CITY COUNCIL MEETING AGENDA - VERSION 2
June 24, 2013

Pole Hearing - 7:15PM
Myrtle Avenue

7:30 PM

1. **OPENING PRAYER**
2. **PLEDGE OF ALLEGIANCE**
3. **CALL TO ORDER**
4. **LATE FILE ITEMS**
5. **PUBLIC 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.

6. **APPROVAL OF MINUTES**
   June 17, 2013 (Approve)

7. **TRANSFERS**
   1. Mayor/Planning Free Cash $31,766.04 to DPS Maint City Wide $31,766.04 (Approve)
   2. Health Recycling & Energy Solid Waste Fee $6,800 to Hsehold Hazardous Waste $6,800 (Approve)

8. **COMMUNICATIONS**
   1. Seacoast Taxi – Taxi Company License Renewal (License & Permits)
   2. Outdoor Seating Ceia Kitchen & Bar 38 State Street (License & Permits)
   3. Outdoor Seating Brine 25 State Street (License & Permits)
   4. Request for removal of Storey Ave. Signage (N & CS)
   5. Newburyport River Run ½ Marathon and Relay June 1, 2014 (Public Safety)
   6. Block Party, Jamie Chabot, August 3, 2013, Congress Street (Buck to Olive) (Public Safety)

9. **APPOINTMENTS - First Reading**

		Appointment	
1. Craig G. Holt	33 Carter Street	Licensing Board	June 1, 2014
		Re-Appointment	
2. Mary Casey	58 Bromfield Street	Conservation Commission	May 31, 2016

END OF CONSENT AGENDA

REGULAR AGENDA

10. **TRANSFERS**
    3. DPS Water Retd Earnings $250,000 to CIP DPS Building $250,000
    4. DPS Water Retd Earnings $100,000 to CIP Wtr Main Replacement $100,000
    5. DPS Water Retd Earnings $50,000 to CIP Meter Replacement Prog $50,000
    6. DPS Sewer Retd Earnings $350,000 to CIP DPS Building $350,000
    7. DPS Sewer I/I Reduction Prog $100,000 to CIP Sewer Main Replacement $100,000
    8. Mayor/Yth Svcs Gen Fd Free Cash $62,500 to Yth Svcs Kelly Sch Exp $35,000, to Gen Admin Elec Maint. $7,500, to Parks Maintenance $20,000
    9. City Clerk/Mayor Gen Fd Free Cash $6,002.62 to City Clerk Asst City Clerk $2,044.38, to City Clerk Admin II $3,612.06, to City Clerk PT Office Help $346.18
    10. Mayor/Planning Insurance 32-B $281,250 to Planning & Dev Prof Serv $281,250

11. APPOINTMENTS - Second Reading

Appointment

3. Byron M. Getchell	14 Milk Street	Tree Commission	May 1, 2016

Re-Appointment

4. Judith C. Grohe	14 Strong Street	Community Preservation Comm.	May 1, 2016

12. ORDINANCES

1. Amend ORD Ch 13 Ar. IV Div. 6 Sec. 13-174 Parking Hale St.

13. COMMITTEE ITEMS

Budget & Finance

In Committee:

1. Mid-Year Report
2. DPS-Sewer I/I Reduction Prog. $100,000 to CIP-Plum Island Alarm Syst $100,000 **09/10/2012*
3. DPS Highway Gen Fd Free Cash $10,134 to CMMS $10,134 **05/28/2013*
4. Amend ORD Sec. 2-392 Interest on Water and Sewer Bills **05/28/2013*
5. Youth Svcs Sub Abuse Grant $12,000 to Drug Free Communities Grant $12,000 **06/10/2013*
6. Hlth Engy/Recyc Sol Wste Fee $19,999.88 to Hlth Dept Sal En/Rec Coord $19,999.88 **06/10/2013*
7. DPS Water Ret'd Earnings $540,000 to FY14 Budget Reserve $540,000 **06/10/2013*
8. DPS Sewer Ret'd Earn $835,000 to FY14 Budget Reserve $835,000 **06/10/2013*
9. Community Preservation Committee FY14 Appropriations **06/10/2013*
10. Myr Gen Fd Free Cash $14,850 to Library Maint $11,850, to Library Equip $3000 **06/10/2013*

General Government

In Committee:

1. Campaign Finance Reports – Municipal Forms website posting **05/14/2012*
2. Amend ORD Sec. 2-30 Performance of duties of mayor upon absence, disability **05/28/2013*
3. Amend ORD Sec. 2-29 Special Meetings **05/28/2013*
4. Amend ORD Sec. 2-62 Residency requirement **05/28/2013*
5. Amend ORD Sec. 2-126 Salary of elected officials **05/28/2013*
6. Amend ORD Sec. 2-128 Departmental records to be kept; employee records **05/28/2013*
7. Amend ORD Sec. 5-42 Term of office **05/28/2013*
8. Amend ORD Sec. 2-273 Removal for cause **05/28/2013*

Joint Education

In Committee:

1. Letter regarding World War II Memorial Stadium **10/23/2012*
2. NHS Baseball Alumni Assoc. re loss of baseball field **11/26/2012*

Neighborhoods & City Services

In Committee:

1. Amend Ord. 3-27 Animals, dogs, Licensing of dogs and kennels **06/25/2012*
2. Letter re naming park bench in memory of Mayor George H. Lawler **04/08/2013*

Planning & Development

In Committee:

1. Order Cushing Park land transfer to Mayor for Municipal Parking **06/25/2012*
2. Request for Discontinuance of Westerly Side of Harnch's Way **11/13/2012*
3. Open Space & Recreation Plan Update – Final Plan **03/26/2013*
4. 2013 Demolition Delay **03/26/2013*

Public Safety

In Committee:

1. Amend Ord. 10-9 Miscellaneous offenses – use or consumption of marijuana **11/28/2011*
2. Amend Ord. 13-180 Parking Resident Harris St. **01/30/2012*

3. Community Giving Tree of Boxford donation box *04/30/2012
4. Order Yankee Homecoming Parade *06/25/2012
5. Parking, Russell Terrace, No Parking, 50 feet from Storey Ave *08/27/2012
6. ORD Ch. 2 Sec.358 Fingerprint Criminal History Checks *09/24/2012
7. Letter regarding speeding traffic on Turkey Hill Road *04/29/2013
8. Amend ORD Sec. 13-121 One way streets add Court St. *05/28/2013
9. Amend ORD Ch 13 Ar. IV Div. 4 Sec. 13-136 Stop Intersection Goodwin Ave *06/10/2013

Public Utilities
In Committee:

1. Resolution Special Legislation to create Board of Water and Sewer Commissioners *06/10/2013

14. GOOD OF THE ORDER

15. ADJOURNMENT

POLE HEARING
APPLICATION AND NOTICE

FORM MASS. 551

MUNICIPALITY

PETITION FOR CONDUIT LOCATIONS-CITIES AND TOWNS

To the City Council
of Newburyport, Massachusetts

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN 11 AM 9:34

VERIZON NEW ENGLAND INC. (Formerly known as NEW ENGLAND TELEPHONE & TELEGRAPH) requests permission to lay and maintain underground conduits, pedestals and manholes, with the wires and cables to be placed therein under the surface of the following public way or ways:

MYRTLE AVENUE, Place approximately Thirty-Nine (39) feet of underground conduit

Locations approximately as shown on Plan attached

Also for permission to lay and maintain underground conduits, pedestals and manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

Plan marked - VERIZON Petition Plan, No. 437 dated 06-10-2013 showing location of conduit is filed herewith.

VERIZON NEW ENGLAND INC.
(Formerly known as NEW ENGLAND TELEPHONE & TELEGRAPH)

Manager

Dated this 10th day of June, 2013.

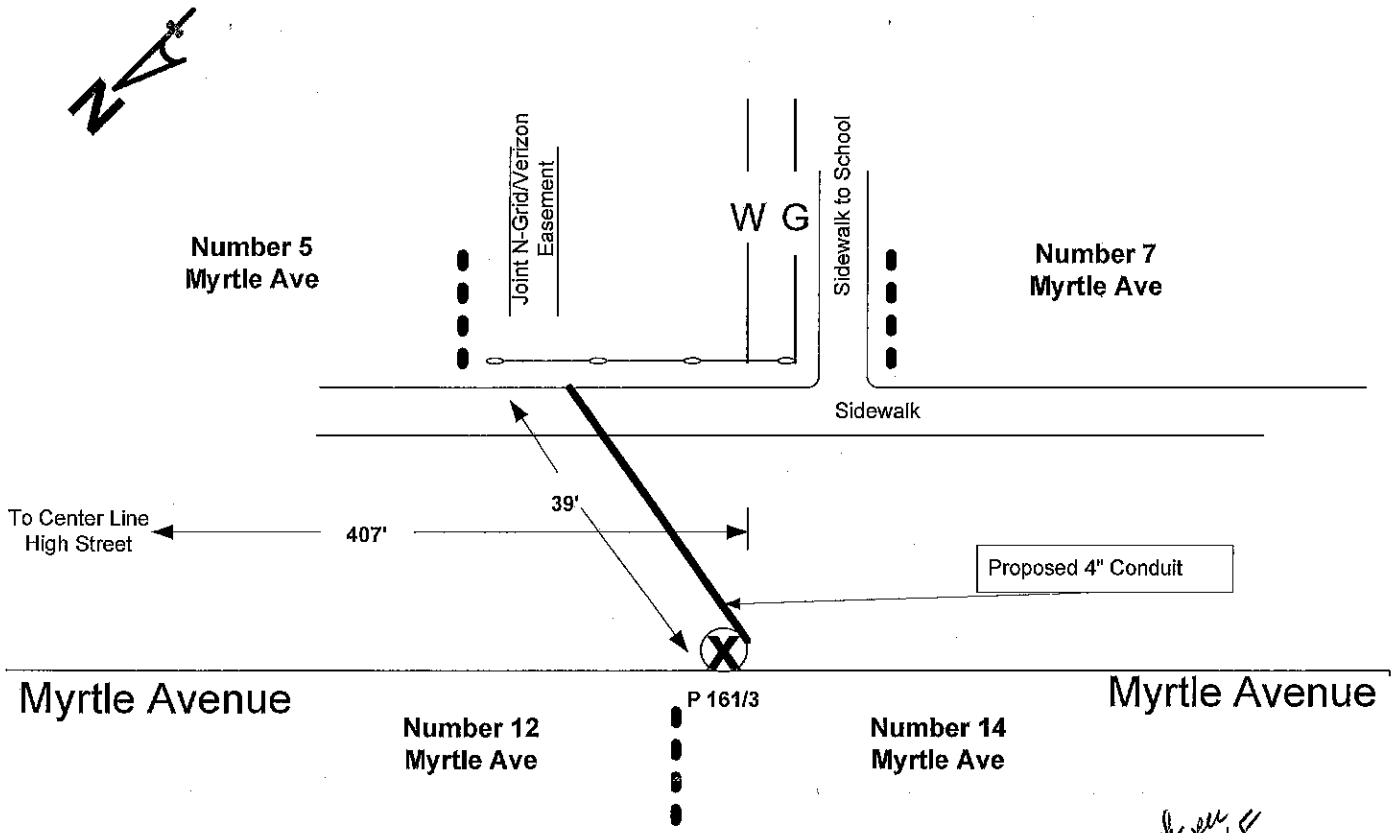
MUNICIPALITY

PETITION PLAN

Pet. #437
Date: June 10, 2013

Municipality: **Newburyport,** Massachusetts
Verizon New England Inc.
Showing: **Proposed Underground Conduit Location**

Proposed: Install 4" conduit for street crossing
Purpose: To feed new School and proposed Senior Center



Prepared By Dave Walker

DISTANCES SHOWN ARE APPROXIMATE

Checked By ok per KF
Order # 4AA5JE

LEGEND

- Proposed Verizon Pole Location
- Verizon Pole Location to be Abandoned
- Verizon Co. Pole to Remain
- Existing Verizon Manhole
- Proposed Verizon Manhole Location
- Existing Joint Pole to Remain
- Present Joint Pole Location to be Abandoned
- Power Co. Location to be Held Jointly
- Proposed Verizon Conduit Location

Mass. Form 552

MUNICIPALITY

ORDER FOR CONDUIT LOCATIONS

By the City Council of the City of Newburyport, **Massachusetts.**
ORDERED:

That permission be and hereby is granted VERIZON NEW ENGLAND INC. (Formerly known as NEW ENGLAND TELEPHONE & TELEGRAPH) to lay and maintain underground conduits, pedestals and manholes, with the wires and cables to be placed therein, under the surface of the following public way or ways as requested in petition of said Company dated the 10th day of June 2013.

MYRTLE AVENUE, Place approximately Thirty-nine (39) feet of underground conduit

Locations approximately as shown on Plan attached

Substantially as shown on plan marked – VERIZON Petition Plan No. 437 Dated 06-10-2013 filed with said petition.

Also that permission be and hereby is granted said VERIZON NEW ENGLAND INC. (Formerly known as NEW ENGLAND TELEPHONE & TELEGRAPH) to lay and maintain underground conduits, pedestals and manholes, cables and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as it may desire for distributing purposes.

The foregoing permission is subject to the following conditions:--

1. The conduits. pedestals and manholes shall be of such material and construction and all work done in such manner as to be satisfactory to such municipal officers as may be appointed to the supervision of the work, and a plan showing the location of conduits constructed shall be filed with the City when the work is completed.

2. Said Company shall indemnify and save the City harmless against all damages, costs and expense whatsoever to which the City may be subjected in consequence of the acts or neglect of said Company, its privileges granted it by the City.

3. In addition said Company shall, before a public way is disturbed for the laying of its wire or conduits, execute its bond in a penal sum of Ten Thousand Dollars ($10,000) (reference being had to the bond already on file with said City) conditioned for the faithful performance of its duties under this permit.

4. Said Company shall comply with the requirements of existing ordinances and such as may be adopted governing the construction and maintenance of conduits and wires, so far as the same are not inconsistent with the laws of the Commonwealth.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City of Newburyport, **Massachusetts, held on the _____day of _____, 2013.**

_____
City Clerk

(Over)

CITY OF NEWBURYPORT

MASSACHUSETTS

CITY CLERK'S OFFICE

NEWBURYPORT CITY HALL

60 PLEASANT STREET • P.O. BOX 550

NEWBURYPORT, MA 01950

TEL: 978-465-4407 • FAX: 978-462-7936

RICHARD B. JONES

CITY CLERK

June 17, 2013

Dear Property Owner:

Notice is hereby given that a public hearing will be held on the petition of Verizon New England Inc. (Formerly known as New England Telephone & Telegraph) to place approximately thirty-nine (39) feet of underground conduit on Myrtle Avenue. Said hearing will be held on June 24, 2013 at 7:15 PM in the City Council Chamber, City Hall, and Newburyport, MA. At that time, all interested parties will have an opportunity to be heard.

A copy of the plan is enclosed.

Sincerely,

Tricia E. Barker

Tricia E. Barker
Assistant City Clerk

City of Newburyport

Office of the Assessor

Daniel Raycroft
City Assessor

Newburyport City Hall
60 Pleasant Street
Newburyport, MA 01950

Tel: 978-465-4403
Fax: 978-462-8495

www.cityofnewburyport.com

June 17, 2013

TO: Richard Jones, City Clerk

FROM: Board of Assessors

RE: Myrtle Avenue - Place approximately thirty-nine (39) feet of underground conduit

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The attached are the abutters to the above described location:

42/ 61/ / /
DESMOND JULIA M
5 MYRTLE AVE
NEWBURYPORT, MA 01950

42/ 62/ / /
ROCCO RICHARD
MELINDA T/E
7 MYRTLE AVE
NEWBURYPORT, MA 01950

42/ 81/ / /
REED LYNN S
14 MYRTLE AVE
NEWBURYPORT, MA 01950

42/ 82/ / /
URBANCZYK DANIEL L
ELIZABETH R T/E
12 MYRTLE AVE
NEWBURYPORT, MA 01950

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES - VERSION 1
June 17, 2013

Council President O'Brien called the meeting to order at 7:30 pm. Councillor Connell held a moment of silence for Jeanette Ruth (Whiting) Chatigny of Newburyport. This was followed by the Pledge of Allegiance. He then instructed the City Clerk to call the roll. The following Councillors answered present: Cameron, Connell, Cronin, Derrivan, Earls, Heartquist, Herzog, Jones, Sullivan and O'Brien. 10 present, 1 absent (Hutcheson).

Council President O'Brien opened the City Council meeting and Public Hearing on the FY2014 Budget.

No one came forward to speak in favor.

No one came forward to speak against.

Council President O'Brien closed the public speaking portion of the meeting.

CONSENT AGENDA

1. **APPROVAL OF MINUTES**
   June 10, 2013 (Approved)

END OF CONSENT AGENDA

Motion to approve the Consent Agenda by Councillor Jones, seconded by Councillor Earls. 10 yes, 1 absent (Hutcheson). So voted.

REGULAR AGENDA

2. **COMMUNICATIONS**
   1. Compensated Absences Reserve Fund – FY 14 Appropriation

Motion waive the rules to add communication #1 to the FY14 Budget by Councillor Herzog, seconded by Councillor Cronin. 10 yes, 1 absent (Hutcheson). So voted.

3. **COMMITTEE ITEMS**
   Budget & Finance
   In Committee:
   1. Mid-Year Report
   2. DPS-Sewer I/I Reduction Prog. $100,000 to CIP-Plum Island Alarm Syst $100,000 **09/10/2012*
   3. Order FY2014 Budget **05/13/2013*

Motion to remove by Councillor Cameron, seconded by Councillor Derrivan. Motion to approve by Councillor Cameron, seconded by Councillor Derrivan.

1. **Motion to cut $2000 from 1121001-51501 from Mayor Travel Exp by Councillor Earls, seconded by Councillor Jones. 10 yes, 1 absent (Hutcheson). So voted.**

2. **Motion to cut $14,100 from 1121002-53006 Mayor Grant Writer by Councillor Earls, seconded by Councillor Derrivan. 8 yes, 2 no (Connell, Cameron), 1 absent (Hutcheson). So voted.**

3. **Motion to cut $4700 from 1129002-53406 Telephone system by Councillor Earls, seconded by Councillor Jones. 10 yes, 1 absent (Hutcheson). So voted.**

4. **Motion to cut $7,586 from 1151002-53407 IT Off Site Services by Councillor Earls, seconded by Councillor Jones. 2 yes (Earls, Jones), 8 no, 1 absent (Hutcheson). Motion failed.**

5. **Motion to cut $82,500 from 1135001-51901 Auditor's Retirement Buyback by Councillor Cronin, seconded by Councillor Jones. 10 yes, 1 absent (Hutcheson). So voted.**

6. **Motion to cut $220,310 from 1220001-51901 Fire Retirement Exp by Councillor Cronin, seconded by Councillor Jones. 10 yes, 1 absent (Hutcheson). So voted.**

7. **Motion to cut $205,000 from 1220001-51301 Fire Dept Overtime by Councillor Earls, seconded by Councillor Jones. 4 yes (Cronin, Derrivan, Earls, Jones), 6 no, 1 absent (Hutcheson). Motion failed.**

8. **Motion to cut $100,000 from 1220001-51301 Fire Dept Overtime by Councillor Earls, seconded by Councillor Jones. 3 yes (Derrivan, Earls, Jones), 7 no, 1 absent (Hutcheson). Motion failed.**

9. **Motion to cut $100,000 from 1210001-51301 Police Dept Overtime by Councillor Jones, seconded by Councillor Earls. 2 yes (Earls, Jones), 8 no, 1 absent (Hutcheson). Motion failed.**

10. **Motion to cut $60,000 from 1210001-51510 Police Retirement Exp by Councillor Cronin, seconded by Councillor Jones. 10 yes, 1 absent (Hutcheson). So voted.**

11. **Motion to cut $28,000 from 1421001-51901 DPS Highway Retirement Buyback by Councillor Cronin, seconded by Councillor Herzog. 10 yes, 1 absent (Hutcheson). So voted.**

12. **Motion to cut $5,000 from 1421001-51301 Snow and Ice by Councillor Earls, seconded by Councillor Derrivan. 3 yes (Derrivan, Earls, O'Brien), 7 no, 1 absent (Hutcheson). Motion failed.**

13. **Motion to cut $10,000 from 1182001-53001 Planning & Dev. Prof. services by Councillor Herzog, seconded by Councillor Jones. 9 yes, 1 no (Cameron), 1 absent (Hutcheson). So voted.**

14. **Motion to cut $2100 collectively from Conservation, Historic, Planning and Zoning Board minute taking by Councillor Jones, seconded by Councillor Derrivan. Friendly motion to amend to cut $1800 each from Conservation, Historic, Planning and Zoning Board minute taking by Councillor Cronin, seconded by Councillor Jones. 6 yes, 4 no (Cameron, Heartquist, Herzog, O'Brien), 1 absent (Hutcheson). Amended motion passed.**

15. **Motion to cut $10,000 from 1913001-51780 Unemployment Claims by Councillor Cameron, seconded by Councillor Herzog. 10 yes, 1 absent (Hutcheson). So voted.**

16. **Motion to cut $75,000 from 61440002-53040 Sewer Biosolids Disposal by Councillor Cronin, seconded by Councillor Connell. 10 yes, 1 absent (Hutcheson). So voted.**

17. **Motion to cut $2484.63 from 61440004-54801 Sewer Fuel/oil by Councillor Earls, seconded by Councillor Jones. 8 yes, 2 no (Connell, O'Brien), 1 absent (Hutcheson). So voted.**

Council President O'Brien called a short break to calculate the revised budget numbers at 8:48pm.

Council President O'Brien resumed the meeting at 9:05pm.

Motion to approve the FY14 Budget as amended in the amount of $53,929,463.93 and $23,231,943.00 of this amount is established as School Dept. Budget, $4,883,855.76 Water Enterprise Fund, $6,306,515.91 Sewer Enterprise Fund, and $350,703.36 Harbormaster Enterprise Fund by Councillor Derrivan, seconded by Councillor Connell. Roll call vote, 10 yes, 1 absent (Hutcheson). So voted.

4.	DPS Highway Gen Fd Free Cash $10,134 to CMMS $10,134	**05/28/2013*
5.	Amend ORD Sec. 2-392 Interest on Water and Sewer Bills	**05/28/2013*
6.	Youth Svcs Sub Abuse Grant $12,000 to Drug Free Communities Grant $12,000	**06/10/2013*
7.	Hlth Engy/Recyc Sol Wste Fee $19,999.88 to Hlth Dept Sal En/Rec Coord $19,999.88	**06/10/2013*
8.	DPS Water Ret'd Earnings $540,000 to FY14 Budget Reserve $540,000	**06/10/2013*
9.	DPS Sewer Ret'd Earn $835,000 to FY14 Budget Reserve $835,000	**06/10/2013*
10.	Community Preservation Committee FY14 Appropriations	**06/10/2013*

4. **GOOD OF THE ORDER**
5. **ADJOURNMENT**

Motion to adjourn at 9:16 pm by Councillor Jones, seconded by Councillor Cronin. So voted.

TRANSFERS

Transfer #1
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN 18 P 3:56

Department: Mayor/ Planning
Submitted by: Mayor Holaday
Andrew Port
Date : 6/18/2013

Transfer From:

Account Name	Free Cash	YTD Bal:	$ 1,076,537.10
Account Number:	01-35900	Trans In:	$ -
Amount:	$31,766.04	Trans Out	$ 1,165,413.90

Why are Funds Available: *The DOR has certified Free Cash for Fiscal Year '13 at $2,241,951. Funds are available for any legal expenditure with the recommendation of the Mayor and a majority vote of the City Council.*

Transfer To:

Account Name	DPS- Maintenance City Wide	YTD Bal:	$ 511.25
Account Number:	01421002-52410	Trans In:	$ -
Amount:	$31,766.04	Trans Out	$ -

Why are Funds Required: *Funds were encumbered in FY 2013 from this FY 2012 Budget line item to complete the Virginia Lane Swale project. However, the encumbered funds were not spent and can not be encumbered again in FY 2014. They will revert back to Free Cash in FY 2014. The project will be completed in early FY 2014 and this transfer will provide funding to proceed with the project now, and the encumbered funds from FY 2013 ($31,766.04) will go into Free Cash.*

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	

Why are Funds Required:

Donna D. Holaday, Mayor — Donna D Holaday — Date: 6/18/13
William B. Squillace, Auditor — Date: 6/18/13

Transfer #2
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:56

Department: Health- Recycling and Energy

Submitted by: Molly Ettenborough **Date Submitted:** 6/18/2013

Transfer From:

Account Name	Solid Waste Fee	YTD Bal:	$ 225,116.82
Account Number:	2747-000-510-59600	Trans In:	
Amount:	$6,800.00	Trans Out:	$ 19,999.88
Why are Funds Available:	*Funded through compost sticker fees and recycling rebate.*		

This transfer is the standard method for moving funds from Reserve for Appropriations accounts.

Transfer To:

Account Name	Household Hazardous Waste	YTD Bal:	$ -
Account Number:	001-500-510-00-002-00000-53424	Trans In:	$ 15,000.00
Amount:	$6,800.00	Trans Out:	
Why are Funds Required:	*To fund hazardous waste removal and disposal.*		

This account is funded by Solid Waste Reserve for Approprations.

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Donna D. Holaday, Mayor — Donna D Holaday — Date: 6/18/13

William B. Squillace, Auditor — Date: 6/18/13

City Council Approval: (Stamp)

A

COMMUNICATIONS

Communication #1
June 24, 2013

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN -5 P 1:21

CITY OF NEWBURYPORT
VEHICLES FOR HIRE
BUSINESS OWNERS'S APPLICATION

Please Type or Print Clearly

APPLICANT INFORMATION:

Name of Applicant: Last: Hewlett First Richard Middle Initial: _____

Address: PO Box 1004 City: Seabrook State NH Zip 03874

Phone Number: (978) 417-9974 Message or work phone: (978) 912-2265

Driver's License Number: 09HTR51161 State: NH Expiration Date: 9/16/14

BUSINESS INFORMATION:

Business Name: Seacoast Taxi Business Phone Number: (978) 912-2265

Business Address: PO Box 1004 City: Seabrook State: NH Zip: 03874

Business Mailing Address: PO Box 1004 City: Seabrook State: NH Zip: 03874

Number of vehicles to be operated under this permit: 2

FOR EACH VEHICLE, PLEASE LIST

Reg. # TA19361 Expires: 11/13 Year: 1998 Make: Merc Model: MARQUI

Reg. # TA20080 Expires: 11/13 Year: 2004 Make: Merc Model: MARQUI

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

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

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

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

VECHICLE REGISTRATION INFORMATION:

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

INSURANCE INFORMATION:

Must provide proof of personal injury and property damage liability insurance coverage for each permitted taxi for the full time period of the permit, The personal injury coverage shall no be less than one hundred thousand dollars ($100,000) for injury to one person with a total coverage of not less than three hundred thousand dollars ($300,000) for each accident. The property damage coverage shall be not less than fifty thousand dollars ($50,000) per occurrence.
Attach one (1) copy to this application.

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

Richard Blurlett _____ Date: 6/27/2013
(Signature of Applicant)

Official Use Only

Office of the City Clerk

Initial Application Fee $ _____ Date Received _____ By _____

Date sent to Police Department _____ New ☐ Renewal ☐

Police Department Use Only Inspection Recommendation for each Vehicle

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

Comments: _____

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

Comments: _____

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

Comments: _____

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

Comments: _____

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

Comments: _____

massDOT
Massachusetts Department of Transportation
Registry of Motor Vehicles

CERTIFICATE OF REGISTRATION

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

RMV Division

PLATE TYPE	REGISTRATION NUMBER	REGISTRATION TYPE	EFFECTIVE DATE	EXPIRES LAST DAY OF	MONTH	YEAR	TRANSACTION NUMBER
TAN	TA19361	TAXI	12/31/12		11	13	02236669060106

MFRS MODEL YEAR	MAKE	MODEL	BODY STYLE/TYPE	COLOR	Not valid without official signature of Registrar	IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.	TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.
1998	MERC	MARQUI	SEDAN	WHITE			

VEHICLE IDENTIFICATION NUMBER	INSURANCE COMPANY	TITLE NUMBER	REGISTRAR
2MEFM75W5WX669815	PILGRIM INSURANCE	BK729381	Rachel Kaprielian

RESIDENTIAL ADDRESS (IF DIFFERENT)

37 ELMIRA DRIVE NEWBURYPORT, MA 01950-1759

NAME(S) OF OWNER(S) AND MAILING ADDRESS

HEWLETT, RICHARD
BX 1004
SEABROOK, NH 03874

FEES

REGISTRATION	60.00
TITLE	0.00
SPECIAL PLATES	0.00
SALES TAX	0.00
TOTAL	60.00

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION
REGISTRY OF MOTOR VEHICLES DIVISION
The records of the RMV database constitute the official status of the vehicle registration.

SPECIAL MESSAGE

IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.

CHANGE OF ADDRESS

STREET ADDRESS

CITY, STATE, ZIP CODE

Important Information for Vehicle Owners

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

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

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

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

BE FIRST IN LINE BY GOING ONLINE AT WWW.MASS.GOV/RMV

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

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

VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS

SP13061T 04/11

massDOT Massachusetts Department of Transportation Registry of Motor Vehicles

CERTIFICATE OF REGISTRATION

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

RMV Division

PLATE TYPE	REGISTRATION NUMBER	REGISTRATION TYPE	EFFECTIVE DATE	EXPIRES LAST DAY OF	MONTH	YEAR	TRANSACTION NUMBER
TAN	TA20080	TAXI	12/31/12	→	11	13	02236669060111

MFRS MODEL YEAR	MAKE	MODEL	BODY STYLE/TYPE	COLOR
2004	MERC	MARQUI	SEDAN	GRAY

Not valid without official signature of Registrar

IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.

TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.

VEHICLE IDENTIFICATION NUMBER	INSURANCE COMPANY	TITLE NUMBER	REGISTRAR
2MEFM74W54X604073	PILGRIM INSURANCE	BL812117	Rachel Kaprielian

RESIDENTIAL ADDRESS (IF DIFFERENT)

37 ELMIRA DRIVE NEWBURYPORT, MA 01950-1759

NAME(S) OF OWNER(S) AND MAILING ADDRESS

HEWLETT, RICHARD
BX 1004
SEABROOK, NH 03874

FEES

REGISTRATION	60.00
TITLE	0.00
SPECIAL PLATES	0.00
SALES TAX	0.00
TOTAL	60.00

MASSACHUSETTS DEPARTMENT OF TRANSPORTATION
REGISTRY OF MOTOR VEHICLES DIVISION

The records of the RMV database constitute the official status of the vehicle registration.

SPECIAL MESSAGE

IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.

CHANGE OF ADDRESS

STREET ADDRESS

CITY, STATE, ZIP CODE

Important Information for Vehicle Owners

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BE FIRST IN LINE BY GOING ONLINE AT WWW.MASS.GOV/RMV

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

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

VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS

SPI3061T 04/11

Transaction Type: RENEWAL
Transaction Effective Date: 02/11/2012
Process Date: 01/04/2012

PILGRIM

For Claims Reporting call 617-956-6100

ISSUING COMPANY:
Pilgrim Insurance Company

Policy Number: TXC00001002732

ITEM ONE – Named Insured and Address
RICHARD HEWLETT
PO BOX 1004
SEABROOK, NH 03874

DECLARATIONS MASSACHUSETTS BUSINESS AUTO COVERAGE FORM

Office/Agent: 9000204

2004 Merc
1998 merc

Agent Name and Address
SALISBURY INSURANCE AGENCY, INC.
10A ELM STREET
SALISBURY, MA 01952

POLICY PERIOD:
Policy Covers FROM 02/11/2012 TO 02/11/2013 12:01 AM EST at the Named Insured's address stated above
NAMED INSURED'S BUSINESS:
FORM OF BUSINESS:
In return for the payment of premium, and subject to all terms of this policy

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

LIABILITY INSURANCE

COVERAGES	COVERED AUTOS (Entry of one or more of the symbols from the Covered Autos section of the Business Auto Coverage Form show which autos are covered autos)	LIMIT The most we will pay for any one accident or loss	PREMIUM
Compulsory Bodily Injury	7	$20,000 Each Person $40,000 Each Accident	2,046
Personal Injury Protection	7	$8,000 Each Person	584
Optional Bodily Injury	7	$100,000 Each Person $300,000 Each Accident	1,244
Property Damage	7	$100,000 Each Accident	1,308
Combined Single Limit		$ Each Accident	
Medical Payments	7	$5,000 Each Person	26
Uninsured Motorist	7	$100,000 Each Person $300,000 Each Accident	18
Underinsured Motorist	7	$100,000 Each Person $300,000 Each Accident	84

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

Comprehensive Coverage		SEE SCHEDULE Deductible	
Specified Perils		Deductible	
Collision		SEE SCHEDULE Deductible	
Limited Collision		Deductible	
Rental Reimbursement			
Towing and Labor			
		PREMIUM FOR ENDORSEMENTS	0
		ESTIMATED TOTAL PREMIUM	5,310

Countersigned by: William D. Hartnett — President; Assistant Secretary

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INSURED COPY

12ii04 120105-095231 TXC00001002732 9000204 120105_095258 0 1 A 109 9 92 31 1577

ITEM THREE – SCHEDULE OF COVERED AUTOS YOU OWN

VEHICLE INFORMATION
DESCRIPTION

Auto No.	Year Make Model Vehicle ID No. (VIN)	Limit of Insurance/ Cost New	Size GVW, GCW or Vehicle Seating Capacity	Territory Town and State where the Covered Auto will be Garaged Territory/Premium Town/Zip
1	2004 MERCURY GRAND MARQUIS GS 2MEFM74W54X604073	$23,970	4,038	NEWBURYPORT, MA, 13 01950
2	1998 MERCURY GRAND MARQUIS LS/LTD EDIT 2MEFM75W5WX669815	$23,790	3,922	NEWBURYPORT, MA, 13 01950

CLASSIFICATION

Auto No.	Use **	Plate No.	Plate Type	Class	Radius	Mobile Equipment	Inspect Code	Loss of Use Day/Amount
1		LV50147	LVN	435900	LOCAL (0 - 50 MILES)		9	
2		LV59343	LVN	435900	LOCAL (0 - 50 MILES)		9	

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

LIABILITY LIMITS (* Limits in Thousands)

* Compulsory Bodily Injury (20/40)		* PIP 8 per pers.	* Optional Bodily Injury/CSL		* Property Damage (compulsory limit 5)			* Auto Medical Payments		* Uninsured Motorist (compulsory limit 20/40)		* Underinsured Motorist	
Auto No.	Prem	Prem	Limit	Prem	Limit	Ded	Prem	Limit	Prem	Limit	Prem	Limit	Prem
1	$1,023	$292	100/300	$622	100		$654	5	$13	100/300	$9	100/300	$42
2	$1,023	$292	100/300	$622	100		$654	5	$13	100/300	$9	100/300	$42

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120104 120105-095231 TXC00001002732 9000204 120105_095238 0 1 A 109 11 52 31 1579

ITEM FOUR – SCHEDULE OF HIRED OR BORROWED COVERED AUTO COVERAGE AND PREMIUMS.

LIABILITY COVERAGE – RATING BASIS, COST OF HIRE

STATE	ESTIMATED COST OF HIRE FOR EACH STATE	RATE PER EACH $100 COST OF HIRE	FACTOR (If Liability Coverage is primary)	PREMIUM
			TOTAL PREMIUM	

Cost of hire means the total amount you incur for the hire of "autos" you don't own (not including "autos" you borrow or rent from your partners or employees or their family members). Cost of hire does not include charges for services performed by motor carriers of property or passengers.

PHYSICAL DAMAGE COVERAGE

COVERAGES	LIMIT OF INSURANCE THE MOST WE WILL PAY DEDUCTIBLE	ESTIMATED ANNUAL COST OF HIRE	RATE PER EACH $100 ANNUAL COST OF HIRE	PREMIUM
COMPREHENSIVE	ACTUAL CASH VALUE OR COST OF REPAIRS. MINUS $. FOR EACH COVERED AUTO. BUT NO DEDUCTIBLE, APPLIES TO LOSS CAUSED BY FIRE OR LIGHTNING			
SPECIFIED CAUSES OF LOSSES	ACTUAL CASH VALUE OR COST OF REPAIRS. MINUS $25 Ded. FOR EACH COVERED AUTO FOR LOSS CAUSED BY MISCHIEF OR VANDALISM.			
COLLISION	ACTUAL CASH VALUE OR COST OF REPAIRS. MINUS $. FOR EACH COVERED AUTO.			

ITEM FIVE – SCHEDULE FOR NON–OWNERSHIP LIABILITY.

Named Insured's Business	Rating Basis	Number	Premium
Other than a Social Service Agency	Number of Employees		
	Number of Partners		
Social Service Agency	Number of Employees		
	Number of Volunteers		
	Total Premium		

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INSURED COPY

Communication #2
June 24, 2013

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN -6 P 1:51

NEW FILING ✓
RENEW ____

City of Newburyport

Application

Food Establishment Outdoor Seating on Public Property

Date: June 6, 2013

Name of Business Owner: Nancy Batista-Caswell

Name of Property Owner: Nancy Batista-Caswell

Business Name: Ceia Kitchen + Bar

Business Address: 38 State Street Business Telephone: 978.358.8112

Number of Tables Requested: 6 Dimensions: 23 1/2 in. by 23 1/2 in. Material: Wood

Number of Chairs Requested: 12 Dimensions: 34" height / 16" Length / 17" Wide Material: Wood

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

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

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.

2) 8 ½ 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

Application

Food Establishment Outdoor Seating on Public Property (continued)

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:

a) 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.

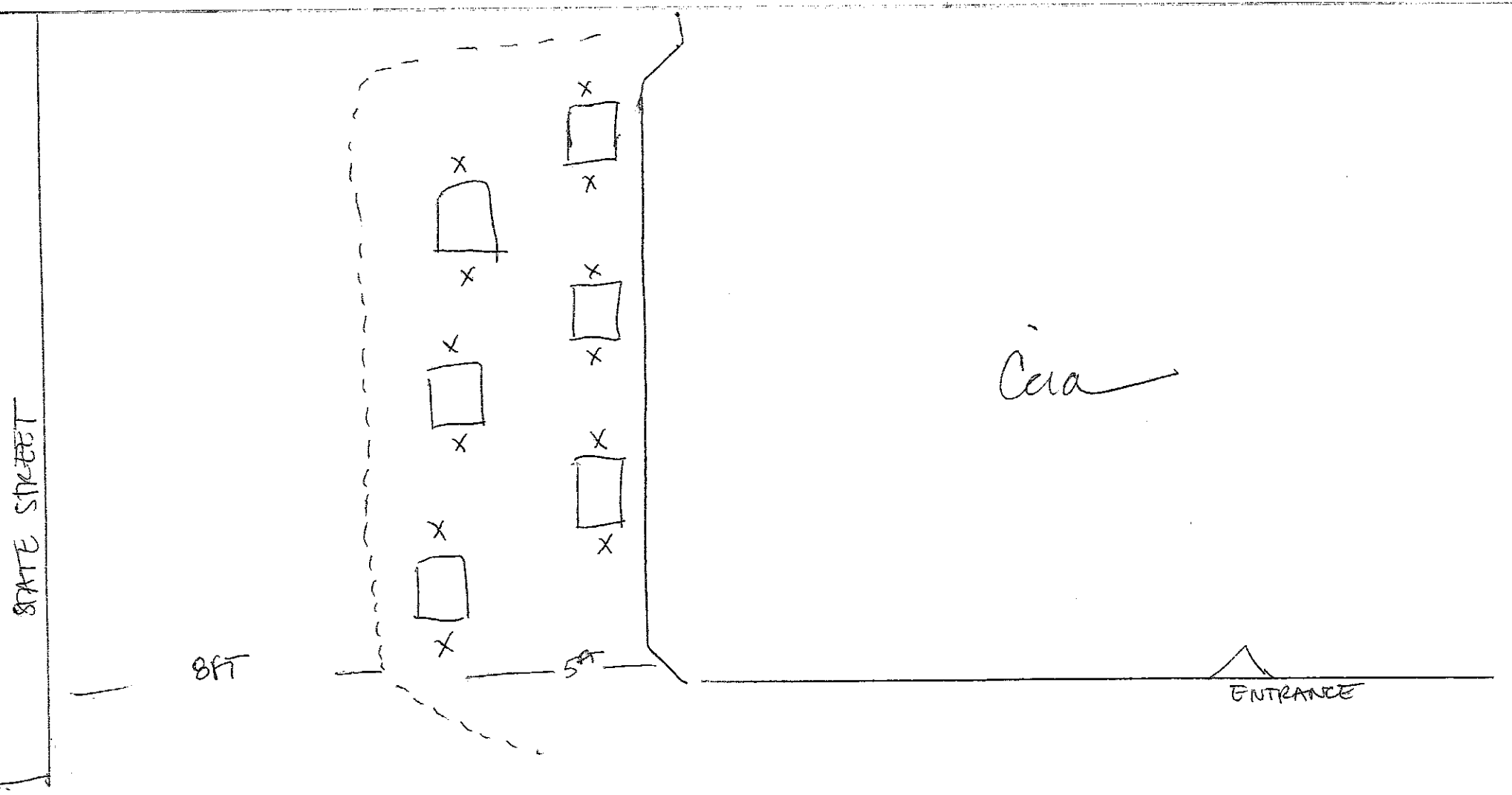
b) 8 ½ x 11 sketch of outdoor seating cited above must also include a depiction and information on the placement, dimensions, and materials used to create a demarcated area for the service of alcohol.

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.

N Blasnell

Signature of Business Owner



THREAD
NEEDLE
ALLEY

CEIA-01 OP ID: MB

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/06/13

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
Chase & Lunt LLC
P O Box 590
47 State Street
Newburyport, MA 01950
Mark D. Bailey

978-462-4434
978-465-6204

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Arbella Insurance Co.	41360
INSURER B : The Hartford	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Caswell Restaurant Group
dba CEIA Kitchen & Bar
dba Brine
Nancy Caswell
38 State Street
Newburyport, MA 01950

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 INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	GENERAL LIABILITY X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: X POLICY PRO-JECT LOC			8500053592	12/13/12	12/13/13	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
							Liquor	$ 1,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			TBA	12/13/12	12/13/13	EACH OCCURRENCE	$ 2,000,000
							AGGREGATE	$ 2,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		08WECLI5514	12/14/12	12/14/13	X WC STATU-TORY LIMITS OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

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

Proof of Coverage for 25 State Street and 38 State Street, Newburyport, MA

CERTIFICATE HOLDER

CITYNBT

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
Mark D. Bailey

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Communication #3
June 24, 2013

NEW FILING ✓
RENEW ____

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN -6 P 1:56

City of Newburyport

Application

Food Establishment Outdoor Seating on Public Property

Date: June 6, 2013

Name of Business Owner: Nancy Batista-Caswell

Name of Property Owner: Scott Hoppe

Business Name: Brine

Business Address: 25 State Street Newburyport, MA 01950 Business Telephone: 978.358.8479

Number of Tables Requested: 4 Dimensions: 24" Material: Aluminum

Number of Chairs Requested: 8 Dimensions: 24" Material: Aluminum

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

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

Application Requirements

Please submit the following documents with the completed application to:

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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.

2) 8 ½ 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

Application

Food Establishment Outdoor Seating on Public Property (continued)

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:

a) 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.

b) 8 ½ 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.

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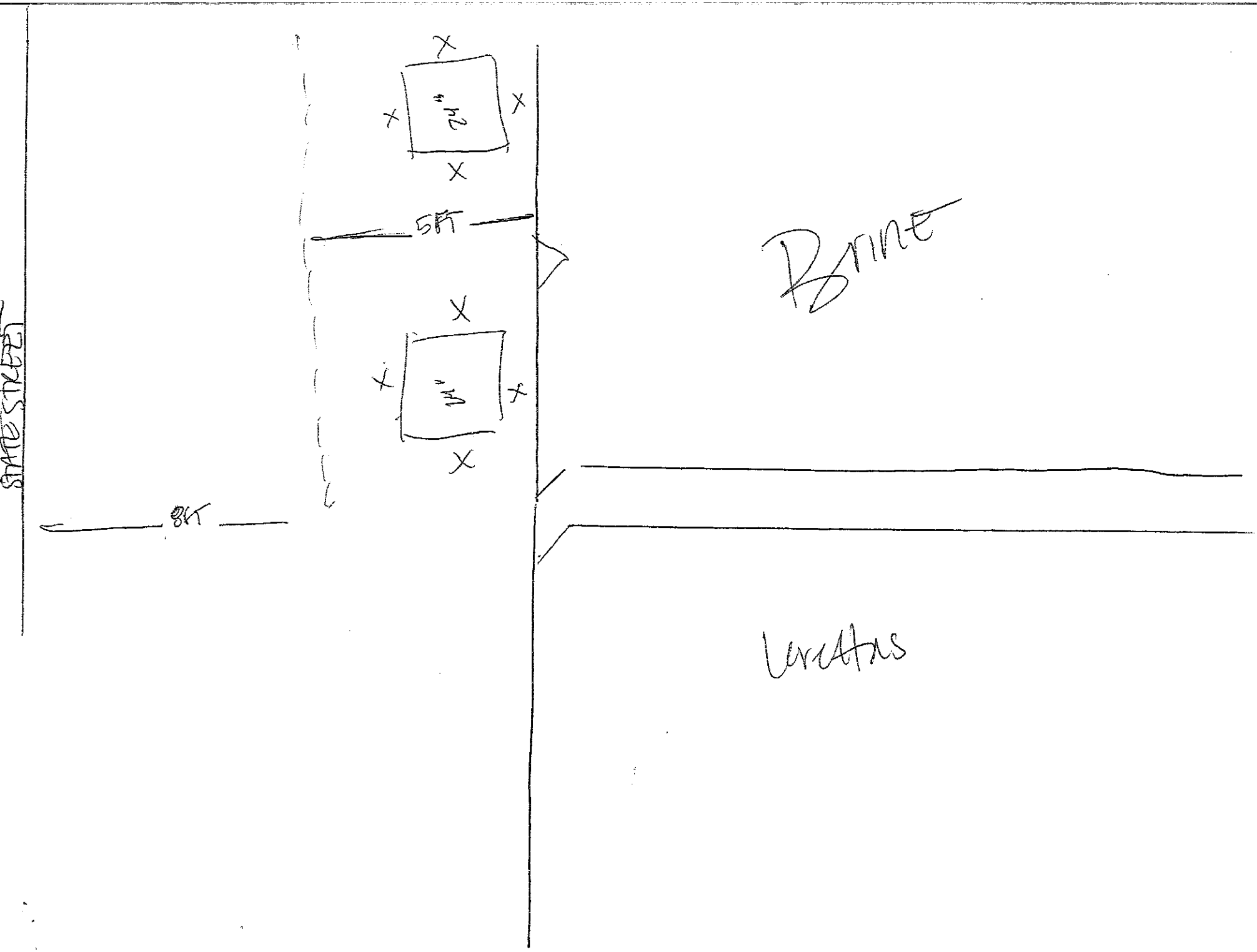
N B Casual

Signature of Business Owner


X
X
X
X
"A"
5FT
X
X
X
X
"B"
8FT
BRINE
LOCATIONS

CEIA-01 OP ID: MB

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 06/06/13

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PRODUCER
Chase & Lunt LLC
P O Box 590
47 State Street
Newburyport, MA 01950
Mark D. Bailey

978-462-4434
978-465-6204

CONTACT NAME:
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Arbella Insurance Co.	41360
INSURER B : The Hartford	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Caswell Restaurant Group
dba CEIA Kitchen & Bar
dba Brine
Nancy Caswell
38 State Street
Newburyport, MA 01950

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

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							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
							Liquor	$ 1,000,000
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS SCHEDULED AUTOS HIRED AUTOS NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $			TBA	12/13/12	12/13/13	EACH OCCURRENCE	$ 2,000,000
							AGGREGATE	$ 2,000,000
								$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		08WECLI5514	12/14/12	12/14/13	X WC STATU-TORY LIMITS OTH-ER	
							E.L. EACH ACCIDENT	$ 500,000
							E.L. DISEASE - EA EMPLOYEE	$ 500,000
							E.L. DISEASE - POLICY LIMIT	$ 500,000

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

Proof of Coverage for 25 State Street and 38 State Street, Newburyport, MA

CERTIFICATE HOLDER

CITYNBT

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
Mark D. Bailey

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Communication #4
June 24, 2013

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 11 A 10: 01

City of Newburyport
Thomas O'Brien
City Council President
60 Pleasant Street
Newburyport, MA 01950

Re: Request for Removal of Storey Ave Signage

11 June 2013

Dear President O'Brien,

The purpose of this letter is to request the consideration by the appropriate City Council sub committee for the removal of unnecessary signage on Storey Ave. Specifically, I am requesting you consider removing the three "No Parking" signs and empty rusty pole between Dunkin' Donuts and I-95 on the north side of Storey Ave.

Three years ago I put forward the concept of improving Newburyport's gateways. While there are many capital improvements that should be made at each entrance to Newburyport, one immediate, low cost improvement should be the removal of unnecessary signage. The north side of Storey Ave between Dunkin' Donuts and I-95 is cluttered with signage and provides the greatest opportunity for improvement in our primary gateway.

I have recently visited Marshall Howard to see about the need for, and the history of these parking signs. He confirmed that this part of Story Ave is state Hiway and that cars parked there would be ticketed and towed. He added that removal of these signs "makes sense".

Please consider forwarding this request to the appropriate sub committee so that they may generate a request to Mass DOT for the removal of the three "No Parking" signs and the rusty pole.

Thank you for your consideration.

Respectfully Submitted,

Jim McCarthy
Newburyport Ad Hoc Sign
Committee Chair

Communication #5
June 24, 2013

Dear Members of The City Council,

We recently hosted the Newburyport River Run ½ Marathon and Relay on May 19th. It was a great success and we are eager to set the date for next years run.

We are interested in getting permission to have our race again on Sunday, June 1st 2014, 9 am-1 pm. We have reviewed this proposal with Deputy Chief John Lucy of the Newbury Police Department as well as Lieutenant Richard Siemasko and they have both agreed on the date and the route of the course. We will be filling out all the appropriate paper work with the health inspector as well as getting a one day liquor license.

We have enclosed both the proposal and the map of the route for your review. Again, the date for the run is June 1st, 2014 9-1. We are eager to get the date set so we can map out all other logistics involved in hosting this event

If possible we would like to get on the agenda for your June 24th meeting.

Thanks so much for considering our request.

Jeanne Carter/Julie Bokat
Fuel Training Studio
Personal Training, Group Classes
jj@fueltrainingstudio.com
www.fueltrainingstudio.com
http://www.facebook.com/fueltrainingstudio
617.694.5489

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN 13 A 11:01

Proposal
Newburyport River Run ½ Marathon and 5k

Julie Bokat/Jeanne Carter
Fuel Training Studio
jj@fueltrainingstudio.com
75 Merrimac St.
Newburyport, MA 01950
Julie 617.694.5489
Jeanne 978.270.0020

Date: Sunday, June 1st, 2014
Race Time: 9 AM – 11AM
Post Race Festivities 11-3pm including clean up
Site: Towle Building parking lot, left hand side
Beer Tent - 11 AM -1 PM
10-20 Vendor Booths

13.1 Mile Route:
Race begins behind the Towle Building in Newburyport.

1. Down Merrimac to Rolfe's Lane
2. Right on Rolfe's Lane over Route 1A
3. Continue on Hanover to Green Street
4. Take a right on Hay Street
5. Take a left on Newman Road
6. Left on Route 1A
7. High Street bear right on Moseley Avenue
8. Take a right on Lucy Dr.
9. Take a right on Doner Rd.
10. Take a left on Merrimac Street, back to the Towle Building

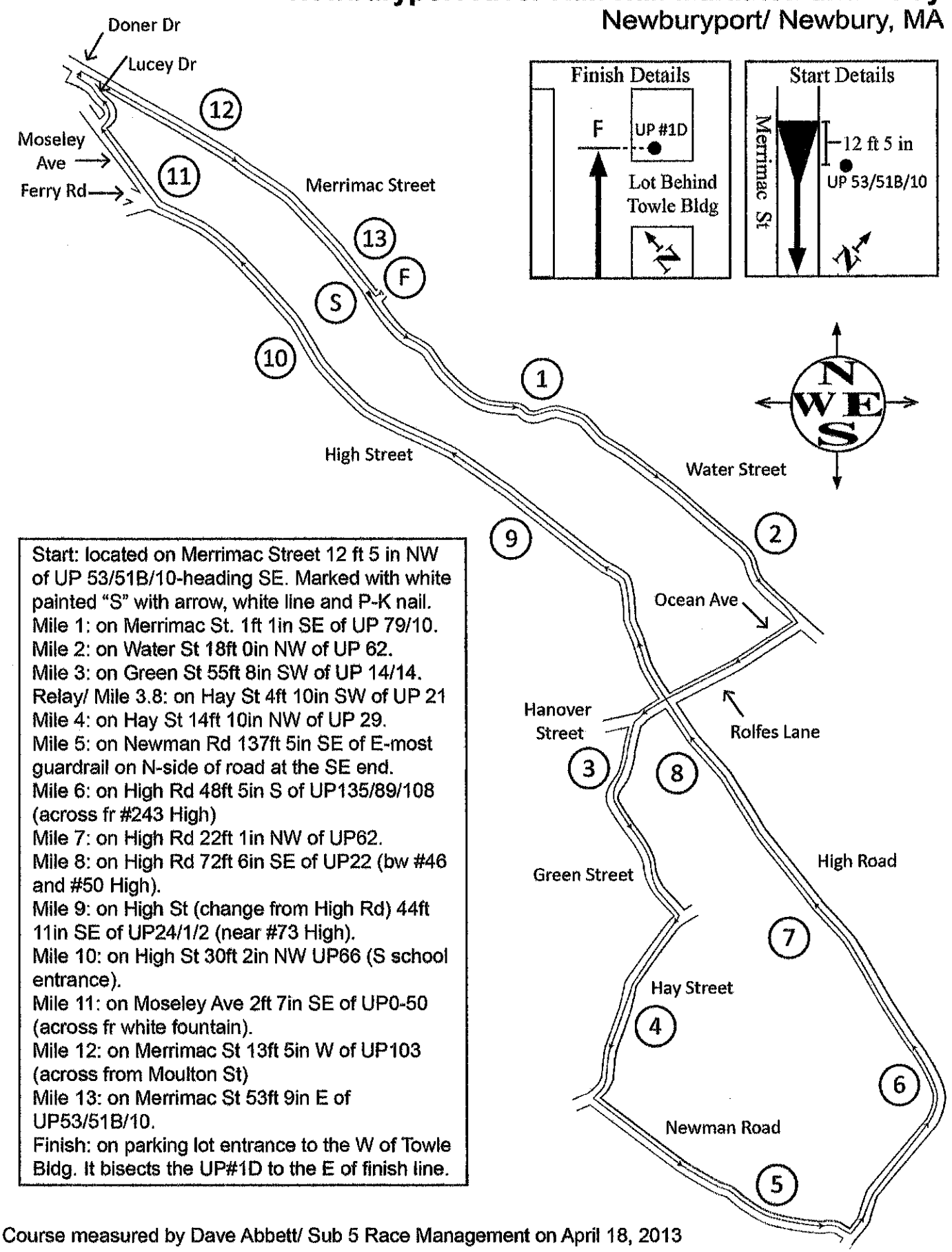
5 Mile Route:
Race would begin in the same spot as the 13.1 route.

1. Down Merrimac to Federal St.
2. Right on Federal
3. Right on High St.
4. Right on Tyng St.
5. Ending at the entrance to the Towle Building.

We have reviewed this proposal with Deputy Chief John Lucy of the Newbury Police Department as well as Lieutenant Richard Siemasko and they have both agreed on the date and the route of the course. We will be filling out all the appropriate paper work with the health inspector as well as getting a one day liquor license.

Newburyport River Run Half Marathon and Relay

Newburyport/ Newbury, MA

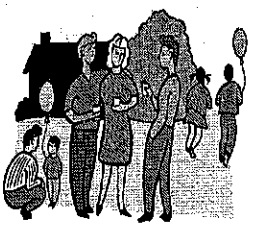


Start: located on Merrimac Street 12 ft 5 in NW of UP 53/51B/10-heading SE. Marked with white painted "S" with arrow, white line and P-K nail.
Mile 1: on Merrimac St. 1ft 1in SE of UP 79/10.
Mile 2: on Water St 18ft 0in NW of UP 62.
Mile 3: on Green St 55ft 8in SW of UP 14/14.
Relay/ Mile 3.8: on Hay St 4ft 10in SW of UP 21
Mile 4: on Hay St 14ft 10in NW of UP 29.
Mile 5: on Newman Rd 137ft 5in SE of E-most guardrail on N-side of road at the SE end.
Mile 6: on High Rd 48ft 5in S of UP135/89/108 (across fr #243 High)
Mile 7: on High Rd 22ft 1in NW of UP62.
Mile 8: on High Rd 72ft 6in SE of UP22 (bw #46 and #50 High).
Mile 9: on High St (change from High Rd) 44ft 11in SE of UP24/1/2 (near #73 High).
Mile 10: on High St 30ft 2in NW UP66 (S school entrance).
Mile 11: on Moseley Ave 2ft 7in SE of UP0-50 (across fr white fountain).
Mile 12: on Merrimac St 13ft 5in W of UP103 (across from Moulton St)
Mile 13: on Merrimac St 53ft 9in E of UP53/51B/10.
Finish: on parking lot entrance to the W of Towle Bldg. It bisects the UP#1D to the E of finish line.

Course measured by Dave Abbett/ Sub 5 Race Management on April 18, 2013

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 13 P 1:31



CITY OF NEWBURYPORT
60 PLEASANT STREET
NEWBURYPORT, MA 01950

BLOCK PARTY APPLICATION

Please fill out the application below and obtain the approving signatures for the street closure. Mail or drop off the completed signed application at: City Clerk's Office, City Hall, 60 Pleasant St., Newburyport, MA 01950 **at least 8 business days prior to** a City Council meeting. The requested Block Party needs approval by the City Council. For any questions, please contact The City Clerk's Office at (978)465-4407.

DATE OF REQUEST: June 13, 2013

CONTACT INFORMATION

FIRST AND LAST NAME: Jamie Chabot

MAILING ADDRESS: 4 Congress St.

PHONE NUMBER: 978-499-1777

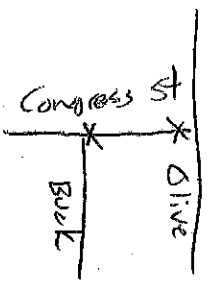
E-MAIL ADDRESS: JamieChabot1@gmail.com

BLOCK PARTY INFORMATION

BLOCK PARTY DATE: August 3

DESIRED STREET CLOSING LOCATION: Congress St. (Buck to Olive)
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Congress & Buck / Congress & Olive



DESIRED STREET CLOSING TIME: 4PM to 10PM
Block Parties should run no later than 10:00 p.m.

AMPLIFIED MUSIC: _____ **YES** ✓ **NO**

REGULATIONS

By signing, I agree that I am a legal adult 18 years of age or older and understand this permit does not release me of any liability for damages that may result from the conducting of this Block Party. Further, I agree to comply with all requirements listed below:

I understand that applications for block party permits may take up to four weeks to process.

Block parties will be conducted only on low-volume residential streets, dead-end streets, or cul-de-sacs, No thoroughfares or collector streets may be used.

It is hereby agreed that, by signing and presenting this application, signer(s) represents to the City of Newburyport that the following statements are true and correct, and agrees to and will abide by the following:

1. All residents living on the street or block for which the party is planned request the Block party, or have been contacted and do not object to the Block Party.
2. To be responsible for placement, maintenance and removal of barricades.
3. A block party permit does not allow the sale of alcohol or the consumption of alcohol on public property (in city streets, sidewalks, parks, etc.) alcohol is allowed only on private property. All state and city alcohol laws still apply during Block Parties.
4. Amplified music shall be permitted with permission of the City Council.
5. To leave **AT LEAST a TWELVE (12) FOOT AISLE** in the street to permit passage of emergency vehicles or vehicles of residents. Failure to maintain a ten foot aisle during the entire period of the party will necessitate denial of requests for subsequent block parties. **Public safety personnel will monitor the party for strict adherence to this rule**.
6. To maintain adult supervision at all times during the party.
7. Applicant(s) shall be responsible for the pick-up of trash and garbage within 2 hours of the end the party.
8. Streets may not be barricaded later than 10:00 P.M.
9. No residents of the area designated shall be prohibited from attending the party.
10. No such act ivity may be conducted within 500 feet of any school, church, hospital, nursing home or similar operation unless endorsed by the management of such institution e
11. Onl y approved readily removable Barricades will be permitted such as, orange cones and sawhorses with a sign. No vehicles will permitted to be used as a Barricade.
12. Block parties are permitted 10AM -10PM

Applicant Signature _____ Date June 13, 2013

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHAL _____
4 Green Street

FIRE CHIEF _____
Greenleaf Street

DEPUTY DIRECTOR _____ 13 JUN 2013
1 Perry Way

CITY CLERK _____
60 Pleasant St.

City use only:

Approved_____ -Denied_____ Date_____

APPOINTMENTS

Appointment #1
June 24, 2013

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 A 10: 56

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

Date: June 18, 2013

Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Licensing Board to fulfill the unexpired term of Margaret Lucey. This term will expire on June 1, 2014.

Craig G.Holt
33 Carter Street
Newburyport, MA 01950

33 Carter Street, Newburyport, MA 01950

June 5, 2013

Mayor Donna D. Holaday
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

Dear Mayor Holaday,

I am contacting you because I would like to volunteer for the open position on the Licensing Commission. As a citizen of Newburyport for twenty five years my wife and I have enjoyed not only the rich history of our adopted city but the many people that have become our friends.

Being fortunate enough to say I live in this city is not enough: I believe in giving back and making this an even better place to live in. Over the years I have volunteered to raise money for various public and private concerns. Initially I put together a program to benefit our schools thru a company sponsored yard sale at Carlson Real Estate and then in conjunction with the Newburyport Education Business Coalition and the Greater Newburyport Association of Realtors.

I served on Superintendent Smith's committee to recommend where our school children should be housed during the renovation of the High School. Recently I established the RE/MAX On the River Charitable Foundation that has sponsored concerts on the Water Front during Yankee Home Coming and given money to individuals and families experiencing horrific financial difficulties brought on by life altering situations. This foundation gave away nineteen thousand dollars this year to help those in need and to help graduating high school students meet their college tuition commitments next year. One Newburyport student is receiving a two thousand dollar scholarship at graduation.

I served my local Realty Board three times as its President because I wanted to make a difference and increase the level its level of professionalism. I recently served a three year term as a board member for the Historical Society of Old Newbury.

Volunteering for and sitting on the Licensing Commission would allow me to participate in the governing of Newburyport. Public Service is an honor and brings together people to craft solutions that enable its citizens to live richer more satisfying lifes. With the impending expansion of our downtown both in residential and commercial terms I would like to play a part in its checks and balances to ensure the quality of life is both maintained and expanded to the benefit of all citizens and our city's guests.

Thank you for your consideration and as mentioned it would be an honor to serve my friends, neighbors and you.

Sincerely yours,

CRAIG

Craig Holt

CRAIG G. HOLT

33 Carter Street
Newburyport, MA 01950

978-465-6212 (home)
508-633-6366 (mobile)
cholt@realestateontheriver.com

SUMMARY

An independent professional Realtor, who over the past 25 years recognized that living in this community, is not enough. I believe in giving back and making this an even better place to live in.

SPECIALIST IN THE FOLLOWING AREAS

Masters of Marketing Presentation – Antique Home Marketing Specialist – New Construction Marketing Specialist
Relocation Services – Condominium Sales – Sellers Representation – Buyers Representation
Elegant Homes Marketing Specialist

CAREER PROGRESSION

RE/MAX On the River, Newburyport, MA — 2009 – Present

Real Estate Consultant for Sellers, Buyers, Landlords and Renters of Real Estate

- Marketing Director for New Construction at The Residences at Turner Hill, Ipswich, MA.
- Top #10 Agent Real Estate Sales Newburyport 2012.
- 100% Club RE/MAX 2012.
- Executive Club RE/MAX 2011.

Carlson Real Estate, Newburyport, MA — 1988 – 2009

Marketing Director for New Construction at Frances Drive, Newburyport, MA

- Consistent Member of Carlson GMAC Real Estate's Nationwide "Directors Club" presented to Carlson GMAC Brokers with annual sales between $9 and $13 Million.

Sprint Telecommunication Sales, Boston, MA — 1986 – 1988

Sales Representative for Fiber Network Systems

Spaulding/ NBI Computer Systems, Waltham, MA — 1985 – 1988

Sales Representative covering South Shore and Rhode Island

- Marketed stand alone and shared computer systems providing word processing, distributing sophisticated software and systems enhancements.
- Provided the first integration of personal computers networked, or on a stand alone basis.

Systems Automation/CPT, Wakefield, MA — 1982 – 1985

Marketing Representative

- Vertical Markets for Banks, Accountants and Financial Institutions of Standalone and Shared Systems.
- Specialized in hardware and software capabilities to meet each industry's requirements in Massachusetts and Rhode Island.

Micom Computer Systems, Boston, MA 1979 – 1982

Marketing Representative for Word Processing Systems to companies in Eastern Massachusetts, Rhode Island and Southern New Hampshire

- Specialized in pure play word processing systems with software communications to Data Processing Systems and specialized software for the scientific community

Walsh Construction Company, a Division of Guy F. Atkinson, Darien, CT 1977 – 1979

Office Services Manager, Corporate Headquarters

- Manager of office facilities.
- Created a records retention management program for all company wide related documents to meet government regulations.

COMMUNITY INVOLVEMENT

- Member Superintendent of Schools Relocation Task Force
- Past Member School Council Rupert Nock Middle School
- Past Member Newburyport Education and Business Council
- Past Board of Director O'Neil House
- Board of Directors Historical Society of Old Newbury
- Hospitality Chair for Historical Society Of Old Newbury's Antique Show/Auction
- Founded RE/MAX On the River Charitable Foundation

PROFESSIONAL ACHIEVEMENTS

- President Greater Newburyport Association of Realtors 2003, 2004 & 2012
- Realtor of the Year Greater Newburyport Association of Realtors 2004

EDUCATION

- Bachelor of Science, Marketing, Fairfield University
- Licensed to Practice Real Estate in Massachusetts & New Hampshire

Appointment #2
June 24, 2013

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

2013 JUN 17 P 1:26

To: President and Members of the City Council

From: Donna D. Holaday, Mayor

Date: June 17, 2013

Subject: Re-Appointment

I hereby reappoint, subject to your approval, the following named individual as a member of the Conservation Commission. This term will expire on May 31, 2016.

Mary Casey
58 Bromfield Street
Newburyport, MA 01950

END OF CONSENT AGENDA

BEGINNING OF REGULAR AGENDA

Transfer #3
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:55

Department: DPS - WATER

Submitted by: Anthony Furnari, Director

Date Submitted: 6/24/2013

Transfer From:

Account Name	RETAINED EARNINGS	YTD Bal:	$ 1,343,165.73
Account Number:	60-35900	Trans In:	$ -
Amount:	$250,000.00	Trans Out:	$ 13,805.54
Why are Funds Available:	*Certified retained earnings balance from FY2013.*		

Transfer To:

Account Name	CIP-DPS BUILDING	YTD Bal:	$ 593,746.31
Account Number:	3403-50000	Trans In:	$ -
Amount:	$250,000.00	Trans Out:	$ -

Why are Funds Required: *The current DPS building is over-capacity and an expansion is needed to support the operations of the department. Previously, $350,000 was funded by Water Retained Earnings. This will bring the total water appropriation to $600,000 with the same amount to be funded by Sewer Retained Earnings.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/18/13

William B. Squillace, Auditor — William B. Squillace — Date: 6/18/13

City Council Approval: (Stamp)

R

Transfer #4
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:56

Department: DPS - WATER

Submitted by: Anthony Furnari, Director **Date Submitted:** 6/24/2013

Transfer From:

Account Name	RETAINED EARNINGS	YTD Bal:	$	1,343,165.73
Account Number:	60-35900	Trans In:	$	-
Amount:	$100,000.00	Trans Out:	$	13,805.54

Why are Funds Available: *Certified retained earnings balance from FY2013.*

Transfer To:

Account Name	CIP-WTR MAIN REPLACEMENT	YTD Bal:	$	1,781.01
Account Number:	3204-50000	Trans In:	$	-
Amount:	$100,000.00	Trans Out:	$	-

Why are Funds Required: *Annual funding is needed to execute scheduled improvements to the City's aging water distribution infrastructure. In an effort to minimize the impact on the operating budget, funds have been designated each year to this capital account. This year's funding will allow for the water line replacement on Merrill Street, scheduled to occur in late summer/fall.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/18/13

William B. Squillace, Auditor — Date: 6/18/13

City Council Approval: (Stamp)

R

Transfer #5
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:56

Department: DPS - WATER

Submitted by: Anthony Furnari, Director **Date Submitted:** 6/24/2013

Transfer From:

Account Name	RETAINED EARNINGS	YTD Bal:	$	1,343,165.73
Account Number:	60-35900	Trans In:	$	-
Amount:	$50,000.00	Trans Out:	$	13,805.54
Why are Funds Available:	*Certified retained earnings balance from FY2013.*			

Transfer To:

Account Name	CIP-METER REPLACEMENT PROG	YTD Bal:	$	100,000.00
Account Number:	3409-50000	Trans In:	$	-
Amount:	$50,000.00	Trans Out:	$	-

Why are Funds Required: *The City conducted a system-wide meter replacement program in 2008 at a cost of over $1 million. Given that meters have a life expectancy of 12-15 years, it is recommended that $50,000 be funded each year from both the Water and Sewer Enterprise Funds until 2023.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/18/13

William B. Squillace, Auditor — William B. Squillace — Date: 6/18/13

City Council Approval: (Stamp)

R

Transfer #6
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:56

Department: DPS - SEWER

Submitted by: Anthony Furnari, Director **Date Submitted:** 6/24/2013

Transfer From:

Account Name	RETAINED EARNINGS	YTD Bal:	$	1,623,031.46
Account Number:	61-35900	Trans In:	$	-
Amount:	$350,000.00	Trans Out:	$	267,733.59
Why are Funds Available:	*Certified retained earnings balance from FY2013.*			

Transfer To:

Account Name	CIP-DPS BUILDING	YTD Bal:	$	593,746.31
Account Number:	3403-50000	Trans In:	$	-
Amount:	$350,000.00	Trans Out:	$	-

Why are Funds Required: *The current DPS building is over-capacity and an expansion is needed to support the operations of the department. Previously, $250,000 was funded by Sewer Retained Earnings. This will bring the total sewer appropriation to $600,000 with the same amount to be funded by Water Retained Earnings.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/18/13
William B. Squillace, Auditor — Wm B Squillace — Date: 6/18/13
City Council Approval: (Stamp)

R

Transfer #7
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:56

Department: DPS - SEWER

Submitted by: Anthony Furnari, Director **Date Submitted:** 6/24/2013

Transfer From:

Account Name	I/I REDUCTION PROGRAM	YTD Bal:	$	473,278.53
Account Number:	2423-35900	Trans In:	$	-
Amount:	$100,000.00	Trans Out:	$	-

Why are Funds Available: *The Infiltration/Inflow ("I/I") Fee was created in 1999 as a one-time charge of $3.00/gallon when a user connects or adds to the wastewater collection system. This is a Reserve for Appropriation account with the designated purpose of financing I/I identification, elimination and rehabilitation efforts.*

Transfer To:

Account Name	CIP-SEWER MAIN REPLACEMENT	YTD Bal:	$	50,000.00
Account Number:	3408-50000	Trans In:	$	-
Amount:	$100,000.00	Trans Out:	$	-

Why are Funds Required: *A transfer is needed to fund the Sewer Main Replacement taking place on Merrill Street. The current sewer line has been identified as a source of infiltration/inflow and should be replaced during the rehabilitation project scheduled for late summer/fall.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/18/13

William B. Squillace, Auditor — William B Squillace — Date: 6/18/13

City Council Approval: (Stamp)

R

CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES
16A PERRY WAY
NEWBURYPORT, MA 01950

ANTHONY FURNARI, DIRECTOR
ANDREW LAFFERTY, DEPUTY DIRECTOR

PHONE: 978-465-4463
FAX: 978-465-1623

To: President and Members of the City Council

From: Anthony Furnari, Director of Public Services

Date: June 24, 2013

Re: DPS Administration Building

At the request of the Mayor, I would like to send along additional information on the proposed DPS Administration Building. Unlike the previous submission on May 28, 2013, these transfers are now broken out as separate items so that the City Council may take them up separately, if desired.

As a matter of background, the expansion to the DPS site was originally discussed during the FY2011 budget process, when $350,000 was appropriated for the Water Division and $250,000 was appropriated for the Sewer Division. These funds would have allowed DPS to begin work on a conceptual design. However, with two large-scale rehabilitation projects taking place, we found it necessary to wait on the new building until both plant projects were well underway. On June 27, 2011, the City Council voted favorably (10 yes, 1 absent) to transfer the $600,000 in FY2011 funds to a capital reserve account, so that the work could begin at a later date.

With an end in sight for the construction projects at the Water Treatment Plant and Wastewater Treatment Facility, the department will now have the time it needs to oversee construction of an administration building. As you may be aware, employees are currently working out of two construction trailers, which were meant to be temporary, but have since been in use for at least seven years. At less than 1,500 square feet combined, the trailers are too small to provide adequate working and storage space for our water distribution crew, sewer collection system crew and engineering team. Due to their poor condition, the trailers often suffer from rain damage and are highly energy inefficient.

For the design of the new administration building, the committee reviewed RFQ's from four architect/designers and recommended the selection of CSS Architects. The scope of work will include the design and construction of a new administration building at the existing DPS site located on Perry Way in Newburyport. The conceptual drawings show the proposed space at just under *6,000 square feet*, which is important to note since there was some confusion based on the previous memo. As shown on the attached drawings, the proposed space would complement the DPS consolidation well by housing the water crew, sewer crew, engineering team, and business office all on the same site as the DPS headquarters. It will also provide necessary training and meeting space, which currently does not exist at the site.

Based on their initial evaluation and a review of similar facilities across the region, the architects approximate a total project cost of $1.2 million, consisting of $960,000 in construction costs (6,000 sq. ft. at $160/sq. ft.), $100,000 in architectural/engineering-related costs, and a 10% contingency. In order to meet the proposed project milestone schedule, it would be necessary for the transfers to be approved on or before July 15th, which is when retained earnings are locked up for certification by the Department of Revenue until later in the fall.

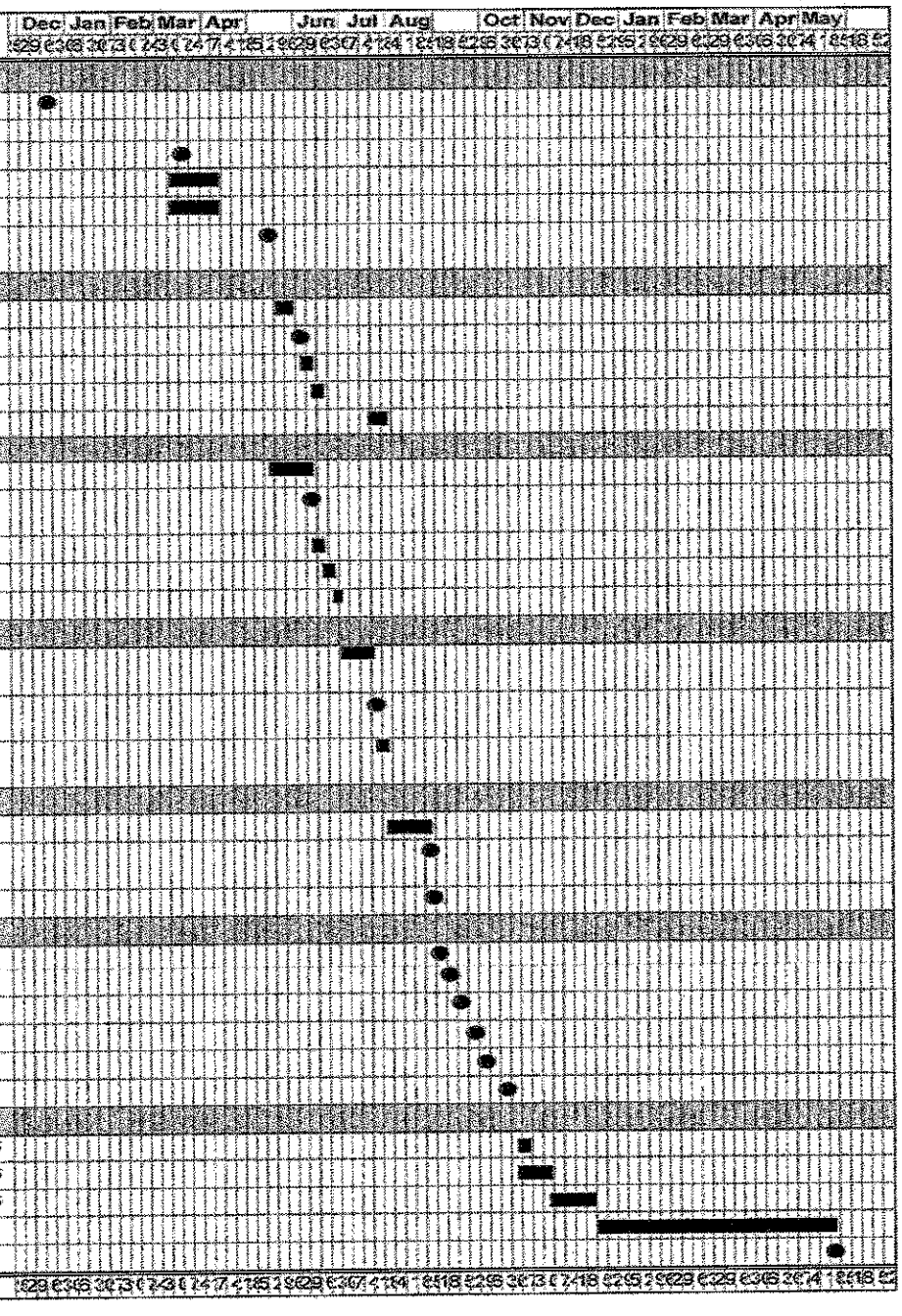
Newburyport DPS Administration Building

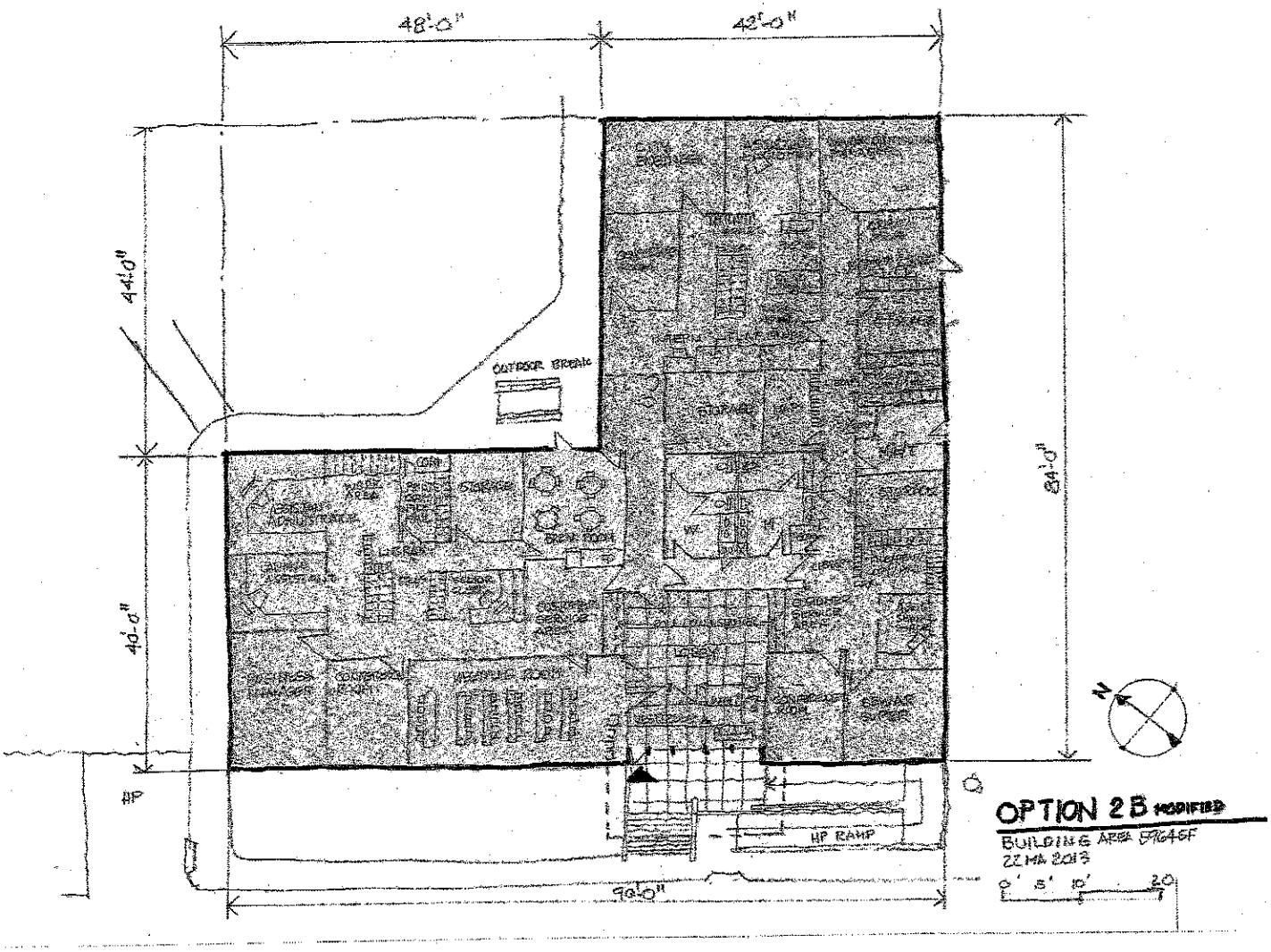
Project Milestone Schedule

17 May 2013

CSS Architects Inc.
107 Audubon Road, Bldg. 2
Wakefield, MA 01880

Activity Name	Start Date	Finish Date
Pre Design Phase		
Kick-Off Meeting with A. Lafferty	12/20/12	
Prepare Designer Services Proposal	12/28/12	
Designer Service Proposal Accepted By Newburyport	3/19/13	
Prepare Space Needs and Program	3/11/13	4/11/13
Prepare Concept Building Plan Options	3/11/13	4/11/13
Meet with Building Committee to Review Program and Concept Building Plan Options	5/15/13	
Permitting Phase		
Prepare Preliminary Site Design Drawings	5/20/13	5/30/13
Meet with Committee to review Preliminary Site Design	6/5/13	
Prepare Final Site Documents for Permitting	6/5/13	6/12/13
File Notice of Intent	6/12/13	6/19/13
Permitting Meetings and Approvals	7/19/13	7/31/13
Schematic Design Phase		
Prepare Preliminary Schematic Design Documents	5/15/13	6/12/13
Meet with Committee to Review Preliminary Schematic Design	6/12/13	
Prepare Final Schematic Design	6/12/13	6/19/13
Prepare Construction Cost Estimate	6/19/13	6/26/13
Committee Approves Schematic Design and Cost Estimate	6/26/13	7/1/13
Design Development Phase		
Prepare Design Development Documents and Construction Budget	7/1/13	7/22/13
Meet with Committee to Review Design Development Documents and Construction Budget	7/24/13	
Committee Approves Design Development Documents and Construction Budget	7/24/13	7/31/13
Construction Document Phase		
Prepare Construction Documents and Final Budget	7/31/13	8/28/13
Meet with Committee to Review Construction Documents and Budget	8/28/13	
Committee Approves Construction Documents and Budget	8/30/13	
Bidding and Awards		
Submit Advertisement to Central Register	9/3/13	
Advertisement Appears in Central Register	9/10/13	
Pre Construction Meeting	9/17/13	
Filed Sub Bids Due	9/26/13	
General Bids Due	10/3/13	
Award Contract and Notice To Proceed	10/17/13	
Construction Administration		
Review and Approve Steel Shop Drawings	10/24/13	10/31/13
Site Work	10/24/13	11/14/13
Erect Steel and Enclose Building	11/14/13	12/14/13
Interior Build Out	12/16/13	5/21/14
Substantial Completion	5/22/14	





NEWBURYPORT DPS ADMINISTRATION BUILDING

- SEWER
- WATER DISTRIBUTION
- BUSINESS OFFICE
- ENGINEERING
- SHARED SPACES
- PUBLIC SPACES

CSS

CSS ARCHITECTS INC.

ARCHITECTURE · PLANNING · INTERIOR DESIGN

Transfer #8
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN 18 P 3:56

Department: Mayor / Youth Services
Submitted by: Mayor Holaday **Date :** 6/18/2013

Transfer From:

Account Name	General Fund - Free Cash	YTD Bal:	$	1,076,537.10
Account Number:	01-35900	Trans In:	$	-
Amount:	$62,500.00	Trans Out	$	1,165,413.90

Why are Funds Available: *The Mass Dept of Revenue has certified Free Cash for FY '13 at $2,241,951. Funds are available for any legal expenditure with the recommendation of the Mayor and a majority vote of the City Council.*

Transfer To:

Account Name	Youth Serv.- Kelley Sch Exp.	YTD Bal:	$	1,085.50
Account Number:	01542007-57843	Trans In:	$	1,122.19
Amount:	$35,000.00	Trans Out	$	-

Why are Funds Required: *Funds are required to conduct a feasibility study associated with the future uses of the Kelley School. (See attached).*

Transfer To:

Account Name	Gen. Admin. - Electic Maint.	YTD Bal:	$	6,424.21
Account Number:	01129002-52411	Trans In:	$	-
Amount:	$7,500.00	Trans Out	$	-

Why are Funds Required: *Funds are required to install a new street light on Parker Street at the Rail Trail crosswalk.*

Transfer To:

Account Name	Parks - Maintenance	YTD Bal:	$	42,966,012.00
Account Number:	01630002-52420	Trans In:	$	72,137.66
Amount:	$20,000.00	Trans Out	$	-

Why are Funds Required: *Funds are required to purchase playground equipment ($15,000) and installation ($5,000) at the Brown School.*

Donna D. Holaday, Mayor — Donna D. Holaday — Date: 6/18/13
William B. Squillace, Auditor — William B. Squillace — Date: 6/18/13

Company Name Here

CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:56

Memo

To: Mayor Holaday

From: Andrea Egmont

CC: Peter Lombardi, Andy Port

Date: 6/18/2013

Re: Kelley School Feasibility Study

We are seeking funds to complete a current feasibility study for the rehab of the Kelley School Youth Center.

The comprehensive inspection and assessment should include the following items:

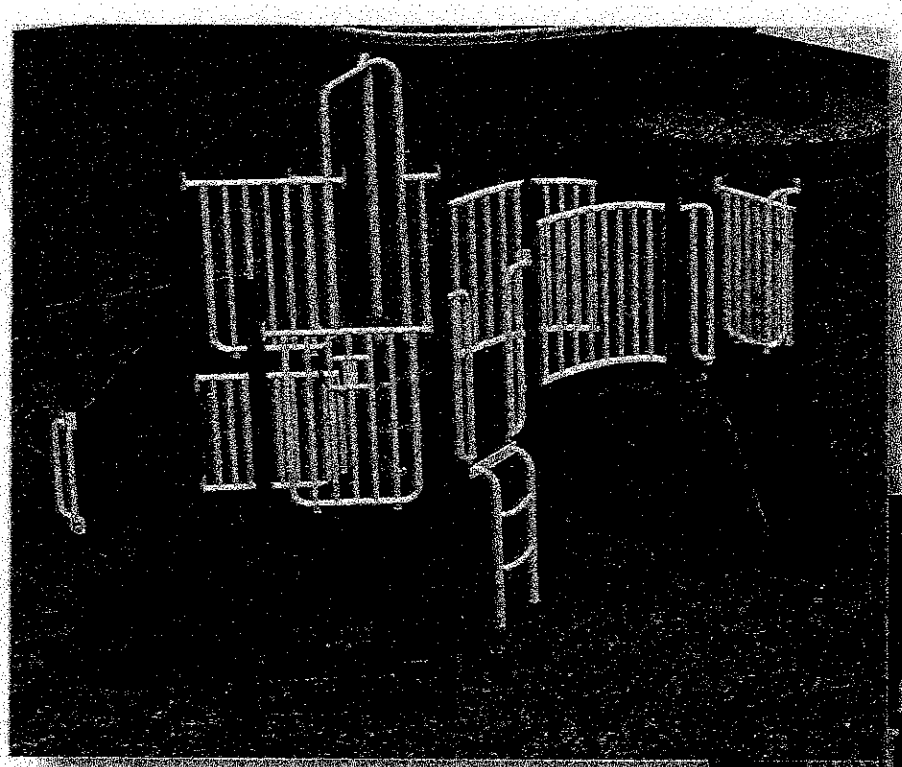
1. A Concise programmatic study with conceptual plans
2. Envelope inspection, assessment and recommendations
3. MEP & FP systems inspection, assessment and recommendations
4. Structural inspection, assessment and recommendations
5. Accessibility (MAAB) study
6. Cost estimate

A reasonable but economical study can be done for $35,000. A more generous budget would be $50,000.

This comprehensive inspection and assessment should focus on identifying important cost issues and develop a plan which can be implemented by the city either in a single phase or in multiple phases.

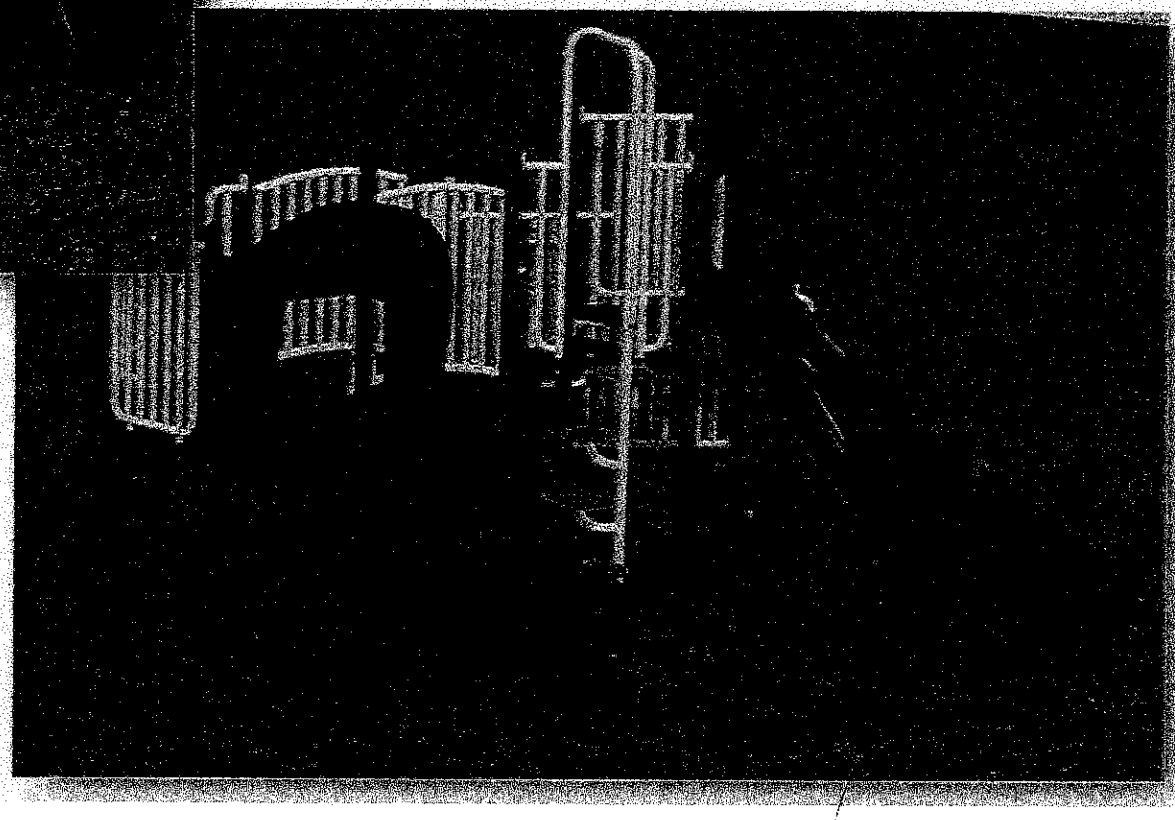
Brown School Playground

Scenario 1 – Single Multi-Use Climber



Climber View A

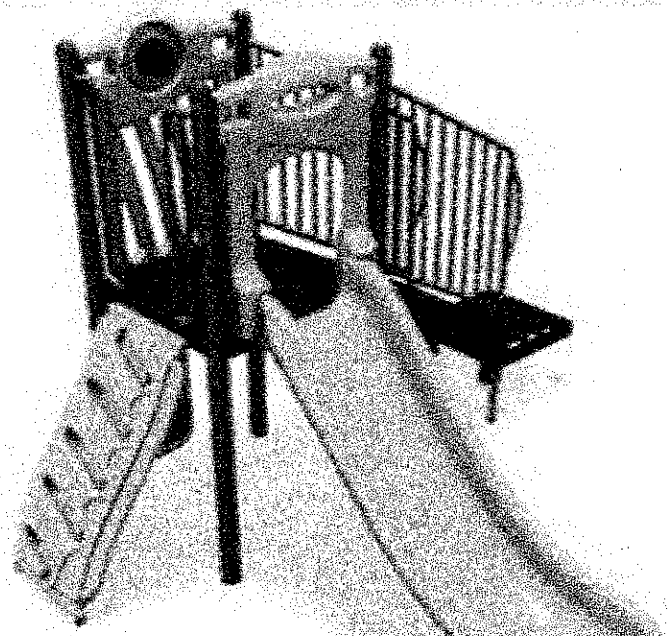
GameTime Custom PrimeTime Climber
Ages 2-5
$18,500 (Can be customized to reduce budget)



Climber View B

Brown School Playground

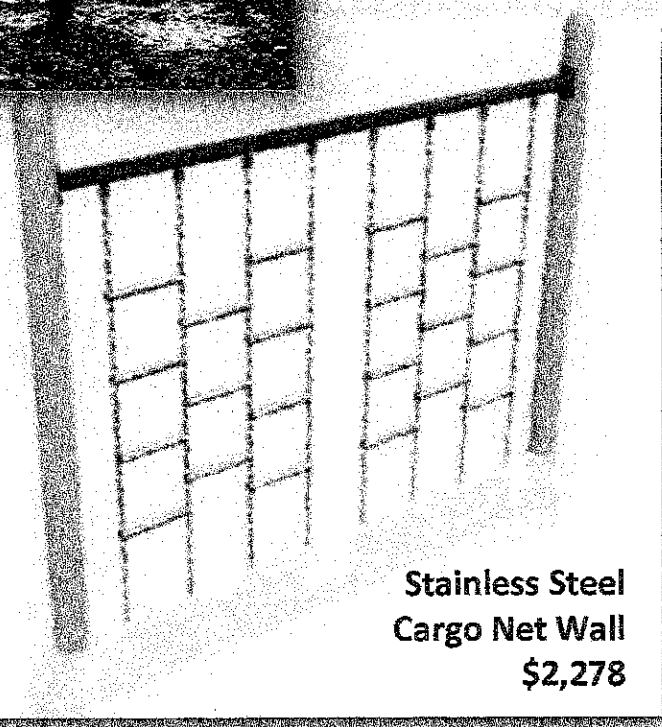
Scenario 2 – Multiple Modular Units



Dayton Express Climber
$7,186

Vine Climber
$1,310

Balance Beam
$537



Stainless Steel Cargo Net Wall
$2,278

Transfer #9
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Department: City Clerk / Mayor
Submitted by: Richard Jones
Mayor Holaday
Date : 6/18/2013 2013 JUN 18 P 3:56

Transfer From:

Account Name	General Fund - Free Cash	YTD Bal:	$	1,076,537.10
Account Number:	01-35900	Trans In:	$	-
Amount:	$6,002.62	Trans Out	$	1,165,413.90

Why are Funds Available: *The DOR has certified Free Cash for Fiscal Year '13 at $2,241,951. Funds are available for any legal expenditure with the recommendation of the Mayor and a majority vote of the City Council.*

Transfer To:

Account Name	City Clerk- Asst City Clerk	YTD Bal:	$	(2,044.38)
Account Number:	01161001-51102	Trans In:	$	-
Amount:	$2,044.38	Trans Out	$	-

Why are Funds Required: *Funds are needed to meet payroll requirements resulting from salary and contractual agreements in FY 2013.*

Transfer To:

Account Name	City Clerk - Admin. II	YTD Bal:	$	(3,612.06)
Account Number:	01161001-51103	Trans In:	$	-
Amount:	$3,612.06	Trans Out	$	-

Why are Funds Required: *Funds are needed to meet payroll requirements resulting from salary and contractual agreements in FY 2013.*

Transfer To:

Account Name	City Clerk- PT Office Help	YTD Bal:	$	(346.18)
Account Number:	01161001-51166	Trans In:	$	-
Amount:	$346.18	Trans Out	$	-

Why are Funds Required: *Funds are needed to meet payroll requirements resulting from salary and contractual agreements in FY 2013.*

Donna D. Holaday, Mayor — Donna D. Holaday — Date: 6/18/13
William B. Squillace, Auditor — [signature] — Date: 6/18/13

R

Transfer #10
June 24, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Department: Mayor/ Planning

Submitted by: Mayor Holaday
Andrew Port

Date : 6/18/2013
2013 JUN 18 P 3:57

Transfer From:

Account Name	Insurance - 32-B	YTD Bal:	$ 574,638.36
Account Number:	01914001-51700	Trans In:	$ -
Amount:	$281,250.00	Trans Out	$ -
Why are Funds Available:	*A surplus is anticipated in this account at year-end.*		

Transfer To:

Account Name	Planning & Dev- Prof. Serv.	YTD Bal:	$ -
Account Number:	01182002-53001	Trans In:	$ -
Amount:	$281,250.00	Trans Out	$ -
Why are Funds Required:	*Funds are required for professional services associated with the Bulkhead project. (See attached).*		

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Donna D. Holaday, Mayor — Donna D. Holaday — Date: 6/18/13
William B. Squillace, Auditor — William B. Squillace — Date: 6/18/13

R

CITY OF NEWBURYPORT
OFFICE OF PLANNING AND DEVELOPMENT
60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4400 • (978) 465-4452 (FAX)

DONNA D. HOLADAY
MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN 18 P 3:57

MEMORANDUM

TO: **NEWBURYPORT CITY COUNCIL**

FROM: **GEORDIE VINING, SENIOR PROJECT MANAGER**

SUBJECT: **CENTRAL WATERFRONT BULKHEAD AND PILINGS PROJECT**

DATE: 6/18/13

The Central Waterfront Bulkhead and Pilings Project is focused on repairing the aging bulkheads that support the Peter J. Matthews Boardwalk at the central waterfront, the Commercial Fish Pier, and the pilings that anchor the seasonal floats for private boats and commercial tour boats. This infrastructure is used by tens of thousands of people every year, and public investment in the bulkheads is vital to the City's economy and quality of life.

The various bulkhead structures at the central waterfront were built primarily in 1977 and 1987, and after several decades they are nearing, or are at, the end of their service life. Patched in 2008, the steel mooring and fender pilings used to tie up the floats and boats are in poor condition and need long-term replacement. The large sinkhole that was temporarily plugged in 2010 behind the rip-rap near the Harbormaster's office is beginning to open back up again. The lower portion of the bulkhead at the Commercial Fish Pier has deteriorated to the point where it is in danger of structural failure in the next few years. A line of pinholes is opening up in the cellular steel bulkheads underwater and the weep-holes are corroding, widening, and allowing material through which will eventually lead to undermining the boardwalk's foundations if left unchecked. Please see the attached images of existing conditions.

The Bulkhead Project is intended to address this advancing deterioration so that we can repair the system and extend its life for several more decades rather than waiting for the sinkholes, structural failure, loss of public access, and increased costs that are inevitable should these extensive corrosion issues not be remediated. The purpose of the project is to have the bulkheads function in the same manner for the next generation as they have for the past generation.

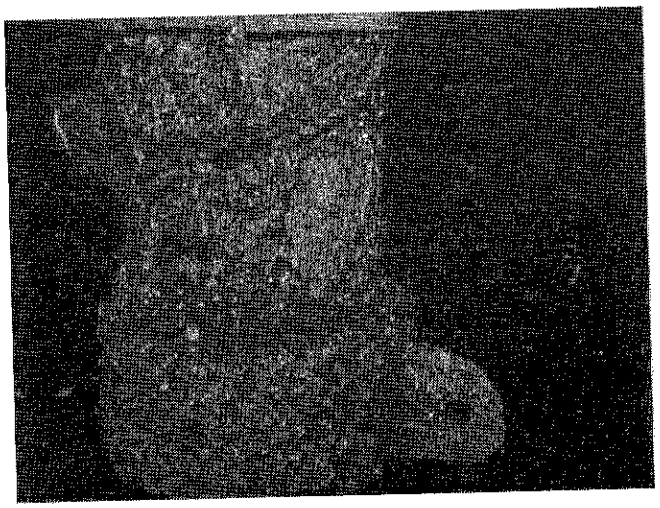
The City is legally obligated to repair and maintain the bulkheads through the public trust agreement of 1991 that established the Waterfront Trust. After nearly a decade of seeking grant funding for the bulkheads, the City successfully secured a state grant in 2011 from the Seaport Advisory Council (SAC) for $1.98 million to be spent in FY13 and FY14. In addition, the Harbor Commission, the Waterfront Trust, and the Redevelopment Authority have each committed $25,000 to the project, bringing current available funding to $2,055,000. The City hired Bourne Consulting Engineers (BCE) in November 2012 as the marine engineer for the project, and BCE's cost estimates for the long-term comprehensive repairs total about $5 million. The proposed first phase of work, including design, permitting, construction, contingency, and construction administration, is estimated at $2,336,250. Please see the attached budget summaries. The funding gap is $281,250. .

The first phase of work will address the components of the bulkhead system in the worst condition, including the eastern bulkhead along the City's Fish Pier, the rip-rap section, the western cellular bulkhead and the associated pilings. The SAC has indicated that we need to spend the grant in FY14, and we respectfully request that you approve the gap funding of $281,250 so that we can leverage this $1.98 million state grant and initiate the project. Should the project come in under budget, the remaining unused balance of this transfer request will be returned to Free Cash. While the SAC is open to considering supplementary funding applications for future phases of work, all new funding requests to the SAC are currently on hold. Thank you for your consideration.

Newburyport Central Waterfront Bulkheads & Pilings Project

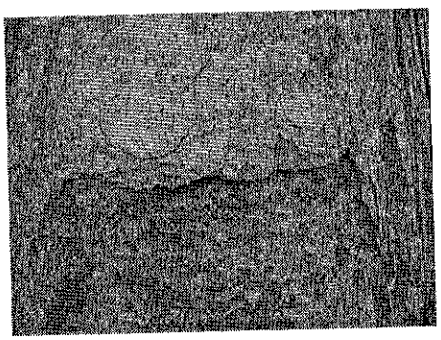
Corroding weephole in east bulkhead

Underwater holes in cellular bulkhead

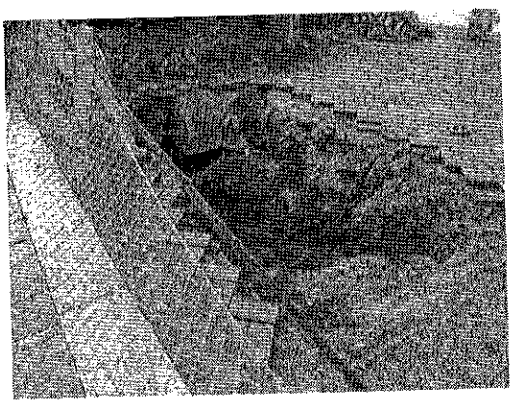


Severe pitting holes in steel piling below sleeve

New void at rip-rap



Loss of steel in splash zone



2010 sinkhole behind rip-rap

Bulkhead Rehabilitation
Cost Estimates - Preliminary Design

Phase 1 Project

Item	Quantity	Unit	Rate	Total	
Mobilization	1	LS	$200,000.00	$200,000.00	$200,000.00
East Bulkhead - 394 LF					
Demolition				$0.00	
Ladders	3	EA	$200.00	$600.00	
Cleaning existing steel	10000	SF	$2.00	$20,000.00	
FRP Sheeting	6708	SF	$50.00	$335,400.00	
Concrete infill	250	CY	$800.00	$200,000.00	
Steel wale	8668	LB	$4.00	$34,700.00	
Recoat Sheetpiles	3152	SF	$20.00	$63,100.00	
Timber Fenders	20	EA	$800.00	$16,000.00	
Weepholes	61	EA	$150.00	$9,200.00	
Ladders	3	EA	$1,200.00	$3,600.00	
Reattach commercial float	1	LS	$4,000.00	$4,000.00	
				$0.00	
					$686,600.00
Rip Rap/Boardwalk Bridge					
Geotextile	1680	SF	$5.00	$8,400.00	
Hydrotex Mattress	1680	SF	$25.00	$42,000.00	
Dowel conections	40	EA	$200.00	$8,000.00	
Concrete headwall	1	EA	$6,000.00	$6,000.00	
Concrete Infill Wall Each side	27	CY	$1,000.00	$26,700.00	
					$91,100.00
Steel Cells - West Bulkhead - 235 LF					
Demolition					
Existing mooring piles	18	EA	$600.00	$10,800.00	
Pile brackets	18	EA	$600.00	$10,800.00	
Ladders	3	EA	$200.00	$600.00	
Gangway Landings	2	EA	$200.00	$400.00	
Cleaning existing steel	7500	SF	$2.00	$15,000.00	
FRP Sheeting	7230	SF	$50.00	$361,500.00	
Steel inserts	80	EA	$200.00	$16,000.00	
Steel wale	5170	LB	$4.00	$20,700.00	
Steel wale brackets	27	EA	$400.00	$10,800.00	
Steel connection to cell	27	EA	$150.00	$4,100.00	
Concrete infill	366	CY	$500.00	$183,000.00	
Reinforcing steel	10850	LB	$3.50	$38,000.00	
Mudline wale	50	LF	$150.00	$7,500.00	
Concrete cap	164	CY	$900.00	$148,000.00	
Weepholes	17	EA	$300.00	$5,100.00	
Concrete headwall	1	EA	$6,000.00	$6,000.00	
Ladders	3	EA	$1,200.00	$3,600.00	
Gangway landings	2	EA	$4,000.00	$8,000.00	
Electrical utilities	3	EA	$500.00	$1,500.00	
					$851,400.00
Bollards at removed piles	17	EA	$500.00	$8,500.00	
Piles	390	LF	$220.00	$85,800.00	
Additional piles for temp.	60	LF	$220.00	$13,200.00	
Top connection	12	EA	$600.00	$7,200.00	
Rock sockets	6	EA	$5,000.00	$30,000.00	
					$136,200.00
				Sub Total	**$1,965,300.00**
				Contingency 10%	$196,530.00
				Total for Phase 1	**$2,161,830.00**

Bulkhead Rehabilitation
Cost Estimates - Preliminary Design

Phase 2 Project

Item	Quantity	Unit	Rate	Total	
Mobilization	1	LS	$250,000.00	$250,000.00	$250,000.00
Steel Cells - East Bulkhead - 527 LF					
Demolition					
Existing mooring piles	41	EA	$600.00	$24,600.00	
Pile brackets	41	EA	$600.00	$24,600.00	
Ladders	2	EA	$200.00	$400.00	
Gangway Landings	1	EA	$200.00	$200.00	
Cleaning existing steel	17905	SF	$2.00	$35,900.00	
FRP Sheeting	17905	SF	$50.00	$895,300.00	
Steel inserts	180	EA	$200.00	$36,000.00	
Steel wale	11600	LB	$4.00	$46,400.00	
Steel wale brackets	60	EA	$400.00	$24,000.00	
Steel connection to cell	60	EA	$150.00	$9,000.00	
Concrete infill	1195	CY	$500.00	$597,500.00	
Reinforcing steel	26900	LB	$3.50	$94,200.00	
Mudline wale	0	LF	$150.00	$0.00	
Concrete cap	137	CY	$900.00	$123,300.00	
Weepholes	44	EA	$300.00	$13,200.00	
Ladders	2	EA	$1,200.00	$2,400.00	
Gangway landings	1	EA	$4,000.00	$4,000.00	
Electrical utilities	10	EA	$500.00	$5,000.00	
					$1,936,000.00
Bollards at removed piles	41	EA	$500.00	$20,500.00	
Piles	605	LF	$220.00	$133,100.00	
Additional piles for cruise	114	LF	$220.00	$25,100.00	
Top connection	16	EA	$600.00	$9,600.00	
Rock sockets	2	EA	$5,000.00	$10,000.00	
					$198,300.00
Center Embayment					
3/8"Plate 10 x 12	33	EA	$800.00	$26,400.00	
Weepholes	33	EA	$80.00	$2,700.00	
Recoat Sheetpiles	4960	SF	$20.00	$99,200.00	
					$128,300.00
West Bulkhead					
Recoat Sheetpiles	1829	SF	$20.00	$36,600.00	
					$36,600.00
				Sub Total	**$2,549,200.00**
				Contingency 10%	$254,920.00
				Total for Phase 2	**$2,804,120.00**

Bulkhead Project
City of Newburyport
(6/18/2013)

FUNDING SOURCE	**Revenues**	
Seaport Grant FY13	**$400,000**	account #2698-421-10400
Seaport Grant FY14	**$1,580,000**	
Waterfront Trust FY14	**$25,000**	5-6-13 vote
Harbor Commission	**$25,000**	5-9-13 vote
NRA	**$25,000**	5-22-13 vote
revenue subtotal	***$2,055,000***	

PROJECT COSTS			
Design, Permitting & Construction Admin.	**$174,420**	Bourne Consulting Eng.	
Construction: Phase I			
Mobilization		**$200,000**	
East/Fish Pier bulkhead		**$686,600**	
West cellular bulkhead		**$851,400**	
West bulkhead pilings & critical repairs		**$136,200**	
Hydrotex Rip-Rap repairs		**$91,100**	
subtotal:	**$1,965,300**		
Design & Construction Contingency (10%)	**$196,530**		
Total construction:	**$2,161,830**		
TOTAL PHASE I:	***$2,336,250***		
CURRENT REVENUE GAP:			***-$281,250.00***
Construction: Phase II			
Mobilization		**$250,000**	
East cellular bulkhead		**$1,936,000**	
East bulkhead pilings		**$198,300**	
Center Embayment bulkhead		**$128,300**	
West bulkhead		**$36,600**	
SUBTOTAL:	**$2,549,200**		
Escalation (4%)	**$101,968**		
Design and Construction Contingency (10%)	**$265,116.80**		
TOTAL PHASE II:	**$2,916,285**		

APPOINTMENTS
SECOND READING

MAYOR'S APPOINTMENTS
June 24, 2013
SECOND READING

Appointment

1. Byron M. Getchell	14 Milk Street	Tree Commission	May 1, 2016

Re-Appointment

2. Judith C. Grohe	14 Strong Street	Community Preservation Comm.	May 1, 2016

In City Council June 10, 2013
Motion to approve the Consent Agenda as amended by Councillor Jones, seconded by Councillor Derrivan. 9 yes, 2 absent (Hutcheson, O'Brien). So voted.

ORDINANCES

DATE: June 24, 2013

AN ORDINANCE ENTITLED AN ORDINANCE TO AMEND AN ORDINANCE ENTITLED TRAFFIC AND MOTOR VEHICLES.

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

Chapter 13: Traffic and Motor Vehicles
Article IV: Specific Street Schedules
Division 6: Stopping, Standing and Parking
Sec. 13-174: Parking limited—Generally

ADD: No person shall park any vehicle on the following streets or portions of streets during the times indicated below:

Street	Extent
Hale Street	At the entrances to Little River nature trails between dusk and dawn. Dusk and dawn are defined as civil twilight respectively.

Councillor Robert J. Cronin

COMMITTEE ITEMS

Transfer #2
Sept. 10, 2012

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2012 SEP -4 P 2:10

Department: DPS - SEWER

Submitted by: Anthony Furnari, Director **Date Submitted:** 9/4/2012

Transfer From:

Account Name	I/I REDUCTION PROGRAM	YTD Bal:	$ 458,613.53
Account Number:	2723-000-440-00-000-00000-10400	Trans In:	$ -
Amount:	$100,000.00	Trans Out:	$ -

Why are Funds Available: *The Infiltration/Inflow ("I/I") Fee was created in 1999 as a one-time charge of $3.00/gallon when a user connects or adds to the wastewater collection system. This is a Reserve for Appropriation account with the designated purpose of financing I/I identification, elimination and rehabilitation efforts.*

Transfer To:

Account Name	CIP-PLUM ISLAND ALARM SYSTEM	YTD Bal:	$ -
Account Number:	TBD- New Capital Improvements Program	Trans In:	$ -
Amount:	$100,000.00	Trans Out:	$ -

Why are Funds Required: *To begin alarming 637 valve pits on Plum Island. The alarms will immediately notify staff in the event of a system fault or abnormality, such as low vacuum pressure, stuck open valves, stuck controllers, etc. This will allow for faster response times and more timely repair, if needed. This initial funding will provide for the installation of approximately 100 alarms.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 9/4/2012
William B. Squillace, Auditor — Date: 9/4/12
City Council Approval: (Stamp)

Transfer #8
May 28, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 MAY 21 P 3:32

Department: DPS - HIGHWAY

Submitted by: Anthony Furnari, Director **Date Submitted:** 5/28/2013

Transfer From:

Account Name	General Fund - Free Cash	YTD Bal:	$ 1,383,560.85
Account Number:	01-35900	Trans In:	$ -
Amount:	$10,134.00	Trans Out:	$ 858,389.25

Why are Funds Available: *The Mass Dept of Revenue has certified Free Cash for FY 2013 at $2,241,951. Funds are available for any legal expenditure with the recommendation of the Mayor and a majority vote of the City Council.*

Transfer To:

Account Name	CMMS	YTD Bal:	$ -
Account Number:	N/A	Trans In:	$ -
Amount:	$10,134.00	Trans Out:	$ -

Why are Funds Required: *To fund the set-up costs associated with the MaintStar Computerized Maintenance Management System (CMMS) in conjunction with the Merrimack Valley Planning Commission (MVPC).*

Donna D Holaday, Mayor — Donna D Holaday — Date: 5/21/13

William B. Squillace, Auditor — William B Squillace — Date: 5/22/13

City Council Approval: (Stamp)

Ordinance #3
May 28, 2013

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CITY OF NEWBURYPORT

IN CITY COUNCIL

DATE: May 28, 2013

ORDERED:

AN ORDINANCE ENTITLED AN ORDINANCE ON INTEREST ON WATER AND SEWER BILLS

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

Chapter 2: Administration
Article VI: Finance
Sec. 2-392: Interest on water and sewer bills

Add new a Section 2-392 as follows:

An interest charge of fourteen percent per annum shall be made on water and sewer bills remaining unpaid thirty-one days after the issue date as specified on the quarterly bill. A demand charge of five dollars shall be added to any water and sewer account that remains unpaid and delinquent after the final bill is issued in that fiscal year.

Councillor Edward C. Cameron

Transfer #1
June 10, 2013

City of Newburyport
FY 2012
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2013 JUN -4 A 10:41

Department: Youth Services
Submitted by: Andrea Egmont **Date Submitted:** 6/3/2013

Transfer From:

Account Name	Substance Abuse Grant	YTD Bal:	$12,000
Account Number:	01542007-57841	Trans In:	$ -
Amount:	$12,000.00	Trans Out:	$ -
Why are Funds Available:	*This is part of the required 125% match the city is responsible for.*		

The city is in year 8 of 10 years. The remainder of the match is done with in-kind funds.

Transfer To:

Account Name	Drug Free Communities Grant	YTD Bal:	$ -
Account Number:	2501-49700	Trans In:	$ -
Amount:	$12,000.00	Trans Out:	$ -
Why are Funds Required:	*To cover the city's share of costs associated with Year 7 of the DFC Grant*		

The grant funds the work of the BEACON coalition including funding to the schools, police, youth organizations and prevention campaigns.

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Donna D. Holaday, Mayor — Donna D. Holaday — Date: 6/4/13
William B. Squillace, Auditor — William B. Squillace (Ch) — Date: 6/4/13
City Council Approval: (Stamp)

Transfer #2
June 10, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN -4 A 10: 41

Department: Health -Energy/Recycling
Submitted by: Molly Ettenborough **Date Submitted:** 6/3/2013

Transfer From:

Account Name	Solid Waste Fee	YTD Bal:	$ 246,978.13
Account Number:	2747-000-510-59600	Trans In:	
Amount:	$19,999.88	Trans Out:	$ 30,000.00
Why are Funds Available:	*Funded through compost sticker fees and reycling rebate.*		

This transfer is the standard method for moving funds from Reserve for Appropriations accounts into General Fund accounts.

Transfer To:

Account Name	Health Dept Salary Energy/Recycling Coor	YTD Bal:	$ (15,659.13)
Account Number:	001-55-510-00-001-0000-51160	Trans In:	$ 550.00
Amount:	$19,999.88	Trans Out:	$ -
Why are Funds Required:	*To cover salary for Energy Reycling Coordinator for remainder of FY 2013.*		

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Transfer To:

Account Name		YTD Bal:	
Account Number:		Trans In:	
Amount:		Trans Out:	
Why are Funds Required:			

Donna D. Holaday, Mayor — Donna D. Holaday — Date: 6/4/13
William B. Squillace, Auditor — William B. Squillace — Date: 6/4/13
City Council Approval: (Stamp)

Transfer #3
June 10, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN -6 A 11:20

Department: DPS - WATER

Submitted by: Anthony Furnari, Director **Date Submitted:** 6/10/2013

Transfer From:

Account Name	RETAINED EARNINGS	YTD Bal:	$	933,032.73
Account Number:	60-35900	Trans In:	$	-
Amount:	$540,000.00	Trans Out:	$	423,938.54

Why are Funds Available: *In FY2013, the Department of Revenue certified Water Enterprise Fund Retained Earnings at $1,356,971.*

Transfer To:

Account Name	FY14 BUDGET RESERVE	YTD Bal:	$	-
Account Number:	60-32801	Trans In:	$	-
Amount:	$540,000.00	Trans Out:	$	-

Why are Funds Required: *A transfer of $540,000 is requested from Water Enterprise Fund Retained Earnings to fund the FY2014 Water Enterprise Fund Budget. This appropriation will assist the Water Commission in mitigating rate increases, which would be necessary to pass on to the ratepayers to service the debt related to the capital improvements at the Water Treatment Plant.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/13/13

William B. Squillace, Auditor — William B Squillace — Date: 5/30/13

City Council Approval: (Stamp)

Transfer #4
June 10, 2013

City of Newburyport
FY 2013
BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2013 JUN -6 A 11:20

Department: DPS - SEWER

Submitted by: Anthony Furnari, Director **Date Submitted:** 6/10/2013

Transfer From:

Account Name	RETAINED EARNINGS	YTD Bal:	$ 1,245,164.87
Account Number:	61-35900	Trans In:	$ -
Amount:	$835,000.00	Trans Out:	$ 627,866.59

Why are Funds Available: *In FY2013, the Department of Revenue certified Sewer Enterprise Fund Retained Earnings at $1,871,203.*

Transfer To:

Account Name	FY14 BUDGET RESERVE	YTD Bal:	$ -
Account Number:	61-32801	Trans In:	$ -
Amount:	$835,000.00	Trans Out:	$ -

Why are Funds Required: *A transfer of $835,000 is requested from Sewer Enterprise Fund Retained Earnings to fund the FY2014 Sewer Enterprise Fund Budget. This appropriation will assist the Sewer Commission in mitigating rate increases, which would be necessary to pass on to the ratepayers to service the debt related to the capital improvements at the Wastewater Treatment Facility.*

Donna D Holaday, Mayor — Donna D Holaday — Date: 6/13/13

William B. Squillace, Auditor — William B. Squillace — Date: 5/30/13

City Council Approval: (Stamp)

Order #3
June 10, 2013

CITY OF NEWBURYPORT

IN CITY COUNCIL

ORDERED: **June 10, 2013**

THAT the City Council, having reviewed funding recommendations of the Community Preservation Committee, voted to appropriate or reserve a total of $928,506.25 from Community Preservation Fund Revenues for the projects, in the amounts, in the categories, and subject to the conditions described in the document entitled, "Newburyport Community Preservation Committee Recommendations for FY14 Appropriations and Reservations," incorporated by reference into this Order.

No.	Project Title	Requested Amount	Category	CPC To Recommend
1	Rail Trail, Phase II	$200,000	Open Space/Recreation	$100,000
2	Housing Rehab	$125,000	Community Housing and Historic Resource	$75,000
3	Affordable Housing Trust	$200,000	Community Housing	$75,000
4	Joppa Park Renovation, Phase II	$40,000	Open Space/Recreation	$20,000
5	Cherry Hill Soccer Field	$200,000	Recreation	$50,000
6	Atwood Park Improvement	$40,000	Recreation	$20,000
7	Kelleher Park Playground	$6,000	Recreation	$6,000
8	Bartlett Mall	$12,900	Historic Resource/Recreation	$12,000
9	Open Space Reserve	$100,000	Open Space	$50,000
10	NBPT High School Phase I & II	$250,000	Historic Resource	$150,000
11	National Register Signage	$6,500	Historic Resource	$6,500
12	Little River Trail Kiosks	$8,000	Recreation	$8,000
13	Historic Landscape Preservation at Atkinson Common	$36,630	Historic Resource	$20,000
14	City Hall Debt Payment	$195,187.50	Historic Resource	$195,187.50
15	Open Space Debt Payment	$128,818.75	Open Space	$128,818.75
16	FY 14 Administrative Costs	$12,000.00	Administrative Expenses	$12,000.00
			Total Expenditure	$928,506.25

Councillor Barry N. Connell

Richard Jones

From: Richard Jones
Sent: Tuesday, June 18, 2013 11:41 AM
To: 'Robert Cronin'
Cc: Marlene; Kim Kudym
Subject: RE: Parking Ord for Little River Nature Trail Heads

Hi Councillor,

Yes, pursuant to Council Rule 12, the sponsoring Councillor can present a written statement requesting the council to proceed. Your email will suffice as a statement to the Council to proceed and move the ordinance to PS committee.

Thanks, Rich

From: Robert Cronin [mailto:croninward3@gmail.com]
Sent: Tuesday, June 18, 2013 9:22 AM
To: Richard Jones
Cc: Marlene; Kim Kudym
Subject: Parking Ord for Little River Nature Trail Heads

Rich:

Please take this as my written notice that I will not be able to attend the June 24th Council meeting. The above subject ordinance, sponsored by me is on the agenda. With this notice can it be moved to the Public Safety committee as per Council rules.

Kim & Marlene:

My absence should not slow the process down as it would be referred to committee in any event. I have a work commitment and will be traveling.

Thank you,

Bob

Robert J. Cronin
Newburyport City Council
Councillor, Ward 3
Chair, Public Safety
Chair, City Council Rules
Member, Budget & Finance

Newburyport City Hall
60 Pleasant Street
P.O. Box 550
Newburyport MA 01950