

Planning & Development Standing Committee
Wednesday, July 21, 2021 – 5:30 p.m.
REMOTE MEETING
-Minutes-

Present: Chair, Councilor Val Gilman; Vice Chair, Councilor Jen Holmgren; Councilor Barry Pett

Also Present: Clerk of Committees, Sherry Karvelas

Applicants: Len Femino, Lone Gull 10K Road Race; Carol Pallazolla, Bim Skala Bim Movie Premiere

This meeting was conducted remotely through ZOOM
All votes conducted by ROLL CALL

Meeting called to order at 5:30 p.m.

Councilor Gilman announced this meeting is recorded by video and audio in accordance with state Open Meeting law. Consistent with Chapter 20 of the Acts of 2021, this meeting will be conducted by remote participation. Additionally, all votes taken by the Planning & Development Standing Committee during this and future remote meetings will be by roll call vote. If you are calling in on a phone you can press Star 9 (*9) to request to speak. If you are watching on a computer or device, there is a “raised hand” button that you can tap or press to request to speak. Please use either of these options during oral communications to be recognized to speak.

Councilor Gilman announced the names of the P&D Committee members in attendance (Councilors Holmgren, Pett and herself) and City staff who were attending via Zoom.

Matters were taken out of order.

1. Memorandum from the Mayor requesting street closures at Lane’s Cove for a movie production on July 27, 2021

Summary of Discussion: **Councilor Gilman** asked **Sherry Karvelas, Clerk of Committees**, to share the memorandum received from the Mayor’s Office/Community Development regarding the movie production:



To: City Clerk Joanne Senos; City Council
From: Mayor's Office / Community Development
Re: Street closures at Lane's Cove Rd (July 27, 2021)
Date: July 7, 2021

Councilors,

Please see the below details and attached documents regarding a movie production scheduled for July 27th, 2021 in the area of Lanes Cove Road, with the latest information as follows:

Film at Lanes Cove on Tuesday, July 27th 2021 from approx. 9:00am - 7:00pm. (some of these bullets may have been addressed in advance of P&D subcommittee meeting)

- Traffic control/road closed except to residents for Lane's Cove Rd at Andrews St & Duley St (for council discussion)
- Boat traffic control
- Access to public boat ramp - Harbormaster has confirmed availability
- Includes use of the Lanes Cove Fish Shack - DPW has confirmed availability

Basecamp - O'Maley on Tuesday, July 27th from 5:00am - 11:00pm

- DPW to confirm there are no other events taking place on this day and how to handle the location of busses and getting them moved

Regards,

A handwritten signature in black ink, appearing to read "Sefatia Romeo Theken".

Sefatia Romeo Theken
Mayor

Councilor Gilman stated that as Ward 4 City Councilor she has had numerous conversations with the movie producer, Chris Arena, in addition to Jill Cahill, Community Development Director, and TJ Ciaramitaro, Harbormaster, regarding the logistics of the above matter and felt comfortable moving forward. **Councilors Holmgren** and **Pett** agreed.

MOTION: On a motion by Councilor Gilman, seconded by Councilor Holmgren, the Planning & Development Committee voted by **ROLL CALL 3** in favor, **0** opposed, to permit street closures in the area of Lanes Cove Road at Andrews Street and Duley Street (except to direct abutters) for the purpose of a movie production, "Confess, Fletch," on Tuesday, July 27, 2021 from 9:00 a.m. until 7:00 p.m.

2. Special Events Application: Request for street closures: Lone Gull 10K Road Race on September 19, 2021 (rain date September 26, 2021)

Summary of Discussion: **Len Femino** stated this was the 14th running of the Long Gull 10K Road Race. He stated for the past seven years the Lone Gull 10K Road Race has had the honor of being the USATF Championship Race. He stated the race would benefit the Children's Center for Communication. **Mr. Femino** stated he was before P&D to request a street closure for Nautilus Road, which would be the

starting point for the race. **Councilor Gilman** reminded Mr. Femino that although it was not a listed condition the City reserved the right to cancel the event if necessary due to COVID.

Members of the Committee thanked Mr. Femino for his work through the years on this event.

MOTION: On a motion by Councilor Holmgren, seconded by Councilor Pett, the Planning & Development Committee voted 3 in favor, 0 opposed, to permit the Lone Gull 10K Road Race sponsored by the Children's Center for Communication to be held Sunday, September 19, 2021, from 9:00 a.m. until 10:30 a.m. with a rain date of September 26, 2021, with the following conditions:

1. **A Certificate of Insurance** naming the City of Gloucester as an additional insured party has been filed with the City Clerk's office.
2. **Road Closure Plan:**
Approvals of the Special Events Advisory Committee giving approval of the plans for the Lone Gull 10K Road Race have been given. Roads to be closed on the Back Shore are to be marked with signage directing the public as to the duration of the closure and alternate routes. Traffic and parking plan and police detail information by the Police Chief or his designee is to be filed with the City Clerk and the DPW Director or his designee on or before September 10, 2021. Nautilus Road will be closed from 8:00 a.m. until 10:00 a.m.
3. **Refuse and Comfort Stations:**
All event refuse and recycling must be removed by the organizer. If any portable toilets (with two handicapped accessible) are to be provided and maintained by the organizer, they are to be placed the evening before the day of the event or early in the morning of the day of the event and removed by 1:00 p.m., Sunday, September 19, 2021.
4. **Emergency Services:**
Any EMS requirements of the City EMS Director must be met.
5. **Staffing:**
Event staff is to have cell phones and be identified by the public with distinct shirts. A list of event staff and their cell phone numbers is to be submitted to the Police, Fire, or DPW Departments.
6. **Notification of Immediate Abutters and Businesses to Race Route:**
Notice shall be made by the event organizer by hand or by mail no later than 7 (seven) days in advance of the event to any function halls, motels and hotels, and other businesses along the race route.
7. **Responsibility of the Children's Center for Communication:**
It is the sole responsibility of the Children's Center for Communication to ensure that all required documentation is timely filed with the appropriate City departments as indicated. Failure to comply with any conditions precedent may result in permit revocation. Any changes to the route must receive prior approval from the Police and Fire Departments.

3. Special Events Application: Request for street closures re: Bim Skala Bim Movie Premier on August 25, 2021

Summary of Discussion: Carol Pallazolla stated she was considering moving the movie event until after Bim Skala Bim's concert at Stage Fort Park on August 26, 2021, but since she was unsure the Committee voted for the street closure while Ms. Pallazolla confirmed her plans. **Councilor Gilman** explained to Ms. Pallazolla that she would need to reach out to the City Clerk's office for any changes to the event. **Councilor Gilman** also reminded Ms. Pallazolla that the City reserves to cancel the event if necessary due to COVID.

MOTION: On a motion by Councilor Holmgren, seconded by Councilor Pett, the Planning & Development Committee voted 3 in favor, 0 opposed, to approve a Special Events Permit to hold the Bim Skala Bim Movie Premiere on August 25, 2021 during the hours of 7:30 p.m. until 9:00 p.m. with the following conditions:

1. Harbor Loop to be closed to two-way traffic beginning at the Buoy, past the Coast Guard Station, leaving the entrance to 11 Harbor Loop open and accessible, and ending at the Building Center. The movie will be set up on one side of the road so as to have one-way traffic;
2. Harbor Loop will be one-way traffic from 6:00 p.m. until 10:00 p.m. for setup and breakdown;
3. Applicant to notify all abutters of the closed area of Harbor Loop two weeks in advance of the event;
4. This event is covered under the City of Gloucester's liability insurance policy as a city-sponsored event.

MOTION: On a motion by Councilor Pett, seconded by Councilor Holmgren, the Planning & Development Committee voted by ROLL CALL 3 in favor, 0 opposed to adjourn the meeting at 6:01 p.m.

Submitted by: Sherry Karvelas, Clerk of Committees

Documents submitted at the meeting: None.

Meeting Recording: <http://gloucester-ma.gov/1097/Past-Remote-Public-Meetings>