

**Ordinances & Administration Committee**  
 Tuesday, January 6, 2020 – 6:00 p.m.  
**1<sup>st</sup> Fl. Council Conference Room - City Hall**  
 -Minutes-

**Present: Chair, Councilor Sean Nolan; Vice Chair, Councilor Steven LeBlanc; Councilor Val Gilman (sitting in for Councilor O’Hara**

**Absent: Councilor O’Hara**

**Also Present: Councilor McCarthy; Joanne Senos; Jim Destino**

**The meeting was called to order at 6:02 p.m.**

**1. *Appointments:***

Human Rights Commission

Amanda Kesterson (Cont’d from 12/2/19)

TTE 02/14/21

Responding to Councilor questions, **Ms. Kesterson** conveyed that it was important to ensure children have a voice with the Human Rights Commission, as a mother of three school-age children, saying that there are many associated issues. She highlighted her background in education as a former teacher for five years, working extensively with students with special needs. Noting she is an active volunteer in the community, and a Rotarian, she indicated she is a strong voice for conservative values, mentioning she is “pro-life” saying that the Human Rights Commission should have someone in it with that belief system, so that there is diversity of Commission members making it a more effective group.

**Councilor LeBlanc** mentioned he had met with Ms. Kesterson several weeks earlier to discuss her appointment at her request. As a result, he advised he would support her appointment noting Ms. Kesterson’s assertion that the Commission needs to represent a cross-section of the community.

**Ms. Kesterson** reviewed items on her resume for **Councilor Gilman** that she indicated were related to Human Rights advocacy, advising that she listens to other opinions and likes to work to bring people together to a compromise that satisfies all concerned. She noted she has been appointed by Governor Baker to the state’s Child Advocacy Board which works with the DCF and the Board of Education and other state agencies to advocate on behalf of children which she expanded upon saying education is a Human Rights issue to ensure children get out of the school day what they should. She addressed an in-school breakfast program issue some time ago which she advocated for brining children into the schools early to participate in that program and was her advocacy for all students of diverse backgrounds.

**Councilor Nolan** offered his support of Ms. Kesterson’s appointment expressing his appreciation for her clarifications.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Amanda Kesterson to the Human Rights Commission, TTE 02/14/21.**

Planning Board

David Rosen (fulfilling unexpired term) (Cont’d to 1/21/20)

TTE 02/14/22

***Reappointments:***

Affordable Housing Trust

Joseph Bertolino, Mary-John Boylan, George Sibley

TTE 02/14/22

**Joseph Bertolino**, involved in real estate matters and experienced with market-rate Affordable Housing lending, mentioning advocacy for Affordable Housing development which he touched on at the request of **Councilor Gilman**. **Mr. Sibley** was also present.

**Councilor LeBlanc** pointed out that affordable housing is very expensive by any standard regardless of where someone is looking to buy and rents are rising at a tremendous rate. He asked if there’s anything in the queue for rent control or cap and could the Affordable Housing Trust (AHT) investigate that. He added that people are being priced out of the market for purchasing homes, and the younger generation is being priced out on rentals. **Mr. Bertolino** responded the AHT could look into both matters noting there are programs for down-payment assistance as well as rental assistance dependent upon income.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Joseph Bertolino to the Affordable Housing Trust, TTE 02/14/22.**

**Ms. Boylan** noted this will be her seventh term on the AHT and briefly reviewed her background for the Committee, mentioning she represents about 30 public housing authorities in Essex County, and that her legal expertise is in low-income housing statutory and regulatory matters. She mentioned several other volunteer positions that she holds in the community.

With **Councilor LeBlanc** reiterating what he mentioned to Mr. Bertolino about the “affordability” factor of local housing for Gloucester residents. **Ms. Boylan** advised that is the Council’s jurisdiction and not within the purview of the AHT. Lamenting that the Trust is vastly reduced and so less money is available to be granted to Affordable Housing projects, **Jim Destino**, CAO reminded the Committee that there will be more money becoming available to the AHT soon through the AirBnB local tax.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Mary-John Boylan to the Affordable Housing Trust, TTE 02/14/22.**

**Mr. Sibley** mentioned he, too, was a seven term member of the AHT. He briefly touched on his background, saying he is a landlord, owns a small marina on Rocky Neck and is a lawyer. He conveyed the AHT would like to see more proposals for funding worthwhile Affordable Housing projects.

**Councilor Gilman** mentioned the city’s new Housing Production Plan that will be coming forward shortly which should offer more opportunities for Affordable Housing, with **Councilor Nolan** saying he was pleased to know more funding for Affordable Housing was in the offing and that the AHT is a city asset.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint George Sibley to the Affordable Housing Trust, TTE 02/14/22.**

Animal Advisory Committee  
02/14/23

Dianne Corliss; Beth Klinefelter, Alicia Pensarosa, Jennifer Schmorrow

TTE

**NOTE:** Jennifer Jackman & Jodi Swenson resigned prior to meeting.

**Ms. Klinefelter, Ms. Pensarosa** and **Ms. Schmorrow** were present with Ms. Corliss absent. Those members for reappointment present spoke briefly with the Committee on their background and willingness to continue to serve on the Animal Advisory Committee. All three Councilors agreed to move Ms. Corliss’s reappointment forward. Councilor LeBlanc mentioned that not only is the Animal Advisory Committee for dog and cats and other domesticated animals, but to have a voice for wildlife in the city. **Councilors LeBlanc and Gilman** added their approbation for all members for reappointment. **Councilor Nolan** voiced his appreciation for the work of the Animal Advisory Committee, a Committee whose view has broadened with time.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Dianne Corliss to the Animal Advisory Committee, TTE 02/14/23.**

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Beth Klinefelter to the Animal Advisory Committee, TTE 02/14/23.**

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Alicia Pensarosa to the Animal Advisory Committee, TTE 02/14/23.**

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Jennifer Schmorrow to the Animal Advisory Committee, TTE 02/14/23.**

Archives Committee

Stephanie Buck, Sarah Dunlap

TTE 02/15/23

**Ms. Buck** touched on her extensive qualifications of her career highlighting her 15 year tenure as the Cape Ann Museum's Archivist, as background for her work with the Archives Committee, noting she is now retired.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Stephanie Buck to the Archives Committee, TTE 02/15/23.**

**Ms. Dunlap** briefly reviewed her background mentioning her membership on the Archives Committee goes back to its inception in the late 1980's, and that she holds a Masters in Library Sciences. She pointed out she's been the head of the Archives Committee for most of that time.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Sarah Dunlap to the Archives Committee, TTE 02/15/23.**

Board of Health

Fred Cowan, Claudia Schweitzer

TTE 02/14/23

**Mr. Cowan** noted he's lived in Gloucester since 1979, and has been on the Board of Health since Mayor Tobey appointed him to the Board. He touched on the Board's process to move projects forward in a timely fashion.

**Councilor LeBlanc** expressed his appreciation for the Board's work particularly for its Septic Subcommittee and the loan fund for those who meet the qualifications with failed septic systems that must be replaced. **Councilor Gilman** offered that she is always impressed with the professionalism and the depth of the content and research of the Board. **Councilor Nolan**, noting that most of Ward 5 is on private sewer, the recent infusion of \$2 million by the city into the Septic Loan Fund was timely and serves an important purpose for homeowners with failed systems.

**COMMITTEE RECOMMENDATION: On a motion by Councilor, seconded by Councilor, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Fred Cowan to the Board of Health, TTE 02/14/23.**

**Ms. Schweitzer**, also a long-term member of the Board, touched on her background as a psychotherapist for 35 years, noting Mayor John Bell appointed her to the Board to represent the mental health needs of the community. She expressed her gratitude for the Septic Subcommittee is now formed so the Board doesn't spend the majority of time on that issue, and can spend more time on public health issues. She mentioned she is also a member of the Dental Health Center Advisory Board which provides dental services for students in the Gloucester school system. She has worked on suicide prevention with the High School and Middle School as well, she added. She conveyed that the Board works to support the staff of the Health Department whom she lauded.

The Committee thanked **Ms. Schweitzer** and **Mr. Cowan** for their work as volunteers on the Board of Health.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Claudia Schweitzer to the Board of Health, TTE 02/14/23.**

Board of Registrars

Lucia Sheehan

TTE 02/14/23

**Ms. Sheehan** touched on her work as a member of the Board of Registrars, appointed by Mayor Tobey, and works for the city as the Executive Director of the Council on Aging. **Councilors LeBlanc** and **Gilman** acknowledged the challenges that the Board of Registrars can face. **Councilor Nolan** added his thanks mentioning Ms. Sheehan's work for the Council on Aging as well.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Lucia Sheehan to the Board of Registrars, TTE 02/14/23.**

Capital Improvement Advisory Board

Jason Hakes (Note: Leonard Gyllenhaal resigned)

TTE 02/14/23

Although Mr. Hakes wasn't present, the Committee noted he was well known to them and moved his reappointment forward.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Jason Hakes to the Capital Improvement Advisory Board (CIAB), TTE 02/14/23.**

City-owned Cemeteries Advisory Committee

Carol Kelly (Alternate Member)

TTE 02/14/23

**Joanne Senos**, City Clerk noted that Ms. Kelly was unable to attend due to unforeseen circumstances highlighting that Ms. Kelly is also a full member of the Records Management Advisory Committee. Ms. Kelly's reappointment was moved forward to the Council.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Carol Kelly as an Alternate Member to the City-owned Cemeteries Advisory Committee, TTE 02/14/23.**

City Hall Restoration Commission

Craig Herrmann

TTE 02/14/23

**Mr. Herrmann** touched on his background briefly noting he is an architect, and has been a member of the City Hall Restoration Commission for the last eight years. He highlighted that it is important to keep City Hall intact as buildings of this caliber are few and far between and to maintain it as a city asset. He mentioned that the members of the Commission are a pleasure to work with.

**Councilors LeBlanc** and **Gilman** mentioned the assets of City Hall particularly the view from towers (note: towers are closed to the public). Both **Councilors LeBlanc** and **Nolan** noted another city asset in need of restoration that of the American Legion, suggesting that Mr. Herrmann's expertise might be helpful for that project.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Craig Herrmann to the City Hall Restoration Commission, TTE 02/14/23.**

Clean City Commission

Demitra Lavrakas, Zoe Murray

TTE 02/14/23

**Ms. Lavrakas** reviewed her family's background in the city briefly, noting she's been back in the city for seven years. She expressed she looked forward to continuing her tenure with the Clean City Commission which thinks outside the box.

**Councilor LeBlanc** asked Ms. Lavrakas to keep up the good work. **Councilor Gilman** noted there may be a need for assistance from Commission members to help partner with the upcoming plastic straw ban to collaborate to make the transition as smooth as possible. **Councilor Nolan** expressed appreciation for the Commission's judgement and plans to come up with a solution and forward the information to the Council and gain support for their thoughtful initiatives.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Demitra Lavrakas to the Clean City Commission, TTE 02/14/23.**

**Ms. Murray** briefly reviewed her background highlighting her work to advocate for the environment, working with the Seven Seas Whale Watch. She mentioned she started a business that repurposes marine debris which brought her to the Clean City Commission and is now the Commission's Chair. Responding to a question by Councilor Gillman, Ms. Murray commented the most frequent element in litter she finds now is "nip" bottles. She noted that the Commission is also working on an initiative to obtain covered trash and recycling bins into the city with **Councilor Gilman** offering her observations on the matter. Both **Councilors LeBlanc** and **Gilman** mentioned that the DPW is involved, and issues surrounding what happens to these containers once they go home to a residence and their maintenance of them which they discussed briefly with **Ms. Murray**.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Zoe Murray to the Clean City Commission, TTE 02/14/23.**

Clean Energy Commission

Debra Darby, Linda Stout-Saunders, Candace Wheeler

TTE 02/14/22

Ms. Darby was unable to attend the meeting due to unforeseen circumstances. As she was known to the Committee, her reappointment was put forward.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Debra Darby to the Clean Energy Commission, TTE 02/14/22.**

Ms. Stout-Saunders was unable to attend and the Committee agreed to put her reappointment forward but that if she didn't wish to continue they could withdraw her reappointment at the Council meeting of January 14<sup>th</sup>.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Linda Stout-Saunders to the Clean Energy Commission, TTE 02/14/22.**

Ms. Wheeler conveyed she's been a resident of Gloucester for 43 years with a background in municipal administration as a former Town Administrator. Upon her retirement she became a member of the Clean Energy Commission. She expressed she worked with the Kirk and Theken administration saying that the city is open and positive as to clean energy efficiency and renewable energy, pointing to the city's three wind turbines. She also mentioned the city's municipal aggregation program, a recently instituted initiative, a way to have a big effect on the overall electricity efficiency of the city and next steps once the current contract expires. She also mentioned the Commission's "admiration" for the city's Community Development Department, leading the way for these initiatives.

The Councilors expressed their admiration for the Commission's work.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Candace Wheeler to the Clean Energy Commission, TTE 02/14/22.**

**2. CC2019-042 (LeBlanc): Amend GCO Ch. 22 "Traffic and Motor Vehicles," Art. II, Div. 2 "Traffic Commission," Sec. 22-32 "Composition; appointment; terms of members"**

Councilor LeBlanc explained that this initiative should have been done some time ago. Mentioning he attended the Traffic Commission meeting several weeks ago, there were questions about enforcement and the reconfiguration of the membership will be very helpful. He advised he reached out to the Chief of Police and the DPW Director if they wanted to have representation on the Commission and both agreed it would be appropriate.

Councilor Nolan commented this initiative will enhance the membership of the Commission and offered his support with Councilor Gilman offering her support as well.

Councilor McCarthy commented that during his tenure as Interim Chief of Police this was an initiative he had tried to start for some time and conveyed he was pleased to see this move forward which will help with continuity between the Commission, the Police and Public Works Departments.

**COMMITTEE RECOMMENDATION: On a motion by Councilor LeBlanc, seconded by Councilor Gilman, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend GCO Ch. 22 "Traffic and Motor Vehicles," Art. II, Div. 2 "Traffic Commission," Sec. 22-32 "Composition; appointment; terms of members" by STRIKING the words "five members" and ADDING in its place as follows: "seven members comprised of a member of the Fire Department, Police Department, Department of Public Works and four resident members who shall be at-large members. These members shall be...."**

This matter will be advertised for public hearing.

**3. CC2019-043 (LeBlanc/Gilman): Amend the September 25, 2018 City Council Rules of Procedure by ADDING to Rule 1: Meetings" a new subsection (F) re: Councilors prohibited from using cellphones during City Council meetings**

Councilor LeBlanc advised this amendment to the Council's Rules of Procedure is for transparency sake as there may be a perception of a conflict that Councilors are receiving information during a meeting that the public hasn't had an

opportunity to see. If a Councilor wishes to take photographs during a commendation presentation or to use a phone in an emergency situation is understandable, he conveyed, and that this is following Open Meeting Law.

**Councilor Gilman** offered that this will show that the Council is listening and concentrating listening to those present at the Council meetings and their peers, and is a matter of being respectful to those in attendance and to fellow Councilors. She voiced her support of the initiative saying this is the right thing to do having surveyed best practices.

**Councilor Nolan** mentioned that he'd read articles on this issue and has heard from members of the public that have voiced their concern to him. The basic premise, he pointed out, is for Councilors to pay attention to what is happening in front of them, and if there is any communication, it opens up the issue of transparency, and it is better that cell phones aren't utilized. He offered his support to move the matter to Council.

**Councilor LeBlanc** added that if a Councilor has something on their phone, such as research into a matter that is before the Council and they need to draw it up, they can say they are doing so through the Chair.

**COMMITTEE RECOMMENDATION: On a motion by Councilor Gilman, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council Amend the September 25, 2018 City Council Rules of Procedure by ADDING to "Rule 1: Meetings" a new subsection "(F)" as follows:**

**"F. Use of Cell Phones Prohibited.**

**The Council's use of cell phones, during a City Council meeting, may lead to the public's perception that a Council member is not paying attention to the subject matter at hand or that a Council member is receiving information relative to the subject matter at hand that other Council members and members of the public are not receiving, either one of which is harmful to good government and transparency. Therefore, the Council's use of cell phones is prohibited during Council meetings."**

This matter will come forward under "Committee Report".

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

Respectfully submitted,

**Dana C. Jorgensson**

Clerk of Committees

**DOCUMENTS/ITEMS SUBMITTED AT MEETING:**

- Submitted by Amanda Orlando Kesterson -- Addendum to C.V.