

CITY COUNCIL MEETING AGENDA - VERSION 2

January 11, 2016

7:30PM

(Sound Check)

1. MOMENT OF SILENCE
2. PLEDGE OF ALLEGIANCE
3. CALL TO ORDER
 1. Committee Assignments (to be announced)
 2. City Council Meeting Schedule 2016
 3. City Council Rules 2016
4. LATE FILE ITEMS
5. PUBLIC COMMENT
6. MAYOR'S COMMENT

CONSENT AGENDA

NOTE: ALL ITEMS LISTED UNDER CONSENT AGENDA WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

7. APPROVAL OF MINUTES

December 14, 2015

(Approve)

8. TRANSFERS

TRAN001_01_11_16 - Mayor Gen Fd \$242,000, Essex North Shore Tech \$30,171, FY15 School Expenses \$45,344.42, FY16 School Expenses \$24,484.58 to High School Security Upgrade \$342,000 (B&F)

9. COMMUNICATIONS

COMM001_01_11_16 - Second Hand Motor Vehicle License Renewal Plum Autoworks, Inc. (L&P)
COMM002_01_11_16 - December 2015 Grant Report (R&F)
COMM003_01_11_16 - Taxi License Renewal Seacoast Taxi (L&P)
COMM004_01_11_16 - Taxi License Renewal Port Taxi (L&P)
COMM005_01_11_16 - Letter to Council regarding Economic Development Concept for Business Park (P&D)

10. APPOINTMENTS – First Reading

APPOINTMENTS

APPT001_01_11_16 Brendan Coffey, PE 7 Park St. Water/Sewer Commission May 1, 2017
APPT002_01_11_16 Nora D. Duggan 70 Mudnock Rd, Salisbury Special Police Officer

END OF CONSENT AGENDA

REGULAR AGENDA

11. TRANSFERS

TRAN002_01_11_16 - DPS-Sewer Retained Earnings \$113,000 to Sewer Odor Control \$113,000

12. COMMUNICATIONS

LATE FILE Mayor's Update

13. APPOINTMENTS Second Reading - None

14. ORDERS

ORDR001_01_11_16 - Accept Chapter 200A, Sec. 9A of MGL to retain unclaimed funds/abandoned property

15. ORDINANCES - None

16. COMMITTEE ITEMS

Budget & Finance

In Committee:

ORDR002_01_11_16 Loan Order intermodal transit parking facility \$630,300

General Government

Joint Education

License & Permits

Neighborhoods and City Services

In Committee:

ODNC001_01_11_16 Amend Ch11 Parks and Recreation (COTW)

Planning & Development

Public Safety

Public Utilities Committee

Rules Committee

17. GOOD OF THE ORDER

18. ADJOURNMENT

2016

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

City Council Meeting 7:30 PM in the Council Chambers, City Hall.

2016 JAN -5 P 3:47

January 11, 2016
January 25, 2016

February 8, 2016
February 29, 2016

March 14, 2016
March 29, 2016 **Tuesday**

April 11, 2016
April, 25, 2016

May 09, 2016
May 31, 2016 **Tuesday** **Monday (May 30 , 2016 –Memorial Day)**

June 13, 2016
June 27, 2016

July 11, 2016

August 18, 2016
August 29, 2016

September 12, 2016
September 26, 2016

October 11, 2016 - **Tuesday** **Monday (October 10, 2016–Columbus Day)**
October 31, 2016-

November 14, 2016
November 28, 2016

December12, 2016

RULES OF THE CITY COUNCIL OF THE CITY OF NEWBURYPORT
2016
ORGANIZATION

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2016 JAN 5 PM 3:48

Rule 1. At the organizational meeting following the regular municipal election, the City Clerk shall preside until the President has been elected by the membership.

Thereafter, each year the City Council shall, by majority vote of all members elected, elect a President from within its membership at the first meeting in January of that session.

Within the first 30 days of each year of a City Council session, the members of the Council shall vote its Rules and Regulations and its annual calendar.

REGULAR MEETINGS

Rule 2. City Council meetings shall be held in the Council Chamber of City Hall unless, the President, or a majority of the Council determine that such meeting be held in an alternate location.

If a scheduled meeting of the City Council is in session until 11:00 pm, said meeting shall be adjourned until 7:30 pm of the following evening, unless another date and time is voted by a majority of the Council.

HOLIDAYS

Rule 3. Except as otherwise provided in the City Charter, whenever the day set by these rules for any meeting of the City Council shall fall upon a holiday, then such meeting may be canceled or postponed to a date certain by majority vote of the Council.

PRESIDING OFFICER

Rule 4. The President, if present, shall preside at all meetings. In the absence of the President, the senior most member in terms of consecutive service shall serve during the absence of the President. If more than one member has served the same length of time the Council shall elect a President Pro Tem by majority vote from the most senior Councillors in consecutive service.

DUTIES OF THE PRESIDING OFFICER

Rule 5. The presiding officer shall; preserve decorum and order; speak to points of order in preference to other members; decide all questions of order, subject to appeal; declare all votes. If any member doubts the vote, the presiding officer without further debate on the question, shall require that a count be taken by roll call of the membership.

The presiding officer may call for a 5-minute recess without a vote during any regular meeting.

RELINQUISHING THE CHAIR

Rule 6. When the presiding officer desires to relinquish the Chair, he may call upon any Councillor to replace him, but such call to the Chair shall not continue beyond the will of the presiding officer so relinquishing the Chair or beyond an adjournment, except as hereafter provided.

If the presiding officer wishes to express an opinion on the any subject under debate, he shall relinquish the Chair as above provided and shall not resume the Chair until he is through speaking and all points of order arising therefrom have been decided.

Notwithstanding the previous two paragraphs, the presiding officer may, however, state facts and give opinions upon questions of order without relinquishing the Chair.

COMMITTEES

Rule 7. The President shall appoint all City Council committees (standing, special and ad hoc), designate the chair of all committees and fill any vacancies thereof.

Committee meetings shall be regularly held on the last Monday of every month 1-hour prior to the start of the regularly scheduled meeting in the Council Chamber.

City Council committee meetings scheduled for 6:30 pm the evening of the last City Council meeting of the month should be used for the purpose of clarification of information from previous meetings and/or to deal with time sensitive requests only.

Committees may also meet at any time, subject to the Massachusetts General Laws and the City Charter.

Committees shall meet and review any agenda item referred to the committee within fourteen (14) days of referral.

City Council Committee meeting will be cancelled when scheduled during the period of time when a snow emergency is declared.

REMOVING AN ITEM FROM COMMITTEE

Rule 7A. Whenever any item of business duly referred to a Council Committee has not been acted upon within six weeks of that referral, a petition signed by two Councilor's shall be sufficient to bring that item directly to the floor under "New Business" at the next regularly scheduled meeting of the Council.

7B. The Chair or member of a committee may remove an item from that committee upon making a motion and receiving a second from any Councillor. Any Councillor may move to approve, not approve, or refer back to committee, an item on the floor for discussion.

Rule 7C. All items that are in committee at the end of the session shall die unless a majority of the Council votes to carry an item into the succeeding session.

SUFFICIENCY OF VOTE

Rule 8. The affirmative vote of a majority of the members present shall be sufficient to adjourn any meeting of the City Council.

MANNER OF VOTING

Rule 9. A vote to confirm appointments on a second reading to Boards or Commissions shall be by roll call.

A vote on approval of an ordinance, for first and second reading, shall be by roll call. Amendments to the motion for approval to an ordinance may be recorded by voice vote.

At the first meeting of a two-year session of the City Council which requires a roll call vote or votes, the City Clerk shall begin the order of voting throughout the meeting with that Councillor whose last name is first in alphabetical order. At each successive meeting which shall require a roll call vote or votes, the City Clerk shall begin roll calls throughout that meeting with the Councillor whose last name follows the previous Councillor in alphabetical order until the last meeting of the session. The Council President shall continue to vote last.

In the event a member wishes to have his vote recorded differently after announcement of the results of a roll call vote by the Chair, the member must receive unanimous consent from the remaining present members of the Council.

Rule 9A. Motion to table or postpone indefinitely once seconded are not debatable, but clarifying points of information will be allowed for the purpose of understanding the effects of tabling.

GAINING THE FLOOR

Rule 10. All Councillors, when desiring to speak on a matter before the Council, shall raise their hands and respectfully address the Chair, and wait until recognized.

Once recognized by the Chair the Councillor shall stand to speak on the matter. Councillors shall remain standing while speaking. Councillors shall sit down to indicate to the Chair the conclusion of the Councillor's speech.

All Councillors are allowed to speak a second time on an issue only after each Councillor has the opportunity to speak once.

In speaking, members shall confine themselves to the issue on the floor, shall use parliamentary language and appropriate demeanor at all times, and generally shall avoid

the use of first names and refer to other members as either the Councillor from a particular ward or the At-Large Councillor, or as the Chair of a particular Committee.

No member shall leave a City Council meeting while in session to seek counsel, information or to conduct any other city business.

The City Council President shall have the responsibility and discretion for recognizing speakers other than Council members. Any member of the Council may request of the President recognition of a speaker other than a Council member.

SPONSORSHIP OF ORDERS, RESOLUTIONS, OR ORDINANCES

Rule 11. No order, resolution, or ordinance shall be placed on the agenda or acted upon unless sponsored by a member of the Council. Without sponsorship by a Councillor, the Mayor may not place an item on the agenda.

Rule 12. Ordinances submitted to the council must be received by the Council and submitted to the appropriate Council Committee. In the event that the sponsoring member of any order, resolution, or other matter is not present when the clerk reads the matter, the presiding officer shall instruct the Clerk to withdraw the matter from consideration at the meeting, unless the sponsoring Councillor has presented a written statement requesting the council to proceed on the matter presented.

WITHDRAWING ITEMS FROM THE AGENDA

Rule 13. After an order, resolution, or ordinance is stated or read by the City Clerk, it shall be deemed to be in possession of the City Council, and shall be disposed of by vote. The sponsor and, if applicable, all cosponsors may prior to a measure being in the possession of the Council, withdraw the measure by so informing the President or the Clerk.

RECONSIDERATION

Rule 14. After a vote has been taken, it shall be in order for any member voting with the prevailing side to move reconsideration thereof at the same meeting at which the vote was taken, or to file with the City Clerk, not later than noon of the next business day following such meeting, notice of a motion to reconsider such vote. After receiving such notification from a member, the Clerk shall place it on the agenda for the next regular meeting of the Council. When such a notice of reconsideration has been filed, the City Clerk shall forthwith, either verbally or in writing, notify all members of the City Council of such intention to reconsider.

DUTIES OF THE CLERK

Rule 15. The City Clerk shall attend and keep all records of all meetings of the Council, shall record the names of the members present, shall record the vote of members on roll calls, shall have the care and custody of the City records, and all documents, plans, and

papers pertaining to the business of the City Council. The Clerk shall also, at the request of the members, assist in the drafting of items to be presented at the meetings of the City Council. The Clerk shall cause notice to be made to each Councillor of each meeting, regular and special. All City Committee meetings shall be electronically posted to the city website 48 hours prior to commencement.

DEADLINE FOR AGENDA ITEMS

Rule 16. All written matters of whatever description which may require consideration by the City Council shall be presented in complete form to the City Clerk not later than 4:00 pm on the Tuesday preceding the next regular meeting, except when the Tuesday is a holiday, they must be presented to the Clerk the Monday prior. Pursuant to this rule, Committee Chairs shall submit to the City Clerk the text of any items being removed from committee at the next regular City Council meeting. Papers presented after that time shall be considered late file items and will not be taken up without a suspension of the rules, which requires a super-majority vote of the Council.

CLERK SHALL PREPARE AGENDA

Rule 17. The City Clerk in consultation with the President shall compile an agenda comprised of all written matters to come before the Council at each meeting in accordance with the order of business below, and shall make available such list in printed form by 12 noon of the Wednesday preceding such meeting. Said agenda and compilation of written materials shall be referred to as the "packet." The City Clerk shall cause the packet to be delivered to each Councillor by their individual preferred means.

Items that are to be added to the agenda as late file items must be submitted for approval to be placed on the agenda following the approval of the minutes and prior to communications.

The order of business for the agenda shall be as follows:

1. Opening Prayer
2. Pledge of Allegiance
3. Call to Order
4. Late File Items
5. Public Comment
6. Mayors Comment
7. Consent Agenda
 - a) Approval of Minutes
 - b) Transfers
 - c) Communications
 - d) First Reading of Appointments
7. Mayor's Transfers
8. Communications
9. Second Reading of Mayor's Appointments
10. Orders
11. Ordinances

12. Committee Reports (Including the text of any item to be voted on)
13. Good of the Order
14. Adjournment

PUBLIC COMMENT

Rule 18. There shall be designated a public comment time during each meeting of the City Council. The procedure for this comment time is listed below:

1. Individuals who wish to speak before the Council; whether on their own behalf or on behalf of a group, must sign in on the door of the Council Chamber prior to the start of the Public Comment Segment of the meeting. Each individual must provide their name, address and indicate which agenda item they will be speaking on. Council President will advise attendees of their right to speak and responsibility to sign-up.
2. Two minutes allotted to each individual
3. One opportunity per individual to speak
4. Comment must be related to an agenda item

Rule 18a. There shall be established a designated time during each meeting of the City Council in which the Mayor may address the Council. The procedure for this is as follows:

1. Should the Mayor wish to speak before the Council; the Mayor shall provide notice prior to the meeting to the President of the Council.
 - 1.1 Prior Knowledge shall be defined as notice at any time prior to the President of the City Council calling the meeting to order.
2. Paragraph 1 of this rule may be waived by motion and with simple majority vote of the Council allowing the Mayor to speak during a meeting should the need arise.
3. The Mayor will be provided with a total five minute time allotment at the conclusion of Public Comment and prior to the Consent Agenda.
 - 3.1 This designated time must be related to agenda item(s)
 - 3.2 Nothing in this rule prohibits the City Council by majority to allow the Mayor further comment.
4. The Mayor will be offered reserve seating in the first row of the bench seating in Council Chambers

PRESENTATIONS

Rule 19. Presentations by individuals or groups need to be sponsored by a Councillor and placed on the communication segment of the agenda. Such presentation must be approved by a simple majority vote of the Council to allow the presentation to proceed.

MAYORAL APPOINTMENTS

Rule 20. Mayoral appointments will be received and filed by the Council at the meeting of their introduction to the Council. The appointments will be considered for confirmation or referred to a Committee of the Whole for further consideration at the next scheduled City Council meeting. All new appointments by the Mayor shall be accompanied by a resume of the appointee. Formal notice of the expiration of appointments shall be provided to the Council one month prior to the expiration of such appointments.

MID-YEAR BUDGET REVIEW

Rule 21. The Budget & Finance Committee shall conduct a mid-year budget review as soon as practical after six (6) months of actual expenditures are available in written form, but no later than February 15.

The Budget & Finance Committee shall schedule a meeting of the committee for the purpose of conducting the mid-year budget review. The City Auditor and City Treasurer shall attend. All members of the City Council shall be invited to attend.

Prior to the mid-year budget review, the City Auditor shall distribute documentation at least one (1) week in advance of said meeting depicting a year-to-date actual budget summary to all members of the City Council. Any member of the City Council may request that a Department Head be present at the mid-year review by notifying the Council President or Chairperson of the Budget & Finance Committee.

ELECTRONIC COMMUNICATION DEVICES

Rule 22. The use of cell phones, pagers and other electronic communication devices are strictly prohibited within the City Council Chambers while the Council is in session. Such items must be turned off upon entering any City Council Meeting or Hearing, provided however computers for the use of Council Documents are expressly excluded from this rule. Any person violating this rule shall be asked to leave the meeting. This notice is to be posted at the City Council entrance. Exceptions will only be allowed for on-duty public safety officers.

Rule 23. In all matters of parliamentary practice not provided for in these rules, the City Council shall use Robert's Rules of Order as a guide.

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES v.1
CITY COUNCIL CHAMBERS
December 14, 2015

7:30 PM

Council President O'Brien called the meeting to order at 7:35 pm. A moment of silence was held for William J. Farrell, father of former assistant superintendent Deirdre Farrell. This was followed by the Pledge of Allegiance. He then instructed the City Clerk to call the roll. The following Councillors answered present: Cameron, Connell, Cronin, Eigerman, Giunta, Heartquist, Herzog, Kinsey, Tontar, Vogel and O'Brien. 11 present.

1. LATE FILES – Communication #2 Mayor's Update

2. PUBLIC COMMENT - None

3. MAYOR'S UPDATE

The Mayor gave an update.

CONSENT AGENDA

NOTE: ALL ITEMS LISTED UNDER CONSENT AGENDA WILL BE ENACTED BY ONE MOTION. THERE WILL BE NO SEPARATE DISCUSSION OF THESE ITEMS. IF DISCUSSION IS DESIRED, THAT ITEM WILL BE REMOVED FROM THE CONSENT AGENDA AND CONSIDERED SEPARATELY.

4. APPROVAL OF MINUTES

November 16, 2015

(Approved)

November 30, 2015

(Approved)

5. TRANSFERS - None

6. COMMUNICATIONS

1. Renewal of Second hand motor vehicle license LCA Motors

(L&P)

7. APPOINTMENTS – First Reading - None

END OF CONSENT AGENDA

Motion to approve the Consent Agenda by Councillor Cameron, seconded by Councillor Kinsey. So voted.

REGULAR AGENDA

8. COMMUNICATIONS

2. LATE FILE – Mayor's Communication

Motion to waive the rules and accept the late file items by Councillor Connell, seconded by Councillor Cameron. So voted.

9. APPOINTMENTS – 2nd Reading

APPOINTMENTS

1. Adam R. Hayden	76 Longfellow Dr.	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
2. Joseph Grande	52 Linwood Ave, Methuen	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
3. Benedetto Orlando	104 North Ave #2, Haverhill	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
4. Robert Padellaro	17 56 th St.	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
5. Daniel Scott	4 Ferry Rd, Methuen	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
6. Philip Stern	271 Merrimac St. #2,	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
7. Lance Thokle	1886 SE Erwin Rd, Port St. Lucie, FL	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
8. David Willey	13 Devonshire Crossing, Lowell	Asst HM/Shellfish Constable/Spec. PO	Dec. 31, 2017
9. Kristian Zoeller	115 Timber Swamp Rd, Hampton NH.	Asst HM/Shellfish Constable/Spec PO	Dec. 31, 2017
10. James Maranto	167 Harper Ridge Rd, EHampstead NH	Asst HM/Shellfish Constable/Spec PO	Dec. 31, 2017
11. Richard Cummings	7 Jewett St, Georgetown	Asst HM/Shellfish Constable/Spec PO	Dec. 31, 2017
12. Francis F. Chaisson	300 Merrimac St.	Asst HM/Shellfish Constable/Spec PO	Dec. 31, 2017
13. Michael Chaisson	46 Lake Attitash Rd, Amesbury	Asst HM/Shellfish Constable/Spec PO	Dec. 31, 2017

14. Enrico Caruso 34 Russett Hill Rd, Haverhill Asst HM/Shellfish Constable/Spec PO Dec. 31, 2017
Motion to approve collectively by Councillor Cameron, seconded by Councillor Connell. Roll call vote, 11 yes.

10. ORDERS

1. TABLED Order License Contractor Street Occupancy NE Boring Contractors w/ bond
Motion to remove by Councillor Herzog, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Herzog, seconded by Councillor Cameron. So voted.
2. TABLED Order Signs on Crow Lane Recycling Center
Motion to remove by Councillor Connell, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Connell, seconded by Councillor Cameron. So voted.

11. ORDINANCES

1. 2nd Reading ORD Ch9 Sec2-125a Uphold human rights of all people
Motion to approve 2nd reading by Councillor Vogel, seconded by Councillor Cameron. Roll call vote, 11 yes. So voted.

12. COMMITTEE ITEMS

Budget & Finance

In Committee:

1. Order Home Rule Petition- supplementing education budget (COTW) *05/12/2014
2. Amend ORD Ch. 2 Section 2-45 City Council Salary *05/12/2014
3. Amend ORD Ch. 2 Section 2-61A School Committee Salary *05/12/2014
4. Letter from Hope Church regarding Master Box fee *11/10/2014
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.
5. Statement re: Human Resources Dependent Audit *08/10/2015
6. Loan Order intermodal transit parking facility \$630,300 *10/13/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to refer to next session per Rule 7C by Councillor Tontar, seconded by Councillor Cameron. 10 yes, 1 no (O'Brien), so voted.
7. Mayor memo regarding Material Weakness - Cash Reconciliation *10/26/2015
8. DPS Sewer Ret'd Earnings to Sewer Easement \$225,000 *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Vogel. So voted.
9. DPS Water Ret'd Earnings to Meter Replacement \$225,000 *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Connell. So voted.
10. Mayor Gen Fd Free Cash \$101,835.31 to Compensated Absences Rsv Fd \$91,835.31, to Assessment Ctr \$10,000 *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. 10 yes, 1 no (Herzog). So voted.
11. Mayor Budget Contingency To Multiple Salary Line Items \$22,190.48 (with Memo) *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.
12. Police Dept. Reserve Approp Ins Claims to Purchase of Cruisers \$27,427 *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.
13. PERAC required Fiscal Year 2017 Appropriation *11/30/2015
14. Retirement Board Expense Budget C/Y 2015 *11/30/2015
15. Memo from Mayor to Council on 2016 Retirement Bd Budget *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to receive and file by Councillor Tontar, seconded by Councillor Cameron. So voted.
16. Order Accepting Gift from Odd Fellows \$3,500 – smoke ejector fan *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.
17. Order Accepting the Gift of a 1977 UTI 41' fire/rescue vessel *11/30/2015
Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. 10 yes, 1 no (Connell). So voted.
18. Order Senior Center Appropriation \$52,500 *11/30/2015

Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.

19. Order Accepting Gift from Morrill Foundation \$90,000 *11/30/2015

Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.

20. Order Accept Ch.41 sec. 108P *11/30/2015

Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Herzog. So voted.

21. Order Amending Municipal Fees and Fines *11/30/2015

Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to delete Parking section by Councillor Tontar, seconded by Councillor Cameron. 9 yes, 2 no (Tontar, Vogel). So voted. Motion on Right of Way Occupancy to reduce fee to \$50 by Councillor Cronin, seconded by Councillor Kinsey. 9 yes, 2 no (Giunta, Vogel), so voted. Motion on Right of Way Occupancy to add "per week" by Councillor Tontar, seconded by Councillor Cameron. 9 yes, 2 no (Giunta, Vogel), so voted. Motion to approve as amended by Councillor Tontar, seconded by Councillor Cameron. 8 yes, 3 no (Cronin, Giunta, Herzog), so voted.

22. Ordinance Animal Control Fees Nuisance *11/30/2015

23. Ordinance Animal Control Fees Dog License Fees (Unspayed/Unneutered) *11/30/2015

24. Ordinance Animal Control Fees Dog Fines on Plum Island *11/30/2015

General Government

In Committee:

1. Letter re: Health Insurance Benefit *05/11/2015

Motion to remove by Councillor Vogel, seconded by Councillor Connell. So voted. Motion to receive and file by Councillor Vogel, seconded by Councillor Connell. So voted.

2. Changes to City Hall Rental Application and Rules of Use *09/15/2015

Motion to remove by Councillor Vogel, seconded by Councillor Connell. So voted. Motion to receive and file by Councillor Vogel, seconded by Councillor Connell. So voted.

3. Create Ch. 2-2.5 City Flag *09/15/2015

Joint Education

In Committee:

1. Order Home Rule Petition- supplementing education budget (COTW) *05/12/2014

License & Permits

In Committee:

1. Movable Sign Application Newburyport Brewing Company *02/10/2014

2. Amend ORD Sec. 9-114 Transient Vendors Restricted Areas *04/28/2014

3. Letter regarding transient vendor licensing *06/30/2014

4. Regulations *08/10/2015

5. Phat Cabbie Transportation Taxi License Application *11/09/2015

Motion to remove by Councillor Heartquist, seconded by Councillor Cameron. So voted. Motion to receive and file by Councillor Heartquist, seconded by Councillor Cameron. So voted.

6. Renewal of Second hand motor vehicle license RL Currie Corp *11/30/2015

Motion to remove by Councillor Heartquist, seconded by Councillor Herzog. So voted. Motion to approve by Councillor Heartquist, seconded by Councillor Herzog. So voted.

7. Renewal of Second hand motor vehicle license LCA Motors *12/14/2015

Motion to remove by Councillor Heartquist, seconded by Councillor Herzog. So voted. Motion to add Emergency Preamble by Councillor Heartquist, seconded by Councillor Herzog. So voted. Motion to approve by Councillor Heartquist, seconded by Councillor Herzog. Roll call vote, 11 yes. So voted.

Neighborhoods and City Services

In Committee:

1. Amend Ch11 Parks and Recreation (COTW) *08/10/2015

Motion to remove by Councillor Connell, seconded by Councillor Cameron. So voted. Motion to move to the next session per Rule 7C by Councillor Connell, seconded by Councillor Cameron. 10 yes, 1 no (O'Brien). So voted.

2. Letter from Commission for Diversity and Tolerance *11/09/2015

Motion to remove by Councillor Connell, seconded by Councillor Cameron. So voted. Motion to receive and file by Councillor Connell, seconded by Councillor Cameron. So voted.

Planning & Development

In Committee:

1. Letter from Newburyport Preservation Trust *03/31/2014
2. First Refusal to Purchase Lot 8 Low Street *01/12/2015
3. Amend ORD Zoning Map Sec. III-C "Back Bay Area Zoning Map Change" *01/12/2015
4. Amend Zoning VIII-D Sign regulations *09/15/2015
5. Amend Zoning XI-I Glare *09/15/2015
6. Amend Ch. 2-116 Planning Board Established, membership, appointment *09/15/2015
7. Amend Ch. 2-119 Planning Board Members to serve without pay; powers and duties *09/15/2015
8. Zoning Amendment and DOD Map *11/16/2015
9. Memo from Mayor re 8 Strong Street Demolition *11/30/2015

Motion to remove by Councillor Cameron, seconded by Councillor Tontar. So voted. Motion to receive and file by Councillor Cameron, seconded by Councillor Tontar. So voted.

10. Memo re: Harbormaster project value engineering *11/30/2015
11. Order Auth Easement for Utility Purposes—Eastern Side of Custom Hse for Boater Facility *11/30/2015

Motion to remove by Councillor Cameron, seconded by Councillor Herzog. So voted. Motion to amend by changing title of plan by Councillor Eigerman, seconded by Councillor Cameron. So voted. Motion to approve as amended by Councillor Eigerman, seconded by Councillor Cameron. Roll call vote, 11 yes. So voted.

Public Safety

In Committee:

1. London Livery request for valet parking at 38 State Street *04/27/2015
2. Order regarding Signs *05/26/2015
3. Amend ORD Ch. 13 Article IV Div 6 Sec. 13-175 2 hr No. Atkinson *06/29/2015
4. Letter regarding condition of Dove Street *07/13/2015
5. Amend Ch. 3-2 Disposal of Animal Waste *09/15/2015
6. Amend Ch. 13-180 Resident Parking *09/15/2015

Motion to remove by Councillor Cronin, seconded by Councillor Tontar. So voted. Motion to receive and file by Councillor Cronin, seconded by Councillor Tontar. So voted.

7. Amend Ch. 13-168 Parking Restricted on Pauline Street *09/15/2015
8. Amend ORD Ch. 13-181 Parking Lots Waterfront Trust Lot *09/28/2015
9. Amend ORD Ch. 13-181 Parking Lots Green Street Lot Police Vehicles *09/28/2015
10. Snow & Ice Plan 2015-16 *10/26/2015

Motion to remove by Councillor Cronin, seconded by Councillor Cameron. So voted. Motion to receive and file by Councillor Cronin, seconded by Councillor Cameron. So voted.

11. Amend ORD Ch. 13 -171 Service Zone 153-155 State Street *10/26/2015

Motion to remove by Councillor Cronin, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Cronin, seconded by Councillor Cameron. So voted.

12. Order Parking Restricted On High Street at Kent *11/30/2015

Motion to remove by Councillor Cronin, seconded by Councillor Giunta. So voted. Motion to approve by Councillor Cronin, seconded by Councillor Tontar. So voted.

13. Order on Crosswalks with list attached *11/30/2015

Motion to remove by Councillor Cronin, seconded by Councillor Cameron. So voted. Motion to approve by Councillor Cronin, seconded by Councillor Tontar. So voted.

Public Utilities Committee

Rules Committee

13. GOOD OF THE ORDER

Council President O'Brien thanked the three retiring City Councillors for their good work and efforts. Councillors Herzog, Heartquist and Kinsey spoke in turn and offered their farewell thoughts.

14. ADJOURNMENT

Motion to adjourn by Councillor Cameron, seconded by Councillor Cronin at 9:04 pm. So voted.

TRANSFERS



TRAN001_01_11_16

City of Newburyport

FY 2016

BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2016 JAN -5 A 9:41

Department: Mayor's Office
Submitted by: Donna D. Holaday

Date Submitted: 1/11/2016

Transfer From:

Account Name	General Fund - Free Cash	YTD Bal:	\$ 2,331,134.69
Account Number:	01-35910	Trans In:	\$ -
Amount:	\$242,000.00	Trans Out:	\$ (487,301.31)
Why are Funds Available:	<i>The Massachusetts Department of Revenue certified Free Cash for FY2016 at \$2,818,436. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council.</i>		

Transfer From:

Account Name	Essex North Shore Tech	YTD Bal:	\$ 30,171.00
Account Number:	01398002-53202	Trans In:	\$ -
Amount:	\$30,171.00	Trans Out:	\$ -
Why are Funds Available:	<i>Due to the enrollment of only one student for academic year 2015-2016.</i>		

Transfer From:

Account Name	FY15 School Expenses	YTD Bal:	\$ 45,344.42
Account Number:	02300002-53201	Trans In:	\$ -
Amount:	\$45,344.42	Trans Out:	\$ -
Why are Funds Available:	<i>Remaining FY2015 funds in school budget at year-end.</i>		

Transfer From:

Account Name	FY16 School Expenses	YTD Bal:	\$ 17,130,179.69
Account Number:	01300002-53201	Trans In:	\$ -
Amount:	\$24,484.58	Trans Out:	\$ -
Why are Funds Available:	<i>Funds earmarked in FY2016 school budget.</i>		

Transfer To:

Account Name	High School Security Upgrade	YTD Bal:	\$ -
Account Number:	New Account	Trans In:	\$ -
Amount:	\$342,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>An upgrade to the Newburyport High School security system has been identified as a high priority funding need for FY2016. See attached memorandum detailing the project scope.</i>		

Donna D. Holaday, Mayor
Ethan R. Manning, Auditor
City Council Approval: (Stamp)

Donna D. Holaday
Ethan R. Manning

Date: _____
Date: 1/4/16



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY

60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4413 • (978) 465-4402 (FAX)
WWW.CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: January 4, 2016
Subject: High School Security System Improvements

I respectfully request and recommend an appropriation of \$342,000 to perform critical improvements to the security system at the Newburyport High School. As discussed previously with the City Council, the existing security system at the High School is deficient and falls well short of current school safety standards and best practices.

The project cost estimate was arrived at in consultation with a school security consultant, Garcia Galuska DeSousa (GGD), out of Dartmouth, MA, who was engaged to perform a security system conceptual study for the High School this past spring. The project scope integrates with new technology at the Nock/Molin and Bresnahan Schools to allow for a centrally managed security system for the district over the existing wide area network (WAN). The project includes such tasks as the installation of door hardware/controls and card readers at the main entry and 13 other locations, networked recorders with storage, replacement of existing cameras and installation of new cameras throughout the interior and exterior of the building, a video intercom system, and training and licensing.

The proposed funding sources for the project are as follows:

Funding Source	Amount
Free Cash	\$242,000.00
Essex North Shore Tech Remaining Funds	\$30,171.00
FY15 School Budget Remaining Funds	\$45,344.42
FY16 School Budget Allocation	\$24,484.58
Total Project Cost Estimate	\$342,000.00

I have attached further details on the cost estimate, as well as, the Executive Summary from the April 2015 report from GGD on the proposed project and their review of the existing conditions. This project will be overseen by Steve Bergholm, Director of Facilities for the schools. I would anticipate that this request will be referred to committee, at which point Steve will be available to present an overview of the project and discuss the scope in greater detail.

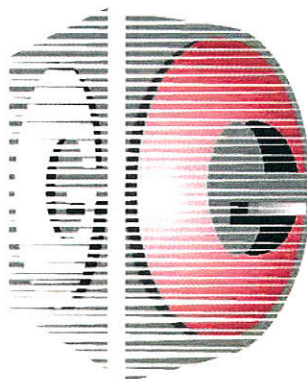
Thank you for your consideration.

**Security Systems Conceptual Study
for**

**Newburyport High School
Newburyport, MA**

April 24, 2015

PREPARED BY:



GARCIA • GALUSKA • DESOUSA

CONSULTING ENGINEERS

INC

370 FAUNCE CORNER ROAD, DARTMOUTH, MA

02747

TEL 508-998-5700 • FAX 508-998-0883 • E-MAIL info@g-g-d.com

Security Systems Conceptual Study
Newburyport High School
Newburyport, MA
Security Existing Conditions Systems Report
J#846 003 00.00
L#47651/Page 1/April 24, 2015

SECURITY SYSTEM

Executive Summary

A building walk-thru was conducted on April 2, 2015 to assess the present Security Systems and make recommendations for improvements to bring the High School's Security System up to current recommended School Security practices.

The existing main entry can be retro fit with new electronic security devices to provide a secure vestibule with no architectural charges. This is the focus of Phase One of the improvements.

Thirteen (13) other doors were identified as candidates for electronic access and hardware improvements to improve the overall security partitioning of the building.

For the short term, the existing Intrusion System may be utilized until it reaches the end of its serviceable life. Moving forward it will need to be confirmed that it can be expanded but for the purposes of this study we will recommend reuse and a long term fork lift upgrade of the current Intrusion System.

A new Access Control System is required as the current electronic doors are local only.

Existing cameras will be converted to IP type cameras and new camera locations will be recommended.

The data infrastructure is in good condition and ideal for the deployment of an IP based Integrated Electronic Security System.



Existing Main Entry Doors

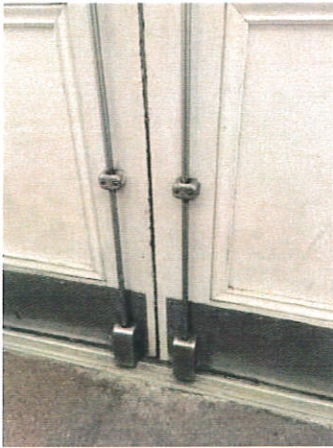


Main Entry Door Hardware



Main Entry Door Hardware

Security Systems Conceptual Study
Newburyport High School
Newburyport, MA
Electrical Existing Conditions Systems Report
J#846 003 00.00
L#47651/Page 2/April 24, 2015



Main Entry Door Hardware



*Main Entry Handicap Operator
Push Button*



Admin. Suite Entrance

Existing Conditions

Intrusion System:

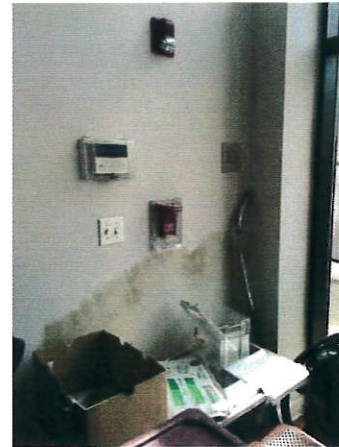
The existing Intrusion System is a DSC System with motion sensors covering the grade level and door contacts on exterior doors. The system is near the end of its expected serviceable life but may be reused in the short term.



Existing Intrusion Motion Sensor



Existing Intrusion Alarm Keypad



Existing Intrusion Alarm Keypad

Security Systems Conceptual Study
Newburyport High School
Newburyport, MA
Electrical Existing Conditions Systems Report
J#846 003 00.00
L#47651/Page 3/April 24, 2015

Access Control System:

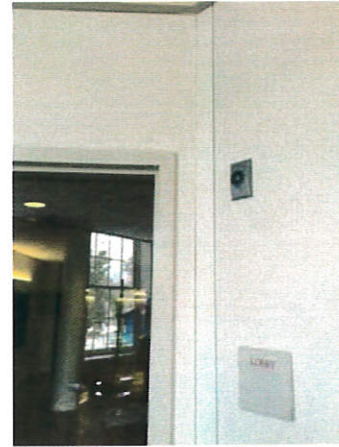
There is currently no enterprise or centralized Access Control System. Local Securitron Assa Abloy keypads are installed on the two (2) interior main entry vestibules partitioning the rest of the building. These doors are also on magnetic door holders that release on a schedule to allow for access during school opening.



Existing Local Access Control



Existing Local Access Control



Magnetic Door Holder

A local keypad lockset was used at the rear entrance by the Gymnasium. This lock has been problematic.

There are sixteen (16) existing coax type Pelco CCTV cameras that were recently installed and are operational. These can be reused and supplemented with new cameras.



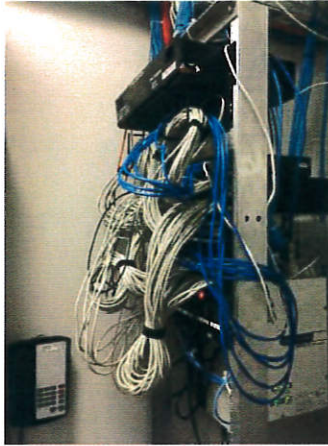
Existing CCTV Camera

Security Systems Conceptual Study
Newburyport High School
Newburyport, MA
Electrical Existing Conditions Systems Report
J#846 003 00.00
L#47651/Page 4/April 24, 2015

The existing network consists of Cat5e cabling and an MDF with Star Topology that serves five (5) IDF Rooms with a fiber optic multi-mode backbone.



Existing Network



Existing Network



Existing Network

Recommendations

The installation of an IP based Video Intercom System equal to Aiphone IX Series installed at the Main entry that will also control the unlocking of the entry to the Administration Suite and the two (2) doors that lead to the remainder of the building should be installed. A Video Intercom should be considered at the two (2) rear entrances, adjacent to the Gym and Receiving.

The Nock Molin and Bresnahan Schools are equipped with Kanteck Corporate Edition EntraPass that can be expanded to the High School. Utilizing the existing WAN between the Schools the database can be centrally managed. Local network door controllers will be required. Fourteen (14) doors will require card readers at the following locations:

1. Main Entry
2. Office Entry
3. Main Entry Corridor Entry #1
4. Main Entry Corridor Entry #2
5. Gym Entry
6. Receiving Entry
7. Interior Stairwell Doors #1
8. Interior Stairwell Doors #2
9. Stadium Ramp Door
10. Corridor pair adjacent to Boiler Room
11. Stadium Entrance, East of Kitchen
12. Stadium Entrance, West of Kitchen
13. Inner Vestibule Door, Stadium Entrance East

Security Systems Conceptual Study
Newburyport High School
Newburyport, MA
Electrical Existing Conditions Systems Report
J#846 003 00.00
L#47651/Page 5/April 24, 2015

14. Inner Vestibule Door, Stadium Entrance West

A Video Management System should be provided that integrates with Kantech, preferably American Dynamics for consistency with the Nock Molin and Bresnahan Schools, however this is not required. Other VMS Systems can be considered.

The existing sixteen (16) cameras should be converted to IP cameras and tied into the new VMS System. Network video recorders will be required for storage. Storage parameters recommended would be 30 days @ 30 images per second, 50% motion. Storage is modular and can be expanded as cameras are added.

The existing cameras would be supplemented in phases. The first priority would be to have cameras at access control doors, both interior and exterior, quantity of seven (7) cameras.

Also, it is a priority to have increased exterior perimeter cameras with a quantity of twelve (12); thirty-six (36) cameras at interior corridors; sixteen (16) at assembly spaces, and sixteen (16) at stairwells.

The existing Intrusion System can be reused and expanded "if determined possible" in the short term. It would be recommended that within five to eight years the entire Intrusion System be replaced, existing wiring may be reused.

Garcia Galuska DeSousa
Consulting Engineers Inc.
370 Faunce Corner Road Dartmouth, MA 02748
Homepage: www.G-G-D.com



PROJECT: Newburyport High School Integrated
Electronic Security Systems Study

JOB NO: 846-003

CLIENT: City of Newburyport

DATE: 12/15/2015

BY:DMP

CONSTRUCTION COST ESTIMATE

ITEM OF WORK <i>(includes labor and material)</i>	QTY	UNIT PRICE	LENGTH IN FEET	PRICE/L.F.	TOTAL
Newburyport High School Phase 1					
General Conditions and Requirements					
Mobilize/Demobilize	2	1000			\$ 2,000.00
Storage box	1	790.00			\$ 790.00
Shop drawings	1	1200.00			\$ 1,200.00
As-built drawings	1	1350.00			\$ 1,350.00
O&M manuals	1	850.00			\$ 850.00
Selective Demolition					
Existing DVRs turn over to owner	1	850.00			\$ 850.00
Branch Wiring					
Power for door controllers	2	1,200.00			\$ 2,400.00
power for access control doors	6	1,200.00			\$ 7,200.00
power for handicap door operators	1	1,200.00			\$ 1,200.00
Conduit					
3/4" EMT			1000	3.5	\$ 3,500.00
Site Work					
re-connect handicap push plate (modifications)	1	800.00			\$ 800.00
Architectural Work					
sealants and paint	1	1,000.00			\$ 1,000.00
Cutting and patching	1	2,000.00			\$ 2,000.00
Door Hardware Phase 1					
Hardware set 1	1	2,445.00			\$ 2,445.00
Hardware set 2	1	1,339.00			\$ 1,339.00
Hardware set 4	1	1,826.00			\$ 1,826.00
Hardware set 5	1	3,419.00			\$ 3,419.00
hardware install	4	500.00			\$ 2,000.00
Security					
Exterior Cameras	3	1,200.00			\$ 3,600.00
Analog to IP 4 channel converters	5	290.00			\$ 1,450.00
New interior cameras	1	1,000.00			\$ 1,000.00
48 port POE network switch	1	2,400.00			\$ 2,400.00
video management software	1	500.00			\$ 500.00

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JOB NO: 846-003

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DATE: 12/15/2015 BY: DMP

CONSTRUCTION COST ESTIMATE

ITEM OF WORK <i>(includes labor and material)</i>	QTY	UNIT PRICE	LENGTH IN FEET	PRICE/L.F.	TOTAL
Video management software licence	21	108.00			\$ 2,268.00
Video managemant software base licence	0	900.00			\$ -
Camera/channel licence	21	170.00			\$ 3,570.00
3 year software upgrade plan	0	500.00			\$ -
Cat6 cable	1		1120	1.5	\$ 1,680.00
cat6 cable testing	21	20.00			\$ 420.00
patch cables	21	12.50			\$ 262.50
Door controller head end	1	4,000.00			\$ 4,000.00
4 door controller	1	4,500.00			\$ 4,500.00
2 door controller	1	3,500.00			\$ 3,500.00
Card reader	6	120.00			\$ 720.00
door contact	12	30.00			\$ 360.00
request to exit motion device	4	50.00			\$ 200.00
intrusion keypad	0	800.00			\$ -
access control wiring			1680	2	\$ 3,360.00
intrusion system control panel modifications	1	1,200.00			\$ 1,200.00
intrusion system wiring			800	0.5	\$ 400.00
intrusion system integration	0	1,200.00			\$ -
Video intercom system	1	8,500.00			\$ 8,500.00
20 hours of on-site engineer	1	1,780.00			\$ 1,780.00
16 hours of demonstrarion and training	1	1,424.00			\$ 1,424.00
SUB-TOTAL					\$ 83,263.50

Newburyport High School Phase 2					
Selective Demolition					
general	1	850.00			\$ 850.00
Branch Wiring					
Power for door controllers	2	1,200.00			\$ 2,400.00
power for access control doors	5	1,200.00			\$ 6,000.00
power for handicap door operators	0	1,200.00			\$ -
Conduit					
3/4" EMT			800	3.5	\$ 2,800.00
Site Work					
re-connect handicap push plate (modifications)	0	800.00			\$ -
Architectural Work					
sealants and paint	1	1,000.00			\$ 1,000.00
Cutting and patching	1	2,000.00			\$ 2,000.00
Door Hardware Phase 2					

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JOB NO: 846-003

CONSTRUCTION COST ESTIMATE

CLIENT: City of Newburyport

DATE: 12/15/2015

BY: DMP

ITEM OF WORK <i>(includes labor and material)</i>	QTY	UNIT PRICE	LENGTH IN FEET	PRICE/L.F.	TOTAL
Hardware set 4	2	1,322.00			\$ 2,644.00
Hardware set 7	1	1,322.00			\$ 1,322.00
Hardware set 8	2	1,322.00			\$ 2,644.00
hardware install	5	500.00			\$ 2,500.00
Security					
Exterior Cameras	3	1,200.00			\$ 3,600.00
Analog to IP 4 channel converters	0	290.00			\$ -
New interior cameras	3	1,000.00			\$ 3,000.00
48 port POE network switch	1	2,400.00			\$ 2,400.00
video management software	0	362.00			\$ -
Video management software licence	6	108.00			\$ 648.00
Video management software base licence	0	900.00			\$ -
Camera/channel licence	6	170.00			\$ 1,020.00
3 year software upgrade plan	0	500.00			\$ -
Cat6 cable	1	40.00	1080	1.5	\$ 1,620.00
cat6 cable testing	8	20.00			\$ 160.00
patch cables	8	7.50			\$ 60.00
Door controller head end	0	4,000.00			\$ -
4 door controller	2	4,500.00			\$ 9,000.00
2 door controller	1	3,500.00			\$ 3,500.00
Card reader	5	120.00			\$ 600.00
door contact	10	30.00			\$ 300.00
request to exit motion device	3	50.00			\$ 150.00
intrusion keypad	0	800.00			\$ -
access control wiring			2000	2	\$ 4,000.00
intrusion system control panel modifications	1	1,200.00			\$ 1,200.00
intrusion system wiring			1000	0.2	\$ 200.00
20 hours of on-site engineer	1	1,780.00			\$ 1,780.00
16 hours of demonstration and training	1	1,424.00			\$ 1,424.00
SUB-TOTAL					\$ 58,822.00
Newburyport High School Phase 3					
Selective Demolition					
general	1	850.00			\$ 850.00
Branch Wiring					
Power for door controllers	2	1,200.00			\$ 2,400.00
power for access control doors	5	1,200.00			\$ 6,000.00
power for handicap door operators	0	1,200.00			\$ -
Conduit					
3/4" EMT			800	3.5	\$ 2,800.00
Site Work					
re-connect handicap push plate (modifications)	0	800.00			\$ -
Architectural Work					
sealants and paint	1	1,000.00			\$ 1,000.00
Cutting and patching	1	2,000.00			\$ 2,000.00
Door Hardware Phase 3					
Hardware set 6	2	1,322.00			\$ 2,644.00
Hardware set 7	1	1,322.00			\$ 1,322.00
hardware install	3	500.00			\$ 1,500.00
Security					
Exterior Cameras	12	1,200.00			\$ 14,400.00
Analog to IP 4 channel converters	0	290.00			\$ -
New interior cameras	64	1,000.00			\$ 64,000.00
48 port POE network switch	3	2,400.00			\$ 7,200.00
video management software	0	362.00			\$ -
Video management software licence	76	108.00			\$ 8,208.00
Video management software base licence	0	900.00			\$ -
Camera/channel licence	76	170.00			\$ 12,920.00
3 year software upgrade plan	0	500.00			\$ -
Cat6 cable	1	40.00	8100	1.5	\$ 12,150.00

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PROJECT: Newburyport High School Integrated
Electronic Security Systems Study

JOB NO: 846-003

CLIENT: City of Newburyport

DATE: 12/15/2015

BY: DMP

CONSTRUCTION COST ESTIMATE

ITEM OF WORK <i>(includes labor and material)</i>	QTY	UNIT PRICE	LENGTH IN FEET	PRICE/L.F.	TOTAL
cat6 cable testing	77	20.00			\$ 1,540.00
patch cables	77	7.50			\$ 577.50
Door controller head end	0	4,000.00			\$ -
4 door controller	1	4,500.00			\$ 4,500.00
2 door controller	0	3,500.00			\$ -
Card reader	3	120.00			\$ 360.00
door contact	6	30.00			\$ 180.00
request to exit motion device	3	50.00			\$ 150.00
intrusion keypad	0	800.00			\$ -
access control wiring			2000	2	\$ 4,000.00
intrusion system control panel modifications	1	1,200.00			\$ 1,200.00
intrusion system wiring			1000	0.2	\$ 200.00
20 hours of on-site engineer	1	1,780.00			\$ 1,780.00
16 hours of demonstrarion and training	1	1,424.00			\$ 1,424.00
SUB-TOTAL					\$ 155,305.50
All phases sub-total					\$ 297,391.00
OH&P 10%					\$29,739.10
Project contingency 3%					\$8,921.73
Escalation 2%					\$5,947.82
TOTAL					\$ 341,999.65

COMMUNICATIONS

THE COMMONWEALTH OF MASSACHUSETTS

City of NewburyportRECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
JUN 21 A 8 36APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE
OR ASSEMBLE SECOND HAND MOTOR VEHICLES
OR PARTS THEREOF

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a _____ class license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? Plum Autoworks Inc (9786210675)

Business address of concern. No. 71 Storey Ave St.,
Newburyport MA 01950 City — Town.

2. Is the above concern an individual, co-partnership, an association or a corporation? Corp

3. If an individual, state full name and residential address.

4. If a co-partnership, state full names and residential addresses of the persons composing it.

5. If an association or a corporation, state full names and residential addresses of the principal officers.

President Nancy London 11 Warrenton Rd Haverhill MA 01830

Secretary " "

Treasurer " "

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles? yes

If so, is your principal business the sale of new motor vehicles? No

Is your principal business the buying and selling of second hand motor vehicles? yes

Is your principal business that of a motor vehicle junk dealer? No

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

25 x 40 Brick & Vinyl building with Approx
110 Ft Frontage on Storey Ave building consists of
2 offices single level with Paved Parking
Around Perimeter of Building

8. Are you a recognized agent of a motor vehicle manufacturer? No

(Yes or No)

If so, state name of manufacturer _____

9. Have you a signed contract as required by Section 58, Class 1? _____

(Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? yes

(Yes or No)

If so, in what city — town Newburyport 9 yrs

Did you receive a license? yes

(Yes or No)

For what year? Last 9 yrs

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof
ever been suspended or revoked? No

(Yes or No)

Sign your name in full _____

Nancy London

(Duly authorized to represent the concern herein mentioned)

Residence 11 Warrenton Rd Haverhill MA
01830

IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH
FULL INFORMATION, AND FALSE STATEMENTS
HEREIN MAY RESULT IN THE REJECTION OF
YOUR APPLICATION OR THE SUBSEQUENT
REVOCATION OF YOUR LICENSE IF ISSUED.

NOTE: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)

ISSUED THROUGH

A. A. DORITY COMPANY

BOSTON

CONTINUATION CERTIFICATE

The **NGM Insurance Company**, hereinafter called the Company, hereby continues in force its **MA Used Car Dealer** Bond Number **148623**

in the sum of **Twenty-Five Thousand dollars (\$25,000.00)**

on behalf of

Plum Auto Works, Inc.

located at

71 Storey Ave
Newburyport, MA 01950

in favor of **City of Newburyport, MA**

for the term beginning **December 31st, 2015** and ending on **December 31st, 2016**, subject to all covenants and conditions of said bond.

This Continuation is executed upon the express condition that the Company's liability shall not be cumulative and shall be limited at all times by the amount of the penalty stated in the bond.

In witness whereof, the Company has caused this instrument to be signed by its duly authorized Attorney-in-Fact and its Corporate Seal to be hereto affixed this day, October 22, 2015

NGM Insurance Company

By: _____

Katie E. Ford

Attorney-in-Fact

A. A. DORITY Company, Inc.

262 Washington Street, Suite 99

Boston, MA 02108

(617) 523-2935 Fax: 617-523-1707

December 2015 Grants Report

Grants Submitted

12/1/15 Newburyport Five Cents Saving Foundation - \$6,500 for Youth Opportunities

911 EMD Support and Incentive Grant - \$38,866

911 EMD Training Grant - \$7,500

Grants Awarded/Denied

Grants in Progress

FEMA Fire Assistance

EPA Brownfields

FEMA Fire Assistance

Partners for Places

Atty Genl's Office

Doppelt Family Fund (Rail Trail 2)

Recreational Trails Program (Little River Trail)

Research

Smart Cities

Laptops for cruisers

Solar panels for harbormaster bldg.

Prevention Coordinator for NYS

Emergency Management Facility

MIIA

Trench Box for Water Dept.

School Dept.

Conversion to gas heat at Brown School

Upgrade heating system at City Hall

Fish pier dredging

Bulk head phase II

Bartlet Mall pond cleanup

Shade structures for Perkins Playground and other parks

Safe Routes to School

Food Scrap Management



COMM003_01_11_16

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2018 DEC 5 4A 08:24

CITY OF NEWBURYPORT
VEHICLES FOR HIRE
BUSINESS OWNERS'S APPLICATION

Please Type or Print Clearly

APPLICANT INFORMATION:

Name of Applicant: Last: Hewlett First: Richard Middle Initial: _____
Address: PO Box 004 City: Seabrook State: NH Zip: 03874
Phone Number: (978) 417 9974 Message or work phone: (978) 912-2265
Driver's License Number: 09 HTR 51161 State: NH Expiration Date: Sept 16, 2019

BUSINESS INFORMATION:

Business Name: Seacoast Taxi Business Phone Number: (978) 912-2265
Business Address: ~~135 Bridge Rd~~ Salisbury City: MA State: MA Zip: 01952
Business Mailing Address: PO Box 004 City: Seabrook State: NH Zip: 03874
Number of vehicles to be operated under this permit: 2

FOR EACH VEHICLE, PLEASE LIST

Reg. # 19361 Expires: Nov Year: 2016 Make: Mercury Model: Grand Marquis
Reg. # 20080 Expires: Nov Year: 2016 Make: Ford Model: Crown Victoria
Reg. # _____ Expires: _____ Year: _____ Make: _____ Model: _____
Reg. # _____ Expires: _____ Year: _____ Make: _____ Model: _____
Reg. # _____ Expires: _____ Year: _____ Make: _____ Model: _____
Reg. # _____ Expires: _____ Year: _____ Make: _____ Model: _____

VECHICLE REGISTRATION INFORMATION:

Proof of evidence of legal and registered ownership of the vehicle(s) to be used by the applicant must be provided. Attach one (1) copy of each to this application.

INSURANCE INFORMATION:

Must provide proof of personal injury and property damage liability insurance coverage for each permitted taxi for the full time period of the permit. The personal injury coverage shall not be less than one hundred thousand dollars (\$100,000) for injury to one person with a total coverage of not less than three hundred thousand dollars (\$300,000) for each accident. The property damage coverage shall be not less than fifty thousand dollars (\$50,000) per occurrence. Attach one (1) copy to this application.

I, the undersigned, hereby declare that I have carefully read the Ordinance relating to this business; that I understand it thoroughly and will carry out every provision thereof; that to the best of my knowledge, I have complied with the regulations as outlined. I further state that the statements and answers contained in this application are true to the best of my knowledge and belief, knowing that false statement will be sufficient cause for denial or revocation of said license.

Richard Hewlett
(Signature of Applicant)

Date: 12/17/2014

Official Use Only

Office of the City Clerk

Initial Application Fee \$ _____ Date Received _____ By _____

Date sent to Police Department _____ New ☐ Renewal ☐

Police Department Use Only

Inspection Recommendation for each Vehicle

Cab # _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab # _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab# _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab# _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab # _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

PLATE TYPE TAN	REGISTRATION NUMBER TA19361	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF → 11 16	TRANSACTION NUMBER 02533170000103										
MFERS MODEL YEAR 2004	MAKE MERC	MODEL MARQUI	BODY STYLE/TYPE SEDAN	COLOR BLUE	Not valid without official signature of Registrar										
VEHICLE IDENTIFICATION NUMBER 2MEFM74W64X630911		INSURANCE COMPANY PILGRIM INSURANCE		TITLE NUMBER BN102823	REGISTRAR <i>Chen C. Dewney</i>										
RESIDENTIAL ADDRESS (IF DIFFERENT) 37 ELMIRA DRIVE NEWBURYPORT, MA 01950-1759					IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.										
NAME(S) OF OWNER(S) AND MAILING ADDRESS HEWLETT, RICHARD BX 1004 SEABROOK, NH 03874					FEES <table style="width: 100%;"> <tr><td>REGISTRATION</td><td style="text-align: right;">60.00</td></tr> <tr><td>TITLE</td><td style="text-align: right;">0.00</td></tr> <tr><td>SPECIAL PLATES</td><td style="text-align: right;">0.00</td></tr> <tr><td>SALES TAX</td><td style="text-align: right;">0.00</td></tr> <tr><td>TOTAL</td><td style="text-align: right;">60.00</td></tr> </table>	REGISTRATION	60.00	TITLE	0.00	SPECIAL PLATES	0.00	SALES TAX	0.00	TOTAL	60.00
REGISTRATION	60.00														
TITLE	0.00														
SPECIAL PLATES	0.00														
SALES TAX	0.00														
TOTAL	60.00														
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION The records of the RMV database constitute the official status of the vehicle registration.															

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS _____ _____ CITY, STATE, ZIP CODE
---	--

Important Information for Vehicle Owners

- Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and for the trailer, if any, and his/her license to operate, upon his/her person or in the vehicle, in some easily accessible place.
- By law, you must report any change of address to the RMV within 30 days in writing. Address changes can be made on the RMV website: www.massrmv.com or by mail to: RMV, P.O. Box 55889, Boston, MA 02205-5889. Once you have reported the address change to the RMV, please write corrected address in box provided above.

- Return the registration plates to the RMV immediately if:
 - The vehicle has been sold or junked and the registration is not going to be transferred to another vehicle. Keep a copy of the *Bill of Sale, Title*, and completed *Reassignment of Title* for your records to document the transfer.
 - You move to another state and you register the vehicle in that state.
 - The insurance policy is not renewed or is cancelled and there is no plan to obtain a new policy.

Transferring Your Plates: Massachusetts law (M.G.L. Chapter 90, Section 2) allows you to transfer **valid registration plates from this vehicle to a newly acquired new or used motor vehicle or trailer** while you obtain insurance and a new registration. **All** of the following must be met: **1.** You are at least 18 years of age and you own the motor vehicle or trailer identified on this *Registration Certificate*; **2.** You transfer ownership of this vehicle to another person or permanently lose possession of it (such as through repossession, etc.); **3.** The newly acquired vehicle is of the **same vehicle type** (passenger vehicle to passenger vehicle, trailer to trailer, etc.); the **same registration type** (passenger to passenger, commercial to commercial); and has the **same number of wheels**; and, **4.** The **seller and buyer** properly complete the Assignment of the Certificate of Title (for the newly acquired "used" vehicle) or Certificate of Origin (if a "new" vehicle). If **all** of the above are met, you may operate the newly acquired vehicle with the transferred plates **up to 5:00 pm of the 7th calendar day** following the date of transfer (or loss of possession). The day of transfer or loss is day #1. During those 7 days, you **must** carry the *Bill of Sale* (or the dealer's *Purchase Contract*) for the newly acquired vehicle **and** this *Registration Certificate* when operating the vehicle. See *FAQs About the Seven-Day Registration Transfer Law* on the RMV's website at www.massrmv.com.

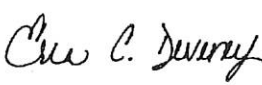
No Insurance Card Required: Massachusetts's law does **not** require an insurance card. The law, M.G.L. Chapter 90, Section 34A and Chapter 175, Section 113A requires the vehicle's owner to maintain a compulsory motor vehicle liability insurance policy or bond for bodily injury coverage and property damage insurance. If an insurer is identified on the face of this *Registration Certificate*, it is required by law to electronically notify the RMV (Registry of Motor Vehicles) if coverage lapses. The vehicle owner is then notified by the RMV to obtain new insurance within 10 days or the registration will be revoked. Bonds are filed with the State Treasurer's office.

Be first in line by going online at www.massrmv.com

- | | |
|---------------------------------|----------------------------------|
| Schedule a Road Test | Request a Duplicate Title |
| Renew Your Driver's License | Request a Duplicate Registration |
| Renew Your Registration | Change Your Address |
| Pay Citations/Court Hearing Fee | Cancel My Plate/Registration |
| Replace Your Driver's License | Order a Special Plate |

NEED TO VISIT AN RMV OFFICE?
SAVE TIME
Complete Your
Application Online!

VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS

PLATE TYPE TAN	REGISTRATION NUMBER TA20080	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF → 11 16	TRANSACTION NUMBER 02528170070104
MFRS MODEL YEAR 1999	MAKE FORD	MODEL CROVIC	BODY STYLE/TYPE SEDAN	COLOR BLUE	Not valid without official signature of Registrar 
VEHICLE IDENTIFICATION NUMBER 2FAP73W4XX197822		INSURANCE COMPANY PILGRIM INSURANCE		TITLE NUMBER EXAM	
RESIDENTIAL ADDRESS (IF DIFFERENT) 37 ELMIRA DRIVE NEWBURYPORT, MA 01950-1759					IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED. TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.
NAME(S) OF OWNER(S) AND MAILING ADDRESS HEWLETT, RICHARD BX 1004 SEABROOK, NH 03874					
FEES REGISTRATION 60.00 TITLE 0.00 SPECIAL PLATES 0.00 SALES TAX 0.00 TOTAL 60.00					
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION The records of the RMV database constitute the official status of the vehicle registration.					

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS _____ _____ CITY, STATE, ZIP CODE _____
---	---

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 - You move to another state and you register the vehicle in that state.
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Be first in line by going online at www.massrmv.com

- | | |
|---------------------------------|----------------------------------|
| Schedule a Road Test | Request a Duplicate Title |
| Renew Your Driver's License | Request a Duplicate Registration |
| Renew Your Registration | Change Your Address |
| Pay Citations/Court Hearing Fee | Cancel My Plate/Registration |
| Replace Your Driver's License | Order a Special Plate |

NEED TO VISIT AN RMV OFFICE?

SAVE TIME

Complete Your Application Online!

VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS

Transaction Type: RENEWAL
Transaction Effective Date: 08/21/2015
Process Date: 07/02/2015



For Claims Reporting call 617-956-6100

ISSUING COMPANY:
Pilgrim Insurance Company

**DECLARATIONS MASSACHUSETTS
BUSINESS AUTO COVERAGE FORM**

Policy Number: TXC00001003969

Office/Agent: 9000204

ITEM ONE – Named Insured and Address

RICHARD HEWLETT
PO BOX 1004
SEABROOK, NH 03874

Agent Name and Address

SALISBURY INSURANCE AGENCY, INC.
10A ELM STREET
SALISBURY, MA 01952

POLICY PERIOD:

Policy Covers FROM 08/21/2015 TO 08/21/2016 12:01 AM EST at the Named Insured's address stated above

NAMED INSURED'S BUSINESS:

FORM OF BUSINESS: INDIVIDUAL

In return for the payment of premium, and subject to all terms of this policy

ITEM TWO: SCHEDULE OF COVERAGES AND COVERED AUTO

This policy only provides only those coverages where a charge is shown in the premium column below. Each of these coverages will apply only to those "Autos" shown as covered "Autos". "Autos" are shown as covered "Autos" for a particular coverage by the entry of one or more of the symbols from the COVERED AUTOS section of the Business Auto Coverage Form next to the name of the coverage.

LIABILITY INSURANCE

COVERAGES	COVERED AUTOS (Entry of one or more of the symbols from the Covered Autos section of the Business Auto Coverage Form show which autos are covered autos)	LIMIT The most we will pay for any one accident or loss	PREMIUM
Compulsory Bodily Injury	7	\$20,000 Each Person \$40,000 Each Accident	5,444
Personal Injury Protection	7	\$8,000 Each Person	1,644
Optional Bodily Injury	7	\$100,000 Each Person \$300,000 Each Accident	4,858
Property Damage	7	\$50,000 Each Accident	3,048
Combined Single Limit		\$ Each Accident	
Medical Payments		\$ Each Person	
Uninsured Motorist	7	\$100,000 Each Person \$300,000 Each Accident	128
Underinsured Motorist	7	\$100,000 Each Person \$300,000 Each Accident	68

PHYSICAL DAMAGE INSURANCE

Actual Cash Value or cost of repair, whichever is less, minus the deductible for Covered Auto

Comprehensive Coverage	SEE SCHEDULE	Deductible	
Specified Perils		Deductible	
Collision	SEE SCHEDULE	Deductible	
Limited Collision		Deductible	
Rental Reimbursement			
Towing and Labor			
PREMIUM FOR ENDORSEMENTS			0
ESTIMATED TOTAL PREMIUM			15,190

Countersigned by:

William D. Hartman

President

Boj Tjan

Assistant Secretary

MM 00 97 09 08

Copyright, Insurance Services Office, Inc. 2000

Page 1 of 6

AGENT COPY



Policy Number: TXC00001003969

ADDITIONAL INFORMATION

Experience Modifications:	Liability 0.76	Comprehensive 1.00	Collision 1.00	Rating ID: 1
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Company Use Fields:	FID #:	MC #:	DOT #:
Policy Type: CED			

Forms and Endorsement attached to this Coverage Form:

CA 00 01 03/2006	CA 23 86 01/2006	CA 23 94 03/2006
CA 24 02 12/1993	CA 99 17 10/2002	CA ERM 01
02/2006	CA NOP 01 02/2006	CA RAT 01 02/2006
IL 00 03 04/1998	IL 00 17 11/1998	IL 00 21 04/1998
MM 00 97 09/1998	MM 99 11 10/2011	MM 99 18 09/1998
MM 99 23 09/1998	MM 99 54 09/1998	

Driver Information:

<u>Driver No.</u>	<u>Driver Name</u>	<u>Date of Birth</u>	<u>License Number</u>	<u>State</u>
1	RICHARD HEWLETT	09/16/1951	XXXXXX780	MA

ITEM THREE – SCHEDULE OF COVERED AUTOS YOU OWN

VEHICLE INFORMATION
DESCRIPTION

Auto No.	Year Make Model Vehicle ID No. (VIN)	Limit of Insurance/ Cost New	Size GVW, GCW or Vehicle Seating Capacity	Territory Town and State where the Covered Auto will be Garaged Territory/Premium Town/Zip
1	2004 MERCURY GRAND MARQUIS GS 2MEFM74W54X604073			NEWBURYPORT, MA, 13 01950
2	2004 MERCURY GRAND MARQUIS GS 2MEFM74W64X630911			NEWBURYPORT, MA, 13 01950

CLASSIFICATION

Auto No.	Use **	Plate No.	Plate Type	Class	Radius	Mobile Equipment	Inspect Code	Loss of Use Day/Amount
1	C	TA20080	TAN	415900	LOCAL (0 - 50 MILES)		9	
2	C	TA19361	TAN	415900	LOCAL (0 - 50 MILES)		9	

Business Use: S = Service, R = Retail, C = Commercial, N = Non-Business, H = Heavy Commercial/Special

LIABILITY LIMITS (* Limits in Thousands)

Compulsory Bodily Injury (20/40)		PIP 8 per pers.	Optional Bodily Injury/CSL		Property Damage (compulsory limit 5)			Auto Medical Payments		Uninsured Motorist (compulsory limit 20/40)		Underinsured Motorist	
Auto No.	Prem	Prem	Limit	Prem	Limit	Ded	Prem	Limit	Prem	Limit	Prem	Limit	Prem
1	\$2,722	\$822	100/300	\$2,429	50		\$1,524			100/300	\$64	100/300	\$34
2	\$2,722	\$822	100/300	\$2,429	50		\$1,524			100/300	\$64	100/300	\$34



PHYSICAL DAMAGE

Auto No	@ Vehicle Type and Limit	** Specified Perils			Comprehensive		Collision		Limited Collision		*** Waiver of Ded.	*** Loss of Use	*** Towing and Labor
		Cov.	Ded.	Pre.	Ded	Prem.	Ded	Prem	Ded.	Prem			
1													
2													

** F- Fire Coverage; T- Theft Coverage; F & T - Fire and Theft Coverage; CAC - Combined Additional Coverage

*** YES Designates Loss of Use/Towing and Labor applies

@ Designates whether ACV (Actual Cash Value), SA (Stated Amount) or AV (Agreed Value) and, except for ACV, the Limit of Liability.

Auto No.	Except for all physical damage loss is payable to you and the loss payee named below as interests may appear at the time of loss.

ITEM SIX – SCHEDULE FOR GROSS RECEIPTS OR MILEAGE BASIS – LIABILITY COVERAGE – PUBLIC AUTO OR LEASING RENTAL CONCERNS

ESTIMATED YEARLY	RATES		PREMIUMS	
<input type="checkbox"/> GROSS RECEIPTS	<input type="checkbox"/> Per \$100 of Gross Receipts <input type="checkbox"/> Per Mile			
<input type="checkbox"/> MILEAGE	Per \$100 of Gross Receipts			
	LIABILITY COVERAGE	AUTO MEDICAL PAYMENTS	LIABILITY COVERAGE	AUTO MEDICAL PAYMENTS
			\$	\$
			\$	\$
			\$	\$
			\$	\$
		TOTAL PREMIUM	\$	\$
		MINIMUM PREMIUM	\$	\$

When used as a premium basis:

FOR PUBLIC AUTOS

Gross Receipts means the total amount to which you are entitled for transporting passengers, mail or merchandise during the policy period regardless of whether you or any other carrier originate the transportation. Gross Receipts does not include:

- A. Amounts you pay to railroads, steamship lines, airlines and other motor carriers operating under their own ICC or PUC permits.
- B. Advertising Revenue.
- C. Taxes which you collect as a separate item and remit directly to a governmental division.
- D. C.O.D. collections for cost of mail or merchandise including collection fees.

Mileage means the total live and dead mileage of all revenue producing units operated during the policy period.

FOR RENTAL OR LEASING CONCERNS

Gross receipts means the total amount to which you are entitled for the leasing or rental of "autos" during the policy period and includes taxes except those taxes which you collect as a separate item and remit directly to a governmental division.

Mileage means the total live and dead mileage developed by all the "autos" you leased or rented to others during the policy period.

ITEM SIX – SCHEDULE FOR GROSS RECEIPTS OR MILEAGE BASIS – LIABILITY COVERAGE – PUBLIC AUTO OR LEASING RENTAL CONCERNS

ESTIMATED YEARLY	RATES		PREMIUMS	
<input type="checkbox"/> GROSS RECEIPTS	<input type="checkbox"/> Per \$100 of Gross Receipts <input type="checkbox"/> Per Mile			
<input type="checkbox"/> MILEAGE	Per \$100 of Gross Receipts			
	LIABILITY COVERAGE	AUTO MEDICAL PAYMENTS	LIABILITY COVERAGE	AUTO MEDICAL PAYMENTS
			\$	\$
			\$	\$
			\$	\$
			\$	\$
	TOTAL PREMIUM		\$	\$
	MINIMUM PREMIUM		\$	\$

When used as a premium basis:

FOR PUBLIC AUTOS

Gross Receipts means the total amount to which you are entitled for transporting passengers, mail or merchandise during the policy period regardless of whether you or any other carrier originate the transportation. Gross Receipts does not include:

- A. Amounts you pay to railroads, steamship lines, airlines and other motor carriers operating under their own ICC or PUC permits.
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Mileage means the total live and dead mileage developed by all the "autos" you leased or rented to others during the policy period.



COMM004_01_11_16

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MACITY OF NEWBURYPORT
VEHICLES FOR HIRE
BUSINESS OWNERS'S APPLICATION

2016 JAN -5 P 12:05

Please Type or Print Clearly

APPLICANT INFORMATION:

Name of Applicant: Last: CONGDON First: HAROLD Middle Initial: _____
Address: 52 ELM ST City: SALISBURY State: MA Zip: 01952
Phone Number: 978 4655107 Message or work phone: () _____
Driver's License Number: 318617747 State: MA Expiration Date: 2020
Social Security Number: 029-36-8262

BUSINESS INFORMATION:

Business Name: Port TAXI Business Phone Number: 978 4652333
Business Address: 52 ELM ST City: _____ State: _____ Zip: _____
Business Mailing Address: 52 ELM ST City: SALISBURY State: MA Zip: 01952
Number of vehicles to be operated under this permit: 8

FOR EACH VEHICLE, PLEASE LISTSEE ATTACH LIST

Reg. #	Expires:	Year:	Make:	Model:
Reg. #	Expires:	Year:	Make:	Model:
Reg. #	Expires:	Year:	Make:	Model:
Reg. #	Expires:	Year:	Make:	Model:
Reg. #	Expires:	Year:	Make:	Model:
Reg. #	Expires:	Year:	Make:	Model:

VEHICLE REGISTRATION INFORMATION:

Proof of evidence of legal and registered ownership of the vehicle(s) to be used by the applicant must be provided. Attach one (1) copy of each to this application.

INSURANCE INFORMATION:

Must provide proof of personal injury and property damage liability insurance coverage for each permitted taxi for the full time period of the permit. The personal injury coverage shall not be less than one hundred thousand dollars (\$100,000) for injury to one person with a total coverage of not less than three hundred thousand dollars (\$300,000) for each accident. The property damage coverage shall be not less than fifty thousand dollars (\$50,000) per occurrence. Attach one (1) copy to this application.

I, the undersigned, hereby declare that I have carefully read the Ordinance relating to this business; that I understand it thoroughly and will carry out every provision thereof; that to the best of my knowledge, I have complied with the regulations as outlined. I further state that the statements and answers contained in this application are true to the best of my knowledge and belief, knowing that false statement will be sufficient cause for denial or revocation of said license.

(Signature of Applicant)

Date: _____

Official Use Only

Office of the City Clerk

Initial Application Fee \$ _____ Date Received _____ By _____

Date sent to Police Department _____ New ☐ Renewal ☐

Police Department Use Only

Inspection Recommendation for each Vehicle

Cab # _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab # _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab# _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab# _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____

Cab # _____ License Plate#: _____ VIN# _____ ☐ Approved ☐ Denied

Comments: _____



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
11/16/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lighthouse Insurance Agency, Ltd 470 West Broadway South Boston MA 02127		CONTACT NAME: Stephanie Tsuji PHONE (A/C No. Ext): (617) 464-3777 FAX (A/C No.): (617) 464-3888 E-MAIL ADDRESS: stephanie.tsuji@lighthouseins.net	
INSURED Port Taxi Inc 52 Elm St Salisbury MA 01952		INSURER(S) AFFORDING COVERAGE INSURER A: New Hampshire Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL14111725296

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	GENERAL LIABILITY <input type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (EA occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	X		01-MH-067180739-1	4/8/2015	4/8/2016	COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ 100,000 BODILY INJURY (Per accident) \$ 300,000 PROPERTY DAMAGE (Per accident) \$ 50,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				WC STATUS: <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Certificate Holder is also Additional Insured.

See attached vehicle list

CERTIFICATE HOLDER

(978) 462-7936

The City of Newburyport
 Transportation Department
 Newburyport, MA 01950

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Brian Boucher/STERN

#	PLATE #	YEAR	MAKE	MODEL	VIN #	
1	TA509C	2005	CHRYSLER	T/C	1C4GP45RX5B232917	NOVE 2016
2	TA24209	2003	DODGE	CARAVAN	1D4GP24303B181347	"
3	TA24210	2003	DODGE	CARAVAN	1D4GP44323B231676	"
4	TA24225	2002	DODGE	CARAVAN	2B4GP44362R566367	"
5	TA24222	2002	CHRYSLER	T/C	2C4GP44392R77785	"
6	TA25259	2003	DODGE	CARAVAN	1D4GP25R43B316400	"
7	TA24201	2006	DODGE	CARAVAN	1D4GP25R36B527463	"
8	TA24208	2003	DODGE	CARAVAN	1D4GP453X3B168258	"

CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

#1
RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA509C	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF 11 16	MONTH 11	YEAR 16	TRANSACTION NUMBER 02531601292249										
MFYS MODEL YEAR 2005	MAKE CHRY	MODEL TOWN	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.										
VEHICLE IDENTIFICATION NUMBER 1C4GP45RX5B232917		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BQ016965	REGISTRAR <i>Chas C. Dwyer</i>		TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.										
RESIDENTIAL ADDRESS (IF DIFFERENT) 2001 Elm St Salisbury MA 01952-1933					FEES												
NAME(S) OF OWNER(S) AND MAILING ADDRESS *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933					<table> <tr> <td>REGISTRATION</td> <td>60.00</td> </tr> <tr> <td>TITLE</td> <td>0.00</td> </tr> <tr> <td>SPECIAL PLATES</td> <td>0.00</td> </tr> <tr> <td>SALES TAX</td> <td>0.00</td> </tr> <tr> <td>TOTAL</td> <td>60.00</td> </tr> </table>			REGISTRATION	60.00	TITLE	0.00	SPECIAL PLATES	0.00	SALES TAX	0.00	TOTAL	60.00
REGISTRATION	60.00																
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<p align="center">MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION</p> <p align="center">The records of the RMV database constitute the official status of the vehicle registration.</p>																	

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS CITY, STATE, ZIP CODE
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Important Information for Vehicle Owners

- Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and for the trailer, if any, and his/her license to operate, upon his/her person or in the vehicle, in some easily accessible place.
- By law, you must report any change of address to the RMV within 30 days in writing. Address changes can be made on the RMV website: www.massrmv.com or by mail to: RMV, P.O. Box 55889, Boston, MA 02205-5889. Once you have reported the address change to the RMV, please write corrected address in box provided above.

- Return the registration plates to the RMV immediately if:
 - The vehicle has been sold or junked and the registration is not going to be transferred to another vehicle. Keep a copy of the **Bill of Sale, Title**, and completed **Reassignment of Title** for your records to document the transfer.
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|---------------------------------|----------------------------------|
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| Renew Your Driver's License | Request a Duplicate Registration |
| Renew Your Registration | Change Your Address |
| Pay Citations/Court Hearing Fee | Cancel My Plate/Registration |
| Replace Your Driver's License | Order a Special Plate |

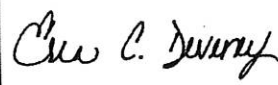

NEED TO VISIT AN RMV OFFICE?

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VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS

CERTIFICATE OF REGISTRATION #2 **RMV Division**

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

PLATE TYPE TAN	REGISTRATION NUMBER TA24209	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF 11 MONTH 16 YEAR	TRANSACTION NUMBER 02531601292264										
MFYS MODEL YEAR 2003	MAKE DODG	MODEL GRACAR	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar 										
VEHICLE IDENTIFICATION NUMBER 1D4GP24303B181347		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BQ224375											
RESIDENTIAL ADDRESS (IF DIFFERENT)					IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED. TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.										
NAME(S) OF OWNER(S) AND MAILING ADDRESS  *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933															
FEES <table style="width: 100%;"> <tr> <td>REGISTRATION</td> <td style="text-align: right;">60.00</td> </tr> <tr> <td>TITLE</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>SPECIAL PLATES</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>SALES TAX</td> <td style="text-align: right;">0.00</td> </tr> <tr> <td>TOTAL</td> <td style="text-align: right;">60.00</td> </tr> </table>					REGISTRATION	60.00	TITLE	0.00	SPECIAL PLATES	0.00	SALES TAX	0.00	TOTAL	60.00	
REGISTRATION	60.00														
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MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION The records of the RMV database constitute the official status of the vehicle registration.															

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS CITY, STATE, ZIP CODE
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Important Information for Vehicle Owners

- Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and for the trailer, if any, and his/her license to operate, upon his/her person or in the vehicle, in some easily accessible place.
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| Renew Your Registration | Change Your Address |
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CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

#3
RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA24210	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF →	MONTH 11	YEAR 16	TRANSACTION NUMBER 02531601292273
MFYS MODEL YEAR 2003	MAKE DODG	MODEL CARAVA	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.
VEHICLE IDENTIFICATION NUMBER 1D4GP44323B231676		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BP566085		REGISTRAR <i>Chas C. Dwyer</i>	
RESIDENTIAL ADDRESS (IF DIFFERENT)							
NAME(S) OF OWNER(S) AND MAILING ADDRESS *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933				FEES REGISTRATION 60.00 TITLE 0.00 SPECIAL PLATES 0.00 SALES TAX 0.00 TOTAL 60.00			
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION The records of the RMV database constitute the official status of the vehicle registration.							

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS
	STREET ADDRESS
	CITY, STATE, ZIP CODE

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CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA24225	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF 11 16	MONTH 11	YEAR 16	TRANSACTION NUMBER 02531601292288
MFYS MODEL YEAR 2002	MAKE DODG	MODEL GCARAV	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar <i>Chen C. Dwyer</i>		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.
VEHICLE IDENTIFICATION NUMBER 2B4GP44362R566367		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BP494755		TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.	
RESIDENTIAL ADDRESS (IF DIFFERENT)					REGISTRAR		
NAME(S) OF OWNER(S) AND MAILING ADDRESS *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933					FEES REGISTRATION 60.00 TITLE 0.00 SPECIAL PLATES 0.00 SALES TAX 0.00 TOTAL 60.00		
<p align="center">MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION</p> <p align="center">The records of the RMV database constitute the official status of the vehicle registration.</p>							

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS CITY, STATE, ZIP CODE
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CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

#5
RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA24222	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF →	MONTH 11	YEAR 16	TRANSACTION NUMBER 02531601292302
MFYS MODEL YEAR 2002	MAKE CHRY	MODEL TOWN	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.
VEHICLE IDENTIFICATION NUMBER 2C4GP44392R777985		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BN890452		REGISTRAR <i>Chae C. Dwyer</i>	
RESIDENTIAL ADDRESS (IF DIFFERENT)							
NAME(S) OF OWNER(S) AND MAILING ADDRESS *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933				FEES REGISTRATION 60.00 TITLE 0.00 SPECIAL PLATES 0.00 SALES TAX 0.00 TOTAL 60.00			
<p align="center">MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION</p> <p align="center">The records of the RMV database constitute the official status of the vehicle registration.</p>							

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#6 CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA25259	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF 11 16	TRANSACTION NUMBER 02531601292318
MFRS MODEL YEAR 2003	MAKE DODG	MODEL CARAVA	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar <i>Chris C. Dewney</i>
VEHICLE IDENTIFICATION NUMBER 1D4GP25R43B316400		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER EXAM	IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.
RESIDENTIAL ADDRESS (IF DIFFERENT)					TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.
NAME(S) OF OWNER(S) AND MAILING ADDRESS  *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933					FEES REGISTRATION 60.00 TITLE 0.00 SPECIAL PLATES 0.00 SALES TAX 0.00 TOTAL 60.00
MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION The records of the RMV database constitute the official status of the vehicle registration.					

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS CITY, STATE, ZIP CODE
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Important Information for Vehicle Owners

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CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

#7
RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA24201	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF → 11 16	MONTH 11	YEAR 16	TRANSACTION NUMBER 02531601292335										
MFERS MODEL YEAR 2006	MAKE DODG	MODEL CARAVA	BODY STYLE/TYPE VAN	COLOR WHITE	Not valid without official signature of Registrar <i>Chas C. Dwyer</i>		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.										
VEHICLE IDENTIFICATION NUMBER 1D4GP25R36B527463		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BQ287202		TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.											
RESIDENTIAL ADDRESS (IF DIFFERENT)					FEEES												
NAME(S) OF OWNER(S) AND MAILING ADDRESS *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933					<table> <tr><td>REGISTRATION</td><td>60.00</td></tr> <tr><td>TITLE</td><td>0.00</td></tr> <tr><td>SPECIAL PLATES</td><td>0.00</td></tr> <tr><td>SALES TAX</td><td>0.00</td></tr> <tr><td>TOTAL</td><td>60.00</td></tr> </table>			REGISTRATION	60.00	TITLE	0.00	SPECIAL PLATES	0.00	SALES TAX	0.00	TOTAL	60.00
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SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS
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	CITY, STATE, ZIP CODE

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CERTIFICATE OF REGISTRATION

M.G.L. Chapter 90 Section 24B makes it a crime to alter this Certificate

#8
RMV Division

PLATE TYPE TAN	REGISTRATION NUMBER TA24208	REGISTRATION TYPE TAXI	EFFECTIVE DATE 12/01/15	EXPIRES LAST DAY OF →	MONTH 11	YEAR 16	TRANSACTION NUMBER 02531601292346
MFYS MODEL YEAR 2003	MAKE DODG	MODEL CARAVA	BODY STYLE/TYPE VAN	COLOR GREEN	Not valid without official signature of Registrar		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.
VEHICLE IDENTIFICATION NUMBER 1D4GP453X3B168258		INSURANCE COMPANY NEW HAMPSHIRE INS		TITLE NUMBER BQ288053		REGISTRAR <i>Chen C. Dwyer</i>	
RESIDENTIAL ADDRESS (IF DIFFERENT)							
NAME(S) OF OWNER(S) AND MAILING ADDRESS *****AUTO**3-DIGIT 018 PORT TAXI INC 52 ELM ST SALISBURY MA 01952-1933						FEES REGISTRATION 60.00 TITLE 0.00 SPECIAL PLATES 0.00 SALES TAX 0.00 TOTAL 60.00	
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STREET ADDRESS

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RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

To: City Councilor Ed Cameron

Subject: Economic Development Concept for the Business Park and surrounding area

2016 JAN -5 P 2:43

Dear Councilor Cameron,

It seems to us that there may be a significant opportunity to creatively look at what has been "The Industrial Park" for many years and is now the Business Park. The opportunities relate to the assets of the park, the branding and positioning of the park that would reinforce and build on the positive growth of the Greater Newburyport area, the general sensitivity of this area to protect/enhance our natural resources and the strength of the companies in the park.

It is important that future initiatives would protect current and future jobs, foster new opportunities for growth and ensure the real estate tax base is protected from significant risks.

In terms of risks, we are very pleased that the resiliency ad-hoc committee that has recently been set up will be addressing the flooding of the park and that there are many considerations to be addressed. In the interest of reinforcing what could be outlined, we note that there could be a short term and longer term approach to A) Protecting the Park from flood damage and B) Enhancing its value for citizens and Park owners.

In the short term, we understand that the Conservation Commission is planning to use Ethan Cohen's drone to review sections of the city. This is excellent as with drone video footage, stakeholders could better visualize a few key issues, several of which are already known. We believe this will help set the stage to address and deal with 'too small' culverts, and "too heavy" storm water runoff from Turkey Hill boundary as well as any other issues that may be revealed. Such interventions may include structural improvements or repositioning to i.e. culverts, storm drains, etc. They could also include "natural" steps such as tree planting, selective ponding, and low tech, low energy water movement via for example small wind devices. Given renewed Federal and State interest in flood proofing coastal areas taking such an approach may help the City find grant monies to aid in securing the Park's future.

In the longer term, there is an opportunity to establish a planning framework for the Park, by minimizing the risks, to become a unique example of an eco-friendly Park. This could enhance the economic impact of the Park on a local and regional level.

This information provides a context for this concept:

[**https://en.wikipedia.org/wiki/Eco-industrial_park**](https://en.wikipedia.org/wiki/Eco-industrial_park)

[**<http://www.brathensbusinesspark.com/index.html>**](<http://www.brathensbusinesspark.com/index.html>)

[**<http://www.greenerideal.com/building/1210-two-key-concepts-alter-city-landscapes/>**](<http://www.greenerideal.com/building/1210-two-key-concepts-alter-city-landscapes/>)

Focusing on the assets of the area would allow for working with the plants, waters, and landform unique to our area to both protect the park and offer neighborly passive enjoyment.

A well-developed plan could improve the funds flow to the Park owners while adding a natural open space overlay which would benefit all citizens. The proposed water management approaches would, in addition to current and future buildings involve some of its existing natural areas for passive recreation. Such enhancements as a roadside bike rack with a picnic table or granite seating, bird and bat houses at the end of short sheltered paths, and berms around buildings specifically for flood protection but doing double duty as "wander ways".

Needless to say, these would be located in places that work for all stakeholders and do not interfere with the needs of Park owners.

Working collaboratively with the owners of the properties or their representatives and such organizations as Essex County Green Belt and Coastal Trails, perhaps an economic development focused task team could work with the conclusions of the ad hoc committee to develop a longer term win-win-win initiative.

This could include such opportunities as devising a planning or zoning overlay that allows for donation or long term easements of the marginally useful or wetter edges of the owner's land to a new nonprofit entity in such a manner that the owners would receive significant tax benefits from the donation. The City would see a patch work of natural micro-park spots slowly emerge both in the Park itself and its edges. The Park would become a recognized resiliency model of doing good business by better adapting to natural processes and at the same time opening up a natural area for passive recreation. Its achievement would help to 'brand' Newburyport as business friendly thus aiding our local businesses, their employees and the community overall.

We hope that you and your City Council colleagues may add this to your list of possible action items for the coming year. We are willing to serve on such a task force to ensure that it can be a private-public initiative.

We look forward to hearing from you about how we can be of assistance.

Sincerely,
Art Currier, 22 53rd Street, Newburyport, MA 01950
Ron Martino, 4 Moseley Place, Newburyport 01950
Dated 01.04.2016

**APPOINTMENTS
FIRST READING**



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

DONNA D. HOLADAY, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950

978-465-4413 PHONE

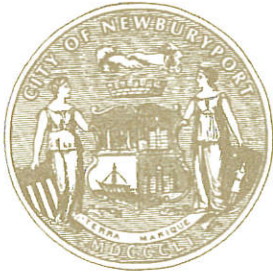
978-465-4402 FAX

2015 DEC 28 P 3:49

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: December 28, 2015
Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Water/Sewer Commission to fulfill the unexpired term of David Hanlon. This term will expire May 1, 2017.

Brendan J. Coffey, P.E.
7 Park Street
Newburyport, MA 01950



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

DONNA D. HOLADAY, MAYOR

60 PLEASANT STREET - P.O. BOX 660
NEWBURYPORT, MA 01950

978-465-4413 PHONE

978-465-4402 FAX

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CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 JAN -5 P 3:10

To: President and Members of the
City Council

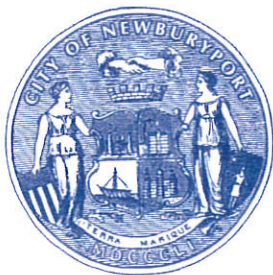
From: Donna D. Holaday, Mayor

Date: January 5, 2016

Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a Special Police Officer with the Newburyport Police Department to work private detail and road construction

Nora D. Duggan
70 Mudnock Road
Salisbury, MA 01952



CITY OF NEWBURYPORT

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2015 DEC 24 A 9:37

POLICE DEPARTMENT

MARK R. MURRAY
INTERIM CITY MARSHAL

4 GREEN STREET
NEWBURYPORT, MA 01950

TEL: 978-462-4411

FAX: 978-462-0396

TO: Mayor Donna Holaday
FR: Marshal Mark Murray
DA: December 21, 2015
RE: Special Police Appointment

Mayor,

I'm requesting that Patrolman Nora Duggan continue to assist the police department with traffic details after her retirement date of December 31st, 2015. This police department has had a long and successful program of utilizing retired officers for special work. They are well trained, understand policing and how to effectively monitor and direct traffic.

Our special police roster is limited. In the past we lost some officers to age, illness or death. Having officers such as Patrolman Duggan willing to continue is a Special Police Officer benefit to the police department's ability to meet the demand of traffic officers.

Patrolman Duggan is up to date with all her training and requirements under Massachusetts Municipal Training Council.

Nora D Duggan
70 Mudnock Rd
Salisbury, MA 01952
DOB August 29th, 1957

Thank you for your consideration in this matter. If you need any additional information please let me know.

Excellence In Policing Through Superior Service

END OF CONSENT AGENDA

BEGINNING OF REGULAR AGENDA

TRANSFERS



CITY OF NEWBURYPORT

IN CITY COUNCIL

ORDERED:

EMERGENCY PREAMBLE

January 11, 2016

This transfer will allow the funding of the preliminary design of the Odor Control and Facility Upgrade at the Wastewater Treatment Facility. This odor causes a public nuisance that will be exacerbated and prolonged if this measure is not voted on at its first introduction. Therefore pursuant to Section 2-9 of the Home Rule Charter of the City of Newburyport two-thirds of the City Council hereby affirmatively declare that an emergency exists such that this measure may be voted upon at its first introduction to this Council.



City of Newburyport

FY 2016

BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 JAN -5 A 9:41

Department: DPS - Sewer

Submitted by: Anthony Furnari, Director

Date Submitted: 1/11/2016

Transfer From:

Account Name	Retained Earnings	YTD Bal:	\$	1,702,181.00
Account Number:	61-35920	Trans In:	\$	-
Amount:	\$113,000.00	Trans Out:	\$	(225,000.00)
Why are Funds Available:	<i>The Massachusetts Department of Revenue certified Retained Earnings for the Sewer Enterprise Fund for FY2016 at \$1,927,181. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council.</i>			

Transfer To:

Account Name	Sewer Odor Control	YTD Bal:	\$	-
Account Number:	New Account	Trans In:	\$	-
Amount:	\$113,000.00	Trans Out:	\$	-
Why are Funds Required:	<i>To fund the Preliminary Design of the Odor Control and Facility Upgrade at the City's Wastewater Treatment Facility. See attached explanatory memorandum.</i>			

Donna D Holaday, Mayor
Ethan R. Manning, Auditor
City Council Approval: (Stamp)

Donna D Holaday
Ethan R Manning

Date: 1/4/16
Date: 1/4/16



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY
60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4413 • (978) 465-4402 (FAX)
WWW.CITYOFNEWBURYPORT.COM

To: President and Members of the City Council

From: Donna D. Holaday, Mayor

Date: January 4, 2016

Subject: Request for Emergency Appropriation to fund Preliminary Design for Wastewater Treatment Facility Odor Control

I am writing to respectfully request approval of an appropriation from Sewer Retained Earnings in the amount of \$113,000 to fund the preliminary design for odor control and facility upgrades at the Waste Water Treatment Facility at 115 Water Street. I further request that this transfer be voted on as an emergency measure, allowing that it be voted on with one reading the same night as it is introduced at the January 11, 2016 City Council meeting.

At the Water and Sewer Commission meeting held on December 14, 2015, the City's consultant, Environmental Partners, reviewed timelines and cost estimates with the Commission. The Commission unanimously approved the appropriation of funds from Sewer Retained Earnings for this phase of the project.

Listed below are the Project Milestones.

Project Milestones	Completion Dates
1A Preliminary Design	February 29, 2016
1B City Review	March 14, 2016
2A Permitting Submittal	May 31, 2016 - July 25, 2016
2B Final Design	June 27, 2016
2C City Review	July 18, 2016
3 Bid Period	July 25, 2016 - September 2, 2016
4 Award Contract	September 19, 2016
5 Construction Period	September 2016 - June 2017

To meet the above milestones, we are anticipating our funding needs as shown below. The estimated costs for Final Design/Bidding and Construction will be further refined as each phase of the project progresses.

Phase	Estimated Cost	Funding Approval Dates
Preliminary Design	\$113,000	January 11, 2016
Final Design/Bidding	\$230,000	February 29, 2016
Construction	\$3.0-3.5 million	September 12, 2016

The delivery of the clarifier covers can take up to 6 months from a notice to proceed. In addition, there is a permitting timeline of 60 days for the Department of Environmental Protection (MassDEP) to approve the upgrades. An expected delivery timeline from the biofilter manufacturer is forthcoming.

The goals of this project are two-fold: (1) take immediate steps to reduce odors for summer of 2016 and (2) undergo bidding and construction of the facility upgrades as a permanent solution to reducing odors at the facility. Given the aforementioned timeline, including a lengthy delivery and permitting process, I am requesting that the City Council approve this as an emergency measure because this is simply a matter of timing. With approval by the Commission of this plan on December 14th and the new Council session beginning on January 11th, we cannot afford to lose two weeks with a lengthy process in front of us and a universal desire to implement immediate steps to reduce odors by the summer.

I have attached further details regarding this project from Environmental Partners; this assessment was distributed at the October 19, 2015 joint Committee of the Whole, Public Utilities, and Water & Sewer Commission meeting and is also available on the City's website at: <http://www.cityofnewburyport.com/dps-sewer-division/files/wastewater-treatment-facility-odor-control-assessment>

I thank you in advance for your consideration.



September 2015

Newburyport WPCF Odor Control Assessment Sheet

Headworks

- ☐ Excessively high sulfide (5 times recommended short-term limit) = hazardous environment and odors
- ☐ Inadequate ventilation compromises safety of staff
- ☐ Premature corrosion
- ☐ Greatest source of odors
- Odor and Safety
 - Add ferric chloride upstream to reduce sulfides from the force main
 - Convey air to a biofilter designed for high sulfide concentrations
 - Replace the vent near screenings barrel with a powered vent



Headworks Vent

Primary Clarifiers

- ☐ Clarifiers create sulfide and odors
- ☐ Odors are not treated by the odor control system
- Cover clarifiers with flat covers
- Cover scum pits
- Convey air to the biofilter
- Operate both clarifiers



Primary Clarifier

Odor Control Biofilter

- ☐ Expansion is needed to address safety and odor concerns
- ☐ Existing biofilter does not operate at full capacity
- Replace with a biofilter comprised of engineered media:
 - Higher sulfide loads possible
 - Smaller footprint
 - Significantly less maintenance
 - Better air flow control
 - Fewest changes to the existing system



Biofilter

Ventilation

- ☐ Inadequate for staff safety
- ☐ Insufficient for odor control
- ☐ Directly discharges odorous air
- ☐ Short circuits, bypassing the working level in the press room
- Assess and design ventilation corrections
- Increase the odor control air volume from sludge processing areas
- Provide powered & heated ventilation for supply air to the headworks



Sludge Press

Hyannis:

396 North Street, Hyannis, MA 02601
TL 508.568.5103 • FX 508.568.5125

Headquarters:

1900 Crown Colony Drive, Suite 402, Quincy, MA 02169
TL 617.657.0200 • FX 617.657.0201

Woburn:

18 Commerce Way, Suite 2000, Woburn, MA 01801
TL 781.281.2542 • FX 781.281.2543



September 2015

Newburyport WPCF Odor Control Assessment Sheet

Ferric Chloride Shed Improvements

- ☐ Ferric chloride thickens and freezes (10° F) in cold weather
- ☐ Entry/egress improvements are needed
- Enclose and add insulation prior to winter 2015
- Create a safe entry by building out the north (open) side of the building
- Provide temporary heat and ventilation until the broader design of ventilation system improvements



Ferric Chloride Storage Tank

Grit Handling and Disposal

- ☐ Very odorous location and operation
- ☐ Handling of noxious grit by staff
- Evaluate conveying the grit directly to sludge disposal
- Eliminate handling of the grit dumpster outside
- Keep grit in areas with odor control



Grit Dumpster

Septage Receiving

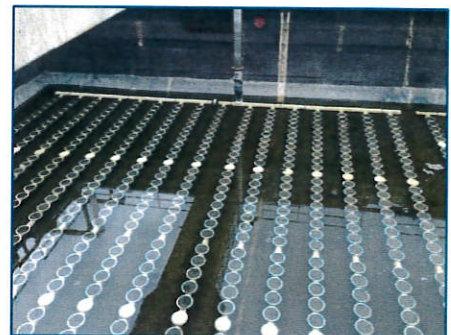
- ☐ Short term intense odors possible
- ☐ Inefficient odor control air collection
- Enclose the septage receiving station
- Convey air to the biofilter when septage is delivered



Septage Receiving

Process Changes in Aeration Basins

- ☐ Continue success with nitrification and denitrification
- ☐ Create a smaller anoxic area to increase efficiency
- Test the process in one basin with half of the influent flow
 - Reduces the likelihood of odors from process upsets
 - Reduces odorous bacteria in the secondary clarifiers
 - Less wastewater is stored in the process tanks



Aeration Basin



September 2015

Newburyport WPCF Odor Control Upgrades Budgetary Costs

Opinion of Probable Budgetary Costs

Facility upgrades are needed to contain and convey the odorous air. Estimates include materials, installation with subcontractor costs and contractor markup and overhead, a 25% contingency, and 20% for engineering services. These costs are at a budgeting level and for planning purposes only. Costs are rounded for readability.

Table 1 – Budgetary Costs for Facility Upgrades Related to Odor Control

Facility Scope of Work	Opinion of Budgetary Cost
Ferric chloride dosing changes	\$ 97,000
Primary clarifier covers for both clarifiers	\$726,000
Ferric chloride building improvements	\$145,000
Ventilation improvements for safety and odor control	\$337,000
Septage receiving enclosure and odor handling	\$112,000
Total	\$1,417,000

Combined with the associated upgrades potentially needed throughout the facility, the total budgetary cost for the range of alternatives is from about \$2.5 million to approximately \$4 million.

Table 2 – Total Budgetary Costs for Odor Control Treatment and Facility Upgrades Alternatives

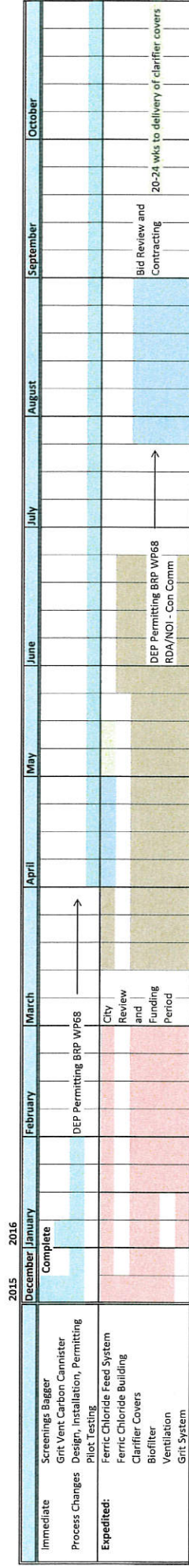
Alternatives	Odor Treatment System	With Facility Work
1 Two 7,500 cfm organic biofilters One 5,000 cfm engineered media biofilter	\$1,050,000	\$2,350,000 (1)
2 Two 7,500 cfm organic biofilters One 5,000 cfm scrubber	\$1,100,000	\$2,510,000
3 One 20,000 cfm engineered media biofilter	\$1,890,000	\$3,310,000
4 Two 10,000 cfm engineered media biofilters	\$2,020,000	\$3,440,000
5 One 15,000 cfm organic biofilter One 5,000 cfm scrubber	\$2,445,000	\$3,860,000

(1) Alternative 1 does not include septage receiving improvements

Environmental Partners recommends proceeding with
Alternative 3 – 20,000 cfm engineered biofilter
and associated facility upgrades, with a budgetary
allowance of **\$3.5 million**.

City of Newburyport, MA
Wastewater Treatment Facility
Odor Control and Facility Upgrades

Preliminary Design
Design
Bidding
Construction



Financial Deadlines	Estimated Cost	Date
Preliminary Design	\$113,000	December 14, 2015
		January 11, 2016
Final Design/Bidding	\$230,000	February 29, 2016
Construction Funds	\$3 - 3.5 Mill	September 12, 2016

Progress Milestones	Dates
1A Preliminary Design	February 29, 2016
1B City Review	March 14, 2016
2A Permitting Submittal	May 31, 2016 - July 25, 2016
2B Final Design	June 27, 2016
2C City Review	July 18, 2016
3 Bid Period	July 25, 2016 - September 2, 2016
4 Award Contract	September 19, 2016
5 Construction Period	September 2016 - June 2017

**APPOINTMENTS
SECOND READING**

ORDERS

CITY OF NEWBURYPORT



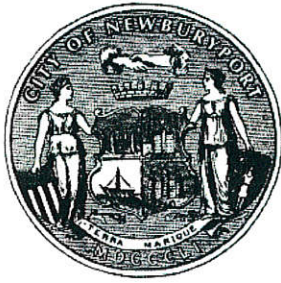
IN CITY COUNCIL

ORDERED:

January 11, 2016

THAT the City Council of the City of Newburyport accepts the provisions of Chapter 200A, §9A of the Massachusetts General Laws which allows a municipality to retain unclaimed funds/abandoned property as revenue for the General Fund.

Councillor Charles F. Tontar



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY

60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4413 • (978) 465-4402 (FAX)
WWW.CITYOFNEWBURYPORT.COM

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 JAN -5 P 2:25

TO: President and Members of the City Council

FROM: Donna D. Holaday

DATE: 1/5/15

RE: Local Adoption of M.G.L. c. 200A, §9A: Disposition of Unclaimed Funds

Under state law, there is a prescribed procedure that municipalities have for disposing of unclaimed funds (also known as "abandoned property") such as uncashed vendor and employee checks. Currently, the City must transfer ownership of this property to the State's Unclaimed Property Fund if that property that has been unclaimed for at least one year. However, under a local option, the City can reclaim those funds for its own General Fund rather than being required to escheat said funds to the State.

The process which we currently follow for escheating funds to the State under M.G.L. c. 200A, §7, is similar to retaining these funds at the City level as far as the timeline and events that must occur in order to dispose of funds; the difference is the ultimate retention of those funds upon adoption M.G.L. c. 200A, §9A.

According to the Massachusetts Collector Treasurer Association (MCTA), Treasurer's Manual – Operations 3-18: Procedures for Handling Unclaimed Checks

Ch. 200A, §9A makes available to cities and towns a more advantageous procedure for handling unclaimed checks than the escheat provisions applicable to other holders of unclaimed funds, whereby they must turn over such checks to the state. Indeed, if the treasurer complies with the procedures set out in this statute, instead of having to turn the checks over to the state, the municipality can retain them.

The current estimated amount of unclaimed funds is over \$50,000, with checks dating back many years. We seek to begin the reconciliation of these funds in the coming months. In accordance with state law, there is a twelve-month process which must be followed, consisting of contacting payees, posting notices in the newspaper, etc. After going through the required legal proceedings, it is our desire that these funds are retained by the City to be used for future appropriation.

I urge the City Council to adopt M.G.L. c. 200A, §9A, to allow the City to retain unclaimed funds for its General Fund, rather than escheat this property to the State.

ORDINANCES

COMMITTEE ITEMS

BUDGET AND FINANCE

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

October 13, 2015

THAT, \$630,300 is appropriated to pay planning and design costs of an intermodal transit parking facility, including the payment of all costs incidental and related thereto and that to meet this appropriation, the Treasurer with the approval of the Mayor, is authorized to borrow \$630,300 under and pursuant to M.G.L. c.44, s.7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor. While all notes and bonds issued under this loan order shall be general obligations of the City, it is the intent that the debt service on such notes and bonds be paid from Downtown Parking Program revenues.

Councillor Charles F. Tontar
Chair, Budget & Finance Committee

In City Council October 13, 2015

Motion to refer to Budget and Finance by Councillor Cameron, seconded by Councillor Connell. So voted.

In City Council December 14, 2015

Motion to remove by Councillor Tontar, seconded by Councillor Cameron. So voted. Motion to refer to next session per Rule 7C by Councillor Tontar, seconded by Councillor Cameron. 10 yes, 1 no (O'Brien), so voted.

NEIGHBORHOOD & CITY SERVICES

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

August 10, 2015

AN ORDINANCE TO AMEND CHAPTER 11 OF THE MUNICIPAL CODE REGARDING PARKS AND RECREATION

Be it ordained by the City Council of the City of Newburyport as follows:

Chapter 11 Parks and Recreation

Delete Section 11-1. – Names of parks and squares; establishing and changing names.” in its entirety and replace it with the following text:

Sec. 11-1. – Names of city’s public parks and playgrounds.

All of the city’s public parks and playgrounds shall retain the names by which they are listed in Section 11-2 of this article, unless the city council, by a two-thirds supermajority vote of the council, votes to adopt an ordinance to change such name in Section 11-2.

Delete Section 11-2 – “Drug free parks and playgrounds; designation” in its entirety and replace it with the following text:

Sec. 11-2. – City’s public parks and playgrounds.

The following real property, identified by name, and listed by assessor’s map and lot numbers, or other reference, constitute the city’s public parks and playgrounds under the meaning of Chapter 45 of the General Laws, Chapter Section 32J of Chapter 94C of the General Laws, and the city’s code of ordinances.

Name	Map #	Lot #
Patrick Tracy Square	001	022
Market Square	004	Not numbered
Inn Street Playground	004	002
Inn Street Mall	004	030 (portion)
Market Landing Park; Mayor Peter J. Mathews Memorial Boardwalk	011	001-B
Atwood Park	019	030
Brown School Playground	021	003
	021	026 (portion)
Joppa Park	026	Not numbered
Perkins Park	031	030

March's Hill	033	006
	033	007 (portion)
	034	020 (portion)
Bartlet Mall (including Frog Pond)	035	160
Washington Park (Eppa Way, Pond Street, High Street)	035	Not numbered
Bradley Fuller Park	037	001
Brown Square	047	004
Cushing Park (including Ayer Playground)	051	042
Cashman Park	052	068
	052	083
Atkinson Common (includes so-called Pioneer Park)	069	028
Moseley Avenue and Ferry Road Park	070	086
Moulton Square	071	023
Moseley Woods	072	014
Jason Sawyer Playground	077	125-A
Woodman Park	094	004
	100	001
Cherry Hill Athletic Fields	107	001-A
Clipper City Rail Trail – Phase 1	All locations depicted on a plan in ____ sheets entitled “____,” dated _____, as revised on _____, on file with the City Clerk	
Clipper City Rail Trail – Phase 2	All locations depicted on a plan in 17 sheets entitled “Newburyport/Newbury Clipper City Rail Trail - Phase 2, Preliminary Right of Way Property Plans,” dated June 8, 2015, as revised on June 22, 2015, on file with the City Clerk	

Delete Section 11-3 – “Parking limited.” in its entirety and replace it with the following text:

Sec. 11-3. – Limited parking at certain public parks and playgrounds.

(a) No person shall park any vehicle or trailer in the area known as Cushing Park for a period in excess of seventy-two (72) hours, except upon declaration of a snow emergency, or as authorized by an individual license or permit issued by the board of parks commissioners. In the case of a declared snow emergency, vehicles may remain for the duration of the snow emergency and for twenty-four (24) hours after the declaration of the end of the snow emergency.

(b) No person shall park any vehicle or trailer in the playground area of the Bartlet Mall, located at the corner of Auburn Street and High Street, except upon declaration of a snow emergency. In the case of such declared snow emergency, vehicles may remain for the duration of the snow emergency and for no more than twenty-four (24) hours after the declaration of the end of the snow emergency.

(c) No person shall park any vehicle or trailer in any portion of Bartlet Mall other than the playground area, even upon declaration of a snow emergency, with the sole exception of the presiding justice of the superior court, who may park on the high street side of the building between the bollards which define the property lines between the city and the courthouse.

Add Section 11-4 – “Board of Parks Commissioners,” to read as follows:

Sec. 11-4. – Board of parks commissioners.

(a) A board of parks commissioners for the city is hereby established according to the authorization set forth under Section 5 of Chapter 45 of the General Laws (hereinafter referred to as the parks commission).

(b) The parks commission shall consist of five persons, who shall hold office for terms of one (1), two (2), three (3), four (4), and five (5) years, respectively, from the first Monday in May next following such appointment, or until their successors are qualified; and thereafter the mayor shall annually, before the first Monday in May, with like approval appoint one such commissioner for a term of five years from said first Monday in May. Such commissioners shall serve without compensation. A vacancy in the parks commission shall be filled in like manner for the residue of the unexpired term. A commissioner may be removed by a vote of two thirds of all the members of the city council.

(c) The parks commission may lay out and improve public parks and playgrounds, make rules for their use and government, appoint all necessary engineers, surveyors, clerks, and other officers, including a police force, to act in such parks and playgrounds, define their powers and duties, and fix their compensation, and do all acts needful for the proper execution of its powers and duties. In places under its jurisdiction, the commission shall have the authority given to the mayor, aldermen, selectmen, road commissioners and tree warden respectively by Section 7 of Chapter 84, and by Chapter 87. Subject to appropriation, the commission shall also have the power to conduct park programs and recreation activities at places other than public parks and playgrounds.

(d) The parks commission shall make reports of its doings, and detailed statements of all receipts, expenditures, and liabilities for the preceding fiscal year of the city, to the city council annually, within thirty (30) days after the end of the city's fiscal year.

Add Section 11-5 – "Rules and regulations.," to read as follows:

Sec. 11-5. – Rules and regulations.

(a) All other city ordinances applying to public areas also apply to the public parks and playgrounds listed in Section 11-2, including but not limited to the following:

(1) Dogs shall be leashed and animal waste cleaned up and disposed of pursuant to chapter 3, article II of the code of ordinances; provided, however, that pursuant to sections 3-26(d) and 3-26(e) of article II, dogs are permitted off leash at Cashman Park, Moseley Woods, and March's Hill, subject to both the exclusions and restrictions, off leash hours and seasonal restrictions in the "Table of Designated Off Leash Areas" and the "Rules" as set forth in sections 3-26(d) and 3-26(e) of article II, respectively. The city marshal is expressly authorized to enforce these rules by issuing citations for civil infractions.

(2) No littering is permitted.

(3) No vandalism, damage or defacement or other acts of willful destruction of public property is permitted.

(4) Loud noise, music, and other sounds are prohibited from 10:00 p.m. to 7:00 a.m. pursuant to Section XI-G of the zoning ordinance.

(5) No snowmobiles, motorcycles, motorbikes or other motorized vehicles, with the exception of wheelchairs, are permitted unless specifically authorized by city council vote.

(6) For other activities regulated by city ordinances, additional authorization may be required from the designated city authority.

(7) No activities are permitted that would potentially endanger members of the public.

(b) No activities are permitted that would disturb the quiet use and enjoyment of the city's public parks and playgrounds, without prior written authorization from the designated permitting body.

(c) No commercial activities, including, without limitation, soliciting, are permitted without prior written authorization from the designated permitting body.

(d) No commercial activities of any nature is permitted on any portion of the Bartlet Mall unless for specific, nonprofit events that benefit the Newburyport community, unless it is approved in advance by a

majority vote of the Bartlet Mall commission, and also with prior written authorization from the designated permitting body.

(e) No vehicular parking is permitted in areas other than designated parking lots, in accordance with posted signs. No unauthorized vehicles are allowed in areas other than designated driveways and parking lots.

(f) No alcoholic beverages are permitted without prior written authorization from the designated permitting body.

(g) Horses are not allowed except as expressly authorized by rules and regulations promulgated under Section 11-6, and with prior written authorization from the designated permitting body.

(h) No dogs are permitted on tennis courts, in fountains, or in other restricted park areas.

(i) No bicycling, rollerblading, snowboarding, or skateboarding is permitted on play equipment or site furnishings, including, without limitation, benches, curbs, walls, statuary, handrails, fountains, ponds, tennis courts, playing fields, etc. Within some public parks and playgrounds, as indicated by signage, bicycling, rollerblading, and skateboarding are prohibited entirely.

(j) Trash receptacles in public parks and playgrounds are intended for the collection of refuse related to public use of such facilities, and the disposal of other items in park trash receptacles is not permitted. Dumping of private yard waste is not permitted.

(k) No unauthorized posting of bills, signs, or any other materials is permitted.

(l) No fires are permitted except in specific locations expressly authorized by rules and regulations promulgated under Section 11-6, or with prior written authorization from the designated permitting body.

(m) No fireworks are permitted without prior written authorization from the fire chief.

(n) No firearms are permitted.

(o) No camping is permitted, unless specifically authorized by city council vote.

(p) No unauthorized change of any sort to the property, vegetation, equipment, or structures is permitted, including, without limitation, trimming, pruning, removal or harming of plantings.

(q) No use of water or electrical receptacles is permitted with the specific exception of public drinking fountains and as authorized under an individual license or permit issued by the parks commission.

(r) Athletic field lighting shall be turned off by 10:00 p.m.

(s) Fines for violation of these rules and regulations, or any rules and regulations promulgated under Section 11-6, shall be established by city ordinances.

(u) With the sole exception of Market Landing Park and other property controlled by the Waterfront Trust, the parks commission shall be the authorizing agency for all of the city's public parks and playgrounds, and applications for activities therein shall be made to the parks commission.

(v) For Market Landing Park and other Newburyport Waterfront Trust property, the Newburyport Waterfront Trust shall be the authorizing agency, and applications for activities therein shall be made to the Newburyport Waterfront Trust.

(w) Applications for authorization made pursuant to the rules and regulations of this Section 11-5, or Section 11-6, shall be processed in the order of their receipt. The authorizing body shall determine whether to grant or deny an application within thirty (30) days of receipt, unless the applicant provides written consent to extend such period for not more than an additional fifteen (15) days.

(x) A granted application for authorization made pursuant to the rules and regulations of this Section 11-5, or Section 11-6, may permit the applicant an exclusive right to use designated areas of the relevant public park or playground, in which case others shall not disrupt such activity, nor intrude upon the designated areas.

(y) Denial of an application for authorization shall be in writing, and shall set forth clearly the grounds upon which the permit was denied. Where feasible, the relevant authorizing body shall suggest in such

written denial those measures by which the applicant may cure any defects in its permit application, or otherwise procure a permit in a subsequent application.

- (z) An application for authorization may be denied on any of the following grounds:
 - (1) The application (including any required attachments and submissions) is not fully completed and executed;
 - (2) The application contains a material falsehood or misrepresentation;
 - (3) The applicant is legally incompetent to contract, or to sue and be sued;
 - (4) The applicant has on a prior occasion damaged public park or playground property, and has not paid full compensation for such damage, or has other outstanding and unpaid debts to the relevant authorizing agency;
 - (5) A fully completed and executed application for an activity at the same time and place has been received, and authorization has been or will be granted to such prior applicant authorizing uses or activities that do not reasonably permit multiple occupancy of the particular public park or playground, or part thereof;
 - (6) The use or activity intended by the applicant would conflict with previously planned programs organized and conducted by the parks commission, or another city agency, with approval of the parks commission, and previously scheduled for the same time and place; or
 - (7) The proposed use or activity is prohibited by or inconsistent with any rules and regulations of this Section 11-5, or promulgated under Section 11-6, or with the classifications and uses of the relevant public park or playground.

Add Section 11-6 – “Parks Commission—Promulgation of rules,” to read as follows:

Sec. 11-6. – Parks Commission—Promulgation of rules.

(a) Provided they are not in conflict with the rules and regulations provided in Section 11-5, the parks commission may promulgate such additional, reasonable rules and regulations for the use of the city’s public parks and playgrounds, as it deems appropriate. Such additional rules and regulations may include, but are not limited to, hours of use, conduct of persons, and the manner of use of particular facilities or areas within any public parks or playgrounds.

(b) Such additional rules and regulations, or any repeal or amendment thereof, shall become effective only after they have been published in each of not less than two (2) weeks in a newspaper of local circulation, posted in one (1) or more prominent places in the public park or playground to which they are proposed to pertain, without the need for further action by the city council.

Delete Article II. – “ATKINSON COMMON AND MOSELEY WOODS AND BARTLET MALL.” in its entirety and replace it with the following text:

ARTICLE II. – ATKINSON COMMON, MOSELEY WOODS, AND BARTLET MALL

Sec. 11-26. – Promulgation of rules for the Atkinson Common or the Bartlet Mall.

When promulgating rules for the Atkinson Common or the Bartlet Mall, the parks commission shall consult with the boards of commissioners of the Atkinson Common or of the Bartlet Mall, as the case may be.

Sec. 11-27. - Atkinson Common—Board of commissioners designated; Duties of same; To serve without pay.

The mayor and the president of the city council, *ex officio*, together with three (3) persons to be chosen as hereinafter designated, shall constitute a board of commissioners of the Atkinson Common (hereinafter the Atkinson Common commission), to advise the parks commission in carrying out the provisions and limitations

of the will of Mrs. Eunice Atkinson Currier, dated March 23, 1867, granting the Atkinson Common to the city for use as a common public and free to all the inhabitants of the city, and in exercising the proper care, management and supervision of the Atkinson Common as well as the adjacent land purchased from Merrill Estate by Belleville Improvement Society and given to the city. Such board may be known as the Atkinson Common commission. The members of the Atkinson Common commission shall serve without pay.

Sec. 11-28. - Atkinson Common —Annual appointment to board.

Annually in the month of March, the mayor shall appoint, subject to the approval of the city council, from the citizens at large, one (1) member of the Atkinson Common commission to hold office for three (3) years from the last Monday in April following.

Sec. 11-29. - Atkinson Common —Financial matters; Capital improvements

The money annually appropriated by the city for the upkeep of Atkinson Common, together with such sums as may be received for such purposes from other sources, including, without limitation, the Belleville Improvement Society, shall be available for expenditure only upon an affirmative vote of a majority of the parks commission, and only for the upkeep of Atkinson Common. Moreover, all capital improvements at Atkinson Common, regardless of their scale or cost to the city, shall be approved in advance by an affirmative vote of the parks commission, and only after consultation with the Atkinson Common commission.

Sec. 11-30. - Atkinson Common — Monthly meetings; Records; Annual report of board.

The Atkinson Common commission shall meet monthly, and maintain records of its doings, organized by fiscal year. Not later than the date required by the parks commission, Atkinson Common commission shall submit to the parks commission a written report of such board's doings for the previous fiscal year.

Sec. 11-31. – Moseley Woods—Acceptance of provisions of Charles W. Moseley will.

The city hereby accepts the provisions of paragraph 7 of the will of Charles W. Moseley, dated September 3, 1918, granting Moseley Woods to the city, to be held as a public park. Accordingly, the city shall annually appropriate and spend to the satisfaction of the trustees of the Charles W. Moseley Trust not less than five hundred dollars (\$500.00) for the care of Moseley Woods, and especially for the policing thereof.

Sec. 11-32. – Moseley Woods—Board of commissioners abolished.

The board of commissioners of Moseley Woods are hereby abolished and dissolved, upon the effective date of this new Section 11-32.

Sec. 11-33. – Moseley Woods—Financial matters; Capital improvements

The money annually appropriated by the city for the upkeep of Moseley Woods, together with such sums as may be received from other sources, including, without limitation, the trustees of the Charles W. Moseley Trust, shall be available for expenditure only upon an affirmative vote of a majority of the parks commission, and only for the upkeep of Moseley Woods. Moreover, all capital improvements at Moseley Woods, regardless of their scale or cost to the city, shall be approved in advance by an affirmative vote of the parks commission.

Sec. 11-34. - Bartlet Mall—Board of commissioners; duties; term of office.

The mayor shall appoint five (5) residents of the city to constitute the board of commissioners of Bartlet Mall (hereinafter referred to as the Bartlet Mall commission). The Bartlet Mall commission shall advise the parks commission in exercising the proper care, management, and supervision of the Bartlet Mall. Each commissioner of said board shall be appointed for a term of not in excess of three (3) years, and the appointments shall be so made that the terms of not more than two (2) commissioners shall expire in any single year. All members shall hold office until their respective successors are appointed, and shall serve without pay.

Sec. 11-35. - Bartlet Mall—Annual appropriation for upkeep.

The mayor and city council shall annually appropriate a sum of not less than five hundred dollars (\$500.00) for the general care and policing of Bartlet Mall, including the maintenance of public ice skating on the pond.

Sec. 11-36. - Bartlet Mall—Financial matters; Capital improvements.

The money annually appropriated by the city for the upkeep of Bartlet Mall, together with such sums as may be received for such purposes from other sources, including, without limitation, the City Improvement Society, shall be available for expenditure only upon an affirmative vote of a majority of the parks commission, and only for the upkeep of Bartlet Mall. Moreover, all capital improvements at Bartlet Mall, regardless of their scale or cost to the city, shall be approved in advance by an affirmative vote of the parks commission, and only after consultation with the Bartlet Mall commission.

Sec. 11-36. - Bartlet Mall— Monthly meetings; Records; Annual report of board.

The Bartlet Mall commission shall meet monthly, and maintain records of its doings, organized by fiscal year. Not later than the date required by the parks commission, the Bartlet Common commission shall submit to the parks commission a written report of such board's doings for the previous fiscal year.

Secs. 11-37—11-50. - Reserved.

Delete Article III. – “RECREATION AREAS.” in its entirety.

Councillor Charles F. Tontar

In City Council August 10, 2015

Motion to refer to Neighborhood and City Services and Committee of the Whole by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 11 yes.

In City Council December 14, 2015

Motion to remove by Councillor Connell, seconded by Councillor Cameron. So voted. Motion to move to the next session per Rule 7C by Councillor Connell, seconded by Councillor Cameron. 10 yes, 1 no (O'Brien). So voted.