

**Ordinances & Administration Committee**

Monday, February 3, 2014 – 6:00 p.m.

1<sup>st</sup> Fl. Council Committee Rm. – City Hall**-Minutes-****Present: Chair, Councilor Whynott; Vice-Chair, Councilor Sefatia Theken; Councilor Jackie Hardy****Absent: None.****Also Present: Councilor Cox; Suzanne Egan; Fire Chief Eric Smith; Deputy Fire Chief Stephen Aiello, Fire Captain Tom LoGrande; Jim Duggan; John Dunn; Donna Compton; Paul Keane; Bill Sanborn; Mark Cole; Nancy Papows; Beth Ann Godhino; Jim Caulkett; Sally Polzin****The meeting was called to order at 6:00 p.m. Items were taken out of order. Councilor Cox departed the meeting at 6:20 p.m.****1. Continued Business from 01/06/14:**

- A) CC2013-058 (Cox) Amend GCO c. 22, Sec. 22-287 “Disabled veteran, handicapped parking” re: Proctor Street #12

Noting that this matter has been tabled by the Traffic Commission at the Commission’s January 30<sup>th</sup> in order to receive further information on the request, the O&A Committee continued this matter pending a recommendation from the Traffic Commission.

**This matter is continued to March 3, 2014.**

- B) New Appointment: Shellfish Advisory Commission TTE 02/14/16 William Nugent

**Mr. Nugent** said he is a lifelong resident and has dug shellfish since he was very young and holds a recreational shellfish license. He added he wished to be an active participant on the Shellfish Advisory Commission, to represent the clam diggers. It was noted he had yet to turn in his certificate of completion of the State Ethics Quiz for the City Clerk’s records and was urged to complete this task as soon as possible. He noted he had been a commercial digger as well.

**Councilor LeBlanc**, noting he holds a commercial clamming license, said there were a few things that could be tweaked for the Commission and was looking forward to some new ideas. He added that David Sargent, the Shellfish Constable, does a good job; but that there are many miles of shoreline to cover. He said he also looked forward to a new review of the clam flats opening and digging policies.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint William Nugent to the Shellfish Advisory Commission, TTE 02/14/17.**

**2. A) New Appointment: Shellfish Advisory Commission TTE 02/14/17 Roger Hussey**

**Mr. Hussey** told the Committee he had an affinity for clamming and holds a recreational clamming license. He said he would bring his experience as a mediator, group coach, newspaperman, and merchant seaman to bear with the Commission. Shellfishing, he said, helps the maritime economy thrive. His certificate of completion of the State Ethics test was on file with the City Clerk’s office, he noted.

**Councilor LeBlanc** said he would reiterate his previous comments during Mr. Nugent’s appointment discussion and added it is always nice to have fresh ideas for any Commission. **Councilor Theken** and **Mr. Hussey** also discussed his qualifications to join the Shellfish Advisory Commission which at that time she expressed concern that Mr. Hussey was overqualified for the appointment. She inquired as to the composition of the Commission and expressed her further concern as to the number of appointees and the Commission’s composition, and so would vote present pending further information.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 2 in favor, 0 opposed, 1 (Theken) present, to recommend that the City Council appoint Roger Hussey to the Shellfish Advisory Commission, TTE 02/14/17.**

*Chief Financial Officer**TTE 02/14/15 John Dunn*

**Jim Duggan, CAO**, conveyed the Mayor's apologies for being unable to attend the meeting to the Committee. He said Mr. Dunn recently started as Jeff Towne's replacement (former Chief Financial Officer). Mr. Dunn, he pointed out, has over 20 years financial director experience - with the City of Beverly, and for a few years with the City of Melrose. **Mr. Duggan** said Mr. Dunn comes highly regarded and respected by the State Bond Council as well with the bond rating agencies. He also noted he has worked with Mr. Dunn in his hometown of Beverly and saw firsthand Mr. Dunn's talents. He said that the City was fortunate to have Mr. Dunn as CFO.

**John Dunn**, appointee of the Mayor as CFO briefly reviewed his resume with the Committee which included 18 years of municipal financial leadership with the City of Beverly. He highlighted that he began his employment with the City of Gloucester within three days of leaving his position in Beverly and started right in with an auction of two City-owned properties, as well as a debt issuance this past week. He said he has a great staff and looked forward to the challenges of the CFO's position.

**Councilor Theken** and **Mr. Dunn** touched upon his working closely with the City Auditor.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint John Dunn as the Chief Financial Officer of the City of Gloucester, TTE 02/14/15.**

*Downtown Development Commission**TTE 02/14/17 Joseph Ciolino*

**Former City Councilor, Joseph Ciolino**, came before the Committee as candidate for appointment to the Downtown Development Commission (DDC). He noted that his Certificate of Completion for the State Ethics Quiz was current. **Mr. Ciolino** noted he had been a two-term Council representative to the DDC and wished to continue to be a part of the Commission, a quiet group that he said rolls up its sleeves and does its work. He is also the chair of the new Gloucester Downtown Association and was looking forward to working hand in hand with the DDC and the GDA.

**Councilor Whynott**, acknowledging that Mr. Ciolino is a well known Main Street business owner as well as a community-spirited individual and endorsed his appointment to the DDC.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council appoint Joseph Ciolino to the Downtown Development Commission, TTE 02/14/17.**

**B) Management Reappointments:****Purchasing Agent****TTE 02/14/15 Donna Compton**

**Mr. Duggan** said Ms. Compton is a long-time employee of the City. He noted she runs a two-person department and issued this past year: 16 Requests for Proposals (RFP's), 46 bids, 133 contracts, and approved about 4,000 purchase orders. He said Ms. Compton has had some very difficult RFP's to deal with in the past year - the West Parish School which is an on-going City project, the lease for the School Administration offices and pre-school and the American Legion lease.

All three Councilors lauded Ms. Compton's efforts of the past year.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Donna Compton as Purchasing Agent, TTE 02/14/15.**

**Community Development Director****TTE 02/14/15 Thomas Daniel**

**The Committee forwarded the reappointment of Mr. Daniel without objection to be taken up at City Council on February 11, 2014 when at that time Mr. Daniel would appear before the Council.**

**Chief Administrative Officer****TTE 02/14/15 James Duggan**

**Mr. Duggan** said it has been his pleasure to work with an incredible municipal team as well as the City Council, the School Committee and its Administration. It has been a cohesive relationship with the City Council and appreciated the support, he added. He said that the current team is the strongest municipal team he's seen in his 25 years experience.

**Councilor Whynott** acknowledged that the position of Chief Administrative Officer is difficult and credited him for doing a good job. **Councilor Theken** said she worked with Mr. Duggan years ago, then as a City Councilor. She said she appreciated Mr. Duggan's growth in his position, noting that he defends his team completely. **Councilor Theken** also added that there was great teamwork on issues that faced the City in the past year. She said she also agreed with Mr. Duggan that the municipal team was exceptional. **Councilor LeBlanc** added his appreciation of Mr. Duggan's work and the way in which he handles difficult situations.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint James Duggan as Chief Administrative Officer, TTE 02/14/15.**

**General Counsel**

**TTE 02/14/15 Suzanne Egan**

**Mr. Duggan** noted Ms. Egan has been a dedicated employee for a number of years who he said is a great attorney for the City. He highlighted some of her accomplishments of the past year: negotiating with National Grid on the remediation of Solomon Jacobs Park and the Harbormaster's office; and settling several long-standing neighborhood disputes. She has also successfully negotiated other issues with City employees well.

**Councilor Whynott** said he appreciated Ms. Egan's truthful answers to Councilor questions. **Councilor LeBlanc** added that he appreciated Ms. Egan's approach to difficult situations. **Councilor Theken** said it has been a pleasure to work with Ms. Egan this past year and expressed appreciation of Ms. Egan's staff.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Suzanne Egan as General Counsel, TTE 02/14/15.**

**City Engineer**

**TTE 02/14/15 Paul Keane**

**Mr. Duggan** said Mr. Keane has been with the City for three years with strong engineering credentials including a Professional Engineering stamp which the City hadn't had on staff before. He pointed out Mr. Keane has worked closely with Community Development and the team on the Beauport Hotel project in their submission. He also worked on the infrastructure project for the Fort. He has actively participated with the Governor's Hill infrastructure project where he made himself available nights and weekends as well to the neighborhood, DPW and contractors, **Mr. Duggan** said.

**Councilor LeBlanc** said Mr. Keane goes out of his way to be of assistance, pointing out his work on the Governor's Hill infrastructure project. He said he supported his reappointment.

**Councilor Theken** asked if Mr. Keane is in the loop with other City projects such as the CSO project. **Mr. Keane** noted he takes his direction from the DPW Director. He said he worked on Commercial Street and Governor's Hill infrastructure projects, but that the Combined Sewer Outflow (CSO) project was under the DPW Director's auspices. **Councilor Theken** reiterated her concern, raised the previous year during Mr. Keane's reappointment, that Mr. Keane should be familiar with all projects now underway with the DPW, pointing out that Mr. Hale is not an engineer. **Mr. Duggan** said although Mr. Hale is not an engineer he is capable of assessing the overall projects. He pointed out that it is up to the DPW Director as to how he wants to divide up the workload. He said if the engineer's opinion was needed in an emergent situation he would be called in to consult. **Councilors Whynott** and **Theken** also discussed with **Mr. Duggan** their concern the management staff of the department could be overburdened given the great number of projects facing the department in the upcoming months, to which **Mr. Duggan** said there is specific structuring of jobs so the staff isn't overloaded. He also pointed out there is also a civil engineer on staff.

**Councilor Whynott** said these issues should be discussed with Mr. Hale and not with Mr. Keane. However, he agreed that the City Engineer should have an overall knowledge of all DPW projects. **Mr. Duggan**, expressing his appreciation of the Councilors' sensitivity to the staff's workload, he pointed out he speaks constantly to Mr. Hale

on a daily basis as with all of the department heads to gauge what the staff is facing as well as regular meetings. He added that he needs to also be respectful of Mr. Hale's ability to run his department.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Paul Keane as City Engineer, TTE 02/14/15.**

**Personnel Director**

**TTE 02/14/15 Sally Polzin**

**Mr. Duggan** said that Ms. Polzin's tenure is short, but during that tenure, he said she has represented the Administration with the Public Employee Committee (PEC) negotiations regarding the City's employee health insurance conversion to the State General Insurance Commission plans. He noted this negotiated change in health insurance will yield a \$50,000 per month savings for the City. She has implemented a City-wide sick bank for City staff which was a request pending for many years, **Mr. Duggan** said. Ms. Polzin, he pointed out, applied for and received a grant enabling General Counsel and herself to attend the Mass. Commission Against Discrimination (MCAD) training for discrimination and harassment. As to the Fire Department reorganization, **Mr. Duggan** noted that Ms. Polzin was a contributing member the team who worked on it. Her office has hired 25 new employees with the City; and she has an aggressive agenda going forward, he said.

**Councilor Theken** said she had worked with Ms. Polzin on recent City healthcare issues which turned out to not a simple matter, and touched upon some of those issues with the Committee. Ms. Polzin, she said, worked through the issues well based on her experience. **Councilors LeBlanc** and **Whynott** also added their endorsement of Ms. Polzin as Personnel Director.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Sally Polzin as Personnel Director, TTE 02/14/15.**

**Building Inspector**

**TTE 02/14/15 William Sanborn**

**Mr. Duggan** highlighted that Mr. Sanborn has been a staple in the community for a number of years saying he has done a good job representing the City in enforcing the building codes, making sure he and his team is up to date on the building codes. It is a difficult position, but Mr. Sanborn is consistent, he said. Mr. Sanborn, he noted, has been an important member of a number of committees including the Newell Stadium Building Committee, and the Lanesville Fish Shack Building Committee. He pointed out that because of Mr. Sanborn, as well as Mr. Keane, they were able to challenge the original consultant's findings and recommendations for Newell Stadium which resulted changing to a new consultant. **Mr. Duggan** said Mr. Sanborn is also instrumental for the restoration of City Hall; and is very sensitive to the demands and financial limitations on the City, and so examines every way that City Hall stays in within the Building Code but still allows getting the work completed. He said Mr. Sanborn is also a critical team member for the swing space at St. Ann's School in identifying work that will need to be done by contractors to make the changes to the building in order to open it as a temporary City elementary school.

**Councilor Theken** said Mr. Sanborn's staff works hard and are constantly busy. She appreciated and held his work in high regard. **Councilor Whynott** added his appreciation for Mr. Sanborn as did **Councilor LeBlanc**.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint William Sanborn as Building Inspector, TTE 02/14/15.**

**Director of Public Works**

**TTE 02/14/16 Michael Hale**

**The Committee forwarded the reappointment of Mr. Hale without objection to be taken up at City Council on February 11, 2014 when at that time Mr. Hale would appear before the Council.**

**Assistant Director of Public Works**

**TTE 02/14/16 Mark Cole**

**Mr. Duggan** said Mr. Cole has been with the DPW since 1999. He said Mr. Cole has done an amazing job and is available 24/7. Mr. Cole is involved with all facilities, snow plow operations, and all components of the

department, he pointed out. He said the Administration has complete confidence in the event of a vacancy for Director; that Mr. Cole would be able to step into that position if that should ever happen.

**Councilors Theken, Whynott and LeBlanc** added their support of Mr. Cole. The Committee also noted Mr. Cole and Mr. Hale work as one unit, complementing each other; and knows the community very well. It was also pointed out that there is always an open line of communication with Mr. Cole.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Mark Cole as Assistant Director of Public Works, TTE 02/14/16.**

**Assessor**

**TTE 02/14/17 Beth Ann Godhino**

**Councilor Theken** said Ms. Godhino is an asset to the City Assessor's Office team. She also pointed out Ms. Godhino attends some O&A meetings to explain matters to the Committee. She added that the City is fortunate to have such a great team in City Hall. **Councilor Whynott** said Ms. Godhino was very good at her job, and **Councilor LeBlanc** added his appreciation of Ms. Godhino's work.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Beth Ann Godhino as Assessor, TTE 02/14/17.**

**C) Reappointments:**

**Zoning Board of Appeals**

**TTE 02/14/16 Leonard Gyllenhaal (Alternate member)**

**Mr. Gyllenhaal** informed the Committee he wished to continue with the Zoning Board of Appeals as an alternate member and had a Certificate of Completion for the State Ethics Quiz on file with the City Clerk's Office. He said it is a pleasure to work with the Committee. **Councilor Theken** said she appreciated Mr. Gyllenhaal's sense of fairness. **Mr. Gyllenhaal** added there was a good group on the ZBA who works toward consensus.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council reappoint Leonard Gyllenhaal to the Zoning Board of Appeals as an Alternate member, TTE 02/14/16.**

**Affordable Housing Trust**

**TTE 02/14/16 George Sibley**

**NOTE:** Mr. Sibley's reappointment was scheduled for the Committee's March 3, 2014 meeting but was taken up by the Committee this evening as he was unavailable due to business commitments over the next several months.

**Mr. Sibley**, a long-time member of the Affordable Housing Trust, reviewed the issue of funding briefly with **Councilor Theken** as well as funding sources. She asked and asked for an update to the Budget & Finance Committee on the Affordable Housing Trust and to see what projects can be worked on.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, 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 02/14/16.**

**3. Memorandum from Harbormaster re: City Council Approval for a Launch Fee Increase**

**Harbormaster Jim Caulkett** briefly explained to the Committee that the request unanimously supported by the Waterways Board vote of December 4, 2012 is to increase the Gloucester Launch fee to \$5.00 per person with a provision that passengers 12 years old and under are free which was previously voted as \$3.00. The increase is to support annual operating costs of the launch service which include: launch operator salaries, haul out/launch fees, routine maintenance and U.S. Coast Guard inspections. He pointed out a document (on file) showing the first year's operation expenses which showed the first year of operation the launch service ran in a deficit. He said it is

anticipated that while revenues will increase, the launch service will experience increased costs because of longer hours and the launch operator salary increases that the Board deemed necessary to attract qualified launch operators.

**Councilor LeBlanc** asked about financial projections justifying the raising the fee. **Mr. Caulkett** said that the launch will carry more people this year with the expansion of hours the launch runs as well as more advertising in boating magazines and also because it is becoming known this service now exists. **Councilor LeBlanc** noted transient boaters pass the City by because the perception is that the City is not boater friendly and said he looked forward to working as the Council's Waterways Board representative, having just been appointed by the Council President.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council amend the GCO c. 10 Waterways Board, Sec. 10-51(e) Fees by DELETING from "Fees for the use of the Gloucester Launch shall be Three Dollars (\$3.00) and ADDING the phrase "Fees for the use of the Gloucester Launch shall be Five Dollars (\$5.00)."**

#### **4. Memorandum from Fire Chief re: Reorganization of the Gloucester Fire Department**

**Fire Chief Eric Smith** reviewed the following information regarding the Fire Department's reorganization:

THE Fire Department's reorganization comes forward out a negotiated contract with the Local 762 firefighters union and is incorporated into the current contract. He noted this reorganization restructures the department's working groups from four groups to three, creates a new position of Assistant Chief, adds three lieutenant positions, and restores the Master Mechanic position, changing it from a union position to a civilian job. **Chief Smith** pointed out that the proposed reorganization is based on recommendations from the 2009 audit by Municipal Resources Inc., proven best practices, and ideas and suggestions from members of the department, City Administration, City Council and the general public.

Collapsing Four Groups into Three:

A three-group system in which firefighters work a 56-hour work week is the most effective and efficient schedule for delivery of municipal fire and emergency medical services. This schedule maximizes the amount of productivity a municipality can get from firefighting employees while keeping the total number of employees at a reasonable and affordable level. It will control legacy costs such as retirement and healthcare, and repetitive costs such as equipment, uniforms, radios and training while allowing the City to open the outskirt stations much more often. This takes the groups from 18 firemen to 24 firemen.

Assistant Fire Chief:

The Assistant Fire Chief position will provide a second-in-command who may assume administrative tasks, Emergency Management Director responsibilities and take control of the department in the absence of the Chief. Creation of this position was recommended in the MRI audit report. It will serve to allow the Chief to focus on efficiently operating the department, and the Deputy Chiefs to focus on their operational role of service delivery, department policies, report writing, maintenance of the stations, vehicles and equipment, daily payroll reporting and scheduling of personnel (job description on file).

Lieutenants:

By creating the position of Lieutenant it will allow for proper supervision and command of the companies assigned to the Ladder Truck and outskirt engine companies. This will give consistent identified leader of the companies and spread out other additional duties. There is a lot of interest in this position, and department firefighters have taken this exam. This will also allow for a greater ability to invest in training. This alleviates many problems that have been difficult for the department particularly in training and administration.

Master Mechanic:

The Master Mechanic position currently exists within the personnel ordinance (job description on file). In the past it was a firefighter who did the work but can't manage the fleet from shift to shift. The management of apparatus has fallen back to the Fire Chief, which took time away from other duties. The position will be filled by a civilian Master Mechanic and report directly to the Chief but will not have a supervisory role over mechanics. Requests for work to be performed by the firefighter mechanics work will go through the Chief. This position will help to alleviate a lot of mechanical problems that have hampered the department and bring preventative maintenance current.

**Chief Smith** gave a great deal of credit to the union board and the firefighters' rank and file for support of this plan in changing from four groups to three.

**Councilor Theken** and **Chief Smith** discussed the organizational chart briefly.

**Deputy Chief Stephen Aiello** said the union supports the changes that have been talked about for decades being made now through the department's reorganization. He said there has been a very cooperative effort between the Administration and the union with the common goal of getting the outskirt stations open in an affordable way for the City.

**Mr. Duggan** said on behalf of the Administration that the commitment of the union working with the Mayor and the Fire Chief was appreciated and shows that public safety are the firefighters' number one priority, and offered the Administration's thanks

**Chief Smith** noted 70 percent of all fire departments work under three groups rather than four, in response to an inquiry by **Councilor Theken** that this was an unusual organizational structure for a fire department. **Mr. Duggan** also noted that the Assistant Chief position will be filled strictly from in house.

**Councilors Theken, LeBlanc and Whynot** each gave their unanimous support of the Fire Department's reorganization plan.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Budget & Finance Committee voted 3 in favor, 0 opposed, to recommend that the City Council in connection with the Fire Department's Reorganization Plan Amend the Personnel Appendix A and B of Section 4 of the Personnel Ordinance designated as Appendix C of the Gloucester Code of Ordinances with an effective date of July 1, 2014 as follows:**

1. That Appendix A, Classification Plan, be amended by adding the title of the position of "Assistant Fire Chief;"
2. That Appendix B, Compensation Plan, be amended by setting the compensation for the position of "Assistant Fire Chief" at the pay grade level of M11.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, 1 (Hardy) recused, to recommend that the City Council in connection with the Fire Department Reorganization Plan Amend the Personnel Appendix A and B of Section 4 of the Personnel Ordinance designated as Appendix C of the Gloucester Code of Ordinances with an effective date of July 14, 2014 as follows:**

1. That Appendix A, Classification Plan, be amended by adding the title of the position of "Master Mechanic;"
2. That Appendix B, Compensation Plan, be amended by setting the compensation for the position of "Master Mechanic" at the pay grade level of M6.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend to the City Council the acceptance of the Fire Department's Reorganization Plan based on the chart and new job descriptions as submitted to the City Council on January 14, 2014 in accordance with the City Charter Sec. 7-2 with an effective date of July 1, 2014.**

5. *CC2014-001 (Verga/McGeary) Request that B&F Committee in consultation with Police Dept. and local merchants consider adopting certain days as "parking meter holidays" to begin in FY14*

**This matter is continued March 3, 2014.**

6. *CC2014-004 (Cox) Amend GCO c. 22, Sec. 22-287 "Disabled veteran, handicapped parking" re: Dale Avenue*

It was noted by the Committee that the Traffic Commission at their January 30<sup>th</sup> meeting unanimously recommended that this particular handicap space currently on the easterly side of Dale Avenue be moved across the street in order that people in a handicapped van would be able to exit onto a sidewalk instead of into street traffic.

**MOTION: On a motion by Councilor LeBlanc, seconded by Councilor Theken, the Ordinances & Administration Committee voted 3 in favor, 0 opposed to recommend that the City Council Amend GCO c. 22, Sec. 22-287 "Disabled veteran, handicapped parking by ADDING "Dale Avenue, westerly side from a**

**point beginning 120 feet from its intersection with Warren Street for a distance of 24 feet in a northerly direction (the space between the crosswalk and 10 feet from fire hydrant).”**

**A motion was made, seconded and voted unanimously to adjourn the meeting at 7:10 p.m.**

**Respectfully submitted,  
Dana C. Jorgensson  
Clerk of Committees**

**DOCUMENTS/ITEMS SUBMITTED AT MEETING: None.**