

CITY COUNCIL STANDING COMMITTEE
Planning & Development
March 2, 2011 – 6:00 p.m.
1st Floor Council Conference Room – City Hall

--Minutes--

Present: Chair, Councilor Joseph Ciolino; Vice Chair, Councilor Robert Whynott; Councilor Greg Verga
Absent: None.

Also Present: Councilor Hardy; Police Chief Michael Lane

The meeting was called to order at 6:00 p.m. Items were taken out of order. Councilor Hardy sat in as an alternate Committee member at the meeting's commencement while awaiting the arrival of Councilor Whynott.

1. Continued Business:

- A) Request from YMCA to use City land and streets to hold The Backshore 5 Mile Road Race on May 13, 2011

Barbara Berry, representing the YMCA reviewed the arrangements made for the Backshore 5 Mile Road Race scheduled for May 13, 2011. She noted they typically get permission from the DPW to use the restrooms at the beach and work with the Police Department to arrange for a lead car on the race course. She submitted the sign off by the DPW for use of the Good Harbor Beach restrooms (submitted and on file).

Councilor Hardy asked how long the race has been run.

Ms. Berry stated it is at least 14 years old but knows it to be older than that. The race starts at 6:30 p.m. and they done by 7:45 p.m. and do the clean up of the restrooms.

Police Chief Michael Lane noted there are no road closures.

Councilor Hardy recalled a motel on the Back Shore that wasn't aware of last year's race, and asked that notification be made ahead of time to all affected hotels, motels and catering halls which she knew would be appreciated by them.

Ms. Berry assured it would be done.

MOTION: On a motion by Councilor Verga, seconded by Councilor Hardy, the Planning & Development Committee voted 3 in favor, 0 opposed to recommend to the City Council to approve the Cape Ann YMCA in order to conduct the Backshore 5 Mile Road Race on Friday May 13, 2011 and that as deemed necessary at the discretion of the Gloucester Safety Officer assigned to the event and the Fire Chief or his designee as follows:

Road Closures: None Required.

Race Route with Schedule: As per schedule submitted and approved with this motion.

With the Following Conditions:

1. That a Certificate of Insurance, naming the City of Gloucester as an additionally insured party, be filed with the City Clerks Office no less than fourteen (14) days prior to the date of the race.
2. Signed memoranda from the Gloucester Police Department and the Gloucester Fire Department giving their approval of the plans for the race be on file with the City Clerks office 14 days in advance of the event;

3. That any substantial changes, as determined by the Chief of Police or his designee and the Fire Chief or his designee, to the route or related to safety issues come back to the Council for amendment and approval.
4. That the approved DPW application to use City Property (Good Harbor Beach Parking Lot) be on file with the City Clerks Office no less than fourteen (14) days prior to the date of the race.
5. The race organizers are to notify (in writing) the hotels, motels and catering halls on the Back Shore prior to the race.

Councilor Whynott arrived at 6:04 p.m. and Councilor Hardy stepped away as an alternate Committee member.

- B) Request from YMCA to use City land and streets to hold The St. Peter's Fiesta 5K Road Race on June 23, 2011

Ms. Berry stated this is another race that starts at 6:30 p.m.; noting 80% of the registered racer roster is Gloucester residents. She submitted the signed memo from Lt. Aiello. She acknowledged the great help Lt. Aiello provides for them, telling the Committee that the Police Department does a great job with the traffic and directing the runners. They are out by 7:30 p.m. The Fiesta Committee allows them to use the tents in the altar area. She noted the race route for the Committee (on file). She also had a signed letter from the St. Peter's Fiesta Committee and submitted that. The funds raised for the YMCA provide financial assistance.

Chief Lane stated they are pleased to assist the YMCA. Lt. Aiello assures that all things run smoothly.

MOTION: On a motion by Councilor Verga, seconded by Councilor Whynott, the Planning & Development Committee voted 3 in favor, 0 opposed to recommend to the City Council to approve the Cape Ann YMCA in order to conduct the Fiesta 5K Road Race, Thursday, June 23, 2011 and that as deemed necessary at the discretion of the Gloucester Safety Officer assigned to the event and the Fire Chief or his designee as follows:

Road Closures: None Required.

Race Route with Schedule: As per schedule submitted and approved with this motion.

With the Following Conditions:

1. That a Certificate of Insurance, naming the City of Gloucester as an additionally insured party, be filed with the City Clerks Office no less than fourteen (14) days prior to the date of the race.
2. Signed memoranda from the Gloucester Police Department and the Gloucester Fire Department giving their approval of the plans for the race be on file with the City Clerks office 14 days in advance of the event;
3. That any substantial changes, as determined by the Chief of Police or his designee and the Fire Chief or his designee, to the route or related to safety issues come back to the Council for amendment and approval.

- C) Request from YMCA to use City land and streets to hold the Around Cape Ann 25K Road Race and The 8th running of the Run the Goose 7K race on September 5, 2011

Ms. Berry stated these races take place on Labor Day. The 25K race leaves from the O'Maley School Road to Washington Street and literally goes around Cape Ann and finishes up Cherry Street in the O'Maley roadway. The "Goose" starts on Cherry Street with both races starting simultaneously. She submitted the signed documentation from Lt. Aiello noting the Police Department provides a lead car to lead the race to the Rockport line, and then when the runners come back into Gloucester, the police lead them to the finish. There is a partial one way access on Cherry Street because of the hill when the runners take the winding corners for safety reasons. This is about one hour during the race. In addition, she submitted a request to the DPW to open the gate to the Goose Cove reservoir for access. She did not have a signed permission from the Superintendent to use the school property yet. She had submitted that at the beginning of January; there was no problem, but had yet to get a signed OK. They do take away their own trash and have had no complaints in the past four years since her involvement with the races. She will submit the documentation as soon as it is available.

Councilor Hardy commented that she looks forward to the race every year as she is a direct abutter. She noted there is never a problem with the traffic. She drew Ms. Berry's attention to the utility work that will be taking place during the summer by National Grid on Reservoir Road and didn't know if there would be overlap and asked that she contact National Grid about it.

Chief Lane thought it was a good idea to put up runner in the road signs as noted in the plans.

Councilor Hardy asked who benefits from these two races.

Ms. Berry replied this is for financial assistance for the YMCA programs as with all the other races.

MOTION: On a motion by Councilor Verga, seconded by Councilor Whynott, the Planning & Development Committee voted 3 in favor, 0 opposed to recommend to the City Council to approve the Cape Ann YMCA in order to conduct the Around Cape Ann 25K Road Race on Monday, September 5, 2011 and that as deemed necessary at the discretion of the Gloucester Safety Officer assigned to the event and the Fire Chief or his designee as follows:

Road Closures: None Required.

Race Route with Schedule: As per schedule submitted and approved with this motion.

With the Following Conditions:

1. That a Certificate of Insurance, naming the City of Gloucester as an additionally insured party, be filed with the City Clerks Office no less than fourteen (14) days prior to the date of the race.
2. Signed memoranda from the Gloucester Police Department and the Gloucester Fire Department giving their approval of the plans for the race be on file with the City Clerks office 14 days in advance of the event;
3. That any substantial changes, as determined by the Chief of Police or his designee and the Fire Chief or his designee, to the route or related to safety issues come back to the Council for amendment and approval.
4. That signage to be posted "Runner in the Road" on the morning of September 5, 2011 and Be removed by 3:00 p.m. the same day.
5. That a letter to use Gloucester Public Schools property (O'Maley School) be

on file with the City Clerks Office no less than fourteen (14) days prior to the date of the race.

MOTION: On a motion by Councilor Verga, seconded by Councilor Whynott, the Planning & Development Committee voted 3 in favor, 0 opposed to recommend to the City Council to approve the Cape Ann YMCA in order to conduct the Run the Goose 7K Road Race on Monday, September 5, 2011 and that as deemed necessary at the discretion of the Gloucester Safety Officer assigned to the event and the Fire Chief or his designee as follows:

Road Closures: None Required.

Race Route with Schedule: As per schedule submitted and approved with this motion.

With the Following Conditions:

- 1 That a Certificate of Insurance, naming the City of Gloucester as an additionally insured party, be filed with the City Clerks Office no less than fourteen (14) days prior to the date of the race.**
- 2. Signed memoranda from the Gloucester Police Department and the Gloucester Fire Department giving their approval of the plans for the race be on file with the City Clerks office 14 days in advance of the event;**
- 3. That any substantial changes, as determined by the Chief of Police or his designee and the Fire Chief or his designee, to the route or related to safety issues come back to the Council for amendment and approval.**
- 4. That signage to be posted "Runner in the Road" on the morning of September 5, 2011 and Be removed by 3:00 p.m. the same day.**
- 5. That a letter to use Gloucester Public Schools property (O'Maley School) be on file with the City Clerks Office no less than fourteen (14) days prior to the date of the race.**

D) Request from the Cape Ann Farmer's Market to relocate to Stage Fort Park

Councilor Ciolino stated this on-going weekly event is permitted by the DPW at Stage Fort Park which is their purview. And because Committee will not need to take action on this matter as all necessary documents are filed with the appropriate City departments the matter is then made a part of this Committee's file.

By unanimous consent this matter is placed on file with the Planning & Development Committee. No further action was deemed necessary.

2. Letter from Ronald Benjamin requesting a sewer line acceptance re: Beachcroft Road

Councilor Ciolino stated he had received an email from Michael Hale, DPW Director and Suzanne Egan, City Solicitor asking that this matter be continued to the next regularly scheduled meeting of P&D in order to have all documentation in order for the Committee. By March 16th the appropriate paperwork will be in place.

This matter is continued to March 16, 2011.

3. Request from YuKan Sports LLC re: August 14, 2011 Road Race

Rich Morrell, YuKan Sports LLC organizer of a series of races on the North Shore, one in April in the City. This race originates in Rockport which starts at their high school and would go out along the Back Shore, but continues on back to Rockport. The Rockport Police Department and Rockport Schools approved it and have Lt. Aiello indicated he was all right with this.

Councilor Ciolino asked that they notify the hotels and motels that would be on the race route, as well as the Elks and would make that a condition of the permission.

Mr. Morell answering inquiries from **Councilors Ciolino** and **Hardy** stated they're going to the front of Grapevine Road (on the Atlantic Road side) and returning back along the Back Shore to Rockport on Thatcher Road. They're hoping for 200-300 people, as this is their first year running this race and is harder to attract runners. This race benefits Wellspring House in Gloucester. He also noted the race route had been previously submitted (on file).

MOTION: On a motion by Councilor Verga, seconded by Councilor Whynott, the Planning & Development Committee voted 3 in favor, 0 opposed to recommend to the City Council to approve YuKan Sports LLC in order to conduct the Rockport 13.1 mile Road Race on August 14, 2011 for that portion of the race that travels onto Gloucester city streets and that as deemed necessary at the discretion of the Gloucester Safety Officer assigned to the event and the Fire Chief or his designee as follows:

Road Closures: None Required.

Race Route with Schedule: As per schedule submitted and approved with this motion.

With the Following Conditions:

1. That a Certificate of Insurance, naming the City of Gloucester as an additionally insured party, be filed with the City Clerks Office no less than fourteen (14) days prior to the date of the race.
 2. Signed memoranda from the Gloucester Police Department and the Gloucester Fire Department giving their approval of the plans for the race be on file with the City Clerks office 14 days in advance of the event;
 3. That any substantial changes, as determined by the Chief of Police or his designee and the Fire Chief or his designee, to the route or related to safety issues come back to the Council for amendment and approval.
 4. That signage to be posted "Runner in the Road" or the like indicating the race route on the morning of August 14, 2011 be removed by 3 p.m. that same day.
 5. The organizers are to notify (in writing) the hotels and motels on the Back Shore prior to the race as well as function halls.
4. *CC2011-006 (McGeary) Request to change St. Anthony's Lane listing from private to public Street*

Councilor Ciolino stated he had received an email from Michael Hale, DPW Director and Suzanne Egan, City Solicitor asking that this matter be continued to the next regularly scheduled meeting of P&D in order to have all documentation in order for the Committee.

This matter is continued to March 16, 2011.

The Committee recessed at 6:25 p.m.

The meeting resumed at 6:45 p.m.

5. Request from St. Peter's Fiesta Committee for use of City Land

Joe Novello and Anthony Cusumano, St. Peter's Fiesta Committee asked that the Committee allow them to use St. Peter's Park again this year. He contacted the amusement company to that the kiddie rides will be in St. Peter's Park. The comfort and first aid stations will be in the parking lot, centralized. Additional light towers will be available to light up between the Birdseye property and St. Peter's Park for added illumination of the crossing area between the two properties.

Councilor Ciolino asked about the comfort stations.

Mr. Novello stated it was centrally located at the end of row of games and rides. If they came in the second entrance and walked straight in there was a comfort station marked as "customer service". He acknowledged there was no "real" first aid station. The comfort station locations are below Tally's and at the Chamber of Commerce. They will use the same company and have a pumping truck standing by and will pump daily.

Councilor Ciolino noted with regard to the first aid station that Chief Dench may put a squad down there.

Mr. Novello stated Chief Dench has already talked with Joe Aiello to place a unit where the police are stationed.

Chief Lane asked for clarification.

Mr. Novello stated this was for a Fire Department ambulance staffed with EMT's.

Mr. Cusumano stated they were not paying for it. Chief Dench stated his department would do it, and informed him he had money budgeted for it.

Councilor Hardy expressed there is a fire station in Bay View opened only periodically. She had mixed feelings that the City would provide free ambulance service to an event without first taking into account the need to man the outlying stations..

Councilor Verga also expressed the same sentiments, pointing out the same condition in his ward, and would like more information on the Fire Department's stationing an ambulance at the Fiesta also.

Councilor Hardy stated the Fiesta Committee needed to do something about first aid. She pointed out that last year it was not a first aid station in reality.

Mr. Novello stated Walgreens had offered to do something and the Board of Health told them they could not do that.

Mr. Cusumano reinforced that fact.

Councilor Hardy didn't find out until opening night when she and Councilor Ciolino walked the area of the Fiesta that there was no real first aid station and that the signage was inadequate.

Chief Lane would like to see some kind of pop up tent with plastic enclosure with First Aid crosses on it. He thought if Walgreens wants to donate supplies, they can. Police EMT's are available to be there if someone needs them. He felt the location of the First Aid station should be right at the front of the Fiesta.

Councilor Hardy asked the amusement company to create a proper first aid station if they're the ones to do it.

Chief Lane thought that perhaps the Fiesta Committee should pay for this service.

Mr. Novello noted last year Chief Dench had spoken of an incident command center that didn't happen.

Chief Lane stated it didn't happen for different reasons, but first aid is another issue.

Mr. Novello stated last Monday at the Licensing Commission, Chief Dench told him he would do this.

Chief Lane thought the Fiesta was a more congested area for the ambulance to respond from than the central station.

Councilor Hardy asked why the Fiesta Committee or the amusement company wouldn't privately fund ambulance services for the event using Beauport or Lyons Ambulance Services.

Chief Lane thought the Fire Department might have an issue with that. He thought the private ambulances would like to do it, but that could be an issue.

Councilor Ciolino asked that a memo be sent to Chief Dench to get information from him on his plans for the rescue squad to be stationed there.

Councilor Hardy thought this might be an opportunity to have CERT set up a booth there and offer first aid, and that they speak to Miles Schlichte.

Mr. Cusumano stated the City does a walk through the first day of the Fiesta.

Councilor Whynott stated they can shut them down if they find something not appropriate, and they can.

Mr. Novello stated they usually meet in mid-May with all City departments involved and they can let him know that they have to have a layout and plan and they tell him what has to be or they won't open up.

Chief Lane stated that last year they ended up in the new section. He pointed out that was a condition they didn't follow.

Mr. Cusumano replied that is an interpretation of what constitutes kiddie rides. A kiddie ride is more the merry-go-round type of ride.

Councilor Ciolino stated there were only three conditions, and they weren't kept. He and Councilor Hardy went through the entire Fiesta and knew that none of the conditions were complied with.

Mr. Novello wished to set up a meeting at City Hall with several Councilors and the amusement company. They want it right also.

Councilor Ciolino noted the crossing area from St. Peter's Park to the Birdseye property and some kind of entrance to the Birdseye property was non-existent. Last year it was just a cut through with heavy, thick cables running all over the place creating a dangerous situation.

Mr. Novello responded that the area of Intershell was dark, and they did want more lighting there.

Councilor Ciolino also noted that a good idea was to try to limit people going into the Fort to residents and businesses only and suggested perhaps signage could be put up like stating something to the effect that motor vehicle traffic is limited to residents and businesses of the area during the Fiesta's operating hours. Trucks actually aren't the problem, he felt; it is the cars that are speeding through. He asked they do this but would not make it a condition necessarily.

Chief Lane wondered how they can enforce that; but if they can "bluff" 20% to 30% of the vehicles it would be worthwhile to cut the traffic down. He suggested the evening hours, such as 5 p.m. to midnight.

Mr. Novello also agreed with the hours suggested by the Chief.

Chief Lane had spoken with Lt. Aiello and asked about the blocking off of the Birdseye parking lot with the beach by a temporary fence and that it be done again so that Commercial Street is the only way out of the lot, and not onto the beach. He also advocated that the amusement ride operator increase their contribution to the City by \$3,000 to cover the extra patrolmen that have to be in the area for expanding the rides onto the Birdseye property.

Mr. Novello stated the amusement company pays for the rides permits and stands permit. They come in two or three weeks before to do this. He noted that the Fiesta Committee does pay \$5,000 to the City, which started during the Bell Administration and that it went on each year.

Chief Lane pointed out the Police allocates \$28,000 each year to cover the Fiesta and draw \$5,000 to \$10,000 in overtime each year. The City contributes a significant amount. He felt as more nights are added and security costs go up with the expansion of the Fiesta onto the Birdseye property, the Fiesta Committee should contribute more funds.

Councilor Ciolino thought that was a conversation between the Chief and the Administration on that matter would be appropriate.

Councilor Verga wished to wait to hear from Chief Dench and have the letter signed by Mac Bell on the Birdseye property agreement.

Councilor Ciolino agreed as did **Councilor Whynott** that they continue this matter to March 16, 2011 for those reasons.

This matter is continued to March 16, 2011.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:20 p.m.

Respectfully submitted,

Dana C. Jorgenson
Clerk of Committees

DOCUMENTS/ITEMS SUBMITTED AT MEETING:

- Sign offs from the Police Department from the YMCA on their races.