

**Special Ordinances & Administration Committee**  
Tuesday, January 17, 2023 – 6:00 p.m.  
**Harbormaster’s Conference Room, 19 Harbor Loop**  
**and via Zoom**  
-Minutes-

**Present (in person): Chair, Councilor Sean Nolan; Councilor Frank Margiotta**

**Present (remotely): Vice Chair, Councilor Jamie O’Hara**

**Other Councilors present (in person): Council President Val Gilman**

**Other Councilors present (remotely): Councilor Jeff Worthley**

**Also Present (in person): Clerk of Committees, Sherry White**

**Also Present (remotely): City Clerk, Joanne Senos; CAO, Jill Cahill**

**The meeting was called to order at 6:00 p.m.**

*This meeting was conducted in person and remotely through ZOOM. All votes conducted by ROLL CALL.*

**Chairman, Councilor Nolan** announced: “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 “raise hand” button that you can tap or press to request to speak. Please use either of these options to be recognized to speak.”

**Councilor Nolan** announced the names of City councilors and City staff in attendance.

**1. Boards, Committees and Commissions**

**New Appointments**

**Archives Committee                      Elaine MacIsaac                      TTE 2/14/25**

**Summary of Discussion:** **Ms. Elaine MacIsaac** stated that she was born and raised in the City and had worked for the schools for many years. She stated that she has now found the time to volunteer and thoroughly enjoys the work in the Archives Department.

**Councilor Jamie O’Hara** joined the meeting at 6:02 p.m.

**COMMITTEE RECOMMENDATION:** **On a motion by Councilor Margiotta, seconded by Councilor Nolan, the Ordinances & Administration Committee voted by ROLL CALL 2 in favor, 0 opposed, 1 (O’Hara) technical difficulties, to recommend that the City Council appoint Elaine MacIsaac to the Archives Committee, TTE 2/14/25.**

**Board of Health                      Thorsen Akerley                      TTE 2/14/26**

**Summary of Discussion:** **Mr. Thor Akerley** stated that he was born and raised in the City and worked for the Gloucester Health Department about five years ago as the Title V Inspector and Sanitarian. Since then, he stated that he has worked at a civil engineering firm doing environmental consulting and septic system work, design and permitting.

The **Members of the O&A Committee** thanked **Mr. Akerley** for his willingness to serve. The **CAO, Jill Cahill**, recognized **Mr. Akerley's** background and thanked him for volunteering.

**COMMITTEE RECOMMENDATION:** On a motion by Councilor Margiotta, seconded by Councilor Nolan, the Ordinances & Administration Committee voted by **ROLL CALL 3** in favor, **0** opposed, to recommend that the City Council appoint **Thorsen Akerley** to the Board of Health, **TTE 2/14/26**.

Without objection, at 6:11 p.m. the O&A Committee took a brief recess to allow **Councilor O'Hara** to rejoin the meeting via phone as he was experiencing technical difficulties.

**Clean City Commission**

**Haley Philbrook**

**TTE 2/14/25**

**Summary of Discussion:** As **Ms. Philbrook** was not in attendance, her appointment was continued until the February 6, 2023, O&A meeting.

**Committee for the Arts**

**Christopher Griffith** (alternate member) **TTE 2/14/26**

**Summary of Discussion:** **Mr. Christopher Griffith** stated that he is the Managing Director at Gloucester Stage Company, lived in the City for over five years and that he is originally from Indiana. He stated that his background is in business in the arts industry and stated that art and culture are a big part of the City's heritage, as well as part of the City's economic drive. He also stated that he has experience with large grant funding and hopes to apply that experience to the Committee for the Arts to bring in funding.

The Members of the O&A Committee thanked **Mr. Griffith** for his willingness to serve.

**Councilor O'Hara** rejoined the meeting at 6:15 p.m.

**COMMITTEE RECOMMENDATION:** On a motion by Councilor Margiotta, seconded by Councilor Nolan, the Ordinances & Administration Committee voted by **ROLL CALL 2** in favor, **0** opposed, **1** (O'Hara) technical difficulties, to recommend that the City Council appoint **Christopher Griffith** (alternate member) to the Committee for the Arts, **TTE 2/14/26**.

**Committee for the Arts**

**David Calvo**

**TTE 2/14/26**

**Summary of Discussion:** **Mr. David Calvo** stated that he has been a woodcarver and sculptor as his only profession. He stated that since he has been in the City since the 1990s he has noticed changes in the arts and that they have dwindled and that he feels it is time to take a more active role in the City's art culture.

**COMMITTEE RECOMMENDATION:** On a motion by Councilor Margiotta, seconded by Councilor O'Hara, the Ordinances & Administration Committee voted by **ROLL CALL 3** in favor, **0** opposed, to recommend that the City Council appoint **David Calvo** to the Committee for the Arts, **TTE 2/14/26**.

The Members of the O&A Committee thanked **Mr. Calvo** for his willingness to serve.

**EDIC**

**Rob Gordon**

**TTE 7/1/26**

**Summary of Discussion:** As **Mr. Gordon** was not in attendance, his appointment was continued until the February 6, 2023 O&A meeting.

2. **CC#2022-004 (Gilman/Nolan/Memhard): Ordered that the City Council audit and amend the GCO to be consistent with new resident parking regulations adopted by the City Council on May 25, 2021 (Cont. from 12/5/22)**

**Summary of Discussion:** Councilor Gilman suggested that Councilors Nolan, Memhard and herself have a posted meeting to be used as a working session for this matter, with help from the Clerk's office. Councilor Nolan agreed.

This matter was continued until the March 6, 2023, O&A meeting.

3. **CC#2022-028 (Worthley): Amend GCO Ch. 5 "Building and Building Regulations" Article IV "Construction of City-Owned Buildings" by adding a new Sec. 5-62 (Cont. from 12/5/22)**

**Summary of Discussion:** This matter has been continued until the February 6, 2023, O&A meeting.

4. **CC#2023-002: (Gilman/Nolan): Amend GCO Ch. 21 "Streets, Sidewalks and Other Public Places," Art. IV – Repair of Private Ways, Sec. 21-83 "Temporary Repair" by ADDING new subsections (d) and (e)**

**Summary of Discussion:** This matter has been continued until the March 6, 2023, O&A meeting.

5. **CC#2023-003 (Gilman/Nolan): Amend GCO Ch. 21 "Streets, Sidewalks and Other Public Places," Article IV – Repair of Private Ways, Sec. 21-81 "Permanent Construction or repair" by ADDING "Consistent with Massachusetts General Law (MGL), the city cannot make permanent repairs to private roads using public funds"**

**Summary of Discussion:** This matter has been continued until the March 6, 2023, O&A meeting.

6. **CC#2023-004 (Gilman/Nolan): Amend GCO Ch. 21 "Streets, Sidewalks and Other Public Places," Art. I – In General, Sec. 21-1 "Prerequisites to acceptance of ways"**

**Summary of Discussion:** This matter has been continued until the March 6, 2023, O&A meeting.

**MOTION:** On a motion by Councilor O'Hara, seconded by Councilor Margiotta, the Ordinances & Administration Committee voted by ROLL CALL 3 in favor, 0 opposed, to adjourn the meeting at 6:29 p.m.

Submitted by Sherry White, Clerk of Committees

**Documents submitted at the meeting:** None.

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