

CITY COUNCIL STANDING COMMITTEE
Ordinances & Administration
Monday, June 4, 2012 – 6:00 p.m.
1st Fl. Council Conference Rm. – City Hall
-Minutes-

Present: Chair, Councilor Sefatia Theken; Councilor Steven LeBlanc, Jr.; Councilor Joseph Ciolino (Alternate)

Absent: Councilor Whynott

Also Present: Councilor McGeary; Linda T. Lowe, City Clerk; Robert Ryan; Suzanne Egan; Assistant Superintendent Brian Tarr; Dale Brown; Bill Sanborn; Jim Duggan; Mike Hale

The meeting was called to order at 6:02 p.m. Items were taken out of order.

1. Continued Business (all matters under this heading continued from 5/14/12):

A) Appointment:

Tourism Commission TTE 02/14/2013 Wendie Woodman DeMuth

The Committee questioned Ms. DeMuth on her background and professional experience; whether she had taken the State Ethics test and filed it with the City Clerk and understood the State open meeting law. **Ms. DeMuth** stated her willingness to serve on the Tourism Commission based on her extensive background in public relations working with state government and private businesses and added her skills would add value to the Commission. She owns a photography gallery on Rocky Neck. She attended a meeting in February of the Tourism Commission at the behest of Laurie Anderson, a Tourism Commission member who heard her comments at a Seaport DMO “mug up” and learned of her interest. Ms. DeMuth suggested the use of the limited funding available to hire a consultant who attends to the Commission's needs; and further that it didn't make sense to have so many agencies trying to put marketing communications dollars in different directions, all with the best intentions but pool their resources and aiming for one direction with a consistent singular message. **Councilor Ciolino** discussed with **Ms. DeMuth** about the workings of the Tourism Commission. The Councilor commented absenteeism has been a problem with the Commission in the past. He also commented there will be an action plan that needs to be developed by the Commission and a prioritization of their goals. **Councilor LeBlanc** welcomed Ms. DeMuth to the Tourism Commission. **Councilor Theken** stated that the Tourism Commission is underfunded at this time. She wanted to see programmatic solutions coming from the Commission and to have one web site for the City for tourism and not under several groups. **Ms. DeMuth** stated she's only new once; and therefore, objective once. Her objectivity is based on her professional background; not her familiarity with Gloucester which she saw to be of value. The reason to hire a consultant is to pay for objectivity. She wished to pursue her time on the Commission from that objective basis. **Councilor Ciolino** noted there is a consultant under contract working with the Administration at this time for tourism. **Councilor Theken** asked who the agency is for the PR for Tourism. **Jim Duggan**, CAO responded they recently hired Mills & Co. which is for the entire City to herald its successes; tout the visitor based economy, cruise ships; Gorton's, Inc.; public relations for the entire City. The contract was signed just last week. This is strictly handled through the Administration who will keep the Committee updated.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to appoint Wendie Woodman DeMuth to the Tourism Commission, TTE 02/14/13.

B) CC2012-024 (McGeary) Amend GCO Chapter 22, Sec. 22-159 (Parking Prohibited between certain hours on certain days) Sec. 22-267 (One-Way Streets Generally), Sec. 22-265 (Turning Movements-Generally) Re: Davis Street Extension & Chapel Street

Councilor Theken expressed she received good responses by email from folks living in the affected area around the school in favor of the temporary traffic measures to ease congestion and ensure safety, and expressed they'd like to see the changes made permanent. **Councilor McGeary** stated he shared several emails with the Traffic Commission that people who were initially opposed changed their minds; and that the general response has been good. This is a public safety issue; it is now much safer for the children. **Robert Ryan**, Traffic Commission chair

stated for the last 60 days through the efforts of Councilor McGeary, Assistant Superintendent Brian Tarr; Police Lt. Aiello, Principal Greg Bach (of East Gloucester Elementary School); Kathy Verga, School Department Transportation Director; Mike Hale, DPW Director have all worked together on the flow of traffic on Chapel Street making it one way 8:00 to 8:45 and 2:00 p.m. to 2:45 p.m.; and the no parking on the Davis Street Extension has worked extremely well. There have been mostly favorable comments from parents and people in the neighborhood. There was only one negative comment on Chapel Street for one inconvenienced resident in the morning hour, coming out of their house at 8:15 a.m. and having to go up easterly turning right onto Davis Street, turning down Highland Street and then onto East Main Street. However, this is a compromise for the safety of the children; and reiterated the temporary measures which they wish to make permanent have worked very well. **Councilor McGeary** stated folks were concerned getting caught behind school busses. These changes make it easier for the buses to get into the school so they don't get hung up on Chapel Street. He conveyed that Principal Bach, who was unable to attend this evening's meeting, endorsed the ordinance amendments. Principal Bach worked very hard with the Traffic Commission. **Mr. Ryan** stated not only did the Commission vote unanimously for these amendments, he met with Principal Bach and Mike Hale about staff parking needs. The school needs parking spaces for 34 staff members, but only has 14 at this time. Mr. Hale is having a traffic engineer put together a plan to carve out a small area of the playground to make another 14 to 16 more spaces available for staff. After he returns with a plan for the staff parking, they will approach the Council to determine where the funding would come from (whether DPW, General Fund or another funding source) to make the changes for the parking area. **Mary Ann Albert Boucher**, resident of Mt. Pleasant Avenue and part owner of building on 6 Davis Street Extension stated she and her brother have tried for 20 years to get the traffic patterns changed. She stated the residents of the Davis Street Extension are "thrilled" with the improvements. Since the ball field has been taken away by the new playground, they're hoping they add new parking spaces for the teachers. It was her observation that teachers take up most of the street for parking. The additional parking at the back of the school would complete what they've tried to do. **Assistant Superintendent Brian Tarr** expressed these changes had been a long time in coming. A variety of solutions had been tried. The safety of the students was the overriding factor. This plan helps the whole neighborhood; traffic flow; safety and visibility. **Mike Hale**, DPW Director stated they are looking at the parking situation right now. The ball park is not part of the school property. They will come forward with a proposal through the Administration shortly so that they can properly use a portion of the ball field for parking. **Ms. Boucher** stated there was a monument put in the playing field in honor of Mr. Parsons who donated the field to the children of East Gloucester. It is now next to a school dumpster. **Mr. Ryan** stated he and Mr. Hale spoke about it; and will move the stone and plaque 10 to 12 feet away. That will be part of the layout for the additional parking spaces.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-159 (Parking prohibited between certain hours and on certain days) by ADDING a new subsection (3) as follows:

“(3) Davis Street Extension beginning at the northwest corner of 3 Davis Street Extension and continuing southeasterly on the southerly side for a distance of 60 feet between the hours of 8:00 a.m. to 9:00 a.m. and 2:00 to 3:00 p.m. on school days when school is in session;” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-265 (Turning Movements – Generally) by ADDING: “Chapel Street at its intersection with Davis Street Extension ascending from East Main Street, right turn only between the hours of 8:00 a.m. to 8:45 a.m. and 2:00 p.m. and 2:45 p.m. on school days when school is in session. Chapel Street, at its intersection with Davis Street Extension descending from Mt. Pleasant Avenue, left turn only between the hours of 8:00 a.m. to 8:45 a.m. and 2:00 p.m. to 2:45 p.m. on school days when school is in session;” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-267 (One-Way Streets – Generally) by ADDING: “Chapel Street, in an easterly direction, from the intersection of East Main Street to Davis Street Extension during the hours of 8:00 a.m. to 8:45 a.m. and 2:00 p.m. to 2:45 p.m. on school days when school is in session. Chapel Street, in a westerly direction,

from Mt. Pleasant Avenue to Davis Street Extension during the hours of 8:00 a.m. to 8:45 a.m. and 2:00 p.m. to 2:45 p.m. on school days when school is in session. Davis Street in a southerly direction, from its intersection with Davis Street Extension to Highland Street during the hours of 8:00 a.m. to 8:45 a.m. and 2:00 p.m. to 2:45 p.m. on school days when school is in session;” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-267 (One-Way Streets – Generally) by DELETING: “Chapel Street, from Davis Street Extension to the intersection with East Main Street during the hours of 7:30 a.m. to 8:30 a.m. and 1:30 p.m. to 2:30 p.m. on school days when school is in session;” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

Councilor McGeary thanked Ms. Boucher for working with him and seeing this matter to completion.

- C) CC2012-025 (McGeary) Amend GCO Chapter 22, Sec. 22-270.1 (Resident Sticker Parking Only) re: Farrington Avenue (Cont'd from 05/14/12)

Councilor McGeary stated this was a suggestion of several constituents who use Niles Beach; and that now that Niles Beach has been “discovered” that when other beach parking lots are full, a lot of out-of-town visitors go to Niles. But because the beach parking is so limited often residents can’t find a place to park. This is parking with a plain \$5 resident sticker and not a beach parking sticker; the idea that residents and taxpayers should have space reserved for them on this particular stretch of roadway, Farrington Avenue from its intersection with Easter Point Boulevard up to its intersection with St. Louis Avenue. It will create about 20 more spaces for cars. **Mr. Ryan** stated the Traffic Commission unanimously endorsed the order as written at their May 31st meeting. The model was the area surrounding Plum Cove Beach where street parking is reserved for “resident sticker parking only”. **Mr. Ryan** stated at the May 31st meeting of the Traffic Commission the order was unanimously supported. On inquiry by **Councilor Theken**, **Councilor McGeary** informed the Committee that the CFO informed him that the new \$5 resident stickers are at the printers and should be available within a week or two. The stickers are \$5 for five years. **Mr. Ryan** commented all the seasonal parking restrictions are May 1st to September 15th rather than May 15th (as shown in the Council Order) to tie into all the other seasonal parking; and they put a time limit of 6 a.m. to 5 p.m. The north side of Farrington Avenue is open to anyone on a first come/first served basis and so does not exclude anyone not from Gloucester. There was concern expressed at the Traffic Commission meeting when mass is underway at St. Anthony’s By the Sea (at the corner of St. Louis and Farrington Avenues). **Councilor Theken** suggested a memo could be sent to the Police Department regarding church parking. The church should also be notified so they can let their parishioners know also. **Ms. Lowe** noted in Sec. 22-270.1 this amendment will be the only one which would have the seasonal and hourly restriction on it; none of the other provisions in that section have the added restrictions of seasonal and time limits. Signs will need to be posted stating all of the specific parking rules or the police will not be able to ticket vehicles in violation of the new time and seasonal restrictions. **Councilor Ciolino** asked the Committee to have the Traffic Commission to come back and let them know how it works out.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-270.1 (Resident Sticker Parking Only) by ADDING: “Farrington Avenue, southerly side from its intersection with Eastern Point Boulevard to its intersection with St. Louis Avenue from May 1 to September 15 during the hours of 6:00 a.m. to 5:00 p.m.” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

- D) CC2012-026 (McGeary) Amend GCO Chapter 22, Sec. 22-270 (Parking prohibited at all Times) re: Eastern Point Road (Cont'd from 05/14/12)

Councilor McGeary stated this was put in by the request of a constituent. The Traffic Commission was against this. The street is too narrow. **Mr. Ryan** stated the Traffic Commission felt this part of the road is too narrow and unsafe to park cars where this order recommends.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino the Ordinances & Administration Committee voted 0 in favor, 3 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-270 (Parking Prohibited at All Times) be AMENDED by DELETING: “Eastern Point Road, westerly side from the beginning of the white fence at Flat Wonson Cove (near Pole #2651) to end of the white fence (near Pole #2648) approximately 220 feet in a southerly direction”.

This matter is considered closed.

- E) CC2012-027 (McGeary) Amend GCO Chapter 22-287 (Disabled veteran, handicapped parking) re: Eastern Avenue #19 (Cont'd from 05/14/12)

Mr. Ryan explained Mr. Marshall appeared before the Traffic Commission at their May 31st meeting. He demonstrated the need for the handicapped parking space; and both he and his son living at this address have handicapped placards. There is definitely a need with a business across the street from this location with people parking in front of their home making their transition in and out of their home difficult. The Traffic Commission endorsed the amendment to the ordinance for the creation of the handicapped space at Eastern Avenue #19 unanimously as written.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to AMEND the Gloucester Code of Ordinances, Chapter 22, Sec. 22-287 (Disabled veteran, handicapped parking) by ADDING: “one handicapped parking space in front of Eastern Avenue #19” AND FURTHER TO ADVERTISE FOR PUBLIC HEARING.

- F) CC2012-007 (Tobey/Verga) Establishment of ordinance for process to review and accept proposed donations to or installations of public art in the City of Gloucester (Cont'd from 04/30/12)

Councilor Theken was informed by the Clerk of Committees that Councilor Tobey, a co-sponsor of the Council Order, expressed by email he had no changes to the language which he had seen prior to the meeting and asked that the ordinance amendment be moved forward. **Dale Brown** stated that she and Judith Hoglander were asked by the Committee for the Arts to work on the language for an ordinance amendment in consultation with the City Solicitor and are satisfied with the draft language. **Suzanne Egan**, City Solicitor enumerated two small changes to the draft ordinance language; and stated this revised language limits the Committee for the Arts jurisdiction from looking at structures with artwork on it. Rather, it is about artwork installed on City land and this is what has come out of it. The Committee for the Arts looks at the proposal; makes a recommendation to the Mayor; and then the Mayor makes a recommendation to the Council to accept a donation of art. This ordinance amendment would help make for a smoother process. This is about siting, design, appropriateness of public art on City property. Subsection (c) exempts the temporary installation of artwork for school age children. **Councilor Theken** asked about the donation of paintings to the City, as an example; and asked how the donation would go through the new process. **Ms. Egan** stated the Committee for the Arts would look at the art, where it would be proposed to be placed and make a recommendation to the Mayor. **Councilor Ciolino** noted the Heritage Center is putting in a compass rose on public land and they have a license to do this. **Ms. Brown** commented that was a complicated issue and ended up going through Land Disposition. **Ms. Egan** stated this went to Land Disposition because it was a licensing agreement. The Heritage Center has the option of donating that piece of art to the City. If and when they should do that, then the Committee for the Arts would have a say in the matter; but at this time, the glass sculpture is not donated. **Ms. Brown** felt in that instance it was not a major issue, and that an appropriate, objective process was gone through. She added that the next issue to possibly activate this new process is installation of art for the Harbor Walk; and that the Committee for the Arts would have input in that instance.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to Amend the Gloucester Code of Ordinances, Chapter 2. Article V. Division 10. COMMITTEE FOR THE ARTS, Section 2-508 by DELETING Section “b)” in its entirety and ADDING a new subsection “b)” and by ADDING a new subsection “c)” as follows AND FURTHER TO ADVERTISE FOR PUBLIC HEARING:

- b) **No work of art, monument or ornament of art shall be placed on any public ways or on any public lands other than cemeteries and no work of art or object of decoration shall be placed in or upon any public or municipal building or be removed, relocated or altered unless the design thereof or the action to be taken therewith shall have been reviewed by the Committee for the Arts. For the temporary installation of a work of art, the Committee shall make a written recommendation to the mayor within 45 days of its submission. For the permanent installation of a work of art, the Committee shall make a written recommendation to the mayor within 90 days of its submission to the Committee.**
 - c) **Temporary installations of art work of school age children shall be exempt from the provisions of this section.**
- G) CC2011-053 (Verga/Tobey) Establishment of City Ordinance re: Securing and Maintaining Vacant Properties and Properties in the Process of Foreclosure (cont'd from 04/02/12)

Mr. Sanborn stated the City Solicitor has reviewed the draft language and he expressed his feeling that the draft language presented to the Committee is ready to see it move forward to the Council. **Ms. Egan** agreed and briefly reviewed the few changes to the draft language in Sec. 5-31 Definitions related specifically to what is the definition of a vacant building adding within the text "and/or" and that one condo unit is not considered a building on its own. Sec. 5-33 Registration Fees is setting a time period within each of the registrations has to be paid; and touched upon the addition of Sec. 5-37. **Councilor Ciolino** commented about the fees and felt after the fourth year the fee should go up once again. He suggested it should be higher. **Mr. Sanborn** noted with most of the properties in the current economy banks/owners can't do anything with them. They're trying to capture the bank foreclosures which are the biggest issue. A bank can't legally do anything until they go through their process which can take several years. Banks have a real estate company that handles these properties. But other banks make it almost impossible to find who owns the properties because they're in the midst of the ownership process. Long standing buildings that are vacant - Empire, Omni-wave are being paid for and cleaned up; Columbia Street is with the outside attorney to get an order to have that particular building torn down. There is a lot of work that goes into this process on the City's part. They have a part-time position that will be funded out of this program. He expressed his endorsement of the proposed ordinance amendments.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to AMEND the Gloucester Code of Ordinances Chapter 5. Article II. Division 3. VACANT BUILDINGS by DELETING Sec. 5-31. Definitions in its entirety and ADDING a new Section 5-31 Definitions as follows AND FURTHER TO ADVERTISE FOR PUBLIC HEARING:

Section 5-31. Definition

For purposes of this Ordinance, a "vacant" building means any commercial building in which no person or entity actually conducts a lawfully licensed business in such building; or any residential building in which no person lawfully resides in any part of the building; or a mixed use building in which neither a licensed business nor a lawful resident exists. Further, any building in which more than one half of the total exterior windows and/or doors are broken, boarded or open without a functioning lock shall be deemed "vacant" regardless of occupancy. A condo unit is not considered a building on its own.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to AMEND the Gloucester Code of Ordinances Chapter 5. Article II. Division 3. VACANT BUILDINGS by DELETING Sec. 5-31. Definitions in its entirety and ADDING a new Section 5-33 Registration Fees as follows AND FURTHER TO ADVERTISE FOR PUBLIC HEARING:

Section 5-33. Registration Fees

A registration fee will be due 90 days after a building has been determined to be vacant. If said building remains vacant thereafter, an annual registration fee will be due on November 15 of each calendar year. The owners of any vacant building shall pay to the Inspectional Services Department a registration fee to cover

the administrative cost of monitoring and enforcing proper maintenance of buildings under the vacant building ordinance. The annual registration fee shall be based on the duration of the vacancy as of November 15 each year according to the following schedule.

Residential Buildings containing up to three dwelling units, the registration fee shall be:

\$500.00 - For properties that have been vacant for less than one year.

\$1,000.00 - For properties that have been vacant for one year or more but less than two years.

\$2,000.00 – For properties that have been vacant for two years or more but less than three years.

\$3,000.00 – For properties that have been vacant for three years or more.

Commercial Buildings including residential with 4 or more dwelling units, and mixed use that are less than 7,500 ft. of floor area, the registration fee shall be:

\$500.00 - For properties that have been vacant for less than one year.

\$1,000.00 - For properties that have been vacant for one year or more but less than two years.

\$2,000.00 – For properties that have been vacant for two years or more but less than three years.

\$3,000.00 – For properties that have been vacant for three years or more.

For any Commercial Building over 7,500 sq. ft of floor space, the following formula shall be added to the above registration fees: sq. ft area of floor space x \$.20 = \$ Amount. This extra fee would be justified by the work involved by the inspector to verify that both the sprinkler and fire alarm systems are maintained.

A failure to timely pay the registration fee shall be a Violation of the City of Gloucester Code of Ordinances. The full fee shall be deemed an assessment resulting from a Violation of this Ordinance. Said fee shall be a municipal charges lien and shall be collected in accordance with M.G.L. Ch. 40, Sec. 58.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to AMEND the Gloucester Code of Ordinances Chapter 5. Article II. Division 3. VACANT BUILDINGS by ADDING a new Section 5-37 Removal of Building from List as follows AND FURTHER TO ADVERTISE FOR PUBLIC HEARING:

“Section 5-37 Removal of Building from List

A building may be removed from the vacant building list by:

- 1. Building being sold**
- 2. Building permit being issued**
- 3. Building being demolished**
- 4. Building being occupied – owner must notify the Inspector of Buildings in writing**

Sections 5-37 – 5-39. Reserved. Replace with Sections. 5-38 – 5-39. Reserved and Amend Sec. 1-15 to change Sec. 1-36 to Sec. 1-37.”

H) CC2012-022 (Tobey) Amend GCO Sec. 22-289 re: Main Street Parking Meter Time Limits (Cont'd from 04/30/12)

This matter is continued to July 2, 2012.

2. **Reappointment:** **Gloucester Housing Authority** **TTE 05/28/17** **Andrew C. Nickas**
 New Appointment: **Conservation Commission** **TTE 02/14/15** **John Feener**

Councilor Theken and the Committee questioned whether Mr. Nickas wished to continue to serve on the Gloucester Housing Authority which Mr. Nickas indicated he did. He was thanked by the Committee for his continuing service to the community. The Gloucester Housing Authority is run by the State, and Mr. Nickas represents the City, and is its voice; and a good one at that. She complimented **Mr. Nickas** for his commitment to the GHA as did **Councilor Ciolino**.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to reappoint Andrew C. Nickas to the Gloucester Housing Authority, TTE 05/28/17.

New Appointment: Conservation Commission TTE 02/14/15 John Feener

Councilor Theken and the Committee discussed with Mr. Feener his desire to serve the City as a member of the Conservation Commission (ConCom). They agreed his professional background as an arborist would be well suited to enhance the work of ConCom. **Mr. Feener** noted he was formerly a member but had too many professional conflicts and left that Commission in March 2011. He now works for the Town of Ipswich in the Forestry Department. **Councilor Theken** commented ConCom work is not easy and is a hard-working group of volunteers. **Mr. Feener** expressed he is a “green guy”; and having lived in Gloucester his whole life knows so many of the folks involved and who come before the Commission. **Councilor Ciolino** commented that ConCom can be intimidating to applicants; and asked that Mr. Feener be patient and help folks along through the process so that the Commission is “consumer friendly.” **Mr. Feener** stated things like mitigation can be intimidating and is working with the Conservation Agent to make it easier for applicants to be prepared before they face the Commission with their application.

MOTION: On motion by Councilor LeBlanc, seconded by Councilor Ciolino, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend to the City Council to appoint John Feener to the Conservation Commission, TTE 02/14/15.

3. **CC2012-028 (Verga) Amend GCO Sec. 22-269 entitled “Stop Signs re: Paws Way**

Mr. Ryan stated this order is to place a stop sign at Paws Way and Beechbrook Road. The animal shelter just built a new facility there which recently opened adjacent to the cemetery. Paws Way is the first left going into the cemetery. People are now exiting from the animal shelter and going onto the main road without stopping. A constituent of Councilor Verga’s asked the Councilor to initiate the order which the Traffic Commission supports for stop sign being put in place. **Mr. Hale** explained this is not a road at all; it is a long private driveway for the shelter. And the parcel the animal shelter is on is not public property either. The Animal Shelter can place the sign on their property. **Councilor Theken** asked that this information be conveyed to Councilor Verga so that he may inform his constituent who brought this to his attention and let the Animal Shelter know also.

The Committee took no action on this matter.

4. **Addendum to Mayor’s Report for the May 22, 2012 City Council Meeting re: Mayor’s decision to allow remote participation by the City Council and City Council Standing Committees**

Ms. Lowe stated that remote participation [in meetings] is part of the 2010 amendment to the Open Meeting Law. The Attorney General’s office has rules on remote participation which provide that the decision whether to use it was up to the Chief Executive which meant in a City the Mayor decides. Mayor Kirk made the declaration just recently. The question is now do you have rules and procedures in place, and how is it implemented with regards to equipment. At the request of Councilor Tobey, she researched these two issues today. She found that the Towns of Westwood, Andover and Weston have implemented remote participation. She spoke with the Town Clerk in Andover where the Board of Selectmen voted it; so far they use their ordinary telephone system and do a conference call. And it worked. Now the Council has to determine how it is done. In the short run they could do an ordinary conference call; but they might have an ad hoc committee to explore procedural rules and implementation.

Councilor Ciolino believed they need rules and procedures and recommended the appointment of an ad hoc committee to come up with a plan. **Councilor LeBlanc** stated they can arrange this through the use of the Councilors' I-Pads. He suggested the IT Department would have to make an account for a Councilor to participate remotely through the use of I-Pads. There was a brief discussion as to the kind of equipment needed and how a clear recording of a Council or Standing Committee meeting would be made. The Committee agreed there was a need for rules, parameters and procedures and to bring a recommendation of them to the Council. They agreed also that an ad hoc committee for this purpose should be appointed. Councilor McGeary expressed an interest in assisting with this process, and believed also that it could be done with I-Pads. The Clerk's office would contact the IT Director.

MOTION: On motion by Councilor Theken, seconded by Councilor LeBlanc, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to create an ad hoc committee for the purpose of setting up remote participation rules and technology for the City Council and her Standing Committees and to appoint Linda T. Lowe, City Clerk; John Blanchard, IT Director; and Councilor Paul McGeary to the Remote Participation Ad Hoc Committee.

This matter is continued to June 18, 2012.

- 5. CC2012-023 (Verga/Ciolino) Resolution re: Equitable treatment to residents, who are City water users, Customers and water rate payers and amendment of Gloucester Code of Ordinances Sec. 23-58 to reflect The requirement of equitable treatment of all customers**

Ms. Lowe explained this matter was not previously on an O&A agenda but was forwarded from the City Council's May 22nd meeting under the heading of "For Council Vote" for further discussion. Councilor Theken had asked to have it come to the O&A Committee for clarification purposes and review. As a result of concerns expressed at the Council meeting, Councilor Verga has now put in a newly revised Council Order with language which addresses the Council concerns expressed at their May 22nd meeting. This will start the process over and come through the City Council Consent Agenda of June 12th to be referred to the O&A Committee. The revised order will give more clarity to the issue. The Committee would await the new Council Order to take up this discussion.

This matter is closed.

A motion was made, seconded and voted unanimously to adjourn the meeting at 7:55 p.m.

Respectfully submitted,

**Dana C. Jorgenson
Clerk of Committees**

ITEMS/DOCUMENTS SUBMITTED AT MEETING: None.