

GLOUCESTER CITY COUNCIL CALENDAR OF BUSINESS

TUESDAY, March 27, 2018

7:00 P.M.

KYROUZ AUDITORIUM, CITY HALL

COUNCIL MEETING #2018-006

MEETINGS ARE RECORDED



FLAG SALUTE & MOMENT OF SILENCE

ORAL COMMUNICATIONS

PRESENTATIONS/COMMENDATIONS

CONFIRMATION OF NEW APPOINTMENTS

Affordable Housing Trust	Joseph Bertolino	TTE 02/14/20
Clean Energy Commission	Michael Nolan, Debra Darby	TTE 02/14/20
Community Preservation Committee	Pamela Tobey	TTE 02/14/21
Historic District Commission	Kristal Pooler, Prudence Fish, Carmine Gorga	TTE 02/14/21
Planning Board	Beverly Bookin	TTE 02/14/23
Traffic Commission	Michael Mitchel	TTE 02/14/21

CONSENT AGENDA

ACTION

• **CONFIRMATION OF REAPPOINTMENTS**

Board of Health	Richard Sagall	TTE 02/14/21
Capital Improvement Advisory Board	Joel Favazza	TTE 02/14/21
Clean Energy Commission	Candace Wheeler	TTE 02/14/20
Conservation Commission	John Feener, Barry Gradwohl, Linda Charpentier	TTE 02/14/21
Downtown Development Commission	Joseph Giacalone	TTE 02/14/21
Gloucester Cultural Council	Jane Keddy	TTE 02/14/21
Historical Commission	Robert Whitmarsh	TTE 02/14/21
Magnolia Woods Advisory Oversight & Advisory Committee	David Marro, Richard Jabba, Dean Sidell	TTE 02/14/21
Tourism Commission	Mike Mann	TTE 02/14/21

• **MAYOR'S REPORT (cont'd from March 13, 2018)**

1. Reappointments:

Clean Energy Commission (TTE 02/14/20) Linda Stout-Saunders

(Refer O&A)

2. Memorandum from IT Director re: request to pay FY17 invoices with FY18 funds

(Refer B&F)

3. Special Budgetary Transfer Request (#2018-SBT-7) from the Fire Department

(Refer B&F)

4. Special Budgetary Transfer Request (#2018-SBT-8) from the Fire Department

(Refer B&F)

5. Memorandum from the Mayor's Office re: Recreational Marijuana Task Force Updates

(Info Only)

• **MAYOR'S REPORT**

1. Special Budgetary Transfer Request (#2018-SBT-9) from the Fire Department

(Refer B&F)

2. Special Budgetary Transfer Request (#2018-SBT-10) from the Fire Department

(Refer B&F)

3. Letter from Clean City Commission Chair re: City Council acceptance of three Sidewalk Buttler cigarette receptacles from Keep Massachusetts Beautiful, in the amount of \$297

(Refer B&F)

4. Supplemental Appropriation-Budgetary Request (#2018-SA-24) from the Treasurer

(Refer B&F)

5. Memorandum and Supplemental Appropriation-Budgetary Request (#2018-SA-25) from the Treasurer

(Refer B&F)

6. Supplemental Appropriation-Budgetary Request (#2018-SA-26) from the Treasurer

(Refer B&F)

7. Memorandum from the CFO re: request loan authorization in the amount of \$675,000 for municipal building improvements

(Refer B&F)

• **COMMUNICATIONS/INVITATIONS**

• **INFORMATION ONLY**

1. 2018 Yearly Operational Plan from Keolis Commuter Services re: herbicide application

(Info Only)

• **APPLICATIONS/PETITIONS**

1. Special Events Application: Request to the hold the Boston Wounded Veterans 5K Road Race on May 12, 2018

(Refer P&D)

2. PP2018-001: Request from National Grid to replace pole #376 and to install 130 feet of underground conduit from 12 Beachland Ave to pole #376

(Refer P&D)

• **COUNCILLORS ORDERS**

1. CC#2018-010(O'Hara/Nolan): Request the City Council, School Committee and Mayor identify Gloucester Public Schools building safety improvements to prevent unauthorized entry into schools and identify and authorize the funding to make such improvements as soon as possible

(Refer CC, School Comm., Mayor)

2. CC#2018-011(LeBlanc): Request the Traffic Commission review whether or not there should be directional pavement markings for the delineation of traffic at "Tally's Corner" and make a written recommendation to O&A

(Refer O&A & TC)

3. CC#2018-012(Nolan): Amend GCO Ch. 22 "Traffic and Motor Vehicles" Sec. 22-267 "One-way streets- Generally" by ADDING Cliff Avenue, from Lexington Avenue, in an easterly direction to Shore Road

(Refer O&A & TC)

• APPROVAL OF MINUTES FROM PREVIOUS COUNCIL AND STANDING COMMITTEE MEETINGS

1. City Council Meeting: 2/27/2018

(Approve/File)

2. Joint Meeting of the City Council & School Committee 3/6/2018

(Approve/File)

3. Standing Committee Meetings: B&F 3/13/2018 (no meeting), 3/22/2018 (under separate cover); O&A 3/5/2018, 3/19/2018 (under separate cover); P&D 3/7/2018, 3/21/2018 (no meeting)

(Approve/File)

STANDING COMMITTEE REPORTS

ACTION

B&F 3/13/2018 (no meeting), 3/22/2018; O&A 3/5/2018, 3/19/2018; P&D 3/7/2018, 3/21/2018 (no meeting)

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. 5.29 (including Major Project GZO Section 5.7) and Sec. 5.29.10 and 5.11.8

(TBC 4/10/2018)

2. PH2018-010: Loan Authorization 2018-002: Repurposing of loan balances in the amount of \$928,842.49 for completed Sewer Capital Project funds dating back to 1999

3. PH2018-011: SCP2018-001: School Street #1, Map 14, Lot 67, to convert a basement level storage area to a studio apartment pursuant to GZO Sec. 2.3.1(8) conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 district

4. PH2018-012: Amend GCO Ch. 17 "Police", Art. II "Police Department" Sec. 17-18 "Selection of police chief: manner of appointment"

5. PH2018-013: Amend GCO Ch. 8 "Fire Prevention and Protection" Art. II "Fire Department" Sec. 8-18 "Screening of fire chief – manner of appointment"

6. PH2018-014: Amend GCO Ch. 22 "Traffic and Motor Vehicles" Sec. 22-288 "Off-Street Parking Areas" by **DELETING** under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals." and **ADDING** under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013" as follows: "subject to annual city council review and approval."

7. PH2018-015: Amend GCO Ch. 22 "Traffic and Motor Vehicles" Sec. 22-270 "Parking prohibited at all times" **AND** Sec. 22-291 "Tow-Away Zones" by **ADDING** "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to the westerly intersection of Hampden Street."

FOR COUNCIL VOTE

UNFINISHED BUSINESS

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

Update of the Council on Aging Board by City Council Representative, Valerie H. Gilman

COUNCILLOR'S REQUESTS TO THE MAYOR

ROLL CALL Councillor Valerie H. Gilman



City Clerk

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

NEXT REGULAR CITY COUNCIL MEETING, April 10, 2018

Minutes filed in City Clerk's Office of other Boards and Commissions February 23, 2018 thru March 22, 2018

Bd. of Assessors 3/1/2018, 3/15/2018; Gloucester Housing Authority 2/14/2018, 3/14/2018; Special Event Advisory Committee 2/1/2018; Stage Fort Park Advisory Committee 2/1/2018; ZBA 1/11/2018, 1/25/2018

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

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

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY CLERK
GLOUCESTER, MA

2018 MAR -7 PM 3:46

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

TO: City Council
FROM: Sefatia Romeo Theken, Mayor
DATE: March 7, 2018
RE: Mayor's Report for the March 13th, 2018 – City Council Meeting

Members of the City Council:

This Mayor's Report continues to reappoint members to our Boards and Commissions; it contains a memo from IT regarding FY17 unpaid invoices and various items referred to Budget and Finance, including Special Budgetary Transfer Requests by the Fire Department; and we have included an Information Only submission regarding policies and regulations for recreational marijuana that are news related (final regulations are expected to be released on March 15, 2018).

As always, I encourage the City Council to contact my office with any questions or comments regarding this submission. I will continue to update the council as these matters move forward.

Boards, Committee & Commissions:

Reappointments

Clean Energy Commission

- Linda Stout-Saunders, two-year term, expires 2/14/2020

Enclosure 1 contains the relevant information regarding the above reappointment request. *Please refer this matter to the **Ordinance and Administration subcommittee** for review and approval.*

Financial Matters:

- **Enclosure 2** is a Memo from Director Information Services James Pope regarding a request for payment of Prior Year Invoice for services and supplies delivered in FY17 in the amount of \$2,684.78. *Please refer this matter to the **Budget and Finance subcommittee** for review and approval.* Director James Pope or appropriate personnel will be available to answer questions and provide further information.
- **Enclosure 3** is a Special Budgetary Transfer Request (**2018 SBT #7**) for \$5,000.00 from Chief Eric Smith regarding funds needed to purchase Washer Extractor. *Please refer this matter to the **Budget and Finance subcommittee** for review and approval.* Chief Eric Smith or appropriate personnel will be available to answer questions and provide further information.
- **Enclosure 4** is a Special Budget Transfer Request (**2018-SBT #8**) for \$6,000.00 from Chief Eric Smith regarding funds needed to purchase Washer Extractor. *Please refer this matter to the **Budget and Finance subcommittee** for review and approval.* Chief Eric Smith or appropriate personnel will be available to answer questions and provide further information.

Information Only:

- **Enclosure 5** is a memo from the Mayor's Office regarding certain events relating to recreational marijuana and tentative next steps.

###

A handwritten signature in black ink, appearing to read "Sefana Romeo Theken", written over a horizontal line.

Sefana Romeo Theken, Mayor

ENCLOSURE 1

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

February 28, 2018

Ms. Linda Stout-Saunders
52 Bennett Street
Gloucester, MA 01930

Dear Linda:

I am pleased to reappoint you to a two year term to the **Clean Energy Commission**. Your appointment will be sent to the City Council for their meeting on March 13, 2018. Confirmation of your appointment will be referred out to the next Ordinance & Administration subcommittee meeting, and you will be notified by the Clerk of Committee as to the date on which the O & A Committee will review your appointment.

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

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

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

Thank you again,

Sincerely,

A handwritten signature in black ink, appearing to read "Sefatia Romeo Theken". The signature is stylized with large, overlapping loops.

Sefatia Romeo Theken,
Mayor

cc: Mayor's Report to the City Council

ENCLOSURE 2



CITY HALL ANNEX
THREE POND ROAD
GLOUCESTER, MA 01930

CITY OF GLOUCESTER
OFFICE OF INFORMATION SERVICES
www.gloucester-ma.gov

JAMES A. POPE
DIRECTOR
TEL 978.325.5250
JPOPE@GLOUCESTER-MA.GOV

Date: February 28, 2018
To: Sefatia Romeo Theken, Mayor
From: James Pope, Director Information Services *JP*
Subject: Request for Payment of Prior Year Invoice

Due to the late receipt of the attached invoice for services and supplies delivered in FY17, funds were not encumbered for Konica Minolta/Cameron Office Products in the amount of **\$2,684.78**

I respectfully ask that we ask the Council to approve the use of FY18 funds to be used for invoice in order to clear up the overdue balance on our account with this vendor. Cameron Office Products services most of the City's copiers and printers and in order to remain in good standing and have them respond to our service requests or maintenance, our account must not be in arrears.

The FY18 Purchase Order is 1802442 encumbering funds in account 0115552-524007.

Thank you very much for your consideration.

CAMERON OFFICE PRODUCTS

A Xerox Company
 1 WATER STREET AMESBURY, MA 01913
 P: (978) 388-2225

Please remit payment to:
 LOCKBOX # 3992
 PO BOX 8500
 PHILADELPHIA, PA 19178-3992

CONTRACT INVOICE

Invoice Number: IN915652
 Invoice Date: 07/06/2017

Bill To: CITY OF GLOUCESTER COMMUNITY DEVELOPMENT
 3 POND RD.
 GLOUCESTER, MA 01930

Customer: CITY OF GLOUCESTER COMMUNITY DEVELOPMENT
 3 POND RD.
 GLOUCESTER, MA 01930

Account No	Payment Terms	Due Date	Invoice Total	Balance Due	
CO98:301236	Cust-Net30	08/05/2017	\$2,684.78	\$2,684.78	
Contract Number	Contact	Contract Amount	P.O. Number	Start Date	Exp. Date
CN14311-01	MARIE 978-281-9781	\$2,684.78	1601244	08/01/2014	
Remarks					

Summary:

Contract base rate charge for this billing period	\$0.00 *
Contract overage charge for the 07/01/2016 to 06/30/2017 overage period	\$2,684.78 **
*Sum of equipment base charges **See overage details below	\$2,684.78

Detail:

Equipment included under this contract

KON/BIZHUBC454E

Number	Serial Number	Base Charge	Location						
39604	ASC0011008953	\$0.00	CITY OF GLOUCESTER COMMUNITY DEVELOPMENT 3 POND RD. GLOUCESTER, MA 01930						
Meter Type	Meter Group	Begin Meter	End Meter	Credits	Total	Covered	Billable	Rate	Overage
BLK	BLK-39604-	219,207	295,916		76,709	0	76,709	\$0.009000	\$690.38
CL2	CL2-39604-	219	222		3	0	3	\$0.000000	\$0.00
CLR	CLR-39604-	93,614	134,316		40,702	0	40,702	\$0.049000	\$1,994.40
									\$2,684.78

Please remit payment to:
 LOCKBOX # 3992
 PO BOX 8500
 PHILADELPHIA, PA 19178-3992

Invoice SubTotal	\$2,684.78
Tax:	\$0.00
Invoice Total	\$2,684.78
Balance Due:	\$2,684.78

ENCLOSURE 3

**City of Gloucester
Special Budgetary Transfer Request
Fiscal Year 2018**

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

TRANSFER # 2018-SBT- 7 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: FIRE DEPARTMENT

DATE: 2/26/2018 BALANCE IN ACCOUNT: \$15,225.00

(FROM) PERSONAL SERVICES ACCOUNT # _____
MUNIS ORG - OBJECT _____
(FROM) ORDINARY EXPENSE ACCOUNT # _____
MUNIS ORG - OBJECT _____
 0122052/524017
 R&M - OTHER EQUIPMENT
MUNIS ACCOUNT DESCRIPTION _____

DETAILED EXPLANATION OF SURPLUS: AVAILABLE FUNDS

(TO) PERSONAL SERVICES ACCOUNT # _____
MUNIS ORG - OBJECT _____
(TO) ORDINARY EXPENSE ACCOUNT # _____
MUNIS ORG - OBJECT _____
 0122058/585000
 EQUIPMENT
MUNIS ACCOUNT DESCRIPTION _____

DETAILED ANALYSIS OF NEED(S): TO PURCHASE WASHER EXTRACTOR

TOTAL TRANSFER AMOUNT: \$5,000.00

FROM ACCOUNT: \$10,225.00
TO ACCOUNT: \$22,000.00

APPROVALS:

DEPT. HEAD: _____ DATE: 2/26/2018
ADMINISTRATIVE: _____ DATE: 2/27/2018
BUDGET & FINANCE: _____ DATE: _____
CITY COUNCIL: _____ DATE: _____

ENCLOSURE 4

**City of Gloucester
Special Budgetary Transfer Request
Fiscal Year 2018**

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

TRANSFER # 2018-SBT- 8 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: FIRE DEPARTMENT

DATE: 2/26/2018 BALANCE IN ACCOUNT: \$29,000.00

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

(FROM) ORDINARY EXPENSE ACCOUNT # _____ *MUNIS ORG - OBJECT*
_____ 0122052/542010
_____ **PUBLIC SFTY EQUIP NOT CAPITAL**
_____ *MUNIS ACCOUNT DESCRIPTION*

DETAILED EXPLANATION OF SURPLUS: AVAILABLE FUNDS

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

(TO) ORDINARY EXPENSE ACCOUNT # _____ *MUNIS ORG - OBJECT*
_____ 0122058/585000
_____ **EQUIPMENT**
_____ *MUNIS ACCOUNT DESCRIPTION*

DETAILED ANALYSIS OF NEED(S): TO PURCHASE WASHER EXTRACTOR

TOTAL TRANSFER AMOUNT: \$6,000.00
FROM ACCOUNT: \$23,000.00
TO ACCOUNT: \$28,000.00

APPROVALS: _____
DEPT. HEAD: _____ DATE: 2/26/2018
ADMINISTRATIONS: _____ DATE: 2/27/2018
BUDGET & FINANCE: _____ DATE: _____
CITY COUNCIL: _____ DATE: _____

ENCLOSURE 5

City Hall
Nine Dale Avenue
Gloucester, MA 01930



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chris@gloucester-ma.gov

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

Date: Wednesday, March 07, 2018
From: Christopher Sicuranza, Mayor's Office
To: Gloucester City Council
RE: Recreational Marijuana Taskforce Updates

Councilors,

Please find the following notable highlights and news related to recreational marijuana policies and regulations for your consideration as an information only item. As the Cannabis Control Commission (CCC) has given a preliminary approval for regulations this week, we expect the final regulations to be released on March 15, 2018 as originally scheduled. Other highlights include cannabis cultivation tier adjustments, final warning labels for packaging and a budget submission from Governor Baker for \$2 million to help with public awareness marketing.

As always, we are available to assist with any questions or concerns from our team leaders.

Notable Policy Dates:

- **March 15th** - CCC Release Final State Recreational Marijuana Regulations
- **Week of March 22nd** – Rec. Marijuana Task Force Meets to Establish Recommendations to Administration
- **March 27th** – City Council Meeting – Recommendation from Task Force and Mayor's Office to City Council via Mayor's Report Submission containing full guidance on ordinance, zoning, etc.

Upcoming Recreational Marijuana Events & Forums:

- April 12th tentative Dr. Ruth Potee Marijuana Youth Open Forum (*Rescheduled due to weather*)
- Saturday, March 24th – 4th Annual NE Cannabis Convention

Policy Updates / General Information:

- 4 Key Changes to Massachusetts' Marijuana Regulations (<http://www.wbur.org/news/2018/03/06/massachusetts-marijuana-regulations-approved>)
- Charlie Baker Seeks Medical, Recreational Marijuana Law Changes (<http://www.cannabisbusinesstimes.com/article/massachusetts-governor-seeks-medical-recreational-marijuana-law-changes/>)
- THC Warning Labels Introduced (<http://www.heraldnews.com/news/20180306/pot-leaf-warnings-to-appear-on-all-marijuana-products>)



With Rules Now Finalized, Here Are 4 Key Changes To Massachusetts' Marijuana Regulations

March 06, 2018 Updated Mar 06, 2018 4:37 PM [Steve Brown](#)

With less than four months to go before the first legal sales of adult-use marijuana are supposed to begin in Massachusetts, the agency tasked with overseeing the cannabis industry has finalized its regulations.

The Cannabis Control Commission voted unanimously to accept the rules that will govern the new legal industry. Commission Chair Steve Hoffman said he doesn't anticipate any potential roadblocks between now and July 1 when the first licensed retail stores will be allowed to open.

"We need to make sure we have all of our staff in place. We need to make sure that our technology is in place. We need to continue to collaborate with the cities and towns around the state to make sure they're comfortable and that our process works with their process," Hoffman said shortly after the commission's vote.

"I wouldn't call any of those roadblocks," he added. "It's just things that we have to continue to work on between now and July 1."

Backers of the 2016 referendum that legalized recreational marijuana are generally pleased with the regulations. The commission will begin accepting applications for licenses to operate cannabis businesses on April 1. Here are four key changes to the regulations since they were initially approved last December:

1. No Social Consumption Or Home Delivery For Now: The biggest change is that there will be no cannabis cafes, or weed delivery services until next year, at the earliest.

The hold off on social consumption in public establishments came following an outcry from Gov. Charlie Baker, Attorney General Maura Healey and many members of the state Legislature. The Commission initially said they would issue licenses to businesses where patrons would be allowed to consume cannabis on-premises. There would have been two types of licenses: a primary license, in which more than 50 percent of the business' revenues would come from the sale of cannabis; and a mixed-use license, in which places like restaurants, theaters and yoga studios would allow patrons to purchase cannabis products to be consumed during another activity, such as dining, watching a movie or taking a yoga class. Cannabis sales in businesses with mixed-use licenses would need to represent less than 50 percent of the company's revenues.

Supporters of social consumption licenses argued they were needed to give people a legal place to go to consume marijuana, since some landlords and housing units would likely prohibit tenants from partaking. But opponents successfully argued that the commission should start out slow by, for now, only licensing brick and mortar retail stores where consumers could purchase their cannabis.

The commission also agreed to hold off on allowing home delivery, which was initially OK'ed in December. The panel did reach a compromise that they will revisit the topic after the initial rollout of retail stores on July 1. That discussion will take place after more data are compiled and input has been received from the Cannabis Advisory Board in October, with a decision made by

February. It was also agreed that social consumption and home delivery licenses will, for a time, be issued only to so-called "equity applicants," which are applicants that come from mostly minority communities that were disproportionately harmed by the war on drugs.

2. Dispensaries Must Set Aside Product For Registered Patients - Registered marijuana patients in Massachusetts have had access to legal marijuana products at licensed dispensaries since 2015. Many of those patients fear there will be a stampede on July 1, when several of those dispensaries seek to also offer adult-use marijuana to anyone over the age of 21. The patients successfully convinced the Cannabis Control Commission to require that those dispensaries set aside 35 percent of their product, or a six-month average of their medical marijuana sales, for registered patients. Registered patients will also, at least for the time being, not have to stand in line with the general public to purchase what many consider their necessary medicine.

3. Cultivators Capped At 100,000 Square Feet - Initially, the CCC was set to allow cultivators to grow as large as they wanted, provided they applied for the appropriate license and pay the corresponding fee that increased as the size of the grow increased.

The commission heard feedback during the public comment period that not having a cap could create a situation where a cultivator was growing so much product, it might be tempting to divert some of that product out of state, or to the unregulated (black) market. The commission decided a 100,000-square-foot (2.3-acre) cap would help discourage diversion, as well as discourage huge agri-cannabis companies from forming and taking hold of the market.

The commission set up a tiered system where a cultivator would initially decide how much product they wished to grow. For example, a cultivator that wanted to grow 60,001 square feet of cannabis would be in Tier 8, meaning they could grow up to 70,000 square feet. Upon annual renewal, the cultivator would have to demonstrate to the commission that they have sold 70 percent of what they have grown. If they did not, or grew less than 60,001 square feet, they would be bumped down to Tier 7, meaning they could grow between 50,001 and 60,000 square feet of cannabis. The rationale behind this is to make sure enough marijuana is grown for the demand of the legal market, but not so much that there is a surplus that could potentially be diverted.

4. People Convicted Of Trafficking Hard Drugs Essentially Barred From Industry -This was the most passionate discussion by the commission members over changes to the regulations. Commissioner Britte McBride, an attorney, proposed that given the fact the U.S. Justice Department has repealed the Cole Memo, the Obama-era guidance that allowed states to set up legal cannabis industries despite marijuana being federally banned, it would be best to prohibit convicted drug traffickers (other than those found guilty of trafficking in marijuana) from working in the new industry. McBride's argument was that to allow convicted traffickers to take part in the regulated industry might attract unwanted attention from federal prosecutors, and ultimately, bring the entire industry down.

Commission Chair Steven Hoffman and member Shaleen Title, who is also a lawyer, disagreed, saying it was unfair to prohibit someone who had paid their debt to society from finding work in the new industry. Ultimately, the commission voted 3-2 in favor of the prohibition. However, they did include language that would allow convicted drug traffickers to be licensed to work for a marijuana business provided that the individual has no direct contact with any cannabis product.



CONTAINS THC

Pot leaf warnings to appear on all marijuana products By Colin A. Young State House News Service Posted Mar 6, 2018 at 6:24 PM

The image of a marijuana leaf has been banned for marketing purposes from appearing on the packaging or advertising for pot products, but the Cannabis Control Commission voted Tuesday to require the image of a marijuana leaf be displayed on every legal marijuana product sold in Massachusetts.

The leaf will appear as part of an icon intended to warn consumers that the product contains THC, the compound that gives marijuana users a high feeling. The CCC approved two icons Tuesday which will be required to appear on all marijuana products. The CCC's warning label will be the only allowed use of a marijuana leaf on packaging.

"The statute ... requires that all labeling of packing include two distinct symbols -- the first indicates the product contains marijuana and the second is a symbol that indicates that the product itself is harmful for children," CCC Executive Director Shawn Collins said.

One icon is a red triangle with a black marijuana leaf inside; underneath the triangle are the words, "CONTAINS THC." The second symbol is a red octagon, like a stop sign, that says "NOT SAFE FOR KIDS" inside.

The CCC picked those icons, commissioners said, because they thought the red shapes would be more visible and because a marijuana leaf is a recognizable shape.

The regulations approved by the CCC on Tuesday will also require that edible marijuana products -- which will be limited to no more than 5 mg of THC per serving -- include warning labels that say, "The impairment effects of edible products may be delayed by two hours or more" and "In case of accidental ingestion, contact the poison control hotline 1-800-222-1222 or 9-1-1."

Products will also be required to list the cultivator or manufacturer, the potency of the product, any necessary instructions and other warnings, depending on the product type.

Massachusetts Gov. Charlie Baker Seeks Medical, Recreational Marijuana Law Changes

"Minor amendments" to the state's recreational and medical marijuana laws are part of a spending bill filed by Gov. Baker on March 2.

[SUBSCRIBE](#)

March 6, 2018

A \$5.4 million spending bill filed by Gov. Charlie Baker late Friday would set aside \$2 million for the Department of Public Health to run a public awareness campaign ahead of the start of retail marijuana sales in July, and make "minor amendments" to recreational and medical marijuana laws.

The supplemental budget also includes \$3.4 million to fund a collective bargaining agreement ratified by the American Federation of State, County and Municipal Employees.

Baker, in a filing letter to the Legislature, said the bill includes "a number of minor amendments and corrections to the statutes regulating adult use marijuana and medical use marijuana in the Commonwealth."

Deliver For Nonconsumption Or Home

City Hall
Nine Dale Avenue
Gloucester, MA 01930
CITY CLERK
GLOUCESTER, MA



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

2018 MAR 22 AM 9:15

CITY OF GLOUCESTER
OFFICE OF THE MAYOR

TO: City Council
FROM: Sefatia Romeo Theken, Mayor
DATE: March 21, 2018
RE: Mayor's Report for the March 27th, 2018 – City Council Meeting

Members of the City Council:

This Mayor's Report is brief and contains only a few financial items being put through and will be referred to Budget and Finance.

As always, I encourage the City Council to contact my office with any questions or comments regarding this submission. I will continue to update the council as these matters move forward.

Financial Matters:

- **Enclosure 1** is a regarding a Special Budgetary Request (**2018 SBT # 9**) for \$2,054.00 from Chief Eric Smith Fire Department regarding funds to continue to keep fire stations open. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** Chief Eric Smith or appropriate personnel will be available to answer questions and provide further information.
- **Enclosure 2** is a Special Budgetary Transfer Request (**2018 SBT #10**) for \$1,760.00 from Chief Eric Smith Fire Department regarding to continue to keep fire stations open. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** Chief Eric Smith or appropriate personnel will be available to answer questions and provide further information.
- **Enclosure 3** is a memo from Ainsley Smith, Chair of the Gloucester Clean City Commission requesting the acceptance of three sidewalk butler cigarette receptacles being donated with a value of \$297.00. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** Chair Ainsley Smith, Gloucester Clean City Commission or appropriate personnel will be available to answer questions and provide further information.
- **Enclosure 4** is a Supplemental Appropriation Budgetary Request (**2018 SA #24**) from Chief Financial Officer John Dunn for \$20,000.00 regarding anticipated increase in the cost of Legal Services related to labor contract negotiations. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** John Dunn, Chief Financial Officer or appropriate personnel will be available to answer questions and provide further information.
- **Enclosure 5** is a Supplemental Appropriation Budgetary Request (**2018 SA #25**) from Chief Financial Officer John Dunn for \$33,000.00 to fund the purchase of three leased 2015 Nissan Leafs per the purchase option included in the underlying lease agreements. ***Please refer this matter to the Budget and Finance subcommittee for review and approval.*** John Dunn, Chief

ENCLOSURE 2

ENCLOSURE 3

March 19, 2018

Dear Mayor Romeo Theken and City Councilors,

This letter is to inform you that the Gloucester Clean City Commission has recently accepted a donation of three Sidewalk Buttler cigarette receptacles from Keep Massachusetts Beautiful. These units are similar to the 20 units already installed around the city, and are valued at \$99 each, for a total of \$297. We look forward to installing these units in areas of high foot traffic, to continue reducing cigarette litter in the city. Please don't hesitate to contact us if additional information is needed regarding this donation.

Sincerely,

Ainsley Smith

Chair, Gloucester Clean City Commission

ENCLOSURE 4

City of Gloucester
SUPPLEMENTAL APPROPRIATION - BUDGETARY REQUEST
Fiscal Year 2018

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

APPROPRIATION # 2018-SA 24 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: _____ Treasurer/Collector

APPROPRIATION AMOUNT: _____ \$20,000.00

Account to Appropriate from: MUNIS ORG - OBJECT _____ 001/322000

MUNIS ACCOUNT DESCRIPTION _____ GF Fund Balance - Reserve for Overlay Surplus

Balance Before Appropriation _____ \$171,340.56

Balance After Appropriation \$ _____ 151,340.56

Account Receiving Appropriation: MUNIS ORG - OBJECT _____ 0115152/530010

MUNIS ACCOUNT DESCRIPTION _____ Legal Services

Balance Before Appropriation \$ _____ 5,875.00

Balance After Appropriation \$ _____ 25,875.00

DETAILED ANALYSIS OF NEED(S): Anticipated increase in the cost of Legal Services primarily related to labor contract negotiations.

APPROVALS:

DEPT. HEAD: _____ DATE: 3/21/2018

ADMINISTRATION: _____ DATE: 3/21/2018

BUDGET & FINANCE: _____ DATE: _____

CITY COUNCIL: _____ DATE: _____

ENCLOSURE 5

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: March 21, 2018
Re: Supplemental Appropriation – Purchase of 2015 Nissan Leafs

The City currently is leasing six Nissan Leaf electric vehicles. Three of these vehicles were acquired in 2015 under a then existing State agreement with Nissan. Such agreement called for a vehicle purchase price of approximately \$30,500 which was then reduced by a Nissan incentive of \$11,025. An underlying lease agreement was executed calling for 36 monthly payments of \$275 for each vehicle. As part of the State sponsored program, grant funds were provided to pay about two thirds of those monthly payments.

The lease agreement with Nissan allows the City to purchase the vehicles at the end of the lease period (May 2018) for approximately \$10,900 each including identified fees. The vehicles each have less than 25,000 miles on their odometers. Though the bumper to bumper warranty expires at the end of the lease period (36 months), the drive train warranty, including the battery packs, extends for another 24 months.

If we exercise the purchase option, the net acquisition cost to the City for each of these vehicles is less than \$14,000 or 45% of the original purchase price. I would recommend that the City exercise its purchase option and have attached a Supplemental Appropriation form from the Capital Stabilization Fund to provide the required funding. I have rounded up the funding amount to \$11,000 for each vehicle for a total of \$33,000.

If you are in agreement with the above, please include this in the next Mayor's Report for Council action. As always, I and others as necessary will be available to the Council to answer questions or provide more information.

Thank you.

**City of Gloucester
SUPPLEMENTAL APPROPRIATION - BUDGETARY REQUEST
Fiscal Year 2018**

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

APPROPRIATION # 2018-SA-25 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: _____ Treasurer/Collector

APPROPRIATION AMOUNT: _____ \$33,000.00

Account to Appropriate from: MUNIS ORG - OBJECT	7600/359000
MUNIS ACCOUNT DESCRIPTION	Capital Project Stabilization - Fund Balnace
Balance Before Appropriation	\$1,523,238.00
Balance After Appropriation	\$ 1,490,238.00

Account Receiving Appropriation: MUNIS ORG - OBJECT	7600XX/585XXX
MUNIS ACCOUNT DESCRIPTION	CP Stabilization - Nissan Leaf Purchase
Balance Before Appropriation	\$ -
Balance After Appropriation	\$ 33,000.00

DETAILED ANALYSIS OF NEED(S): To fund the purchase of three 2015 Nissan Leafs per the purchase option included in the underlying lease agreements.

APPROVALS:

DEPT. HEAD: _____ DATE: 3/21/2018

ADMINISTRATION: [Signature] DATE: 3/21/2018

BUDGET & FINANCE: _____ DATE: _____

CITY COUNCIL: _____ DATE: _____

ENCLOSURE 6

City of Gloucester
SUPPLEMENTAL APPROPRIATION - BUDGETARY REQUEST
Fiscal Year 2018

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

APPROPRIATION # 2018-SA- 26 Auditor's Use Only

DEPARTMENT REQUESTING TRANSFER: _____ Treasurer/Collector _____

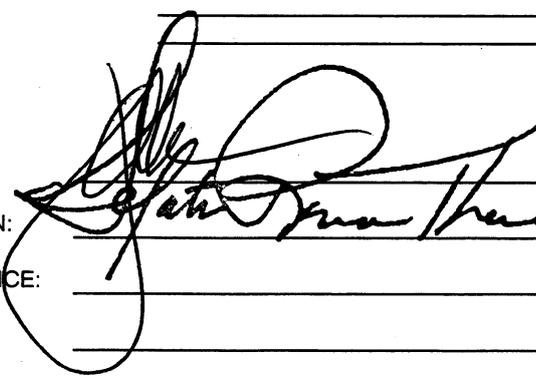
APPROPRIATION AMOUNT: _____ \$35,000.00 _____

Account to Appropriate from: MUNIS ORG - OBJECT	7500/359000
MUNIS ACCOUNT DESCRIPTION	<u>Stabilization Fund - Undesignated Fund Balance</u>
Balance Before Appropriation	\$1,953,544.00
Balance After Appropriation	\$ 1,919,544.00

Account Receiving Appropriation: MUNIS ORG - OBJECT	0142352/520000
MUNIS ACCOUNT DESCRIPTION	<u>Snow & Ice - Purchase of Services</u>
Balance Before Appropriation	\$ -
Balance After Appropriation	\$ 35,000.00

DETAILED ANALYSIS OF NEED(S): To fund storm damage repairs along Stacey Boulevard and Stage Fort Park

APPROVALS:

DEPT. HEAD:		DATE: <u>3/21/2018</u>
ADMINISTRATION:		DATE: <u>3/21/2018</u>
BUDGET & FINANCE:		DATE: _____
CITY COUNCIL:		DATE: _____

ENCLOSURE 7

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: March 21, 2018
Re: Loan Order - Municipal Building Improvements

Michael B. Hale, Director of Public Works reports that the Police Station has serious deficiencies in the building envelope, particularly the windows, that is causing repeated incidents of water infiltration causing damage to the walls, ceilings and flooring. He estimates that the total cost of repairs, including design, bid and construction will approximate \$675,000.

Attached is a form of Loan Order in the amount of \$675,000 to effect such repairs.

If you are in agreement with the above, please include this in the next Mayor's Report for Council action. As always, I and others as necessary will be available to the Council to answer questions or provide more information.

Thank you.

Ordered: That the City of Gloucester appropriates Six Hundred Seventy Five Thousand Dollars (\$675,000) to pay costs of building envelope and related interior improvements including the payment of all costs incidental or related thereto. To meet this appropriation the Treasurer, with the approval of the Mayor is authorized to borrow said amount under and pursuant to M.G.L. Chapter 44, or pursuant to any other enabling authority. The Mayor and any other appropriate official of the City are authorized to apply for and accept any and all grants or gifts that may be available to the City to pay costs of the projects.

Further Ordered: That any premium received by the City upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with Chapter 44, Section 20 of the General Laws, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.

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

Keolis Commuter Services 2018 Yearly Operational Plan, prepared in accordance with the Massachusetts Rights-of-Way Management Regulations (333 CMR 11.00), can be found at:

- FDCerailroadvegetation.com**
- ➡ KEOLIS Commuter Services
 - ➡ Environmental Monitor Notice
 - ➡ 2018 Yearly Operational Plan
 - ➡ "YOUR MUNICIPALITY"
 - ➡ Right-of-Way Maps

The Right of Way Maps reflect those either recently approved or currently under review by the Commission in the Request for Determination filed by Fair Dermody Consulting Engineers. The identification on the maps of private drinking water supply wells remains an ongoing process. Please notify Fair Dermody Consulting Engineers and the Department of Agricultural Resources of any omissions. Please also review your mailing address and the ten-digit police department emergency telephone number listed in the Plan and notify us of any revisions.

The herbicide application as proposed in the 2018 Yearly Operational Plan is scheduled as follows:

Rights-of-Way	12 May - 17 June 2018
Touch-up Application	4 August-2 September 2018
Brush Application (non-sensitive areas)	4 August-2 September 2018

The location of signs marking the limited and no-spray zones will be verified prior to the application. Hard copies of all documents are available upon request, please email Kyle@FDCEngineers.com.

CITY CLERK
GLOUCESTER, MA

2018 JAN 31 AM 8:34

CITY OF GLOUCESTER – SPECIAL EVENTS PERMIT

NAME OF EVENT: Boston Wounded Veterans 5K Race DATE OF EVENT: May 12 2018

Special Events

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

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

- Date of Event; hours of Event; Rain Date;
- A detailed site plan or map of the area showing all locations for the following: all American with Disabilities Act (ADA) accessibility; pedestrian and fire access; dimensions of stages & tents; type of equipment or generators and the placement of any vendors and any portable toilet facilities; site plan/map must be 8-1/2 x11 inches and be legible – capable of copy reproduction;
- If the site of the event is privately owned, a letter from the landlord or property owner giving the applicant the right to use the property is required;
- If the event is featuring entertainment, you need to list all performances;
- If the event is featuring amusements, you need to list all rides & games;
- If this is the "first year" for your event, please attach any letters of support from local community and business organizations;
- A list of all vendors including food and if propane is to be used. Vendors will need state or city vending license before date of event and Health Department approvals unless they are excluded under state laws or regulations;
- Certificate of Insurance Listing City as the insured (Certificate Holder).

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

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

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

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

Completed copy filed: Date: 1/31/18 Initial: JMS Copy to Applicant: Date: 3/6/18 Initial: JMS
Fee Paid: \$ 25.00 CH#1095

Revised: 01/27/17

CITY OF GLOUCESTER SPECIAL EVENT APPLICATION

SPECIAL EVENTS

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

Name and Type of Event Boston Wounded Veterans 5K Road Race

1. Date: 5-12-2018 Time: from 8 to 12pm

Rain Date: none Time: from - to -

2. Location: Good Harbor Beach Foot Bridge

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

4. Name of Organizer: Marvin Pena City Sponsored Event: Yes No X
Contact Person: Marvin Pena 01906
Address: 239 Walnut St Sagus MA Telephone: 617-820-4933
E-Mail: marvin.f.pena@gmail.com Cell Phone:
Day of Event Contact & Cell Phone: same
Official Web Site: theyboughtweride.com

5. Are street closures required: X Yes No If yes, where: At foot bridge

6. Number of Attendees Expected: 250+ Number of Participants Expected: 250+

7. Is the Event Being Advertised? YES ? Where? FB-GMB-GDT
(a) Is there a fee charged for tickets/attendance for event participation? Yes X No List all fees if yes.

Registration fee \$3200
8. What Age Group is the Event Targeted to? All

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

10. Are you or Profit Organization: Non-Profit Organization: X Who will benefit financially from this event? Local Veterans

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

A. Vending: Food Beverages Alcohol Goods Total No. of Vendors*
(*Local or State license required)

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

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

Name of Carnival Operator (requires permit and inspection of rides):
Address:
Telephone:

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

E. Clean Up: No. of additional trash receptacles required YES No. of additional recycling receptacles required 2-3
(To be provided by and removed by applicant at their expense.)

F. Portable Toilets: (To be provided by and removed by applicant at their expense. Each cluster of portable toilets must include at least one ADA accessible toilet)

No.: standard No.: ADA accessible

Will request 6TB Bathrooms to be open if possible

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

PARADE _____ ROAD RACE X WALK-A-THON _____

1. Name, land line & cell phone number of contact person on the ground Day of Event:
Marvin Pena 617-820-4933
Melissa Cox 978-631-9015

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

3. Locations of Water Stops (if any): 1/2 way point & GHB

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

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

5. Start Location & Time for Participants: _____

6. Dismissal Location & Time for Participants: _____

7. Number of Participants: _____

8. Additional Parade Information:

• Number of Floats: _____

• Location of Viewing Stations: _____

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

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

8. Name and Address of Insurer: K&K Insurance

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

CITY APPROVAL (FOR COMMITTEE MEMBERS USE ONLY):

NAME OF EVENT: Boston Wounded Veterans Road Race 5K DATE OF EVENT: 5-12-2018

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

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

Initials of
Dept. Head/
Designee

Notes by Department Head or Designee

- PMs 1. Special Events Advisory Committee _____
- PM 2. Planning & Development Committee _____
- PM 3. Gloucester Police Department _____
Is Police Detail Required? yes No. of Details TBD
Traffic, Parking & Transportation _____ Street Closure: yes (P+D)
- R/D 4. Health Department _____
- SI 5. Building Inspector _____
- SI 6. Electrical Inspector _____
- MA 7. Department of Public Works: RESTROOMS GAB / PIC LOT
Use of City Property: Yes/No Location if yes: GAB Permits: _____
- SFS 8. Gloucester Fire Department _____
Is a Fire Detail Required? ? No. of Details ? EMS Use of Propane:
(Attach EMS Memo)
- add 9. Licensing Commission (includes vendors) (Through City Clerk: _____)
- _____ 10. Licensing Board (Alcohol): _____
- cej 11. Harbormaster: _____
- CE 12. Tourism: (Mayor) Chris Deery

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

Melissa Cox
Signature of Applicant

Jan 30th, 2018

RESPONSIBILITIES OF APPLICANT

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

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

Melissa Cox
Signature of Applicant

Jan 30th, 2018

CITY CLERK
GLOUCESTER, MA

2018 MAR 20 PM 2:00

Questions contact – Annette Thompson 781-907-3450

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

To the 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 – Beachland Ave – Gloucester – Massachusetts.

The following are the streets and highways referred to: Plan number # 21108859
Beachland Ave - National Grid to install beginning at a point approximately 45 feet North of the centerline of the intersection of Rockport Road and Beachland Ave and continuing approximately 400 feet in a North direction. National Grid to install approximately 130 ft of underground service from house # 12 to pole 376 across the street. National Grid to replace existing pole 376 at the same location.

Location approximately as shown on plan attached

NATIONAL GRID
BY _____
Engineering Department

Robert Coulter

Dated: February 27, 2018

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 27th day of February, 2018.

Said underground electric conduits shall be located substantially in accordance with the plan filed herewith marked – Beachland Ave – Gloucester – Massachusetts. Plan number # 24658339.

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

Beachland Ave - National Grid to install beginning at a point approximately 45 feet North of the centerline of the intersection of Rockport Road and Beachland Ave and continuing approximately 400 feet in a North direction. National Grid to install approximately 130 ft of underground service from house # 12 to pole 376 across the street. National Grid to replace existing pole 376 at the same location.

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.



City of Gloucester Abutters Report

Abutters to Parcel: Map-Lot-Unit 178-24

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

This list of owners of record as shown on the most recent tax list of the City of Gloucester has been prepared for the purposes of notifying adjacent abutters as required by the City's City Council and it reflects the abutters to the Parcel known as Map 178 Lot 24 as further shown on the attached map dated 3/2/2018.

ABUTTER	STREET ADDRESS	PARCEL NO.	TAX BILL ADDRESS
178-57 BEACHLAND AVENUE LLC ET AL	4 BEACHLAND AV	178-57	BEACHLAND AVENUE LLC ET AL 78 SPRUCE ST FRAMINGHAM, MA 01701
178-22 FABRIZIO RICHARD L & NANCY L FABRIZIO ANDREW R & CONLEY NICOLE F TRS	8 BEACHLAND AV	178-22	FABRIZIO RICHARD L & NANCY L FABRIZIO ANDREW R & CONLEY NICOLE F TRS 8 BEACHLAND AV GLOUCESTER, MA 01930
178-23 CALNAN MARION P	10 BEACHLAND AV	178-23	CALNAN MARION P 5 CUTLER AV CAMBRIDGE, MA 02114
178-24 VILIAN DONNA LYNNE	12 BEACHLAND AV	178-24	VILIAN DONNA LYNNE 57 PUTNAM LN HOLDEN, MA 01520-1101

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

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

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

3/2/2018



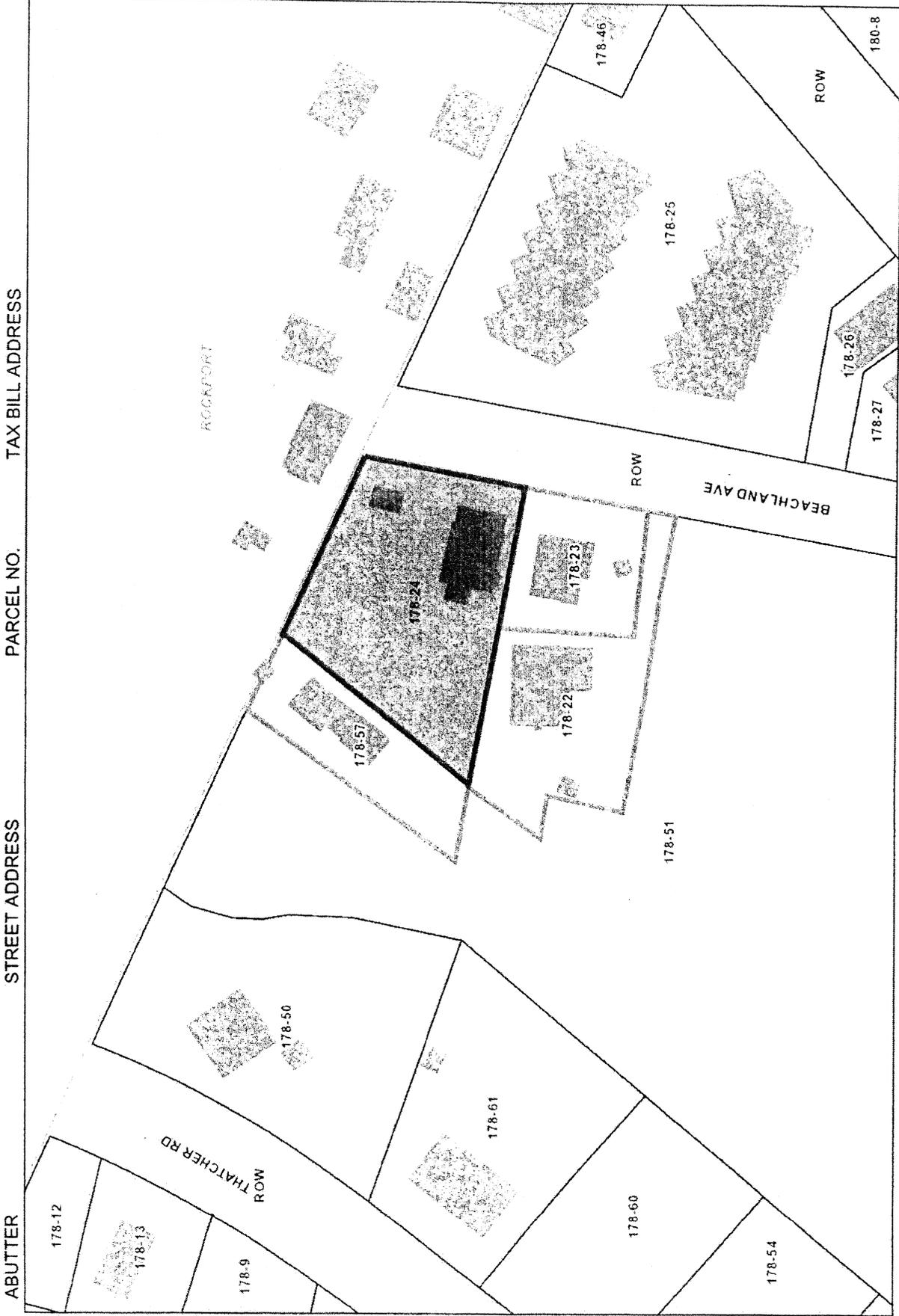
City of Gloucester Abutters Report

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Gloucester Board of Assessors

Abutters to Parcel: Map-Lot-Unit 178-24

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 adjacent abutters as required by the City's City Council and it reflects the abutters to the Parcel known as Map 178 Lot 24 as further shown on the attached map dated 3/2/2018.



ABUTTER

STREET ADDRESS

PARCEL NO.

TAX BILL ADDRESS

Department of Public Works
28 Poplar Street
Gloucester, MA 01930



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

2018 MAR 21 AM 10:50
CITY CLERK
GLOUCESTER, MA

CITY OF GLOUCESTER
DEPARTMENT OF PUBLIC WORKS
MEMORANDUM

Date: 20 March 2018

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

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

Re: Application (PP2018-001) by National Grid to construct a line of underground electrical conduits, including the necessary sustaining and protecting fixtures under and across Beachland Avenue.

Councilors:

The Department of Public Works has reviewed the above mentioned application to install beginning at a point approximately 45 feet North of the centerline of the intersection of Rockport Road and Beachland Avenue and continuing approximately 400 feet in a Northerly direction. National Grid to install approximately 130 feet of underground service from house #12 to pole 376 across the street. National Grid will replace existing pole 376 at the same location. 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 2018 CITY COUNCIL ORDER

ORDER: CC#2018-010
COUNCILLORS: James O'Hara, Sean Nolan

DATE RECEIVED BY COUNCIL: 3/13/2018
REFERRED TO: City Council, School Committee
& Mayor
FOR COUNCIL VOTE:

ORDERED that the City Council request that the Council, the School Committee and the Mayor 1) identify Gloucester Public school building security improvements that will enhance the Schools' ability to prevent unauthorized entry to School buildings, and 2) identify and authorize the funding sources necessary to make those improvements as soon as possible.

FURTHER ORDERED that the City Council and the Administration will work to implement those security improvements as soon as possible through the Budget process.

James O'Hara
Councillor at Large

Sean Nolan
Ward 5 Councillor



CITY OF GLOUCESTER 2018 CITY COUNCIL ORDER

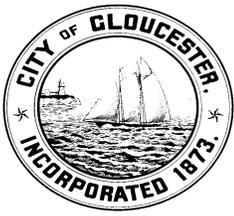
ORDER: CC#2018-011
COUNCILLOR: Steven LeBlanc, Jr.

DATE RECEIVED BY COUNCIL: 3/13/2018
REFERRED TO: O&A & TC
FOR COUNCIL VOTE:

ORDERED that the Ordinances & Administration Standing Committee request that the Traffic Commission review the traffic patterns on Washington Street, Angle Street and Main Street in the vicinity of the traffic island near “Tally’s Corner” and make a written recommendation on the findings of their review, including whether or not there should be directional pavement markings for the delineation of traffic.

Further Ordered that this matter be referred to the Ordinances & Administration Standing Committee and the Traffic Commission for review and recommendation.

Steven LeBlanc, Jr.
Ward 3 Councillor



**CITY OF GLOUCESTER 2018
CITY COUNCIL ORDER**

ORDER: CC#2018-012
COUNCILLORS: Sean Nolan

DATE RECEIVED BY COUNCIL: 03/27/18
REFERRED TO: O&A & TC
FOR COUNCIL VOTE:

ORDERED that the Gloucester Code of Ordinances Ch. 22, Sec. 22-267 “One-way streets- Generally” be amended by **ADDING** Cliff Avenue from Lexington Avenue in an easterly direction to Shore Road.

FURTHER ORDERED that this matter be referred to the Ordinances & Administration Standing Committee and the Traffic Commission for review and recommendation.

Sean Nolan
Ward 5 Councillor

GLOUCESTER CITY COUNCIL MEETING

Tuesday, February 27, 2018 – 7:00 p.m.

Kyrouz Auditorium – City Hall

-MINUTES-

Present: Chair, Councilor Paul Lundberg; Vice Chair, Councilor Steven LeBlanc; Councilor Melissa Cox; Councilor Valerie Gilman; Councilor Kenneth Hecht; Councilor Jennifer A. Holmgren; Councilor Scott Memhard; Councilor Sean Nolan; Councilor James O’Hara

Absent: None.

Also Present: Joanne Senos; Jim Destino; Kenny Costa; Chip Payson; John Dunn; Mike Hale; Deputy Harbormaster Chad Johnson; Tony Gross; Chris Sicuranza; Grace Poirier

The meeting was called to order at 7:01 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.

Oral Communications: None.

Presentations/Commentations: None.

New Appointments: None.

Consent Agenda:

- **CONFIRMATION OF REAPPOINTMENTS**
 - **MAYOR’S REPORT**
1. Appointments

Clean Energy Commission	TTE 02/14/2020	Debra Darby, Michael Nolan	(Refer O&A)
Historic District Commission Reappointments	TTE 02/14/2021	Carmine Gorga (alternate member)	(Refer O&A)
Clean Energy Commission	TTE 02/14/2020	Candace Wheeler	(Refer O&A)
Magnolia Woods Oversight & Advisory Committee	TTE 02/14/2021	Richard Jabba	(Refer O&A)
Tourism Commission	TTE 02/14/2019	Elizabeth Favazza	(Refer O&A)
 2. Supplemental Appropriation-Budgetary Request 2018-SA-18 from the DPW Director (Refer B&F)
 3. Supplemental Appropriation-Budgetary Request 2018-SA-19 from the DPW Director (Refer B&F)
 4. Supplemental Appropriation-Budgetary Request 2018-SA-20 from the DPW Director (Refer B&F)
 5. Memorandum & Special Budgetary Transfer Requests 2018-SBT-4, -5 & -6 from the Harbormaster/Waterways Board (Refer B&F)
 6. Acceptance of grant from MA State Historical Records Advisory Board & MA General Court in the amount of \$1,227.75 (Refer B&F)
 7. Memorandum from Public Health Director re: acceptance of upward amendment to the MA Opiate Abuse Prevention Grant in the amount of \$75,000 (Refer B&F)
 8. Memorandum from the Planning Director re: 65 Rogers Street (I4-C2) Temporary Use License & “Off-Street Parking Area” (Refer O&A)
 9. Memorandum from Planning Director re: Community Resilience Work Update (Info Only)
 10. Memorandum from the Mayor’s Office to the City Council re: Recreational Marijuana Task Force updates (Info Only)
 - **COMMUNICATIONS/INVITATIONS**
 1. Response from Mayor’s Office to Oral Communications of January 23, 2018 City Council Meeting to Alice Morris (Info Only)
 2. Response from Mayor’s Office to Oral Communications of February 13, 2018 City Council Meeting to Linda Romano (Info Only)
 3. Response from Mayor’s Office to Oral Communications of February 13, 2018 City Council Meeting to Karen Favazza Spencer (Info Only)
 4. Response from Mayor’s Office to Oral Communications of February 13, 2018 City Council Meeting to Damon Cummings (Info Only)
 5. Response from Mayor’s Office to Oral Communications of February 13, 2018 City Council Meeting to Patti Page (Info Only)
 6. Response from Mayor’s Office to Oral Communications of February 13, 2018 City Council Meeting to Tracey Ritchie (Info Only)
 7. Communication from General Counsel re: Recreational Marijuana Retail Licenses (Info Only)
 - **INFORMATION ONLY**
 - **APPLICATIONS/PETITIONS**
 - **COUNCILORS ORDERS**
 1. CC2018-006 (Lundberg/LeBlanc): Election of City Clerk pursuant to the City of Gloucester City Charter Sec. 2-7(a) (Refer O&A)
 2. CC2018-007 (Lundberg/Cox): Election of City Auditor pursuant to the City of Gloucester City Charter Sec. 2-7(a) (Refer B&F)
 3. CC2018-008 (LeBlanc): Request the Traffic Commission review the traffic patterns on Middle Street & Washington St. around the Joan of Arc statue & the American Legion building & make a recommendation on any amendments to the traffic ordinance (Refer O&A & TC)
 4. CC2018-009 (LeBlanc): Request the Traffic Commission review whether the crosswalk at “Tally’s Corner” be removed & make a recommendation to O&A (Refer O&A & TC)
 - **APPROVAL OF MINUTES FROM PREVIOUS COUNCIL AND STANDING COMMITTEE MEETINGS**
 1. City Council Meeting: 02/13/2018 (Approve/File)
 2. Standing Committee Meetings: B&F 02/22/2018 (under separate cover), O&A 02/19/2018 (no meeting), P&D 02/21/2018 (Approve/File)

Items to be added/deleted from the Consent Agenda:

Council President Lundberg conveyed that Councilor O’Hara has submitted a draft Council Order and taken a lead role on the “very serious matter” of school building security although not on this Council agenda. He said that he and Councilor O’Hara have been working on the Order’s language to ensure it complies with the City Charter, and advised it will come forward to the Council soon.

Councilor Gilman removed Item #10, Memorandum from the Mayor’s Office to the City Council re: Recreational Marijuana Task Force updates and under Communications Item #7, Communication from General Counsel re: Recreational Marijuana Retail Licenses. She highlighted a review of Item #10 noting the memo from the Mayor’s office contained a description of a timetable as follows: March 15 the Cannabis Control Commission releases the state regulations; during the week of March 22 the city’s Recreational Marijuana Task Force will meet to establish its recommendations to the Mayor; and on March 27 there will be recommendations from the Task Force and the Mayor’s Office through the Mayor’s Report to the Council containing guidance on Ordinance and Zoning amendments. She then noted that Item #7 under Communications is a memorandum from General Counsel pursuant to MGL 94G, §3 “Local Control” which “provides cities an ability to limit the number of marijuana retailers to fewer than 20% of the number of licenses in the city for the sale of alcoholic beverages not to be drunk on the premises.” She pointed out that Mr. Payson reported there are 17 alcoholic beverage retailers in the city, and the 20% comes to 3.4. General Counsel recommended that this number is rounded down to 3.0, and says that the number of retailers becomes 3.0, she said

Councilor Gilman moved and was seconded, that the Memorandum from the Mayor’s Office to the City Council re: Recreational Marijuana Task Force updates and under Communications Item #7 Communication from General Counsel re: Recreational Marijuana Retail Licenses, be accepted as part of the February 27, 2018 Consent Agenda which was seconded and voted unanimously by the Council.

A motion was made, seconded and voted unanimously to accept the Consent Agenda as amended.

Committee Reports:

Budget & Finance: February 22

COMMITTEE RECOMMENDATION: On a motion by Councilor Hecht, seconded by Councilor Memhard, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council in accordance with MGL c. 44, §64 approve payment of a prior year invoices for services rendered in FY2017 and FY2018 with no purchase order in place as follows:

By Ronald Seaboyer Electrical & Fire Alarm Maintenance, 235 Howard Street, Melrose, MA to be paid with FY2018 Budgeted funds from the DPW-Facilities, Purchase of Services, Account #0147252-52000:

<u>Invoice #</u>	<u>Date</u>	<u>Work Performed Dates:</u>	<u>Services Rendered:</u>	<u>Amount</u>
04013038	7/7/17	7/25/2016-8/29/2016	Fire Alarm Tests all city & school bldgs.	\$8,927.24
04013045	7/7/17	8/10/2016	Troubleshoot & replace 2 nd Fl. flow switch	\$ 900.00
04013050	7/7/17	8/19/2016 to 10/18/2016	Parts to repair fire alarm systems in schools and city bldgs.	\$2,969.65
04013104	7/7/17	11/29/2016 to 2/1/2017	High School IT Room	\$8,170.96
04013105	7/7/17	12/01/2016 to 02/01/2017	Parts purchased for IT Room	\$ 739.06
04014597	9/22/17	8/28/2017 to 09/22/2017	Test & Repair City bldg. fire alarm systems	<u>\$6,381.19</u>
TOTAL:				\$28,088.10

DISCUSSION:

Councilor Cox explained these invoices were brought to the attention of the Public Works Director, and it was unfortunate that no purchase orders had been put in place for them. This was an oversight that crosses fiscal years and for those reasons the matter is before the Council.

MOTION: On a motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted 9 in favor, 0 opposed, that in accordance with MGL c. 44, §64 approve payment of a prior year invoices for services rendered in FY2017 and FY2018 with no purchase order in place as follows:

By Ronald Seaboyer Electrical & Fire Alarm Maintenance, 235 Howard Street, Melrose, MA to be paid with FY2018 Budgeted funds from the DPW-Facilities, Purchase of Services, Account #0147252-52000:

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04014597	9/22/17	8/28/2017 to 09/22/2017	Test & Repair City bldg. fire alarm systems	<u>\$6,381.19</u>
TOTAL:				\$28,088.10

COMMITTEE RECOMMENDATION: On a motion by Councilor Hecht, seconded by Councilor Memhard, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve Special Budgetary Transfer 2018-SBT-3 in the amount of \$325.00 from Account #0113551-519010, City Auditor's Office, Sick Leave Buyback to Account #0116151-519010, City Clerk's Office, Sick Leave Buyback, for the purpose of funding a partial Sick Leave Buyback in the City Clerk's Office.

DISCUSSION:

Councilor Cox briefly conveyed that the City Clerk's office had a new employee, a member of the AFSCME B union, who has the "contractual right" to be able to buy back sick hours accumulated over 1,260 hours. This was an oversight in budgeting as no employee of the department had taken this option previously.

MOTION: On a motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted 9 in favor, 0 opposed, to approve Special Budgetary Transfer 2018-SBT-3 in the amount of \$325.00 from Account #0113551-519010, City Auditor's Office, Sick Leave Buyback to Account #0116151-519010, City Clerk's Office, Sick Leave Buyback, for the purpose of funding a partial Sick Leave Buyback in the City Clerk's Office.

COMMITTEE RECOMMENDATION: On a motion by Councilor Memhard, seconded by Councilor Hecht, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council approve 2018-SA-17 in the amount of \$103,659.44 (One Hundred Three Thousand Six Hundred Fifty Nine Dollars and 44 Cents) from General Fund, Balance Reserved For Overlay Surplus, Account #0001-322000, to Various General Fund Salary Accounts for the purpose of transferring funding to various General Fund Salary accounts to fund AFSCME A and B Fiscal Year 2018 Cost of Living Adjustment (COLA) per Memorandums Of Agreements as follows:

<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
0112151-511000	Executive - Mayor's Office, Salaries	\$ 958.19
0113551-511000	City Auditor's Office, Salaries	\$ 1,186.12
0114151-511000	Board of Assessors Office, Salaries	\$ 1,766.53
0114551-511000	Treasurer/Collector, Salaries	\$ 4,197.04
0114551-512000	Treasurer/Collector, Salaries & Wages - Temp.	\$ 507.67
0115151-511000	Law Department, Salaries	\$ 1,438.67
0115251-511000	Human Resources, Salaries	\$ 2,298.08
0115551-511300	MIS, Wages - Hourly	\$ 290.47
0116151-511000	City Clerk's Office, Salaries	\$ 2,101.54
0116151-511300	City Clerk's Office, Wages - Hourly	\$ 309.81
0116351-511000	Registration, Salaries	\$ 1,039.24
0118151-511000	Community Development, Salaries	\$ 1,360.64
0121051-511000	Police-Admin. Department, Salaries	\$ 1,872.57
0121151-511300	Police-Uniform Department, Wages - Hourly	\$ 150.59
0121851-511000	Police-Parking Department, Salaries	\$ 897.15
0121851-511300	Police-Parking Department, Wages - Hourly	\$ 492.66
0122051-511000	Fire Department, Salaries	\$ 740.83

0124151-511000	Inspectional Services, Salaries	\$ 2,965.47
0124151-511300	Inspectional Services, Wages - Hourly	\$ 771.76
0129251-511000	Police-Animal Control Department, Salaries	\$ 2,050.43
0129651-511300	Shellfish Control Department, Wages - Hourly	\$ 993.23
0141151-511000	DPW-Engineering, Salaries	\$ 325.69
0142151-511000	DPW-Admin. Department, Salaries	\$ 475.92
0147051-511000	DPW-Public Services Department, Salaries	\$16,934.35
0147251-511000	DPW-Facilities Maint. Department, Salaries	\$35,338.49
0147251-511300	DPW-Facilities Maint. Department, Wages - Hourly	\$ 391.02
0149951-511000	DPW-Central Services Department, Salaries	\$ 1,934.19
0151051-511000	Board of Health Department, Salaries	\$ 2,842.01
0151051-511300	Board of Health Department, Wages - Hourly	\$ 464.68
0154151-511000	Council on Aging Department, Salaries	\$ 1,846.18
0154151-511300	Council on Aging Department, Wages - Hourly	\$ 1,088.36
0154351-511000	Veteran's Benefits Office, Salaries	\$ 957.92
0161051-511000	Library Administration, Salaries	\$11,918.33
0161051-511300	Library Administration, Wages - Hourly	\$ 753.61
	TOTAL:	\$103,659.44

It was moved, seconded and voted unanimously by the Council to waive the reading of accounts.

DISCUSSION:

Councilor Cox conveyed this appropriation covers the Cost Of Living Adjustment for a total of \$103,659.44.

MOTION: On a motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted by ROLL CALL 9 in favor, 0 opposed, to approve 2018-SA-17 in the amount of \$103,659.44 (One Hundred Three Thousand Six Hundred Fifty Nine Dollars and 44 Cents) from General Fund, Balance Reserved For Overlay Surplus, Account #0001-322000, to Various General Fund Salary Accounts for the purpose of transferring funding to various General Fund Salary accounts to fund AFSCME A and B Fiscal Year 2018 Cost of Living Adjustment (COLA) per Memorandums Of Agreements as follows:

<u>Account #</u>	<u>Account Name</u>	<u>Amount</u>
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0114151-511000	Board of Assessors Office, Salaries	\$ 1,766.53
0114551-511000	Treasurer/Collector, Salaries	\$ 4,197.04
0114551-512000	Treasurer/Collector, Salaries & Wages - Temp.	\$ 507.67
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0115251-511000	Human Resources, Salaries	\$ 2,298.08
0115551-511300	MIS, Wages - Hourly	\$ 290.47
0116151-511000	City Clerk's Office, Salaries	\$ 2,101.54
0116151-511300	City Clerk's Office, Wages - Hourly	\$ 309.81
0116351-511000	Registration, Salaries	\$ 1,039.24
0118151-511000	Community Development, Salaries	\$ 1,360.64
0121051-511000	Police-Admin. Department, Salaries	\$ 1,872.57
0121151-511300	Police-Uniform Department, Wages - Hourly	\$ 150.59
0121851-511000	Police-Parking Department, Salaries	\$ 897.15
0121851-511300	Police-Parking Department, Wages - Hourly	\$ 492.66
0122051-511000	Fire Department, Salaries	\$ 740.83
0124151-511000	Inspectional Services, Salaries	\$ 2,965.47
0124151-511300	Inspectional Services, Wages - Hourly	\$ 771.76
0129251-511000	Police-Animal Control Department, Salaries	\$ 2,050.43
0129651-511300	Shellfish Control Department, Wages - Hourly	\$ 993.23
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0142151-511000	DPW-Admin. Department, Salaries	\$ 475.92

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0147251-511000	DPW-Facilities Maint. Department, Salaries	\$35,338.49
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0149951-511000	DPW-Central Services Department, Salaries	\$ 1,934.19
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0154151-511000	Council on Aging Department, Salaries	\$ 1,846.18
0154151-511300	Council on Aging Department, Wages - Hourly	\$ 1,088.36
0154351-511000	Veteran’s Benefits Office, Salaries	\$ 957.92
0161051-511000	Library Administration, Salaries	\$11,918.33
0161051-511300	Library Administration, Wages - Hourly	\$ 753.61
	TOTAL:	\$103,659.44

Ordinances & Administration: February 19 – No Meeting – Presidents Day

There are no matters for Council action from this meeting.

Planning & Development: February 21

COMMITTEE RECOMMENDATION: On a motion by Councilor Lundberg, seconded by Councilor Holmgren, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council under GCO Ch. 21 “Streets, sidewalks and other public places” Sec. 21-3 “Street Names” to rename a common driveway with three lots as follows:

<u>Assessors Map/Lot #</u>	<u>Current Address</u>	<u>New Address</u>
234-99	10 Causeway Street	19 Estuary Way
234-47	12 Causeway Street	17 Estuary Way
234-100	14 Causeway Street	15 Estuary Way

DISCUSSION:

Councilor Gilman explained that these three parcels were created and approved by the Planning Board in June 2017. The addresses assigned at that time were based on the fact that the parcels have frontage on Causeway Street. Because these lots can’t be accessed from Causeway Street, a Common Driveway plan was also approved by the Planning Board with access from Concord Street. The naming and numbering plan is to name this Common Driveway and address these parcels for 911 purposes only. She said that, “for the record that this change of street name and number is not to be construed as a subdivision road; it shall not be used to derive frontage, nor shall it be recognized as a street or be eligible to be accepted as a public way.”

MOTION: On a motion by Councilor Gilman, seconded by Councilor Holmgren, the City Council voted 9 in favor, 0 opposed, under GCO Ch. 21 “Streets, sidewalks and other public places,” Sec. 21-3 “Street Names” to rename a common driveway with three lots as follows:

<u>Assessors Map/Lot #</u>	<u>Current Address</u>	<u>New Address</u>
234-99	10 Causeway Street	19 Estuary Way
234-47	12 Causeway Street	17 Estuary Way
234-100	14 Causeway Street	15 Estuary Way

Scheduled Public Hearings:

1. PH2017-059: SCP2017-012: Schoolhouse Road #2, #3 and #4, Map 262, Lots 14 & 37, and Gloucester Crossing Road #7, Map 37, Lots 4 & 5, for a Special Permit under the Mixed Use Overlay District pursuant to GZO Sections 5.29 (including Major Project GZO Sec. 5.7), 5.29.10 and 5.11.8 (TBC 03/13/2018)

**This public hearing was opened at 7:17 p.m. by Council President Lundberg.
This public hearing was continued at 7:17 p.m. by Council President Lundberg to March 13, 2018.**

This public hearing is continued to March 13, 2018.

- 2. PH2018-003: Amend GZO by ADDING a Footnote “I” to Sec. 3.2.1, inserted into CB column, and ADDING the same footnote as Footnote “h” in the CB column for Sec. 3.2.2 re: affordable housing (TBC 04/10/2018)**

**This public hearing was opened at 7:18 p.m. by Council President Lundberg.
This public hearing was continued at 7:18 p.m. by Council President Lundberg to April 10, 2018.**

- 3. PH2018-007: Amend GCO Ch. 10 “Waterways” Sec. 10-51 “Regulation of Moorings” subsection 10-51(e) “Fees” AND GCO Ch. 10 “Waterways” Sec. 10-52 “Use of public landings” re: increase of mooring fees and new dinghy dock fines**

This public hearing is opened at 7:19 p.m.

Those speaking in favor:

Tony Gross, Chair of the Waterways Board, 18 Nashua Avenue, spoke to the request to raise mooring fees saying that the Harbormaster’s Department was reorganized and as a result there is an increased amount of activity generating more needs. The department previously was operating on a level income/expenditure basis -- yet in the last two years the department has greatly increased services to mooring holders and transient boaters, as well as providing an excellent launch service. He said customer service has “flourished” but comes with associated costs. The Waterways Board researched mooring charges from neighboring communities and found: Salem charges \$10 per foot; Plymouth charges \$10 per foot and additionally charges a \$250 water use fee for every vessel in that town; Manchester-by-the-Sea charges \$12.50 a foot for any boat tied up to a public mooring or dock or private dock; Newburyport charges \$8.00 per foot and charge a \$50 water use fee for every vessel in that town. He noted that on Cape Cod and the Islands charges range from \$8.00 per foot to \$14.00 per foot. He said the city’s rates as proposed is a “decent bargain” citing that the Harbormaster’s Department has been upgrading all of its equipment. He pointed out that there was a great need when the current Harbormaster took over for proper first responder equipment and highlighted that the department now has two new vessels with a 1962 Boston Whaler retired this year and replaced it with a newer used vessel. He said that this increase will allow the department to continue to deliver excellent services, noting that the Gloucester launch service needs to expand its hours. He said that while the launch service isn’t a profit-making enterprise it acts as a “first-class gateway” to the city.

As to the proposed fine for dinghies left on the city dinghy docks after the boating season, **Mr. Gross** explained that it has always been in the Waterways regulations that dinghies on city-owned docks have to be removed by Nov. 1 but there’s been nothing to enforce that regulation. He gave the example of tying his lobster boat up next to the Lobster Cove city-owned dinghy dock. He said that after Oct. 1 no one uses those dinghies; the dinghies are sinking, they are bailed and/or left. The dates for removal can change based on the Harbormaster’s judgement which is in the regulation pointing out that the Magnolia dinghy dock is the first to be removed as that float is very exposed and “takes a beating.” They need to get it out early, he said. He noted that it is a small group of permit holders so that the Harbormaster is able to keep in constant contact with them to let them know when he’s pulling the dock. The first major storm of the fall season usually prompts that dinghy dock’s removal and the other two come out a bit later. The regulation will now have teeth for enforcement purposes, he said, adding that this isn’t for the purpose of increasing revenues but is to get private vessels off of public property which creates a hazard if left in the off-season.

Cate Banks, 732R Washington Street, recounted she was a member of the Waterways Board when the city hired its first Harbormaster who didn’t have a phone, truck, boat or an office. She added that two other Harbormasters followed, and now there is a third young Harbormaster. When this Harbormaster took over the job, she said that he found things much the same as the first Harbormaster -- that there was so much that hadn’t been done or left undone, that he’s in the process of playing catch up and doing an excellent job at it. She said she was in favor of raising the mooring fees as well as a fee to act as a deterrent for people who leave their dinghies on public docks outside of the boating season.

Those speaking in opposition: None.

Communications: None.

Councilor Questions:

Councilor Hecht confirmed with Mr. Gross that the new fees for moorings are going from \$6.00/ft. to \$8.00/ft. for residents and from \$8.00/ft. to \$10/ft. for nonresidents.

Councilor Gilman inquired about the \$25 day penalty for leaving dinghies on city-owned dinghy docks after the boating season end date asking who will be the enforcement officer. **Mr. Gross** said it is the Harbormaster and described that each dinghy has its own permit sticker which identifies it. He said it has been concerning to see the abuse of the public property. **Councilor Gilman** asked how permit holders are going to be notified of these ordinance amendments. **Mr. Gross** said there will be an even greater emphasis on communications from the Harbormaster's Department with postings on their website, Facebook page, and the permit holders will be emailed. He added that when the new permits go back to the permit holders they will receive notice of this change as well.

Councilor Cox said that the Harbormaster did say that they'd mail notices when applications were completed and again prior to the end of the boating season. This is for all city dinghy docks, she noted. She said she was impressed with the thoroughness of the Harbormaster's plan to communicate this information to permit holders. **Mr. Gross** lauded the Harbormaster's Department's increased communications and said this is a customer service department.

Councilor O'Hara acknowledged that Magnolia Harbor is open water and conditions can change suddenly. If there is favorable fall weather and the Harbormaster opts to allow the float to remain beyond the documented removal date, when the decision to pull that dinghy dock is made, he asked how the Harbormaster will contact the permit holders. **Mr. Gross** said he anticipates the Harbormaster will work it out with the permit holders as there aren't that many.

This public hearing is closed at 7:33 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 10 "Waterways" Section 10-51(e) "Fees." by DELETING the phrase, "at the rate of \$6.00 per foot for city residents and taxpayers..." and ADDING the phrase in its place, "at the rate of \$8.00 per foot for city residents and taxpayers..." and by DELETING the phrase, "at the rate of \$8.00 per foot for nonresidents." and ADDING the phrase in its place, "...at the rate of \$10.00 per foot for nonresidents."

DISCUSSION:

Councilor Cox explained that city residents and taxpayers and nonresidents rates for mooring fees have remained unchanged since 2006. With the increased costs faced by the Harbormaster's Department and increases of services provided, this increase is reasonable, she said. She noted that this increase was supported by a vote of the Waterways Board. She explained that the B&F Committee learned that the Harbormaster had done his due diligence by investigating what many North and South Shore communities charge, and it is clear that this increase is in keeping with other municipalities. Even with this increase, Gloucester's rates are lower than many Massachusetts waterfront communities.

Councilor Nolan, highlighting that the Waterways Board and the Harbormaster's Department has come so far in just two years, he pointed out that there's been no mooring fee increase since 2006. He said it was laudable to see what the department has achieved in such a short time. He said he couldn't thank the Harbormaster's Department enough for their work -- this is a first-class department that deserves proper funding to support it moving forward.

Councilor LeBlanc conveyed that as the Council's Liaison to the Waterways Board he added his support for both the mooring fee increase and fine for dinghy dock permit holders. He advised that both these matters before the Council were vetted by Waterways Board subcommittees and with votes of support by the entire Waterways Board. He said he agreed with Ms. Banks comments, advising she is, "the best unofficial Waterways Board member" who attends every meeting. He also spoke highly of the city's Harbormaster and his team, mentioning Deputy Harbormaster Chad Johnson. He said the department staff works tirelessly, and their customer service is outstanding. He commented that years ago captains would sail by Gloucester deeming it an unfriendly stop. He pointed out that there is a review site for ports, and there was more talk of how pleasant it was to stay in Gloucester Harbor with the availability of the city's launch service and (transient) mooring accessibility. He commended the Harbormaster's Department for their great work.

Councilor Hecht noted that Boaters.com gave the Harbormaster's Department an award recently. **Chad Johnson**, Deputy Harbormaster said that Boating.com named Gloucester in its, "Top 10 Harbors in New England" to visit this year. The city went from a 2.4 star rating to 4.9 star rating in one year. He said the award can be used to

tag the Gloucester Harbormaster's website on their mooring rental program (DOCKWA); their Facebook page, and free advertising in Boating.com's magazine.

Councilor O'Hara noted that he and Councilor Cox discussed some of the issues pertaining to signage, but conceded he will accept the beauty of open space. As long as communications can be maintained by the Harbormaster with permit holders, he said he is in favor of what the Harbormaster has proposed. He expressed his willingness to support the mooring fee increase because it hasn't been increased for many years. He said he's not as supportive of low non-resident fees but moving forward they have to be cognizant of what they charge residents. He commended the Harbormaster's Department whom he said has done much in a very short period of time.

Councilor Lundberg spoke to the question of the enforcement saying that the ability of the Harbormaster to keep track of who is on what mooring and who needs to be charged has increased exponentially, and said he has every confidence that there will be appropriate enforcement.

MOTION: On a motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 10 "Waterways" Section 10-51(e) "Fees." by DELETING the phrase, "at the rate of \$6.00 per foot for city residents and taxpayers..." and ADDING the phrase in its place, "at the rate of \$8.00 per foot for city residents and taxpayers..." and by DELETING the phrase, "at the rate of \$8.00 per foot for nonresidents." and ADDING the phrase in its place, "...at the rate of \$10.00 per foot for nonresidents."

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Memhard, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 10 "Waterways" Section 10-52 by adding new subsection 10-52(h) as follows:

"10-52(h) All vessels shall be removed from Public Floats at Cripple Cove and Lobster Cove by November 1 and Magnolia Pier by September 15 unless otherwise authorized by the Harbormaster. Any vessels left beyond September 15 and November 1 deadlines shall be assessed \$25.00 per day."

DISCUSSION:

Councilor Cox advised that this next amendment to Chapter 10 "Waterways" is not an increase of a fee but the institution of a fine as a preventive tool in order to allow for enforcement if necessary. She reported that the Harbormaster described to the B&F Committee that dinghy dock permit holders are leaving their dinghies tied up to city-owned dinghy docks beyond the boating season. He told the Committee that with the onset of the fall and winter his department has a problem removing damaged or sunk dinghies at the city's expense when owners don't take care of it. Because of this, the Waterways Board endorsed as did the Harbormaster the institution of a fine to be assessed at \$25.00 per day if dinghies aren't removed by the appropriate end date, she said.

MOTION: On a motion by Councilor Cox, seconded by Councilor Memhard, the City Council voted 9 in favor, 0 opposed, to Amend GCO Ch. 10 "Waterways" Section 10-52 by adding new subsection 10-52(h) as follows:

"10-52(h) All vessels shall be removed from Public Floats at Cripple Cove and Lobster Cove by November 1 and Magnolia Pier by September 15 unless otherwise authorized by the Harbormaster. Any vessels left beyond September 15 and November 1 deadlines shall be assessed \$25.00 per day."

- 4. PH2018-008: City acceptance of private ways, Lawndale Circle and Lisa Drive, as public ways pursuant to GCO Ch. 21 and MGL Ch. 82**

This public hearing is opened at 7:44 p.m.

Those speaking in favor:

Eric Loiacano, 14 Lawndale Circle, a 17 year resident at that address, expressed his confidence that having seen the installation of both Lawndale Circle and Lisa Drive roadways from the beginning to the end, he assured the roadways were installed correctly and meet all the city requirements to be taken as public ways.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 7:46 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor Holmgren, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council accept Lawndale Circle and Lisa Drive as public ways in the City of Gloucester pursuant to GCO Ch. 21 "Streets, sidewalks and other public places," and M.G.L. Ch. 82.

DISCUSSION:

Councilor Gilman explained that this matter came forward based on a petition submitted by the abutters of Lawndale Circle and Lisa Drive. She reported that the CAO informed the P&D Committee that the subdivision has full road widths, and is built to city standards, and so the city would like to accept these two private roadways as public ways. She noted that the Council has on file a document signed by the Public Works Director, the Mayor, and the City Auditor who has verified that there is funding in place to take these roads into the "public domain." She said that while these two roadways aren't significant in road miles, Lawndale Circle and Lisa Drive will add to the city's public road miles total, positively affecting the state's Chapter 90 annual distribution.

Councilor Nolan conveyed his thanks to the Administration; Mike Hale, Public Works Director, and neighbors of the two roadways who came to him two years ago to work on this matter and obtained the agreement of all the neighbors. He expressed he was pleased with the outcome and offered his support.

Councilor O'Hara added his thanks to the Administration and Mr. Hale, also expressing his support.

Council President Lundberg said that the issue of public and private roads is a "multi-dimensional" issue. He said that this is a great example of the steps that need to be taken to do it right. He also extended his thanks to the neighbors, and Public Works Department for carrying this through for a Council vote.

MOTION: On a motion by Councilor Gilman, seconded by Councilor Holmgren, the City Council voted 9 in favor, 0 opposed, to accept Lawndale Circle and Lisa Drive as public ways in the City of Gloucester pursuant to GCO Ch. 21 "Streets, sidewalks and other public places," and M.G.L. Ch. 82.

5. PH2018-009: Amend GCO Ch. 22 "Traffic & Motor Vehicles" Sec. 22-1 "Definitions" AND Ch. 22 "Traffic and Motor Vehicles" Art. V, Div. 1 "Stopping, Standing and Parking" Sec. 22-182 (reserved) AND Ch. 22 "Traffic and Motor Vehicles" Sec. 22-176(a) "Penalties for parking violations" re: Compact Vehicles

This public hearing is opened at 7:50 p.m.

Those speaking in favor: None.

Those speaking in opposition: None.

Communications: None.

Councilor Questions: None.

This public hearing is closed at 7:51 p.m.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 2 in favor, 1 (O'Hara) opposed, to recommend that the City Council Amend GCO Chapter 22 "Traffic and Motor Vehicles" Sec. 22-1 "Definition" by ADDING the definition of "Compact Vehicle" and "Compact Vehicle Parking Space" as follows:

"Compact Vehicle shall mean any vehicle less than 161 inches in length."

"Compact Vehicle Parking Space shall mean a parking space that is eight (8) feet wide by sixteen (16) feet long."

DISCUSSION:

Councilor LeBlanc explained that he put this forward because of city roads that are small and narrow where standard parking spots are overwhelming -- there are areas that don't meet the criteria for standard parking spaces. Instead of making it illegal to park in a small space that's not a legal parking spot, by creating the parameters for a compact car parking space, it will allow for more parking to be created in certain areas. He gave the example of a recent Council vote to remove the loading zone in front of the Virgilio's Bakery on Main Street. He pointed out that not only was there a loading zone, but dead space in front of it approximately at the "top" of Mansfield Way. That

“dead space” with this new definition could allow for a second legal parking space to be created there. He clarified that the purpose of this initiative isn’t to carpet the city with new compact car parking spaces but to allow specific places to be proposed through referral to the Traffic Commission and come forward for confirmation through the O&A Committee, and then add this new category of spaces carefully to fit the city. He also suggested there may be opportunities to add compact car parking spaces in some city-owned parking lots as well.

Councilor Hecht confirmed that this is just a definition the Council is adding to the Code of Ordinances. He said in many ordinances and developments, there are a certain percentage of compact car spaces that the city can impose. He said his constituents in Ward 2 have concerns about parking. A parking space that is eight feet wide versus 10 feet wide can make a difference so that every fifth car becomes “free space.” He offered to work with any Councilor who wished to study the issue to consider appropriate places they could put this initiative into effect.

Councilor Holmgren thanked Councilor LeBlanc for taking this proactive step and added her support.

Councilor O’Hara said he was the Councilor at O&A who voted against this initiative as he had expressed concern about enforcement. He recounted at the recent Feb. 15 Ward 1 meeting pertaining to beach parking it was highlighted that proposed traffic changes were all well and good but the question arose as to who would enforce the regulations. He said the concept is great, but that the enforcement issue remains his objection. **Councilor LeBlanc** said enforcement is by the same people that enforce violations of handicapped parking spaces. He said if a vehicle is not a compact vehicle, and such a space was available, it was his hope that a person is reasonable enough to self-enforce. Should they fail to do so, it would be the same people who would then enforce it. While some things are hard to enforce, he said, they have to look at the big picture.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 8 in favor, 1 (O’Hara) opposed, to Amend GCO Chapter 22 “Traffic and Motor Vehicles” Sec. 22-1 “Definition” by ADDING the definition of “Compact Vehicle” and “Compact Vehicle Parking Space” as follows:

“Compact Vehicle shall mean any vehicle less than 161 inches in length.”

“Compact Vehicle Parking Space shall mean a parking space that is eight (8) feet wide by sixteen (16) feet long.”

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 2 in favor, 1 (O’Hara) opposed, to recommend that the City Council Amend GCO Chapter 22 “Traffic and Motor Vehicles” Article V, Division 1 “Stopping, Standing and Parking” Sec. 22-182 by adding a new Section 22-182 entitled, “Compact Vehicle Parking as follows:

“Only compact vehicles as defined in Section 22-1 shall park in Compact Vehicle parking spaces.

Secs. 22-183 to 22-189. - Reserved”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 8 in favor, 1 (O’Hara) opposed, to Amend GCO Chapter 22 “Traffic and Motor Vehicles” Article V, Division 1 “Stopping, Standing and Parking” Sec. 22-182 by adding a new Section 22-182 entitled, “Compact Vehicle Parking as follows:

“Only compact vehicles as defined in Section 22-1 shall park in Compact Vehicle parking spaces.

Secs. 22-183 to 22-189. - Reserved”

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 2 in favor, 1 (O’Hara) opposed, to recommend that the City Council Amend GCO Chapter 22 “Traffic and Motor Vehicles” Section 22-176(a) “Penalties for parking violations” by ADDING:

“28 Compact Vehicle Parking \$15.00”

DISCUSSION: None.

MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Nolan, the City Council voted 8 in favor, 1 (O'Hara) opposed, to Amend GCO Chapter 22 "Traffic and Motor Vehicles" Section 22-176(a) "Penalties for parking violations" by ADDING:

"28 Compact Vehicle Parking \$15.00"

For Council Vote:

1. City Council letter of support re: development of affordable rental apartments "Harbor Village" at 206 Main Street

Council President Lundberg explained that this letter to the Undersecretary of the Department of Housing and Community Development for the Commonwealth is in support of the Harbor Village development project for affordable housing. He noted that the Mayor has added her support. As part of Action, Inc.'s application and grant-seeking process the support of the Council is very important, he said. He recounted that the development is moving forward on the path as previously outlined to the Council which takes about two years to full funding.

Councilor Cox said she's already submitted a letter of support from herself. She said she sees no harm in forwarding this letter from the Council as well.

Councilor Hecht said with the financing of these projects, it is a once-a-year awarding of funding and briefly described how it works. Any support they can lend to this grant application be it as singular Councilors, as a full City Council or from members of the public will be important to help get this project "over the finish line," he said.

Councilors Gilman and **Holmgren** added their support of the letter saying they wanted to see the project move forward.

Councilor Nolan said he also sent an individual letter of support, and urged the public to do so as well. This is a great project for the city and expressed his hope to see more projects like it come forward.

Council President Lundberg added that this is an important part of city's affordable housing scheme, and that the Council's support of this project is very meaningful.

MOTION: On a motion by Councilor Gilman, seconded by Councilor Hecht, the City Council voted 9 in favor, 0 opposed, to send a letter to Undersecretary Chrystal Kornegay, State Department of Housing and Community Development in support of Harbor Village, 206 Main Street, Gloucester, MA, a development of 100% affordable rental apartments.

Unfinished Business: None.

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

Update of the Stage Fort Park Advisory Committee and the Magnolia Woods Oversight & Advisory Committee by City Council Representative, Councilor Nolan who highlighted the following matters:

- The Magnolia Woods Oversight & Advisory Committee hasn't had a meeting in some time. They'll get together to re-form a mission statement; working with the youth programs and the Cape Ann Flyers Club who use Magnolia Woods.
- The Stage Fort Park Advisory Committee is very dedicated and work hard. There was an archeological study RFP released for the Fort but no entity pulled it. Another will be released soon, he advised. This study will help to determine things that may or may not have been in place before the city moves forward with restoration work. David Dow's "painstaking" work to obtain grants for the restoration of the Fort's cannons was highlighted which will result in functional cannon(s) to use at very special city events.

There was a brief update on the Stage Fort Park Tennis Courts by **Councilor Gilman** who reported that now that the tennis courts have been named for Avis Murray, there was a fundraising meeting yesterday. She announced that June Steel, Dick Wilson and Ellen Preston are taking "active" leadership roles. She reported that there have been some initial estimates obtained, and this group is working with the Administration to make sure this goes through as a fundraiser.

Councilors' Requests to the Mayor:

Councilor Gilman requested the replacement of a missing street sign for Rainbow Lane. She announced on Friday, March 2 there will be a forum on marijuana, vaping and addiction at the O'Maley Innovation Middle School Auditorium. The 5:30 p.m. session will be open to the public. Two other sessions taking place during the day are for parents and their children: the first session is at 9:00 a.m. for sixth and seventh graders. Parents and guardians are

encouraged to attend. The second session is for eighth graders and their parents or guardians. Dr. Ruth Potee, a board certified Family Physician and Addiction Medicine physician will be speaking. This is also presented by Interim Police Chief John McCarthy, Superintendent Safier, Cops & Kids, and the O'Maley School. She mentioned a request she made to reinstitute Student Government Day and to that end there's a meeting at GHS with Superintendent Safier and Councilor Holmgren that she will attend. She mentioned that this falls under GCO Art. I, Sec. 2-7 "Student Government Day," and read the pertinent section. She advised they will brainstorm at that meeting and bring this important event "back into being." She also noted the involvement of the City Clerk and the Administration also. She pointed out that the last time there was a Student Government Day was in 2007. She announced that "Shrek, Jr., the Musical" is being presented by the middle school students at the O'Maley Innovation School by a double cast with the following rotation and dates: Friday, March 2 at 7:00 p.m. Cast X; Saturday, March 3 at 7:00 p.m. Cast Y; Sunday, March 4 at 1:00 p.m. Cast X; Friday, March 9 at 7:00 p.m. Cast Y; Saturday, March 10 at 7:00 p.m. Cast X. She noted that when her son was a student at the O'Maley Innovation School, now a GHS senior, he participated in many musicals and lauded the quality of the productions with the great teachers and directors involved. For more information see the O'Maley Innovation School's website: <http://omaley.gloucesterschools.com/>

Councilor O'Hara requested that the DPW look at all roadways throughout city to assess the many dead limbs hanging over streets and sidewalks which he said could create major damage to a person or their property. He asked that a "scout" be sent out during evening hours to observe streetlights and identify those that are not working and/or damaged. He noted one in particular at the corner of Dale Avenue and Middle Street. He asked that the DPW identify all potholes in the city and move forward with their repair. He announced that on Monday, March 26 from 2:00 p.m. to 7:00 p.m. there is a Red Cross Blood Drive at the Magnolia Library. He said the need for blood products is acute given this year's flu season, and to call the Red Cross for an appointment.

Councilor Holmgren noted that last evening and this morning the Animal Advisory Committee was pleased to have Dr. Jonathan Way present on the Eastern Coyote ecology and behavior first at the Rocky Neck Cultural Center and then at the Rose Baker Senior Center. She highlighted some of the points that came forward in the presentation such as coyote, wolf and canine breeding; behaviors and territories and how to co-exist with these animals that have learned to flourish in a suburban environment. She extended her thanks the Rocky Neck Cultural Center and the Rose Baker Senior Center for hosting; to Dr. John Way for his presentation, for Joan Stone's generous sponsorship; to Mayor Theken and Councilor Memhard for their attendance, and to the Animal Advisory Committee for their dedicated work.

Councilor Memhard added his thanks to the Animal Advisory Committee for their "insightful and interesting" presentation saying that this is a matter of coexisting as coyotes aren't going away. He pointed out that a coyote pack covers 10 square miles consisting of three to five coyotes; and that there aren't as many packs and coyotes as one might think on Cape Ann. He asked that the Mayor through the DPW Director prioritize the repair of potholes on Brightside Avenue, Moorland and Beach Roads. He commended and encouraged all Gloucester residents to turn out at the Grant Rotary on Saturday morning, March 3. He recounted that this past Saturday there was a "record setting" number of residents who joined in response to recent Florida high school shooting in support of appropriate gun laws and controls on assault weapons. He said they will gather every Saturday on this public statement about gun legislation as needed.

Councilor Nolan highlighted the assistance of Interim Police Chief John McCarthy, Officer Kevin Hicks and Officer Kelly Gossom about a speeding issue on Lexington Avenue. He said they can't thank the city's Police Department enough for their professionalism, their community service and community policing. It was very well received by the neighbors and the parents of the Montessori School.

Councilor Cox invited the public to the Discover Gloucester annual meeting Wednesday, Feb. 28 from 5:30 p.m. to 7:30 p.m. at the Mile Marker Restaurant.

Councilor LeBlanc requested that the Mayor through the DPW Director repair lights on Stacy Boulevard noting that some have been blown off of their posts or the fixture domes are missing.

Council President Lundberg said he wished to reiterate Councilor Gilman's note on Student Government Day recounting that during the recent municipal election high school students shadowed the candidates to learn about democracy. He said that Student Government Day would be a great extension of that initiative. He mentioned that periodically the Council and the School Committee has a joint meeting and one such meeting is taking place on Tuesday, March 6 at 7:00 p.m. at the O'Maley Innovation Middle School Library. He highlighted that the agenda will cover such topics as the upcoming school budget and the arrangement of the city's care and maintenance of the schools. He said since the tragedy in Florida occurred they want to ensure they've addressed the issue of school building security to the extent necessary to protect city students and faculty. He said it is hoped this will be the start of a fulsome discussion on the matter and lead to an action plan to make city schools safer.

Councilor Hecht said on that on Thursday, March 1 at the Gloucester House there will be an Economic Outlook Breakfast featuring the CEO of Gorton's, Inc. He noted that he and Councilor Nolan are meeting the following day at 2:30 p.m. with the School Committee Chair, Jonathan Pope, at West Parish School to work on a plan for the school's parking issue.

A motion was made, seconded and voted unanimously to adjourn the meeting at 8:22 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

DRAFT

JOINT GLOUCESTER CITY COUNCIL & SCHOOL COMMITTEE MEETING

Tuesday, March 6, 2018 – 7:00 p.m.
O'Maley Innovation Middle School Library

-MINUTES-

CITY COUNCIL:

Present: President, Councilor Paul Lundberg; Vice President, Steven LeBlanc, Jr.; Councilor Melissa Cox; Councilor Valerie Gilman; Councilor Ken Hecht; Councilor Jen Holmgren; Councilor Scott Memhard; Councilor James O'Hara
Absent: Councilor Nolan

SCHOOL COMMITTEE:

Present: Mayor Sefatia Theken; Chair, Jonathan Pope; Melissa Teixeira; Kathy Clancy, Vice Chair; Michelle Sweet; Joel Favazza; Anthony Gross
Absent: None.

Also Present: Joanne M. Senos; Dr. Richard Safier; Interim Police Chief McCarthy; Tom LaFleur; Gregg Bach

1. Call to Order of the School Committee:

School Committee Chair, Jonathan Pope opened the joint meeting of the School Committee with the City Council at 7:01 p.m. stating that the mission of the Gloucester Public Schools is for all students to be successfully engaged lifelong learners.

2. Call to Order of the City Council:

Council President Paul Lundberg opened the joint meeting of the City Council with the School Committee at 7:01 p.m. The Council President announced that this meeting is recorded by video and audio in accordance with state Open Meeting Law.

3. Flag Salute & Moment of Silence was dedicated to the victims of the Parkland, FL shooting and all who were affected by it, **Council President Lundberg** said.

4. Status of MSBA Process Re: East Gloucester Elementary School

Mr. Pope conveyed the following information: In December 2017 the Council voted on the funding for a school feasibility study. On February 14, 2018, Superintendent Safier, he and Council President Lundberg attended the MSBA board meeting at which the Board voted to accept Gloucester into the feasibility phase of the process of building a new school. That process consists of: 1) hiring an Owners Project Manager (OPM). The East Gloucester/Veterans' Memorial Elementary Schools Building Committee (Building Committee) comprised of 15 people has established subcommittee to manage the hiring of an OPM. The OPM provides technical support for the management of the feasibility process and the schematic designs, which is the second phase of the study, as well as all phases and stay to the close out. The OPM reviews all submittals such as technical analysis and data, and handles presentations and assists in the generation external and internal communications and hold to MSBA policies. The OPM helps to put together the budget as well. The city's Purchasing Agent is assembling a Request for Services (RFPS). The RFS has been submitted to the MSBA for review which then moves on to the MSBA's central register (state advertising for municipally funded projects). The Purchasing Agent will review the applications for the OPM first to ensure people are qualified and then pass them along to the Building Committee. Following the MSBA process, the Building Committee subcommittee will reduce the applicants to the top three or four candidates; interview the firms, tracking their answers as is required. They are then ranked in numeric order; negotiations then begin with the first choice candidate. If unsuccessful they revert to the second choice, and negotiate a contract and continue until there is a signed contract. The MSBA has to approve the OPM contract. It is anticipated to have an OPM hired by the end of June 2018. The next step would be to hire a design team once the OPM is on board (OPM is also known formerly as "Clerk of the Works"). The process for hiring a designer is different from an OPM. A designer is chosen and then the district enters into a review of existing facilities and

review of all possible sites and work to the point of a “preferred schematic design” which will have a located building site, monetized, educational purpose explained; the costs will be roughed out. At that point it is submitted to the city for funding.

Mr. Pope advised that in order to accomplish this project the city will have to have a debt exclusion approved by the community by vote. He conceded it will be a tight schedule and is hoped to have a debt exclusion question on the November 2019 municipal ballot. He said if the debt exclusion passes they move on to have the designer develop the contract documents which takes about one year; then construction starts, taking about two years. This means that a new East Gloucester/Veterans’ Memorial Elementary School would open its doors in September of 2022.

Council President Lundberg referring to his attending the Feb. 14 MSBA Board meeting with Mr. Pope and Dr. Safier, he explained that the MSBA receives its funding from the state f sales tax, a penny from every dollar, and that the MSBA is the “dispensing organization” for school buildings. The MSBA funding will pay for about half of its cost, he pointed out. He conceded there is a seemingly bureaucratic structure but said it is helpful. He noted that an MSBA staff member is assigned to the Gloucester project providing coaching and assistance which helps to assure the city meets all the deadlines and has all the necessary required documentation in place. He pointed out that the OPM, as they learned with the building of the new West Parish School, was very important. The funding of the proposed new school will be a community effort, he said.

Dr. Richard Safier, Superintendent of Schools, said the MSBA will work with them during the feasibility study, OPM hiring, designing; and working on the district’s educational plan. There is the consolidation (of two schools) to consider and what goes with that, considering and merging distinctions are between the “products.” They then have to then formalize that during the feasibility study phase. It takes into account the utilization of space that ultimately goes into the design.

Melissa Teixeira, School Committee member, noted the November 2019 date for a vote by the community to fund the new school. She asked about plans for communications to the community to get the word out so there are no surprises. **Mr. Pope** said the Building Committee has established a communications subcommittee. **Kathy Clancy**, School Committee member, said their communications at this time are about the project itself and has a website framed out but isn’t yet live and are adding content as things come in. They’re trying to ensure it has all the relevant documents and timelines; and keeping parents engaged in both school communities and the community at large. As things progress, they’ll work to find the best vehicle to yield public buy in, she advised.

Councilor Gilman noted when this was done for West Parish and put forward information so that everyone knew the updates it was on the school website and didn’t glean as much hits as they hoped. She suggested that not only to put information on the website, but when there are major updates, maybe the city could put an update on their city’s homepage with a link to the school site, and be used for social media to broaden the availability of information. **Mayor Sefatia Theken**, also a School Committee member, said people want input as where the school ends up for than they care about the feasibility study. Once there is agreement where the school is located it will be easier to communicate with the community.

Responding to **Councilor O’Hara’s** inquiry, **Mr. Pope** explained that when the original statement of interest was submitted to the MSBA, it was for East Gloucester School. In the process of eligibility, the endorsed plan of the School Committee was to consolidate East Gloucester and Veteran’s Schools is very much about economic feasibility which is more realistic, he pointed out. The MSBA said they have to keep just East Gloucester on all communications because that was the school that was approved by them although they completely endorse the consolidation.

Councilor Hecht asked for a student count at each school. **Mr. Pope** said the total will be about 450 students. Enrollment projections were done by the MSBA. As to the staff, he said that there will be some consolidation of staff but how much is not known at this time with about 35 staff per building. He added that a school built to house four classes per grade versus the three classes per grade in West Parish, it would require six more classrooms for a new school. There’d also be a need to make a bigger gym but in terms of structural mass, the school wouldn’t be a much larger structure.

Councilor Cox asked which the sites are under consideration. **Mr. Pope** advised they’re required to look at the existing sites. The Building Committee identified city-owned properties as: Swinson’s Field/The Pines; Green Street, and on property on Harrison Avenue. He noted there is some city-owned land on Eastern Avenue on the Rockport border but it doesn’t appear viable. On further inquiry by **Councilor Cox**, **Mr. Pope** said that the OPM and designer will look at these sites and determine which sites are buildable and best suited. He reiterated that an OPM won’t be hired until the beginning of July, a designer on board in September and so that determination in the fall and then they’ll meet to talk about the consolidation.

Council President Lundberg pointed out that with a municipal election in Nov. 2019; what people will want to know where the new school will be located; will the schools be consolidated, and what it will cost me. If they are thinking as advocates of this project, those will be foremost questions in the voters' minds -- the sooner they know that information the better. **Ms. Teixeira** asked what the city intends to do during that process -- if they're thinking of the November 2019 election for the funding question to the residents -- if the Veterans property isn't deemed proper for a school and they chose to combine the schools, is there interest to use that property for, say, a safety building and consider an omnibus override. **Mayor Theken** said that is difficult to determine at this time. She said they'll identify a need when the time comes and learn what people want. The city has to do its own analysis and make a reasonable determination. Once they have the support of the citizens to go forward, then they'll make that determination.

Councilor Cox said she agrees with Ms. Teixeira about figuring out what they can do with the buildings that are left with the building of a new school and are the biggest concerns she has heard to date. They have to be "thinking proactively" about where they'll be and what they'll do with the empty schools if it isn't feasible to build a new school on those sites. **Mayor Theken** said if Fuller purchase goes through, some of that money will be used to hire someone to work on that to survey all city facilities. She said she didn't want to put something forward first without having all the facts in hand. Eventually they'll need other facilities but right now it is hard to say that they're going to move on this. **Councilor Cox** rejoined that they need to look at the whole picture once the site is determined where to build the new school. **Council President Lundberg** said Councilor Cox's point was well taken, and advised that while they don't know the answer to those questions now; they will have a plan year from now.

Councilor Gilman said she understood how difficult the budget is. The two schools that will be lagging are Plum Cove and Beeman, assuming East Gloucester and Veterans goes forward. She said it will be a while for the two schools in her ward to be attended to and asked that the city ensure those schools are kept on the radar not necessarily to immediately start new replacement schools, but for something that's important to each of the schools. She suggested a community playground for Beeman, and perhaps something special that the Administration sees for Plum Cove, to engage those two school communities so they feel they aren't being left behind. **Mayor Theken** said once they have the funding, if Fuller goes through, then they'll be able to afford to make a five-, 10-, 15-, 20-year facilities plans for the city that is actionable and a plan as to how that all of it will be funded.

5. Safety Measures in the Gloucester Public Schools

Council President Lundberg said this item was added after the Parkland, Florida tragedy. Several issues are to be reviewed such as security for school procedures and a potential issue next week for the schools and community, a possible student protest. He mentioned a letter sent to parents by Dr. Safier after the Parkland shooting (on file).

Dr. Safier conveyed the following information:

There are six elements to the approach to school security -- collaboration with the Gloucester Police Department, Fire Department and Health Department; an emergency management plans; an on-going planning and review of emergency procedures for the district; drill preparedness which is continuing to be worked on with the Police; addressing psychological issues amongst the student population based on an understanding of their needs, and intervention; everyday building security.

Collaboration with the Police Department: There is a Memorandum of Agreement between the Police and School Department based on a template provided by the Essex County District Attorney's office which enumerated general principals of cooperation with the Police Dept.; how information is shared; reporting processes; necessary notifications under MGL Ch. 71, Sec. 37H-1/2 which has to do with the more dangerous kinds of incidents that can occur; search and seizure procedures and any prosecutorial diversion programs. At this juncture the presence of Interim Police Chief John McCarthy was noted by **Council President Lundberg**.

Dr. Safier continued that: Their emergency management plans for each school is tailored to their particular school. The mission and goals are to protect life and properties, to respond to emergencies promptly and properly, and coordinate emergency operations, plans and community resources and to aid in recovery from disasters. There are three:

- Direction and control (based on type of incident) who is in charge and who becomes the incident commander and is based on circumstance.
- Functional protocols are the ways in which schools react to specific situations such as lockdown procedures, ALICE (Alert/Lockdown/Inform/Counter/Evacuate) which is the newest method for reacting to an armed intruder. Each can be specific to various kinds of events. A brief rundown of types of events

were touched on. ALICE “empowers teachers to make decision to remain in place or evacuate their students and how to handle that evacuation, and examples were briefly recounted.

- Emergency management plans have an ongoing review. Each school as its own crisis team comprised of nurses, teachers, social workers, social services personnel, Administration, which looks at the plans on an annual basis and “tweak” them accordingly.
- Drill practice and preparedness -- there are simulations that are practiced; and with certain real life incidents they’ve learned from those situations. It was advised they are working with the Police Dept. due to the changed philosophy on armed intruders and are modifying drills for the spring. The younger the children, the more they emphasize the training and preparation with staff.
- Addressing mental issues. It was acknowledged that students do experience mental health issues and on occasion that can create a concern to be potential injurious to self or others. It is important that the school as a community recognizes the need to report issues of concern. There are formalized plans -- at GHS there are nurses, adjustment counselors; a psychologist, four guidance counselors and the staff and Administration. All have received youth mental health training. The middle school has three guidance counselors, a student assistance counselor, two nurses; a school psychologist, an adjustment counselor and two assistant principals--they’d like to bring that youth mental health training to the middle school in the fall. Each of the elementary schools has a school psychologist, an adjustment counselor. All of the schools have child study teams, looking at the academic, social and emotional situations. There is considerable outreach to a number of community agencies.
- Daily security -- there are procedures in place to such as all doors are locked at the start of school with only one entrance available and a camera at that entrance and asks for entry by speaking in an intercom. It is essential to channel entry and have formal entry procedures to know where everyone in the school is at all times and safe exit of the building as well.

Councilor Hecht said the experience of a teacher in the moment of crisis he said he couldn’t imagine, and asked if there is off-site training, or is training held on site to be ready for that moment. **Dr. Safier** said this is where the GPD comes in who have sent their representatives in to conduct training at the high school and at times the other schools. This is dealing in an extraordinary situation, he said. They are mindful of it and will maintain the training sessions and the drills, **Dr. Safier** assured.

Councilor LeBlanc said he reached out to Councilor Lundberg several weeks ago to get this matter on the agenda. This is an everyday topic of discussion with their kids and there is no real true answer how to stop this, he pointed out. He expressed appreciation for what the school district is doing. He highlighted that there are schools throughout the country that have a small satellite offices of their police departments in the school. GHS has a police talented resource officer, but that the police force might wish to consider a satellite office in one or two of the schools. He pointed out now they have to focus on having children be made aware of their surroundings not just in school but everywhere. He said that situational awareness for their children starts at home where parents have to work with their children to have a plan. He reiterated he appreciated what the schools are doing but that it is important there is situational awareness not just in the schools but everywhere. He also reiterated that a satellite office of the Police Department in city schools can act as an important deterrent and is a place to start.

Mayor Theken said they’ll be asking the Council for a \$33,000 appropriation to continue officer training; 13 officers have been trained by the U.S. Marshals for active shooters. She noted that Lt. Gossom is one of the department trainers. There are programs in place, she said, to protect the city’s children.

Interim Chief John McCarthy highlighted that in conjunction with the schools they borrowed Beeman School in the summer and hosted training with the federal people for active shooting incidents. They got 18 officers trained out of 60. He reported that he asked the Mayor when Free Cash was certified, for \$34,000. The Air Marshals have a facility at Hanscom Air Force Base -- the offer is for free training, but overtime has to be paid for and will train all GPD officers in active shooters. He remarked that “ALICE” is fairly new which gives more on-site ability to a plan as incidents unfold. There are two instructors on the department for ALICE training (Lt. Gossom and School Resource Officer Mike Scola) and have trained Pathways staff and all school personnel. They’ve opted to go into city buildings, he noted as the training isn’t unique to school facilities. Lt. Gossom has done ALICE pre-training at Senior Care. There is the Kops & Kids program which is going into the elementary schools four times a semester. They tell their officers to stop in the schools to be visible which also acts as a deterrent. They will try to work with the Mayor with one GHS resource officer but the department audit recommended they have three resource officers which he said will take some budgeting and take time to get that done. They’d like to have one resource officer at the high school, middle school and one officer who would float around the elementary schools, he said.

Interim Chief McCarthy assured the School Committee and Council that there are plans in place but they will not give that information out, “We have measures.” There were several instances with the real thing this year, he

pointed out. There is a grant from the Mass. Dept. of Public Health along with Beverly, Manchester, Essex, Danvers and Ipswich for a full-time mental health imbedded counselor and the city will have that counselor two days a week and should be in place by April. He advised one counselor is shared by Danvers and Salem who has with a caseload of 350 cases between the two towns.

Council President Lundberg asked from the Chief's experience what value comes from having a resource officer in the schools. **Interim Chief McCarthy** said it was his belief a resource officer is invaluable. He explained that the GHS resource officer is very well loved and works every day; that any time there's a problem he is involved no matter what the issue. The GHS Resource Officer goes to all the school events, knows every student and runs a student police academy which is always oversubscribed. The officer has taken ownership to his area, the high school. If they had another resource officer, they would like to see them placed at the middle school. **Ms. Clancy** recounted that when Lt. Gossom spoke to the School Committee, he told them they're teaching kids skills that they can use everywhere from these training programs to give them general "know how." **Mayor Theken** lauded Officer Mike Gossom's presentation. She said they're doing everything possible to be ready, but she urged parents to help make their children situationally aware no matter where they are. She touched upon the needs for pediatric mental health assistance through local resources, saying they want the city's children to be safe.

Councilor Gilman asked whether school driver's buses will be trained. **Dr. Safier** said there is mandatory bus training twice a year. He said he didn't know if they were trained to deal with an intruder. **Interim Chief McCarthy** said he hasn't heard of the police going to the bus company and would have to ask. **Councilor Gilman**, noting the everyday building security, asked if an independent group in the city spot checks to see what kinds of gaps their might be. **Dr. Safier** said they are aware as is the DPW; execution of these daily security matters are reviewed frequently, he noted. **Councilor Gilman** asked if there is a plan in place to connect with parents on specific new initiatives they're teaching the children and how that information is shared with parents for the transferrable new skills their student may have learned. She suggested that would be helpful. **Interim Chief McCarthy** it would start with kids going home and telling their parents what they did in school that day. Parents will be notified that there will be a drill so that there are no panic comes forward, he advised. **Dr. Safier** said they do want to keep some things in-house so it isn't being disseminated, but that they do notify parents by letter to how they handle certain situations and that the suggestion to convey the information to parents is a point well taken.

Councilor O'Hara said they're talking about a very important issue, expressing his empathy with the Mayor noting this will cost a lot of money. He expressed his concerns about school security. He pointed out if Woburn has an active shooter they have assets coming in from all aspects but Gloucester is at the end of the road and suggested that the Chief's resources could be limited. He mentioned a draft of his Council Order about metal detectors. He said the city's schools are old and don't necessarily have the safety measures and enclosures they should, which concerns him as well. He mentioned the school buses as an issue that Councilor Gilman raised. **Interim Chief McCarthy** said that they can get plenty of officers available to respond in any emergency with the appropriate resources available in the city and in neighboring communities, reiterated by the Mayor. **Council President Lundberg** cautioned they are only expressing areas of concern this evening.

Tony Gross, School Committee member, pointed out that the Student Resource Officer's true value is the advanced social work they do with the kids, especially those kids that live on the edge. They develop a healthy relationship with a police officer that can change their lives for a lifetime. It is invaluable, he noted. Mentioning situational awareness, he said it's been worked on for some time and can be incorporated into all sorts of discussions. He mentioned the new mental health counselor under the new grant. **Interim Chief McCarthy** said that person will be able to be directed to where they are needed. **Mr. Gross** said it is about mitigation because by correcting issues early on prevents future issues. **Mayor Theken** addressed the issue of heightened cell phone service in the schools for emergencies.

Councilor Holmgren noted she attended last week's School Committee meeting and said after that meeting and this one it was "abundantly clear" that everyone involved with their children in the school system cares deeply about their safety, "social, emotional and physical health. She expressed appreciation for Councilor O'Hara's expressed concern for the city's children safety. She extended her appreciation to the Mayor Theken for her efforts, to Dr. Safier and Interim Chief McCarthy for their emphasis on children's social and emotional health and "social safety nets." She pointed out they can't quantify the value these professionals provide but do know that mental health counselors and resource officers are effective and can keep their children safer. She said they can't have enough of these people, pointing out that the bonds children make with these professionals could save lives. She said she would support any funds expended that help in that way. She said she has a seven year old attending West Parish, and it is their intention to keep her in the city's public schools. She reiterated that they can't underestimate the value of more mental health counseling.

Ms. Teixeira said working in Gloucester’s District Courthouse every day she sees the many police officers on duty in the city constantly. She pointed out that one can petition through the court or the Police Department under MGL Ch. 123, Sec. 12E for a person with mental illness. Getting that counselor to come to Gloucester is so vital, she said. She highlighted the reminders for school staff and that doors are open in the late spring for fresh air but is a security breach. She pointed out that when there are food deliveries it can create security issues and that there are more safety protocols that could be put in place to assure the community they are taking these matters seriously. Teachers and parents have pointed out not all doors have locks on them and should. Simple things like that they can pay attention to, she pointed out, and that they can be proactive.

Mayor Theken reported that on Feb. 27 was a meeting to review of facilities to get these things types of things remedied. At that meeting were: Tom LaFleur, GPS Director of Finance & Operation; Mark Cole, Assistant DPW Director; Grant Harris, GPS IT Director, Dr. Safier, Tony Gross; Mike Hale, DPW Director. She then very briefly enumerated issues at some of the schools and assured they are hearing the parents, she said. She pointed out that Lt. Gossom conveyed that he has his children in the public schools and that as he protects his own children he protects them all.

Council President Lundberg said Councilor O’Hara’s Council Order is being worked on to ensure it is consistent with the City Charter. He said he was impressed with the processes in place. **Mr. Gross** added that West Parish has the necessary safety procedures and security measures in place, and all new schools will, and replacing the schools will be safer. Mayor Theken said they are starting.

6. Fiscal Year 2019 School Budget

Council President Lundberg discussed briefly what would be presented to the joint meeting under this heading. **Mr. Pope** said the School Department develops its own budget, voted on by the School Committee and forwards it to the Mayor and then they negotiate the final budget that is funded and then the Mayor submits that budget to the city. They are developing a level service budget, he noted, and pointed out that they’re aware this is not the budget they’ll not end up with.

Dr. Safier noted documentation (on file) on the FY19 Draft Level Service Budget Proposal. He then reviewed as follows:

- A budget calendar.
- District Initiatives for the 2018-2019 school year were touched upon such as curriculum review and revision, examination of the Preschool through Grade 8 literacy; Individual needs/intervention systems; special education; technology; next generation MCAS preparation; English Language Learners; professional culture and community. **Mr. Gross** noted that Veterans has 20% ELL students which is a large number. Beeman has 12% ELL students.
- Summary: Annual Increases to the Budget: COLA; Health Insurance increases for active & retired teachers; increase in Special Educational costs; Step increases; Lane changes; anticipated grant reductions; unanticipated expenses
- FY19 Draft Budget Total: Level Service
 FY18 Budget \$41,038,897
 Draft FY19 Budget Total \$43,272,273
 Proposed Increase \$ 2,233,377
 Percent Increase 5.44%
- Significant Cost Increases to the Budget:
 Health Insurance (Active) \$87,576; Retired increases \$31,179 for a total of \$118,755
 Step Increases \$396,614; Lane Changes \$235,748; Special Education (increase to out-of-town tuition is \$411,087 for subtotal of \$1,162,204 plus SPED out-of-district transportation; anticipated 10% increase to bus fleet lease; contractual increases, less retirements of \$147,514 the subtotal is \$602,560 for a total of \$1,754,764
- Out-of-District Tuitions: From FY16 at \$4,103,366 (63 students) to FY18 to \$4,452,834 (64 students)
- Grant reductions were noted briefly. All five elementary schools are anticipated to be Title I schools. Highlighted was the Title I grant reduction.
- Salaries funded by grants not in the operating budget totals \$1,0326,746
- Salaries funded by Revolving Funds not in the operating budget: \$1,217,770

- Cuts Required to Reach Percent Increases were noted at each percentage increment starting at 2.25 percent representing \$1,310,001 in cuts and up to 5% which equated to \$181,432 in cuts. He said they will await the guidance of the Mayor's office.

Council President Lundberg noted the School Committee will have a public hearing on April 4 on their FY19 budget, and the School Committee will vote on it April 11. This budget is a work in progress, he noted, saying it isn't a final budget, and that the Council's B&F Committee will explore the final budget further. **Mr. Pope** added they've not voted on this budget. They'll vote a budget for public hearing towards the end of the month. After they've gotten public input they'll vote the budget to forward to the Administration and what comes forward to the Council for its review and vote from the Administration won't necessarily be what the School Committee voted..

7. Issues Regarding School Facilities Maintenance

This matter was covered under issues in Agenda Item #5.

A motion was made, seconded and voted unanimously to adjourn the meeting at 8:50 p.m.

Respectfully submitted,

Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

BUDGET & FINANCE MEETING MINUTES

03/22/2018

(UNDER SEPARATE COVER)

Ordinances & Administration Committee
 Monday, March 5, 2018 – 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 Holmgren; Councilor Lundberg; Councilor Gilman (entered the meeting at 6:25 p.m. and left at 8:03 p.m.); Joanne M. Senos; Gregg Cademartori; Jill Cahill; Donna Leete; Chris Sicuranza; Grace Poirier

The meeting was called to order at 6:00 p.m. There was a quorum of the City Council.

1. Boards, Committees & Commissions

Councilor LeBlanc noted that Rebecca Reynolds who was put forward by the Mayor for reappointment to the Committee for the Arts, TTE 02/14/21, was put forward in error as Ms. Reynolds’ term doesn’t expire until 02/14/19. Therefore she is not up for reappointment in 2018.

A. Appointments:

Affordable Housing Trust

Joseph Bertolino

TTE 02/14/20

Mr. Bertolino said that there haven’t been many meetings of the Affordable Housing Trust (AHT). He reviewed that he was born in the city, left for a while and upon his return bought a home in Magnolia five years ago. He previously worked in property management and now works in real estate finance. He said affordable housing is important to him. **Councilor LeBlanc** pointed out that affordable housing is a priority for the city and he anticipates there will be more projects coming forward. He said the more affordable housing available the more the city’s children can afford to make Gloucester their home.

Councilor O’Hara offered his thanks to all the city volunteers present for appointment and reappointment that offer their time on city boards, committees and commissions.

Councilor Nolan said he supports the AHT; that more affordable housing in the city is needed. This hasn’t been an active committee but there is some matters coming forward that will change that situation, he indicated. He added that Mr. Bertolino will be a good addition to the Affordable Housing Trust.

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 Joseph Bertolino to the Affordable Housing Trust, TTE 02/14/20.

Clean Energy Commission

Deborah Darby*, Michael Nolan

TTE 02/14/20

Mr. Nolan explained that he’s been in the city for two years having grown up in the Midwest; his wife was originally from Magnolia, and they now live on Wheeler’s Point. He recounted he has worked in energy broadly for ten years, and has a Master’s in Energy and Business and has been a consultant for energy companies for the past five years.

Councilor LeBlanc said that the Clean Energy Commission has come a long way in recent years and are offering the city good advice and programs.

Councilor Nolan expressed his appreciation for the fact that they will have a new Commission member who is already actively involved in that business sector.

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 Michael Nolan to the Clean Energy Commission, TTE 02/14/20.

*Ms. Darby’s appointment is continued to March 19, 2018.

Community Preservation Committee

Pamela Tobey

TTE 02/14/21

Ms. Tobey said that she was born and raised in the city and works for the Mass. State Treasurer's Office managing two grant programs. She said that she looks forward to working with a group that does grant funding for wonderful city projects. **John Feener**, Community Preservation Committee (CPC) member, added that Ms. Tobey fulfills a need that the Committee has with an expertise in grants which will be an asset.

Councilor Nolan expressed his agreement that Ms. Tobey's experience in grants will be an asset to the city and the CPC.

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 Pamela Tobey to the Community Preservation Committee, TTE 02/14/21.

Historic District Commission

Kristal Pooler, Prudence Fish (to Full Member)
Carmine Gorga (Alternate)

TTE 02/14/21

Ms. Pooler, a local realtor, explained that she's a native of Gloucester and has been actively involved in real estate for 25 years and wanted to be involved more directly with her city.

Ms. Fish, a current alternate to the Historic District Commission and former full member for many years, off the Commission for some time, returned to the Commission and is stepping up again from Alternate to become a full member. She noted she wrote a book on antique houses in Gloucester. She endorsed Ms. Pooler's appointment saying she's known Ms. Pooler for 35 years whom she said has an affinity for old homes through her vocation.

Councilor LeBlanc suggested that some applicants to their Commission need their "hands held" through the Commission process. He said they appreciate their stepping forward as volunteers to be a part of that process. **Ms. Fish** said they need to be strict and not make exceptions for things that don't belong as this is a small unique section of the city.

Mr. Gorga reviewed that he was in city planning in Boston and Provincetown. He was called to Gloucester to work with Action, Inc. and was with them for some time, and then when his position was defunded he started his own planning consulting business doing research and writing. He lives across from City Hall on Middle Street in an antique colonial. He said he loves the city and knows it very well, "inch by inch." **Councilor LeBlanc** expressed his appreciation for Mr. Gorga's stepping forward to volunteer.

Councilors LeBlanc and **O'Hara** thanked the new Commission members for their energy and expressing the Committee's appreciation.

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 Prudence Fish as Full Member to the Historic District Commission, TTE 02/14/21.

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 Kristal Pooler to the Historic District Commission, TTE 02/14/21.

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 Carmine Gorga as an Alternate Member to the Historic District Commission, TTE 02/14/21.

Planning Board

Beverly Bookin

TTE 02/14/23

Ms. Bookin conveyed her enthusiasm for her appointment to the Planning Board and briefly touched upon her background as having moved to Gloucester three years ago, living in West Gloucester, after 43 years in Portland, Oregon. She explained that she is professional Land Use Planner and holds a Master's degree in Land Use Planning. She said she was a Land Use consultant for 35 years in the private sector. Learning that Ken Hecht stepped down she offered her services to the Board, she noted.

Councilor LeBlanc said that the Planning Board is another group that has applicants who come before them all the time that need the guidance of Board members through their application process as it can be daunting yet necessary. He asked that applicants be guided as smoothly as possible. **Ms. Bookin** added that at the same time

applicants need to be appraised of the many rules and regulations pertaining to their particular application that they must comply with.

Councilor Nolan spoke briefly with Ms. Booking who acknowledged she's been to two meetings of the Board already.

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 Beverly Bookin to the Planning Board, TTE 02/14/23.

Traffic Commission

Michael Mitchell

TTE 02/14/21

Mr. Mitchell, a Firefighter/Paramedic with the Gloucester Fire Department, said that he was born and raised in Gloucester, certified as a certified Paramedic just this day, and has served on the Gloucester Fire Department for the last six years. He said when Robert Francis retired from the Commission he thought this would be a good fit for him. **Councilor LeBlanc** said having a firefighter on the Commission is an asset and will add someone who knows the city well.

Councilor Nolan expressed his endorsement of Mr. Mitchell's appointment

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 Michael Mitchell to the Traffic Commission, TTE 02/14/21.

B. Reappointments – Boards, Committees, Commissions:

Board of Health

Richard Sagall*

TTE 02/14/21

Dr. Sagall's reappointment is continued to March 19, 2018.

Capital Improvement Advisory Board

Joel Favazza

TTE 02/14/21

Mr. Favazza conveyed the following information: The Board hasn't met since 2012. He said the Capital Improvement Advisory Board (CIAB) according to the Charter and the GCO says that the CIAB should work with the Community Development Department who in turn owes the Council a 10-year capital improvement plan every year that goes to the CIAB who reports on it to the Mayor. The Mayor owes the City Council a capital improvement plan with a 10-year outlook 90 days before the start of a new fiscal year. It was pointed out that 65 Rogers Street was purchased by the city with no plan for it; city land was recently given up with no plan for it which he said was, "a distinct lack of a capital plan."

Mr. Favazza said he thought that the city's bond rating is tied in part to the concept that they have the CIAB, a Board that provides citizen advisory duties to the Administration. He recounted that in 2011 there were many talented city volunteers who were members of the CIAB, meeting regularly and providing citizen input, but the CIAB was "pushed aside" and members left the Board because of that. He said he hopes that the Board is reconstituted with a pool of similarly talented people as this is an obligation of the city under the city's Charter and Code of Ordinances. He reminded the Committee that the last thing the Board looked at was the Newell Renewal project, and that a CIAB member warned of the stadium field's being prone to flooding, and pointed to two recent nor'easter's that brought that prediction to fruition. He asked for reappointment in the chance the Board is brought back into full use.

The Committee urged that Mr. Favazza remain patient. **Councilor Nolan** said that he knew that this has been a topic of discussion with Mr. Favazza and him for about a year and a half, and that when they do get a quorum Mr. Favazza's input will be important.

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 reappoint Joel Favazza to the Capital Improvement Advisory Board, TTE 02/14/21.

Request to the Mayor by the Ordinances & Administration Committee to be submitted asking that she and her Administration toto appoint the necessary number of members to reconstitute and activate CIAB for this City Chartered Board.

Clean Energy Commission

Candace Wheeler

TTE 02/14/20

Ms. Wheeler is continued to March 19, 2018.

Conservation Commission

John Feener, Barry Gradwohl, Linda Charpentier

TTE 02/14/21

Mr. Feener said the Conservation Commission (ConCom) is going well. He explained the Board does have to guide people through the Environmental Protection Act to create their “dreams” on their property but within the guideline of federal protection laws. He said that the Board does their best not to tell people no, but to ensure that the laws are followed, as well as educate the applicants. **Mr. Gradwohl** said 30% of all city building permits go through ConCom; and that ConCom rarely says no, but if they should say no, in general its due to lack of information from the applicant who was unwilling to forward it for consideration by the Board.

Councilor LeBlanc said ConCom has a “tough job” and it’s good that so many members have served for some time to bring institutional memory to the table. **Mr. Feener** noted that the Commission also does a great job giving abutters and neighbors’ opportunities to speak and then the Commission takes in all the aspects of an application. **Ms. Charpentier** said she has worked with other Conservation Commissions in different communities, and that the Gloucester Conservation Commission is the most user friendly Commission she’s seen.

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 reappoint John Feener to the Conservation Commission, TTE 02/14/21.

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 reappoint Barry Gradwohl to the Conservation Commission, TTE 02/14/21.

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 reappoint Linda Charpentier to the Conservation Commission, TTE 02/14/21.

Downtown Development Commission

Joseph Giacalone

TTE 02/14/21

Mr. Giacalone’s reappointment is continued to March 19, 2018.

Gloucester Cultural Council

Jane Keddy

TTE 02/14/21

Ms. Keddy explained that the Cultural Council just finished a new round of grants and distributed it to local artists. She advised that the Council’s greatest concern is that their group is shrinking, down to five members and three people are going off the Council next year. She said that anyone who is in the arts or interested in the arts should get in touch with her or the Mayor’s Office.

Councilor O’Hara expressed his appreciation for the Council saying that the arts are a valuable city asset.

COMMITTEE RECOMMENDATION: On a motion by Councilor O’Hara, seconded by Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Jane Keddy to the Gloucester Cultural Council, TTE 02/14/21.

Request that the Mayor needs to start looking for new members (three) for next year’s appointments.

Historical Commission

Robert Whitmarsh

TTE 02/14/21

Mr. Whitmarsh conveyed that the Commission is very active. He reviewed that the Commission is looking to get Dogtown Common on the National Register, having just gotten Rocky Neck on the National Register. He said

the Commission is also involved with historic aspect of sprucing up Stage Fort Park for the city's 400th anniversary of Gloucester and mentioned several other pending projects.

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 reappoint Robert Whitmarsh to the Historical Commission, TTE 02/14/21.

Magnolia Woods Oversight & Advisory Committee Dean Sidell*, David Marro, Richard Jabba TTE 02/14/21

Messrs. Marro and Jabba expressed their willingness to continue to serve on the Committee. They talked about how they haven't met in a while but that they have some suggestions to allow access to the lower parking lot most of the time and talked about access and getting more people on the trail system. He said they hope to meet with the DPW very soon about their suggestions, and several others very soon. He said Magnolia Woods is as nice as Ravenswood with much fewer people ranging over it.

Councilor LeBlanc mentioned the amazing topography of the Magnolia Woods and expressed appreciation to Mr. Marro and Jabba's involvement. **Mr. Jabba** said he spends a lot of time at the athletic fields there with his sons reiterating having better access is important to the use of the park.

Councilor Nolan expressed his support for both gentlemen being reappointed, saying that this is a good committee, forward progress like on the Blue Blaze trail in support of the use of Magnolia Woods is being made. He explained they're working on the transition from a landfill to a park, and there is a positive outlook for the coming year to get projects up and running.

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 reappoint David Marro to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/21.

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 reappoint Richard Jabba to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/21.

*Mr. Sidell's reappointment is continued to March 19, 2018.

Tourism Commission

Mike Mann

TTE 02/14/21

Mr. Mann said that last year there was a group of new members they're just getting acclimated. He advised they've not met recently. **Councilor LeBlanc** said he's spoken with the Mayor's office on this and will try to get the Commission back on track, advising that Councilor Hecht will work with the Commission. **Mr. Mann** said that tourism is an integral part of the city's economic life and is important to the community overall. He talked about issues that were raised last year and that with no budget they have become more of an advisory committee.

Councilor LeBlanc said that the Commission can make recommendations to the O&A Committee through Councilor Hecht and they will listen to their advice.

Councilor Nolan said that Mr. Mann is "perfect" for the Commission and would like to see communication between Discover Gloucester and the Tourism Commission more delineated. Some of the questions asked in the past by the Commission went unanswered, he pointed out. These are business owners are stepping up to try and help, and that the Administration should be able to assist to bridge that gap.

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 reappoint Mike Mann to the Tourism Commission, TTE 02/14/21.

2. Memorandum from Personnel Director & General Counsel re: Proposed Ordinance revisions for the Police & Fire Chief Selection Process

Donna Leete, Human Resources Director, (Chip Payson, General Counsel, was absent due to illness who worked with the HR Director on this initiative) conveyed the following information: The Administration is at the point of activating the recruitment process for the search for the next Police Chief. Interim Police Chief McCarthy

agreed to stay for one more year, but will retire at the end of the calendar year. A first step was to view the current city ordinances instituted before the city hired the last permanent Police Chief and current Fire Chief. That was the first time the city appointed public safety chiefs outside of the civil service process.

Through city ordinance a new process is being proposed to engage and obtain public buy-in. Very detailed ordinances written and accepted, but since that time they looked at the process, received input from Municipal Resources, Inc. (MRI) a company in the business of professional recruitment for Chiefs, as well as from several other professional consultants. MRI did conduct the Fire Chief selection process but didn't bid on the Police Chief selection process as they indicated it was "overly burdensome." There was a nine member screening committee that worked in conjunction with the consultant, and the role between the selection committee and the consultant wasn't clearly delineated what the committee does and what the consultant does. This fresh look at the ordinance is to accomplish the goal of getting the best qualified Chief(s) for the city and at the same time streamlining the process.

Ms. Leete, referring to her memo (on file) reviewed the goals as stated therein and conveyed the following highlights: 1.) Streamline the Hiring Process for Efficiency: By using a professional consultant, the same as the last time and noted points on that part of her memo such as the use of an assessment center. At the point of identified and qualified finalists, that then becomes a public process. They work to maintain confidentiality of all initial applicants to that point which is also best practice. The goal is to identify and present three finalists to the Mayor, and the public screening committee will participate in that process in "whittling" down to identify the finalist and provide input. 2.) Maximize Recruitment Efforts: A professional consultant usually knows talent in the field and has a broad network to recruit top talent. There is a need to respect confidentiality in that aspect. A consultant does an informal checking of backgrounds of candidates; and it is highly important they protect confidentiality throughout that process. 3.) Maintain a Public Process: It is important to maintain a public process to inspire the trust and confidence of the city's residents as well as elected officials; that what they are doing is best practice to get the best qualified candidate. There will initially be one public process; and the screening committee will participate in the assessment center process and play a key role in identifying a finalist. The finalists are public, she pointed out. She said lets the candidates know they are selected as a finalist, and that this will be a subject of public record. 4.) Better Match Selection Standards of Other Communities: In doing their due diligence, twelve other communities were surveyed and found that none had a cumbersome Chief selection process in their ordinances that approached that of Gloucester's. In four communities the Mayor appoints Chiefs without Council confirmation. In this amendment the Council has a final vote. The ordinances are more streamlined, **Ms. Leete** reiterated. They'll still be using a screening committee, facilitated by the consultant and as HR Director she will be part of the process as well. This ordinance is an improvement on the last one, she pointed out. She concluded her remarks by saying that the last amendment was cumbersome but it was also a major departure as how they selected their Chiefs.

Councilor LeBlanc confirmed the Council retains final approval on the Chiefs. He said he was part of the process the last time with the Council with the last three candidates. He acknowledged it was difficult bringing outsiders into the city, and expressed his appreciation for these ordinance amendments. He agreed it's good to review the process and update the ordinances. He said he would support these amendments advising he'd spoken with Ms. Leete about them.

Councilor Nolan asked what the cost is estimated for the consultant. **Ms. Leete** said she hoped it would come under \$10,000. **Councilor Nolan** highlighted that they never give up their rights as a Council, and he noted that the Council has to approve the streamlined plan, and that the Council isn't giving anything up through this process. This will make the recruitment process better, he said.

Councilor O'Hara said he was on the selection committee for the current Fire Chief. He said they want the best for their citizens, and that this is very important to move ahead with the best potential candidates.

Councilor LeBlanc reviewed briefly the previous recruitment process with the Committee and **Ms. Leete**. He mentioned the importance of the confidentiality aspect that Ms. Leete touched upon.

Councilor Lundberg said that the current ordinance came at a time of great transition in the way they had selected Chiefs previously. That time has passed, he noted, and they're at the point where they're much more professional from an HR standpoint thanks to Ms. Leete's leadership. He said that the proposed ordinance she and Mr. Payson put together does that for the city. He mentioned that the ordinance says that "...the consultant shall establish an assessment process which will include a screening committee appointed by the mayor." He asked if there needed to be further refinement of the definition of the screening committee with the amendment(s) as proposed. **Ms. Leete** said it is still the Mayor's call. **Christopher Sicuranza**, Director of Communications & Constituent Services said the language was purposely left as a "broad stroke" to allow for flexibility in trying to look at best practices and that this was the language they found to accomplish that goal.

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. 17 "Police", Art. II "Police Department", Sec. 17-18 "Selection of Police Chief; manner of appointment" by DELETING Section 17-18 "Selection of Police Chief; manner of appointment" in its entirety and ADDING new Section 17-18 "Selection of police chief; manner of appointment as follows:

"17-18. Selection of police chief; manner of appointment.

(a) Upon such time as the mayor shall become aware of a vacancy in the office of police chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim police chief to serve until a permanent police chief is hired.

(b) The mayor shall select a qualified recruitment and assessment consultant. The consultant shall establish an assessment process that shall include a screening committee appointed by the mayor. The consultant and the screening committee shall hold at least one public meeting to discuss the process and the candidates. At the conclusion of the assessment process, the screening committee, with guidance and input from the consultant, shall select three candidates to forward to the mayor for consideration.

(c) The mayor shall make a selection from the three candidates and negotiate a contract with the successful candidate; the term of said contract shall be for at least three years but no longer than five years. The mayor shall appoint a candidate from the list subject to a comprehensive background investigation conducted by the consultant as well as the funding of the contract and confirmation of the candidate by the city council.

(d) The mayor may reappoint the police chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 9-28-2010(01); Ord. of 3-27-2012(03); Ord. of 9-10-2013(216))"

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. 8 "Fire Prevention and Protection", Art. II "Fire Department", Sec. 8-18 "Screening of fire chief-Manner of appointment." by DELETING Section 8-18 "Screening of fire chief-manner of appointment." in its entirety and ADDING new Section 8-18 "Screening of fire chief-manner of appointment as follows:

(a) Upon such time as the mayor shall become aware of a vacancy in the office of fire chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim fire chief to serve until a permanent fire chief is hired.

(b) The mayor shall select a qualified recruitment and assessment consultant. The consultant shall establish an assessment process that shall include a screening committee appointed by the mayor. The consultant and the screening committee shall hold at least one public meeting to discuss the process and the candidates. At the conclusion of the assessment process, the screening committee, with guidance and input from the consultant, shall select three candidates to forward to the mayor for consideration.

(c) The mayor shall make a selection from the three candidates and negotiate a contract with the successful candidate; the term of said contract shall be for at least three years but no longer than five years. The mayor shall appoint a candidate from the list subject to a comprehensive background check investigation conducted by the consultant as well as the funding of the contract and confirmation of the candidate by the city council.

(d) The mayor may reappoint the fire chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 1-11-2011; Ord. of 3-27-2012(02); Ord. of 9-10-2013(217))

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

Councilor LeBlanc expressed his appreciation for Ms. Leete's leadership in Human Resources for the city.

These matters will be advertised for public hearing.

3. Memorandum from Planning Director re: 65 Rogers Street (14-C2) Temporary Use License & Off-Street Parking Area" (Amendment to Code of Ordinances)

Gregg Cademartori, Planning Director explained that the city is putting this forward through the Administration. There is a provision in the temporary use license granted if they want to extend beyond they have to ask in writing. There was discussion after the public hearing at the Council and the will of it to reduce the temporary use for five years and the adoption to the GCO to allow for the paying parking lot. There are two things coming up, that is the extension and the extension of the Code of Ordinances. The DEP typically licenses for a 10-year period which was truncated by the Council to five years. He noted that if there is a use identified and something is pursued during that time, they'll relicense for whatever use is on that property. He suggested that for the GCO they try to identify a date coincident with the extension of the temporary use.

Councilor LeBlanc recounted that he voted for "shrinking" the term saying that the longer they keep it a 65 Rogers Street a parking lot the longer it stays that way. The last time the Council voted on it he said he challenged the Mayor do something with the property. There is \$35,000 in parking revenue annually, which is more than the city would be getting if it was undeveloped and privately owned. He said he will support this amendment now but he reiterated that the longer they keep 65 Rogers Street a parking lot the longer it stays that way.

Councilor Nolan said the idea was that the five years would be time enough for the Administration to come back with development ideas. No one is coming forward to purchase or lease the property, he pointed out. He suggested they should keep it at a renewed license for five years and find out how they can help to get the property developed during that time. He acknowledged that some folks like the property as the parking lot. However, he said he wouldn't support the amendment for 10 years because this property needs to be developed -- a five year limit will keep the issue in the forefront, he said.

Councilor O'Hara expressed his agreement saying that extending the license for a lengthy period the property will remain a parking area which he said isn't the best use for the property. He conceded that there are restrictions on the property that are limiting developers from looking at it. He said that this matter will be ideal for the new Community Development Director to "run with."

Mr. Cademartori said it will take another public engagement to focus energy on the development of the property. There isn't an RFP structured around a sale at this time, and the city has to decide if it wants to retain ownership. There have been many ideas how to develop the property that has not come to fruition, and it was looked at for the Harbormaster's study as well, he noted.

Councilor LeBlanc said that he'd support the amendment to the Code of Ordinances to move it forward to 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. 22 "Traffic and Motor Vehicles", Sec. 22-288 "Off-Street Parking Areas" as follows:

By DELETING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals."

AND ADDING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "subject to annual city council review and approval."

This matter is to be advertised for public hearing.

4. 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 01/02/18)

Councilor LeBlanc said that he spoke with Councilors Memhard and O'Hara and that with General Counsel being absent they asked this matter be continued to the O&A's next meeting.

This matter is continued to March 19, 2018.

5. Animal Advisory Committee Proposed Dog Ordinance Amendments:

- A. Recommendation from Animal Advisory Committee to the O&A Committee re: proposed ordinance on chaining or tethering dog to stationary object; confinement; restrictions; penalty (Cont'd from 02/05/18)

Councilor LeBlanc recounted that this was put back to the Animal Advisory Committee (AAC) as that the CAO noted a redundancy because this is already state law. The AAC said they want to proceed with this, **Councilor Holmgren** said, that the city adopts the state law. This important measure was put forward in the state senate by Sen. Bruce Tarr to prevent animal cruelty and the AAC endorsed it fully.

Diane Corliss, 3 Linden Road, AAC member, and former Animal Control Officer for the City of Gloucester noted that there is no redundancy in this law, the first of its kind that admits that dogs have an emotional state. Some people put their dogs out for eight hours a day under any weather conditions not just tethering them, she reported, pointing out that this law covers such situations and circumstances. The keynote in the law is to prevent any emotional or physical stress on the animal which makes it different, she highlighted. She said it is a very important law.

Councilor LeBlanc said this state law should be incorporated into the city ordinance, agreeing with the AAC and offered his support.

The Committee recessed at 7:30 p.m. to obtain information for motioning and reconvened at 7:33 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. 4 "Animals," Art. II "Dogs" by ADDING new subsection 4-16(f) as follows:

"Sec. 4-16(f). Chaining or tethering dog to stationary object; confinement; restrictions; penalty

- a. **No person owning or keeping a dog shall chain or tether a dog for longer than 5 hours in a 24-hour period and outside from 10:00 p.m to 6:00 a.m. unless the tethering is for not more than 15 minutes and the dog is not left unattended by the owner, guardian or keeper. A tethering employed shall not allow the dog to leave the owner's, guardian's or keeper's property. The tether shall be designed for dogs and not logging chains or other lines or devices not designated for tethering dogs shall be used. No chain or tether shall weigh more than 1/8 of the dog's body weight. Nothing in this section shall be construed to prohibit a person from walking a dog on a hand-held leash. No dog under the age of 6 months shall be tethered outside for any length of time.**
- b. **A person shall not leave a dog outside when a weather advisory, warning or watch is issued by a local, state or federal authority or when outside environment conditions including, but not limited to, extreme heat, cold, wind, rain, snow or hail pose an adverse risk to the health or safety of the dog based on the dog's breed, age or physical condition, unless the tethering is for not more than 15 minutes.**
- c. **An exception to a restriction on outdoor confinement under this section that is reasonably necessary for the safety of a dog shall be made for a dog that is: (i) present in a camping or recreational area pursuant to the policy of the camping or recreational area; or (ii) actively engaged in conduct that is directly related to the business of shepherding or herding cattle or other livestock or engaged in conduct that is directly related to the business of cultivating agricultural products.**
- d. **No person owning or keeping a dog shall subject the dog to cruel conditions or inhumane chaining or tethering at any time. For the purpose of this subsection, "cruel conditions and inhumane chaining or tethering" shall include, but not be limited to, the following conditions:**

- i. **filthy and dirty confinement conditions including, but not limited to, exposure to excessive animal waste, garbage, dirty water, noxious odors, dangerous objects that could injure or kill a dog upon contact or other circumstances that could cause harm to a dog's physical or emotional health.**
 - ii. **taunting, prodding, hitting harassing, threatening or otherwise harming a tethered or confined dog; and,**
 - iii. **subjecting a dog to dangerous conditions, including attacks by other animals.**
- e. **A person who violates this section shall, for a first offense, be issued a written warning or punished by a fine of not more than \$50.00; for a second offense, be punished by a fine of not more than \$200.00; and for a third or subsequent offense, be punished by a fine of not more than \$500.00, and be subjected to impoundment of the dog in a local shelter at the owner's, keeper's or guardian's expense pending compliance with this section, or loss of ownership of the dog."**

Councilor LeBlanc touched upon the issue of possible conflicts with Firefighter and Police union contracts with Ms. Corliss briefly and he recommended these motions be re-vetted prior to advertising for public hearing by General Counsel.

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. 1-15 "Penalty for violation of certain specified sections of code by ADDING Chapter 4, Art. II, Section 4-16(f) as follows:

"Chapter 4, Section 4-16(f) Chaining or tethering dog to stationary object; confinement; restrictions; penalty

Penalty:

First offense -- written warning or a fine of not more than \$50.00;

Second offense -- a fine of not more than \$200.00; and

Third or subsequent offense -- a fine of not more than \$500.00, and be subjected to impoundment of the dog in a local shelter at the owner's, keeper's or guardian's expense pending compliance with this section, or loss of ownership of the dog."

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. 4 "Animals," Art. I "In General" by ADDING new subsection 4-3 as follows:

"Sec. 4-3. Confinement of animal in a motor vehicle causing exposure to extreme heat or cold; protection of animal by animal control or law enforcement officer or fire fighter; penalties

- a. **A person shall not confine an animal in a motor vehicle in a manner that could reasonably be expected to threaten the health of the animal due to exposure to extreme heat or cold.**
- b. **After making reasonable efforts to locate a motor vehicle owner, an animal control officer as defined in MGL Ch. 140, §136A, law enforcement officer or fire fighter may enter a motor vehicle by any reasonable means to protect the health and safety of an animal. An animal control officer, law enforcement officer or fire fighter may enter the motor vehicle for the sole purpose of assisting the animal and may not search the vehicle or seize items found in the vehicle unless otherwise permitted by law.**
- c. **An animal control officer, law enforcement officer or fire fighter who removes or otherwise retrieves an animal under this section shall leave written notice in a secure and conspicuous location on or in the motor vehicle bearing the officer's or fire fighter's name and title and the address of the location where the animal may be retrieved. The owner may retrieve the animal only after payment of all charges that have been accrued for the maintenance, care, medical treatment and impoundment of the animal.**

- d. **An animal control officer, law enforcement officer or fire fighter who removes or otherwise retrieves an animal from a motor vehicle under subsection (b), and the agency or municipality that employs the officer or firefighter shall be immune from criminal or civil liability that might otherwise result from the removal.**
- e. **After making reasonable efforts to locate a motor vehicle's owner, a person other than an animal control officer, law enforcement officer or fire fighter shall not enter a motor vehicle to remove an animal to protect the health and safety of that animal in immediate danger unless the person: (i) notifies law enforcement or calls 911 before entering the vehicle; (ii) determines that the motor vehicle is locked or there is no other reasonable means for exit and uses not more force than is reasonably necessary to enter the motor vehicle and remove the animal; (iii) has a good faith and reasonable belief, based upon known circumstances, that entry into the vehicle is reasonably necessary to prevent imminent danger or harm to the animal; and (iv) remains with the animal in a safe location in reasonable proximity to the vehicle until law enforcement or other first responder arrives.**
- f. **A person who removes an animal from a motor vehicle pursuant to subsection (e) shall be immune from criminal or civil liability that might otherwise result from the removal.**
- g. **A violation of subsection (a) shall be a civil infraction punishable by a fine of not more than \$150.00 for a first offense, by a fine of not more than \$300 for a second offense, and by a fine of not more than \$500 for a third or subsequent offense.**
- h. **Nothing in this section shall preclude prosecution under section 77 of chapter 272."**

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. 1-15 "Penalty for violation of certain specified sections of code by ADDING Chapter 4, Art. I, Section 4-3 as follows:

"Chapter 4, Section 4-3. Confinement of animal in a motor vehicle causing exposure to extreme heat or cold; protection of animal by animal control or law enforcement officer or fire fighter; penalties

Penalty:

**First offense -- fine of not more than \$150.00;
Second offense -- a fine of not more than \$300.00; and
Third or subsequent offense -- a fine of not more than \$500.00"**

The Committee asked that General Counsel be requested to review final motions for good order sake; and that he weigh in on whether under the current Police and Fire union contracts these first responders would be allowed to be enforcement officers under the guidelines outlined in the proposed ordinance amendments.

These matters will be advertised for public hearing.

- B. CC2018-004 (Holmgren): Amend GCO Ch. 4 "Animals", Article II "Dogs" Sec. 4-16d "Off-leash dog areas" be amended re: Crab Beach

Councilor LeBlanc noted the location of Crab Beach, a small tidal, rocky area off of Stacy Boulevard just beyond the Blynman Bridge towards Stage Fort Park to the tennis courts. **Councilor Holmgren** offered support of her Council Order. She advised she spoke with the AAC on this matter who all agreed with the initiative. She pointed out that lots of dog owners are looking for a place for dogs to swim during the summer. Crab Beach really isn't a beach that is people friendly but would be a dog friendly beach space. She pointed out that dogs aren't allowed in the flower beds on the Boulevard and people do respect that. The AAC voted to support this amendment with some conditions and will submit a letter to be read into the record at the public hearing.

Councilor LeBlanc said that he was on the first Ad Hoc Dog Committee recounting that he brought this to the O&A Committee, experiencing some resistance. He suggested there needs to be a “Plan B” given Crab Beach’s proximity to the Boulevard; that it’s not gated, that there were other possible issues. He said he’d like to hear from the Interim Police Chief to obtain his recommendation prior to a Committee vote as that there is an enforcement piece associated with the ordinance amendment. He said that the AAC should also reach out before the O&A Committee votes on this possible amendment. He said he’s not against the amendment, but wants to ensure full due diligence.

Ms. Corliss, speaking as a former city Animal Control Officer, said that Crab Beach wasn’t a named city beach, and they couldn’t do enforcement at that location because of it. **Councilor LeBlanc** said that dogs being on that section unleashed and with dogs being walked on the Boulevard leashed it could create an issue if there is no gate at the access stairs to stop unleashed dogs running from their owners and making it up onto the Boulevard, he said.

Councilor Nolan expressed his support for the amendment as presented as it is off-leash dogs that can swim especially during beach season there is no access to the water. A gate wouldn’t be a bad thing; he noted, but wouldn’t be a “deal breaker,” he said. He said that they need open space for dogs to have access to the water which the city currently lacks.

Councilor Holmgren asked how many licensed dogs there were in the city. **Joanne M. Senos**, City Clerk, said that there are 2,900 dogs approximately. She said they have a new system and will in 2018 have an accurate accounting of licensed city dogs. She suggested that the year before there were about 2,400. She extended her thanks to Animal Control Officers for pursuing unlicensed dogs to encourage licensing by dog owners per state law. **Councilor LeBlanc** said that with the Dog Park and Dog Friendly Gloucester, dog owners are encouraged to have their dogs licensed and vaccinated. **Ms. Senos** noted that the veterinarians tell dog owners about licensing their dogs. With the new City Clerk’s licensing program she announced that after March 15 people will be able to license their dogs on line, and it is hoped that will increase dog licensure in the city. She noted that the Executive Secretary to the DPW Director will forward “Scoop the Poop” flyers which they will give out with all dog licenses as well. She said she’d forward a copy to the AAC, adding they’re moving in the right direction.

Councilor O’Hara said that for a city surrounded by water there is no place legally to take dogs to let them have access to water. He said this is a good start. He pointed out that it is cruel to not allow dogs in the city to cool off in the summer in the water.

The Committee requested that the Interim Police Chief weigh in on public safety and enforcement on this matter to be taken up at the next regularly scheduled meeting.

This matter is continued to March 19, 2018.

6. *CC2018-003 (O’Hara): Amend GCO Ch. 22, Sec. 22-271 “Parking prohibited from May 1 to September 15-Generally,” Sec. 22-272 “Same - Saturdays, Sundays, Holidays,” Sec. 22-291 “Tow-away zones,” & Sec. 22-270.1 “Resident sticker parking only” re: beach parking area*

Councilor O’Hara asked this matter be withdrawn. **Councilor LeBlanc** said that the Traffic Commission recommended this matter be withdrawn and be rewritten.

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 without prejudice the withdrawal of CC2018-003 (O’Hara): Amend GCO Ch. 22, Sec. 22-271 “Parking prohibited from May 1 to September 15-Generally,” Sec. 22-272 “Same - Saturdays, Sundays, Holidays,” Sec. 22-291 “Tow-away zones,” & Sec. 22-270.1 “Resident sticker parking only” re: beach parking area.”

7. *CC2018-005 (LeBlanc): Amend GCO Ch. 22 “Traffic and Motor Vehicles” Sec. 22-270 “Parking prohibited at all times” AND Sec. 22-291 “Tow-Away Zones” by ADDING Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to its intersection with Hampden Street*

Councilor LeBlanc explained that he’s received some complaints and observed first-hand the traffic situation. He explained it as follows: Coming up from the High School and cross over Centennial Avenue, Blynman Avenue crosses over and forks. Granite Street goes down past Hampden Hill and continues. Blynman Avenue goes up over the hill in the opposite direction and stops where it intersects with Granite Street. The proposal is that where

crossing Centennial Avenue and just starting onto Granite Street there is parking on the right-hand side, but cars are parking "up onto the brush" sticking out into the street making passage impossible for vehicles. There will be no parking instituted on the left-hand side from the intersection of Granite Street and Blynman Avenue down to Hampden Street; then the street opens wider at that point and parking will be allowed there. The Traffic Commission supported these amendments, he pointed out.

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 "Traffic and Motor Vehicles", Sec. 22-270 "Parking prohibited at all times by ADDING "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction to the westerly intersection of Hampden Street."

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 "Traffic and Motor Vehicles", Sec. 22-291 "Tow-Away Zones" be amended by ADDING "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to the westerly intersection of Hampden Street."

This matter will be advertised for public hearing.

8. *CC2018-008 (LeBlanc) Request the Traffic Commission review the traffic patterns on Middle St. & Washington St. around the Joan of Arc statue & the American Legion building & make a recommendation on any amendments to the traffic ordinances (TBC 03/19/18)*

This matter is continued to March 19, 2018.

9. *CC2018-009 (LeBlanc) Request the Traffic Commission review whether the crosswalk at "Tally's Corner" be removed & make a recommendation to O&A (TBC 03/19/18)*

This matter is continued to March 19, 2018.

10. *CC2018-006 (Lundberg/LeBlanc) Election of City Clerk pursuant to the City of Gloucester City Charter Sec. 2-7(a)*

Ms. Senos reviewed that she was appointed in September 2016. The department successfully did early voting within the budget with the addition of volunteers and office staff with no problems. She has repositioned the City Clerk's office staff to implement improved customer service; new procedures and policies have also been implemented, and to remove past practices that didn't work well for the department. She advised they are working with IT to get permitting for dogs on line which is the first permitting they wanted put out because people complained they couldn't get into the office during regular business hours. The next permitting to go on line will be one-day Shellfish permits and continually adding to the permitting programs to bring the office into the 21st century. She highlighted a team-building workshop with office staff which she said was very successful that her staff thought was helpful. She organized an Open Meeting Law training workshop last year. She said she felt she and her staff have improved customer service in the past year as well the Department's reputation. She said she has good working relationships with the Administration and Department Heads.

Councilor LeBlanc said that as Chair of O&A, he and the City Clerk talk almost daily about the Council and the Clerk's office and O&A issues. He said Ms. Senos is an encyclopedia of knowledge, and if she doesn't know the right answer she'll seek out the information. He added it is nice to see that there is a good working relationship between the City Clerk's office and the Administration and General Counsel that previously was not as strong. The Council has a good relationship with the Administration and is nice to see "their" department working well with the Administration as well. There is a totally different atmosphere in the Clerk's office, he highlighted, saying it is a "breath of fresh air." He said he'd support Ms. Senos's reappointment, also lauded the work of the Assistant City Clerk, Grace E. Poirier.

Councilor Nolan said both Ms. Senos and the whole office are tremendous to work with. He said every time he reaches out to anyone in the office his questions are answered almost immediately. He mentioned Ms. Poirier's

excellent customer service skills having witnessed her dealing with a difficult customer. He said this department works as a team and offered his support.

Councilor O'Hara thanked Ms. Senos for her good work, agreeing it is all about the customer service, a key element of what her department does. He said that Ms. Poirier does a great job as well. **Ms. Senos** said the staff treats the City Councilors as they treat their all their customers, with respect and helpfulness.

Councilor Lundberg said the customers are well served. He noted that the City Clerk is the face of the city and that most citizens are most touched by this department. This is a testimony to Ms. Senos's professionalism, he said.

Councilor Holmgren expressed her appreciation for the work of the staff in the City Clerk's Department and said that Ms. Senos really understands the city, putting the needs of residents and the Councilors first. **Ms. Senos** said that she encourages Councilors to come in to see how their department works and get acquainted with her staff. It was noted that there was a good relationship with the City of Beverly City Clerk's office with the Gloucester City Clerk's office.

COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, recommend that the City Council pursuant to City Charter Sec. 2-7(a) concerning the election of the City Clerk, recommends that the City Council elect Joanne M. Senos as the City Clerk for a term of April 2018 to April 2020.

A motion was made, seconded and voted unanimously to adjourn the meeting at 8:20 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.

ORDINANCE & ADMINISTRATION MEETING MINUTES

03/19/2018

(UNDER SEPARATE COVER)

Planning & Development Committee
Wednesday, March 7, 2018 – 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Valerie Gilman; Vice Chair, Councilor Jen Holmgren; Councilor Paul Lundberg (entered the meeting at 5:35 p.m.)

Absent: None.

Also Present: None.

The meeting was called to order at 5:32 p.m.

1. SCP2018-001: 1 School Street, Map 14, Lot 67, GZO Sec. 2.3.1(8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 District (Cont'd from 02/21/18)

Councilor Gilman confirmed that the applicant through their attorney made notice to abutters about this public meeting. **Attorney Mark Nestor**, 45 Middle Street, representing 80 Middle Street Partners, LLC of Winchester, MA came before the Committee for a Special Council Permit to convert an existing storage area in the basement of the building into an additional studio apartment for moderate rent under GZO Sec. 2.3.1(8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 District, submitted for the record copies of letters sent to all abutters of 1 School Street from a Certified Abutters List which was part of the Special Council Permit application (on file). He noted that no abutters spoke against or in favor of the ZBA application when it was before that Board.

He then reviewed the Special Council Permit application as follows: This application is to convert a ground-level storage area to a studio apartment which was already approved by the ZBA. This will bring the number of units in this apartment building to a total of 26 from 25. This is the rebuilt Lorraine Building which burned down 10 years ago. The rebuilt Lorraine Building is completely up to date -- all systems per city Building Codes. Issues were addressed with the Building Inspector about necessary storage areas for the building to his satisfaction. There are separate storage areas for trash, brooms, and like equipment on each floor; and the snow plowing and landscaping is contracted out. It was pointed that the development of apartments such as this in the downtown area is furthering the goals of the Community Development Plan for the City of Gloucester, 2001. He recounted that his client has another property in the downtown, 155-171 Main Street, that combines ground-level retail with second floor living spaces.

As to tenant parking, **Mr. Nestor** advised that the Lorraine Building is "grandfathered" for parking, so no off-street parking is necessary. He noted that the majority of the tenants of the building don't own vehicles, and use either commercial or public transportation. He said that when the ZBA granted the Applicant a Special Permit in December of 2017 it waived the off-street parking requirement. He reiterated this is a studio apartment, not a one-bedroom apartment.

Mr. Nestor then reviewed the six criteria under GZO Sec. 1.8.3 as follows:

1. Social, Economic or community need served by the proposal: The new proposed studio apartment will provide an additional moderately priced housing unit to the building;
2. Traffic flow and safety: Converting the basement into a studio apartment will not cause any interference with traffic flow and has no safety issues as no parking is required.
3. Adequacy of utilities and other public services: The existing utilities and public services are adequate to service an additional studio apartment.
4. Neighborhood character and social structure: Converting the storage area into a basement studio apartment is in keeping with the existing building and the neighborhood and dovetails with the 2001 Community Development Plan.
5. Qualities of the natural environment: There is no expansion of the exterior of the building, and there will be no negative impact on the natural environment.
6. Potential fiscal impact: Converting a storage space into a single studio apartment will provide additional real estate taxes, although minimal.

Councilor Gilman confirmed that no abutters got back to the attorney. **Mr. Nestor** said that he didn't expect to hear from abutters -- this is an existing building, and the neighbors are pleased it is a new state-of-the-art building. **Councilor Gilman** said she was appreciative to see an application such as this brought forward that enhances and supports the goals of the Community Development Plan, 2001, combining retail with residential in the downtown area. **Mr. Nestor** said in much of Gloucester's downtown there is very little office spaces that still exist on second floors of these buildings as they're all slowly being converted to apartments. He said this makes for a livelier and more vibrant downtown.

COMMITTEE RECOMMENDATION: On a motion by Councilor Holmgren, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council grant 80 Middle Street Partners, LLC, 30 Mystic Avenue, Winchester, MA, a Special Council Permit (SCP2018-001) for School Street #1, Map 14, Lot 67 in the R-5 Zoning District pursuant to GZO Sec. 1.8.3 and Sec. 2.3.1 (8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units to convert an existing storage space to a studio apartment in the basement level of the building as shown on a plan entitled, "Proposed Studio Apartment, 80 Middle Street," as signed by Daniel F. DiLullo, Registered Architect, 16 Crystal Street, Melrose, Mass., and dated 06-09-17. This Special Council Permit is found to be in harmony with the intent and purpose of the Zoning Ordinance.

This matter will be advertised for public hearing.

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 - For the purpose of a Committee discussion with city staff and the Applicant on a vote taken at the 01/29/18 Special P&D meeting to refer the issue of a renegotiation of the Affordable Housing Hardship claim by the Applicant under GZO Sec. 5.11.8 and directly related matters therein*

Councilor Gilman advised that this matter will be continued to March 21, 2018.

A motion was made, seconded and voted unanimously to adjourn the meeting at 5:45 p.m.

Respectfully submitted,

Dana C. Jorgensson

Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

- Letters to abutters from the Certified Abutters List notifying of the Planning & Development Committee Meeting of March 7, 2018.



GLOUCESTER CITY COUNCIL 2018 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) and Sec. 5.29.10 and 5.11.8

DATE OPENED: 3/27/2018
CONTINUED TO: 4/10/2018
CONTINUED FROM: 2/27/2018
COMMITTEE: P&D 9/20/2017, 10/18/2017, 11/8/2017, 12/13/2017, 1/3/2018, 1/29/2018, 2/21/2018, 3/7/2018
City Council 10/24/2017, 12/12/2017, 1/23/2018, 2/13/2018, 2/27/2018

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 2018 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2018-010
SUBJECT: Loan Authorization 2018-002: Repurposing of loan balances in the amount of \$928,842.49 for completed Sewer Capital Project funds dating back to 1999

DATE OPENED: 3/27/2018
CONTINUED TO:
CONTINUED FROM: 2/27/2018
COMMITTEE: B&F 2/22/2018

Loan Order

LEGAL NOTICE NOTICE OF PUBLIC HEARING

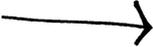
The Gloucester City Council will hold a public hearing on **Tuesday, March 13, 2018** at 7:00 p.m. in the Kyrouz Auditorium, City Hall, relative to the following **Loan Order**:

ORDERED: That in accordance with c. 44, § 20 of the General Laws, the \$35,493.30 unexpended balance of Fund # 6401 initially borrowed to pay the costs of CIP 2005 Sewer Project, the \$67.05 unexpended balance of Fund # 6403 initially borrowed to pay the costs of CIP 1999 Surface Drains, the \$96,702.30 unexpended balance of Fund # 6404 initially borrowed to pay the costs of CIP 2000 Kent Sewer Recondition, the \$140,930.97 unexpended balance of Fund # 6405 initially borrowed to pay the costs of CIP 2000 Sewer Electric, the \$5,498.57 unexpended balance of Fund # 6406 initially borrowed to pay the costs of Combined Sewer Overflow, the \$26,332.25 unexpended balance of Fund # 6407 initially borrowed to pay the costs of EPA Storm-water, the \$44,757.12 unexpended balance of Fund # 6408 initially borrowed to pay the costs of CIP 2004 Combined Sewer Overflow, the \$150,000 unexpended balance of Fund # 6410 initially borrowed to pay the costs of CIP Vactor Pad, the \$101,810.93 unexpended balance of Fund # 6411 initially borrowed to pay the costs of CIP Sewer Pump Station Improvements and the \$327,250.00 unexpended balance of Fund # 6412 initially borrowed to pay the costs of CIP Surface Drainage Improvements - West Gloucester, which projects are complete and such amounts are no longer needed for the projects, are hereby appropriated by this Council to a new Sewer Capital Project Fund to pay the costs of Miscellaneous Sewer Main and Pump Station Improvements within the City, including the payment of any and all costs incidental and related thereto.

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

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

AD#13661713
CAB 3/2/18



5. *Memorandum from CFO re: repurposing completed Sewer Project Capital Project funds dating back to 1999*

Mr. Dunn conveyed that repurposing of loan remainders has been done several times over the past few years. The city borrows for capital projects, and there is some variance in terms of the total project cost; bids come in lower than expected, there's a change in scope. These funds are from older sewer capital projects that have funds in them because the completed projects didn't totally expend the authorized fundings. The total of these remaining 10 fund balances is \$928,842.59. He reported that the Public Works Director confirmed these projects are complete and that there are no outstanding commitments. When they repurpose these funds a new account will be created whose purpose is as broad as possible for sewer-related projects. The debt service is paid out of the Sewer Enterprise Fund. He pointed out that there are plenty of projects on the DPW's list, which he briefly described, saying that these funds will be spent fairly quickly in the coming months. He reiterated that these are funds already borrowed and that the city is currently paying the debt service -- now these remaining funds will be put to work.

Councilor Hecht said he understood whatever projects these funds are utilized for must have a lifespan of at least of 20 years. Mr. Dunn gave the example that they can't repurpose 20-year money and buy a police cruiser with a five-year lifespan. Everything they do in sewer and water has a minimum lifespan of 20+ years. Councilor Hecht asked if there's ever an allocation of the money of this nature for the purpose of paying off debt. Mr. Dunn said it wouldn't be used in that manner and discussed how this is a way to avoid removing capital funds out of the Sewer Enterprise Fund which in turn helps to hold down increases to the city's ratepayers.

COMMITTEE RECOMMENDATION: On motion by Councilor Hecht, seconded by Councilor Memhard, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council authorize the following loan order:

Ordered: That in accordance with c. 44, §20 of the General Laws, the \$32,493.30 unexpended balance of Fund #6401 initially borrowed to pay the costs of CIP 2005 Sewer Project, the \$67.05 unexpended balance of Fund #6403 initially borrowed to pay the costs of CIP 1999 Surface Drains, the \$96,702.30 unexpended balance of Fund #6404 initially borrowed to pay the costs of CIP 2000 Kent Sewer Recondition, the \$140,930.97 unexpended balance of Fund #6405 initially borrowed to pay the costs of CIP 2000 Sewer Electric, the \$5,498.57 unexpended balance of Fund #6406 initially borrowed to pay the costs of Combined Sewer Overflow, the \$26,332.25 unexpended balance of Fund #6407 initially borrowed to pay the costs of EPA Storm-water, the \$44,757.12 unexpended balance of Fund #6408 initially borrowed to pay the costs of CIP 2004-Combined Sewer Overflow, the \$150,000 unexpended balance of Fund #6410 initially borrowed to pay the costs of CIP Vactor Pad, the \$101,810.93 unexpended balance of Fund #6411 initially borrowed to pay the costs of CIP Sewer Pump Station Improvements and the \$327,250.00 unexpended balance of Fund #6412 initially borrowed to pay the costs of CIP Surface Drainage Improvements - West Gloucester, which projects are complete and such amounts are no longer needed for the projects, are hereby appropriated by this Council to a new Sewer Capital Project Fund #6417 to pay the costs of Miscellaneous Sewer Main and Sewer Pump Station improvements within the City, including the payment of any and all costs incidental and related thereto.

This matter will be advertised for public hearing.

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

Kenny Costa, City Auditor, reviewed his reports (on file) with the Committee.

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:12 p.m.

Respectfully submitted,
Dana C. Jorgensson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.



GLOUCESTER CITY COUNCIL 2018 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2018-011

SUBJECT: SCP2018-001: School Street #1, Map 14. Lot 67, to convert a basement level storage area to a studio apartment pursuant to GZO Sec. 2.3.1(8) conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 district

DATE OPENED: 3/27/2018

CONTINUED TO:

CONTINUED FROM:

COMMITTEE: P&D 2/21/2018, 3/7/2018

NOTICE OF PUBLIC HEARING

In accordance with the provisions of MGL Chapter 40A, Section 11, the Gloucester City Council will hold a public hearing on **Tuesday, March 27, 2018 at 7:00 p.m. in the Kyrouz Auditorium, City Hall**, relative to the following Special Council Permit application:

SCP2018-001: The application of 80 Middle Street Partners LLC for a Special Council Permit Application to convert a basement level storage area to a studio apartment pursuant to GZO Sec.2.3.1(8) Conversion to, or new multi-family or apartment dwelling, seven or more dwelling units, located at **1 School Street**, Assessors Map 14, Lot 67 in the R-5 High Density Residential District.

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

The complete application is available for review at the office of the City Clerk at City Hall during regular business hours.

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

GT - 3/12, 3/19/18

Planning & Development Committee
Wednesday, March 7, 2018 – 5:30 p.m.
1st Fl. Council Committee Room – City Hall
-Minutes-

Present: Chair, Councilor Valerie Gilman; Vice Chair, Councilor Jen Holmgren; Councilor Paul Lundberg (entered the meeting at 5:35 p.m.)

Absent: None.

Also Present: None.

The meeting was called to order at 5:32 p.m.

- 1. **SCP2018-001: 1 School Street, Map 14, Lot 67, GZO Sec. 2.3.1(8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 District (Cont'd from 02/21/18)**

Councilor Gilman confirmed that the applicant through their attorney made notice to abutters about this public meeting. **Attorney Mark Nestor**, 45 Middle Street, representing 80 Middle Street Partners, LLC of Winchester, MA came before the Committee for a Special Council Permit to convert an existing storage area in the basement of the building into an additional studio apartment for moderate rent under GZO Sec. 2.3.1(8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 District, submitted for the record copies of letters sent to all abutters of 1 School Street from a Certified Abutters List which was part of the Special Council Permit application (on file). He noted that no abutters spoke against or in favor of the ZBA application when it was before that Board.

He then reviewed the Special Council Permit application as follows: This application is to convert a ground-level storage area to a studio apartment which was already approved by the ZBA. This will bring the number of units in this apartment building to a total of 26 from 25. This is the rebuilt Lorraine Building which burned down 10 years ago. The rebuilt Lorraine Building is completely up to date -- all systems per city Building Codes. Issues were addressed with the Building Inspector about necessary storage areas for the building to his satisfaction. There are separate storage areas for trash, brooms, and like equipment on each floor; and the snow plowing and landscaping is contracted out. It was pointed that the development of apartments such as this in the downtown area is furthering the goals of the Community Development Plan for the City of Gloucester, 2001. He recounted that his client has another property in the downtown, 155-171 Main Street, that combines ground-level retail with second floor living spaces.

As to tenant parking, **Mr. Nestor** advised that the Lorraine Building is "grandfathered" for parking, so no off-street parking is necessary. He noted that the majority of the tenants of the building don't own vehicles, and use either commercial or public transportation. He said that when the ZBA granted the Applicant a Special Permit in December of 2017 it waived the off-street parking requirement. He reiterated this is a studio apartment, not a one-bedroom apartment.

Mr. Nestor then reviewed the six criteria under GZO Sec. 1.8.3 as follows:

1. Social, Economic or community need served by the proposal: The new proposed studio apartment will provide an additional moderately priced housing unit to the building;
2. Traffic flow and safety: Converting the basement into a studio apartment will not cause any interference with traffic flow and has no safety issues as no parking is required.
3. Adequacy of utilities and other public services: The existing utilities and public services are adequate to service an additional studio apartment.
4. Neighborhood character and social structure: Converting the storage area into a basement studio apartment is in keeping with the existing building and the neighborhood and dovetails with the 2001 Community Development Plan.
5. Qualities of the natural environment: There is no expansion of the exterior of the building, and there will be no negative impact on the natural environment.
6. Potential fiscal impact: Converting a storage space into a single studio apartment will provide additional real estate taxes, although minimal.

Councilor Gilman confirmed that no abutters got back to the attorney. **Mr. Nestor** said that he didn't expect to hear from abutters -- this is an existing building, and the neighbors are pleased it is a new state-of-the-art building. **Councilor Gilman** said she was appreciative to see an application such as this brought forward that enhances and supports the goals of the Community Development Plan, 2001, combining retail with residential in the downtown area. **Mr. Nestor** said in much of Gloucester's downtown there is very little office spaces that still exist on second floors of these buildings as they're all slowly being converted to apartments. He said this makes for a livelier and more vibrant downtown.

COMMITTEE RECOMMENDATION: On a motion by Councilor Holmgren, seconded by Councilor Lundberg, the Planning & Development Committee voted 3 in favor, 0 opposed, to recommend that the City Council grant 80 Middle Street Partners, LLC, 30 Mystic Avenue, Winchester, MA, a Special Council Permit (SCP2018-001) for School Street #1, Map 14, Lot 67 in the R-5 Zoning District pursuant to GZO Sec. 1.8.3 and Sec. 2.3.1 (8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units to convert an existing storage space to a studio apartment in the basement level of the building as shown on a plan entitled, "Proposed Studio Apartment, 80 Middle Street," as signed by Daniel F. DiLullo, Registered Architect, 16 Crystal Street, Melrose, Mass., and dated 06-09-17. This Special Council Permit is found to be in harmony with the intent and purpose of the Zoning Ordinance.

This matter will be advertised for public hearing.

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 - For the purpose of a Committee discussion with city staff and the Applicant on a vote taken at the 01/29/18 Special P&D meeting to refer the issue of a renegotiation of the Affordable Housing Hardship claim by the Applicant under GZO Sec. 5.11.8 and directly related matters therein*

Councilor Gilman advised that this matter will be continued to March 21, 2018.

A motion was made, seconded and voted unanimously to adjourn the meeting at 5:45 p.m.

Respectfully submitted,

Dana C. Jorgenson

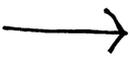
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

- Letters to abutters from the Certified Abutters List notifying of the Planning & Development Committee Meeting of March 7, 2018.

4. *CC2017-057 (Orlando/LeBlanc) Amend GZO by ADDING a Footnote "I" to Sec. 3.2.1, inserting into the CB column, & to ADD same footnote as Footnote "h" in the CB column for Sec. 3.2.2 re: affordable housing (Cont'd from 02/07/18)*

This matter is continued to March 21, 2018.

- 
5. *SCP2018-001: 1 School Street, Map 14, Lot 67, GZO Sec. 2.3.1(8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 District*

Attorney Mark Nestor, 45 Middle Street, representing 80 Middle Street Partners, LLC of Winchester, MA came before the Committee for a Special Council Permit to convert an existing storage area in the basement of the building into an additional studio apartment (shown as a "one-bedroom" in the Special Council Permit application) for moderate rent under GZO Sec. 2.3.1(8) Conversion to or new multi-family or apartment dwelling, seven or more dwelling units in the R-5 District was present.

As Mr. Nestor confirmed he didn't notice abutters of this P&D Committee public meeting for February 21, 2018 pursuant to the Zoning Ordinance, **Councilor Gilman** continued the matter to the next P&D Committee meeting in order to give Mr. Nestor time to notice abutters for the next regularly scheduled Committee meeting. At that time the Committee would hear this matter fully.

This matter is continued to March 7, 2018.

6. *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 - For the purpose of a Committee discussion with city staff and the Applicant on a vote taken at the 01/29/18 Special P&D meeting to refer the issue of a renegotiation of the Affordable Housing Hardship claim by the Applicant under GZO Sec. 5.11.8 and directly related matters therein*

Councilor Gilman advised that the Applicant's attorney asked that this matter be continued to March 7 to which she had agreed.

This matter is continued to March 7, 2018

A motion was made, seconded and voted unanimously to adjourn the meeting at 6:05 p.m.

Respectfully submitted,

Dana C. Jorgensson

Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.



GLOUCESTER CITY COUNCIL 2018 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2018-012
SUBJECT: Amend GCO Ch. 17 "Police", Art. II "Police Department" Sec. 17-18 "Selection of police chief: Manner of Appointment"

DATE OPENED: 3/27/2018
CONTINUED TO:
CONTINUED FROM:
COMMITTEE: O&A 3/5/2018

GCOO

LEGAL NOTICE NOTICE OF PUBLIC HEARINGS

The Gloucester City Council will hold public hearings on **Tuesday, March 27, 2018** at 7:00 PM in the Kyrrouz Auditorium, City Hall, relative to the following proposed amendment to the Gloucester Code of Ordinances:

Amend GCO Chapter 17 "Police", Art. II "Police Department", Sec. 17-18 "Selection of Police Chief: manner of appointment" by **DELETING** Section 17-18 "Selection of Police Chief; manner of appointment" in its entirety and **ADDING** new Section 17-18 "Selection of police chief; manner of appointment as follows:

"17-18. Selection of police chief; manner of appointment.

(a) Upon such time as the mayor shall become aware of a vacancy in the office of police chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim police chief to serve until a permanent police chief is hired.

(b) The mayor shall select a qualified recruitment and assessment consultant. The consultant shall establish an assessment process that shall include a screening committee appointed by the mayor. The consultant and the screening committee shall hold at least one public meeting to discuss the process and the candidates. At the conclusion of the assessment process, the screening committee, with guidance and input from the consultant, shall select three candidates to forward to the mayor for consideration.

(c) The mayor shall make a selection from the three candidates and negotiate a contract with the successful candidate; the term of said contract shall be for at least three years but no longer than five years. The mayor shall appoint a candidate from the list subject to a comprehensive background investigation conducted by the consultant as well as the funding of the contract and confirmation of the candidate by the city council.

(d) The mayor may reappoint the police chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 9-28-2010(01); Ord. of 3-27-2012(03); Ord. of 9-10-2013(216))"

Amend GCO Chapter 8 "Fire Prevention and Protection", Art. II "Fire Department", Sec. 8-18 "Screening of fire chief-Manner of appointment" by **DELETING** Section 8-18 "Screening of fire chief-manner of appointment." in its entirety and **ADDING** new Section 8-18 "Screening of fire chief-manner of appointment as

follows:

(a) Upon such time as the mayor shall become aware of a vacancy in the office of fire chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim fire chief to serve until a permanent fire chief is hired.

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(d) The mayor may reappoint the fire chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 1-11-2011; Ord. of 3-27-2012(02); Ord. of 9-10-2013(217))

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

Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-288 "Off-Street Parking Areas" by **DELETING** under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals." **AND ADDING** under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "subject to annual city council review and approval."

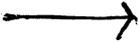
Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by **ADDING** "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction to the westerly intersection of Hampden Street."

Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-291 "Tow-Away Zones" by **ADDING** "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to the westerly intersection of Hampden Street."

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#13667801
CAB 3/16/18



the Commission is also involved with historic aspect of sprucing up Stage Fort Park for the city's 400th anniversary of Gloucester and mentioned several other pending projects.

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 reappoint Robert Whitmarsh to the Historical Commission, TTE 02/14/21.

Magnolia Woods Oversight & Advisory Committee Dean Sidell*, David Marro, Richard Jabba TTE 02/14/21

Messrs. Marro and Jabba expressed their willingness to continue to serve on the Committee. They talked about how they haven't met in a while but that they have some suggestions to allow access to the lower parking lot most of the time and talked about access and getting more people on the trail system. He said they hope to meet with the DPW very soon about their suggestions, and several others very soon. He said Magnolia Woods is as nice as Ravenswood with much fewer people ranging over it.

Councilor LeBlanc mentioned the amazing topography of the Magnolia Woods and expressed appreciation to Mr. Marro and Jabba's involvement. **Mr. Jabba** said he spends a lot of time at the athletic fields there with his sons reiterating having better access is important to the use of the park.

Councilor Nolan expressed his support for both gentlemen being reappointed, saying that this is a good committee, forward progress like on the Blue Blaze trail in support of the use of Magnolia Woods is being made. He explained they're working on the transition from a landfill to a park, and there is a positive outlook for the coming year to get projects up and running.

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 reappoint David Marro to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/21.

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 reappoint Richard Jabba to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/21.

*Mr. Sidell's reappointment is continued to March 19, 2018.

Tourism Commission

Mike Mann

TTE 02/14/21

Mr. Mann said that last year there was a group of new members they're just getting acclimated. He advised they've not met recently. **Councilor LeBlanc** said he's spoken with the Mayor's office on this and will try to get the Commission back on track, advising that Councilor Hecht will work with the Commission. **Mr. Mann** said that tourism is an integral part of the city's economic life and is important to the community overall. He talked about issues that were raised last year and that with no budget they have become more of an advisory committee. **Councilor LeBlanc** said that the Commission can make recommendations to the O&A Committee through Councilor Hecht and they will listen to their advice.

Councilor Nolan said that Mr. Mann is "perfect" for the Commission and would like to see communication between Discover Gloucester and the Tourism Commission more delineated. Some of the questions asked in the past by the Commission went unanswered, he pointed out. These are business owners are stepping up to try and help, and that the Administration should be able to assist to bridge that gap.

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 reappoint Mike Mann to the Tourism Commission, TTE 02/14/21.

→ 2. *Memorandum from Personnel Director & General Counsel re: Proposed Ordinance revisions for the Police & Fire Chief Selection Process*

Donna Leete, Human Resources Director, (Chip Payson, General Counsel, was absent due to illness who worked with the HR Director on this initiative) conveyed the following information: The Administration is at the point of activating the recruitment process for the search for the next Police Chief. Interim Police Chief McCarthy

agreed to stay for one more year, but will retire at the end of the calendar year. A first step was to view the current city ordinances instituted before the city hired the last permanent Police Chief and current Fire Chief. That was the first time the city appointed public safety chiefs outside of the civil service process.

Through city ordinance a new process is being proposed to engage and obtain public buy-in. Very detailed ordinances written and accepted, but since that time they looked at the process, received input from Municipal Resources, Inc. (MRI) a company in the business of professional recruitment for Chiefs, as well as from several other professional consultants. MRI did conduct the Fire Chief selection process but didn't bid on the Police Chief selection process as they indicated it was "overly burdensome." There was a nine member screening committee that worked in conjunction with the consultant, and the role between the selection committee and the consultant wasn't clearly delineated what the committee does and what the consultant does. This fresh look at the ordinance is to accomplish the goal of getting the best qualified Chief(s) for the city and at the same time streamlining the process.

Ms. Leete, referring to her memo (on file) reviewed the goals as stated therein and conveyed the following highlights: 1.) Streamline the Hiring Process for Efficiency: By using a professional consultant, the same as the last time and noted points on that part of her memo such as the use of an assessment center. At the point of identified and qualified finalists, that then becomes a public process. They work to maintain confidentiality of all initial applicants to that point which is also best practice. The goal is to identify and present three finalists to the Mayor, and the public screening committee will participate in that process in "whittling" down to identify the finalist and provide input. 2.) Maximize Recruitment Efforts: A professional consultant usually knows talent in the field and has a broad network to recruit top talent. There is a need to respect confidentiality in that aspect. A consultant does an informal checking of backgrounds of candidates; and it is highly important they protect confidentiality throughout that process. 3.) Maintain a Public Process: It is important to maintain a public process to inspire the trust and confidence of the city's residents as well as elected officials; that what they are doing is best practice to get the best qualified candidate. There will initially be one public process; and the screening committee will participate in the assessment center process and play a key role in identifying a finalist. The finalists are public, she pointed out. She said lets the candidates know they are selected as a finalist, and that this will be a subject of public record. 4.) Better Match Selection Standards of Other Communities: In doing their due diligence, twelve other communities were surveyed and found that none had a cumbersome Chief selection process in their ordinances that approached that of Gloucester's. In four communities the Mayor appoints Chiefs without Council confirmation. In this amendment the Council has a final vote. The ordinances are more streamlined, **Ms. Leete** reiterated. They'll still be using a screening committee, facilitated by the consultant and as HR Director she will be part of the process as well. This ordinance is an improvement on the last one, she pointed out. She concluded her remarks by saying that the last amendment was cumbersome but it was also a major departure as how they selected their Chiefs.

Councilor LeBlanc confirmed the Council retains final approval on the Chiefs. He said he was part of the process the last time with the Council with the last three candidates. He acknowledged it was difficult bringing outsiders into the city, and expressed his appreciation for these ordinance amendments. He agreed it's good to review the process and update the ordinances. He said he would support these amendments advising he'd spoken with **Ms. Leete** about them.

Councilor Nolan asked what the cost is estimated for the consultant. **Ms. Leete** said she hoped it would come under \$10,000. **Councilor Nolan** highlighted that they never give up their rights as a Council, and he noted that the Council has to approve the streamlined plan, and that the Council isn't giving anything up through this process. This will make the recruitment process better, he said.

Councilor O'Hara said he was on the selection committee for the current Fire Chief. He said they want the best for their citizens, and that this is very important to move ahead with the best potential candidates.

Councilor LeBlanc reviewed briefly the previous recruitment process with the Committee and **Ms. Leete**. He mentioned the importance of the confidentially aspect that **Ms. Leete** touched upon.

Councilor Lundberg said that the current ordinance came at a time of great transition in the way they had selected Chiefs previously. That time has passed, he noted, and they're at the point where they're much more professional from an HR standpoint thanks to **Ms. Leete's** leadership. He said that the proposed ordinance she and **Mr. Payson** put together does that for the city. He mentioned that the ordinance says that "...the consultant shall establish an assessment process which will include a screening committee appointed by the mayor." He asked if there needed to be further refinement of the definition of the screening committee with the amendment(s) as proposed. **Ms. Leete** said it is still the Mayor's call. **Christopher Sicuranza**, Director of Communications & Constituent Services said the language was purposely left as a "broad stroke" to allow for flexibility in trying to look at best practices and that this was the language they found to accomplish that goal.

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. 17 "Police", Art. II "Police Department", Sec. 17-18 "Selection of Police Chief; manner of appointment" by DELETING Section 17-18 "Selection of Police Chief; manner of appointment" in its entirety and ADDING new Section 17-18 "Selection of police chief; manner of appointment as follows:

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(d) The mayor may reappoint the police chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 9-28-2010(01); Ord. of 3-27-2012(03); Ord. of 9-10-2013(216))"

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. 8 "Fire Prevention and Protection", Art. II "Fire Department", Sec. 8-18 "Screening of fire chief-Manner of appointment." by DELETING Section 8-18 "Screening of fire chief-manner of appointment." in its entirety and ADDING new Section 8-18 "Screening of fire chief-manner of appointment as follows:

(a) Upon such time as the mayor shall become aware of a vacancy in the office of fire chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim fire chief to serve until a permanent fire chief is hired.

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

Councilor LeBlanc expressed his appreciation for Ms. Leete's leadership in Human Resources for the city.

These matters will be advertised for public hearing.

3. Memorandum from Planning Director re: 65 Rogers Street (I4-C2) Temporary Use License & Off-Street Parking Area" (Amendment to Code of Ordinances)

Gregg Cademartori, Planning Director explained that the city is putting this forward through the Administration. There is a provision in the temporary use license granted if they want to extend beyond they have to ask in writing. There was discussion after the public hearing at the Council and the will of it to reduce the temporary use for five years and the adoption to the GCO to allow for the paying parking lot. There are two things coming up, that is the extension and the extension for the Code of Ordinances. The DEP typically licenses for a 10-year period which was truncated by the Council to five years. He noted that if there is a use identified and something is pursued during that time, they'll relicense for whatever use is on that property. He suggested that for the GCO they try to identify a date coincident with the extension of the temporary use.

Councilor LeBlanc recounted that he voted for "shrinking" the term saying that the longer they keep it a 65 Rogers Street a parking lot the longer it stays that way. The last time the Council voted on it he said he challenged the Mayor do something with the property. There is \$35,000 in parking revenue annually, which is more than the city would be getting if it was undeveloped and privately owned. He said he will support this amendment now but he reiterated that the longer they keep 65 Rogers Street a parking lot the longer it stays that way.

Councilor Nolan said the idea was that the five years would be time enough for the Administration to come back with development ideas. No one is coming forward to purchase or lease the property, he pointed out. He suggested they should keep it at a renewed license for five years and find out how they can help to get the property developed during that time. He acknowledged that some folks like the property as the parking lot. However, he said he wouldn't support the amendment for 10 years because this property needs to be developed -- a five year limit will keep the issue in the forefront, he said.

Councilor O'Hara expressed his agreement saying that extending the license for a lengthy period the property will remain a parking area which he said isn't the best use for the property. He conceded that there are restrictions on the property that are limiting developers from looking at it. He said that this matter will be ideal for the new Community Development Director to "run with."

Mr. Cademartori said it will take another public engagement to focus energy on the development of the property. There isn't an RFP structured around a sale at this time, and the city has to decide if it wants to retain ownership. There have been many ideas how to develop the property that has not come to fruition, and it was looked at for the Harbormaster's study as well, he noted.

Councilor LeBlanc said that he'd support the amendment to the Code of Ordinances to move it forward to 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. 22 "Traffic and Motor Vehicles", Sec. 22-288 "Off-Street Parking Areas" as follows:

By DELETING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals."

AND ADDING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "subject to annual city council review and approval."

This matter is to be advertised for public hearing.

4. CC2017-016 (Memhard/O'Hara) Request that the city adopt the Commonwealth of Mass. DEP Noise



GLOUCESTER CITY COUNCIL 2018 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2018-013
SUBJECT: Amend GCO Ch. 8 "Fire Prevention and Protection" Art. II "Fire Department"
Sec. 8-18 "Screening of fire chief – Manner of appointment"

DATE OPENED: 3/27/2018
CONTINUED TO:
CONTINUED FROM:
COMMITTEE: O&A 3/5/2018

GCOO

LEGAL NOTICE NOTICE OF PUBLIC HEARINGS

The Gloucester City Council will hold public hearings on **Tuesday, March 27, 2018** at 7:00 PM in the Kyrourz Auditorium, City Hall, relative to the following proposed amendment to the Gloucester Code of Ordinances:

Amend GCO Chapter 17 "Police", Art. II "Police Department", Sec. 17-18 "Selection of Police Chief; manner of appointment" by **DELETING** Section 17-18 "Selection of Police Chief; manner of appointment" in its entirety and **ADDING** new Section 17-18 "Selection of police chief; manner of appointment as follows:

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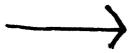
(a) Upon such time as the mayor shall become aware of a vacancy in the office of police chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim police chief to serve until a permanent police chief is hired.

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(c) The mayor shall make a selection from the three candidates and negotiate a contract with the successful candidate; the term of said contract shall be for at least three years but no longer than five years. The mayor shall appoint a candidate from the list subject to a comprehensive background investigation conducted by the consultant as well as the funding of the contract and confirmation of the candidate by the city council.

(d) The mayor may reappoint the police chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 9-28-2010(01); Ord. of 3-27-2012(03); Ord. of 9-10-2013(216))"



Amend GCO Chapter 8 "Fire Prevention and Protection", Art. II "Fire Department", Sec. 8-18 "Screening of fire chief-Manner of appointment" by **DELETING** Section 8-18 "Screening of fire chief-manner of appointment." in its entirety and **ADDING** new Section 8-18 "Screening of fire chief-manner of appointment as

follows:

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Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-288 "Off-Street Parking Areas" by **DELETING** under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals." **AND ADDING** under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "subject to annual city council review and approval."

Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by **ADDING** "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction to the westerly intersection of Hampden Street."

Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-291 "Tow-Away Zones" by **ADDING** "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to the westerly intersection of Hampden Street."

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#13667801
CAB 3/16/18

the Commission is also involved with historic aspect of sprucing up Stage Fort Park for the city's 400th anniversary of Gloucester and mentioned several other pending projects.

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 reappoint Robert Whitmarsh to the Historical Commission, TTE 02/14/21.

Magnolia Woods Oversight & Advisory Committee Dean Sidell*, David Marro, Richard Jabba TTE 02/14/21

Messrs. Marro and Jabba expressed their willingness to continue to serve on the Committee. They talked about how they haven't met in a while but that they have some suggestions to allow access to the lower parking lot most of the time and talked about access and getting more people on the trail system. He said they hope to meet with the DPW very soon about their suggestions, and several others very soon. He said Magnolia Woods is as nice as Ravenswood with much fewer people ranging over it.

Councilor LeBlanc mentioned the amazing topography of the Magnolia Woods and expressed appreciation to Mr. Marro and Jabba's involvement. **Mr. Jabba** said he spends a lot of time at the athletic fields there with his sons reiterating having better access is important to the use of the park.

Councilor Nolan expressed his support for both gentlemen being reappointed, saying that this is a good committee, forward progress like on the Blue Blaze trail in support of the use of Magnolia Woods is being made. He explained they're working on the transition from a landfill to a park, and there is a positive outlook for the coming year to get projects up and running.

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 reappoint David Marro to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/21.

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 reappoint Richard Jabba to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/21.

*Mr. Sidell's reappointment is continued to March 19, 2018.

Tourism Commission

Mike Mann

TTE 02/14/21

Mr. Mann said that last year there was a group of new members they're just getting acclimated. He advised they've not met recently. **Councilor LeBlanc** said he's spoken with the Mayor's office on this and will try to get the Commission back on track, advising that Councilor Hecht will work with the Commission. **Mr. Mann** said that tourism is an integral part of the city's economic life and is important to the community overall. He talked about issues that were raised last year and that with no budget they have become more of an advisory committee. **Councilor LeBlanc** said that the Commission can make recommendations to the O&A Committee through Councilor Hecht and they will listen to their advice.

Councilor Nolan said that Mr. Mann is "perfect" for the Commission and would like to see communication between Discover Gloucester and the Tourism Commission more delineated. Some of the questions asked in the past by the Commission went unanswered, he pointed out. These are business owners are stepping up to try and help, and that the Administration should be able to assist to bridge that gap.

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 reappoint Mike Mann to the Tourism Commission, TTE 02/14/21.

→ **2. Memorandum from Personnel Director & General Counsel re: Proposed Ordinance revisions for the Police & Fire Chief Selection Process**

Donna Leete, Human Resources Director, (Chip Payson, General Counsel, was absent due to illness who worked with the HR Director on this initiative) conveyed the following information: The Administration is at the point of activating the recruitment process for the search for the next Police Chief. Interim Police Chief McCarthy

agreed to stay for one more year, but will retire at the end of the calendar year. A first step was to view the current city ordinances instituted before the city hired the last permanent Police Chief and current Fire Chief. That was the first time the city appointed public safety chiefs outside of the civil service process.

Through city ordinance a new process is being proposed to engage and obtain public buy-in. Very detailed ordinances written and accepted, but since that time they looked at the process, received input from Municipal Resources, Inc. (MRI) a company in the business of professional recruitment for Chiefs, as well as from several other professional consultants. MRI did conduct the Fire Chief selection process but didn't bid on the Police Chief selection process as they indicated it was "overly burdensome." There was a nine member screening committee that worked in conjunction with the consultant, and the role between the selection committee and the consultant wasn't clearly delineated what the committee does and what the consultant does. This fresh look at the ordinance is to accomplish the goal of getting the best qualified Chief(s) for the city and at the same time streamlining the process.

Ms. Leete, referring to her memo (on file) reviewed the goals as stated therein and conveyed the following highlights: 1.) Streamline the Hiring Process for Efficiency: By using a professional consultant, the same as the last time and noted points on that part of her memo such as the use of an assessment center. At the point of identified and qualified finalists, that then becomes a public process. They work to maintain confidentiality of all initial applicants to that point which is also best practice. The goal is to identify and present three finalists to the Mayor, and the public screening committee will participate in that process in "whittling" down to identify the finalist and provide input. 2.) Maximize Recruitment Efforts: A professional consultant usually knows talent in the field and has a broad network to recruit top talent. There is a need to respect confidentiality in that aspect. A consultant does an informal checking of backgrounds of candidates; and it is highly important they protect confidentiality throughout that process. 3.) Maintain a Public Process: It is important to maintain a public process to inspire the trust and confidence of the city's residents as well as elected officials; that what they are doing is best practice to get the best qualified candidate. There will initially be one public process; and the screening committee will participate in the assessment center process and play a key role in identifying a finalist. The finalists are public, she pointed out. She said lets the candidates know they are selected as a finalist, and that this will be a subject of public record. 4.) Better Match Selection Standards of Other Communities: In doing their due diligence, twelve other communities were surveyed and found that none had a cumbersome Chief selection process in their ordinances that approached that of Gloucester's. In four communities the Mayor appoints Chiefs without Council confirmation. In this amendment the Council has a final vote. The ordinances are more streamlined, **Ms. Leete** reiterated. They'll still be using a screening committee, facilitated by the consultant and as HR Director she will be part of the process as well. This ordinance is an improvement on the last one, she pointed out. She concluded her remarks by saying that the last amendment was cumbersome but it was also a major departure as how they selected their Chiefs.

Councilor LeBlanc confirmed the Council retains final approval on the Chiefs. He said he was part of the process the last time with the Council with the last three candidates. He acknowledged it was difficult bringing outsiders into the city, and expressed his appreciation for these ordinance amendments. He agreed it's good to review the process and update the ordinances. He said he would support these amendments advising he'd spoken with Ms. Leete about them.

Councilor Nolan asked what the cost is estimated for the consultant. **Ms. Leete** said she hoped it would come under \$10,000. **Councilor Nolan** highlighted that they never give up their rights as a Council, and he noted that the Council has to approve the streamlined plan, and that the Council isn't giving anything up through this process. This will make the recruitment process better, he said.

Councilor O'Hara said he was on the selection committee for the current Fire Chief. He said they want the best for their citizens, and that this is very important to move ahead with the best potential candidates.

Councilor LeBlanc reviewed briefly the previous recruitment process with the Committee and **Ms. Leete**. He mentioned the importance of the confidentiality aspect that Ms. Leete touched upon.

Councilor Lundberg said that the current ordinance came at a time of great transition in the way they had selected Chiefs previously. That time has passed, he noted, and they're at the point where they're much more professional from an HR standpoint thanks to Ms. Leete's leadership. He said that the proposed ordinance she and Mr. Payson put together does that for the city. He mentioned that the ordinance says that "...the consultant shall establish an assessment process which will include a screening committee appointed by the mayor." He asked if there needed to be further refinement of the definition of the screening committee with the amendment(s) as proposed. **Ms. Leete** said it is still the Mayor's call. **Christopher Sicuranza**, Director of Communications & Constituent Services said the language was purposely left as a "broad stroke" to allow for flexibility in trying to look at best practices and that this was the language they found to accomplish that goal.

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. 17 "Police", Art. II "Police Department", Sec. 17-18 "Selection of Police Chief; manner of appointment" by DELETING Section 17-18 "Selection of Police Chief; manner of appointment" in its entirety and ADDING new Section 17-18 "Selection of police chief; manner of appointment as follows:

"17-18. Selection of police chief; manner of appointment.

(a) Upon such time as the mayor shall become aware of a vacancy in the office of police chief, the mayor shall commence the process to fill the vacancy in the manner prescribed in this section. The mayor may select an interim police chief to serve until a permanent police chief is hired.

(b) The mayor shall select a qualified recruitment and assessment consultant. The consultant shall establish an assessment process that shall include a screening committee appointed by the mayor. The consultant and the screening committee shall hold at least one public meeting to discuss the process and the candidates. At the conclusion of the assessment process, the screening committee, with guidance and input from the consultant, shall select three candidates to forward to the mayor for consideration.

(c) The mayor shall make a selection from the three candidates and negotiate a contract with the successful candidate; the term of said contract shall be for at least three years but no longer than five years. The mayor shall appoint a candidate from the list subject to a comprehensive background investigation conducted by the consultant as well as the funding of the contract and confirmation of the candidate by the city council.

(d) The mayor may reappoint the police chief for subsequent contractual terms of at least three years but no longer than five years subject to confirmation by the city council.

(Ord. of 9-28-2010(01); Ord. of 3-27-2012(03); Ord. of 9-10-2013(216))"

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. 8 "Fire Prevention and Protection", Art. II "Fire Department", Sec. 8-18 "Screening of fire chief-Manner of appointment." by DELETING Section 8-18 "Screening of fire chief-manner of appointment." in its entirety and ADDING new Section 8-18 "Screening of fire chief-manner of appointment as follows:

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Councilor LeBlanc expressed his appreciation for Ms. Leete's leadership in Human Resources for the city.

These matters will be advertised for public hearing.

3. Memorandum from Planning Director re: 65 Rogers Street (I4-C2) Temporary Use License & Off-Street Parking Area" (Amendment to Code of Ordinances)

Gregg Cademartori, Planning Director explained that the city is putting this forward through the Administration. There is a provision in the temporary use license granted if they want to extend beyond they have to ask in writing. There was discussion after the public hearing at the Council and the will of it to reduce the temporary use for five years and the adoption to the GCO to allow for the paying parking lot. There are two things coming up, that is the extension and the extension for the Code of Ordinances. The DEP typically licenses for a 10-year period which was truncated by the Council to five years. He noted that if there is a use identified and something is pursued during that time, they'll relicense for whatever use is on that property. He suggested that for the GCO they try to identify a date coincident with the extension of the temporary use.

Councilor LeBlanc recounted that he voted for "shrinking" the term saying that the longer they keep it a 65 Rogers Street a parking lot the longer it stays that way. The last time the Council voted on it he said he challenged the Mayor do something with the property. There is \$35,000 in parking revenue annually, which is more than the city would be getting if it was undeveloped and privately owned. He said he will support this amendment now but he reiterated that the longer they keep 65 Rogers Street a parking lot the longer it stays that way.

Councilor Nolan said the idea was that the five years would be time enough for the Administration to come back with development ideas. No one is coming forward to purchase or lease the property, he pointed out. He suggested they should keep it at a renewed license for five years and find out how they can help to get the property developed during that time. He acknowledged that some folks like the property as the parking lot. However, he said he wouldn't support the amendment for 10 years because this property needs to be developed -- a five year limit will keep the issue in the forefront, he said.

Councilor O'Hara expressed his agreement saying that extending the license for a lengthy period the property will remain a parking area which he said isn't the best use for the property. He conceded that there are restrictions on the property that are limiting developers from looking at it. He said that this matter will be ideal for the new Community Development Director to "run with."

Mr. Cademartori said it will take another public engagement to focus energy on the development of the property. There isn't an RFP structured around a sale at this time, and the city has to decide if it wants to retain ownership. There have been many ideas how to develop the property that has not come to fruition, and it was looked at for the Harbormaster's study as well, he noted.

Councilor LeBlanc said that he'd support the amendment to the Code of Ordinances to move it forward to 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. 22 "Traffic and Motor Vehicles", Sec. 22-288 "Off-Street Parking Areas" as follows:

By DELETING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals."

AND ADDING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "subject to annual city council review and approval."

This matter is to be advertised for public hearing.

4. CC2017-016 (Memhard/O'Hara) Request that the city adopt the Commonwealth of Mass. DEP Noise



GLOUCESTER CITY COUNCIL 2018 PUBLIC HEARING

PUBLIC HEARING NUMBER:
SUBJECT:

PH2018-014

Amend GCO Ch. 22 "Traffic and Motor Vehicles" Sec. 22-288 "Off-Street Parking Areas" by DELETING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of Approval with three on-year renewals subject to city council review and approval at one-year intervals." and ADDING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013" as follows: "subject to annual city council review and approval."

DATE OPENED:
CONTINUED TO:
CONTINUED FROM:
COMMITTEE:

3/27/2018

O&A 3/5/2018

GCCO
LEGAL NOTICE
NOTICE OF PUBLIC HEARINGS

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

AD#13667801
CAB 3/16/18



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4. CC2017-016 (Memhard/O'Hara) Request that the city adopt the Commonwealth of Mass. DEP Noise



GLOUCESTER CITY COUNCIL 2018 PUBLIC HEARING

PUBLIC HEARING NUMBER: PH2018-015

SUBJECT: Amend GCO Ch. 22 "Traffic and Motor Vehicles" Sec. 22-270 "Parking prohibited at all times" AND Sec. 22-291 "Tow-Away Zones" by ADDING "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction to the westerly intersection of Hampden Street."

DATE OPENED: 3/27/2018

CONTINUED TO:

CONTINUED FROM:

COMMITTEE: O&A 3/5/2018

GCOO

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

Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-288 "Off-Street Parking Areas" by DELETING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "to expire two years from the date of approval with three one-year renewals subject to city council review and approval at one-year intervals." AND ADDING under "Rogers Street parking lot, at #65 Rogers Street," the statement following "July 29, 2013," as follows: "subject to annual city council review and approval."

Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-270 "Parking prohibited at all times" by ADDING "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction to the westerly intersection of Hampden Street."

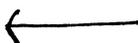
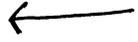
Amend GCO Chapter 22 "Traffic and Motor Vehicles", Sec. 22-291 "Tow-Away Zones" by ADDING "Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to the westerly intersection of Hampden Street."

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#13667801

CAB 3/16/18



Councilor LeBlanc said that he was on the first Ad Hoc Dog Committee recounting that he brought this to the O&A Committee, experiencing some resistance. He suggested there needs to be a “Plan B” given Crab Beach’s proximity to the Boulevard; that it’s not gated, that there were other possible issues. He said he’d like to hear from the Interim Police Chief to obtain his recommendation prior to a Committee vote as that there is an enforcement piece associated with the ordinance amendment. He said that the AAC should also reach out before the O&A Committee votes on this possible amendment. He said he’s not against the amendment, but wants to ensure full due diligence.

Ms. Corliss, speaking as a former city Animal Control Officer, said that Crab Beach wasn’t a named city beach, and they couldn’t do enforcement at that location because of it. **Councilor LeBlanc** said that dogs being on that section unleashed and with dogs being walked on the Boulevard leashed it could create an issue if there is no gate at the access stairs to stop unleashed dogs running from their owners and making it up onto the Boulevard, he said.

Councilor Nolan expressed his support for the amendment as presented as it is off-leash dogs that can swim especially during beach season there is no access to the water. A gate wouldn’t be a bad thing; he noted, but wouldn’t be a “deal breaker,” he said. He said that they need open space for dogs to have access to the water which the city currently lacks.

Councilor Holmgren asked how many licensed dogs there were in the city. **Joanne M. Senos**, City Clerk, said that there are 2,900 dogs approximately. She said they have a new system and will in 2018 have an accurate accounting of licensed city dogs. She suggested that the year before there were about 2,400. She extended her thanks to Animal Control Officers for pursuing unlicensed dogs to encourage licensing by dog owners per state law. **Councilor LeBlanc** said that with the Dog Park and Dog Friendly Gloucester, dog owners are encouraged to have their dogs licensed and vaccinated. **Ms. Senos** noted that the veterinarians tell dog owners about licensing their dogs. With the new City Clerk’s licensing program she announced that after March 15 people will be able to license their dogs on line, and it is hoped that will increase dog licensure in the city. She noted that the Executive Secretary to the DPW Director will forward “Scoop the Poop” flyers which they will give out with all dog licenses as well. She said she’d forward a copy to the AAC, adding they’re moving in the right direction.

Councilor O’Hara said that for a city surrounded by water there is no place legally to take dogs to let them have access to water. He said this is a good start. He pointed out that it is cruel to not allow dogs in the city to cool off in the summer in the water.

The Committee requested that the Interim Police Chief weigh in on public safety and enforcement on this matter to be taken up at the next regularly scheduled meeting.

This matter is continued to March 19, 2018.

6. **CC2018-003 (O’Hara): Amend GCO Ch. 22, Sec. 22-271 “Parking prohibited from May 1 to September 15-Generally,” Sec. 22-272 “Same - Saturdays, Sundays, Holidays,” Sec. 22-291 “Tow-away zones,” & Sec. 22-270.1 “Resident sticker parking only” re: beach parking area**

Councilor O’Hara asked this matter be withdrawn. **Councilor LeBlanc** said that the Traffic Commission recommended this matter be withdrawn and be rewritten.

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 without prejudice the withdrawal of CC2018-003 (O’Hara): Amend GCO Ch. 22, Sec. 22-271 “Parking prohibited from May 1 to September 15-Generally,” Sec. 22-272 “Same - Saturdays, Sundays, Holidays,” Sec. 22-291 “Tow-away zones,” & Sec. 22-270.1 “Resident sticker parking only” re: beach parking area.”

- 7. **CC2018-005 (LeBlanc): Amend GCO Ch. 22 “Traffic and Motor Vehicles” Sec. 22-270 “Parking prohibited at all times” AND Sec. 22-291 “Tow-Away Zones” by ADDING Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to its intersection with Hampden Street**

Councilor LeBlanc explained that he’s received some complaints and observed first-hand the traffic situation. He explained it as follows: Coming up from the High School and cross over Centennial Avenue, Blynman Avenue crosses over and forks. Granite Street goes down past Hampden Hill and continues. Blynman Avenue goes up over the hill in the opposite direction and stops where it intersects with Granite Street. The proposal is that where

crossing Centennial Avenue and just starting onto Granite Street there is parking on the right-hand side, but cars are parking “up onto the brush” sticking out into the street making passage impossible for vehicles. There will be no parking instituted on the left-hand side from the intersection of Granite Street and Blynman Avenue down to Hampden Street; then the street opens wider at that point and parking will be allowed there. The Traffic Commission supported these amendments, he pointed out.

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 “Traffic and Motor Vehicles”, Sec. 22-270 “Parking prohibited at all times by ADDING “Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction to the westerly intersection of Hampden Street.”

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 “Traffic and Motor Vehicles”, Sec. 22-291 “Tow-Away Zones” be amended by ADDING “Granite Street, northerly side, from its intersection with Blynman Avenue, in an easterly direction, to the westerly intersection of Hampden Street.”

This matter will be advertised for public hearing.

8. *CC2018-008 (LeBlanc) Request the Traffic Commission review the traffic patterns on Middle St. & Washington St. around the Joan of Arc statue & the American Legion building & make a recommendation on any amendments to the traffic ordinances (TBC 03/19/18)*

This matter is continued to March 19, 2018.

9. *CC2018-009 (LeBlanc) Request the Traffic Commission review whether the crosswalk at “Tally’s Corner” be removed & make a recommendation to O&A (TBC 03/19/18)*

This matter is continued to March 19, 2018.

10. *CC2018-006 (Lundberg/LeBlanc) Election of City Clerk pursuant to the City of Gloucester City Charter Sec. 2-7(a)*

Ms. Senos reviewed that she was appointed in September 2016. The department successfully did early voting within the budget with the addition of volunteers and office staff with no problems. She has repositioned the City Clerk’s office staff to implement improved customer service; new procedures and policies have also been implemented, and to remove past practices that didn’t work well for the department. She advised they are working with IT to get permitting for dogs on line which is the first permitting they wanted put out because people complained they couldn’t get into the office during regular business hours. The next permitting to go on line will be one-day Shellfish permits and continually adding to the permitting programs to bring the office into the 21st century. She highlighted a team-building workshop with office staff which she said was very successful that her staff thought was helpful. She organized an Open Meeting Law training workshop last year. She said she felt she and her staff have improved customer service in the past year as well the Department’s reputation. She said she has good working relationships with the Administration and Department Heads.

Councilor LeBlanc said that as Chair of O&A, he and the City Clerk talk almost daily about the Council and the Clerk’s office and O&A issues. He said Ms. Senos is an encyclopedia of knowledge, and if she doesn’t know the right answer she’ll seek out the information. He added it is nice to see that there is a good working relationship between the City Clerk’s office and the Administration and General Counsel that previously was not as strong. The Council has a good relationship with the Administration and is nice to see “their” department working well with the Administration as well. There is a totally different atmosphere in the Clerk’s office, he highlighted, saying it is a “breath of fresh air.”, He said he’d support Ms. Senos’s reappointment, also lauded the work of the Assistant City Clerk, Grace E. Poirier.

Councilor Nolan said both Ms. Senos and the whole office are tremendous to work with. He said every time he reaches out to anyone in the office his questions are answered almost immediately. He mentioned Ms. Poirier’s