



**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 Francena Monell-Simard to the Shellfish Advisory Commission, TTE 02/14/22.**

***Reappointments to Boards, Committees & Commissions:***

Downtown Development Commission      Robert K. Whitmarsh (Cont'd from 01/14/19)      TTE 02/14/22

**Mr. Whitmarsh** acknowledged he wish to continue as a member of the Downtown Development Commission, mentioning that the DDC hadn't been meeting as frequently of late due to several factors over the winter. He touched on several aspects that are evolving for the DDC with more city involvement. He recounted that the DDC brings merchants together on issues, beautifies the downtown by working with the DPW on banner installation on light poles as well as seasonal hanging floral baskets. He noted he is a business owner in the downtown also. He expressed concern for a lack of funding for projects that they may want to take on moving forward.

**Councilor Nolan** noted that Mr. Whitmarsh has been involved with the city for many years, thanking him for his service.

**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 Robert K. Whitmarsh to the Downtown Development Commission, TTE 02/14/22.**

**2. Memorandum from Harbormaster re: request amendment to GCO Ch. 10 "Waterways Administration" Section 10-52 "Use of public landings" re: kayaks**

**Assistant Harbormaster** Chad Johnson reviewed Code of Ordinances Ch. 10 amendments for the Council's consideration regarding the placement of new kayak racks at various public landings. He reported that three kayak racks are built to be installed at Magnolia Beach (across from the Fire Station), Rocky Neck/Smith Cove and Lane's Cove. Depending on interest, he advised, the Harbormaster's Department will go to a lottery system to issue the decals if there is more interest than space in the racks. He noted a kayak slot in the racks will cost \$100 per kayak per season. A decal like the city's mooring decal will be issued which must be affixed to the kayaks, and owners will be given a packet of information upon receipt of the decal, available through the Harbormaster's office, he noted.

**Councilor Nolan** noted that if kayaks aren't stored in the racks and left, those kayaks are subject to confiscation by the Harbormasters as noted in the amended ordinance, and the owner fined. **Mr. Johnson** confirmed that will be the case as it says in the language and that the Harbormasters will bring the confiscated kayak to their Harbor Loop office. Responding to an inquiry by **Councilor LeBlanc**, **Mr. Johnson** assured signage for this new feature will be posted appropriately.

**Councilor LeBlanc**, the Council's liaison to the Waterways Board, advised that this matter was vetted by the Board and expressed his support saying it was a great idea. The lumber was paid for by the Harbormaster's Department and the racks were built by the GHS carpentry shop, he noted.

**Councilor Gilman** asked about the lottery for a decal. **Mr. Johnson** advised that once the ordinance is approved, they'll advertise for a certain period of time for the kayak racks availability and ask people to register. If there are more people registered than available space, they will move to a randomized lottery system. Those who don't get a spot will go on a waiting list and be handled just like the mooring permit list per the ordinance, first right of refusal, as well as all other issues that may arise.

**Jim Destino**, CAO, advised they are starting out with only three kayak racks to see how it goes. Speaking about the kayak rack for Magnolia Beach, he pointed out this is a partnership with Manchester saying that kayaks will not be allowed to be left on that beach or randomly in the water when not in use. This will allow better access for mooring holders and provide a safe and secure storage for kayak owners. **Mr. Johnson** advised on an inquiry by **Councilor LeBlanc** as to whether these spots on the racks are limited to Gloucester residents only, that the kayak ordinance follows the same process as the ordinance for moorings -- they can't restrict who can apply for a mooring. **Councilor Gilman** asked if the Harbormaster's office will be allowed to fine kayaks that don't have a registration decal. **Mr. Johnson** advised it is in the ordinance. **Councilor LeBlanc** clarified that the fine will be for only kayaks registered for the kayak storage racks. There is no federal or state statute that requires kayaks be registered, **Mr. Johnson** added.

**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. 10 “Waterways Administration”, Sec. 10-52. - “Use of public landings.” as follows:**

“Sec. 10-52. - Use of public landings.

- (b) *Tie-up period.* No owner nor anyone else in charge of or operating a vessel of any description, shall use the head of any float moored or attached to any public landing for any greater period of time than ordinarily and reasonable required to load or unload the passengers or occupants of any such vessel, together with whatever merchandise might accompany or be in the possession of the persons or passengers alighting therefrom. In no case shall any vessel be tied to the head of a public landing float for more than 30 minutes except by permission of the harbormaster. However, dinghies, tenders and other auxiliary vessels less than 12 feet in length, used by mooring holders or transient boaters, may be tied up at the sides of undedicated floats at public landings for up to four hours while the owners thereof are purchasing goods and services. No such auxiliary vessel shall block the head of a float or interfere with permitted activities. The harbormaster may permit the seasonal tie-up of dinghies, tenders or other auxiliary vessels less than 12 feet in length at portions of any public landing so designated by the waterways board, provided that the fee set forth in subsection ~~(g)~~ (h) of this section has been paid. Such permitted vessel shall be marked by an official sticker on their transoms.
- (c) *Kayak and Paddle Board Storage.* The Harbormaster may permit the seasonal storage of kayaks and paddle boards of appropriate size to be stored in racks provided by the Waterway Board at portions of any Public Landing so designated by the Waterways Board, provided that the fee set forth below has been paid. Such permitted vessels shall be marked by an official sticker on the aft, top portion of the kayak or paddle board.
- (ed) *Conducting business or soliciting.* It shall be unlawful for any person to conduct any business, including vending on or from a public landing. The sale of tickets or the solicitation of passengers in any other manner for boat or fishing trips from any public landing is prohibited. However, any person operating a harbor sail, ferry, excursion vessel, vessel livery or party fishing vessel but maintaining a wharf headquarters or principal place of business elsewhere, may use a public landing as a port-of-call and may discharge or take-on passengers. The vessels engaged in such ventures shall not lie at any float at a public landing longer than shall be ordinarily and reasonable necessary for their occupants, passengers or customers to board or alight therefrom, and shall not block or otherwise interfere with other permitted activities.
- (de) *Other prohibited activities.* No person shall clean fish, or leave ropes, lobster pots, barrels, rocks, bricks, boards or any other material on any public landing, or launching ramps, floats or piers thereof, for longer than is reasonable necessary in the act of loading or unloading the same onto or from vessels, unless authorized by the harbormaster. No person shall load or unload lobster pots, bait, or other gear on or from any public landing, or floats, wharfs or piers thereof, except those designated by the waterways board. No vessels, vehicles or trailers may be stored on any public landing.
- (ef) *Encroachment.* No person shall encroach upon a public landing in any way.
- (fg) *Restrictions on hours.* Stone Pier and Long Wharf shall be closed to prohibit all activities between the hours of 10:00 p.m. and 4:00 a.m. Any use of this area between the prohibited hours shall constitute trespassing, a violation of section 14-6. Any person who violates said ordinance shall be subject to arrest under section 14-6 and/or fined pursuant to section 1-14. The city will use reasonable and practicable means to inform the public of such curfew. Further, this section is not intended to conflict with or supersede the authority of the conservation commission or any rules enacted by them under their M.G.L. c. 40, § 8C, powers.
- (gh) *Fees.* The annual fee for the seasonal tie-up of dinghies, tenders or other auxiliary vessels, less than 12 feet in length, *and storage of kayaks and paddle boards* at designated areas of public landings shall be \$100.00.

This matter will be advertised for public hearing for April 9, 2019.

**3. Application of James Santapaola & Andrew Santapaola for a Floating Fish Trap Permit**

**James Santapaola**, Applicant, (and **Andrew Santapaola**, Co-Applicant), explained that this is one of the oldest methods of fishing there is today. He described it as a “fence” that runs out with a trap that funnels fish into it, similar in construction to a lobster pot, and is hauled up with a dory. He advised the trap is anchored to the bottom, with the trap being tended every day. As these are live fish, any fish caught that shouldn’t be taken can be tossed back. This trap will be off of Black Bess (located in the outer harbor off of Eastern Point), and will be not only anchored but buoyed by at least 15 small high flyers to make the area of the trap highly visible. **Mr. Destino** engaged in a brief discussion with **Mr. Santapaola** on the particulars of the trap dimensions, location of the trap and types of fish being caught. **Assistant Harbormaster Johnson** advised the location has to be registered, but that this is a historical site for fish traps and is charted. **Mr. Santapaola** pointed out the biggest problem is when someone anchors in the trap, adding his father fished by this method and that he grew up doing this type of fishing.

**Joanne M. Senos**, City Clerk, advised that through research she did find a similar application in 1945. She added that even though the Council approves this application, the Santapaolas’ must still go to the state for the final permitting for the location.

**Councilor LeBlanc** noted that this matter was referred out to the Waterways Board that approved this application with two conditions: 1) correct the coordinates on the application, which has been done; and 2) that the Fisheries Commission reviews this application as well. He noted that the Commission will take up this matter on Thursday, March 21<sup>st</sup>. He urged the Committee to approve the application, and that they’ll have the Fisheries Commission recommendation in hand by the time this matter comes before the Council on March 26.

**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 approve the Application of James Santapaola and Andrew Santapaola to construct and maintain a weir, pound net or fish trap in the tidal waters within the limits of the City of Gloucester with the condition that a positive recommendation of the Fisheries Commission is in hand by Tuesday, March 26, 2019.**

This matter will come forward under the O&A Committee Report.

#### **4. Memorandum from Human Resources Director re: re-activation of the city’s Human Rights Commission**

**Donna Leete**, Human Resources Director, provided the Committee with the following narrative: Last summer she and the Mayor had a student intern assigned to Human Resources to investigate a proposal received from a Gloucester citizen regarding the establishment of a new disabilities rights ordinance. In doing their research and evaluating the provisions of state statute that supported the disabilities rights ordinance, it was realized that they wanted to put the whole issue of disability rights under the umbrella of Human Rights. There is a Human Rights Commission under the Code of Ordinances that hadn’t been activated in many years. The Mayor wanted to make a firm statement regarding her belief in equal rights for all city services and programs for all citizens in the community which became the highest priority. The ordinance needs to be clear on all members of the community in protected classes who are entitled to enjoy all of the rights and services with no discrimination, including race, color, national origin, age, religion, gender, sexual orientation, gender identity, genetic information, marital status, and veteran status, all protected by federal law. The Mayor is committed to build city values in a workplace culture based on dignity respect and tolerance for all. These were the goals in 1994 when Mayor Tobey sponsored the Human Rights Commission -- to foster a greater understanding for diversity -- having tolerance for those with different opinions. The city has a “proud” history of protecting the rights of those with disabilities but they want this to be for the rights of all.

**Ms. Leete** recounted that last year the Mayor had her coordinate training on preventing harassment in the workplace which continues this year with a hope to expand the training to boards and commission and elected officials. By the reactivation of the Human Rights Commission, the city would have a way for such initiatives to come forward and be activated throughout the community. She advised they want an atmosphere that eliminates intolerance, prejudice or discrimination as well as to have a public forum where people could identify specific barriers that might have come forward to prevent their access to any city service or program. She pointed out that the Commission will be advising the Mayor on any corrective action that needs to be taken.

The proposed revisions for the Human Rights Commission (on file) ordinance was then reviewed as follows by **Ms. Leete**:

Sec. 2-499. - Purposes.

(2) Assist persons in the city who believe that their human or civil rights, as defined by existing local, commonwealth and federal law, have been violated in the city, by ~~providing~~ offering voluntary and independent mediation for all parties concerned in a confidential setting, and informing such people of the local, commonwealth and federal agencies available to address their grievances; and..."

**Ms. Leete** conveyed the amendments to subsection (2), in Sec. 2-499 stemmed from her concern that the Human Rights Commission might be seen as the place to go to provide voluntary mediation which would happen in a public meeting which "flies in the face" of the purpose of any successful mediation. This would be for the purpose of referring people to appropriate services in a private, confidential setting which would be most effective.

Sec. 2-500. - Powers and duties.

(3) To provide a public forum in which citizens may identify specific barriers that may prevent them from taking advantage of city programs, policies, and facilities. The commission may advise the mayor on any recommended corrective actions. ~~for hearing complaints and answers thereto in matters of alleged discrimination, and to resolve such complaints by mediation. No party to any alleged discrimination shall be compelled to appear before the commission, nor such party be compelled to submit to mediation.~~

**Ms. Leete** advised that discrimination complaints wouldn't be necessarily heard by the Commission but that the Commission would be a referral source for such allegations for discrimination. What would be more useful, she conveyed, was the substitute language to provide a public forum, as the revised language indicates. This is clearly an advisory committee which would advise the Mayor of any corrective actions needed rather than taking them on themselves. She asked for the Committee's approval.

**Councilor Gilman** expressed her agreement with the "overarching premise" and support for the proposed changes.

**Councilor LeBlanc** advised he had no issue with Ms. Leete's proposal nor with the reactivation of the Human Rights Commission saying it is a good idea for an advisory commission moving forward.

**Councilor Nolan** clarified that the advisory Commission won't be responsible for hearing complaints that function would fall under Personnel. **Ms. Leete** advised that her job would be to hear any employment-related complaint. The scope of this ordinance might apply to other issues problems about issues related to accessing city services such as housing, education, or public accommodations -- it is not just city employment -- people might have other employment complaints. This is about an advisory Commission giving referrals where someone can take their complaints rather than solving each individual complaint. **Councilor Nolan** expressed concern that these Commission members may be hearing a confidential complaint that the person is uncomfortable conveying in a public forum. He asked if this advisory Commission would be bound to keep confidential information confidential. **Ms. Leete** advised they want to empower the Commission as to how to come up with bylaws to navigate the issue of public meeting law and confidentiality. She noted that is why she is recommending these language changes to the ordinance. She pointed out the way the Commission is structured is for a public meeting forum and that in the bylaws the appointees will work on that avenue as to how they can protect confidentiality in the most immediate case before it becomes public record. She agreed it is a difficult issue and that the Commission will need bylaws, she reconfirmed.

**Councilor O'Hara** expressed his agreement with the ordinance amendments that this is a good thing to do.

**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. 2 "Administration", DIVISION 8-HUMAN RIGHTS COMMISSION, Sec. 2-499. - Purposes. Subsection (2) and Sec. 2-500. - "Powers and duties" subsection (3) as follows:**

"Sec. 2-499. - Purposes.

(2) Assist persons in the city who believe that their human or civil rights, as defined by existing local, commonwealth and federal law, have been violated in the city, by ~~providing~~ offering voluntary and independent mediation for all parties concerned in a confidential setting, and informing such people of the local, commonwealth and federal agencies available to address their grievances; and...."

Sec. 2-500. - Powers and duties.

(3) To provide a public forum in which citizens may identify specific barriers that may prevent them from taking advantage of city programs, policies, and facilities. The commission may advise the mayor on any recommended corrective actions. ~~for hearing complaints and answers thereto in matters of alleged discrimination, and to resolve such complaints by mediation. No party to any alleged discrimination shall be compelled to appear before the commission, nor such party be compelled to submit to mediation.”~~

This matter will be advertised for public hearing for April 9.

**5. CC2019-003 (Gilman): refer MGL Ch. 40, §8J to the P&D & O&A Committee to consider the establishment of a Disabilities Rights Commission and members to be appointed by the Mayor (Cont'd from 02/04/19)**

**Councilor Gilman** addressed the matter of her Council Order with the Committee explaining that this started with Ch. 40, §8J, highlighting the start of the statute which states, "...a city which accepts the provision..." She clarified that it isn't a mandate to accept but an opportunity to for a city to approve. She reported that she and Ms. Leete agree, consistent with the Mayor's suggestion that the Disability Rights Commission should fall under the umbrella of the Human Rights Commission. She recounted that in a meeting with Ms. Leete they agreed there are components of the state statute section, but that there were components they didn't like. She further reviewed hers and Ms. Leete's thought process to come to a group of objectives for a Disabilities Rights Commission saying that it is important that it be known this also would be an advisory Commission. She advised she and Ms. Leete would then work to develop ordinance language for the review of the Committee. The objectives are: 1) This Commission should be advisory in nature with seven appointed members with one member an elected official of the city or an appointed official of the city. It was noted that the Mayor will appreciate a person that is a member of both this Commission and the Human Rights Commission; 3) the Commission shall research local problems and challenges of people with disabilities; once information is brought forward to the attention of the Commission; 4) assist in public awareness and inclusion of persons with disabilities through participation of public events, including but not limited to city sponsored recreational, educational and development activities; 5) work closely with the ADA Coordinator (DPW Director, Mike Hale); inventory all of the programs and services that the city currently have in place for people with disabilities and promote public awareness of such services; 6) advise municipal officials and employees in ensuring compliance with state and federal laws and regulations that affect people with disabilities; 7) review and make recommendations about policies, procedures, services, activities and facilities of departments, boards and agencies of Gloucester as they affect people with disabilities; 8) make referrals only for guidance and technical assistance; 9) receive donations and gifts of property in the name of the city, subject to approval of the Mayor and City Council, consistent with the city's gift acceptance ordinance; 10) the majority of the Commission members shall consist of people with disabilities, one member may be a member of the immediate family of a person with a disability and one member of the Commission shall be either an elected or appointed official of the city of Gloucester; 11) staggered terms are optimal; 12) annually there should be an election of a chair, vice chair and a secretary/recorder.

**Councilor Gilman** reviewed that she and Ms. Leete don't agree with certain provisions of the state statute that: 1) members of this Commission, may, after a public hearing, if so requested, be removed for cause by the appointing authority; 2) they don't agree with all of the Commission responsibilities outlined in Chapter 40, §8J but agree with the concept of this Commission; and 3) it is not recommended that the city create an enterprise account for this Commission which is too complicated to administer as agreed by the Mayor and the CFO. She asked that if the O&A Committee is in agreement with the outline, she and Ms. Leete will work further define the ordinance, and will present this to the Mayor and General Counsel for review and then return it to O&A for their consideration.

**Councilor LeBlanc** asked what the difference is between the Human Rights Commission, already in the ordinances, and the Disabilities Rights Commission. **Ms. Leete** advised that the Human Rights Commission is overarching commitment to protect the rights of every member of a protected class which protects those with disabilities, but also age, race religion, sexual identity, etc., which is far bigger. Disability rights are a subset of a protected class. She added that there is no reason why the two can't work in tandem with parallel responsibilities and best practices.

This matter is continued to May 6, 2019.

**6. CC2019-005 (LeBlanc): request City Council amend GCO Ch. 24 “Vegetation” by DELETING Article II “City Plantings Committee” with the approval of the Mayor**

**Councilor LeBlanc** explained that the City Plantings Committee has not met for some time now and is defunct. Additionally, with the advent of other groups, such as Generous Gardeners, the city has not relied on the City Plantings Committee. He advised the Mayor is in agreement.

**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. 24 “Vegetation” by DELETING Article II “City Plantings Committee” in its entirety.**

This matter will be advertised for public hearing.

**7. CC2019-008 (Memhard): Amend GCO Ch. 22 “Traffic and Motor Vehicles”, Art. VI “Traffic Schedules” Sec. 22-269 “Stop Intersections” by adding Hillside Rd. at its intersection with Grapevine Rd. (TBC 04/01/19)**

This matter is continued to April 1, 2019.

**8. CC2019-009 (Hecht): Amend GCO by prohibiting use and distribution of single use plastic straws, stir sticks & hotstopper in food service establishments (also referred to Board of Health)**

NOTE: *This matter was not only referred to the O&A Committee but to the Clean City Commission and the Board of Health, neither of whom has forwarded their recommendations on this amendment to the Code of Ordinances to date.*

**Councilor LeBlanc** advised that the Committee will continue this matter pending receipt of recommendations of the Clean City Commission and Board of Health and to give Councilor Hecht the opportunity to address the Committee.

This matter is continued to May 6, 2019.

**9. CC2019-010 (O’Hara): Amend GCO Ch. 21 “Streets, Sidewalks and Other Public Places” by DELETING Sec. 21-19 “Removal of snow from sidewalks” and Sec. 21-20 “Removal or covering of ice on sidewalks”**

**Councilor O’Hara** explained that this was precipitated by the recent storm event of 14 inches of snow. Many people didn’t shovel their sidewalks. Seniors can’t or have the financial ability to afford to hire someone for snow removal. He noted he spoke with the Mayor, met with the DPW Director, and supplied the information to the Mayor for what the DPW would need to do the job to clear sidewalks, taking the responsibility from the public. The DPW Director had advised they had to remove the snow from the sidewalks in certain areas because of safety issues.

**Councilor Nolan** noted that removing snow on every sidewalk in the city is daunting. Some question may be on the fines, who get fined, who gets their sidewalks cleared; or city property, etc. Realistically the city can’t afford to maintain all the city’s sidewalks and snow removal on public streets, a cost of which, he pointed out, would be very high. The question of the fines and who gets fined is not acting as a deterrent, he added.

**Councilor O’Hara** conveyed that a senior citizen got a warning letter, a senior citizen about lack of clearing of snow for sidewalks. He advised that seniors take this very seriously but are unable to do anything about snow removal whether it is because physical inability, disability or lack of finances to hire someone to do that for them. **Mr. Destino** advised the city does issue the warning letters. He suggested that this ordinance is an ordinance that the Council passes that really never gets enforced, and suggested the unlikelihood a ticket had ever been written. He talked to the Mayor after being away from the office, during which time Councilor O’Hara had spoken to the Mayor on this subject. He conveyed that the Mayor’s interpretation was that the Councilor had already put in an order for the purchase of new equipment for the DPW, and this was follow up for the need to get better sidewalk cleaning equipment. He advised they do clear snow around city schools, the downtown and around the Senior Center. The effect of this action will give people a false hope the city will clear their sidewalks. He reiterated it is an ordinance that is not enforced, and that they do send letters for sidewalks that need to be cleared that haven’t been in some time. Doing away with the ordinance isn’t going to have the desired effect, highlighted. They need to do a better

job of finding volunteers who can help to clear seniors' sidewalks, and be creative to get the word out, but that people need to take responsibility for their sidewalks.

**Councilor LeBlanc** expressed he understood the concept of lack of enforcement, saying that people, who are able to go out do clear the snow. Most of the warning go out are to businesses, **Mr. Destino** pointed out, saying that while he doesn't want to put undue stress on people, it is about better communication. If someone is incapable of removing snow from their sidewalk, they can call their Ward Councilor to forward the word that there is a member of the community that is unable to do clear snow due to age and/or disability, he advised.

**Councilor Nolan** conveyed they need to look at this issue differently and find solutions, pointing out that the DPW doesn't own enough equipment to clear sidewalks. It will help to have more efficient equipment, he added and spoke briefly to plowing issues. He highlighted the need to work up some ideas, and take steps to find out what the DPW needs, pointing out it is nine men working for the DPW's highway division. **Mr. Destino** conveyed it's not just the sidewalk equipment to clear sidewalks -- a truck needs to be alongside the sidewalk clearing equipment to receive the removed snow. He advised there are other solutions to this issue other than deleting the ordinance.

**Councilor LeBlanc** expressed he would not vote in favor of deleting the related ordinance sections. **Mr. Destino** suggested that the Committee put in a Request to the Mayor for the Administration to formulate a policy for residents that are unable to remove snow from their sidewalks, and for a procedure to be put in place, like a hotline when it is impossible for them to comply with the existing ordinance.

**COMMITTEE RECOMMENDATION: On a motion by Councilor O'Hara, seconded by Councilor Nolan, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council permit the withdrawal of CC2019-010 to Amend GCO Ch. 21 "Streets, Sidewalks and Other Public Places" by DELETING Sec. 21-19 "Removal of snow from sidewalks" and Sec. 21-20 "Removal or covering of ice on sidewalks."**

**A motion was made, seconded and voted unanimously to adjourn the meeting at 7:27 p.m.**

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

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**