of plastic bags to be banned as the Council sees fit. She added that this should help to ease the public into wider plastic bag bans. She said the ban language is based on what many communities across the state have successfully enacted. **Nick Iliades**, 126 Centennial Avenue, Clean City Commission member, pointed out that people are concerned about food cross-contamination and the thin film bags are used to prevent that which isn’t part of this ban.

Councilor O’Hara said a senior citizen contacted him, in her 90’s who lives independently but walks with a cane is concerned about carrying her purchases during winter months and told him reusable bags are too large and awkward for her needs. He recounted that he recommended to her that if this ban should pass it wouldn’t start until Jan. 1, 2019 and suggested she stockpile bags so that upon that date could she take her single-use plastic bags into any store and use them to carry home her purchases. **Chip Payson**, General Counsel, said that she could do that and that it is allowable under this ban, and that she has over a year to stockpile single-use plastic bags. **Ms. Smith** said under the new proposed GCO Ch. 9, Sec. 9-13(b) reusing single-use plastic bags that were obtained prior to the ban is allowed if brought to the point of purchase by the purchaser. She advised that the Clean City Commission is appearing before Awesome Gloucester after the O&A meeting to pitch a grant idea for funding their purchase of small, lightweight nylon bags that fit in a pocket and fold out to a smaller size overall, ideal for seniors. She noted that under the guidance of Councilor Gilman they are working on senior outreach about this issue.

Councilor Nolan said he has no issues with the ban that it comes down to point of sale check-out bags. He said there are provisions of the ban to allow people to use what they have and pointed out there are more and more substitutes coming out that people can use. He said the ban was a long time in coming and needs to be instituted.

Councilor LeBlanc said he’s still has concerns about the ban, advising he’s had dozens of seniors who’ve reached out to him who told him they are all against the single-use plastic bag ban. He recounted being at the grocery store prior to the meeting today seeing a young woman carrying four or five plastic bags of groceries walking along Maplewood Avenue with a young child holding her other hand and expressed concern how’d she manage if she had to carry her purchases in paper bags. He said the bag ban is the right thing to do and acknowledged the extraordinary efforts of the Clean City Commission. If this ban is instituted, he said the Clean City Commission will work to assist people who are affected. **Ms. Smith** offered the analogy of the banning of smoking in restaurants and how that was a difficult transition for the public but now it is not possible to believe smoking was ever allowed in restaurants.

Robert Whynott, 27 Poplar Street said this is an issue of litter, not plastic bags and the Council has not addressed litter properly. He pointed out that in foreign countries you see no litter because litter isn’t tolerated. The (single-use plastic bag) ban is more than just an inconvenience to the elderly, it is a hardship, as it is for him, he said. He pointed out people who have pulmonary problems struggle to bring their groceries into their homes in handle-less paper bags, saying that the reusable bags are too large and difficult to carry. He questioned when the bags that protect home-delivered newspapers will be banned, pointing out dog owners use them to remove their pet’s waste. He urged the Committee to go to the Senior Center or McDonald’s to talk to retirees all of whom he said aren’t in favor of this ban. He suggested that the permitted bags be displayed for folks to view.

Jennifer Holmgren, 385 Magnolia Avenue asked how the ban enforcement and fines associated with this ordinance. **Councilor LeBlanc** said that would be taken up in another section of the ordinance amendment. **Ms. Smith** said reusable bags are easily washed in washing machines. They’ve also spoken to the Animal Advisory Committee about dog waste removal bags that are made of recycled materials to be stocked in the Mutt Mitt stations around the city.

Councilor Nolan said the single-use plastic bags can be reused as long as they don’t tear.

Councilor LeBlanc said he agreed with Mr. Whynott that there is a litter problem, not just plastic bags. He then offered his support for the single use plastic bag ban. It will be an adjustment for people, he said, but pointed out they have a little over a year to help people get used to this change. He expressed his thanks to Ms. Smith for returning time and again to the O&A Committee to see this matter through, noting that the language of this ban is clear and concise and covers all the points brought up previously with the Council.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 Sec. 9-12 by ADDING a new ARTICLE II. – “PLASTIC BAGS” Sec. 9-12 “Definitions” as follows:

The following words shall have the following meanings:

“Building Inspector”, the Building Inspector or his/her designee.

“ASTM D6400”, the American Society for Testing and Materials (ASTM) International “Standard Specification for Compostable Plastics”.

“ASTM D7081”, ASTM International “Standard Specification for Biodegradable Plastics in the Marine Environment”.

“Compostable plastic bag”, a plastic bag that (1) conforms to the current ASTM D6400 for compostability; and (2) is certified and labeled as meeting the ASTM D6400 standard specification by a recognized verification entity. A plastic bag that is made of polyethylene, polyethylene terephthalate, polyvinyl chloride, polypropylene, or nylon is not deemed “compostable”.

“Department”, the City’s Building Department.

“Marine-degradable plastic bag”, a plastic bag that conforms to the current ASTM D7081 standard specification for marine degradability. A plastic bag that is made of polyethylene, polyethylene terephthalate, polyvinyl chloride, polypropylene, or nylon is not deemed “marine-degradable”.

“Recyclable Paper Bag”, a paper bag that meets all of the following requirements: (1) is one hundred percent (100%) recyclable overall and contains a minimum of forty percent (40%) postconsumer recycled material; and (2) is capable of composting, consistent with the timeline and specifications of the ASTM Standard D6400.

“Retail establishment”, any commercial business facility that sells goods and/or services directly to the consumer including but not limited to grocery stores, pharmacies, liquor stores, convenient stores, restaurants and retail stores selling clothing, food and personal items, and dry cleaning services.

“Reusable checkout bag”, a sewn bag with stitched handles that is either (a) made of cloth or other machine washable fabric; or (b) made of plastic other than polyethylene or polyvinyl chloride that is durable, non-toxic, and generally considered a food-grade material that is more than 2.25 mils thick.

“Single-use Plastic Bag”, a plastic bag provided by a retail establishment to a customer at the point of sale for the purpose of removing products purchased within that retail establishment. Thin-film plastic bags used to contain dry cleaning, newspapers, produce, meat, cheese, bulk foods, wet items and other similar merchandise, typically without handles, are permissible.

Councilor LeBlanc confirmed with Mr. Payson the Building Inspector will be the enforcement entity for the ordinance. Mr. Payson said that he worked with Councilor Cox, took what O&A said needed to be worked on, and took into consideration the Newburyport ban, Health Department recommendations and what Councilor Cox had started with in her original ban language. He said this new Council Order language was comprised of all these considerations.

Councilor LeBlanc asked about compostable marine degradable bags. Ms. Smith said the marine degradable plastic bag definition is preemptive in that the technology is being worked on and this will be in place when the technology becomes widely available in the U.S. Mr. Payson said this is what Councilor Cox wants but that it is a policy matter for the O&A Committee and the Council to consider.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9, by ADDING a new Sec. 9-13 “Requirements” as follows:

(a) No retail establishment as defined in this article shall provide a single-use plastic bag to a customer or customers unless the bag complies with the requirements of being either a recyclable paper bag, a compostable and marine-degradable plastic bag, or a reusable checkout bag.

(b) Nothing in this article shall prohibit customers from using bags of any type that they bring in to the retail establishment themselves or from carrying away goods that not placed in a bag in lieu of bags provided by the retail establishment.

(c) The Building Inspector may promulgate rules and regulations to implement this article.

Councilor LeBlanc asked about Sec. 9-14 (c), if it could be done. Mr. Payson said it can and advised that the 15 days to issue a notice of violation is an arbitrary number which can be amended.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 by ADDING a new Sec. 9-14 "Enforcement and Penalties" as follows:

"The Building Inspector shall investigate any report of a failure to comply with this article.

(a) If the Building Inspector determines that a violation has occurred, the Building Inspector shall issue a warning notice to the retail establishment for the initial violation.

(b) The penalty for each violation that occurs after the issuance of the warning notice shall be \$50 for each offense. Payment of such fines may be enforced through civil action in the District Court.

(c) A retail establishment shall have fifteen (15) business days after the date that a notice of violation is issued to pay the penalty or the amount of the penalty payable shall be doubled."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 by ADDING a new Sec. 9-15 "Exemptions" as follows:

"The annual Stamp Out Hunger Food Drive sponsored by the Open Door and National Association of Letter Carriers food drive shall be exempt from this article.

Councilor LeBlanc asked what businesses still have bulk bag stock left as they'll need to be rid of that by the time of the ban's being instituted. Ms. Smith said in their outreach efforts to city businesses they hadn't received feedback from storeowners. Councilor LeBlanc said he heard from several retailers who said that they weren't contacted during the Clean City Commission outreach efforts. Ms. Smith asked for the retailers' names that the Councilor heard from and the Commission would reach out to them. Mr. Payson advised that when Newburyport instituted their plastic bag ban it was in place 180 days (from the vote) and the ban language is giving well over 365 days in order for retailers to use up their single-use plastic bags before the ban is instituted. Councilor LeBlanc expressed his agreement that the effort has been well vetted publicly.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 by ADDING a new Sec. 9-16 "Effective Date" as follows:

"All of the requirements set forth in this article shall take effect on January 1, 2019."

These matters will be advertised for public hearing.

8. *CC2017-037 (LeBlanc): Request the Traffic Commission make a recommendation for the placement of stop signs and proper markings on Rockland Street, Gloucester Avenue & Madison Court (to codify recommendation for yield sign)*

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council

Amend GCO Ch. 22, Sec. 22-269.1 Yield intersections by ADDING Rockland Street near its intersection with Gloucester Avenue.

9. CC2017-043 (Gilman) Request the Traffic Commission perform a speed study on Gee Avenue (TBC 11/20/17)

This matter is continued to November 20, 2017.

Joanne M. Senos, City Clerk, brought to the Committee's attention that she'd been asked at the last meeting of the Committee by Councilor Gilman to do a word search of the Code of Ordinances wherever it shows alcohol is prohibited and named some sections of the Ordinance. **Councilor Gilman** said this came about when she put through the ordinance amendment to add a marijuana ban at city beaches and parks. She said she wanted to learn whether the Council may need to add the word "marijuana" to those sections and will work with Ms. Senos on this initiative.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:53 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

Planning & Development Committee
Wednesday, October 18, 2017 – 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Paul Lundberg; Councilor Valerie Gilman; Councilor Sean Nolan (Alternate)

Absent: Councilor Cox

Also Present: None.

The meeting was called to order at 5:30 p.m.

1. *Special Event Applications:*

A. Request to hold the 2017 Christmas Parade & Tree Lighting on November 26, 2017

Councilor Joseph Ciolino advised the Committee that the Christmas Parade & Tree Lighting on Nov. 26 was reviewed at the Special Events Advisory Committee (SEAC) (draft minutes on file), and that nothing has changed from the previous year's event -- the parade organizes and steps off from the Jodrey State Fish Pier ending at Kent Circle where Brent "Ringo" Tarr takes over for the tree lighting ceremony which he organizes. It was noted that a memo was on file acknowledging the city's liability insurance will cover the event. He acknowledged the wonderful volunteer staff for this event and the cooperation of the Public Works Department.

MOTION: On a motion by Councilor Nolan, seconded by Councilor Gilman, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Downtown Gloucester Christmas Parade and Tree Lighting from 2:00 p.m. to 7:00 p.m. on Sunday, Nov. 26, 2017 which starts at the Jodrey State Fish Pier and ends at Kent Circle, with a rain date of Sunday, Dec. 3, 2017. Sign offs from the Fire and Police Departments and other interested city departments are on file as well as written documentation of the parade route in the City Clerk's Office and proof of insurance coverage as a sanctioned event by the City of Gloucester, which falls under the City's General Liability Insurance.

B. Request to hold the Lobster Trap Tree Lighting on December 9, 2017

David Brooks, representing ArtHaven, said that he met with SEAC, and that Main Street for one block is closed for about two hours, from 3:30 to 5:30 p.m. from Elm to Duncan Streets during the event. He said ArtHaven sponsors the buoy painting in order to hang them on the tree, now constructed with a hollow allowing people to view the interior of the tree, and that after the holiday season holds a fundraiser auctioning off the buoys. There is no food, just a band that plays with a few carols. This is a city sanctioned event and therefore falls under the city's liability insurance (documentation on file).

MOTION: On a motion by Councilor Gilman, seconded by Councilor Nolan, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Lighting of the Lobster Trap Tree, sponsored by Cape Ann Art Haven, to take place at 198 Main Street adjacent to the Gloucester Police Department building from about 3:30 p.m. to 5:30 p.m. on Saturday, Dec. 9, 2017, with a rain date of Sunday, Dec. 10, 2017. Sign offs from the Fire and Police Departments and other interested city departments are on file as well as written documentation of the Main Street road closure in the City Clerk's Office and proof of insurance coverage as a sanctioned event by the City of Gloucester, which falls under the City's General Liability Insurance.

2. SCP2017-012: School House Road #2, #3 and #4, Map 262, Lots 14 & 37 and Gloucester Crossing Road #7, Map 43, Lots 4 & 5 for a Special Permit under the Mixed Use Overlay District pursuant to GZO Sec. 5.29 (including Major Project under GZO Sec. 5.7) and Sec.'s 5.29.10 and 5.11.8 (Cont'd from 09/20/17 (TBC 11/08/17)

A motion was made, seconded and voted unanimously to adjourn the meeting at 5:37 p.m.

Respectfully submitted,

Dana C. Jorgensson

Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.



GLOUCESTER CITY COUNCIL 2017 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2017-059
SUBJECT: SCP2017-012: School House Road #2, #3, and #4, Map 262, Lots 14 & 37, and Gloucester Crossing Road #7, Map 43, Lots 4 & 5, for a Special Permit under the Mixed Use Overlay District pursuant to GZO Sec. 1.8.3, and Sec. 5.29 (including Major Project GZO Section 5.7)

DATE OPENED: 10/24/2017
CONTINUED TO: 12/12/2017
CONTINUED FROM:
COMMITTEE: P&D 9/20/2017, 10/18/2017

PUBLIC NOTICES

NOTICE OF PUBLIC HEARING

In accordance with the provisions of MGL Chapter 40A, Section 11, the Gloucester City Council will hold a public hearing on **Tuesday, October 24, 2017 at 7:00 PM in the Kyrouz Auditorium, City Hall**, relative to the following Special Council Permit Application:

SCP2017-012: The Application of Eliason Law Office, LLC, Attorney Deborah A. Eliason, on behalf of Applicant, Fuller Mixed Use Venture, LLC, Owners City of Gloucester and Gloucester Commons LLC, for a Special City Council Permit to construct and allow a YMCA, Retail/Commercial Buildings and 200 residential apartment buildings pursuant to Gloucester Zoning Ordinance Sec. 1.8.3, and MUOD Sec. 5.29 (including Major Project Sec. 5.7) located at 2,3 & 4 School House Road, Assessors Map 262, Lots 14 & 37, and 7 Gloucester Crossing Road, Assessors Map 43, Lots 4 & 5 in the R-10 (Medium/High Density Residential) and EB (Extensive Business) District within MUOD (Mixed Use Overlay District).

At the public hearing, all interested persons will have the opportunity to be heard based on the procedures determined by the Council. **All written communications to the Council must be received by the office of the City Clerk no later than 3 business days (excluding holidays and weekends) prior to the scheduled hearing date or any continuation by the Council of such date in order to be considered by the Council as part of the public hearing.**

By Vote of the City Council
Joanne M. Senos, City Clerk
GT - 10/6, 10/16/17



GLOUCESTER CITY COUNCIL 2017 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2017-060

SUBJECT: Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-277 "One hour parking – Generally" by ADDING "Washington Street northerly side from its intersection with Grove Street for a distance of approximately 150 feet in an easterly direction to the entrance of Oak Grove Cemetery".

DATE OPENED: 10/24/2017

CONTINUED TO:

CONTINUED FROM:

COMMITTEE:

O&A 7/31/2017, 9/18/2017

GCO

LEGAL NOTICE NOTICE OF PUBLIC HEARINGS

The Gloucester City Council will hold public hearings on **Tuesday, October 24, 2017** at 7:00 PM in the Kyrouz Auditorium, City Hall, relative to the following proposed amendments to the Gloucester Code of Ordinances:

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-277 "One hour parking – Generally" by ADDING "Washington Street northerly side from its intersection with Grove Street for a distance of approximately 150 feet in an easterly direction to the entrance of Oak Grove Cemetery".

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet".

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet".

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269 "Stop intersections" by ADDING "Madison Court, at its intersection with Rockland Street" and ADDING "Madison Court, northerly side, at its intersection with Gloucester Avenue".

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269.1 "Yield intersections" by ADDING "Rockland Street, near its intersection with Gloucester Avenue".

At the public hearings, 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
Joanne M. Senos, City Clerk

AD#13619281
CAB 10/13/17

						years
DPW - Stage Fort Park Maintenance	DPW Director	Fees	Maintenance for Stage Fort Park	None	None	Fiscal Year 2018 and Subsequent years
Police - Student Officer Training & Equipment	Police Chief	Reimbursements From Student Officers	Training for Student Officers	None	None	Fiscal Year 2018 and Subsequent years
Fire Decon. Drill Training	Fire Chief	State Reimbursements	Training	None	None	Fiscal Year 2018 and Subsequent years

This matter, in addition to being heard by the Budget & Finance Committee at its 09/21/17 meeting, will be advertised for public hearing.

3. CC2017-016 (Memhard/O'Hara) Request that the city adopt the Commonwealth of Mass DEP Noise Regulation (310 CMR 7.10) and after adoption amend GCO Ch. 13 "Noise" (Cont'd from 08/14/17)

Councilor LeBlanc advised he spoke with General Counsel and Councilor Memhard, both of whom recommended that this matter be postponed. He said they will need some input from the city, not just the Administration, but the businesses throughout the city an ordinance amendment like this will affect. He said he'd like to see a joint effort of the Administration and the Council to get some meetings together over the next several weeks starting with a memo to the Council and Administration about coordinating such an effort. He also suggested that a Request to the Mayor to fund a legal consultant to help to draft an integrated Ordinance amendment for the Code of Ordinances should be generated by Councilor Memhard.

This matter is continued to November 6, 2017.

4. CC2017-011 (Cox) Request Traffic Commission review parking spots & traffic flow on Pleasant St. from Franklin Sq. to 32 Pleasant St. to address safety issue of 2-way traffic & depending on review recommend to Council possible GCO amendments (Cont'd from 08/14/17)

Councilor LeBlanc advised that Councilor Cox has requested that this matter be again continued.

This matter is continued to October 2, 2017.

5. CC2017-022 (Cox): Amend GCO Ch. 22, Sec. 22-277 "One Hour parking-Generally" re: Washington Street (Cont'd from 07/31/17)

Councilor LeBlanc said that the owners of Double Exposure have reached out to Councilor Cox to ask for one-hour parking in front of their business. He advised he spoke to other businesses in the direct vicinity who said they had no issue with the proposed change. He pointed out that the Traffic Commission recommended this matter move forward.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22, Sec. 22-277 "One hour parking-Generally" by ADDING "Washington Street northerly side from its intersection with Grove Street for a distance of approximately 150 feet in an easterly direction to the entrance of Oak Grove Cemetery."

This matter will be advertised for public hearing.

6. CC2017-027 (Cox) Amend GCO Ch. 22, Sec. 22-270 "Parking prohibited at all times" and Ch. 22, Sec. 22-291 "Tow-away zones" re: Fort Square #46 (TBC 09/18/17)

petition. He reiterated there will be a need to draft some documents to be available for the petitioners. **Councilor LeBlanc** said these amendments are better than what is in the ordinance currently given the Council's experience over the past several years with private way paving petitions.

Councilor Memhard asked for clarification that the proposed ordinance doesn't in any way entitle abutters/residents of having their road accepted as a public way. **Mr. Payson** said, "No." **Councilor Memhard** reiterated that it is a separate and distinct process. **Mr. Payson** added that that just going through the petition process doesn't automatically entitle abutters to get their private road paved anyway. He pointed out that the amended ordinance leaves it to the Mayor's discretion after "a lot" of these steps have taken place -- it rests with the Executive. He said the clarity remains that it doesn't entitle the abutters to have a private road made public, just as there's similar language in the current ordinance. That is a separate, distinct process governed by statute, he noted.

Mr. Destino highlighted when these project are done now, the project has to go before B&F has to approve the private way project and then to approve separately the funding upon the approval of the project -- a separate process. He pointed out that now the project and funding come together at once to be approved by the Council. He noted with the new ordinance there is a bigger buy-in as 75% of abutters have to vote in favor rather than the current 51% which previously has caused neighborhood concern. He said a table will be put in place which will delineate that if a project for road repair is \$25,000 the betterment to the abutters is for five years with larger, more costly projects having a betterment of 10 years. Most of the betterments, he advised, will be between five and 10 years so that the city isn't carrying the debt longer than it has to.

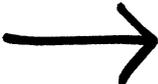
Councilor Nolan said the old language made the ordinance hard to understand on a variety of levels. This takes it all out, he noted. He highlighted that there is a buy-in for the abutters, which by having the three-fourths vote makes it more fair not only for the abutters but for the city who has to put time and effort into the administrative process and the paving project itself. Questions that have come up previously are answered through the new ordinance language, he said. He said in all this will make it easier for the Council, Administration and for residents.

Councilor LeBlanc said there have been issues with this ordinance recently and this rewrite answers many of those issues. **Mr. Payson** expressed his agreement saying that those issues highlighted the ordinance's deficiencies which prompted these changes to ensure the abutters are in full support of the paving of their private way by the city and understand clearly the betterments to be placed on them for the paving project by the city.

Councilor O'Hara said that most of the private ways are on the outer perimeter of the city and those roads are breaking down -- this is something residents need answers on, and this ordinance is in responsive to that need.

COMMITTEE RECOMMENDATION: On motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council AMEND GCO Article IV, Sections 21-80 through 21-86 "Repair of Private Ways by STRIKING Sections 21-80 through 21-86 and ADDING new Sections 21-80 through 21-86 as presented by General Counsel in a memorandum dated July 6, 2017.

Councilor Nolan thanked the Administration, Acting Community Development Director, Gregg Cademartori; Public Works Director, Mike Hale; General Counsel, Chip Payson and Mr. Destino for their hard work to assist in drafting this updated ordinance language.

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3. *CC2017-022 (Cox): Amend GCO Ch. 22, Sec. 22-277 "One Hour parking-Generally" re: Washington Street (TBC 09/18/17)*

This matter is continued to September 18, 2017.

4. *Communication regarding Williams Court traffic pattern, and Citizens Petition to change Williams Court from one-way to two-way traffic (Cont'd from 06/19/17) and CC2017-023 (Memhard) Amend GCO Ch. 22, Sec. 22-267 "One-way streets-Generally" re: Williams Court*

Councilor LeBlanc explained that Councilor Memhard put in a Council Order (consistent with the Citizen's Petition) to take Williams Court from a one-way roadway to two-way roadway. **Councilor Memhard** noted the Council Order asked that recommendations be obtained from the Police and Fire Chiefs, the DPW Director and the Traffic Commission (which the Committee did at its last meeting prior to the Council Order being filed). **Councilor LeBlanc** reported the Traffic Commission had voted pursuant to the Citizen's Petition to keep Williams Court one way at their June meeting (minutes on file). Noting the Committee hadn't yet heard back from the DPW, he



GLOUCESTER CITY COUNCIL 2017 PUBLIC HEARING

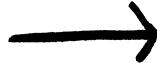
PUBLIC HEARING NUMBER: PH2017-061
SUBJECT: Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet": and amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet."

DATE OPENED: 10/24/2017
CONTINUED TO:
CONTINUED FROM:
COMMITTEE: O&A 9/18/2017, 10/02/2017

GCO
**LEGAL NOTICE
NOTICE OF PUBLIC HEARINGS**

The Gloucester City Council will hold public hearings on **Tuesday, October 24, 2017** at 7:00 PM in the Kyrouz Auditorium, City Hall, relative to the following proposed amendments to the Gloucester Code of Ordinances:

Amend Chapter 22. "Traffic And Motor Vehicles", Sec. 22-277 "One hour parking - Generally" by ADDING "Washington Street northerly side from its intersection with Grove Street for a distance of approximately 150 feet in an easterly direction to the entrance of Oak Grove Cemetery".



Amend Chapter 22. "Traffic And Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet".



Amend Chapter 22. "Traffic And Motor Vehicles", Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet".

Amend Chapter 22. "Traffic And Motor Vehicles", Sec. 22-269 "Stop intersections" by ADDING "Madison Court, at its intersection with Rockland Street" and ADDING "Madison Court, northerly side, at its intersection with Gloucester Avenue".

Amend Chapter 22. "Traffic And Motor Vehicles", Sec. 22-269.1 "Yield intersections" by ADDING "Rockland Street, near its intersection with Gloucester Avenue".

At the public hearings, 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
Joanne M. Senos, City Clerk

AD#13619281
CAB 10/13/17

Ordinances & Administration Committee
Monday, October 2, 2017 – 6:00 p.m.
1st Fl. Council Conference Room – City Hall
-Minutes-

Present: Chair, Councilor Steven LeBlanc; Vice Chair, James O’Hara; Councilor Sean Nolan
Absent: None.

Also Present: Councilor Cox (entered the meeting at 6:29 p.m.); Councilor Gilman (entered the meeting at 6:06 p.m.); Joanne Senos; Chip Payson

The meeting was called to order at 6:00 p.m. Upon the arrival of Councilor Cox there was a quorum of the City Council. The Committee recessed at 6:16 p.m. and reconvened at 6:29 p.m.

1. New Appointments:

Boards, Committee, Commissions:

Zoning Board of Appeals

Adria Reimer-Nicholosi (Cont’d from 09/18/17)

TTE 02/14/20

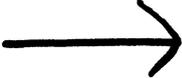
Ms. Reimer-Nicholosi recounted that that she grew up in Gloucester and Rockport, and has just finished law school. She has worked at a law office of Attorney Robert Visnick in Rockport for the last 7 years primarily in real estate but also gaining experience in land use which gained her an understanding of what goes into those applications and ordinances. She advised she’s attended three ZBA meetings to date saying there was an “interesting dynamic” at each meeting and that she enjoyed the site visits. She said she’s finished with her evening law school commitment and is now ready to volunteer in the city where she lives.

Councilor LeBlanc noted that the ZBA is one of the boards where applicants need great assistance from the Board, and that after going between all the different city departments for sign-offs before appearing before the Board. He asked she remember it can also be a frustrating experience for some applicants because of that. He recounted recently that the Council took steps in trying to make things easier for ZBA applicants by streamlining some of the permitting processes.

Councilor O’Hara thanked Ms. Reimer-Nicholosi for her enthusiasm and energy. Ms. Reimer-Nicholosi said that the staff and members of the Board have been very supportive of her appointment.

Councilor Nolan said Mr. Visnick whom she works for is an excellent attorney with a wealth of knowledge about the community and knew she was well trained by him. He conveyed that people can have a lot of stress in their lives, and that city permitting processes at times isn’t as user friendly as the Council might wish to see for its citizens. He asked that if she sees any roadblocks where she might be able to work with the Building Department, sees something commonly coming up and being missed, he asked that she alert them if she feels there is something that can be improved or streamlined where the ZBA process is concerned, and they will take that to the Administration for their consideration.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Adria Reimer-Nicholosi to the Zoning Board of Appeals, TTE 02/14/20.

 **2. CC2017-036 (Memhard): Amend GCO Ch. 22, Sec. 22-270 “Parking Prohibited at all times” & GCO Ch. 22, Sec. 22-291 Tow-away zones” re: Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet (Con’t from 09/18/17)**

Councilor LeBlanc said the Committee reached out to General Counsel on this matter as it was the Committee understands that Pond Road was a private way and were concerned about instituting traffic changes to the private way. Chip Payson, General Counsel, said that if an abutter or an owner of a parking lot along a private way requests it, according to state statute, the Council can pursue instituting the requested traffic restrictions. He reminded the Committee that the property owner has to be okay with the action -- if the property owner is okay then it can move forward but that a lessee can’t make that request/decision – that lessee would need the property owner to provide a letter saying they were in agreement with the request.

It was confirmed that 3 Pond Road was owned by the Cape Ann Transportation Company (the requestor was acting on behalf of the Cape Ann Transportation Authority) through the city’s GIS Viewer program which provides property data. The request to make the northerly side of Pond Road from its intersection with Eastern Avenue in a

westerly direction for 250 feet was generated by CATA and confirmed in a letter from Paul F. Talbot, CATA's Administrator dated September 27, 2017 (on file). Councilor LeBlanc pointed out that as the owner of the property at 3 Pond Road has asked for this change for traffic safety on a private way and documentation is on file confirming that request, the Council is able to take action to make those changes pursuant to Mass. General Law.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-270 "Parking Prohibited at all times by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, Amend GCO Ch. 22, Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet."

This matter will be advertised for public hearing.

3. *CC2017-037 (LeBlanc): Request the Traffic Commission make a recommendation for the placement of stop signs and proper markings on Rockland Street, Gloucester Avenue & Madison Court (Cont'd from 09/18/17)*

Councilor LeBlanc explained that the traffic minutes show that the Commission agreed with what he was trying to do in creating a better traffic pattern in a particular area abutting Gloucester Avenue. He described that driving up from Washington Street onto Gloucester Avenue with the Baptist Church on one's left there is a small wedge of land that borders Madison Court where it intersects with Rockland Street and pulling directly onto Gloucester Avenue which was not a very safe situation. He described the proposed changes which will place a stop sign at Madison Court with Rockland Street and at Madison Court at its northerly intersection with Gloucester Avenue. A yield sign, at the recommendation of the Traffic Commission, should be placed on Rockland Street near its intersection with Gloucester Avenue towards the Cape Ann Lanes, he advised.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, Amend GCO Ch. 22, Sec. 22-269 "Stop Intersections" by ADDING "Madison Court at its intersection with Rockland Street."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, Amend GCO Ch. 22, Sec. 22-269 "Stop Intersections" by ADDING "Madison Court on its northerly side at the intersection with Gloucester Avenue."

The Committee recessed at 6:16 and reconvened at 6:29 p.m. upon the arrival of Councilor Cox. With her arrival, there was now a quorum of the City Council.

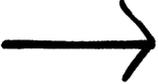
4. *CC2017-011 (Cox) Request Traffic Commission review parking spots & traffic flow on Pleasant St. from Franklin Sq. to 32 Pleasant St. to address safety issue of 2-way traffic & depending on review recommend to Council possible GCO amendments (Cont'd from 09/18/17)*

Councilor Cox requested that CC2017-011 be withdrawn.

COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the withdrawal of CC2017-011 pursuant to traffic changes affecting Pleasant Street from Franklin Square to 32 Pleasant Street without prejudice.

5. *CC2017-033 (Cox) Amend GCO Ch. 22, Sec. 22-270 "Parking prohibited at all times" by ADDING "Prospect Street, parking prohibited on the northerly side of Prospect Street from its intersection with Friend Street in a westerly direction to Taylor Street, from utility pole #976 to #978*

This matter will be advertised for public hearing.

- 
16. *CC2017-036 (Memhard): Amend GCO Ch. 22, Sec. 22-270 "Parking Prohibited at all times" & GCO Ch. 22, Sec. 22-291 Tow-away zones" re: Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet (TBC 10/02/17)*

Councilor LeBlanc advised that the city doesn't control Pond Road, and said he didn't know if the requested signage in the Council Order could be put up on the roadway. He conveyed that the Public Works Director said Pond Road is not maintained or controlled by the city and was unsure how the city would be able to enforce parking regulations or post signage. This request through Councilor Memhard's Council Order was made by Traffic Commission Chair, Robert Ryan, who is also the Manager of the Cape Ann Transportation Authority bus service, **Ms. Senos** noted.

Councilor Gilman said that when they put the new signs up at the intersection of Pond Road and Eastern Avenue they worked in collaboration with the state. She asked if they should also ask the Interim Police Chief to consider this initiative because if there was an infraction that the local police would need to have the authority to enforce an ordinance.

This matter is continued to October 2, 2017.

17. *CC2017-037 (LeBlanc): Request the Traffic Commission make a recommendation for the placement of stop signs and proper markings on Rockland Street, Gloucester Avenue & Madison Court (TBC 10/02/17)*

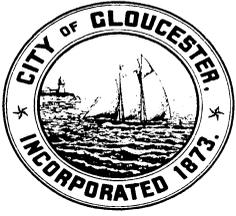
This matter is continued to October 2, 2017.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:08 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.



GLOUCESTER CITY COUNCIL 2017 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2017-062
SUBJECT: Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269 "Stop intersections" by ADDING "Madison Court, at its intersection with Rockland Street" and ADDING "Madison Court, northerly side, at its intersection with Gloucester Avenue.": and amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269.1 "Yield Intersections" by ADDING "Rockland Street, near its intersection with Gloucester Avenue."

DATE OPENED: 10/24/2017
CONTINUED TO:
CONTINUED FROM:
COMMITTEE: O&A 9/18/2017, 10/02/2017, 10/16/2017

GCO
**LEGAL NOTICE
NOTICE OF PUBLIC HEARINGS**

The Gloucester City Council will hold public hearings on **Tuesday, October 24, 2017** at 7:00 PM in the Kyrouz Auditorium, City Hall, relative to the following proposed amendments to the Gloucester Code of Ordinances:

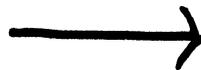
Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-277 "One hour parking - Generally" by ADDING "Washington Street northerly side from its intersection with Grove Street for a distance of approximately 150 feet in an easterly direction to the entrance of Oak Grove Cemetery".

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet".

Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet".



Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269 "Stop intersections" by ADDING "Madison Court, at its intersection with Rockland Street" and ADDING "Madison Court, northerly side, at its intersection with Gloucester Avenue".



Amend Chapter 22, "Traffic And Motor Vehicles", Sec. 22-269.1 "Yield intersections" by ADDING "Rockland Street, near its intersection with Gloucester Avenue".

At the public hearings, 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
Joanne M. Senos, City Clerk

AD#13619281
CAB 10/13/17

(b) Nothing in this article shall prohibit customers from using bags of any type that they bring in to the retail establishment themselves or from carrying away goods that not placed in a bag in lieu of bags provided by the retail establishment.

(c) The Building Inspector may promulgate rules and regulations to implement this article.

Councilor LeBlanc asked about Sec. 9-14 (c), if it could be done. Mr. Payson said it can and advised that the 15 days to issue a notice of violation is an arbitrary number which can be amended.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 by ADDING a new Sec. 9-14 "Enforcement and Penalties" as follows:

"The Building Inspector shall investigate any report of a failure to comply with this article.

(a) If the Building Inspector determines that a violation has occurred, the Building Inspector shall issue a warning notice to the retail establishment for the initial violation.

(b) The penalty for each violation that occurs after the issuance of the warning notice shall be \$50 for each offense. Payment of such fines may be enforced through civil action in the District Court.

(c) A retail establishment shall have fifteen (15) business days after the date that a notice of violation is issued to pay the penalty or the amount of the penalty payable shall be doubled."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 by ADDING a new Sec. 9-15 "Exemptions" as follows:

"The annual Stamp Out Hunger Food Drive sponsored by the Open Door and National Association of Letter Carriers food drive shall be exempt from this article.

Councilor LeBlanc asked what businesses still have bulk bag stock left as they'll need to be rid of that by the time of the ban's being instituted. Ms. Smith said in their outreach efforts to city businesses they hadn't received feedback from storeowners. Councilor LeBlanc said he heard from several retailers who said that they weren't contacted during the Clean City Commission outreach efforts. Ms. Smith asked for the retailers' names that the Councilor heard from and the Commission would reach out to them. Mr. Payson advised that when Newburyport instituted their plastic bag ban it was in place 180 days (from the vote) and the ban language is giving well over 365 days in order for retailers to use up their single-use plastic bags before the ban is instituted. Councilor LeBlanc expressed his agreement that the effort has been well vetted publicly.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 9 by ADDING a new Sec. 9-16 "Effective Date" as follows:

"All of the requirements set forth in this article shall take effect on January 1, 2019."

These matters will be advertised for public hearing.

8. *CC2017-037 (LeBlanc): Request the Traffic Commission make a recommendation for the placement of stop signs and proper markings on Rockland Street, Gloucester Avenue & Madison Court (to codify recommendation for yield sign)*

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council

Amend GCO Ch. 22, Sec. 22-269.1 Yield intersections by ADDING Rockland Street near its intersection with Gloucester Avenue.

9. CC2017-043 (Gilman) Request the Traffic Commission perform a speed study on Gee Avenue (TBC 11/20/17)

This matter is continued to November 20, 2017.

Joanne M. Senos, City Clerk, brought to the Committee's attention that she'd been asked at the last meeting of the Committee by Councilor Gilman to do a word search of the Code of Ordinances wherever it shows alcohol is prohibited and named some sections of the Ordinance. **Councilor Gilman** said this came about when she put through the ordinance amendment to add a marijuana ban at city beaches and parks. She said she wanted to learn whether the Council may need to add the word "marijuana" to those sections and will work with Ms. Senos on this initiative.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:53 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

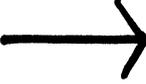
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westerly direction for 250 feet was generated by CATA and confirmed in a letter from Paul F. Talbot, CATA's Administrator dated September 27, 2017 (on file). Councilor LeBlanc pointed out that as the owner of the property at 3 Pond Road has asked for this change for traffic safety on a private way and documentation is on file confirming that request, the Council is able to take action to make those changes pursuant to Mass. General Law.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to Amend GCO Ch. 22, Sec. 22-270 "Parking Prohibited at all times by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, Amend GCO Ch. 22, Sec. 22-291 "Tow-away zones" by ADDING "Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet."

This matter will be advertised for public hearing.

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3. *CC2017-037 (LeBlanc): Request the Traffic Commission make a recommendation for the placement of stop signs and proper markings on Rockland Street, Gloucester Avenue & Madison Court (Cont'd from 09/18/17)*

Councilor LeBlanc explained that the traffic minutes show that the Commission agreed with what he was trying to do in creating a better traffic pattern in a particular area abutting Gloucester Avenue. He described that driving up from Washington Street onto Gloucester Avenue with the Baptist Church on one's left there is a small wedge of land that borders Madison Court where it intersects with Rockland Street and pulling directly onto Gloucester Avenue which was not a very safe situation. He described the proposed changes which will place a stop sign at Madison Court with Rockland Street and at Madison Court at its northerly intersection with Gloucester Avenue. A yield sign, at the recommendation of the Traffic Commission, should be placed on Rockland Street near its intersection with Gloucester Avenue towards the Cape Ann Lanes, he advised.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, Amend GCO Ch. 22, Sec. 22-269 "Stop Intersections" by ADDING "Madison Court at its intersection with Rockland Street."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, Amend GCO Ch. 22, Sec. 22-269 "Stop Intersections" by ADDING "Madison Court on its northerly side at the intersection with Gloucester Avenue."

The Committee recessed at 6:16 and reconvened at 6:29 p.m. upon the arrival of Councilor Cox. With her arrival, there was now a quorum of the City Council.

4. *CC2017-011 (Cox) Request Traffic Commission review parking spots & traffic flow on Pleasant St. from Franklin Sq. to 32 Pleasant St. to address safety issue of 2-way traffic & depending on review recommend to Council possible GCO amendments (Cont'd from 09/18/17)*

Councilor Cox requested that CC2017-011 be withdrawn.

COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the withdrawal of CC2017-011 pursuant to traffic changes affecting Pleasant Street from Franklin Square to 32 Pleasant Street without prejudice.

5. *CC2017-033 (Cox) Amend GCO Ch. 22, Sec. 22-270 "Parking prohibited at all times" by ADDING "Prospect Street, parking prohibited on the northerly side of Prospect Street from its intersection with Friend Street in a westerly direction to Taylor Street, from utility pole #976 to #978*

This matter will be advertised for public hearing.

16. *CC2017-036 (Memhard): Amend GCO Ch. 22, Sec. 22-270 "Parking Prohibited at all times" & GCO Ch. 22, Sec. 22-291 Tow-away zones" re: Pond Road, northerly side from its intersection with Eastern Avenue in a westerly direction for a distance of 250 feet (TBC 10/02/17)*

Councilor LeBlanc advised that the city doesn't control Pond Road, and said he didn't know if the requested signage in the Council Order could be put up on the roadway. He conveyed that the Public Works Director said Pond Road is not maintained or controlled by the city and was unsure how the city would be able to enforce parking regulations or post signage. This request through Councilor Memhard's Council Order was made by Traffic Commission Chair, Robert Ryan, who is also the Manager of the Cape Ann Transportation Authority bus service, **Ms. Senos** noted.

Councilor Gilman said that when they put the new signs up at the intersection of Pond Road and Eastern Avenue they worked in collaboration with the state. She asked if they should also ask the Interim Police Chief to consider this initiative because if there was an infraction that the local police would need to have the authority to enforce an ordinance.

This matter is continued to October 2, 2017.

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17. *CC2017-037 (LeBlanc): Request the Traffic Commission make a recommendation for the placement of stop signs and proper markings on Rockland Street, Gloucester Avenue & Madison Court (TBC 10/02/17)*

This matter is continued to October 2, 2017.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:08 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.