

**Ordinances & Administration Committee**

Monday, March 3, 2014 – 6:00 p.m.

**Kyrouz Auditorium – City Hall**

-Minutes-

**Present: Chair, Councilor Whynott; Vice-Chair, Councilor Sefatia Theken; Councilor Jackie Hardy****Absent: None.****Also Present: Councilor Cox; Councilor LeBlanc; Police Chief Leonard Campanello**

The meeting was called to order at 6:04 p.m. Items were taken out of order. There was a quorum of the City Council.

**1. Continued Business:**

- A) CC2013-040 (Verga) Request to review GCO Chapter 4 “Animals,” Art. II “Dogs,” Sections 4-15 to 4-22:  
**Update by Councilor LeBlanc, Council Liaison to O&A re: Ad Hoc Leash Law Committee activities.**

**Councilor LeBlanc** reviewed i that the ad hoc committee has met three times to date. He said that good progress has been made towards proposing revisions to the city’s dog ordinances. He reported that through the ad hoc committee’s research only one other community, Newburyport, had an off-leash area (not located on a public beach). He said no north shore seaside community allows dogs off leash on public beaches. The committee was divided in half regarding the addition off-leash areas on city beaches, he added. He said the two city areas the ad hoc committee is looking to designate as limited off-leash areas are Good Harbor and Wingaersheek Beach in the off season during specific daylight limits, early morning and early evening hours. **Councilor LeBlanc** also noted that the ad hoc committee would also be recommending increasing fines for ordinance violations by dog owners. He announced there will be one more meeting of the ad hoc committee and that he anticipates the forwarding recommendations to the O&A Committee in advance of its regularly scheduled meeting of March 17<sup>th</sup>.

**Councilor Theken** asked if the ad hoc committee was in receipt of a response from the Public Health Department stemming from an inquiry under Oral Communications at the most recent City Council meeting regarding the health risks of dog feces on beaches which she noted as a legitimate concern. **Councilor LeBlanc** said the matter was under advisement and that the ad hoc committee had yet to receive input from that city department.

**Councilor Whynott** inquired if the Police Chief had contributed any input to the review of the City’s Leash Law and Dog Ordinance. **Police Chief Leonard Campanello** said his Executive Officer, Lieutenant John McCarthy, is the Police Department liaison and has participated at the ad hoc committee meetings. He said he has been kept up to date on the progress of the ordinance review. He noted with Councilor LeBlanc’s leadership and input from the different organizations and city departments there will be a good compromise made.

**This matter is continued to March 17, 2014.**

- B) CC2013-051 (LeBlanc) Amend GCO c. 22 Sec. 22-200-209 “Reserved” and Sec. 22-270 “Parking Prohibited at all times” re: Draw Bridge Tender Parking (Cont’d from 01/06/14)

**Councilor LeBlanc** explained that he has yet to hear back from Mass. Department of Transportation (Mass. DOT). He said he would submit another request to Mass. DOT through State Sen. Bruce Tarr’s office immediately.

**This matter is continued to March 17, 2014.**

- C) CC2013-058 (Cox) Amend GCO c. 22, Sec. 22-287 “Disabled veteran, handicapped parking” re: Proctor St. #12 (Cont’d from 02/03/14)

**Larry Ingersoll**, Traffic Commission member, said that the requestor of a handicapped parking space at Proctor St. #12 was at the Feb. 27 Traffic Commission meeting (minutes on file). The Commission learned that the requestor did not have driveway access to their home. He said that upon hearing this information the Commission unanimously recommended the creation of the handicapped parking space, he said. He added that the Commission informed the requestor noted that while there were other handicapped spaces already on the street this particular

handicapped parking space is not a personal space but is for anyone with a valid handicapped placard, which the requestor understood.

**Mr. Ingersoll** pointed out to the Committee that the Traffic Commission is concerned about the proliferation of the number of new handicapped spaces that are being created of late in the city's neighborhoods.

**Councilor Theken** said when the Council Order first came forward, the Commission discussed with the requestor possibly putting a handicapped space in the city parking lot across the street from his home, noting that Proctor Street is a small street. The requestor rejected the proposal of a space in the City lot. She pointed out that there are four other people on that street that have handicapped placards and that they are entitled to park in the newly created space as is any motorist with a valid handicapped placard or handicapped license plate. She described the difference between the handicapped license plate and a handicapped placard which can be moved from one vehicle to another as long as the handicapped person is riding in that vehicle.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, 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, handicap parking" by adding 1 handicap parking space in front of Proctor Street #12.**

This matter will be advertised for public hearing.

- D) 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 (Cont'd from 02/03/14)

Asked by **Councilor Whynott** for his opinion regarding possible enforcement issues for a proposal of parking meter holidays, **Police Chief Campanello** said that parking meter holidays are enforceable and are reasonable requests on the department's limited parking enforcement staff. He said what would not be feasible from an enforcement standpoint is, for instance, a blanket three month period or certain hours every day for an expanded period of time. He said a designated day when parking meter fees would not be enforced is fine, but he reminded the Committee that there is still a two-hour limit for parking in force on Main Street (known as the anti-shuffling ordinance) whether or not there is a parking meter holiday.

**This matter is continued to March 31, 2014.**

## **2. New Appointments:**

*Open Space & Recreation Committee TTE 02/14/17      Jerome Goulart*

**Mr. Goulart** said he has been involved in parks and recreation for the last three years. He spoke about the revitalization of Mattos Field and his involvement with that project which he said has led him to this point. He assured the Councilors that he wants to be as involved with open spaces as he is with the recreation aspect of the committee.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Jerome Goulart to the Open Space & Recreation Committee, TTE 02/14/17**

*Community Preservation Committee TTE 02/14/17      Joseph Orlando-Planning Board Representative*

**Councilor Whynott** said Mr. Orlando is already appointed to the Planning Board and having known him for 25 years he had no problem in forwarding this appointment without his appearance. **Councilors Theken** and **Hardy** concurred.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Joseph Orlando to the Community Preservation Committee as the Planning Board Representative, TTE 02/14/17.**

*Planning Board**TTE 02/14/19**Shawn Henry*

**Mr. Henry** pointed out that he previously served from 2006 to 2010 on the Planning Board. He said this is an important board to the community. Now that his schedule has eased, he now has the time to recommit to the Board. **Councilor Theken** said she is glad to have Mr. Henry back whom she noted had an open mind on matters that had come before the Planning Board in the past.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Shawn Henry to the Planning Board, TTE 02/14/19.**

*Capital Improvement Advisory Bd. TTE 02/14/17**Cindy Wilson*

**Ms. Wilson** said that she has a great deal of enthusiasm for the community and that this is an important board which fits well with her skill set. **Councilor Theken** asked Ms. Wilson if she was ready for a role on a board that deals with the city's major projects and its investments in them. **Ms. Wilson** assured the Councilor that she was. **Councilor Theken** said Ms. Wilson will be a good asset for the CIAB and the city.

**MOTION: On a motion by Councilor Theken, seconded by Councilor , the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council appoint Cindy Wilson to the Capital Improvement Advisory Board, TTE 02/14/17.**

**3. Reappointments:***Affordable Housing Trust**TTE 02/14/16**Betsy Works Cook, Mary John Boylan*

**Ms. Works Cook** and **Ms. Boylan** were both present. **Councilor Hardy** said she has worked with Ms. Boylan on several issues and that both women's professionalism is exceptional and commended them both. **Councilor Theken** briefly discussed with Ms. Boylan parameters for use of the trust funds and a possible housing project of interest to the Councilor for the community's benefit.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Betsy Works Cook to the Affordable Trust, TTE 02/14/16.**

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

*Archives Committee**TTE 02/14/17**Sarah Dunlap, Jane Walsh, Stephanie Buck*

**Councilor Whynott** said that the Archives Committee continues to act as a supportive adjunct to the City Clerk's office. **Councilor Theken** commended the work of the Committee. **Councilor Hardy** said that the Council recognizes the storage space issue and would look forward to working with the Archives Committee on that matter.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Sara Dunlap to the Archives Committee, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Jane Walsh to the Archives Committee, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Stephanie Buck to the Archives Committee, TTE 02/14/17.**

*Board of Health**TTE 02/14/17**Claudia Schweitzer, Fred Cowan*

**Ms. Schweitzer** and **Mr. Cowan** were present. **Councilor Theken** said she has worked with both members of the Board of Health saying that Ms. Schweitzer and Mr. Cowan is an asset to the community thanking them for their service, as did **Councilor Hardy**.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, 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 02/14/17.**

**MOTION: On a motion by Councilor Theken, 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 02/14/17.**

*Board of Registrars**TTE 02/14/17**Lucia Sheehan*

**Councilor Theken** said that Ms. Sheehan is a very hard worker as not only with the Board of Registrars but in her role as the city's director of the Rose Baker Senior Center. **Councilor Whynott** said that Ms. Sheehan is always available, and **Councilor Hardy** recalled the first time Ms. Sheehan was appointed by Councilor Tobey. She thanked Ms. Sheehan for her work with the City.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, 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 02/14/17.**

*Clean Energy Commission**TTE 02/14/16**Tom Kiely, Linda Stout-Sanders, Candace Wheeler*

**Councilor Theken** thanked the three reappointees for educating the community on clean energy which was more than just clean roadways but was more about alternative energy sources such as wind turbines, efficient street lighting, etc. The city, she said, is better for their work on its behalf. **Councilor Whynott** said that clean energy is important and thanked the Commission members for their service, as did **Councilor Hardy**.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Tom Kiely to the Clean Energy Commission, TTE 02/14/16.**

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

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

*Committee for the Arts**TTE 02/14/18**Barbara Markell*

The Committee noted it was in receipt of a memo (on file) indicating that Ms. Markell had resigned the Committee for the Arts and therefore was ineligible for reappointment.

*Community Preservation Committee TTE 02/14/17**William Dugan, Gloucester Housing Authority Rep.  
Scott Smith, At Large member*

**Mr. Smith** was present, and the Committee acknowledged the work of Mr. Dugan who was already with the Gloucester Housing Authority. In his absence the Committee assented to moving his reappointment forward for Council confirmation.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint William Dugan the Gloucester Housing Authority Representative to the Community Preservation Committee, TTE 02/14/17.**

**MOTION: 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 Scott Smith as an At Large Member to the Community Preservation Committee, TTE 02/14/17.**

*Conservation Commission                      TTE 02/14/17                      Robert Gulla*

**The Committee** acknowledged Mr. Gulla's due to a scheduling conflict. **Councilor Hardy** commended Mr. Gulla's work for the city with the Conservation Commission. The Committee assented to moving his reappointment forward for Council confirmation.

**MOTION: On a motion by Councilor Theken, seconded by Councilor , the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Robert Gulla to the Conservation Commission, TTE 02/14/17.**

*Downtown Development Comm.                      TTE 02/14/17                      Jane Fonzo, Douglas Cook, Katherine Cuddyer*

The Committee noted that Douglas Cook has resigned from the Downtown Development Commission and now being put forward by the Mayor as an appointee to the Planning Board area. **Councilor Theken** said that without the Downtown Development Commission's commitment the downtown, it would not be what it is today to which **Councilor Whynott** added his agreement.

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

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

*Fisheries Commission                                      TTE 02/14/17                                      Angela Sanfilippo, Al Cottone, Paul Vitale, Mark Ring  
Joseph Orlando, William "BG" Brown*

**Councilor Theken** noted that **Angela Sanfilippo** was unable to attend the meeting due to a scheduling conflict, and **Paul Vitale** was fishing and could also not attend. **Councilor Theken** said she had worked with all of the reappointees and that they work hard on the behalf of the city's fishing industry. She described the difficulties fishermen face saying much of which had to do with complex government regulations that frequently change.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Angela Sanfilippo to the Fisheries Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor , the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Al Cottone to the Fisheries Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Paul Vitale to the Fisheries Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Mark Ring to the Fisheries Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Joseph Orlando to the Fisheries Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint William “BG” Brown to the Fisheries Commission, TTE 02/14/17.**

*Historic District Commission                      TTE 02/14/17                      Stephen Miller (Alternate Member), David Porper  
Nancy Goodick, Charles Nazarian*

All reappointees were present. **Councilor Theken** said that the job of the Historic District Commission is not easy and applauded their efforts to not just improve the city but to preserve its heritage. **Councilor Whynott** added his thanks to Mr. Miller, Mr. Porper, Ms. Goodick and Mr. Nazarian.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Stephen Miller as an Alternate Member to the Historic District Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint David Porper to the Historic District Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Nancy Goodick to the Historic District Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Charles Nazarian to the Historic District Commission, TTE 02/14/17.**

*Historical Commission                                      TTE 02/14/17                                      David Rhineland, Susan Albiero*

**Councilor Theken** said that Mr. Rhineland and Ms. Albiero, both present, were hard working and thanked them both on behalf of the city for their spirit of volunteerism.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint David Rhineland to the Historic Commission, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Susan Albiero to the Historic Commission, TTE 02/14/17.**

*Magnolia Woods Oversight & Advisory Committee TTE 02/14/17                      Thomas Falzarano, Alexander Monell*

**Mr. Monell** noted the Chair of the Magnolia Woods Oversight & Advisory Committee has been ill recently, and so there hasn't been a meeting of the committee in a while. **Councilor Theken** asked that Mr. Monell contact the committee's Vice Chair and that a meeting be held very soon so as not to lose the committee's momentum. The Committee, knowing of Mr. Falzarano's commitment to the Magnolia Woods Oversight & Advisory Committee agreed to move his reappointment forward.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Alexander Monell to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Thomas Falzarano to the Magnolia Woods Oversight & Advisory Committee, TTE 02/14/17.**

*Open Space & Recreation Committee TTE 02/14/17 Charles Crowley, Susan Hedman*

**Councilor Theken**, addressing both Mr. Crowley and Ms. Hedman said she knew the effort of the reappointees to protect the city's environment, lauding their work. **Councilor Whynott** touched upon the rejection by the Community Preservation Committee of a proposal to fund a clean up rock/debris and restoration of Cressy's Beach. **Mr. Crowley** said the Community Preservation Act Fund application was very broad. He suggested the applicant could be encouraged to apply for a smaller dollar amount to support an engineering and feasibility study may assist in paving the way towards a permitting process and a project funding.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Charles Crowley to the Open Space & Recreation Committee, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Susan Hedman to the Open Space & Recreation Committee, TTE 02/14/17.**

*Shellfish Advisory Commission TTE 02/14/17 David Roach*

On inquiry by **Councilor Theken**, **Mr. Roach** reported that the Shellfish Advisory Commission met last week. The commission, he noted, is an advisory group for the city's Shellfish Warden, David Sargent.

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

*Tourism Commission TTE 02/14/17 Catherine Ryan*

**Councilor Cox**, City Council liaison to the Tourism Commission, represented Ms. Ryan who had to depart the O&A Meeting earlier in order to attend another meeting. She noted that the Tourism Commission has met once a month since being revitalized. **Councilor Whynott** said that the Community Development director is not the chair by ordinance but that the director appeared to have assumed that role. **Councilor Cox** commented that the Commission is learning about its members and educating each other as to their different areas of expertise. She said the Community Development Director is leading the meetings but is not the chair. As soon as the group is better established, a chair will be elected along with a vice chair, she said. **Councilor Theken** requested that when there is a new Marketing and Event Project Manager on board that the Tourism Commission increases its meetings to twice a month given how important the tourism industry is to the city's economy. **Councilor Cox** reviewed briefly some of the plans now under discussion by the Tourism Commission.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Catherine Ryan to the Tourism Commission, TTE 02/14/17.**

*Traffic Commission TTE 02/14/17 Larry Ingersoll*

**Councilor Theken** said that the Council was grateful for Mr. Ingersoll's work on the Traffic Commission and pointed out he brings his police background to the table as well as his ability to work towards consensus.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Larry Ingersoll to the Traffic Commission, TTE 02/14/17.**

*Waterways Board**TTE 02/14/17**Anthony Gross*

**Councilor Theken** said that the city is fortunate to have Mr. Gross on the Waterways Board representing the fishing industry. She said the city needs the Waterways Board adding that she was pleased that Councilor LeBlanc is the Council's liaison to the Board. **Councilor Hardy** lauded Mr. Gross' work on the board and said she appreciated his ability to view matters with an open-mind. **Councilor Whynott** also added his appreciation for Mr. Gross' work.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Anthony Gross to the Waterways Board, TTE 02/14/17.**

*Zoning Board of Appeals**TTE 02/14/17**Virginia Bergmann, Francis Wright, David Gardner*

**Councilors Whynott, Hardy** and **Theken** lauded the work of the three reappointees and recommended them all for reappointment, with **Councilor Theken** saying that the City couldn't run without its cadre of dedicated volunteers.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Virginia Bergmann to the Zoning Board of Appeals, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint Francis Wright to the Zoning Board of Appeals, TTE 02/14/17.**

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council reappoint David Gardner to the Zoning Board of Appeals, TTE 02/14/17.**

**4. CC2014-005 (McGeary/LeBlanc/Verga/Cox/Fonvielle) Amend GCO Sec. 16.1 "Grants Applications"**

**Councilor Cox** said that at the Feb. 20 meeting of the Budget & Finance Committee, they voted unanimously to endorse the amendment to GCO Sec. 16-1 to simplify the process for city departments applying for grants provided the grant match is less than \$100,000 in kind or cash. She explained that if the grants meet this qualifier, a city department will not need approval to apply for a grant, but it requires that a notice come forward to the B&F Committee, through the Mayor's Report to the Council, outlining the grant that was applied for. This will speed the grant process by several weeks, and the vast majority of grants would fall under this umbrella, **Councilor Cox** said.

**Councilor Theken** expressed concern about the \$100,000 ceiling and discussed with **Councilor Cox** the opinion of the Budget & Finance Committee who had taken this matter up at their Feb. 20 meeting. **Councilor Cox** pointed out that the process to apply for many grants is within a tight timeframe. She assured **Councilor Theken** that no city staff would apply for a grant for \$100,000 if the city didn't have the means to fund a match whether it is through in-kind or cash or by capitalizing on other related grants in hand to fulfill the match.

**Councilor Whynott** said he supported the ordinance language as presented. He added there is no excuse for city staff not notifying the B&F Committee of their grant applications and that the notification to the Committee should be timely. **Councilor Cox** said that she and Councilor McGeary, the main proponents of the ordinance amendment, spoke with the Administration and affected staff to ensure that there will be timely notification to the B&F Committee when applications are made for grants that met the parameters of the ordinance amendment.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Sec. 16-1 By DELETING Sec. 16-1 in its entirety and ADDING new Section 16-1:**

**Sec. 16-1. Grant applications.**



**(a) Prior to a city agency or employee filing any grant application that requires an in-kind or monetary match, on behalf of the city, in excess of \$100,000 or multiple year commitment the total of which is anticipated to exceed \$100,000, such application shall be submitted to the City Council for approval and referred to its Budget and Finance committee for recommendation. If the application deadline is prior to the next regularly scheduled city council meeting; then the applicant may file the application and seek committee approval at the next regularly scheduled meeting following the deadline.**

**b) Applications for grants with match requirements below the threshold set forth in (a) above may be submitted without prior approval of the Council, provided that the department or employee applying for the grant must notify the Council in writing of the intention to file such application. Such notification is for information only and no permission by the Council is required to complete the application.**

It was noted this matter will be advertised for public hearing.

**5. CC2014-006 (Cox) Amend GCO Sec. 22-269 "Stop intersections" re: Pleasant Street at its fork in the southeast corner intersection with Prospect Street just before the driveway at #79 Prospect Street**

**Mr. Ingersoll** said this matter was taken up at its Feb. 27 meeting. He noted there is already a stop sign where Pleasant St. meets Prospect St., and the Commission agreed putting in this proposed stop sign would be an additional safety precaution, and would not harm the flow of traffic. He noted that the request was made by a tenant of #79 Prospect St. The Commission, he said, asked as a condition for the Council Order was that the homeowner trims back a large overgrown hedge that can obscure a driver's line of sight when fully leafed. He reported that Councilor Cox agreed she would contact the homeowner to work towards getting the hedge trimmed back regularly. The Committee examined an aerial view of the area provided by **Councilor Cox** and agreed, after a brief discussion with her that additional stop sign would make the intersection safer.

**MOTION: On a motion by Councilor Theken, seconded by Councilor Hardy, the Ordinances & Administration Committee voted 3 in favor, 0 opposed, to recommend that the City Council to Amend GCO Sec. 22, 269 "Stop Intersections by ADDING a stop sign as follows: "Pleasant Street at its fork in the southeast corner intersecting with Prospect Street just before the driveway at 79 Prospect Street."**

It was noted this matter will be advertised for public hearing.

**A motion was made, seconded and voted unanimously to adjourn the meeting at 7:15 p.m.**

**Respectfully submitted,**

**Dana C. Jorgenson**  
**Clerk of Committees**

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