

**CITY COUNCIL MEETING AGENDA - VERSION 1**  
**CITY COUNCIL CHAMBERS**

**March 29, 2016**

**7:30PM**

**(Sound Check)**

- 1. MOMENT OF SILENCE**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**
- 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**

March 14, 2016

(Approve)

**8. TRANSFERS**

- **TRAN005\_03\_29\_16** Free Cash \$150,000 to Stab. Trust Fund \$150,000 (B&F)
- **TRAN006\_03\_29\_16** Free Cash \$150,000 to Comp Absences Resvr \$150,000 (B&F)
- **TRAN007\_03\_29\_16** Multiple Capital Projects 987,721.91 (B&F)
- **TRAN008\_03\_29\_16** Budget Cont. 68,214.42 to Salary Accts 68,214.42 (B&F)
- **TRAN009\_03\_29\_16** Res for Appr 1,020 to ASR Other Supplies 1,020 (B&F)

**9. COMMUNICATIONS**

- **COMM032\_03\_29\_16** Councillor Cronin - Garage Impact Abutters Group Recs (NCS)
- **COMM033\_03\_29\_16** Councillor Zeid - Garage Impact Abutters Group Recs (NCS)
- **COMM034\_03\_29\_16** CIP Submission FY 2016 (Complete Scan W/ Packet) (B&F)
- **COMM035\_03\_29\_16** Snow Budget Deficit (B&F)
- **COMM036\_03\_29\_16** Port Tavern Outdoor Seating (L&P)
- **COMM037\_03\_29\_16** Tour De Cure Ride May 22, 2016 (PS)

**10. APPOINTMENTS**

**First Reading  
APPOINTMENTS**

- **APPT026\_03\_29\_16** Judy A. Lacroix 14 Hill Street Rear, CDT March 31, 2019
- **APPT027\_03\_29\_16** Margaret A. McQuillan 438 Merrimac Street CDT April 1, 2019
- **APPT028\_03\_29\_16** Thomas Getz 36 Broad Street CDT April 1, 2019

**RE-APPOINTMENTS**

- **APPT029\_03\_29\_16** Frances Reslewic 12 Chase Street COA May 31, 2021
- **APPT030\_03\_29\_16** Sheila Taintor 10 Dexter Street TREE COM. April 1, 2019

**END OF CONSENT AGENDA  
REGULAR AGENDA**

**11. COMMUNICATIONS**

- LATE FILE COMM038\_03\_29\_16 Mayor's Update

**12. APPOINTMENTS**

**Second Reading  
APPOINTMENTS**

- APPT023\_03\_14\_16 Matthew W. Simons 62 Munroe St, Haverhill Lieutenant – Nbpt Police
- APPT024\_03\_14\_16 Sheila J. Trieff 11 Shandell Drive CDT March 1, 2019
- APPT025\_03\_14\_16 Cheryl Amey 24 Milk Street NHA March 31, 2021

**13. ORDERS**

- ORDR017\_03\_14\_16 Naming Southbound Span Garrison (**tabled**)
- ORDR019\_03\_29\_16 Accept Ch 60A sec 1 Par 8 Excise Exemption Active Duty
- ORDR020\_03\_29\_16 Resolution 2015 Foundation Budget Review Comm's recs
- ORDR021\_03\_29\_16 Parking Order Crosswalk Boardman at Merrimac St.
- ORDR022\_03\_29\_16 Lic Contractor – White Mtn Cable

**14. ORDINANCES**

- NONE

**15. COMMITTEE ITEMS**

**Budget & Finance**

*In Committee:*

- ORDR002\_01\_25\_16 – Accept gift of \$25,000 repairing Brown's Wharf Culvert
- ORDR009\_02\_08\_16 – Increase fees for Fire Dept.
- ORDR010\_02\_08\_16 – Increase fines Parking Violations
- TRAN004\_02\_29\_16 – DPS Gas (90,000) to DPS Fuel & Oil (90,000)
- COMM026\_03\_14\_16 – Parking Information (2010 Study, etc)
- ORDR014- 03- 14- 16 - Electricity Access Fee
- ODNC006- 03- 14 - 16- Sec. 5-113 Sheet Metal Permits

**General Government**

*In Committee:*

**Joint Education**

**License & Permits**

*In Committee:*

- COMM010\_01\_25\_16 - Licensing Commission Acoustic & Amplified Entertainment
- ODNC004\_01\_25\_16 – Chapter 3 Animals Dogs Nuisance
- COMM028\_03\_14\_16 Purple Onion Outdoor Seating

**Neighborhoods and City Services**

*In Committee:*

- ODNC001\_01\_11\_16 Amend Ch11 Parks and Recreation (COTW)

## **Planning & Development**

### ***In Committee:***

- **COMM005\_01\_11\_16** Letter to Council regarding Economic Development Concept for Business Park
- **ODNC001\_01\_25\_16** – Zoning Amend Smart Growth District (COTW)
- **COMM020\_02\_08\_16** – Memo re: hiring process for Building Commissioner
- **ODNC005\_02\_08\_16** – Zoning Amend App. A, Sec. III-C Zoning Map, dated Feb. 8, 2016

## **Public Safety**

### ***In Committee:***

- **COMM024\_02\_29\_16** Chamber Ltr re: Use of Streets for Festival/Events
- **COMM023\_02\_29\_16** Hines Soldiers Assistance Fund Race, June 6, 2016
- **COMM022\_02\_29\_16** Petition by Merchants for Surveillance
- **ORDR011\_02\_29\_16** - Parking – Section 13-168, Winter Hours Restrictions, Certain Streets
- **COMM029- 03 - 14- 16** Ride to End Alzheimer\*
- **ORDR015-03-14- 16** Bus Stop - Water and Charles Street

## **Public Utilities**

### ***In Committee***

**ORDR016\_03\_14\_16** Street Contractor - D&M Civil, Inc.

## **Rules Committee**

## **16. GOOD OF THE ORDER**

## **17. ADJOURNMENT**

## **CONSENT AGENDA**



**CITY COUNCIL MEETING MINUTES - VERSION 1**  
**CITY COUNCIL CHAMBERS**

**March 14, 2016**

**7:30PM**

The City Council President, Thomas O'Brien, called the meeting to order at 7:40 pm. A moment of silence was held. This was followed by the Pledge of Allegiance. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Connell, Cronin, Cameron, Devlin, Earls, Eigerman, Giunta, O'Brien, Tontar, Vogel and Zeid. 11 present, 0 absent.

**(Sound Check)**

1. **MOMENT OF SILENCE** - Eric Page Mitchell, Gretchen Freddy, and Mildred Tarrander.

2. **PLEDGE OF ALLEGIANCE**

3. **CALL TO ORDER**

4. **LATE FILE ITEMS-**

a) **Mayor's Update.** Motion to accept as Late File Mayor's Update and Bridge Naming Resolution ORDR017\_03\_14\_16, by Councillor Cameron, seconded by Councillor Tontar. So voted.

b) **Garage Planning and Design Costs, Emergency Preamble (Councillor Cronin) ORDR018\_03-14-16.**

Motion to waive the rules, to accept Late File by Councillor Cronin, seconded by Councillor Devlin. Roll call vote: 7 Yes, 4 No (Tontar, Vogel, Cameron, Connell). Motion failed.

5. **PUBLIC COMMENT**

1. Jerry Lischke	187 High St	Garage
2. Everett Chandler	34 Winter St	ZBA Reappts. & Garage
3. Mark Griffin	4 Otis Place	ZBA Reappts. & Garage
4. Al Sanchez	18 Reilly Ave.	Garage
5. Sharon Boyle	20 Cutting Dr	Garage
6. Ted Epstein	39 Bromfield St.	Garage
7. Jeanne Deffley	6 Woodman Way	Garage
8. Mark Bailey	38 R Merrimac St	Garage
9. Michael Sales	6 Fruit St	Garage
10. Hugh Martinez	13 Tremont St	ZBA Reappointments
11. Mary Krajci	232 High St	Garage
12. Carol Beuparlant	3 Belcher	Garage
13. Tom Salemi	16 Tyng	Garage
14. Mel Nagler	3 Market St	Garage
15. Linda Harding	13 Tremont # 2	ZBA Reappointments
16. Ted Waldron	14 Oak St	Garage
17. Marian Levy	323 Merrimac St	Garage
18. Andrew Simpson	1-1/2 Greenleaf St	Garage
19. David McFarland	20 57 <sup>th</sup> Street	Garage
20. Pam Ketchum	15 Washington St	Garage
21. Yvonne Chabrier	34 Warren St	Garage
22. Roberta Lenes	104 Pleasant St	Garage
23. Chris Ferraiolo	102 Pleasant St	Garage
24. Alice Santarlaschi	39 Forrester St	Garage
25. Bill Harris	56 Lime St	Garage
26. Mary Haslinger	299 High St	Garage
27. Christine Miller	12- 1/2 Market St	Garage
28. Krista Yablin	76 Moseley Ave	Garage
29. Jeanette Isabella	1 Lime St	Garage
30. Ginny Eramo	28 R Toppan Lane	Garage

6. **MAYOR'S COMMENT**

The Mayor submitted 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.

## 7. APPROVAL OF MINUTES

February 29, 2016

(Approved)

## 8. TRANSFERS

None

## 9. COMMUNICATIONS

- COMM027\_03\_14\_16 Annual Report FY 2015 (R & F)
- COMM028\_03\_14\_16 Purple Onion Outdoor Seating (L&P)
- COMM029\_03\_14\_16 Ride to End Alzheimer's (PS)

## 10. APPOINTMENTS – First Reading

- APPT023\_03\_14\_16 Matthew W.Simons 62 Munroe St, Haverhill Lieutenant – Nbpt Police
- APPT024\_03\_14\_16 Sheila J. Trieff 11 Shandell Drive CDT March 1, 2019
- APPT025\_03\_14\_16 Cheryl Amey 24 Milk Street NHA March 31, 2021

### END OF CONSENT AGENDA

Motion to approve the consent agenda by Councillor Zeid, seconded by Councillor Tontar. So voted.

### REGULAR AGENDA

## 11. COMMUNICATIONS

- LATE FILE COMM030\_03\_14\_16 Mayor's Update

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

- COMM031\_03\_14\_16 Ltr to Councillor Vogel from H. Rowe re: IT Systems

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

## 12. APPOINTMENTS

### Second Reading APPOINTMENTS

- APPT017\_02\_29\_16 – Johnny Walker (Capt), 64A Boardman St, Asst Harb/ Constable March 1, 2018
- APPT018\_02\_29\_16 – Derek A Seehagen, 17 Sawyer St, Merrimac Asst Harb/ Constable March 1, 2018
- **Re-Appointments**
- APPT019\_02\_29\_16 – Edmund R McGrath, 28 Olive St, Historical Comm March 31, 2018
- APPT020\_02\_29\_16 – Malcolm Carnwath, 22 Strong St, Historical Comm Sept 30, 2019
- APPT021\_02\_29\_16 – Charles Carroll, 25 Hill St, Council on Aging May 1, 2021
- APPT022\_02\_29\_16 – Richard A Eaton, 4 Horton Terrace, Council on Aging May 31, 2021

Motion to approve 2<sup>nd</sup> reading of appointments collectively by Councillor Cameron, seconded by Councillor Zeid. Roll call vote, 11 yes.

## 13. ORDERS

- ORDR012\_03\_14\_16 Emergency Preamble – Resolution Relation to Loan Order  
Motion to approve by Councillor Cronin, seconded by Councillor Cameron. Roll call vote, 10 Yes, 1 No (O'Brien)
- ORDR013\_03\_14\_16 Resolution Relating to Loan Order  
Motion to approve by Councillor Cronin, seconded by Councillor Zeid. Roll call vote, 11 Yes. So voted.
- ORDR014\_03\_14\_16 Electricity Access Fee  
Motion to refer to Budget and Finance Committee by Councillor Cronin, seconded by Councillor Tontar. So voted.

- **ORDR015\_03\_14\_16** Bus Stop – Water and Charles Street  
Motion to refer to Public Safety Committee by Councillor Zeid, seconded by Councillor Cameron.  
So voted.
- **ORDR016\_03\_14\_16** Street Contractor – D&M Civil, Inc.
- Motion to refer to Public Utilities Committee by Councillor Eigerman, seconded by Councillor Zeid.  
So voted
- **ORDR017\_03\_14\_16** Late file Bridge Naming  
Motion to refer to General Government by Councillor Zeid, seconded by Councillor Giunta.  
Motion withdrawn. Motion to table to next meeting (March 29, 2016) by Councillor Cameron,  
seconded by Councillor Zeid

#### 14. ORDINANCES

- **ODNC002\_01\_25\_16** – Chapter 4 Fines for dogs on Plum Island (2<sup>nd</sup> Reading)  
Motion to approve 2<sup>nd</sup> reading by Councillor Tontar, seconded by Councillor Vogel.  
Roll call vote, 7 Yes, 4 No (Giunta, Zeid, Cronin, O'Brien). So voted.
- **ODNC003\_01\_25\_16** – Chapter 3 Animals Dogs Kennel fees Sec. 3-27 (c) (2<sup>nd</sup> Reading)  
Motion to approve 2<sup>nd</sup> reading by Councillor Vogel seconded by Councillor Tontar.  
Roll call vote, 11 Yes. So voted.
- **ODNC006\_03\_14\_16** - Sec. 5-113 Sheet Metal Permits  
Motion to refer to Budget and Finance Committee by Councillor Cronin, seconded by Councillor Tontar. So voted

#### 15. COMMITTEE ITEMS

##### Budget & Finance

##### *In Committee:*

- **ORDR002\_01\_11\_16** - Loan Order intermodal transit parking facility \$630,300  
Motion to Remove by Councillor Tontar seconded by Councillor Vogel, So voted.  
Motion to Approve with Certain Amendments by Councillor Tontar, seconded by Councillor Vogel.  
The Clerk read the Order with Amendments into the Record.  
Motion to Amend the Order from Scheme 1A to Scheme 1 by Councillor Eigerman, seconded by Councillor Cameron. Discussion followed. Roll Call 9Y, 2N (BC, TO).  
Motion to Approve as Amended on the floor. Roll Call 10Yes, 1No. (TO).
- **ORDR002\_01\_25\_16** – Accept gift of \$25,000 repairing Brown's Wharf Culvert
- **ORDR009\_02\_08\_16** – Increase fees for Fire Dept.
- **ORDR010\_02\_08\_16** – Increase fines Parking Violations
- **TRAN004\_02\_29\_16** – DPS Gas (90,000) to DPS Fuel & Oil (90,000)
- **COMM026\_03\_14\_16** – Parking Information (2010 Study, etc)

A five minute recess was taken at 10:10pm

##### General Government

##### *In Committee:*

- **APPT010\_02\_08\_16** – Robert Ciampitti, Jr., 552 Merrimac St., Zoning Board of Appeals Feb 1, 2021
- **APPT004\_01\_25\_16** -Edward L. Ramsdell 32 Kent St., Newburyport, Zoning Board Feb 1, 2021  
Motion to remove from General Gov & Planning & Dev. Committee Collectively by Councillor Vogel, seconded by Councillor Cameron. Councillor Earls recused himself.  
Motion to approve by Councillor Vogel, seconded by Councillor Cameron. Roll call vote 9 Yes, 2 No (Eigerman, Tontar). So voted.

##### Joint Education

Councillor Giunta gave an update on introducing middle school students to Whittier Technical School.

##### License & Permits

##### *In Committee:*

- **COMM010\_01\_25\_16** - Licensing Commission Acoustic & Amplified Entertainment

- ODNC004\_01\_25\_16 – Chapter 3 Animals Dogs Nuisance

## Neighborhoods and City Services

### *In Committee:*

- ODNC001\_01\_11\_16 Amend Ch11 Parks and Recreation (COTW)

## Planning & Development

### *In Committee:*

- COMM005\_01\_11\_16 Letter to Council regarding Economic Development Concept for Business Park
- ODNC001\_01\_25\_16 – Zoning Amend Smart Growth District (COTW)
- COMM020\_02\_08\_16 – Memo re: hiring process for Building Commissioner
- APPT010\_02\_08\_16 – Robert Ciampitti, Jr., 552 Merrimac St., Zoning Board of Appeals Feb 1, 2021
- APPT004\_01\_25\_16 -Edward L. Ramsdell 32 Kent St., Newburyport, Zoning Board Feb 1, 2021
- ODNC005\_02\_08\_16 – Zoning Amend App. A, Sec. III-C Zoning Map, dated Feb. 8, 2016

## Public Safety

### *In Committee:*

- COMM024\_02\_29\_16 Chamber Ltr re: Use of Streets for Festival/Events
- COMM023\_02\_29\_16 Hines Soldiers Assistance Fund Race, June 6, 2016
- COMM022\_02\_29\_16 Petition by Merchants for Surveillance
- ORDR011\_02\_29\_16 - Parking – Section 13-168, Winter Hours Restrictions, Certain Streets

## Public Utilities Committee

## Rules Committee

## 16. GOOD OF THE ORDER

- a) Councillor Earls recommended people go see Newburyport High School's theatrical production, "Anything Goes".
- b) Councillor O'Brien thanked the Bresnahan School's Third Grade Dribbling Team who performed at the TD Garden in Boston recently.
- c) Councillor O'Brien also thanked Heather Rowe and congratulated her on her recent acceptance of a new position at the Massachusetts Attorney General's office.

## 17. ADJOURNMENT Motion to Adjourn at 10:35 pm by Councillor Cameron, seconded by Councillor Zeid.

## TRANSFERS





TRAN005 03\_29\_16

**City of Newburyport**  
**FY 2016**  
**BUDGET TRANSFER REQUEST**

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

**Department:** Mayor's Office

**Submitted by:** Donna D. Holaday

2016 MAR 22 P 12: 29  
**Date Submitted:** 3/29/2016

**Transfer From:**

Account Name	General Fund - Free Cash	YTD Bal:	\$ 2,089,134.69
Account Number:	01-35910	Trans In:	\$ -
Amount:	\$150,000.00	Trans Out:	\$ (729,301.31)
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 vote of the City Council.</i>		

**Transfer To:**

Account Name	Stabilization Trust Fund	YTD Bal:	\$ 2,555,358.27
Account Number:	8263-49700	Trans In:	\$ -
Amount:	\$150,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>The last appropriation made into the Stabilization Trust Fund was in FY2010. This appropriation brings the balance closer to the City's policy target of 5.0% of the General Fund budget. A 2/3 vote is required to move funds in and out of stabilization accounts.</i>		

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

*Donna D. Holaday*  
*Ethan R. Manning*

Date: 3/22/16  
Date: 3/21/16



# City of Newburyport

## FY 2016

### BUDGET TRANSFER REQUEST

TRAN006\_03\_29\_16

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 12:20

**Department:** Mayor's Office**Submitted by:** Donna D. Holaday**Date Submitted:** 3/29/2016**Transfer From:**

Account Name	General Fund - Free Cash	YTD Bal:	\$ 2,089,134.69
Account Number:	01-35910	Trans In:	\$ -
Amount:	\$150,000.00	Trans Out:	\$ (729,301.31)
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 To:**

Account Name	Compensated Absences Reserve	YTD Bal:	\$ 16,937.53
Account Number:	8270-49700	Trans In:	\$ -
Amount:	\$150,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>This special reserve fund was established by the City Council in FY2014 to pay City employees for compensated absences (sick time and accrued vacation) upon separation from employment, in accordance with contractual agreements. The fund was established with a balance of \$390,810, which has been depleted due to numerous retirements over the past three years.</i>		

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

*Donna D. Holaday*  
*Ethan R. Manning*

Date: *3/22/16*  
Date: *3/21/16*



TRAN007\_03\_29\_16

**City of Newburyport**  
**FY 2016**  
**BUDGET TRANSFER REQUEST**

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 2 49

**Department:** Mayor's Office

**Submitted by:** Donna D. Holaday

**Date Submitted:** 3/29/2016

**Transfer From:**

Account Name	General Fund - Free Cash	YTD Bal:	\$ 2,089,134.69
Account Number:	01-35910	Trans In:	\$ -
Amount:	\$987,721.91	Trans Out:	\$ (729,301.31)
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 To:**

Account Name	Multiple Capital Projects (see attached)	YTD Bal:	\$ -
Account Number:	See attached	Trans In:	\$ -
Amount:	\$987,721.91	Trans Out:	\$ -
Why are Funds Required:	<i>See attached memo and project listing.</i>		

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

*Donna D. Holaday*  
*Ethan R. Manning*

Date: *3/22/16*  
Date: *3/21/16*





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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 12:32

To: President and Members of the City Council  
From: Donna D. Holaday, Mayor  
Date: March 29, 2016  
Subject: Free Cash Transfer Requests to Fund FY16 Capital Needs

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Now that we are likely past major snow events, the City can definitively ascertain what our current financial capacity is to fund this *year's* Capital Improvement Program. Over the past several weeks, I have worked with Department Heads and our Finance Team to identify priority capital expenditures that require immediate attention in the months ahead. Based on their feedback and consistent with the FY16 *CIP*, I am requesting Free Cash transfers to fund the following purchases:

- **Stabilization Trust Fund**

Cost: \$150,000.00

Rationale: Infusing our Stabilization Trust Fund with free cash will bring us closer to our financial policy target of maintaining 5% of the General Fund budget. The last appropriation made into the Stabilization Trust Fund was done in FY2010.

- **Compensated Absences Fund**

Cost: \$150,000.00

Rationale: In FY2014, the City began dedicating funding to a line item to fund the costs of retirements, in line with our financial policies for sound fiscal management. Upon retirement, employees are paid out unused vacation time as well as contractually obligated benefits such as unused sick leave. We have calculated these funding obligations for known retirements in FY16 and FY17, and are hopeful that funding this line will carry us through the current and next fiscal year.

- **Purchase of Street Sweeper**

Cost: \$61,222.00

Rationale: In FY14, the City replaced its 2003 Elgin Pelican street sweeper. New stormwater regulations from the state require that DPS sweep all City streets at least twice a year. This FY16 cost represents the final payment on a three-year lease to own arrangement.

- **Boom Truck Certification**

Cost: \$10,000.00

Rationale: DPS has a 1999 International Bucket Truck which is used for tree work and other work requiring an aerial lift. The truck is classified as a crane, and as such must be recertified every year by MassDOT. Due to the age of the vehicle, certain equipment must be replaced in order to pass certification.

- **Paving and Sidewalk Replacement at Waterfront Trust and NRA Parking Lots**

Cost: \$80,000.00

Rationale: Following the culvert replacement project at Brown's Wharf last summer, a temporary binder was placed on the lot to secure the area for the winter. Final pavement must now be completed. In addition, the Waterfront Trust has designed and will be funding a portion of a reconfiguration of the lot (including lighting) with some funding from DPS for final paving. These improvements to the lot will make the area more secure and aesthetically pleasing.

- **NHS Stadium Field Project**

Cost: \$170,000.00

Rationale: Cost overruns during the NHS World War Memorial Stadium renovation were caused by unforeseen conditions, project delays and design elements added after the project went out to bid. Project delays resulted from a delay in funding the contract, significantly delaying arrival of materials on-site and failure of the project architect to provide effective and expeditious construction administration services requiring the City to hire an Owner's Project Manager at additional cost. With a free cash transfer to fund this overrun, the project will reach substantial completion before High School graduation in early June. Without funding, project completion will be delayed indefinitely until funds can be raised leaving construction zones that will need to be blocked off until the project is completed.

- **Rail Trail Phase 2**

Cost: \$150,000.00

Rationale: Construction of Phase II of the Clipper City Rail Trail is anticipated to begin during the spring of 2016 and \$150,000 is needed to cover the cost of construction administration services. These funds will cover the cost of our consultants' review, tracking and approval of submittals and shop drawings from the state contractor (drainage structures, retaining walls, boardwalk and piles, pavements and base material, fences, benches, landscaping, granite, underpass lighting, signs, etc.); responses to the contractor's Requests for Information (RFI) and clarification sketches; regular site visits and participation in coordination meetings; plus other associated costs. Federal-aid transportation construction projects require that the municipality fund the design, permitting, survey, right-of-way, bid phase services, and construction administration for the project. We have invested many years and over \$800,000 to meet federal and state requirements for the project, and need \$150,000 to finish the job. The project cannot proceed without our provision of construction administration services, and the funding will

leverage up to \$5.3 million in federal and state funding including the 10% construction contingency. Phase II of the Rail Trail will extend the multi-use paved trail 1.5 miles along the river shoreline and through the South End neighborhood, and will provide a significant new public space for the community.

- **Front End Loader with Backhoe**

Cost: \$180,000.00

Rationale: This purchase will replace a 1997 Case Backhoe which has surpassed its life expectancy and has been taken out of service this fiscal year. Now that this piece of equipment has been taken out of service, DPS is left with one backhoe for all repairs that need to be done within the City. This equipment is used for all construction purposes as well as tree work, loading salt, plowing streets and parking lots.

- **High Hazard Tree Removal**

Cost: \$25,000.00

Rationale: We currently have high hazard trees and limbs that are in danger of falling and can cause damage to people and/or property. Our 55' boom bucket truck is unable to reach many of these taller trees. We must hire an outside contractor with a larger tree truck to handle high priority trees which pose a liability to the City.

- **Biter Bucket**

Cost: \$18,000.00

Rationale: This piece of equipment attaches to our front end loader and allows the crew the option of "grabbing" large pieces of logs, curbing and rock in a safer manner than "scooping" which is what our crews must do now that the existing biter bucket is inoperable. The existing scooping-type standard bucket does not always allow for the safer method of construction practices.

- **Oil Water Separator**

Cost: \$12,000.00

Rationale: The City currently has a 27-year old specialized underground steel tank used at the DPS facility to capture runoff and which separates the oil and water in the drainage system within the garage. Replacement of this tank is being mandated by MassDEP and must be fully replaced in 2016. Failure to adhere to this requirement will result in fines. The total cost of replacement is \$17,000, but \$5,000 of this amount can be paid from water and sewer enterprise funds, thereby reducing the total free cash need to fund this item.

- **Public Address System at City Hall**

Cost: \$15,000.00

Rationale: The current amplifier and microphone system utilized for the City Hall auditorium and other City events is antiquated and inadequate for today's needs. A modern sound amplification system is needed so that when the City hosts public

meetings and other events, participants and audience members can adequately hear what is transpiring.

- **Information Technology Hardware** (replacement of 4 servers and purchase of 30 desktop computers)

Cost: \$146,500.00

Server Rationale: Currently the City's servers are covered under extended warranty which is about to expire. The main criterion used to make a decision to retire a server is when the rate of failures begins to trend upward. Even though the vendor will send the correct repair part, any significant accumulation of down time by the servers is unacceptable. Another criterion used is the availability of drivers when dealing with newer operating systems or applications. It is time to replace our servers which should occur with regularity every 4 to 5 years. The City's Host Servers which were installed in 2011 are now out of warranty and parts availability from the manufacturer are not always readily available within the same day window requirement. It is in the City's best interest to maintain its initial investment by refreshing the 4 core host servers deployed in our extensive Virtual Environment.

Desktop Computers Rationale: Regular cycling of IT equipment is critical if we are to maintain the investments made in our IT systems over the past few years. Ideally we should be replacing roughly 20% of our installed desktop computers every year, which equates to 30 units.

- **Laptops and Software for Police Cruisers**

Cost: \$80,000.00

Rationale: The Police Department has been without computers in its cruisers for approximately 2 ½ years. The need for these computers is urgent as they are an important tool for the officers to perform their duties safely and efficiently. The officers rely on these computers to get information from the Registry of Motor Vehicles (RMV) as well as (CJIS) Criminal Justice Information System. With the laptops and software in place, this information can be provided immediately to the officer while on the street, without any radio communication delay. The system also allows the officer to access the IMC system which is the department's records management system. With this free cash allocation, will purchase 10 Dell Latitude rugged extreme computer tablets with keyboards and all mounting gear, antennas and hardware to install the devices in 10 cruisers, plus all VMware and licenses needed for operation. The first year technical support is also included in our plan. This project is the most pressing need that the police department is facing. This technology will enhance safety and efficiency for our officers while performing their jobs.

- **Purchase of ¾ Ton Pickup Truck with Plow**

Cost: \$40,000.00

Rationale: This vehicle will replace a 2001 Ford pickup truck that has high mileage and frame issues. The vehicle has passed its life expectancy and will be not pass the

next yearly Mass State vehicle inspection according to our vehicle maintenance crew.

The projects outlined above represent \$300,000 in reserve appropriations and \$987,722 in total capital investments, which leaves us with \$801,413 remaining in free cash for FY16. As you will recall, we were able to fund just over one-quarter of this proposed amount in last year's budget due to the exorbitant costs we needed to expend for snow and ice. While a healthy free cash balance allowed us to pay the snow and ice deficit within the same fiscal year (unlike many communities), this diminished our ability to fund desperately needed capital items. My funding request hereto gets us back on track for purchasing some of the equipment and project close-out work required for the regular function of City government operations. I look forward to discussing these funding needs in further detail when this request has been referred to the Budget and Finance Committee for their review.



## FY2016 Capital Project Requests

Department	Purpose	Amount	Account Number
Highway	Street Sweeper Payment 3 of 3	\$61,221.91	3605-49700
Highway	Boom Truck Certification	\$10,000.00	3606-49700
Highway	WFT/NRA Lot Paving and Sidewalks	\$80,000.00	3607-49700
Parks	NHS Stadium Field Project	\$170,000.00	3512-49700
Planning	Rail Trail Phase 2	\$150,000.00	3608-49700
Highway	Purchase of Front End Loader with Backhoe	\$180,000.00	3609-49700
Highway	High Hazard Tree Removal	\$25,000.00	3610-49700
Highway	Biter Bucket	\$18,000.00	3611-49700
Highway	Oil Water Separator	\$12,000.00	3612-49700
Highway	Public Address System City Hall Auditorium	\$15,000.00	3613-49700
Information Technology	IT Hardware	\$146,500.00	3614-49700
Police	Laptops for Police Cruisers	\$80,000.00	3615-49700
Highway	Purchase of 3/4 Ton Pickup Trucks with plows	\$40,000.00	3616-49700

**Total**

**\$987,721.91**



**City of Newburyport**  
**FY 2016**  
**BUDGET TRANSFER REQUEST**

TRAN008\_03\_29\_16

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 12:20

**Department:** Mayor's Office

**Submitted by:** Donna D. Holaday

**Date Submitted:** 3/29/2016

**Transfer From:**

Account Name	Budget Contingency	YTD Bal:	\$	98,319.02
Account Number:	01129007-57805	Trans In:	\$	-
Amount:	\$68,214.42	Trans Out:	\$	(22,190.48)
Why are Funds Available:	<i>A contingency was included in the FY2016 budget to fund the AFSCME Collective Bargaining Agreement, which was not finalized under after the budget submission.</i>			

**Transfer To:**

Account Name	Multiple Salary Accounts (see attached)	YTD Bal:	\$	848,283.10
Account Number:	See attached	Trans In:	\$	-
Amount:	\$68,214.42	Trans Out:	\$	-
Why are Funds Required:	<i>A transfer is needed prior to the last pay period of the year to account for the collectively bargained increases that were approved by the Mayor and City Council for the AFSCME Union.</i>			

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

*Donna D. Holaday*  
*Ethan R. Manning*

Date: 3/22/16  
Date: 3/21/16

## FY2016 Salary Adjustments - ASFCME Union

Department	Account	Amount	Account Number	YTD Balance
Treasurer	TRS Staff Salaries	\$2,642.61	01145001 51103	26,598.91
Building	BLD SAL Admin Assistant	\$1,460.96	01241001 51103	15,683.88
DPS-Highway	HWY SAL Labor	\$24,195.60	01421001 51158	414,241.76
Library	LIB SAL Staff	\$18,703.10	01610001 51156	267,312.90
Planning	OPD SAL Admin Assistant	\$1,460.96	01182001 51104	16,521.86
Council on Aging	COA SAL Van Drivers	\$2,492.78	01541001 51156	24,792.82
Police	POL SAL Dispatchers	\$5,334.19	01210001 51156	55,942.03
Fire	FIR SAL Dispatchers	\$11,924.22	01220001 51156	27,188.94

<b>Total</b>	<b><u>\$68,214.42</u></b>
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**City of Newburyport**  
**FY 2016**  
**BUDGET TRANSFER REQUEST**

TRAN009\_03\_29\_16

CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 12:21

**Department:** Assessor's Office

**Submitted by:** Daniel Raycroft

**Date Submitted:** 3/29/2016

**Transfer From:**

Account Name	Reserve for Appr. Assr Svc Fee	YTD Bal:	\$ 2,149.26
Account Number:	2724-59600	Trans In:	\$ -
Amount:	\$1,020.00	Trans Out:	\$ -
Why are Funds Available:	<i>Fees charged by the Assessor's Office are deposited into this reserve for appropriation account.</i>		

**Transfer To:**

Account Name	ASR Other Supplies	YTD Bal:	\$ 711.15
Account Number:	01141004-55800	Trans In:	
Amount:	\$1,020.00	Trans Out:	
Why are Funds Required:	<i>Our printer died and we needed to purchase a new printer that wasn't budgeted for this fiscal year, we will need to transfer funds into this account to cover upcoming expenses already budgeted.</i>		

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

*Donna D. Holaday*  
*Ethan R. Manning*

Date: 3/22/16  
Date: 3/21/16

## COMMUNICATIONS



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CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2016 MAR 22 P 3 2

# CITY OF NEWBURYPORT

## CITY COUNCIL

60 PLEASANT STREET -- P.O. BOX 550

NEWBURYPORT, MASSACHUSETTS 01950

978 465 4407

To: Mayor Donna D. Holaday  
Council President Thomas F. O'Brien  
CC: City Clerk Richard Jones  
FROM: Councillor Robert J. Cronin  
**RE: Garage "Impact Abutters Group Nominations"**  
Date: March 22, 2016

I hereby recommend, subject to your approval, the following named individuals to be members of the Garage Impact Advisory Group ("IAG") established by City Council Resolution on March 14th, 2016:

Roberta Lenes	104 Pleasant Street
Pam Ketchum	15 Washington Street
Virginia Eramo	28 Toppans Lane d/b/a Interlocks Day Spa 58 Merrimac Street
Robin Blair	10 Dexter Lane d/b/a Dr. Robin Blair 18 Market Street
Tim Weaver	22 Market Street d/b/a Market Street Inn (same address)
Jon Lenes	104 Pleasant Street
Stephanie Vincent	77 Pleasant Street 77 Pleasant Street Condominium Association
YWCA representative	13 Market Street



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CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 3 2  
**City of Newburyport**

60 Pleasant Street – PO Box 550  
Newburyport, MA 01950

To: Honorable Donna D. Holaday, Mayor  
From: Sharif I. Zeid, Ward 1 Councillor  
Subject: Recommended appointments to Garage Impact Abutters Group ("IAG")  
Date: March 22, 2016

---

I hereby recommend, subject to your approval, the following named individuals to be members of the Garage Impact Advisory Group ("IAG") established by City Council Resolution on March 14<sup>th</sup>, 2016:

Roberta Lenes  
104 Pleasant St.

Jon Lenes  
104 Pleasant St.

Pam Ketchum  
15 Washington St.

Virginia Eramo  
58 Merrimac St. (business)

Christopher Ferraiolo  
102 Pleasant St.

Gail Cray  
96 Pleasant St. (owner)





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

COMM034\_03\_29\_16

CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 1:02

To: President and Members of the City Council  
From: Donna D. Holaday, Mayor  
Date: March 29, 2016  
Subject: FY2016-FY2020 Capital Improvement Program Submission

---

In accordance with Section 6-5 of the Charter, which requires the submission of a capital improvement plan to the City Council by April 1 of each year, I am pleased to submit an updated Capital Improvement Program for Fiscal Years 2016 through 2020.

The enclosed Capital Improvement Program continues the process initiated five years ago in the FY13 budget. The format of this document remains consistent - it includes an executive summary, cost estimates, supportive documentation, projected methods of financing, and long-term financial planning for a five-year window of capital investment needs. The fact that the Government Finance Officers Association has designated our annual budget document with a Distinguished Budget Presentation Award for the past three years speaks to the level of quality and detail contained in our CIP submissions for those fiscal years.

As was done previously, we have included projects that we have funded or proposed to be funded in the course of the current fiscal year to demonstrate the City's ongoing commitments to investing in our infrastructure and to show the strides being made to attend to the City's ongoing capital needs. As a result, this CIP constitutes a selection of projects and equipment that either have received funding already in FY16 or that we have requested funding before the end of the fiscal year.

This document should be viewed as a tool to illustrate how effective a coordinated approach to capital planning can be in the acquisition of equipment or completion of significant infrastructure improvement projects. Additionally, the fact that the revised Charter requires that this document be updated annually demonstrates the importance of this information being communicated to the City Council and the community as a whole.

I have placed significant emphasis on the importance of developing an organized and coordinated CIP for the City. Over the past few years, we have made progress in allocating funding for capital improvements into the operating budget and I am committed to continuing that trend to the greatest extent possible in FY17 and beyond.

As you know, we received support from the state's Division of Local Services to make further improvements to our capital planning process to increase our ability to predictably fund capital needs each year. We received their final report and recommendations in late February and will begin to implement feasible recommendations in FY17 related to our capital planning process. The entire report can be downloaded at:

<http://www.mass.gov/governor/administration/groups/communitycompactcabinet/reports/fy16/02-2016-newburyport-cip.pdf>

I urge the members of the City Council to carefully review the plan, which will also be made available for public viewing on the City's website, and look forward to working with you through the public hearing and adoption process as specified in the Charter.





# CITY OF NEWBURYPORT

COMM035\_03\_29\_16

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CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 22 P 1:00

## DEPARTMENT OF PUBLIC SERVICES

ANTHONY J. FURNARI  
DIRECTOR

WAYNE S. AMARAL  
DEPUTY DIRECTOR

16A PERRY WAY  
NEWBURYPORT, MA 01950

TEL: 978-465-4463

TEL: 978-465-4464

FAX: 978-465-1623

WWW.CITYOFNEWBURYPORT.COM

### Memorandum:

**Date:** March 18, 2016

**To:** Mayor Donna D. Holaday  
Council President Thomas F. O'Brien  
And Respected Members of the City Council

**From:** Anthony J. Furnari, DPS Director *af*

**CC:** Wayne S. Amaral, DPS Deputy Director  
Ethan Manning, Finance Director  
Lisa Valcich, Business Manager

**Re:** Notification of Snow Budget Deficit FY 2016

This year's FY 2016 Snow and Ice Expense (Account # 0142300252901) Snow and Ice Labor (Account # 0142300151301) were budgeted for \$95,000.00 each. Due to the impacts from the snow storms of 2015 for vehicle repairs and this year's salt use and costs, the FY 2016 Snow and Ice Budgets have and will exceed the appropriation for the next warrant.

The Department of Public Services requests that these items be placed in deficit spending.

Account: Snow & Ice Expense				
Acct #	Total Budget: \$95,000.00	Total Expended	Balance Remaining	% Expended
	Budget \$95,000.00 Supplemental Transfer In/Out \$0.00			
01423002 52901		\$ 173,301.38	-\$78,301.38	182.4%

Account: Snow & Ice-Labor				
Acct #	Total Budget: \$95,000.00	Total Expended	Balance Remaining	% Expended
	Budget \$95,000.00 Supplemental Transfer In/Out \$0.00			
01423001 51301		\$34,382.06	\$60,617.94	36.2%

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CITY CLERK'S OFFICE  
NEWBURYPORT, MA

COMM036\_03\_29\_16

NEW FILING \_\_\_\_\_  
RENEW ✓



2016 MAR 22 A 11 19  
City of Newburyport

### Application

### Food Establishment Outdoor Seating on Public Property

Date: 3/20/16

Name of Business Owner: Philip Wynne

Name of Property Owner: Philip Wynne

Business Name: The Port Tavern

Business Address: 84 State St. Business Phone: 978.465.1006

Number of Tables Requested: 6 Dimensions: 2'x2' Material: metal

Number of Chairs Requested: 18 Dimensions: 2'x2' Material: metal

☐ Applicant requests approval of outdoor seating for the sole purpose of food consumption.

☒ Applicant requests approval of outdoor seating for food *and* alcohol consumption.

**\*Please note propane is not allowed unless approved by the Fire Department\***

### Application Requirements

Please submit the following documents with the completed application to:

**City Clerk's Office  
Newburyport City Hall  
PO Box 550  
60 Pleasant Street  
Newburyport, MA 01950**

RECEIVED  
BUILDING DEPARTMENT  
CITY OF NEWBURYPORT  
MAR 18 2016  
RECEIVED  
MAR 23 2016  
CITY OF NEWBURYPORT  
BUILDING DEPARTMENT  
MAR 18 2016

- 1) Applicants must provide evidence of liability insurance to the City Clerk with minimum coverage in the amount of one million dollars, naming the City of Newburyport as co-insured. This insurance coverage must be in force for the duration of the approved period.



Application - Food Establishment Outdoor Seating on Public Property

- ✓ 2) 8 1/2 x 11 sketch of outdoor seating detailing: a) measurements of tables and chairs; b) total width of sidewalk; and c) distance between proposed seating and sidewalk
- ✓ 3) Obstacles such as streetlights, signs, trees, benches, and garbage barrels.
- 4) Applicants seeking approval of outdoor seating for food and alcohol consumption must also submit:
- 5) ✓ Written and dated approval of the Newburyport License Commission for the outdoor service of alcohol, including the information and sketch used for the basis of the License Commission approval.
- ✓ 6) 8 1/2 x 11 sketch of outdoor seating cited above must also include a depiction and information on the placement, dimensions, and materials used to create a demarcated area for the service of alcohol.

**RELEASE AND INDEMNITY AGREEMENT TO ENCUMBER A PUBLIC WAY**

I, the undersigned Applicant or Duly Authorized Agent, hereby agree to RELEASE, DISCHARGE, and HOLD HARMLESS, the City of Newburyport, a municipal corporation of the Commonwealth of Massachusetts, and its officers, employees, agents, and servants from all actions, causes of action, claims, demands, damages, costs, loss of services, expenses and compensation associated with the undersigned's use of the public way as described herein.



Signature of Business Owner



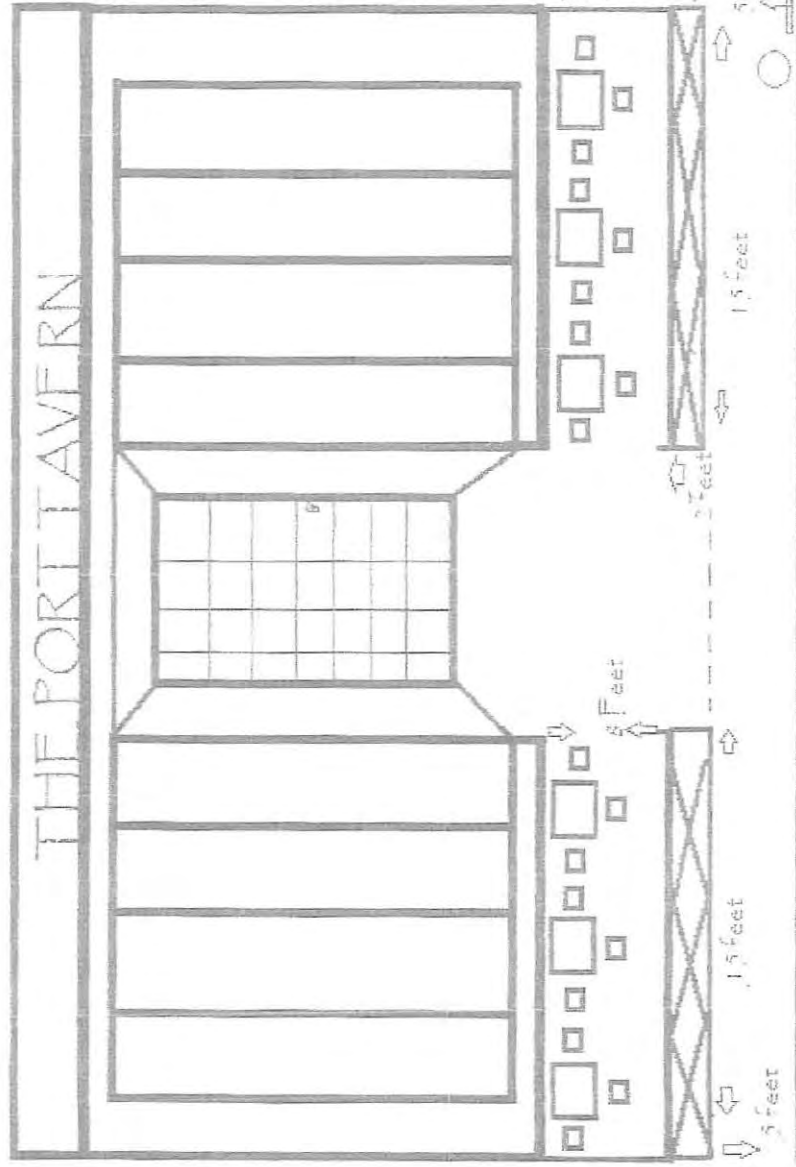
DATE

\_\_\_\_\_  
Signature of ADA Coordinator

\_\_\_\_\_  
DATE

# THE PORT TAVERN

Tables 2x2x3h Metal  
Chairs 3h x 2w Metal





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/16/2016

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	CONTACT NAME: Jaime Gonsalves
Malcolm & Parsons Insurance Agency	PHONE (A/C, No, Ext): (781) 344-3200
713 Washington Street	FAX (A/C, No): (781) 344-1425
P.O. Box 527	E-MAIL ADDRESS: jll@malcolmandparsons.com
Stoughton MA 02072	INSURER(S) AFFORDING COVERAGE
INSURED	INSURER A: Hospitality Mutual Insurance
Bolwyn Corp. & Prince Place LLC,	INSURER B: Safety Property & Casualty Ins
DBA: The Port Tavern	INSURER C: Wesco Insurance Company
84 State Street	INSURER D:
Newburyport MA 01950	INSURER E:
	INSURER F:

## COVERAGES

CERTIFICATE NUMBER Master 03/16/16

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	00084580GL	2/10/2016	2/10/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		6215886	12/1/2015	12/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Medical payments \$ 5,000
A	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$		00084580EL	2/10/2016	2/10/2017	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N N/A	WNC3177658	1/1/2016	1/1/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Liquor Liability		00084582LL	2/10/2016	2/10/2017	Per Occurrence \$1,000,000 Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Neighborhood Tavern

Liability policies provide coverage for outdoor patio seating.

The City of Newburyport is Additional Insured with respect to General Liability.

## CERTIFICATE HOLDER

## CANCELLATION

City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

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

Anne Parsons/JAIME

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# LICENSE ALCOHOLIC BEVERAGES

THE LICENSING BOARD OF

The.....City.....of.....Newburyport.....  
MASSACHUSETTS

HEREBY GRANTS A

## COMMON VICTUALER

License to Expose, Keep for Sale, and to Sell

**All Kinds of Alcoholic Beverages**

**To Be Drunk On the Premises**

To.....Bolwyn Corp. dba Port Tavern.....

.....84 State Street.....Janas Zeke  
on the following described premises

..bar/lounge and dining area/kitchen on 1st floor with open space office & storage on.....  
second floor mezzanine. Outdoor seating for 18, increased space by 600 ft, expand 2nd  
floor 600 ft.....

This license is granted and accepted upon the express condition that the licensee shall, in all respects, conform to all the provisions of the Liquor Control Act, Chapter 138 of the General Laws, as amended, and any rules or regulations made thereunder by the licensing authorities. This license expires December 31st, 20....., unless earlier suspended, cancelled or revoked.

IN TESTIMONY WHEREOF, the undersigned have hereunto affixed their official signatures this.....First.....day of.....January.....2016.....

The Hours during which Alcoholic Beverages may be sold are

From..Monday to Saturday.....

.....8:00am to 1:00am.....

.....Sunday 11:00am - 1:00am.....

*[Handwritten signatures]*  
Richard Shear  
LICENSING BOARD

THIS LICENSE SHALL BE DISPLAYED ON THE PREMISES IN A CONSPICUOUS POSITION WHERE IT CAN EASILY BE READ



## FOR PARADE, ROAD RACE AND WALKATHON EVENTS

CITY  
NEWPORT, MA

PARADE \_\_\_\_\_

ROAD RACE ☒WALKATHON ☒ A 9:05

★ The North Shore Tour de Cure is a cycling ride not a race. ★

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon:

The North Shore Tour de Cure is coordinated by the American Diabetes Association.

2. Name, Address &amp; Daytime Phone Number of Organizer: Event Manager is Tara Greeley

office location: 10 Speen St, 2nd Fl Framingham, MA 01701

Daytime phone: 617-482-4580 x.

3. Name, Address &amp; 24/7 Telephone Number of Person Responsible for Clean Up \_\_\_\_\_

Tara Greeley

10 Speen St, 2nd Fl Framingham MA 01701

cell phone: 508-801-9125

4. Date of Event: May 22, 2016 Expected Number of Participants: 630 riders

5. Start Time: 10:30am Expected End Time: 1:30pm

6. Road Race, Parade or Walkathon Route: (List street names & attach map of route): map and

route with turn by turn directions are attached. (100 mile and 62 mile routes)

7. Locations of Water Stops (if any): N/A

8. Will Detours for Motor Vehicles Be Required? NO If so, where? \_\_\_\_\_

9. Formation Location &amp; Time for Participants: N/A (main event in Topsfield, MA)

10. Dismissal Location &amp; Time for Participants: N/A

11. Additional Parade Information:

• Number of Floats: \_\_\_\_\_

• Locations of Viewing Stations: \_\_\_\_\_

• Are Weapons Being Carried: Yes \_\_\_\_\_ No ☒• Are Marshalls Being Assigned to Keep Parade Moving: Yes \_\_\_\_\_ No ☒we do have official  
marked cars/trucks  
to follow the last  
rider in case of  
emergency.

## APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY.

CITY MARSHAL

4 Green St.

FIRE CHIEF

0 Greenleaf St.

DEPUTY DIRECTOR

16A Perry Way

CITY CLERK

60 Pleasant St.

## DEPARTMENT APPROVAL (for Committee Member use only):

It will be necessary for you to obtain permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event, and others may require advance payment.

Approval Required	Date: _____	Signature _____
_____	1. Special Events: _____	
_____	2. Police: _____	
	Is Police Detail Required: _____	# of Details Assigned: _____
_____	3. Traffic, Parking & Transportation: _____	
_____	4. ISD/Health: _____	
_____	5. Recycling: _____	
_____	6. ISD/Building: _____	
_____	7. Electrical: _____	
_____	8. Fire: _____	
	Is Fire Detail Required: _____	# of Details Assigned: _____
_____	9. Public Works: <i>Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply</i>	
	<input type="checkbox"/> Yes: \$ _____ due on _____	<input type="checkbox"/> No Fee for Special Events applies
	Other requirements/instructions per DPS _____	
_____	10. Recreation Department: _____	
_____	11. License Commission _____	

The Departments listed above have their own application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual Departments.

### Limitations

- (a) "Procedure" All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place the application on the regular City Council agenda. Upon following the procedures of the Council, as deemed appropriated in the sole judgment of the Council, the application will be considered approved if the Council votes favorably by majority. The event will name one person responsible on the application and shall provide contact information to include name, address and telephone number.
- (b) "Exemptions" Each event organizer or organization shall comply with this ordinance and no exemptions will be permitted.
- (c) "Course map", All applications shall be accompanied by a course map showing the event route, water stops, refreshment stops, and so-called "porta-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by Police, Fire, Department of Public Services, Parks Commission and Harbormasters Departments prior to submission to the City Clerk.
- (d) "Electronic Amplifier" Electronic amplifiers, loudspeakers and bullhorn use shall be requested at time of application. Under no circumstances will they be used for public address announcements or music before 8:00 A.M. except for Sundays when electronic amplifiers, loud speakers or bullhorns will be used for public address announcements or music before 9:00 AM. This shall be deemed a requirement for all permitted events regardless of type or location.

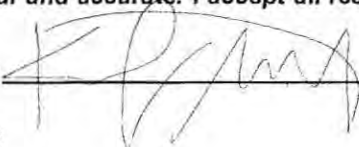
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents ten (10) days in advance that neighborhood roads will be closed if no alternate route is available to those residents.
- (f) *"Insurance"* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an insured. The policy shall be no less than two million dollars (\$2,000,000.00).
- (g) *"Event termination"* If in the judgment of the City Marshal, Fire Chief or Department of Public Services (DPS) Director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the Harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.
- (h) *"Event and traffic Security"* The City Marshal, Fire Chief, DPS Director or in the case of a triathlon, the Harbormaster can require special duty personnel to oversee the safety and security of the event. All special duty assignments will be paid by the event organizers.
- (i) *"Clean-up"* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

### 13-101 Enforcement

- (a) *"Regulations"* Consistent with this ordinance, the city shall promulgate regulations to enforce and otherwise implement the provisions of this ordinance upon passage by the City Council. Any event previously approved by City Council shall be deemed permitted.
- (b) *"Warning"* In the circumstance that this ordinance is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the City Clerk and City Council and may be used as a factor in future application approvals and denials.
- (c) *"Noncriminal Disposition"* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in Subsection 1-17 of Chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in 13-101(d)
- (d) *"Violation"* The non-criminal violation shall be \$100.00 for the first offense and \$250.00 for second and subsequent offenses. Any non-criminal citations issued for violation(s) will be reported to the City Clerk and City Council and shall be used as a factor in future application approvals and denials.

***I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.***

**Signed:**



**Date:** 3/7/2010





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
02/24/2016

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).

<b>PRODUCER</b> Marsh USA, Inc. 1166 Avenue of the Americas New York, NY 10036  299200465---16-17	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>INSURED</b> AMERICAN DIABETES ASSOCIATION ATTN: DOUG MEYER 1701 N BEAUREGARD ST ALEXANDRIA, VA 22311	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Philadelphia Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b> 23850		

## COVERAGES

CERTIFICATE NUMBER:

NYC-008429171-01

REVISION NUMBER:1

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			PHPK 1451736	02/01/2016	01/01/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE <b>DED</b> <input type="checkbox"/> <b>RETENTION \$</b> <input type="checkbox"/>						EACH OCCURRENCE \$ AGGREGATE \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

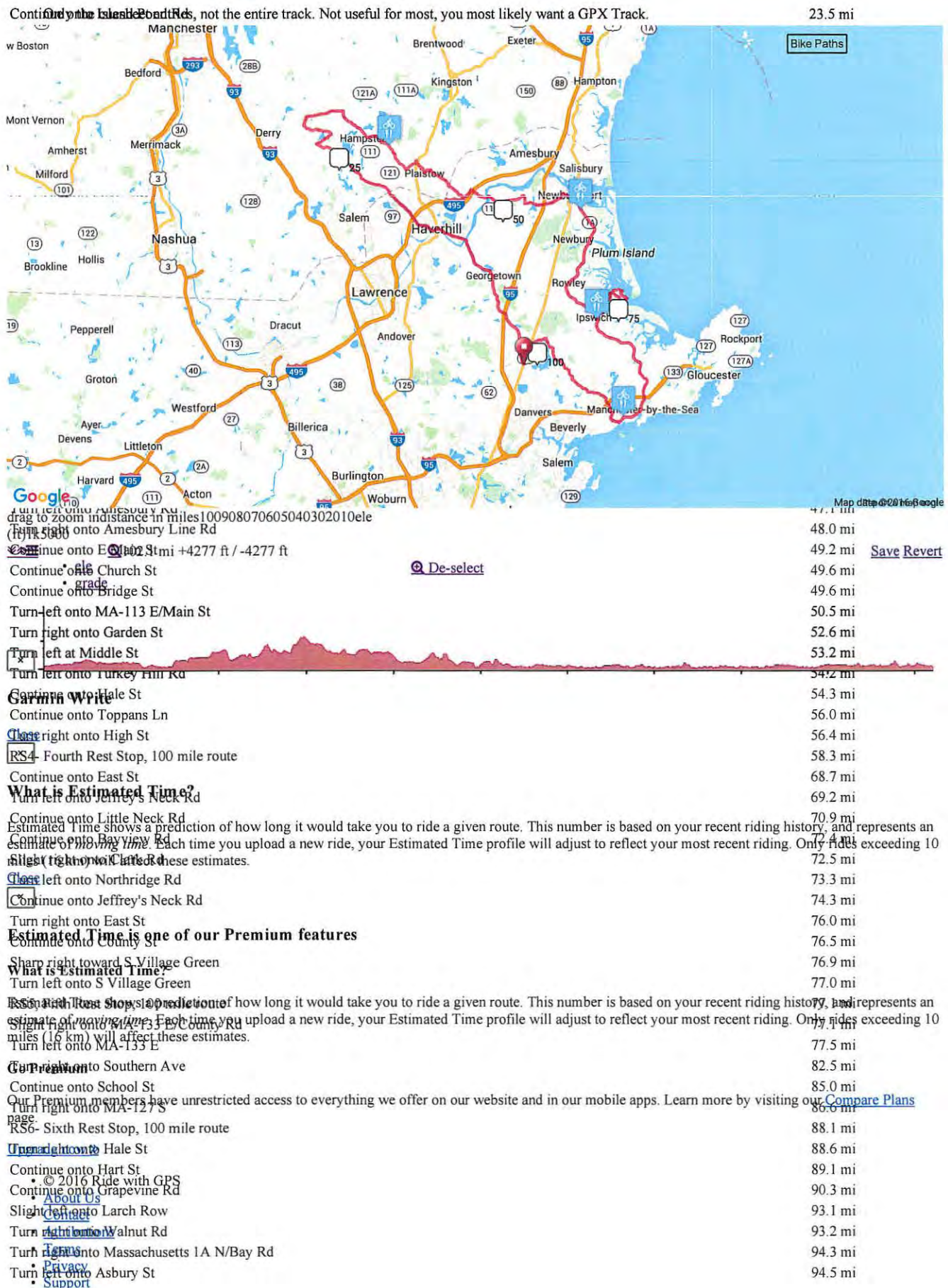
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

## CERTIFICATE HOLDER

## CANCELLATION

American Diabetes Association 1701 N Beauregard St Alexandria, VA 22311	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 of Marsh USA Inc. Kristen Dallacqua <i>Kristen Dallacqua</i>
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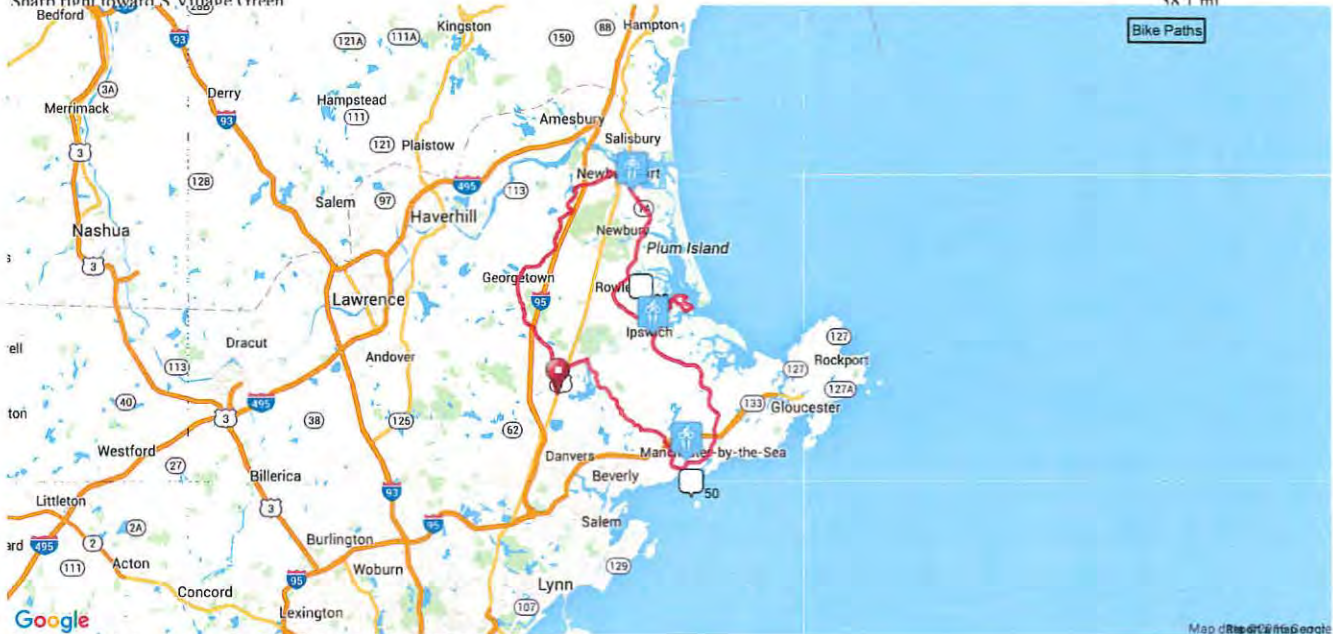






☐ **Include Waypoints?** 30.4 mi  
 Continue onto Little Neck Rd 32.1 mi  
☐ **Include cues as waypoints?** Warning: can clutter your GPS with extra points. Don't use if you don't need it. 33.5 mi  
 Continue onto Bayview Rd 33.7 mi  
 Slight right onto Clark Rd 34.5 mi  
 Turn left onto Northridge Rd 35.0 mi  
 Continue onto Little Neck Rd 37.2 mi  
 Turn right onto East St 37.6 mi  
 Continue onto No County St 38.1 mi

Useful for any GPS unit. Contains no cuesheet entries, only track information (breadcrumb trail). Will provide turn by turn directions (true navigation) on the Edge 705/800/810/1000/Touring, but will not have any custom cues. Works great for Mio Cyclo. [Find GPS specific help in our help system.](#)



drag to zoom indistance in miles60555045403530252015105ele  
(ft)4002000

63.3 mi +2162 ft / -2162 ft

[Save](#) [Revert](#)

☐ [De-select](#)  
☐ [ele](#)  
☐ [grade](#)



## Garmin Write

[Close](#)

## What is Estimated Time?

Estimated Time shows a prediction of how long it would take you to ride a given route. This number is based on your recent riding history, and represents an estimate of *moving time*. Each time you upload a new ride, your Estimated Time profile will adjust to reflect your most recent riding. Only rides exceeding 10 miles (16 km) will affect these estimates.

[Close](#)

## Estimated Time is one of our Premium features

### What is Estimated Time?

Estimated Time shows a prediction of how long it would take you to ride a given route. This number is based on your recent riding history, and represents an estimate of *moving time*. Each time you upload a new ride, your Estimated Time profile will adjust to reflect your most recent riding. Only rides exceeding 10 miles (16 km) will affect these estimates.

### Go Premium

Our Premium members have unrestricted access to everything we offer on our website and in our mobile apps. Learn more by visiting our [Compare Plans](#) page.

[Upgrade now >>](#)

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- [About Us](#)
- [Contact](#)
- [Attributions](#)
- [Terms](#)



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/23/2016

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).

<b>PRODUCER</b> Marsh USA, Inc. 1166 Avenue of the Americas New York, NY 10036  299200465--GAUP-16-17	<b>CONTACT NAME:</b>	
	<b>PHONE (A/C, No, Ext):</b>	<b>FAX (A/C, No):</b>
<b>INSURED</b> AMERICAN DIABETES ASSOCIATION ATTN: DOUG MEYER 1701 N BEAUREGARD ST ALEXANDRIA, VA 22311	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Philadelphia Insurance Company	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		
<b>NAIC #</b> 23850		

**COVERAGES****CERTIFICATE NUMBER:**

NYC-008441912-01

**REVISION NUMBER:**1

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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A X	COMMERCIAL GENERAL LIABILITY  <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER.		PHPK 1451736	02/01/2016	01/01/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY  <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		PHPK1451736	02/01/2016	01/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A X	UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		PHUB529824	02/01/2016	01/01/2017	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	PROPERTY		PHPK 1451736	02/01/2016	01/01/2017	LIMIT 250,000 DEDUCTIBLE 1,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101; Additional Remarks Schedule, may be attached if more space is required)

RE: North Shore Tour de Cure, Date: May 22, 2016, May 22, 2016.

Town of Newburyport is an Additional Insured with respect to primary insured's use and occupancy of premises located at Topsfield Fairgrounds- 207 Boston Street, Topsfield, MA 01983.

**CERTIFICATE HOLDER**

Town of Newburyport  
60 Pleasant Street  
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  
of Marsh USA Inc.

Kristen Dallacqua

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**APPOINTMENTS  
FIRST READING**



CITY OF NEWBURYPORT  
OFFICE OF THE MAYOR  
DONNA D. HOLADAY, MAYOR

60 PLEASANT STREET - P.O. BOX 550  
NEWBURYPORT, MA 01950  
978-465-4413 PHONE  
978-465-4402 FAX

To: President and Members of the City Council  
From: Donna D. Holaday, Mayor  
Subject: Appointment  
Date: March 16, 2016

-----  
I hereby appoint, subject to your confirmation, the following  
named individual as a member of the Commission on Diversity &  
Tolerance. This term will expire on March 31, 2019.

Judy A. Lacroix  
14 Hill Street Rear  
Newburyport, MA 01950



**JUDY A. LACROIX**  
**14 HILL STREET REAR**  
**NEWBURYPORT, MA 01950**  
**978-462-2608 HOME**  
**978-317-9833 CELL**  
[judyalacroix@verizon.net](mailto:judyalacroix@verizon.net)

February 3, 2016

Katherine Preftes, Chairwoman  
Commission for Diversity and Tolerance  
PO Box 1283  
Newburyport, Ma 01950

Dear Katherine Preftes,

For over 35 years, I have been an advocate for people with disabilities. Through my affiliation with Opportunity Works in Newburyport and Haverhill, I have made it one of my life-long goals to empower and educate people on this objective with the intention to break the chains of discrimination and the bullying of people with any kind of disability. It has been my goal to teach people to educate themselves, to love, to celebrate, and to accept who they are. My philosophy...you can choose to help none or choose to help one. I have done this in many aspects of my daily life.

I believe that each day, should be a learning experience. I have definitely learned something from people with disabilities. I have learned about their determination, I have learned that they are loving, and caring. I have learned a lot about tolerance, understanding and about appreciation.

The State of Massachusetts encourages its resource departments, for people with disabilities, to provide education, at various levels, on job information in state government and the private sector. The goal is to mainstream the individual into his/her respective community whether by attending classes or providing training and job opportunities.

Through my employment as an Executive Assistant with the Essex County Sheriff's Department (ECSD), I have been able to develop and implement a program called The Special Outreach Academy. Essex County's Sheriff Frank G. Cousins, Jr. has fully supported my efforts. This academy is geared to developmentally disabled adults 18 and older. I am the Director of this Academy and thrilled that this Academy is now becoming recognized statewide. I continue to hear from agencies from other counties in Massachusetts. I am thrilled that this coming spring, students in one of the classes at Newburyport High School will attend.

I feel that I would be an effective and enthusiastic addition to the Commission for Diversity and Tolerance. I am currently affiliated with Opportunity Works and Yankee Homecoming, serving on both Boards of Directors for many years. I am committed to both and would look forward to making a commitment to your Commission on something in which I truly believe.

Sincerely,

Judy A. Lacroix

**References:**

A.S. Maurice Pratt, Director of Communications, Essex County Sheriff's Department - 978-750-1900 ext. 3543  
Jane Harris-Fale, Executive Director, Opportunity Works - 978-462-6144 ext. 231  
Richard Eaton - 978-462-4090  
Michael Roy 978-462-9365

Attachment

**JUDY A. LACROIX**  
**14 HILL STREET REAR**  
**NEWBURYPORT, MA 01950**  
**978-462-2608 HOME**  
**978-317-9833 CELL**  
[judvalacroix@verizon.net](mailto:judvalacroix@verizon.net)

The following is not a complete resume but a brief history of my most recent work and volunteer experience.

**2007 to present – Essex County Sheriff's Department**

- 2012** Executive Assistant to Chief of Staff  
Administrator of Youth Leadership Academy  
Director of Special Outreach Academy  
Editor – Essex County Sheriff's Department Newsletter.  
Maintain Sheriff's Dashboard.  
Update and maintain information HRCMS/KRONOS  
Assist in orientation of new employees/vendors  
Contact for Essex County Sheriff's Department and Essex County Probation Department – information updates.  
Massachusetts Collaborative Effort – MSA –Team (as needed)  
Other duties requested by the Sheriff, Chief of Staff
- 2007** Office of Community Corrections– Administrative Assistant

**VOLUNTEER – CURRENT**

**1985 to present – Opportunity Works, Newburyport/Haverhill**

- Member of the Board of Directors
- Past President for four separate terms totaling 15 years as President
- Various committees, Chair, Member and Mentor
- Currently: Chair of Personnel Committee
- Chair of Special Events Committee
- Member of Board Development and Nominating Committee

**Key projects during my tenure 1985 to present**

- Rewrite personnel policies
- Past Chair of Capital Campaign
- Lend-A-Hand Auction since inception
- Chair of numerous events

**1979 to present – Yankee Homecoming (YHC Inc.)**

- Chairwoman 1995 and 2007
- Board of Directors 1996 to present, Member and Mentor
- Past President three terms
- Chaired various events

**Key projects during my tenure 1996 to present**

- Key role in new format in the selection of General Chair
- New events (ie: Kids Talent show and others)

**2012 to present Hospice Volunteer**

If you have any questions, please contact me. Thank you for your considerations.



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

DONNA D. HOLADAY, MAYOR

60 PLEASANT STREET - P.O. BOX 1950  
NEWBURYPORT, MA 01950

978-465-4413 PHONE

978-465-4402 FAX

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 17 P 1:30

To: President and Members of the City Council

From: Donna D. Holaday, Mayor

Subject: Appointment

Date: March 17, 2016

I hereby appoint, subject to your confirmation, the following named individual as a member of the Commission on Diversity & Tolerance. This term will expire on April 1, 2019.

Margaret A. McQuillan  
438 Merrimac Street  
Newburyport, MA 01950



**Margaret A. McQuillan**  
**438 Merrimac Street**  
**Newburyport, Massachusetts 09150**  
**mal5mcq@gmail.com**

**QUALIFICATIONS:** *A strong and diverse background blending thirty years of experience in education as a principal, director, teacher, curriculum developer, arts educator and consultant. A history of successful educational leadership, creative problem solving, enthusiasm and innovation in a wide variety of educational settings. Demonstrated skills in building and sustaining collaborative communities for teaching and learning.*

**EDUCATION:**

*University of California, Davis, California. M.F.A. in Dramatic Art, plus all course work completed for M.A. in Theatre History, 1972. Awarded grant in Arts Management from U. C. D.; Awarded grant in Arts Management from the Western Interstate Commission on Higher Education, 1972.*

*University of California, Berkeley and Davis, California. A.B. in English, minor in dramatic art and anthropology, 1970.*

- *Elected to Phi Beta Kappa, 1970. Graduated Magna cum Laude. Member, U.C. Berkeley Honor Society, Phi Kappa Phi, English Department Merit Award, Kraft Scholarship Award, Dean's Honor List.*

*Continuing Graduate Courses, Professional Development and Training*

*Examples:*

- Supervision and evaluation training by Dr. John Saphier, author of "The Skillful Teacher" and founder of Research for Better Teaching;
- Harvard Graduate School of Education Principals' Center Institute on "Leadership, An Evolving Vision,"
- Leadership/Change/School Improvement: year long course with Dr. Louise Thompson, national consultant and keynote speaker,
- On-going professional development with Dr. Rob Evans, nationally known consultant, author of *Family Matters* and *The Human Side of School Change*;
- "Understanding by Design" workshops and training with author Jay McTighe
- "Mathematics Teaching for Administrators:" A year- long course
- *Poetry Institute for Educators* at (Boston University with poet laureate, Robert Pinsky;
- Anti-Bias, Anti- Racist courses
- Continued workshops on eliminating the achievement gap
- CT's Special Education Resource Collaborative (SERC): A year-long course on special education regulations/policies/ procedures in Connecticut/ SRBI
- Teacher and Administrative training by CREC/Project Choice (similar to METCO)

## **ADMINISTRATION/SITE LEADERSHIP**

**Elementary Principal: Buttonball Lane Elementary School, Glastonbury, Conn. Grades k-5  
2007-Jan. 2011 (retired)**

Buttonball Lane has served families for over 50 years. A true neighborhood school with a diverse population of 516 children, k-5, it has strong parent involvement and a competent and caring faculty. I replaced a well- respected principal who led the school for 19 years, and I also hired a new assistant principal. Re-districting had just occurred, which meant new parents and children entering BBL. System-wide changes were also initiated that had a great impact on elementary faculty: Much needed curriculum revisions were also beginning in reading/literacy, science, and mathematics requiring close collaboration with K-12 curriculum directors and rigorous monitoring of curriculum and instruction within the building; staff training in RTI and new special education documentation; implementation of new assessments and instructional strategies across content areas; initiation of Atlas Rubicon; Web Portal training and use by teachers for home/school communication. One of my most important roles as a change agent was to provide time, professional development, resources and encouragement to teachers individually, at grade levels, and as a building faculty.

In addition to the roles and responsibilities for an elementary principal (budgets; system administrative council; supervision and evaluation; instructional leadership; plant management, etc.), the following are examples of *initiatives and accomplishments* specific to Buttonball Lane:

- Developed more effective use of teacher teams and instructional specialists for early identification and progress monitoring of students needing support;
- Implementation of *RTI model*;
- Facilitated successful development of a *Data Team* to translate CMT and other formal and informal assessment documents into effective classroom practices/interventions. CMT scores increased;
- Facilitated flexible grouping strategies;
- Provided opportunities for highly capable students through the system's PACE program and within our building;
- Involved staff in decision- making; school policies and procedures; team-building; collaborative work within and across grades; utilized in- house faculty for professional development initiatives; supported and encouraged staff to pursue individual initiatives and special projects;
- Created a successful *before and after school tutorial program for grades 3-5*;
- Added *technology* to instructional resources;
- Facilitated re design of Science Fair based the Scientific Process resulting in 230 entries.
  - Facilitated k-5 implementation of Glastonbury's new elementary *balanced literacy program*;
- Increased *global education/ awareness* and recognition of the *diversity of our population* through student council projects; multi-cultural readings; morning announcements; special projects; assemblies and performances;



- Prepared fourth and fifth grade students to attend *Discovery Center*, an urban /suburban partnership designed to celebrate diversity; also connected schools through literature, arts and visits;
- Established a *Diversity Committee* made up of faculty and parents, resulting in an annual International Night;
- Established a partnership with and fundraising for “hawkwing”, serving the Lakota Sioux community in South Dakota;
- Travelled to China as part of an educational delegation. Established relationship with sister school in Taishan province’ welcomed Chinese Principals to BBL;
- *Guest Author* in classrooms k-5 reading original poems and stories and teaching students about the writing process. Three stories were written specifically for BBL students based on school experiences: *No Swift Left Behind*; *The Gingerbread Man Meets The Tiger*; *What’s In a Name?*;
- Taught a unit on how The Holocaust began from an original work, *An Orange In Winter*, now published in Germany;
- Increased home-school communication and parent involvement;
- Revised and expanded *BBL School Handbook*;
- Wrote a *School Song* reflecting our common language and core values;
- Initiated a *School Mascot* (student election process)
- Worked with students and staff to create a *Student Statement of Respect* to be used as a common language throughout the building;
- Worked closely with staff to re-define and improve informal and formal disciplinary actions and procedures in the classroom and building-wide.
- Facilitated a variety of arts opportunities, projects and assemblies.
- Facilitated the addition of a before school chorus for fourth and fifth graders.

#### **Elementary Principal: Weston Public Schools: 1994-2007**

**1994-1995: *Principal, Woodland School: grades 3, 4, 5:***

**1995-2007: *Principal, Field School***

In 1995, our staff moved from Woodland School into a renovated building to create a new model: an upper elementary school housing all 4<sup>th</sup> and 5<sup>th</sup> graders. This unique configuration of 394 students (10 fourth grades; ten fifth grades) challenged us to build a vibrant community of teaching and learning specific to this age group, socially, emotionally and academically.

Teachers were members of grade level teams who worked closely and collaboratively with each other and our k-5 content specialists to ensure a consistent and rigorous standards-based curriculum. We met the needs of all children through flexible grouping and individualized instruction and provide many opportunities for our children to thrive. Our standards-based report card, pre and post assessments, use of rubrics, flexible grouping strategies, homework policy and home-school communications were developed specifically for students in grades 4 and 5.

I had the opportunity to hire exceptionally skilled and dedicated teachers who are committed to excellence and life-long learning. They had many opportunities for in-

service training, summer workshops, and on-going professional development. We were very fortunate to have enthusiastic and supportive parents and a community that valued and expected excellence in education. A wide variety of enrichment opportunities, special projects, assemblies and guest speakers enriched and expanded our curriculum. Most of these were funded through the generosity of WEEFC, our system's educational foundation and involved grant writing by the staff and the principal.

*Field School Initiatives and Accomplishments:*

- Standards-based instruction
- Alignment in all content areas with Mass. State frameworks and Weston standards
- Flexible Grouping Strategies
- Differentiated Instruction
- Commitment to inclusion
- Use of data to inform instruction (ex. Pre- and post assessments)
- Standards-based progress report
- Literacy/Guided Reading Program; *Lucy Caulkins* Writing Program
- Revised Mathematics program that reflects current best practices
- Interdisciplinary initiatives and units
- Integration of Library and Technology program
- Focus on Global Education and Social Responsibility
- Home-school communication; School Advisory Council; Parent Forums; Newsletters
- Student Responsibility and leadership: Class meetings; Student Council; Student *Statement of Respect*; Student/Parent Handbook
- Extra-curricular programs in Spanish, Art, Mathematics, Chorus, Band, Orchestra, Sports, Student Council, "Field Flyer", our school paper.

*Additional Highlights emphasizing Social and Global Awareness and Responsibility:*

- In 1996, I began a collaboration with then parent Elizabeth Wrangham-Ross to "adopt" the Kasiisi School in Uganda. Her husband, Dr. Richard Wrangham, a world- renowned anthropologist and writer, had his field station near the school. Our children and families have had numerous fundraisers. To date, Weston contributions have built a wing of the school, "scholarshipped" over twenty students and arranged a visit of six teachers to visit Weston in the spring of 2007. (This project continues with more additions to the schools and Weston faculty and students visiting Kasiisi.)
- Project Starfish: Making a Difference at Field School. We collected over 5000 textbooks for South Africa. Our work was honored at the State House.
- I composed an original song, "Making a Difference" which was sung at this event and has since become our school song.
- "*Field of Hope*" A book of poetry written by all our students on the theme of HOPE and illustrated with individual designs based on *molas* from South America. The book was dedicated the victims of Hurricanes Katrina and Rita and was sent to schools in the devastated areas and public officials.
- Worked with teachers to develop a unit on *Teaching Tolerance*, using the documentary "Paperclips" as a basis for discussion of prejudice and social responsibility.
- Writing Instruction:

Taught two units of writing as a "guest author" in fourth and fifth grade classrooms. By reading original stories I have written, I speak to students about the writing process. One story, *"Island of the Eagle,"* involves my children as characters. The second, *An Orange In Winter*, addresses the beginning of The Holocaust as experienced by my father and his family. Students identify with characters their own age and come away with a greater understanding about history and the need for social responsibility. Suggestions made by the students were incorporated into the final edit and teachers guide.

**1990-1994: *Principal, Washington-Beadle School. Beverly Public Schools, Beverly, Ma.***

Built in 1910, the Washington-Beadle School was in a close-knit neighborhood housing 240 students k-5 and 30 full or part time staff. Many of our students were on free or reduced lunch and required a wide variety of support services. Most did not attend the school k-5. As principal, I worked collaboratively with staff to: strengthen interdisciplinary learning, redesign and expand the child study team; facilitated mainstreaming and inclusion; promoted a literature-based reading program, expanded parent and community involvement; developed building-wide conflict resolution program and strategies; added new programs in science and the arts; directed plays with student casts; created programs that promoted students' self-esteem. Began student training in peer mediation.

**1982-1990: *ADMINISTRATION/PROGRAM LEADERSHIP***

1985-1990: *Director of Unified Arts K-12, Lynnfield Public Schools, Lynnfield, Ma.*

Created a new k-12 department by uniting a system-wide faculty in Music, Art, Photography, Theatre, Industrial Arts, and Home Economics. Wrote and revised curricula, hired and evaluated staff; managed a complex budget; created new programs and courses, both academic and extra-curricular; strengthened parent participation; developed interdisciplinary components; wrote grants that brought outstanding artists into the schools (ex. *"Making Music Together,"* a nationally honored cultural collaboration between the U. S. and (formerly) the U.S.S.R.); co-taught with classroom teachers on special projects; directed elementary and middle school theatre productions. Awarded tenure.

1983-1985: *Director of Performing and Fine Arts k-12; Wilmington Public Schools, Wilmington, Ma.*

Responsibilities matched those of the Lynnfield position, including the creation of a new department.

**CURRICULUM AND STAFF DEVELOPMENT**

1990-1991: *Massachusetts State Frameworks on the Arts Committee:* Member of the statewide committee selected to write the *Arts Frameworks* for the state of Massachusetts.

1975-1976: *Educational Field Agent; The Network, Inc. Andover, Ma. (Formerly in Merrimac, Ma.)*

An educational service and research organization providing technical assistance to fifty *Learning Disabilities programs* nationwide, selected by the federal *Bureau of Education*

*for the Handicapped* as model centers. Responsibilities included consultation in product and curriculum development, materials and information dissemination, and linking personnel and programs across the country to effectively share ideas and resources. Designed client conferences and led workshops.

1973-1975: *Curriculum Developer/Artist-Writer*; CEMREL (Central Midwestern Regional Educational Laboratory) St. Louis, Mo.

National consultant, workshop leader and teacher trainer. Researched, designed, wrote and produced innovative modular multi-media teaching packages and textbooks for pre-service and in-service classroom teachers in *Aesthetic Education and the Arts*. Co-published by CEMREL and Viking Press.

1978-1979: *Curriculum Developer*: Massachusetts Board of Regional Community Colleges *Foster Parent Training Program*

Wrote a curriculum using textbooks, case studies and hands-on materials to prepare potential foster parents.

### **TEACHING EXPERIENCE**

1976-1983: *Faculty member*, Edward Devotion School, Brookline Public Schools, Brookline, Ma.

Developed a new model program/curriculum in Drama Education/Language Arts in this K-8 school. Direct teaching of 600 students yearly as a member of the Unified Arts team. Consulted and teamed with classroom teachers and other specialists. Created interdisciplinary projects. Directed yearly productions (drams and musicals). As a Grant Coordinator, I supervised professional arts groups in residence system-wide. Awarded tenure.

1972-1973 *Faculty Associate/Supervising Teacher*, Illinois State University, Normal, Illinois

Faculty member at the Metcalf Laboratory School in Drama and Speech. Direct teaching of students in grades k-8, including deaf students. Consulted and taught with university faculty, classroom teachers and student teachers to model drama/language arts education. Developed a drama component for deaf and handicapped students. Member of the ISU theatre department

### **CREDENTIALS:**

Elementary Principal Certification, Massachusetts; Connecticut

Director/Supervisor Certification, Massachusetts

Secondary English/Speech Teacher Certification

**PUBLICATION:** "An Orange In Winter: The Beginning of the Holocaust as Seen Through the Eyes of a Child"

Published in Luneburg, Germany for insr5udtion in English Language courses and Social Studies Courses for high school students.



Conducted workshops for students, teachers and community members in Germany, Connecticut, Massachusetts and New Hampshire.

#### REFERENCES AVAILABLE UPON REQUEST

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APPT028\_03\_29\_16



CITY OF NEWBURYPORT  
OFFICE OF THE MAYOR  
DONNA D. HOLADAY, MAYOR

60 PLEASANT STREET - P.O. BOX 550  
NEWBURYPORT, MA 01950  
978-465-4413 PHONE  
978-465-4402 FAX

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 21 P 1:04

To: President and Members of the City Council  
From: Donna D. Holaday, Mayor  
Subject: Appointment  
Date: March 21, 2016

*Donna D. Holaday*

-----  
I hereby appoint, subject to your confirmation, the following  
named individual as a member of the Commission on Diversity &  
Tolerance. This term will expire on April 1, 2019.

Thomas Getz  
36 Broad Street  
Newburyport, MA 01950

February 5, 2016

Commission for Diversity and Tolerance  
P.O. Box 1283  
Newburyport, MA 01953

Dear Ms. Kat Preftes:

I am interested in an appointment to the Commission for Diversity and Tolerance.

This past January 6th I attended the presentation about Islam at the Ahavas Achim synagogue hosted by Rabbi Avi Poupko. Ibraheim Ismail, a Muslim chaplain at Boston University, talked about the Islamic faith and how it affects the world. I was impressed by the size of the audience, its attention, and the need for more information about the mainstream focus versus fringe elements of Islam.

After 30+ public school teaching years in Marblehead, I currently substitute teach at 10 different schools, public and private, and am exposed to a variety of diversities in both student population and focus. Pike School in Andover is 38% minority and Brookwood School in Manchester is committed to cultural competence through its encounters with diversity and appreciation for differences within the classroom. Michael Eatman, Director of Community Life at Pike, recently included me with his staff's attendance to a presentation at Pingree School on Islamaphobia. Amer F. Amhed spoke about being a Muslim in the United States.

My two children have also educated me about diversity and tolerance in the world. While at George Washington University, my daughter studied for a semester in Senegal and a semester in Istanbul and now works for the Middle East Institute at GWU. My son's major at Wesleyan University was history with an emphasis on the Middle East and his senior thesis focused on Islamaphobia.

I believe that I would be a valuable asset to the Commission for Diversity and Tolerance with my interest in diversity throught the world and my contacts at various school communities and their approaches to diversity and tolerance. I envision the possibility of school partnerships which could increase Newburyport students' contact with minorities, as well as, acceptance and celebration of differences.

Sincerely yours,

Thomas Getz  
978-463-6644

# THOMAS J. GETZ

36 Broad Street  
Newburyport, MA 01950

## WORK EXPERIENCE

- 2013 - Present    SUBSTITUTE TEACHER: Newburyport, Pine Grove, River Valley Charter, Salisbury Elementary, Bookwood, Pike, Shore Country Day, and Tower Schools
- 2012 - 2013      HILL VIEW MONTESSORI CHARTER PUBLIC SCHOOL -- Haverhill, MA  
*Upper Elementary (4-6) Teacher*
- Trained in upper elementary Montessori teacher program
  - Developed parent rapport with communication, conferences, and student exhibitions
- 2010 - 2012      SUBSTITUTE TEACHER: multiple grades at Andover School of Montessori, Brookwood, Glen Urquhart, Pike, Shore Country Day, and Tower Schools
- 2009 - 2010      RIVER VALLEY CHARTER SCHOOL – Newburyport, MA  
*Upper Elementary (4-6) Assistant Teacher*
- Organized Montessori math curriculum for 5th and 6th year students
  - Encouraged cooperation and fostered self-confidence in multi-age classroom
- 1997 - 2009      *Founding Member*
- As co-founder, co-wrote charter application for public Montessori school
  - Hired initial and subsequent Head of School and top level staff
- 1991 - 2009      MARBLEHEAD PUBLIC SCHOOLS – Marblehead, MA  
*Grade Five Teacher*
- Demonstrated average growth of 110% in mathematics over a six year period
  - Adapted *Everyday Math* program for academically weak and strong students
- 1989 - 1991      *Principal of Glover (K-5) and Eveleth (K-2) Schools*
- Created successful 2/3 combination class and two all-day kindergarten classes

## SKILLS

### Student

- Motivate students' effort by providing choices that utilize their abilities, interests, and learning styles, as well as, by using positive reinforcement and humor
- Empower students to develop self-understanding (metacognition) of their strengths and interests while mutually developing a plan for improvement and evaluation

### Teacher

- Promote synergy through sharing successes with peers and collaboratively planning academic initiatives

### Parent

- Garner parental support by educating them about curriculum, acknowledging their child's interests, strengths, and areas of concern, and frequently communicating their child's academic progress

## CERTIFICATION

Massachusetts: Elementary (K-8) #162129

New Hampshire: General Elementary #293369933





CITY OF NEWBURYPORT

OFFICE OF THE MAYOR  
DONNA D. HOLADAY, MAYOR

60 PLEASANT STREET - P.O. Box  
NEWBURYPORT, MA 01950

978-465-4413 PHONE

978-465-4402 FAX

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 10 P 2 31

To: President and Members of the City Council  
From: Donna D. Holaday, Mayor  
Subject: Re-Appointment  
Date: March 10, 2016

I hereby re-appoint, subject to your approval, the following named individual to the Council on Aging. This term will expire May 31, 2021.

Frances Reslewic  
12 Chase Street  
Newburyport, MA



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

DONNA D. HOLADAY, Mayor

60 PLEASANT STREET - P.O. BOX 1148  
NEWBURYPORT, MA 01950

978-465-4413 PHONE

978-465-4402 FAX

To: President and Members of the City Council

From: Donna D. Holaday, Mayor

Subject: Re-Appointment

Date: March 16, 2016

I hereby re-appoint, subject to your approval, the following  
named individual as a member of the Tree Commission.  
This term shall expire on April 1, 2019.

Sheila Taintor  
10 Dexter Street  
Newburyport, MA 01950

**END OF CONSENT AGENDA  
BEGINNING OF REGULAR AGENDA**

**APPOINTMENTS  
SECOND READING**



### APPOINTMENTS – 2<sup>nd</sup> Reading

- APPT023\_03\_14\_16 Matthew W.Simons 62 Munroe St, Haverhill Lieutenant – Nbpt Police
- 
- APPT024\_03\_14\_16 Sheila J. Trieff 11 Shandell Drive CDT March 1, 2019
- 
- APPT025\_03\_14\_16 Cheryl Amey 24 Milk Street NHA March 31, 2021
- 

Motion to approve the consent agenda by Councillor Zeid, seconded by Councillor Tontar. So voted.

## ORDERS

## CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

March 14, 2016

### A RESOLUTION RELATING TO THE NAMING OF THE SOUTHBOUND SPAN OF THE NEWLY COMPLETED I-95 BRIDGE CONNECTING THE CITY OF NEWBURYPORT AND THE CITY OF AMESBURY

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

**WHEREAS**, William Lloyd Garrison was a native of Newburyport, renowned nonviolent abolitionist, and a strong suffragist. He founded the Newburyport newspaper *The Liberator*, which was a newspaper dedicated to the abolition of slavery, and the New England Anti-Slavery Society.

**WHEREAS**, Garrison was personally invited to a ceremony at Fort Sumter by Abraham Lincoln, after the end of the Civil War.

**WHEREAS**, Garrison and John Greenleaf Whittier, for whom the Northbound I-95 bridge span is named, met through *The Liberator* and were considered friends. Garrison helped Whittier to continue his poetry and education. Whittier wrote a poem in tribute to Garrison as a sign of their friendship.

**WHEREAS**, the two bridges would stand side by side, the Garrison bridge entering Newburyport, and the Whittier bridge entering Amesbury, symbolic of their respective homes and friendship.

NOW, THEREFORE, BE IT RESOLVED, that:

1. Recognition of contributions. The City of Newburyport acknowledges and recognizes the many contributions of Newburyport native William Lloyd Garrison to the just causes of abolition, women's suffrage, and other important social causes throughout his lifetime.
2. Appreciation of input. The City of Newburyport thanks the students of the River Valley Charter School for their proposal and outreach in support of this resolution.
3. Request and support naming. The City of Newburyport respectfully requests that the Commonwealth of Massachusetts name the southbound portion of the aforementioned structure in honor of William Lloyd Garrison.

Councillor Sharif I. Zeid

RA 66  
SZ/LB  
LAWSON

MA to J.B.E.  
K/SZ DM

# CITY OF NEWBURYPORT



IN CITY COUNCIL

**ORDERED:**

March 29, 2016

**THAT** the City Council of the City of Newburyport accepts the provisions of Chapter 60A, §1 Paragraph 8 of the Massachusetts General Laws which waives the excise tax for motor vehicles owned and registered by active members of the armed forces. Said Paragraph 8 states as follows:

"In any city or town accepting the provisions of this paragraph, the excise imposed by this chapter shall not apply to a motor vehicle owned and registered by or leased to a resident who is in active and full-time military service as a member in the armed forces of the United States or the national guard, army or air, of any state, and has been deployed or stationed outside the territorial boundaries of the commonwealth for a period of at least 45 days in the calendar year of the exemption. If the military member is wounded or killed in an armed conflict, he shall not be subject to the foregoing period of service qualification for the calendar year in which he is wounded or killed. This exemption shall apply only to a motor vehicle owned and registered by or leased to a military member in his own name or jointly with a spouse for a non-commercial purpose and a military member may qualify for this exemption for only 1 motor vehicle for each calendar year. A municipality which accepts the provisions of this paragraph shall, in connection with the issuance of warrant to collect unpaid motor vehicle or trailer excise tax from a delinquent taxpayer, add \$3 to the fee prescribed in clause 9 of section 15 of chapter 60. The acceptance by a municipality of this paragraph shall take effect on the first day of January next occurring after the approval by the municipality to accept this paragraph."

The effective date of this acceptance shall be January 1, 2017.

\_\_\_\_\_  
Councillor Larry G. Giunta

\_\_\_\_\_  
Councillor Robert J. Cronin



# CITY OF NEWBURYPORT



IN CITY COUNCIL

March 29, 2016

**ORDERED:**

## **RESOLUTION**

**WHEREAS**, the Massachusetts Foundation Budget Review Commission identified in its final report of October 30, 2015 two areas -employee health insurance and special education- where the Massachusetts Foundation Budget significantly understates the true cost of educating students in the Commonwealth and has not kept pace with rising costs, and

**WHEREAS**, this underfunding means the cost of providing a quality education has increasingly been borne by local communities, most often at the expense of other vital municipal operations, and

**WHEREAS**, investing in education today leads to higher incomes, and thus less investment in police, prisons, subsidized health care, low income housing, welfare, etc. in the future, and

**WHEREAS**, local economies are most effectively strengthened by investing in education and increasing the number of well-educated workers.

**NOW, THEREFORE**, the Newburyport City Council calls on the Massachusetts Legislature and the Governor of Massachusetts to fund and adopt the 2015 Foundation Budget Review Commission's recommendations, in order to provide relief and support to local communities and property tax payers.

Councillor Edward C. Cameron, Jr.  
Councillor Gregory D. Earls  
Councillor Joseph H. Devlin

## **Rationale**

The Foundation Budget Review Commission (FBRC) was established by the Legislature in the FY16 budget and was charged with examining the Foundation Budget (Chapter 70) formula. The formula was first established as part of the Education Reform legislation in 1993 and has not been thoroughly reviewed or updated since that time. The FBRC found that the current formula understates costs significantly in two areas: Employee Health Insurance and Special Education.

If the recommendations of the FBRC had been implemented in the FY16 budget, state funding for education would have been about \$500 million more than it was. However, if Chapter 70 reflected the true cost of education, the number would be closer to \$2 billion.

Spending by school districts over the required Net School Spending amounts has increased, as a whole, for more than a decade, indicating that communities are using local property taxes and diverting funding from other portions of municipal budgets to fund their schools. In FY14, the total spending above Foundation in the state was \$1.7 billion. At the same time, the state's commitment to municipal aid has declined. Since 2001, unrestricted local aid has been cut by 43%. The net effect is a combination of cuts to local and school services and an increasing reliance on the regressive property tax.

The evidence overwhelmingly establishes the correlation between a well-educated workforce and higher income individuals. States that invest more in education have a higher paid workforce; also, states that increase the level of education of their population see greater productivity and higher wages over time. The link can then easily be made between higher paid individuals and less reliance on various forms of government assistance, as well as lower rates of crime.

A state's high school and college attainment rates are important factors in the state's overall economic strength. Additionally, investments in education can have significant long-term impacts on state and local economies, as well-educated individuals tend to stay relatively local and contribute tax dollars to the state and municipality in which they reside. In general, the taxes paid over time by these individuals are substantially higher than the cost of their public education.

## Other information

MA Budget and Policy Center at [http://www.massbudget.org/report\\_window.php?loc=Analyzing-the-Governor%27s-Budget-for-FY-2017.html](http://www.massbudget.org/report_window.php?loc=Analyzing-the-Governor%27s-Budget-for-FY-2017.html)

Foundation Budget Review Commission Final Report at <http://www.mass.gov/legis/journal/desktop/2015/fbrc.pdf>



# CITY OF NEWBURYPORT

## CITY COUNCIL

60 PLEASANT STREET -- P.O. BOX 550  
NEWBURYPORT, MASSACHUSETTS 01950  
978 465 4407

### IN CITY COUNCIL:

#### ORDERED:

Date: March 21, 2016

THAT the CITY COUNCIL of the CITY OF NEWBURYPORT amends the established list of parking restrictions as identified by the Department of Public Services as active and marked throughout the City of Newburyport to include:

Merrimac Street at Boardman Street

By extending the distance of the restriction on Merrimac Street for a distance of 39 feet west of Boardman Street.

AND the existing crosswalk remain in this expanded area which provides a clearer sight distance to pedestrians and motorists alike,

AND that the City Clerk and Department of Public Services update the maintained list, which is available to the public,

AND this update be further posted on the similar list provided on the city website.

Councillor Robert J. Cronin

Public Safety Chair

CITY OF NEWBURYPORT



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IN CITY COUNCIL

ORDERED:

March 29, 2016

**THAT** the City Council of the City of Newburyport approves the following Licensed Contractor application for the 2016 construction year for Water, Sewer, Drain Layer, Roadway and Sidwalk work:

White Mountain Cable Construction  
2113 Dover Street  
Epsom, NH 03234

*Paperwork on file in the City Clerk's office.*

---

Councillor Eigerman  
Public Utilities Chairperson





# CITY OF NEWBURYPORT

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 MAR 17 P 6 57

DEPARTMENT  
OF  
PUBLIC SERVICES

## MEMORANDUM

ANTHONY J. FURNARI  
DIRECTOR

WAYNE S. AMARAL  
DEPUTY DIRECTOR /  
DIRECTOR OF OPERATIONS

**TO:** Richard Jones, City Clerk  
**FROM:** Wayne S. Amaral, DPS Deputy Director *WSA*  
**DATE:** March 17, 2016  
**RE:** License Contractor Application and recommendation 2016 Season

---

16A PERRY WAY  
NEWBURYPORT, MA 01950

TEL: 978-465-4464  
FAX: 978-465-1623

Enclosed is a copy of a new Licensed Contractor application with bond and references to be forwarded to the city council for approval for;

White Mountain Cable Construction  
2113 Dover Road  
Epsom, NH 03234

/.CITYOFNEWBURYPORT.COM For the following work;

Roadway  
Sidewalk  
Communications

Thank you for your attention to this matter.



ANTHONY J. FURNARI, DIRECTOR  
ANDREW LAFFERTY, DEPUTY DIRECTOR

## CITY OF NEWBURYPORT DEPARTMENT OF PUBLIC SERVICES

16A PERRY WAY  
NEWBURYPORT, MA 01950

PHONE: 978-465-4464  
FAX: 978-465-1623

### Licensed Contractor Application

*Submit **completed** application to DPS at 16A Perry Way, Newburyport, MA*

Name of Company: WHITE MOUNTAIN CABLE CONSTRUCTION

Name of Owner: \_\_\_\_\_

Contact Person: John Rao Proj. Man. (Att Wayne Brenes)

Street Address: 2113 Dover Rd City: Epsum State: NH Zip Code: 03234

Phone #: (978) 965-3473 Cell #: (603) 496-2924 Fax #: office # accepts faxes

#### Type of Work Qualified for: (check all that apply)

<input type="checkbox"/> Water Service/Main	<input type="checkbox"/> Sewer Service/Main	<input type="checkbox"/> Drain Laying
<input checked="" type="checkbox"/> Roadway (incl. curb cuts)	<input checked="" type="checkbox"/> Sidewalk	<input type="checkbox"/> Street Occupancy
<input type="checkbox"/> Gas	<input type="checkbox"/> Electric	<input checked="" type="checkbox"/> Communications

#### Submit the Following with this completed Application:

- ☒ \$500 Check non-refundable payable to City of Newburyport
- ☒ \$5000 or \$10,000 Bond ORIGINAL ONLY (\$10,000 Bond for laying Wire or Conduit)
- ☒ Certificate of Insurance incl. Worker's Compensation Insurance Affidavit (per M.G.L. c152)
- ☐ Minimum 3 Municipal References within the last 5 years of similar work

Bond No. 016069239

### STREET OPENING BOND

KNOW ALL PERSONS BY THESE PRESENTS:

That we, White Mountain Cable Construction, LLC of the City of Epsom, State of New Hampshire, as Principal, and Liberty Mutual Insurance Company, a corporation duly licensed to do surety business in the State of Massachusetts, as Surety, are held and firmly bound unto the City of Newburyport, MA, State of Massachusetts, as Oblige, in the penal sum of Ten thousand & 00/100----- DOLLARS (\$10,000.00), lawful money of the United States, to be paid to the Oblige, for which payment well and truly to be made, we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been licensed for maintenance work by the Oblige.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply with the laws and ordinances, including all amendments thereto, pertaining to the license or permit applied for, then this obligation to be void, otherwise to remain in full force and effect until February 12, 2017 unless renewed by Continuation Certificate

This bond may be terminated at any time by the Surety upon sending notice in writing, by First class U.S. Mail to the Oblige and to the Principal at the address last known to the Surety, and at the expiration of thirty five (35) days from the mailing of said notice, this bond shall ipso facto terminate and the Surety shall there upon be relieved from any liability for any acts or omissions of the Principal subsequent to said date. Regardless of the number of years this bond shall continue in force, the number of claims made against this bond, and the number of premiums which shall be payable or paid, the Surety's total limit of liability shall not be cumulative from year to year or period to period, and in no event shall the Surety's total liability for all claims exceed the amount set forth above. Any revision of the bond amounts shall not be cumulative.

Dated this 10<sup>th</sup> day of February, 2016

White Mountain Cable Construction, LLC

(Principal)

Linda Rauh

Linda Rauh, Assistant Secretary

Liberty Mutual Insurance Company

(Surety)

Ana W Oliveras

Ana W Oliveras, Attorney-in-Fact

Countersignature (where required)

By: N/A  
Resident Agent



**THIS POWER OF ATTORNEY IS NOT VALID UNLESS IT IS PRINTED ON RED BACKGROUND.**

This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Certificate No. 6975849

American Fire and Casualty Company  
The Ohio Casualty Insurance Company

Liberty Mutual Insurance Company  
West American Insurance Company

**POWER OF ATTORNEY**

KNOWN ALL PERSONS BY THESE PRESENTS: That American Fire & Casualty Company and The Ohio Casualty Insurance Company are corporations duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Ana W. Oliveras

all of the city of Sunrise, state of FL each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 5th day of May, 2015.



American Fire and Casualty Company  
The Ohio Casualty Insurance Company  
Liberty Mutual Insurance Company  
West American Insurance Company

By: David M. Carey  
David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA ss  
COUNTY OF MONTGOMERY

On this 5th day of May, 2015, before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of American Fire and Casualty Company, Liberty Mutual Insurance Company, The Ohio Casualty Insurance Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at Plymouth Meeting, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA  
Notarial Seal  
Teresa Pastella, Notary Public  
Plymouth Twp., Montgomery County  
My Commission Expires March 28, 2017  
Member, Pennsylvania Association of Notaries

By: Teresa Pastella  
Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

**ARTICLE IV – OFFICERS** – Section 12. Power of Attorney. Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

**ARTICLE XIII – Execution of Contracts – SECTION 5. Surety Bonds and Undertakings.** Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

**Certificate of Designation** – The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

**Authorization** – By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Gregory W. Davenport, the undersigned, Assistant Secretary, of American Fire and Casualty Company, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 10th day of February, 20 16.



By: Gregory W. Davenport  
Gregory W. Davenport, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.





# CERTIFICATE OF LIABILITY INSURANCE

Page 1 of 1

DATE (MM/DD/YYYY)  
02/10/2016

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).

<b>PRODUCER</b> Willis of Pennsylvania, Inc. c/o 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C, NO, EXT):</b> 877-945-7378	<b>FAX (A/C, NO):</b> 888-467-2378	
	<b>E-MAIL ADDRESS:</b> certificates@willis.com		
<b>INSURED</b> White Mountain Cable Construction, LLC 2113 Dover Road Epsom, NH 03234	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	<b>INSURER A:</b> Liberty Mutual Fire Insurance Company		23035-001
	<b>INSURER B:</b> Westchester Fire Insurance Company		10030-001
	<b>INSURER C:</b> Liberty Insurance Corporation		42404-001
	<b>INSURER D:</b>		
	<b>INSURER E:</b>		
<b>INSURER F:</b>			

**COVERAGES****CERTIFICATE NUMBER:** 24128834**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.

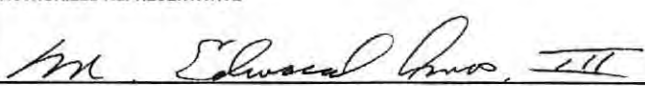
INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		TB2631004260015	7/31/2015	7/31/2016	EACH OCCURRENCE \$ 5,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$ 5,000,000
							GENERAL AGGREGATE \$ 5,000,000
							PRODUCTS - COMP/OP AGG \$ 5,000,000
							\$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			AS2631004260025	7/31/2015	7/31/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			G22049860010	7/31/2015	7/31/2016	EACH OCCURRENCE \$ 5,000,000
							AGGREGATE \$ 5,000,000
							\$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N	N/A	WA763D004260035 WC7631004260045	7/31/2015 7/31/2015	7/31/2016 7/31/2016	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Workers' Compensation in State of Washington is Self Insured

Certificate Holder is included as an Additional Insured as respects to General Liability as required by written contract.

**CERTIFICATE HOLDER****CANCELLATION**

City of Newburyport Dept of Public Services 16A Perry Way Newburyport, MA 01950	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 

Coll:4848915 Tpl:1969587 Cert:24128834 ©1988-2014 ACORD CORPORATION. All rights reserved.

Policy Number: TB2631004260015 & AS2631004260025

Endorsement Number: LA 99 224 09 10

Issued by: Liberty Mutual Fire Insurance Company & Liberty Mutual Fire Insurance Company  
7/31/2015

Endorsement Effective Date:

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**NOTICE OF CANCELLATION TO THIRD PARTIES**

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE PART  
MOTOR CARRIER COVERAGE PART  
GARAGE COVERAGE PART  
EXCESS AUTOMOBILE LIABILITY INDEMNITY COVERAGE PART  
SELF-INSURED TRUCKER EXCESS LIABILITY COVERAGE PART  
COMMERCIAL GENERAL LIABILITY COVERAGE PART  
EXCESS COMMERCIAL GENERAL LIABILITY COVERAGE PART  
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART  
LIQUOR LIABILITY COVERAGE PART

- A. If we cancel this policy for any reason other than nonpayment of premium, we will notify the persons or organizations shown in the Schedule below. We will send notice to the email or mailing address listed below at least 10 days, or the number of days listed below, if any, before the cancellation becomes effective. In no event does the notice to the third party exceed the notice to the first named insured.
- B. This advance notification of a pending cancellation of coverage is intended as a courtesy only. Our failure to provide such advance notification will not extend the policy cancellation date nor negate cancellation of the policy.

SCHEDULE		
Name of Other Person(s) / Organization(s):	Email Address or mailing address:	Number Days Notice:
City of Newburyport	Dept of Public Services□16A Perry Way□Newburyport, MA 01950	30

All other terms and conditions of this policy remain unchanged.

**THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.**

**NOTICE OF CANCELLATION TO THIRD PARTIES**

- A.** If we cancel this policy for any reason other than nonpayment of premium, we will notify the persons or organizations shown in the Schedule below. In no event does the notice to the third party exceed the notice to the first named insured.
- B.** This advance email notification of a pending cancellation of coverage is intended as a courtesy only. Our failure to provide such advance notification will not extend the policy cancellation date nor negate cancellation of the policy.

SCHEDULE		
Name of Other Person(s) / Organization(s):	Email Address or mailing address:	Number Days Notice:
City of Newburyport	Dept of Public Services□16A Perry Way□Newburyport, MA 01950	30

WA763D004260035 (AOS)  
WC7631004260045 (MN & WI)  
Effective: 7/31/2015  
Expiration: 7/31/2016

All other terms and conditions of this policy remain unchanged.



**CITY of BEVERLY**  
**DEPARTMENT of PUBLIC SERVICES**  
**and ENGINEERING**

*191 Cabot Street*  
*Beverly, Massachusetts 01915*  
*Phone (978) 921-6000*  
*Fax (978) 922-0285*

*Mayor*

*Michael P. Cahill*

*Commissioner*

*Michael P. Collins, P.E.*

*City Engineer*

*Gregory M. St. Louis, P.E.*

*Assistant City Engineer*

*Sean Ciancarelli*

January 13, 2016

Re: Letter of Reference — White Mountain Cable Construction, LLC

To Whom It May Concern:

This letter is being written in regards to the quality of work performed by White Mountain Cable Construction, LLC in the City of Beverly.

White Mountain Cable Construction, LLC has performed work in the City of Beverly for several years now and has always met our standards and specifications while delivering quality work in a responsible manner. Work completed in the City has included utility work for Verizon and sewer repairs to residential and commercial properties as necessary. They have provided us with all the necessary documentation and paperwork in a timely fashion and in an organized manner.

If you have any questions please feel free to call me @ 978-921-6000.

Sincerely,

Sean Ciancarelli

Assistant City Engineer

[sciancarelli@beverlyma.gov](mailto:sciancarelli@beverlyma.gov)

(978) 605-2358





CASSANDRA KOUTALIDIS P.E.

*City Engineer*

# City of Medford

DEPARTMENT OF PUBLIC WORKS

City Hall - Room 300  
85 George P. Hassett Drive  
Medford, Massachusetts 02155

Telephone  
(781) 393-2476  
FAX: (781) 393-2342  
TDD: (781) 393-2516

January 20, 2016

Re: Letter of Reference—White Mountain Cable Construction, LLC

To Whom It May Concern:

This letter is being written in regards to the quality of work performed by White Mountain Cable Construction, LLC and their northeast supervisor, Wayne Barnes, in the City of Medford.

White Mountain Cable Construction, LLC under the supervision of Wayne Barnes has performed work in the City of Medford for several years. They have always met the qualifications, standards and specifications required while completing efficient and quality work in a responsible manner. Most work completed in the City of Medford includes utility work for Verizon and repairs to residential, commercial, and public properties as necessary.

All documentation needed for working in the City have been provided in a timely and organized manner.

If you have any further questions, please call me at 781-393-2475

Cordially,

George Connelly  
Trench Permit Agent/Inspector  
City of Medford  
Engineering Dept. RM.300  
781-393-2475



# Town of Ashland, Massachusetts

## Department of Public Works

20 Ponderosa Road, 01721-1092

John D. Small, *Director, Ext. 14*  
David S. Miller, *Office Manager, Ext. 19*  
Roy M. Correia, *General Foreman, Ext. 16*

Phone (508) 881-0120  
Fax (508) 881-3255

June 26, 2012

RE: White Mountain Cable

### TO WHOM IT MAY CONCERN:

White Mountain Cable has performed Verizon Cable work within the Town of Ashland for the past two years. We have found them to be professional, reliable and responsive to the needs of the Town as well as the residents. The Town was very satisfied with the quality of their work and we would not hesitate to work with White Mountain Cable in the future.

If you have any questions, please call me at (508) 881-0120 ext 19.

Sincerely,

David S. Miller  
Office Manager

DSM/pbn



Communications System  
Construction & Maintenance  
Splicing, Sweeping & Testing

Name: Wayne Barnes  
Title: Supervisor  
Cell: (603) 340-3492  
Office: (978) 250-1923  
Email: wayne.barnes@wmc1.com

2113 Dover Road  
P.O. Box 459  
Epsom, NH 03234  
(800) 233-7350  
Fax: (978) 250-1403

THE FACE OF THIS DOCUMENT HAS A COLORED BACKGROUND ON WHITE PAPER

**White Mountain Cable Const LLC**

GENERAL ACCOUNT  
PO BOX 459  
EPSOM, NH 03234

Wells Fargo Bank, N.A.  
Savannah, GA

**133770**

64-975/612

Check Date  
3/10/2016

Check Amount  
\$\*\*\*\*\*500.00

PAY Five Hundred and 00/100----- Dollars

TO THE CITY OF NEWBURYPORT MA  
ORDER 16A PERRY WAY  
OF NEWBURYPORT, MA 01950  
United States

Two Signatures Required for Amounts Over \$35,000.00



SECURITY FEATURES INCLUDED. DETAILS ON BACK.



⑈ 133770⑈ ⑆061209756⑆ 2079900544297⑈

## ORDINANCES



## COMMITTEE ITEMS

## Budget & Finance *-In Committee:*

- TRAN004\_02\_29\_16 – DPS Gas (90,000) to DPS Fuel & Oil (90,000)
- COMM026\_03\_14\_16 – Parking Information (2010 Study, etc
- ORDR014- 03- 14- 16 - Electricity Access Fee
- ODNC006- 03- 14 - 16- Sec. 5-113 Sheet Metal Permits



# City of Newburyport

## FY 2016

### BUDGET TRANSFER REQUEST

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2016 FEB 23 P 12:21

**Department:** DPS - HIGHWAY

**Submitted by:** Anthony Furnari, Director

**Date Submitted:** 2/29/2016

**Transfer From:**

Account Name	RSV APP - DPS GAS	YTD Bal:	\$	208,892.23
Account Number:	2722-59600	Trans In:	\$	-
Amount:	\$90,000.00	Trans Out:	\$	-
Why are Funds Available:	<i>This is the standard method of funding the DPS fuel and oil account. As City departments pay for gasoline, the funds are deposited into this reserve for appropriation account and then transferred into the fuel and oil expenditure account within the Highway budget to purchase more fuel.</i>			

**Transfer To:**

Account Name	DPS Highway - Fuel and Oil	YTD Bal:	\$	9,918.07
Account Number:	01421004-54801	Trans In:	\$	-
Amount:	\$90,000.00	Trans Out:	\$	-
Why are Funds Required:	<i>Funds are required by buy gasoline and oil that is used by City vehicles.</i>			

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

*Donna Holaday*  
*Ethan Manning*

Date: *2/23/16*  
Date: *2/23/16*

General 01--0) D

count, site area, number of access lanes) of each conceptual design option. Customary line items and the associated operating expenditures noted for this intermodal facility project are reflective of the prevailing parking industry pricing by service and material providers in the greater New England area. Based on the layouts and the assumed plan of operations for the proposed facilities, Table 10.2 shows the initial annual operating costs for the Intermodal Parking Facility, depending on the chosen conceptual design options for the project. Annual operating expenses for the facility are expected to range between \$256,000 for the Titcomb Street Option B option to \$304,000 for the Green Street Option B option. These cost estimates are inclusive of the direct operating costs for the facility and an annual contribution to a capital repair and replacement fund to pay for major repairs that would eventually be required in the future. The contributions to the reserve fund equate to \$100 per garage space and a \$1.00 per square foot of surface lot area to be contributed on an annual basis.

Table 10.2 Estimated Expenses for Facility Options

	Green St. Option A	Green St. Option B	Titcomb St. Option A	Titcomb St. Option B
Garage Spaces	446	299	323	296
Surface Spaces	17	129	31	25
Estimate of 1st Full Year Annual Operating Costs				
Salaries & Wages	\$69,800	\$69,800	\$69,800	\$69,800
Vacation Accrual	\$2,800	\$2,800	\$2,800	\$2,800
Payroll Taxes	\$5,600	\$5,600	\$5,600	\$5,600
Workers' Comp	\$4,900	\$4,900	\$4,900	\$4,900
Health & Welfare	\$12,000	\$12,000	\$12,000	\$12,000
Uniforms & Laundry	\$600	\$600	\$600	\$600
Insurance- PUPD	\$9,300	\$8,600	\$7,100	\$6,400
Insurance- GKLL	\$9,300	\$8,600	\$7,100	\$6,400
Repairs & Maintenance	\$34,000	\$34,400	\$31,600	\$31,900
Utilities (electric, water & telephone)	\$37,300	\$38,800	\$29,400	\$30,300
Rubbish, Sweeping, Power Washing, Snow Removal	\$22,200	\$18,500	\$18,800	\$17,900
Signs	\$300	\$300	\$300	\$300
Materials, Office Supplies & Postage	\$1,800	\$1,800	\$1,800	\$1,800
Forms & Printing (tickets, invoices etc.)	\$5,500	\$3,600	\$0	\$3,600
Advertising	\$0	\$0	\$0	\$0
Security	\$0	\$0	\$0	\$0
Miscellaneous	\$900	\$900	\$900	\$900
Management Fee	\$12,000	\$12,000	\$12,000	\$12,000
Real Estate Insurance	\$0	\$0	\$0	\$0
Administration & Accounting	\$5,000	\$5,000	\$5,000	\$5,000
Credit Card Processing Service Fees	\$7,200	\$7,200	\$7,200	\$7,200
SUBTOTAL DIRECT OPERATING EXPENSES	\$240,500	\$235,400	\$216,900	\$219,400
Garage Repair & Replacement Fund (\$100/Space)	\$44,600	\$29,900	\$32,300	\$29,600
Lot ReQair & ReQlacement Fund( 1.00/SF)	\$5,100	\$38,700	\$9,300	\$7,500
Annual Repair & Replacement Reserve Fund Contribution	\$49,700	\$68,600	\$41,600	\$37,100
Total Operating Expenses	\$290,200	\$304,000	\$258,500	\$256,500
Average Monthly Operating Cost	\$24,183	\$25,333	\$21,542	\$21,375
Average Cost per Space per Year	\$627	\$710	\$730	\$799
Average Cost per Space per Month	\$52	\$59	\$61	\$67

Note: These estimates of annual expenses are projected to be incurred in 2010, the first full year when the operations at the ramp are expected to stabilize.



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### 10.3 Introduction of Pay-to-Parking Program in Downtown

The "*Downtown Newburyport Parking Planning Study*" completed in 2005 detailed a host of recommended changes to the City's public parking program. Specifically, the plan provided recommended changes related to where on-street spaces should be permitted and what the parking time restriction on the spaces should be. The plan also recommended the expansion of the limited pay-to-park program that currently only applies to the NRA parking lots. In general, the plan recommended that fee collection equipment be installed at most of the City-owned off-street parking facilities in the downtown area and that the other lots be designated as fee based long-term monthly parking lots. However, this plan did not recommend charging fees for the use of legal on-street parking spaces.

If the City continues to allow free, but time limit enforced, parking on-street, it would be a challenge to get long-term parkers to pay to park at the proposed Intermodal Parking Facility. In fact, without the introduction of such an on- and off-street pay-to-park system in conjunction with the development of the Newburyport Intermodal Facility, the usage and revenue generating potential of the proposed parking facility would be seriously undermined. Many parkers would routinely opt to park at free on-street spaces and most would only pay to park at the proposed facility when free parking spaces are unavailable. For this reason it is important to note that the discussion which follows regarding the potential financial performance of the Newburyport Intermodal Facility is based on the assumption that the City of Newburyport would introduce and effectively manage a comprehensive pay parking program in the downtown area.

The assumed rate and fee structure for the City's pay-to-park program would have to compliment the rate structure deemed to be most desirable for the proposed Intermodal Parking Facility. To this end, it has been assumed that the City would institute a \$0.50 per half hour rate for all the legal on-street parking spaces in the immediate vicinity of the new parking facility that have a one or two hour parking time limit. Additionally, it is assumed that the City would adopt a graduating rate schedule for its off-street parking lots including the remaining spaces at the Newburyport Redevelopment Agency parking lots. The rate scale should start at \$0.50 per half hour and graduate up to a maximum all-day charge of \$3.00 for transient parking transactions longer than 3 hours. Where monthly parkers need to be accommodated, it is assumed that the City would sell parking permits for approximately \$60.00 per month.

Although estimating the revenue generating potential of a comprehensive pay-to-park program of this nature is beyond the scope of this study, the City should recognize that the management of and revenue produced by such a comprehensive pay-to-park program would be crucial to the operations and financial performance of the Intermodal Parking Facility. If the City becomes a partner to the MVRTA in the development of the project, any net income generated by the pay to park program could possibly be used to partially contribute to funding the operations and maintenance of the new parking facility.

### 10.4 Revenue Generating Potential of the Proposed Facility

In formulating potential revenue projections for the Intermodal Parking Facility, details, findings and recommendations contained in the two earlier parking studies submitted to the City in 1998

Table 10.5 Annual Revenue Projections for Site Options

Item	Green Street Site – Option A						Green Street Site – Option B					
	463 Total Spaces (446 Garage/17 Surface)						428 Total Spaces (299 Garage/129 Surface)					
Revenue	Peak Hr Space Occ.	Daily Turn- over	Months/ Days	Parking Rate (Fixed/Avg.)	Seasonal Demand Adj.	Annual Revenue	Peak Hr Space Occ.	Daily Turn- over	Months/ Days	Parking Rate (Fixed/Avg.)	Seasonal Demand Adj.	Annual Revenue
<u>Parking Spaces</u>												
Monthly Revenue	200	—	12	\$60.00		\$144,000	200	—	12	\$60.00		\$144,000
Transient Revenue Weekdays M-F	100	2.0	250	\$2.00	75%	\$75,000	100	2.0	250	\$2.00	75%	\$75,000
Transient Revenue Fri. Evening	85	1.2	52	\$2.00	50%	\$5,304	85	1.2	52	\$2.00	50%	\$5,304
Transient Revenue Sat./Sun.	75	2.0	88	\$3.00	50%	\$19,800	75	2.0	88	\$3.00	50%	\$19,800
Special Event Revenue	463	1.5	15	\$3.00		\$33,336	428	1.5	16	\$3.00		\$30,816
Total						\$277,440						\$274,920
Annual Gross Parking Revenue Per Space						\$599						\$642
Retail Space	GLA SF		Rent per s.f		Rental Revenue		GLA SF	Rent p		Rental Revenue		
Retail Unit 1	3,300	SF	\$30.00		\$99,000							\$0
Retail Unit 2	9,000	SF	\$15.00		\$135,000							\$0
Total					\$234,000							\$0
Probable Annual Revenue					\$511,440							\$274,920
Probable Direct Annual Operating Expenses					\$240,500							\$235,400
Annual Repair & Replacement Reserve Fund Contribution					\$49,700							\$68,600
Probable Annual Expenses					\$290,200							\$304,000
Probable Net Annual Income					\$221,240							(\$29,080)

Table 10.5 is continued on the next page

Table 10.5 Annual Revenue Projections for the Site Options- Continued

	omb Street Site- nA						Titcomb Street Site - nB					
	354 Total Spaces (323 Garage/31 Surface)						321 Total Spaces (296 Garage/25 Surface)					
Revenue	Peak Hr Space Occ.	Daily Turn- over	Months/ Da s			Annual Revenue	Peak Hr Space Occ.	Daily Turn- over	Months/ Da s			Annual Revenue
Parkin Spaces												
Monthly Revenue	150	—	12			\$108,000	150	—	12			\$108,000
Transient Revenue Weekdays M-F	75	2.0	250	\$2.00	75%	\$56,250	75	2.0	250	\$2.00	75%	\$56,250
Transient Revenue Fri. Evening	50	1.2	52	\$2.00	50%	\$3,120	50	1.2	52	\$2.00	50%	\$3,120
Transient Revenue Sat./Sun.	50	2.0	88	\$3.00	50%	\$13,200	50	2.0	88	\$3.00	50%	\$13,200
Special Event Revenue	323	1.5	16	\$3.00		23,256	296	1.5	16	\$3.00		21,312
Total						\$203,826						\$201,882
Annual Gross Parking Revenue Per Space						\$5761						\$629
Retail Space		GLA SF		Rent ers.f		Rental Revenue		GLA SF		Rent Eler.s.f		Rental Revenue
Retail Unit 1		11,500		\$15.00		\$172,500		3,300		\$25.00		\$82,500
Retail Unit 2								8,000		\$20.00		\$160,000
Total						\$172,500						\$242,500
Probable Annual Revenue						\$376,326						44,382
Probable Direct Annual Operating Expenses						\$216,900						\$219,400
Annual Repair & Replacement Reserve Fund Contribution						\$41,600						\$37,100
Probable Annual Expenses						\$258,500						\$256,500
Probable Net Annual Income						\$117,826						\$187,882

## 10.12 Financial Assessment Summary

The conceptual design options developed for the Green Street site can be expected to yield more parking revenue than the design options developed for the Titcomb Street site. The difference in parking revenue is primarily due to the number of spaces in each facility; however, the Green Street site is expected to attract more parkers based on its proximity to prime retail and institutional destinations in downtown.

Only Green Street-Option A is projected to have the potential to generate enough parking revenue to fully fund the direct operating expenses and to make the recommended contribution to a repair and replacement reserve fund. Commercial rental income for three of the four options could be significant, in fact the rental income for both Titcomb Street options could potentially exceed the parking revenue the options would generate and would create positive cash flow after the operating expenses and repair replacement reserves for the project are covered.

Table 10.6 Revenue & Expenses Summary for Project Options

	Green St. Option A	Green St. Option B	Titcomb St. Option A	Titcomb St. Option B
<u>Parking Spaces</u>				
Monthly Revenue	\$144,000	\$144,000	\$108,000	\$108,000
Transient Revenue Weekdays M-F	\$75,000	\$75,000	\$56,250	\$56,250
Transient Revenue Fri. Evening	\$5,304	\$5,304	\$3,120	\$3,120
Transient Revenue Sat./Sun.	\$19,800	\$19,800	\$13,200	\$13,200
Special Event Revenue	\$33,336	\$30,816	\$23,256	21,312
Total	\$277,440	\$274,920	\$203,826	\$201,882
<u>Retail Space</u>				
Retail Unit 1	\$99,000	\$0	\$172,500	\$82,500
Retail Unit 2	\$135,000	\$0	\$0	160,000
Total	\$234,000	\$0	\$172,500	\$242,500
Estimated Total Gross Project Income	\$511,440	\$274,920	\$376,326	\$444,382
<u>Operating Expenses</u>				
Probable Annual Expenses	\$240,500	\$235,400	\$216,900	\$219,400
Annual Repair & Replacement Reserve Fund	\$49,700	\$68,600	\$41,600	37,100
	\$290,200	\$304,000	\$258,500	\$256,500
Probable Net Annual Income	\$221,240	(\$29,080)	\$117,826	\$187,882



Table 11.1 Site and Design Option Summary (continued)








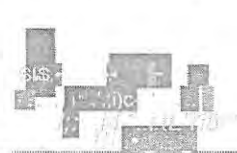
		Green Street- Option B 	Titcomb Street- Option A 	Titcomb Street – Option B 
<b>Mets Parking Goal</b>				
Demand for additional parking	312-343	275-303	315-347	304-334
Net Increase in parking spaces (including impact to on-street parking)	261	226	328	312
Net Increase - demand for additional parking	-82	-77	-19	-22
meets parking goal	No	No	Yes	No
<b>Mets MVRTA Goals</b>				
Area of MVRTA waiting area	1,000 s.f.	1,000 s.f.	5,000 s.f.	3,300 s.f.
Access/egress for MVRTA buses	Two bus berths on Merrimac St.	Two bus berths on Merrimac St.	Two bus berths on Merrimac St.	Two bus berths on Titcomb St.
Adequately serves MVRTA bus routes	Yes	Yes	Yes with a change to route	Yes with a minor change to route
<b>Environmental Impacts</b>				
Visual	High	Moderate	Low	Low
Neighborhood	High	High	Low	Low
Waterfront	None	None	None	None
Historical	Moderate	Moderate	Low	Low
Wetlands	None	None	None	None
Aquifer	None	None	None	None
Traffic	Low	Low	Low	Low
Parking (existing)	High	High	None	None
Public Transit	None	None	Low	Low
Environmental justice	None	None	None	None

Table 11.1 is continued on the next page.

Table 11.1 Site and Design Option Summary (continued)

	Green Street – Option A 	Green Street-Option B 	Titcomb Street-Option A 	Titcomb Street- Option B 
<b>Building Costs</b>				
Land acquisition	\$0	\$0	\$3,600,000	\$4,800,000
Design/permit	\$1,500,000	\$1,300,000	\$2,100,000	\$2,300,000
Construction cost	\$14,700,000	\$10,900,000	\$12,700,000	\$11,800,000
Total project cost	\$16,200,000	\$12,200,000	\$18,400,000	\$18,700,000
Cost per parking space	\$34,989	\$28,505	\$56,966	\$63,176
Cost per net increase in spaces	\$62,069	\$53,982	\$56,966	\$63,176
<b>Annual Costs</b>				
Potential parking revenue	\$277,400	\$274,920	\$203,826	\$201,882
Potential retail space revenue	\$234,000	\$0	\$172,500	\$242,500
Total potential revenue	\$511,400	\$274,920	\$376,326	\$444,382
Operating costs	\$240,500	\$235,400	\$216,900	\$219,400
Repairs/replacement reserve	\$49,700	\$68,600	\$41,600	\$37,100
Annual costs	\$290,200	\$304,000	\$258,500	\$256,500
Net (revenue – cost)	\$221,240	(\$29,080)	\$117,826	\$187,882

P:\40405\127-40405-09001\Docs\Reports\Alternative Site Evaluation Report\FINAL DOCUMENT\Intermodal Parking Facility - Alternative Site Evaluation Report 06 25 2010.doc

### 3.3.3 Step 4 – Three Sites to Two Sites Through Development and Analysis of Preliminary Conceptual Plans

In order to narrow the three sites identified as a result of Step 3 of the process to two final sites, additional analyses were necessary. This additional analysis took the form of conceptual level plan development showing the approximate layout and size of an intermodal facility on each site. As these concepts were developed, careful consideration was given to comments received at the public hearing regarding impacts on residences, business and historic structures. Building height, access to local roadways and effects on MVRTA Bus 51 route were also considered.

Numerous concept plans were sketched and evaluated by the study team and MVRTA. The concepts considered viable, and worthy of further refinement, are shown on Figures 3.3, 3.4 and 3.5 for the Green Street site, on Figures 3.6, 3.7 and 3.8 for the Titcomb Street site and on Figure 3.9 for the Waterfront West site. Several other concepts were considered for the Waterfront West site, but only the concept shown in Figure 3.9 was considered acceptable by New England Development, the owner of the site.

As a result of this phase of evaluation, it became evident that access of Route 51 onto the Waterfront West site would be problematic as the bus proceeds eastbound on Merrimac Street. A left turn onto the site, a counter clockwise maneuver on the site by the bus and then a left turn back onto Merrimac Street, would be required. In the opinion of the MVRTA and the study team, the concept plan developed for the Waterfront West site indicated that the site could be considered further only if the City strongly supported it. Access for the MVRTA bus system at the Green Street and Titcomb Street sites was considered significantly better than at Waterfront West.

The technical/engineering recommendation to the City was to eliminate the Waterfront West site and take the Green Street and Titcomb Street sites to the next level of analysis. The final step of this stage of the process was to present these concept plans and the technical issues to the City of Newburyport Parking Committee to solicit their recommendations of the two final sites.

On November 19, 2009 the concepts for the three final sites were presented to the Newburyport Parking Committee. The committee endorsed the Green Street and Titcomb Street sites as the final two sites to be evaluated in the site selection process.

CITY OF NEWBURYPORT



---

IN CITY COUNCIL

ORDERED:

March 8, 2016

**THAT** the City Council of the City of Newburyport hereby adds the following fee to be collected and managed by the Department of Public Services:

Electricity Access Permit \$10.00 per day.

---

Thomas F. O'Brien, President



## CITY OF NEWBURYPORT



IN CITY COUNCIL

March 8, 2016

## ORDERED:

## AN ORDINANCE TO INSTITUTE FEES FOR SHEET METAL WORK PERMITS

Add Section 5-113 regarding permit fee for sheet metal work, with additions double-underlined:

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

Chapter 5                      Buildings and Building Regulations  
 Article IV                    Plumbing and Sheet Metal  
 Division 3                   Permits and Inspection Fees for Plumbing and Gas and Sheet Metal

Sec. 5-113                  Permit fee cost for sheet metal.

<u>Residential</u>	<u>Fee</u>
Permit fee:	\$75.00
Inspection fee:	\$30.00
Re-inspection fee:	\$35.00
If work started before a permit:	\$120.00
<u>Commercial</u>	<u>Fee</u>
Permit fee:	\$150.00
Inspection fee:	\$30.00
Re-inspection fee:	\$35.00
Charge for each fixture:	\$10.00
If work started before a permit:	\$300.00

Charles F. Tontar, Councilor  
 Chair of Budget & Finance Committee

Bruce L. Vogel, Councilor  
 Chair of License & Permits Committee

## License & Permits *-In Committee:*

- COMM028\_03\_14\_16 Purple Onion Outdoor Seating



# City of Newburyport

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

NEW FILING \_\_\_\_\_  
RENEW ☒

2016 MAR -3 P 2 10

## Application

### Food Establishment Outdoor Seating on Public Property

Date: 3/3/16

Name of Business Owner: Purple Onion Newburyport LLC

Name of Property Owner: New England Development

Business Name: The Purple Onion

Business Address: 42-44 Tun St Business Phone: 978-465-9600

Number of Tables Requested: 5 Dimensions: 28 x 30 x 30 Material: metal

Number of Chairs Requested: 15 Dimensions: 28 x 24 x 24 Material: metal

☒ Applicant requests approval of outdoor seating for the sole purpose of food consumption.

☐ Applicant requests approval of outdoor seating for food and alcohol consumption.

\*Please note propane is not allowed unless approved by the Fire Department\*

### Application Requirements

Please submit the following documents with the completed application to:

City Clerk's Office  
Newburyport City Hall  
PO Box 550  
60 Pleasant Street  
Newburyport, MA 01950

- 1) Applicants must provide evidence of liability insurance to the City Clerk with minimum coverage in the amount of one million dollars, naming the City of Newburyport as co-insured. This insurance coverage must be in force for the duration of the approved period.



# CERTIFICATE OF LIABILITY INSURANCE

PURPL-4

OP ID: AC

DATE (MM/DD/YYYY)

03/02/2016

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).

<b>PRODUCER</b> Chase & Lunt LLC 65 Parker Street Newburyport, MA 01950 Select Business Unit		<b>CONTACT NAME</b> Select Business Unit <b>PHONE</b> (A/C, No, Ext): 978-462-4434 <b>E-MAIL</b> ADDRESS: <b>FAX</b> (A/C, No): 978-465-6204		
<b>INSURED</b> Purple Onion Newburyport, LLC Tom Andruskevich 2 Whitehall Road South Hampton, NH 03827		<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
		INSURER A: Guard Insurance Group		
		INSURER B:		
		INSURER C:		
		INSURER D:		
		INSURER E:		
INSURER F:				

**COVERAGES****CERTIFICATE NUMBER:****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 SUBR INSR WYD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY	X	PUBP700017	03/05/2016	03/05/2017	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> Business Owners					PERSONAL & ADV INJURY \$
	GEN'L AGGREGATE LIMIT APPLIES PER					GENERAL AGGREGATE \$ 2,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					PRODUCTS - COMPIOP AGG \$
	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (PER ACCIDENT) \$
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED <input type="checkbox"/> RETENTION \$					\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A			E L EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					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 recognized as Additional Insured.

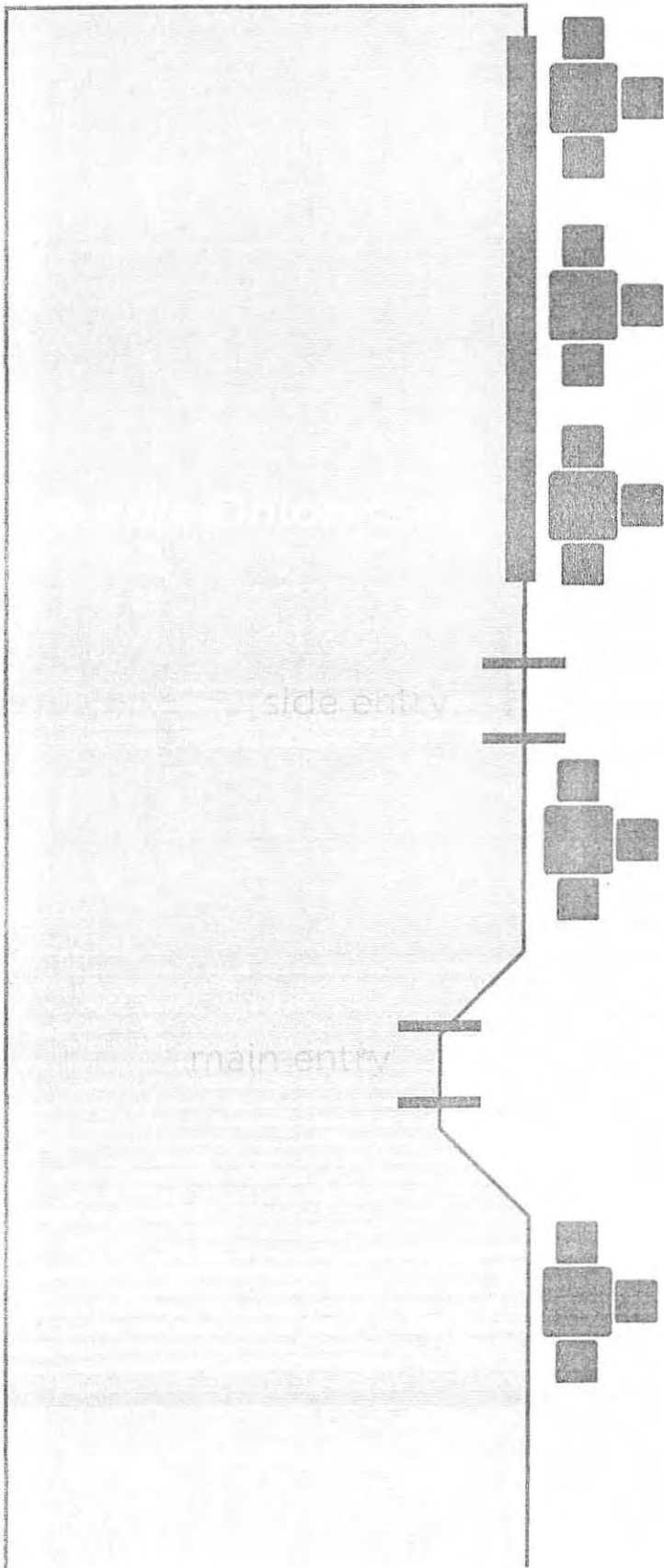
**CERTIFICATE HOLDER****CANCELLATION**

City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

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


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Inn Street

Purple Onion  
Seating Plan - 2014

Key

 Table and chairs



## **Public Safety-*In Committee:***

COMM024\_02\_29\_16 Chamber Ltr re: Use of Streets for Festival/Events

COMM023\_02\_29\_16 Hines Soldiers Assistance Fund Race, June 6, 2016

COMM022\_02\_29\_16 Petition by Merchants for Surveillance

COMM029\_03\_14\_16 Ride to End Alzheimer'

ORDR015\_03\_14\_16 Bus Stop – Water and Charles Street



REVISED

February 23, 2016

Newburyport City Council  
City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01950

Dear Council President O'Brien and members of the Newburyport City Council:

The Greater Newburyport Chamber of Commerce & Industry kindly requests the use of the streets in the downtown for the following Chamber of Commerce sponsored festivals/events:

- Newburyport Spring Fest, Sunday and Monday, May 29 & 30, 2016
- Music in Market Sq. Thursdays, July 7, 14, 21, 28 and August 11 and 25
- Tour d'Elegance, Saturday, July 23, 2016
- Cruisin the 50's, Thursday, August 18, 2016 (rain date August 25)
- Fall Harvest Festival, Sunday and Monday, October 9 & 10, 2016
- Witches Night Out, Friday, October 14, 2016
- Pumpkin Lighting, Saturday, October 15, 2016
- Santa Parade and Tree Lighting, Sunday, November 27, 2016
- Invitation Nights, Fridays, December 2, 9 and 16, 2016
- Santa's Workshop, Saturdays and Sundays, December 3, 4, 10, 11, 17, and 18, 2016

Approximate times for each event are listed below.

The revenues generated from these Chamber fund raising events are used for marketing the city, tourism, maintenance of the seasonal information booth, beautification of the downtown and various other projects in the interest of the community. All funds are raised through sponsorships, artisans and vendor festival entry fees.

1. The decoration of the lampposts throughout the downtown with flower baskets begins in mid-May in preparation for Memorial Day weekend. Included in this effort are the cornstalks and hay bales that brighten up Market Square in the fall to the holiday decorations that adorn our streets in November and throughout the holiday season. The cost for the flower baskets and upkeep assumed by the Chamber and its marketing program is over \$20,000.

2. **Newburyport Spring Fest** is Memorial Day Weekend, May 29 & 30 runs from 7 AM – 7 PM. There is a spring festival planning committee made up of chamber board members, members (both retail and non) as well as staff. Since 2008 we have worked with the city council at their request to make improvements to the food vendors booths. In 2012 we worked with the health department to comply with their new festival health requirements. This event is free and open to the public.
3. **Music In Market Square** – A new addition to help celebrate the Chamber's 50<sup>th</sup> Anniversary this year to help spur economic development in the summer we are proposing Thursday night concerts in Market Square from 7 – 8:30 PM. Local bands will play for attendees. This event is free and open to the public.
4. **Tour d'Elegance** - We are proud to be working with Endicott College on the third year of a new addition to their very successful Concours d'elegance boutique car show. The Tour will begin in Newburyport on Saturday, July 23 from 9 – 11 AM and then will head to Endicott College down the scenic byway. Approval from the Newburyport Redevelopment Authority will be requested as the cars will be parked in the paved NRA East lot. This event is free and open to the public.
5. **Cruisin the 50's** – The 5<sup>th</sup> annual Cruisin the 50's, August 18<sup>th</sup> event coordinated by the Chamber and WNBPA will take place in downtown Newburyport. Rain date is Thursday, August 25<sup>th</sup>. Due to the success of last year, we will work with the public safety committee and Police department to consider the closure of State and Pleasant Streets for this event which runs from 4 – 8 PM. This event is free and open to the public.
6. **Fall Harvest Festival** is a mainstay of the fall season and a welcomed event. The festival planning committee will once again be working on this event. At this event we also ask permission to adorn the lampposts with scarecrows created by local residents and businesses. The festival is planned for Columbus Day Weekend, October 9 & 10. This event runs from 7 AM – 7 PM as well. This event is free and open to the public.
7. **Witches Night Out and Pumpkin Lighting** – The chamber's retail committee is pleased to present again two events geared for the community at large. Witches Night Out on October 14 an adult friendly event and the Newburyport Great Pumpkin Lighting on October 15, a tradition and a great family friendly event. Witches Night Out will be held from 6-9 PM and the

Pumpkin Lighting from 5:30 - 8 PM. This event is free and open to the public.

8. **Holiday Activities** – The holidays kick off in Newburyport on Sunday, November 27 with the parade and tree lighting and continue throughout December with three evenings of Invitation Nights and Santa's Workshop. As we have done for the past thirty plus years we are asking for permission to erect a Christmas tree donated by a local area resident/business. This event is free and open to the public.

We look forward to working with the city, retailers, restaurants and service providers while being mindful of the residents and hope that these events will be welcomed events for residents and visitors alike. As we work in conjunction with many partners, we are hopeful that this will be a great year for our City, the local businesses and the region as a whole.

**Areas Requested:**

- Use of the Inn Street Mall, State Street, Market Square (bullnose), Pleasant Street and sidewalks on areas in front of Waterfront Park and the Firehouse Center for the Arts.
- Use of the parking spaces and sidewalk on both sides of State Street from Market Square to Pleasant Street.
- Use of the parking spaces on the north side of Merrimac near the chamber information booth.
- We will be working with and gaining approval from the Newburyport Redevelopment Authority as well as the Waterfront Trust for areas under their pervue.

I look forward to answering any questions that the council may have. Thank you for your consideration.

Sincerely,



Ann Ormond  
President

cc: Mayor Donna D. Holaday  
Richard B. Jones, City Clerk  
Marshal Mark Murray

## NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

(For Parades, Road Races and Walkathons Only - Please complete page 3 of this application)

NAME OF EVENT: Greater Newburyport Chamber of Commerce 2016 Events

Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_ (see attached list)  
Rain Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location: \_\_\_\_\_

3. Description of Property: \_\_\_\_\_ Public \_\_\_\_\_ Private \_\_\_\_\_

4. Name of Organizer: Greater Newburyport Chamber of Commerce City Sponsored Event: Yes \_\_\_\_\_ No \_\_\_\_\_

Contact Person Ann Ormond

Address: 38 R Merrimac St. Newburyport Telephone: 978.462.6680

E-Mail: aormond@newburyportchamber.org Cell Phone: 617.590.2057

Day of Event Contact & Phone: Same as above + see list

5. Number of Attendees Expected: Varies per event

6. MA Tax Number: 04-2384695

7. Is the Event Being Advertised? yes Where? Daily News, Website, Social Media, WNBW

8. What Age Group is the Event Targeted to? all ages

9. Have You Notified Neighborhood Groups or Abutters? Yes ☒ No \_\_\_\_\_, Who? \_\_\_\_\_

We post informational signage on all 2nd-floor tenant entrances.

ACTIVITIES: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments

A. Vending: Food ☒ Beverages ☒ Alcohol ☒ Goods ☒ Total # of Vendors TBD

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music \_\_\_\_\_ DJ \_\_\_\_\_ Radio/CD \_\_\_\_\_  
Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound \_\_\_\_\_ Stage \_\_\_\_\_

C. Games /Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle \_\_\_\_\_  
Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).

Will you be conducting the clean-up for this event? Yes ☒ No \_\_\_\_\_



**If yes:**

- a) How many trash receptacles will you be providing? \_\_\_\_\_
- b) How many recycling receptacles will you be providing? 5-10
- c) Will you be contracting for disposal of: Trash Yes ☒ No ☐ Recycling Yes ☒ No ☐
- i. If yes, size of dumpster(s): Trash 2 1/2 ton Recycling \_\_\_\_\_
- ii. Name of disposal company: Trash Mellor Recycling \_\_\_\_\_
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes \_\_\_\_\_ No ☒
- iv. If no, where will the trash & recycling be disposed? \_\_\_\_\_

**If no:**

- a) # of trash container(s) to be provided by DPS 6
- b) # of recycling container(s) to be provided by Recycling Office 4
- c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

All fees must be paid prior to the event. Check or money order is payable to the City of Newburyport.

**E. Portable Toilets:** (Each cluster of portable toilets must include at least one ADA accessible toilet)

# \_\_\_\_\_ Standard # \_\_\_\_\_ ADA accessible See below

Name of company providing the portable toilets: PA Wilkinson

Spring Fest - 3 standard & 1 ADA  
Riverfront - 8 on East & 1 ADA  
8 on West & 1 ADA  
Fall Fest - 3 standard & 1 ADA

## FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_

ROAD RACE \_\_\_\_\_

WALKATHON \_\_\_\_\_

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: \_\_\_\_\_

2. Name, Address & Daytime Phone Number of Organizer: \_\_\_\_\_

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up \_\_\_\_\_

4. Date of Event: \_\_\_\_\_ Expected Number of Participants: \_\_\_\_\_

5. Start Time: \_\_\_\_\_ Expected End Time: \_\_\_\_\_

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**): \_\_\_\_\_

7. Locations of Water Stops (if any): \_\_\_\_\_

8. Will Detours for Motor Vehicles Be Required? \_\_\_\_\_ If so, where? \_\_\_\_\_

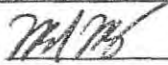
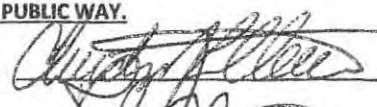


9. Formation Location & Time for Participants: \_\_\_\_\_

10. Dismissal Location & Time for Participants: \_\_\_\_\_

11. Additional Parade Information:

- Number of Floats: \_\_\_\_\_
- Locations of Viewing Stations: \_\_\_\_\_
- Are Weapons Being Carried: Yes \_\_\_\_\_ No \_\_\_\_\_
- Are Marshalls Being Assigned to Keep Parade Moving: Yes \_\_\_\_\_ No \_\_\_\_\_

### APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY.

CITY MARSHAL  4 Green St. FIRE CHIEF  0 Greenleaf St.  
DEPUTY DIRECTOR  16A Perry Way CITY CLERK  60 Pleasant St.

## DEPARTMENT APPROVAL (for Committee Member use only):

It will be necessary for you to obtain permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event, and others may require advance payment.

Approval Required	Date: _____	Signature _____
_____	1. Special Events: _____	
_____	2. Police: _____	
	Is Police Detail Required: _____	# of Details Assigned: _____
_____	3. Traffic, Parking & Transportation: _____	
_____	4. ISD/Health: _____	
_____	5. Recycling: _____	
_____	6. ISD/Building: _____	
_____	7. Electrical: _____	
_____	8. Fire: _____	
	Is Fire Detail Required: _____	# of Details Assigned: _____
_____	9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply	
	<input type="checkbox"/> Yes: \$ _____ due on _____	<input type="checkbox"/> No Fee for Special Events applies
	Other requirements/instructions per DPS _____	
_____	10. Recreation Department: _____	
_____	11. License Commission _____	

The Departments listed above have their own application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual Departments.

### Limitations

- (a) "Procedure" All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place the application on the regular City Council agenda. Upon following the procedures of the Council, as deemed appropriated in the sole judgment of the Council, the application will be considered approved if the Council votes favorably by majority. The event will name one person responsible on the application and shall provide contact information to include name, address and telephone number.
- (b) "Exemptions" Each event organizer or organization shall comply with this ordinance and no exemptions will be permitted.
- (c) "Course map", All applications shall be accompanied by a course map showing the event route, water stops, refreshment stops, and so-called "porta-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by Police, Fire, Department of Public Services, Parks Commission and Harbormasters Departments prior to submission to the City Clerk.
- (d) "Electronic Amplifier" Electronic amplifiers, loudspeakers and bullhorn use shall be requested at time of application. Under no circumstances will they be used for public address announcements or music before 8:00 A.M. except for Sundays when electronic amplifiers, loud speakers or bullhorns will be used for public address announcements or music before 9:00 AM. This shall be deemed a requirement for all permitted events regardless of type or location.

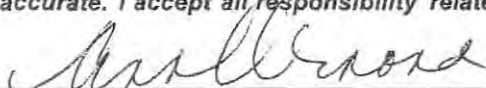
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents ten (10) days in advance that neighborhood roads will be closed if no alternate route is available to those residents.
- (f) *"Insurance"* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an insured. The policy shall be no less than two million dollars (\$2,000,000.00).
- (g) *"Event termination"* If in the judgment of the City Marshal, Fire Chief or Department of Public Services (DPS) Director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the Harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.
- (h) *"Event and traffic Security"* The City Marshal, Fire Chief, DPS Director or in the case of a triathlon, the Harbormaster can require special duty personnel to oversee the safety and security of the event. All special duty assignments will be paid by the event organizers.
- (i) *"Clean-up"* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

### 13-101 Enforcement

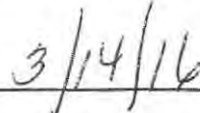
- (a) *"Regulations"* Consistent with this ordinance, the city shall promulgate regulations to enforce and otherwise implement the provisions of this ordinance upon passage by the City Council. Any event previously approved by City Council shall be deemed permitted.
- (b) *"Warning"* In the circumstance that this ordinance is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the City Clerk and City Council and may be used as a factor in future application approvals and denials.
- (c) *"Noncriminal Disposition"* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in Subsection 1-17 of Chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in 13-101(d)
- (d) *"Violation"* The non-criminal violation shall be \$100.00 for the first offense and \$250.00 for second and subsequent offenses. Any non-criminal citations issued for violation(s) will be reported to the City Clerk and City Council and shall be used as a factor in future application approvals and denials.

***I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.***

**Signed:**



**Date:**



FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_ ROAD RACE ☒ WALKATHON \_\_\_\_\_

1 Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon  
1st Lt. Derek Hines Soldiers Assistance Fund

2 Name, Address & Daytime Phone Number of Organizer Steven Hines  
54 Ferry Rd Newburyport, MA 01950  
Cell # 617 799-6980

3 Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up  
Same as above

4 Date of Event 6-11-16 Expected Number of Participants: 1700 - 2000

5 Start Time: 4 PM Expected End Time: 9 PM

6 Road Race, Parade or Walkathon Route: (List street names & attach map of route): \_\_\_\_\_

7 Locations of Water Stops (if any) Top of Jefferson, Washington St.

8 Will Detours for Motor Vehicles Be Required? No If so, where? \_\_\_\_\_

9 Formation Location & Time for Participants Cashman Park 4 PM

10 Dismissal Location & Time for Participants N/A

11 Additional Parade Information:

- Number of Floats: \_\_\_\_\_
- Locations of Viewing Stations: \_\_\_\_\_
- Are Weapons Being Carried: Yes \_\_\_\_\_ No \_\_\_\_\_
- Are Marshalls Being Assigned to Keep Parade Moving: Yes \_\_\_\_\_ No \_\_\_\_\_

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY:

CITY MARSHAL [Signature] 4 Green St. FIRE CHIEF [Signature] 0 Greenleaf St.  
 DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK [Signature] 60 Pleasant St.



## DEPARTMENT APPROVAL (for Committee Member use only):

It will be necessary for you to obtain permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event, and others may require advance payment.

Approval Required	Date: _____ Signature: _____
_____	1. Special Events _____
_____	2. Police: _____
	Is Police Detail Required: _____ # of Details Assigned: _____
_____	3. Traffic, Parking & Transportation _____
_____	4. ISD/Health _____
_____	5. Recycling: _____
_____	6. ISD/Building: _____
_____	7. Electrical: _____
_____	8. Fire: _____
	Is Fire Detail Required: _____ # of Details Assigned: _____
_____	9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply
	Yes: \$ _____ due on _____ No Fee for Special Events applies
	Other requirements/instructions per DPS _____
_____	10. Recreation Department: _____
_____	11. License Commission _____

The Departments listed above have their own application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual Departments.

### Limitations

- (a) "Procedure" All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place the application on the regular City Council agenda. Upon following the procedures of the Council, as deemed appropriated in the sole judgment of the Council, the application will be considered approved if the Council votes favorably by majority. The event will name one person responsible on the application and shall provide contact information to include name, address and telephone number.
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#### 13-101 Enforcement

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*I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.*

Signed:  Date: 2/11/16

## NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

(For Parades, Road Races and Walkathons Only - Please complete page 3 of this application)

NAME OF EVENT: \_\_\_\_\_

Date \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

Rain Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location: \_\_\_\_\_

3. Description of Property: \_\_\_\_\_ Public \_\_\_\_\_ Private \_\_\_\_\_

4. Name of Organizer: \_\_\_\_\_ City Sponsored Event: Yes \_\_\_\_\_ No \_\_\_\_\_

Contact Person

Address: \_\_\_\_\_ Telephone: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Day of Event Contact & Phone: \_\_\_\_\_

5. Number of Attendees Expected: \_\_\_\_\_

6. MA Tax Number: \_\_\_\_\_

7. Is the Event Being Advertised? \_\_\_\_\_ Where? \_\_\_\_\_

8. What Age Group is the Event Targeted to? \_\_\_\_\_

9. Have You Notified Neighborhood Groups or Abutters? Yes \_\_\_\_\_ No \_\_\_\_\_, Who? \_\_\_\_\_

ACTIVITIES: (Please check where applicable.) Subject to Licenses & Permits from Relevant City Departments

A. Vending: Food \_\_\_\_\_ Beverages \_\_\_\_\_ Alcohol \_\_\_\_\_ Goods \_\_\_\_\_ Total # of Vendors \_\_\_\_\_

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music \_\_\_\_\_ DJ \_\_\_\_\_ Radio/CD \_\_\_\_\_  
Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound \_\_\_\_\_ Stage \_\_\_\_\_

C. Games /Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle \_\_\_\_\_  
Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).

Will you be conducting the clean-up for this event? Yes \_\_\_\_\_ No \_\_\_\_\_

# Flag Day 5 K

mapometer - unnamed route





Newburyport  
Parks

## One-Day Use Permit Application

### Applicant Information

Name of organization 1st. Lt. Derek Hines Soldiers Fund  
 Contact name Steven Hines  
 Address 54 Ferry Rd.  
 City Newburyport  
 State MA Zip 01950  
 Phone 617 799-6980 Fax \_\_\_\_\_  
 Email hin57@comcast.net

### Scheduling Information

Date of Application \_\_\_\_\_

### We request use of:

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Atwood Park - South End                   | <input type="checkbox"/> Cushing Park                           | <input type="checkbox"/> Perkins Park - South End                  |
| <input type="checkbox"/> Basketball Court                          | <input type="checkbox"/> Basketball Courts                      | <small>(For ball field please use "Field Use Permit Form")</small> |
| <input type="checkbox"/> Tennis Court                              | <input type="checkbox"/> Joppa Park at the Sea Wall - South End | <input type="checkbox"/> Basketball Courts                         |
| <input type="checkbox"/> Brown Square                              | <input type="checkbox"/> Jason Sawyer Playground - Plum Island  | <input type="checkbox"/> Tennis Courts                             |
| <input checked="" type="checkbox"/> Cashman Park - North End       | <input type="checkbox"/> Basketball Court                       | <input type="checkbox"/> Moseley Woods Pavilion                    |
| <small>(For ball field please use "Field Use Permit Form")</small> | <input type="checkbox"/> Pavilion                               |  |
| <input type="checkbox"/> Basketball Courts <u>Soccer Field</u>     | <input type="checkbox"/> March's Hill                           | <input type="checkbox"/> Bartlet Mall                              |
| <input type="checkbox"/> Tennis Courts                             | <input type="checkbox"/> Basketball Court                       | <input type="checkbox"/> Rail Trail                                |

Dates/days requested Saturday June 11

Time slot requested 12:30 PM to 8:30 PM  
(1 1/2 hour blocks)

Activity Road race Number of attendees 1700

Authorized Applicant Signature Steven Hines

### FOR INTERNAL USE ONLY

Approval is contingent upon approval from the following authorities: ADDITIONAL COMMENTS:

- ☐ Health Department  
☐ Fire Department  
☐ Police Department  
☐ Licensing Commission  
☒ City Council  
☒ Harbormaster  
☐ No further approvals needed

### Submit completed form to

Newburyport Parks  
 Newburyport City Hall  
 60 Pleasant Street  
 Newburyport, MA 01950  
 parks@cityofnewburyport.com  
 978-465-4462

See page 2 for Rules and Regulations and contacts for use of other parks and recreational facilities

For Parks Commission Use	
Date reviewed	<u>2-11-16</u>
Approved	<input checked="" type="checkbox"/>
Rejected	<input type="checkbox"/>
Comments	<u>[Signature]</u>
Donation received _____	



Petition For More Surveillance: by Police  
RECEIVED  
CLERK'S OFFICE  
NEWBURYPORT, MA  
2016 FEB 11 PM 7:48  
We The Merchants Petition City Councilors  
For More Surveillance In Public Areas

The State BARBER 44 ST. & U.S. HIGHWAY  
44th Street 44th St. 44th St.

People Union 44th St - Parking Kitchens  
Manager

Smith 23rd St. June pastman

Green 44th St. 44th St. 44th St.  
Carnell Restaurant Group  
TIP: 175, 600, 1000  
FA 54-100 31 STATE Time Feeders

Vander 44th St. 44th St. 44th St.

Best of 44th St. 44th St. 44th St.

Best of 44th St. 44th St. 44th St.

Frank 44th St. 44th St. 44th St.

Francesca's 44th St. 44th St. 44th St.

Valentine's 44th St. 44th St. 44th St.

Cassandra Campbell 44th St. 44th St. 44th St.

Life is Good Manager

# PETITION FOR MORE SURVEILLANCE DEPARTMENT

ATOMIC CAFE - 56 State E Hladay  
 Oregon Pizzeria - 16 Pleasant St. Niall + White  
 Denver House - 35 Pleasant Denise Wore  
 Just Dogs 37 Pleasant St. Judy Hoover  
 Ali Kat, 39 Pleasant St. Alex Merry  
 Dos Amigos Burritos, 24 Pleasant St. - Brittany Danks  
 17 Pleasant St. - [unclear] to ET  
 Thrifty White 24 West St. [unclear]  
 Haul Over, 7 ~~SATEA~~ ST [unclear]  
 [unclear] 17 Liberty St. [unclear]  
 [unclear] 22 [unclear] [unclear]  
 [unclear] 21 Market Sq. [unclear]  
 Squirrels 18 Market Sq. [unclear]  
 [unclear] 17 Market Sq. [unclear]  
 [unclear] 15 Market Sq. [unclear]  
 Scuffles, 14 Market Square [unclear]  
 [unclear] 12 Market St. [unclear]  
 [unclear] 12 Market St. [unclear]  
 Paper Moon 12 Market St. #5 Mark Ferguson  
 Glitterati 12 Market St. #5 Jayton  
 Fun Trade Treasures 12 Market St. #4 Sandy Chausse  
 Stone Ridge Properties 12 Market St. #2 [unclear]  
 [unclear] 12 Market Square [unclear]  
 The Dragon Nest 31 Market Square [unclear]  
 Nine Streets 46 Pleasant St. [unclear]  
 Amy's [unclear] 46 Pleasant St. [unclear]  
 Harbortones 36 Pleasant St. [unclear]  
 Polished real & skin 14 Pleasant St. [unclear]  
 #1 Green & A Ken 17 Green St. [unclear]  
 Talk of 15 Green St. [unclear]  
 Fun Way Learning Co. 14 Pleasant St. [unclear]

# PETITION FOR MORE SURVEILLANCE: DOWNTOWN BY POLICE

M.I. Berath	Kathy Allworth	1 State
SOAK	Don Sule	7 State
Steel	Don Sule	6 State
Shoreline	Don Sule	7 State
Lively Kids	Yumky M	15 State
17 State Street Cafe	OK Market	17 State
Cumich Imports	Ema Desatany	33 State
Middle St. Foods	Hea Romani	25 Middle St
Jonas Kitchen	Jonas	35 State
The Black Dog	37 State	MOUNT PATTEN
haya	Naila	41 State
NBRT MONTESSORI	Maureen	20 Pleasant
Fambill Campbell Assoc.	Cyrla	39 STATE
Simply Sweet	21 State St	Healman
Trussell	30 Market St	Maureen
Earley's - State Street	1. J. Conley	
Andreas Box	14 Pleasant street	John (Mabel)
Electra	10 Pleasant St	Roberta Downing
ANNIES	11 Pleasant St.	Paul Hochman
Robinson	13 Pleasant St.	Kevin Hitch-
LORITA	15 PLEASANT ST.	
Fuy Line	31R Pleasant	Don C. Mahan
Christina	Redwood	Nail McMill
Pretty Poppy	Lynne Duffin	43 Pleasant St
Bobbies and Lace	Jen Swafford	22 PLEASANT ST.
MADDOX Jewellery	Rebecca Lazor	9 Farrell St.
FARLEYS of Newburgport	47 State st.	Anthony Cate
Anchor Stone Deck	44 State st	Sean Telbeto
AGAVE	50 State ST.	Quinn

## NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 617-868-6718 Fax. 617-868-6720

(For Parades, Road Races and Walkathons Only - Please complete page 3 of this application)

NAME OF EVENT: RIDE to End Alzheimer'sDate 6/11/2016 Time from 8am to 11am

Rain Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location: Graf Rd3. Description of Property: City of Newburyport Public v Private4. Name of Organizer: Autumn Hotaling City Sponsored Event: Yes No

Contact Person

Address: 480 Pleasant St, Waterbury, CT Telephone: 617-868-6718E-Mail: ahotaling@aiz-09 Cell Phone: 617-959-2976Day of Event Contact & Phone: Autumn Hotaling, 617-959-29765. Number of Attendees Expected: 75

6. MA Tax Number: \_\_\_\_\_

7. Is the Event Being Advertised? yes Where? Local Newspaper, Online, Local Radio8. What Age Group is the Event Targeted to? 10 - 80+9. Have You Notified Neighborhood Groups or Abutters? Yes No Who? \_\_\_\_\_

## ACTIVITIES: (Please check where applicable.) Subject to Licenses &amp; Permits from Relevant City Departments

A. Vending: Food No Beverages No Alcohol No Goods No Total # of Vendors N/AB. Entertainment: (Subject to City's Noise Ordinance.) Live Music No DJ No Radio/CD yes  
Performers No Dancing No Amplified Sound No Stage NoC. Games / Rides: Adult Rides No Kiddie Rides No Games No Raffle No  
Other \_\_\_\_\_ Total # \_\_\_\_\_

Name of Carnival Operator: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_

D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).

Will you be conducting the clean-up for this event? Yes X No \_\_\_\_\_

If yes:

- a) How many trash receptacles will you be providing? 5
- b) How many recycling receptacles will you be providing? 5
- c) Will you be contracting for disposal of: Trash Yes ☐ No ☒ Recycling Yes ☐ No ☒
- i. If yes, size of dumpster(s): Trash  Recycling
- ii. Name of disposal company: Trash  Recycling
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes ☒ No ☐
- iv. If no, where will the trash & recycling be disposed?

If no:

- a) # of trash container(s) to be provided by DPS
- b) # of recycling container(s) to be provided by Recycling Office
- c) \$45.00/hr/DPS employee charge must be paid by the organizer to DPS in advance of the event (Fee for Special Events). The hours required for the event will be determined by DPS.

All fees must be paid prior to the event. Check or money order is payable to the City of Newburyport.

E. Portable Toilets: (Each cluster of portable toilets must include at least one ADA accessible toilet)

# 1 Standard # 1 ADA accessible

Name of company providing the portable toilets: TBD



## FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_

ROAD RACE X

WALKATHON \_\_\_\_\_

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon:

Alzheimer's Association

2. Name, Address &amp; Daytime Phone Number of Organizer:

4105 DICKENS ST. WILMINGTON MA 01897Autumn Ingraham 617-989-2936 or 617-647-67193. Name, Address & Cell Telephone Number of Person Responsible for Clean Up Same as above4. Date of Event 02/11/2016 Expected Number of Participants 1505. Start Time: 8:00am Expected End Time: 12:00pm

6. Road Race, Parade or Walkathon Route: (List street names &amp; direction of travel)

Parker St. South to Broad St. High Rd. Newbury St7. Location of Water Stops (if any): Riverdale Primary School Rd.8. Will Refueling for Motor Vehicles Be Required? No If so, where?9. Permission Location & Time for Participants: Yes No10. Permission Location & Time for Participants: Yes No

11. Additional Parade Information:

a. Number of Floats: N/Ab. Location of Viewing Stations: Front Rd

c. Are Weapons Being Carried?

You No X

d. Are Marshalls Being Assigned to Keep Parade Moving?

You No X

APPROVAL SIGNATURES REQUIRED FOR THIS REQUEST ON BACK AND FRONT OF FORM

CITY MANAGER [Signature] DATE 2/11/16CITY CLERK [Signature] DATE 2/11/16



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
03/08/2016

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**  
Fred C. Church, Inc.  
41 Wellman Street  
Lowell, MA 01851  
(800) 225-1855

CONTACT NAME: Jennifer Noran

PHONE (A/C, No, Ext): 978 3227255

FAX (A/C, No): (978) 454-1865

E-MAIL: jnoran@fredchurch.com

ADDRESS:

INSURER(S) AFFORDING COVERAGE

NAIC #

INSURER A: Hanover Insurance Company

22292

INSURER B: Travelers Indemnity Company of Connecticut

25682

INSURER C:

INSURER D:

INSURER E:

INSURER F:

**INSURED**

Alzheimers Disease &amp; Related Disorders Association

480 Pleasant Street  
Watertown, MA 02472

## COVERAGES

CERTIFICATE NUMBER: 53150

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 SUBR (INSR, YYY)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY					EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		20047056743	3/12/2015	6/30/2016	MED EXP (Any one person) \$ 5,000
						PERSONAL & ADV INJURY \$ 1,000,000
						GENERAL AGGREGATE \$ 3,000,000
						PRODUCTS - COMP/OP AGG \$ Included
						\$
	GEN'L AGGREGATE LIMIT APPLIES PER					
	POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC					
A	AUTOMOBILE LIABILITY					COMBINED SINGLE LIMIT (Ea accident) \$
	ANY AUTO					BODILY INJURY (Per person) \$
	ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS				BODILY INJURY (Per accident) \$
	HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS				PROPERTY DAMAGE (Per accident) \$
						\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR				EACH OCCURRENCE \$ 5,000,000
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE	UHN7656699	3/12/2015	6/30/2016	AGGREGATE \$ 5,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$	N/A				\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	UB35621446	7/1/2015	7/1/2018	E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000
A	Business Auto		20047056760	3/12/2015	6/30/2016	Non-owned & hired car coverage \$1,000,000 combined single limit

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

Re: Alzheimers Ride to be held on June 11, 2016

## CERTIFICATE HOLDER

City of Newburyport  
60 Pleasant Street  
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

Form # 37306

Mst # 53150

Cert Holder # 76959

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ACORD 25 (2010/05)

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## DEPARTMENT APPROVAL (for Committee Member use only):

It will be necessary for you to obtain permits or certificates from the following Departments: Please note that costs for some City support services during an event are an estimate only. Some Departments may forward an invoice for services rendered at the completion of the event, and others may require advance payment.

Approval Required	Date: _____ Signature: _____
_____	1. Special Events: _____
_____	2. Police: _____
	Is Police Detail Required: _____ # of Details Assigned: _____
_____	3. Traffic, Parking & Transportation: _____
_____	4. ISD/Health: _____
_____	5. Recycling: _____
_____	6. ISD/Building: _____
_____	7. Electrical: _____
_____	8. Fire: _____
	Is Fire Detail Required: _____ # of Details Assigned: _____
_____	9. Public Works: <i>Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply</i>
	<input type="checkbox"/> Yes: \$ _____ due on _____ <input type="checkbox"/> No Fee for Special Events applies
	Other requirements/instructions per DPS _____
_____	10. Recreation Department: _____
_____	11. License Commission: _____

The Departments listed above have their own application process. Applicants are responsible for applying for and obtaining all required permits & certificates from the various individual Departments.

### Limitations

- (a) "Procedure" All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place the application on the regular City Council agenda. Upon following the procedures of the Council, as deemed appropriated in the sole judgment of the Council, the application will be considered approved if the Council votes favorably by majority. The event will name one person responsible on the application and shall provide contact information to include name, address and telephone number.
- (b) "Exemptions" Each event organizer or organization shall comply with this ordinance and no exemptions will be permitted.
- (c) "Course map" All applications shall be accompanied by a course map showing the event route, water stops, refreshment stops, and so-called "porta-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by Police, Fire, Department of Public Services, Parks Commission and Harbormasters Departments prior to submission to the City Clerk.
- (d) "Electronic Amplifier" Electronic amplifiers, loudspeakers and bullhorn use shall be requested at time of application. Under no circumstances will they be used for public address announcements or music before 8:00 A.M. except for Sundays when electronic amplifiers, loud speakers or bullhorns will be used for public address announcements or music before 9:00 AM. This shall be deemed a requirement for all permitted events regardless of type or location.

- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents ten (10) days in advance that neighborhood roads will be closed if no alternate route is available to those residents.
- (f) *"Insurance"* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an insured. The policy shall be no less than two million dollars (\$2,000,000.00).
- (g) *"Event termination"* If in the judgment of the City Marshal, Fire Chief or Department of Public Services (DPS) Director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the Harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.
- (h) *"Event and traffic Security"* The City Marshal, Fire Chief, DPS Director or in the case of a triathlon, the Harbormaster can require special duty personnel to oversee the safety and security of the event. All special duty assignments will be paid by the event organizers.
- (i) *"Clean-up"* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

#### 13-101 Enforcement

- (a) *"Regulations"* Consistent with this ordinance, the city shall promulgate regulations to enforce and otherwise implement the provisions of this ordinance upon passage by the City Council. Any event previously approved by City Council shall be deemed permitted.
- (b) *"Warning"* In the circumstance that this ordinance is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the City Clerk and City Council and may be used as a factor in future application approvals and denials.
- (c) *"Noncriminal Disposition"* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in Subsection 1-17 of Chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in 13-101(d)
- (d) *"Violation"* The non-criminal violation shall be \$100.00 for the first offense and \$250.00 for second and subsequent offenses. Any non-criminal citations issued for violation(s) will be reported to the City Clerk and City Council and shall be used as a factor in future application approvals and denials.

*I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.*

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

2/4/16

## Timeline and Overview of Event Progression

The Ride to End Alzheimer's is proposed to begin as described above. We will have volunteers along the route to assist with directions and to support the riders. All major intersections, as well as traffic control for the start of the event, will be coordinated by Reuben Kline 717-357-0126. We are not requesting any road closures or police controlled intersections aside from the start. If you feel there is a safety need to have any of the intersections on the course controlled by police, please let us know. Please also provide any additional feedback or suggestions you might have.

The event is proposed to start at 6:00 AM on Sunday June 11, 2016. At first the riders will be grouped more tightly together but because this is not a standard race the riders will spread out rather quickly. As the day goes on there will be larger gaps between the riders. We anticipate having 500 cyclists for this year's event. With an estimate of 200 riders on the 30 mile course, 200 on the 60 mile course, and 100 on the 100 mile course.

There will be a lead vehicle on the course to verify that all turns/intersections are marked appropriately. There will also be two to four other event vehicles on the course supporting cyclist. Event vehicles will obey traffic laws.

Riders do make pit stops along the route, all of which are located on land owned by private institutions. As such, we've secured permission directly from these private institutions, and will be providing liability insurance certificates to them. *In towns with no pit stops, the copies of insurance binders covering riders as they pass through your town will be kept with support vehicles the day of the event, as well as at the Alzheimer's Association.*

We are concerned about the environment and the local communities in proximity to this event. In order to ensure low-negative impact on the environment, the route will be marked with reusable, high-visibility signage. When marking route directions on pavement, we always use a water soluble spray chalk that has a limited environmental and visual impact. With regard to the local communities, we are dedicated to building appreciation for cycling in the community and do all we can to minimize impact on local residence.



## **INCIDENT ACTION PLAN: Ride to End Alzheimer's**

The purpose of this Incident Action Plan (IAP) is to identify and mitigate any potential risks associated with the planning, implementation and successful completion of the event referenced below. The parties that are planning and coordinating this event are committed to ensuring that all participants, sponsors, community members and emergency personnel are able to partake in the event in a safe and organized manner. Prior to the event on site personnel must be advised of this action plan and their duties during an actual emergency as well as given a copy. The procedural information contained herein will be strictly adhered to.

**Title of Event:** "Ride to End Alzheimer's"

**Date(s) of Event:** June 11, 2016; Start time 8:00 AM

**Event Description:** Bicycle ride

**Location:** See attached maps

**On scene person in charge of event:**

**Name:** Autumn Hotaling (Event Director)

**Phone numbers:** 617-959-2976 -mobile

**Email Address:** ahtaling@alz.org

**Event Coordinator/Chairperson:**

**Name:** Reuben Kline (Course Director)

**Phone Numbers:** 717.357.0126

**Email Address:** reubenkline@htomail.com

### **Medical Emergencies Procedure**

**For emergency call 911.** All medical emergencies will be reported to Police, EMS or event personnel as soon as possible either in person or via phone. Event personnel, when notified, will call directly to 911 or notify on site EMS or Police and report the incident/problem. Responding emergency vehicles will enter the event as directed or depending on the location of the emergency a location determined by Police or EMS. The on-site person in charge or event coordinator will make sure an area is open to allow emergency personnel, vehicles and equipment to access the event grounds whenever emergency assistance is needed and this access shall be maintained throughout the event. The nearest hospital for receiving patients will be determined by the local EMS service responding to each incident (hospital address and contact information are located at the bottom of this form). If the event plan includes a private EMS provider on scene they will provide on-site care. If the on-site private EMS provider must leave

the event prior to its conclusion they must notify the on-site event coordinator and the police prior to leaving and if required arrange for additional EMS during their absence.

#### Police Emergencies

For all police emergencies on site police personnel are to be notified or 911 called immediately. Local police contact information is located at the bottom of this form.

#### Fire Emergencies

For all fire emergencies, 911 will be called or on site event personnel and on site police personnel will be notified with the exact location and type of emergency. On site personnel will assist with evacuation. Vehicles should not be moved during an emergency response. It is recognized that exiting traffic would inhibit and/or place arriving emergency responders and exiting individuals in peril. (Local fire department address and contact information are located at the bottom of this form).

**Lost Child Procedure:** Police and on site event personnel will be notified. In the event of a lost child is found he/she should remain at the location he/she is found at unless the location is unsafe or impractical or until it is determined that it is impractical to remain at the location. The child, if able, will be asked to provide parent/ guardian information. If audio equipment is available an announcement of the situation may be made at the decision of on scene police personnel. The child will remain under the supervision of police personnel or their designee who will ensure the child is comfortable and safe until his/her parent/guardian arrives. Parental identification shall be verified prior to release of the child.

**Weather Emergency:** In the event of any weather emergency the police, event coordinator or on site event personnel may decide to halt the event for the safety of participants and the public. At no time will the decision to halt an event due to a weather related event by the police be overridden by others. Coordination for the safety of participants and spectators will be accomplished by the event personnel verbally advising participants to seek shelter in vehicles or buildings.

If and when the weather emergency has passed, a decision will be made by police personnel and the event coordinator as when to allow the event to resume.

**Communication Plan:** All on site event personnel, event coordinator, EMS, fire and police personnel must have a means of communication during the event. This will be accomplished by direct communication with the local police from event director, Reuben Kline. That assigned individual will have communication with workers and volunteers whom are stationed throughout the event. The workers and volunteers shall be advised and instructed who to contact in an event related emergency

Important Phone Numbers and names:

Autumn Hotaling - 617-959-2976 (Event Director)

Reuben Kline 717.357.0126 (Course Director)

Medical Emergency 911

Ambulance 911

Fire Emergency 911

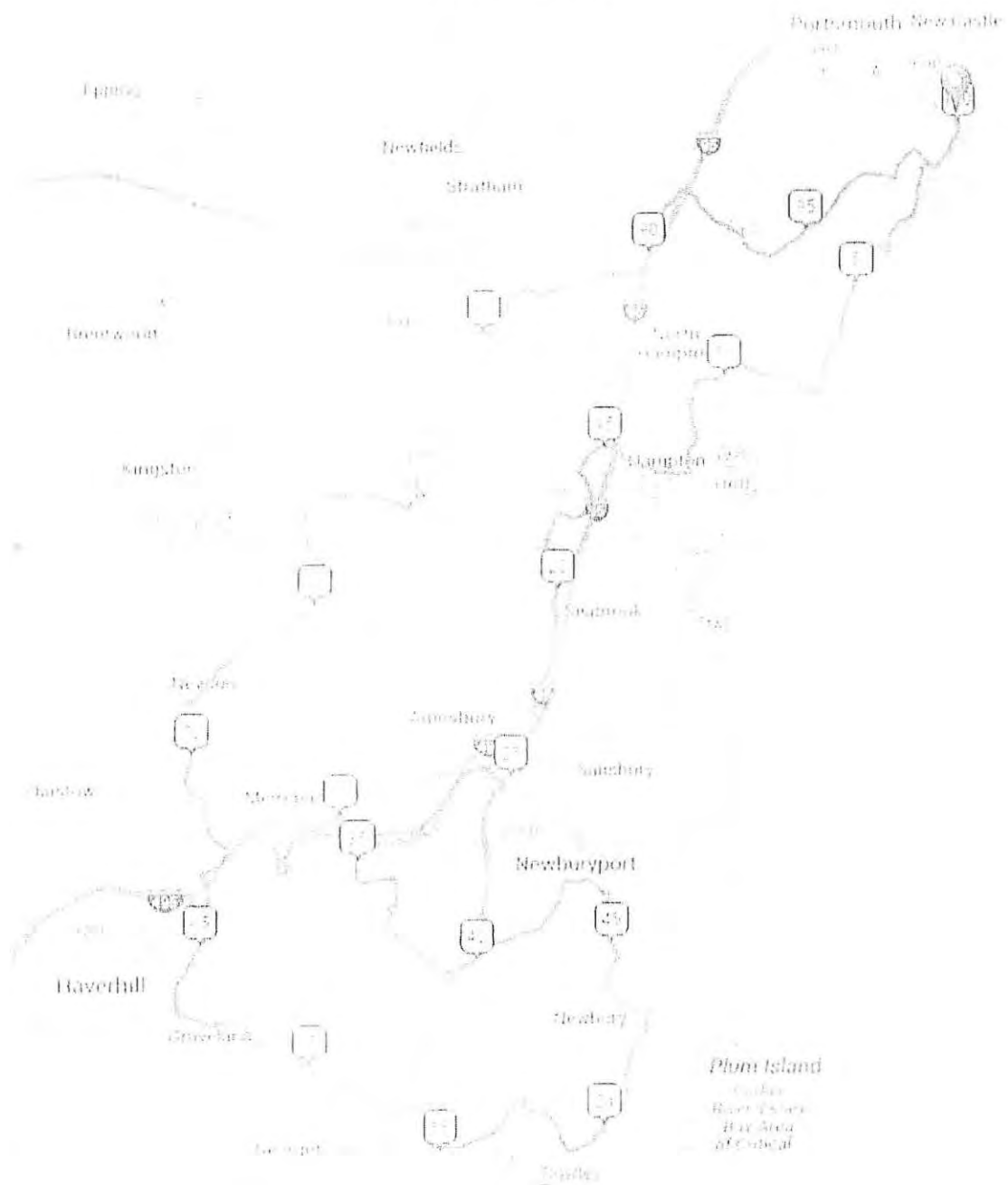
Police

- Police Emergency 911
- New Hampshire State Police: 603-679-3333
- Massachusetts State Police: 978-462-7478
- Rye, NH Police: 603-964-5522
- Hampton, NH Police: 603-929-4444
- South Hampton, NH Police: 603-394-0105
- Newton, NH Police: 603-382-6774
- Kensington, NH Police: 603-772-2929
- Exeter, NH Police: 603-772-1212
- Stratham, NH Police: 603-778-9691
- Greenland, NH Police: 603-431-4624
- Newburyport, MA Police: 978-462-4411
- West Newbury, MA Police: 978-363-1212
- Newbury, MA Police: 978-462-4440
- Rowley, MA Police: 978-948-7644
- Salisbury, MA Police: 978-465-3121
- Georgetown, MA Police: 978-352-5700
- Haverhill, MA Police: 978-373-1212
- Groveland, MA Police: 978-521-1212
- Merrimac, MA Police: 978-346-8321
- Rockingham County Sheriff: 603-679-9485
- Essex County Sheriff: 978-750-1900

Hospitals

Baldpate Hospital	(978) 352-2131	83 Baldpate Road	Georgetown	MA	01833
Holy Family Hospital	(978) 374-2000	140 Lincoln Avenue	Haverhill	MA	01830
Anna Jaques Hospital	(978) 463-1000	25 Highland Avenue	Newburyport	MA	01950
Parkland Medical Center	(603) 432-1500	One Parkland Drive	Derry	NH	03038
Wentworth-Douglass Hospital	(603) 742-5252	789 Central Avenue	Dover	NH	03820
Exeter Hospital	(603) 778-7311	5 Alumni Drive	Exeter	NH	03833
Hampstead Hospital	(603) 329-5311	218 East Road	Hampstead	NH	03841
Portsmouth Regional Hospital	(603) 436-5110	333 Borthwick Avenue	Portsmouth	NH	03801

# Ride to End Alzheimer's 100 mile route



# Cue Sheet 100 Mile Route

0.0	0.0	↔	Start of route
0.0	0.0	←	L onto NH-1A S
7.8	7.7	→	R onto NH-111 W
9.7	1.9	←	L onto Mill Rd
12.5	2.8	←	Slight L onto Winnacunnet Rd
12.7	0.2	→	R onto Park Ave
13.2	0.6	←	L onto Lafayette Rd
13.3	0.1	→	R onto Drakeside Rd
14.7	1.4	←	L onto Towle Farm Rd
15.9	1.2	←	L onto Brown Rd
16.9	1.0	→	R onto NH-88 W
17.0	0.1	←	L onto Drinkwater Rd
17.6	0.6	←	L onto Crank Rd
17.9	0.4	←	Slight L onto Goodwin Rd
18.5	0.5	←	L onto NH-84 E
19.0	0.6	→	R onto Stard Rd
20.1	1.0	↑	Continue onto Batchelder Rd
21.1	1.0	↑	Continue onto Locust St
22.2	1.2	←	L onto Congress St
22.3	0.1	←	L onto Main St
22.7	0.4	→	R onto Rabbit Rd
24.6	1.8	↑	Continue onto Merrill St
25.3	0.7	→	R toward Main St
25.3	0.0	→	R onto Main St
25.5	0.2	↑	Continue onto Evans Pl
25.7	0.2	↑	Continue onto Main St
26.5	0.8	←	L onto Merimac St
26.9	0.4	↑	Continue straight onto Pleasant Valley Rd
29.6	2.7	→	Pleasant Valley Rd turns slightly R and becomes Skunk Rd
29.9	0.4	←	L onto Middle Rd
30.3	0.4	↑	Continue onto River Rd
32.2	1.8	←	L onto E Main St/Rocks Village Bridge
32.4	0.2	←	L onto River Rd
34.6	2.2	→	Slight R onto Coffin St
35.5	0.9	←	L onto MA-113 E
36.3	0.8	→	R onto Chase St
36.9	0.5	→	R onto Middle St
37.5	0.7	←	L onto Indian Hill St

39.2	1.6	←	L onto South St
39.7	0.5	←	South St turns slightly L and becomes Scotland Rd
41.7	2.0	↑	Continue onto Parker St
42.3	0.6	↑	Continue straight onto Graf Rd
42.8	0.5	→	R onto Low St
42.9	0.2	↑	Continue onto Pond St
43.3	0.4	→	R onto MA-1A S/High St
44.3	1.0	→	R onto Hanover St
44.5	0.2	←	Slight L onto Green St
45.4	0.9	→	Slight R onto Hay St
46.1	0.8	←	L onto Newman Rd
47.3	1.2	→	R onto MA-1A S
50.2	2.9	→	R onto Cross St
50.3	0.2	←	Slight L to stay on Cross St
50.5	0.2	→	Slight R to stay on Cross St
51.1	0.6	→	Slight R to stay on Cross St
51.1	0.1	↑	Continue onto Central St
52.6	1.5	↑	Continue onto Glen St
53.1	0.5	↑	Continue straight onto Hillside St
54.1	1.0	→	Slight R onto Wethersfield St
55.0	0.9	→	R to stay on Wethersfield St
55.2	0.2	↑	Continue onto Jewett St
55.4	0.2	→	R onto Warren St
56.4	1.0	←	Sharp L onto Jackman St
57.3	0.9	↑	Continue onto Jewett St
57.9	0.6	→	R onto Thurlow St
59.4	1.5	↑	Continue onto Byfield Rd
60.0	0.6	→	Slight R onto 7 Star Rd
60.0	0.0	←	L onto Bare Hill Rd
61.2	1.1	↑	Continue onto Rollins St
61.8	0.6	←	L onto Garrison St
62.2	0.4	↑	Continue onto Gardner St
62.5	0.3	→	R onto Elm Park
62.6	0.1	←	L toward MA-97 N
62.6	0.0	→	R onto MA-97 N
62.9	0.3	↑	Continue onto Groveland St
63.4	0.5	→	R onto Pine St
63.5	0.1	↑	Continue straight onto Kenozo St
64.9	1.4	→	Slight R onto Middle Rd

2500 ft



66.6	1.0	→	R onto Amesbury Rd
67.5	0.9	←	L onto Brandy Blow Rd
68.1	0.6	→	Slight R onto Heath Rd
68.9	0.8	←	L onto Hadley Rd
70.7	1.0	←	L onto Merrimac Rd
71.1	0.4	→	Slight R onto NH-108 N
72.7	1.6	↑	Continue straight onto Maple Ave
73.6	0.9	↑	Continue onto Chase Rd
75.1	1.5	↑	Continue onto S Rd
77.5	2.5	→	R onto Southfield Rd
79.8	2.2	←	L onto Trundlebed Ln
80.2	0.4	←	L onto NH-150 N
81.1	0.9	→	R onto N Rd
82.0	0.9	←	L onto Drinkwater Rd
84.3	2.3	→	R onto NH-111 E/NH-27 E/High St
85.5	1.1	←	onto Guinea Rd
96.3	0.8	→	R onto Stratham Heights Rd
97.6	1.3	→	R onto Bunker Hill Ave
98.0	0.4	↑	Continue onto Walnut Ave
98.2	0.2	↑	Continue straight onto Lovering Rd
99.6	1.4	←	L onto NH-151
91.6	2.0	→	R onto Breakfast Hill Rd
93.3	1.7	↑	Continue onto Washington Rd
95.8	2.5	→	Slight L onto Wallis Rd
97.5	1.7	←	L onto Brackett Rd
98.3	0.8	→	R onto Parsons Rd
98.5	0.3	↑	Continue onto Marsh Rd
98.7	0.2	←	L onto NH-1A N
100.0	1.3	→	Slight R onto Odiorne Point sp
100.2	0.2	→	R
100.3	0.0	→	End of route

Internal Revenue Service

Date: January 23, 2007

ALZHEIMERS DISEASE AND RELATED DISORDERS  
ASSOCIATION INC  
MASSACHUSETTS CHAPTER  
311 ARSENAL ST STE 4  
WATERTOWN MA 02472-2783

Department of the Treasury  
P. O. Box 2508  
Cincinnati, OH 45201

Person to Contact:  
Mr. Morton 31-08703  
Customer Service Representative  
Toll Free Telephone Number:  
877-829-5500  
Federal Identification Number:  
04-2731194  
Group Exemption Number:  
9334

Dear Sir or Madam:

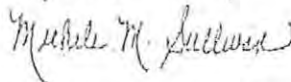
This is in response to your request of January 23, 2007, regarding your organization's tax-exempt status.

Your organization is exempt under section 501(c)(3) of the Code because it is included in a group ruling issued to Alzheimers Disease and Related Disorders Association Inc, located in Chicago, Illinois.

Our records indicate that contributions to your organization are deductible under section 170 of the Code, and that you are qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Internal Revenue Code.

If you have any questions, please call us at the telephone number shown in the heading of this letter.

Sincerely,



Michele M. Sullivan, Oper. Mgr.  
Accounts Management Operations 1

## CITY OF NEWBURYPORT




---

 IN CITY COUNCIL

## ORDERED:

**THAT** the City Council of the City of Newburyport, pursuant to Section 13-166, hereby amends the table of bus stops and associated parking restrictions as follows:

Section 13-169(c). – Bus stops; parking restricted, with additions double-underlined:

(c) The following streets or portions of streets shall be designated as a bus stop:

Street	Extent
State Street	West side from Harris Street to the entrance of the parking lot at the corner of Harris and State Street.
<u>Water Street</u>	<u>Water Street, North Side, Opposite Charles Street; designated area 80 feet in length.</u>

---

 Sharif Zeid  
 Ward One Councilor

W/let  
 PS  
 SZ EC