

CITY COUNCIL MEETING

AGENDA

November 14, 2022 at 7:00 pm
City Council Chambers, City Hall
60 Pleasant Street, Newburyport

Zoom details for City Council Meeting:
<https://us02web.zoom.us/j/81299990548>

Or One tap mobile:

US: +19292056099,81299990548#

Or Telephone US: +1 929 205 6099

Webinar ID: 812 9999 0548

1. MOMENT OF SILENCE
2. PLEDGE OF ALLEGIANCE
3. CALL TO ORDER
4. LATE FILE
5. PUBLIC COMMENT
6. MAYOR'S COMMENT

CONSENT AGENDA

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

7. APPROVAL OF MINUTES

- November 1, 2022

(Approve)

8. COMMUNICATIONS

- APPL00114_11_14_2022 Newburyport Rotary Santa Parade - Sunday Nov. 27, 2022 3pm-5pm (PS)
- COMM00446_11_14_2022 Snow and Ice Plan 2022-2023 (PS)
- COMM00447_11_14_2022 Girl Scout Troop 67103 to sell cookies on the evening of 12/9 in Market Sq. (PS)

9. TRANSFERS

- TRAN00143_11_14_2022 DPS: Sewer Vehicle/Equip Replacement \$1,456 to
Heavy Duty Truck Purchase \$1,456 (B&F)
- TRAN00144_11_14_2022 Mayor: General Fund Free Cash \$401,028 to
General Fund Budget Reserve \$401,028 (B&F)

10. APPOINTMENTS

- APPT00351_11_14_2022 Jean L. Berger 33 Middle St. Tree Commission 12/1/2025 (N&CS)
- APPT00352_11_14_2022 Stephanie Pellegrini 11 Lois St. Tree Commission 12/1/2025 (N&CS)
- APPT00353_11_14_2022 Andrew Shapiro 20 Eagle St. Affordable Housing Trust 12/1/2024 (P&D)
- APPT00354_11_14_2022 Monica Welsh 1 Market St. Cultural Council 12/1/2025 (B&F)
Re-Appointments
- APPT00355_11_14_2022 Adrienne Silversmith 4 Willow Ave. Cultural Council 11/30/2025 (B&F)
- APPT00356_11_14_2022 Victoria Finnigan 10 Boxford Rd. Rowley Assistant Treasurer/Collector (B&F)

ALL ITEMS NOTED BELOW ARE REMOVED FROM THEIR RESPECTIVE COMMITTEES WITH THE MOTION TO APPROVE THE CONSENT AGENDA

BUDGET & FINANCE

- COMM00436_10_11_2022 Ann Marie Monziona Letter re: park bench

GENERAL GOVERNMENT

- COMM00438_11_01_2022 Hanukkah Menorah Market Sq. 12/12-12/27
- COMM00440_11_01_2022 IT Director James Pope

PLANNING & DEVELOPMENT

- ODNC00125_10_11_2022 Amend to Ch 5 Buildings
- ORDR00386_11_01_2022 2-6 Market St. Sidewalk Easement
- COMM00444_11_01_2022 Planning & Development Net Zero Memo

PUBLIC SAFETY

- APPL00111_11_01_2022 Ladies Night Out (Run, Wine & Chocolate) 12/3 2-5pm Nicholson Hall
- APPL00112_11_01_2022 DEI Alliance Table at Invitation Night 12/2 & 12/9 6-9pm Market Square
- ORDR00387_11_01_2022 Signage Forrester St.
- COMM00441_11_01_2022 Electric Car Charging

RULES

- ODNC00128_11_01_2022 Amending Ch. 2 Committees (COTW)

END OF CONSENT AGENDA

REGULAR AGENDA

9. MAYOR'S UPDATE

10. FIRST READING APPOINTMENTS

11. COMMUNICATIONS

- COMM00445_11_14_2022 59 Low Street Plan

12. TRANSFERS

13. SECOND READING APPOINTMENTS

- APPT00347_11_01_2022 Susan Chase 44 Oak St. Emma Andrews Library Comm. 11/1/2023
- APPT00348_11_01_2022 Elizabeth Valeriani 29 Oak St. Emma Andrews Library Comm. 11/1/2023
- APPT00349_11_01_2022 Virginia R. Champi 84 Purchase St. Emma Andrews Library Comm. 11/1/2023
- APPT00350_11_01_2022 Aine Greaney Ellrot 43 Purchase St. Emma Andrews Library Comm. 11/1/2023

14. ORDERS

- ORDR00390_11_14_2022 Pay Prior Year Bills
- ORDR00391_11_14_2022 Residential Factor FY23
- ORDR00392_11_14_2022 Tax Rate FY23
- ORDR00393_11_14_2022 Holiday Parking 2022

15. ORDINANCES

- ODNC00123_09_27_2022 2nd Reading Handicapped Parking Space – Plummer Ave
- ODNC00124_10_11_2022 2nd Reading Amend to Noise Ordinance
- ODNC00126_10_11_2022 2nd Reading Amend to Ch 13-180 Resident Zone
- ODNC00127_10_11_2022 2nd Reading Handicapped Space - Olive St
- ODNC00131_11_14_2022 Amended Pleasant Street 15 min parking space
- ODNC00132_11_14_2022 Mandated Reporting

16. COMMITTEE ITEMS

Ad Hoc Committee on Adaptive Reuse of Brown School Property

In Committee:

Ad Hoc Committee on Market Landing Park and COTW

In Committee:

- ORDR00389_11_01_2022 Naming Rights Market Landing Park

Budget & Finance

In Committee:

- **COMM00436 10 11 2022 Ann Marie Monziona Letter re: park bench**
- ORDR00336_03_28_2022 ARPA Amesbury 250K (COTW)
- COMM00443_11_01_2022 59 Low St. FAQs (COTW)
- TRAN00139_11_01_2022 Mayor: General Fund Free Cash \$655,525 to
Waterfront Culvert Replacement \$655,525
- TRAN00140_11_01_2022 P&D: Waterfront Park Paid Parking Fund \$40,000 & Harbormaster Retained
Earnings \$20,000 to Market Landing Park Expansion Project \$60,000
- TRAN00141_11_01_2022 Mayor: General Fund Free Cash \$500,000 to Stabilization Trust Fund \$500,000
- TRAN00142_11_01_2022 Finance: General Fund Free Cash \$18,647 to Parklet Maintenance Fund \$18,647
- ORDR00388_11_01_2022 NYS Facility Bond Order (COTW)
- ODNC00129_11_01_2022 Defining Conflict Rule for Dept. Heads (COTW)
- ODNC00130_11_01_2022 Grants, Gifts, and Fees (COTW)

Education

In Committee:

General Government

In Committee:

- **COMM00438 11 01 2022 Hanukkah Menorah Market Sq. 12/12-12/27**
- **COMM00440 11 01 2022 IT Director James Pope**

License & Permits

In Committee:

- ODNC047_01_27_2020 General Ordinance - Short Term Rental Units Rules
- COMM00385_01_31_2022 STRU Fire Sprinkler Systems
- COMM00388_01_31_2022 UPDATED STRU Fire Sprinkler Systems
- COMM00442_11_01_2022 A Frame New England Sketch Book 1R Water St.

Neighborhoods & City Services

In Committee:

- COMM299_02_08_2021 Phillips Dr. Neighborhood Committee Ltr
- ODNC00103_01_10_2022 Streets, Sidewalks, and Other Public Places Alterations & Maintenance
- COMM00406_04_11_2022 Pioneer League Letter re: Pickleball

- COMM00439_11_01_2022 Owen Smith letter re: Parks Dept

Planning & Development

In Committee:

- ODNC00125 10 11 2022 Amend to Ch 5 Buildings
- ORDR00386 11 01 2022 2-6 Market St. Sidewalk Easement
- COMM00444 11 01 2022 Planning & Development Net Zero Memo

Public Safety

In Committee:

- APPL00111 11 01 2022 Ladies Night Out (Run, Wine & Chocolate) 12/3 2-5pm Nicholson Hall
- APPL00112 11 01 2022 DEI Alliance Table at Invitation Night 12/2 & 12/9 6-9pm Market Square
- ORDR00387 11 01 2022 Signage Forrester St.
- COMM00441 11 01 2022 Electric Car Charging
- COMM00412_05_31_2022 Ltr Ann Jaronyk re: Traffic Safety
- COMM00414_05_31_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street

Public Utilities

In Committee:

Rules

In Committee:

- ODNC00128 11 01 2022 Amending Ch. 2 Committees (COTW)
- ORDR239_02_8_2021 Council Rule 7 and 10B

17. GOOD OF THE ORDER

18. ADJOURNMENT

CONSENT AGENDA

CITY COUNCIL MEETING

MINUTES

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1. MOMENT OF SILENCE – Remembering Charlie Davis

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

The City Council President Heather Shand called the meeting to order at 7:00 pm and asked Clerk Jones to call the roll. The following City Councillors answered present: Khan, Lane, McCauley, Preston, Vogel, Wallace, Wright, Zeid, Cameron, Donahue, and Shand. 11 present.

4. LATE FILE

- ORDR00389_11_01_2022 Naming Rights Market Landing Park
- COMM00443_11_01_2022 59 Low St. FAQs
- COMM00444_11_01_2022 Planning & Development Net Zero Memo

5. PUBLIC COMMENT

6. MAYOR'S COMMENT

CONSENT AGENDA

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7. APPROVAL OF MINUTES

- October 11, 2022 (Approve)

8. COMMUNICATIONS

- APPL00111_11_01_2022 Ladies Night Out (Run, Wine & Chocolate) 12/3 2-5pm Nicholson Hall (PS)
- APPL00112_11_01_2022 DEI Alliance Table at Invitation Night 12/2 & 12/9 6-9pm Market Square (PS)
- APPL00113_11_01_2022 Invitation Nights 12/2, 12/9, 12/16 6-9pm (R&F)
- COMM00438_11_01_2022 Hanukkah Menorah Market Sq. 12/12-12/27 (GG)
- COMM00439_11_01_2022 Owen Smith letter re: Parks Dept (N&CS)
- COMM00440_11_01_2022 IT Director James Pope (GG)
- COMM00441_11_01_2022 Electric Car Charging (PS)
- COMM00442_11_01_2022 A Frame New England Sketch Book 1R Water St. (L&P)

9. TRANSFERS

- TRAN00139_11_01_2022 Mayor: General Fund Free Cash \$655,525 to Waterfront Culvert Replacement \$655,525 (B&F)
- TRAN00140_11_01_2022 P&D: Waterfront Park Paid Parking Fund \$40,000 & Harbormaster Retained Earnings \$20,000 to Market Landing Park Expansion Project \$60,000 (B&F)
- TRAN00141_11_01_2022 Mayor: General Fund Free Cash \$500,000 to Stabilization Trust Fund \$500,000 (B&F)
- TRAN00142_11_01_2022 Finance: General Fund Free Cash \$18,647 to Parklet Maintenance Fund \$18,647 (B&F)

10. APPOINTMENTS

- APPT00347_11_01_2022 Susan Chase 44 Oak St. Emma Andrews Library Comm. 11/1/2023
- APPT00348_11_01_2022 Elizabeth Valeriani 29 Oak St. Emma Andrews Library Comm. 11/1/2023
- APPT00349_11_01_2022 Virginia R. Champi 84 Purchase St. Emma Andrews Library Comm. 11/1/2023
- APPT00350_11_01_2022 Aine Greaney Ellrot 43 Purchase St. Emma Andrews Library Comm. 11/1/2023

ALL ITEMS NOTED BELOW ARE REMOVED FROM THEIR RESPECTIVE COMMITTEES WITH THE MOTION TO APPROVE THE CONSENT AGENDA

AD HOC COMMITTEE ON MARKET LANDING PARK

- COMM00437_10_11_2022 MLP Project Update
- ORDR00385_10_11_2022 Sasaki Design Progress

BUDGET & FINANCE

- ORDR00384_09_27_2022 FY2023 Supplemental Budget with Memo

EDUCATION

- COMM00434_09_27_2022 Whittier Tech Annual Operational Report

NEIGHBORHOOD & CITY SERVICES

- APPT00339_09_12_2022 Kevin Hunt 14 10th St. Veteran’s Agent 10/1/2023

PUBLIC SAFETY

- APPT00341_10_11_2022 Gregory A. Downs 40 Riverview Dr., Newbury Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00342_10_11_2022 Mike Merriman 6 Little Pond Rd., Merrimac Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00343_10_11_2022 Andrew C. Malatesta 37 Federal St. Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00344_10_11_2022 William Jarman 8 Harvard Rd., Groveland Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00345_10_11_2022 Ben Molnar 12B Summerwood Dr., Hampton Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00346_10_11_2022 Michael Maillette 7 Summit Dr., Atkinson Asst Harbormaster/Shellfish Constable/Special Police Officer
- ODNC00123_09_27_2022 Handicapped Parking Space – Plummer Ave
- ODNC00124_10_11_2022 Amend to Noise Ordinance
- ODNC00126_10_11_2022 Amend to Ch 13-180 Resident Zone
- ODNC00127_10_11_2022 Handicapped Space - Olive St

END OF CONSENT AGENDA

TRAN00139, TRAN00141, TRAN00142 removed at the request of Councillor Zeid.
Motion to approve the Consent Agenda as amended by Councillor Zeid, seconded by Councillor Cameron. So voted.

REGULAR AGENDA

9. PRESENTATION: 59 Low Street Plan Supporting NYS by Kim Turner

10. MAYOR'S UPDATE

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

11. FIRST READING APPOINTMENTS

12. COMMUNICATIONS

- COMM00443_11_01_2022 59 Low St. FAQs
Motion to refer to Budget & Finance and COTW by Councillor Zeid, seconded by Councillor Khan. So voted.
- COMM00444_11_01_2022 Planning & Development Net Zero Memo
Motion to refer to Planning & Development by Councillor Zeid, seconded by Councillor Cameron. So voted.

13. TRANSFERS

- TRAN00139_11_01_2022 Mayor: General Fund Free Cash \$655,525 to
Waterfront Culvert Replacement \$655,525
Motion to refer to Budget & Finance by Councillor Zeid, seconded by Councillor Cameron. 7 yes, 4 no (BL, JM, MW, SZ). Motion passes.
- TRAN00141_11_01_2022 Mayor: General Fund Free Cash \$500,000 to Stabilization Trust Fund \$500,000
- TRAN00142_11_01_2022 Finance: General Fund Free Cash \$18,647 to Parklet Maintenance Fund \$18,647
- Motion to refer TRAN00141 and TRAN00142 collectively to Budget & Finance by Councillor Zeid, seconded by Councillor Preston. 8 yes, 3 no (BL, MW, SZ). Motion passes.

14. SECOND READING APPOINTMENTS

15. ORDERS

- ORDR00386_11_01_2022 2-6 Market St. Sidewalk Easement
Motion to refer to Planning & Development by Councillor Zeid, seconded by Councillor Cameron. So voted.
- ORDR00387_11_01_2022 Signage Forrester St.
Motion to refer to Public Safety by Councillor Zeid, seconded by Councillor Cameron. So voted.
- ORDR00388_11_01_2022 NYS Facility Bond Order
Motion to refer to Budget & Finance and COTW by Councillor Zeid, seconded by Councillor Cameron. 8 yes, 3 no (JM, MW, SZ). Motion passes.
- ORDR00389_11_01_2022 Naming Rights Market Landing Park
Motion to refer to Ad Hoc Committee on Market Landing Park by Councillor McCauley, seconded by Councillor Cameron. So voted.

16. ORDINANCES

- ODNC00117_06_27_2022 2nd Reading Building Inspector Enforcement
Motion to approve on 2nd reading by Councillor Zeid, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 no (SZ). Motion passes
- ODNC00118_07_11_2022 2nd Reading Amend Municipal Fees
Motion to approve on 2nd reading by Councillor Zeid, seconded by Councillor Vogel. Roll call vote. 10 yes, 1 no (SZ). Motion passes.
- ODNC00128_11_01_2022 Amending Ch. 2 Committees
Motion to refer to Rules and COTW by Councillor Vogel, seconded by Councillor Preston. 10 yes, 1 no (BL). Motion passes.
- ODNC00129_11_01_2022 Defining Conflict Rule for Dept. Heads
- ODNC00130_11_01_2022 Grants, Gifts, and Fees
Motion to refer collectively ODNC00129 and ODNC00130 to Budget & Finance and COTW by Councillor Zeid, seconded by Councillor Vogel. So voted.

17. COMMITTEE ITEMS

Ad Hoc Committee on Adaptive Reuse of Brown School Property
In Committee:

Ad Hoc Committee on Market Landing Park and COTW

In Committee:

- **COMM00437 10 11 2022 MLP Project Update**
Motion to receive and file by Councillor Shand, seconded by Councillor McCauley. So voted.
- **ORDR00385 10 11 2022 Sasaki Design Progress**
Motion to approve by Councillor Shand, seconded by Councillor Donahue. Motion to amend with the 10/25/2022 slides by Councillor McCauley, seconded by Councillor Wright. So voted. Motion to approve as amended by Councillor Shand, seconded by Councillor Donahue. Roll call vote. 9 yes, 2 no (BL, SZ). Motion passes.

Budget & Finance

In Committee:

- **ORDR00384 09 27 2022 FY2023 Supplemental Budget with Memo**
Motion to approve collectively 151 IT Director, IT Support Staff, and IT Travel by Councillor Zeid, seconded by Councillor Cameron. So voted.
Motion to approve 191 Legal by Councillor Zeid, seconded by Councillor Wright. So voted.
Motion to approve 210 Police Training by Councillor Zeid, seconded by Councillor Cameron. So voted.
Motion to approve 220 Fire Overtime by Councillor Zeid, seconded by Councillor Cameron. 10 yes, 1 no (SZ). So voted.
Motion to approve 421 DPS Highway by Councillor Zeid, seconded by Councillor Wright. So voted.
Motion to approve 542 Youth Services Rental Space by Councillor Cameron, seconded by Wright. 8 yes, 3 no (MW, BL, SZ). Motion passes.
Motion to approve 543 Veterans Services P/T Office Assistant by Councillor Zeid, seconded by Councillor Cameron. 10 yes, 1 no (SZ). Motion passes.
Motion to approve 630 Parks Landscape Supplies by Councillor Zeid, seconded by Councillor Cameron. 8 yes, 3 no (BL, JM, SZ). Motion passes.
- **ORDR00336_03_28_2022** ARPA Amesbury 250K (COTW)
- **COMM00436_10_11_2022** Ann Marie Monziona Letter re: park bench

Education

In Committee:

- **COMM00434 09 27 2022 Whittier Tech Annual Operational Report**
Motion to receive and file by Councillor Khan, seconded by Councillor Lane. So voted.

General Government

In Committee:

License & Permits

In Committee:

- **ODNC047_01_27_2020** General Ordinance - Short Term Rental Units Rules
- **COMM00385_01_31_2022** STRU Fire Sprinkler Systems
- **COMM00388_01_31_2022** UPDATED STRU Fire Sprinkler Systems

Neighborhoods & City Services

In Committee:

- **APPT00339 09 12 2022 Kevin Hunt 14 10th St. Veteran's Agent 10/1/2023**
Motion to approve by Councillor Wallace, seconded by Councillor Cameron. Roll call vote. 11 yes. Motion passes.
- **COMM299_02_08_2021** Phillips Dr. Neighborhood Committee Ltr
- **ODNC00103_01_10_2022** Streets, Sidewalks, and Other Public Places Alterations & Maintenance
- **COMM00406_04_11_2022** Pioneer League Letter re: Pickleball

Planning & Development

In Committee:

- **ODNC00125_10_11_2022** Amend to Ch 5 Buildings

Public Safety

In Committee:

- APPT00341 10 11 2022 Gregory A. Downs 40 Riverview Dr., Newbury Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00342 10 11 2022 Mike Merriman 6 Little Pond Rd., Merrimac Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00343 10 11 2022 Andrew C. Malatesta 37 Federal St. Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00344 10 11 2022 William Jarman 8 Harvard Rd., Groveland Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00345 10 11 2022 Ben Molnar 12B Summerwood Dr., Hampton Asst Harbormaster/Shellfish Constable/Special Police Officer
- APPT00346 10 11 2022 Michael Maillette 7 Summit Dr., Atkinson Asst Harbormaster/Shellfish Constable/Special Police Officer

Motion to approve APPT00341, APPT00342, APPT00343, APPT00344, APPT00345, APPT00346 collectively by Councillor McCauley, seconded by Councillor Donahue. Roll call vote 11 yes.

- ODNC00123 09 27 2022 Handicapped Parking Space – Plummer Ave

Motion to approve on 1st reading by Councillor McCauley, seconded by Councillor Wright. Motion to amend to expire in ten (10) years by Councillor McCauley, seconded by Councillor Preston. 9 yes, 2 no (BL, CP). Motion to approve amended by Councillor McCauley, seconded by Councillor Wallace. Roll call vote. 10 yes, 1 no (CP). Motion passes.

- ODNC00124 10 11 2022 Amend to Noise Ordinance

Motion to approve on 1st reading by Councillor McCauley, seconded by Councillor Donahue. Roll call vote. 11 yes. Motion passes.

- ODNC00126 10 11 2022 Amend to Ch 13-180 Resident Zone

Motion to approve on 1st reading by Councillor McCauley, seconded by Councillor Cameron. Roll call vote. 10 yes, 1 no (SZ). Motion passes.

- ODNC00127 10 11 2022 Handicapped Space - Olive St

Motion to approve on 1st reading by Councillor McCauley, seconded by Councillor Wright. Roll call vote. 11 yes. Motion passes.

- COMM00412_05_31_2022 Ltr Ann Jaroncyk re: Traffic Safety
- COMM00414_05_31_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street

Public Utilities

In Committee:

Rules

In Committee:

- ORDR239_02_8_2021 Council Rule 7 and 10B

18. GOOD OF THE ORDER

19. ADJOURNMENT

Motion to adjourn at 9:17 pm by Councillor Zeid, seconded by Councillor Preston. So voted.

COMMUNICATIONS

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 401 263 8655 Fax. 866 902 1395

RECEIVED
 PUBLIC WORKS OFFICE
 NEWBURYPORT, MA
 7:17 NOV - 4 04 9: 43

(For Street Closure or Any Use of a Public Way - Please complete page 3 of this application)

- NAME OF EVENT:** Newburyport Rotary Santa Parade
- Date: Sunday November 27th 2022 Time: from 3 pm to 5 PM
- Rain Date: N/A Time: from _____ to _____
2. Location*: NRA East Parking Lot → Water St → State → Pleasant → Green → Merrimack
 *Please Note: If the location is a public park or the rail trail, please also contact the Parks Department
3. Description of Property: City Streets & Market Square Public Private _____
4. Name of Organizer: Newburyport Rotary Club City Sponsored Event: Yes _____ No _____
 Contact Person Dan Hartman - President
 Address: 14 Main St Byfield MA 01922 Telephone: 401 263 8655
 E-Mail: dhartman@provincemortgage.com Cell Phone: 401 263 8655
 Day of Event Contact & Phone: 401 263 8655
5. Number of Attendees Expected: 1000-1500
6. MA Tax Number: _____
7. Is the Event Being Advertised? Yes Where? Facebook, Chamber of Commerce
8. What Age Group is the Event Targeted to? all ages, mainly Children
9. Have You Notified Neighborhood Groups or Abutters? Yes _____ No Who? _____

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

- A. Vending*: Food _____ Beverages _____ Alcohol _____ Goods _____ Total # of Vendors _____
 *If checked, signature from Health Director required (Page 3)
- B. Entertainment: (Subject to City's Noise Ordinance.) Live Music _____ DJ _____ Radio/CD _____
 Performers _____ Dancing _____ Amplified Sound Stage
- C. Games /Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle _____
 Other _____ Total # _____
 Name of Carnival Operator: _____
 Address: _____
 Telephone: _____
- D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).
- Will you be conducting the clean-up for this event? Yes _____ No

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE x ROAD RACE _____ WALKATHON _____

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

Newburyport Rotary Club

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

Dan Hartman

14 Main St. Burfield MA 01922

401 263 8655

dhartman@provincemortgage.com

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

DPW

4. Date of Event: November 27 2022

Expected Number of Participants: 1000-1500

5. Start Time: 3 PM

Expected End Time: 5 PM

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

Parade will muster at NRA East lot then proceed west on Water to state, Pleasant, Green, east on Merrimack to Market Square

7. Locations of Water Stops (if any): n/a

8. Will Detours for Motor Vehicles Be Required? Yes If so, where? State, Pleasant, Green, only briefly for passing of parade

9. Formation Location & Time for Participants: 2:30 PM @ NRA East lot

10. Dismissal Location & Time for Participants: 4 PM at Market Square

11. Additional Parade Information:

• Number of Floats: NBPT Police, Fire, NBPT Troop Marching Bands, Santa & Sleigh

• Locations of Viewing Stations: Sidewalks along route, Market Square

• Are Weapons Being Carried: Yes _____ No X

• Are Marshalls Being Assigned to Keep Parade Moving: Yes _____ No X

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

CITY MARSHAL _____ 4 Green St. FIRE CHIEF _____ 0 Greenleaf St.

DEPUTY DIRECTOR _____ 16A Perry Way CITY CLERK _____ 60 Pleasant St.

HEALTH DIRECTOR _____ 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

a list of all streets notified shall be provided to the city clerk to be date stamped and appended to the application record. Press releases and other media type notifications are encouraged.

(6) *Insurance.* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an additional insured. The policy shall be no less than two million dollars (\$2,000,000.00).

(7) *Event termination.* If in the judgment of the city marshal, fire chief or department of public services (DPS) director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.

(8) *Event and traffic security.* The city marshal, fire chief, DPS director or in the case of a triathlon, the harbormaster can require special duty personnel to assist in the organizing and coordinating the safety and security of the event. All special duty assignments will be paid by the event organizers.

(9) *Clean-up.* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

10) *Parking.* The event organizers shall be responsible for including parking instructions in materials disseminated to event participants. If the event is happening within one-half mile of municipal parking, then participants shall be asked to park at such parking facilities.

(11) *Notification of previous event organizers.* To the extent reasonably possible, the city clerk shall notify all event organizers from events held from 2014—2016, inclusive, by a one-time phone, email, or letter of the new application timeline and other requirements.

(12) *Simplification.* Departments are encouraged to unify their respective applications into a singular application, managed and distributed by the city clerk's office.

(13) *Americans with Disabilities Act.* Event organizers are reminded of the importance of and expectation of adherence to the Americans with Disabilities Act of 1990 (42 U.S.C § 12101) and subsequent applicable amendments.

(e) *Enforcement.*

(1) *Regulations.* Consistent with this section, the city shall promulgate regulations to enforce and otherwise implement the provisions of this section upon passage by the city council. Any event previously approved by city council shall be deemed permitted.

(2) *Warning.* In the circumstance that this section is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the city clerk and city council and may be used as a factor in future application approvals and denials.

(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in section 1-17 of chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in subsection (e)(4) below.

(4) *Violation.* The non-criminal violation shall be one hundred dollars (\$100.00) for the first offense and two hundred fifty dollars (\$250.00) for second and subsequent offenses. Any non-criminal citations issued for violation(s) will be reported to the city clerk and city council and shall be used as a factor in future application approvals and denials.

(5) *Failure to notify.* If the event fails to notify residents and provide documentation to the city clerk, pursuant to subsection (d)(5) above, shall render that organization ineligible to receive an event permit for a period of twelve (12) months unless special leave is granted by two-thirds supervote of the city council.

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

Signed: _____



Date: _____

10/7/2022

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE 0 ROAD RACE _____ WALKATHON _____

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

Newburyport Rotary Club

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

Dan Hartman

14 Main St Byfield MA 01922

401 263 8655

dhartman@provincenortgage.com

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

DPH

4. Date of Event: November 27 2022 Expected Number of Participants: 1000-1500

5. Start Time: 3 pm Expected End Time: 5 pm

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

Parade will muster at NRA East lot then proceed West on Water to State, Pleasant, Green, East on Merrimack to Market Square

7. Locations of Water Stops (if any): n/a

8. Will Detours for Motor Vehicles Be Required? yes If so, where? state, pleasant & green, only

9. Formation Location & Time for Participants: 2:30pm @ NRA East lot

10. Dismissal Location & Time for Participants: 3:30 pm 4pm at Market Square

11. Additional Parade Information:

• Number of Floats: NBPT Police, Fire, NBPT2 Triton Marching Band, Santa on sleigh

• Locations of Viewing Stations: side walks along route, Market Square

• Are Weapons Being Carried: Yes _____ No X

• Are Marshalls Being Assigned to Keep Parade Moving: Yes _____ No X

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

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

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

Limitations

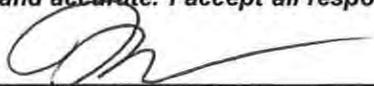
- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place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

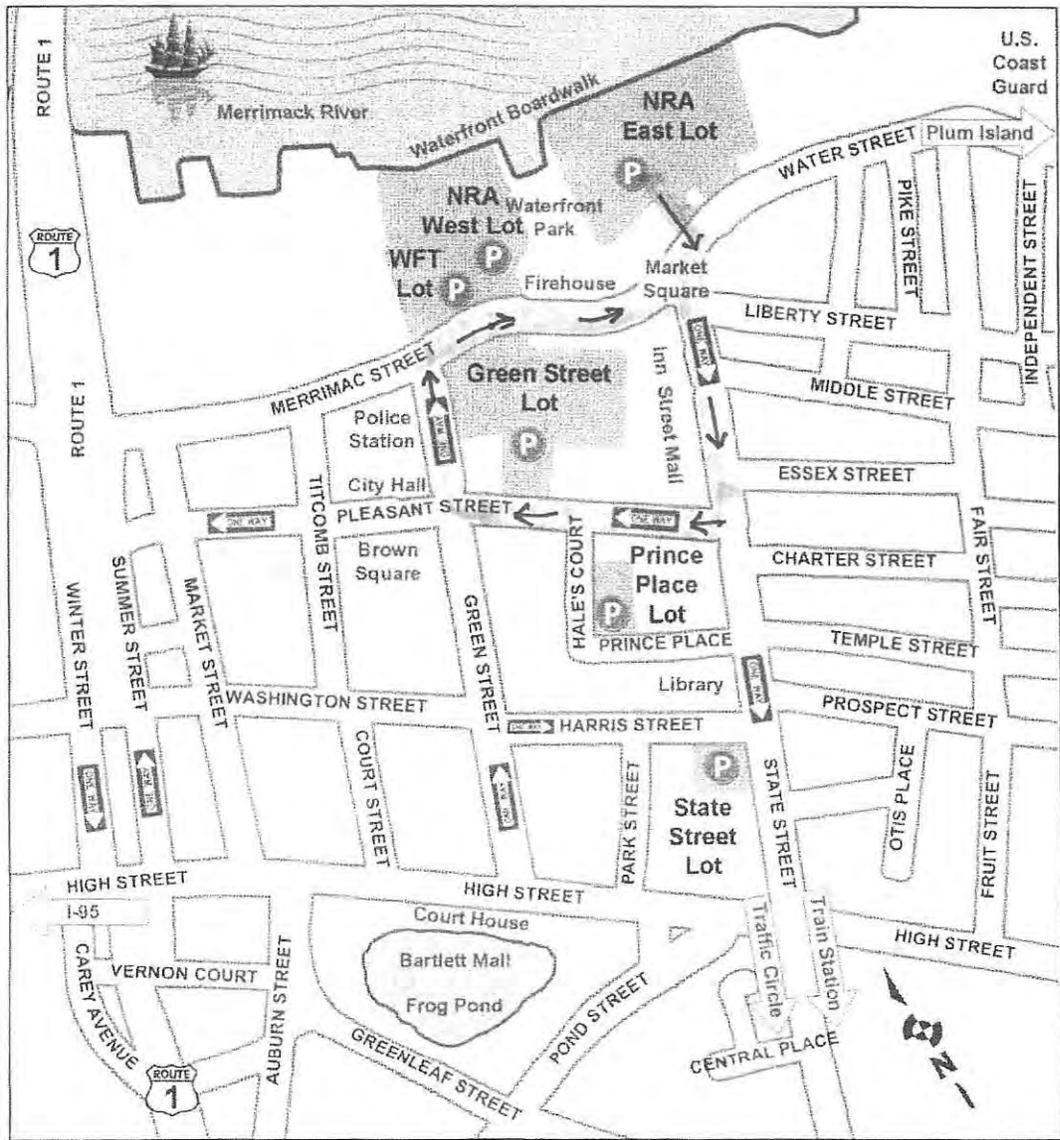
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers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

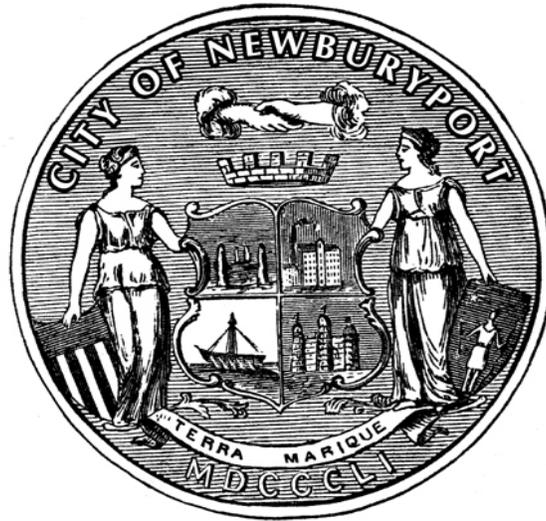
13-101 Enforcement

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

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

Signed:  **Date:** 10/7/2022





City of Newburyport
Department of Public Services

SNOW AND ICE PLAN

2022-2023 Season

Sean Reardon, Mayor

Jamie Tuccolo, Acting Director

Ronald Keefe, General Foreman

Jennifer Sullivan, Administrative Assistant/ Dispatch

Introduction:

The City of Newburyport takes great pride in making our public roadways as safe as possible under the worst of winter conditions. Keeping our public ways safe and accessible during snow and ice events is of highest priority in order to reduce the likelihood of personal injury to the general public, automobile accidents and property damage. The City's goal is to quickly open the streets and make them passable so that essential vehicular traffic can safely negotiate roadways. Residents can help us do this by working together.

Snow Emergency Parking Ban:

The City of Newburyport implements a snow emergency parking ban when it is predicted that we will receive two or more inches of snow accumulation. If a parking ban is in effect, it will appear on the City's website www.cityofnewburyport.com. To receive email notifications, go to the city website select the "Notify Me" button on the front page and sign up.

In addition, thirteen flashing blue lights will be activated throughout the city at the following locations, usually at least six hours before a declared snow emergency:

March's Hill at Bromfield St.

Graf Rd at Low St

Route 113 at Hoyt's Lane

Water St. at Shandel Dr.

Market Square

Storey Ave, Ferry Rd and Moseley Ave Intersection

Malcolm Hoyt Dr. at Parker St.

High St. at State St.

Route 1 Rotary and State St.

Route 1 at Merrimac St.

Merrimac, Moseley and Spofford (Roundabout)

Storey Ave. across from Daniel Lucy Way

Green St. at Merrimac St

You may also contact The Department of Public Services Weather Event and Emergency Information Line at 978-463-0472 to find out the status of the parking ban. Parking regulations are strictly enforced to ensure that streets remain accessible for snowplows, fire apparatus and other emergency vehicles. **Any vehicle that impedes the snow removal process will be towed at owner's expense.**

Alternate Delegated Parking Areas:

The City of Newburyport offers alternative designated parking areas for on-street cars that include the following: Titcomb Street Parking Garage, Green Street Municipal Lot (except in areas posted no parking during snow emergency), Cashman Park (off Merrimac Street), Cushing Park (Washington Street) NRA Waterfront Lots East and West, Hales Court Lot (corner of Hales Court and Prince Place) and State Street Lot (corner of Harris Street and State Street). All alternate delegated parking areas are park at own risk. In order for DPS to clear these lots, temporary parking bans and vehicle removal may be posted and announced on the City website, social media and Weather Event and Emergency Information Line at 978-463-0472. After snow removal is complete in a lot, lots will open for parking.

PLEASE NOTE: All vehicles must be removed from the above listed lots within 12 hours following the cancellation of the snow emergency (weekends included) or vehicles are subject to be ticketed and towed at the owner's expense.

SNOW EMERGENCY CANCELLATION INFORMATION can be obtained by checking www.cityofnewburyport.com or calling the Weather Event and Emergency Information Line at 978-463-0472.

DPS will lift the city-wide Snow Emergency parking restriction as soon as possible. The city-wide parking restriction will only be lifted when the DPS Director, Deputy Director or General Foreman determine that on- street parking will not cause a public safety issue to emergency response vehicles. DPS may seek advice from the City Marshal or Fire Chief to assist us in making this determination.

On some narrow streets, the DPS may post temporary no parking signs after the snow emergency has been lifted in order to maintain a safe and adequate vehicle travel lane. Many of these streets are located in Wards 1, 2 and 3. DPS will evaluate these streets on a daily basis to see if these signs may be removed once the roadway has an adequate travel lane width.

Snow Plowing:

The following is a general description of how the Department of Public Services plows snow from city streets.

Step 1. Pretreatment (1"-2" of accumulated snow)

When a snowstorm is predicted, DPS begins by pretreating all main and secondary roads prior to the storm starting. This serves two purposes: to keep traffic safely moving and to prevent the snow from bonding to the pavement. If the snow event is less than 2" inches of accumulated snow, DPS may halt salting operations once all of the roads have been pretreated and evaluate if additional treatment is required.

Step 2. Snow plowing/clearing (2" or greater)

Snow plowing begins when snow accumulates two (2) or more inches. Over 48 city and privately operated snow clearing vehicles/equipment may be dispatched to respond to a snow plowing event. DPS crews and private contractors will continue to plow until the snow event ends. DPS will continue to monitor the conditions of the roadways and determine if additional snow clearing equipment is needed or if equipment may need to be reassigned to another section of the city.

Step 3. Post storm clean-up and clearing

Once the snow event has concluded, DPS conducts city-wide final snow clearing operations. This procedure includes one last round of snow clearing and placing salt to prevent freezing issues. General cleanup to make the roadways safe for vehicular and pedestrian traffic. Snow removal from corners, piles, etc. operation may take days or weeks, depending on total amount snow accumulation. DPS will prioritize this operation based on the following in order of importance.

1. Main streets and school routes are treated to achieve the safest possible conditions.
2. Secondary roads and major intersections are treated to improve safety.
3. Snow piles at intersections are removed from the corners to improve sight lines for existing vehicles. Snow may be removed from narrow streets to improve the access for emergency and public service vehicles. Snow removal is time consuming and labor intensive; the DPS Director or Deputy Director will prioritize these streets solely based on public safety.

SAFETY REMINDER: When driving, please stay 200 feet behind any snowplow and NEVER pass a plow truck. Visibility is not good for the snowplow operator.

Sidewalks:

The removal of snow and ice from sidewalks is the responsibility of tenants, occupants and property owners. The City of Newburyport clears designated sidewalks following each storm, but only after all of the roads has been cleared. These sidewalks are in the downtown areas, surrounding schools and other city-owned property.

The City's Code of Ordinances ([Sec. 12-52](#)) requires tenants, occupants and property owners to remove snow and ice from their bordering sidewalks within six hours after the snow ceases to fall if it ceases to fall in the daytime and before 12:00 noon if it ceases to fall in the nighttime. If a property owner/occupant neglects to do so, he/she shall be subject to fine of \$50 per event. Violations of this section may be enforced by any police officer, Health director or his/her designees.

Driveways

DPS tries to minimize the amount of snow that gets plowed across driveways, however, snow plows cannot "go around" driveways. Plow blades cannot be lifted as they pass by a driveway. Unfortunately, snow will be plowed into driveways during curb-to-curb plowing. You may wish to clear your driveway several times during the storm or wait until the storm and plowing activities have ended.

Snowplowing, shoveling, or throwing snow back onto the street when clearing driveways, yards, roofs or sidewalks is prohibited by City Ordinance [Sec. 12-7](#) and violators can be fined \$50.

Mailboxes, Fences & Shrubbery Damage

The City will not pay for damaged mailboxes, fences, and shrubbery unless actual contact is made. Residents should mark out such items in drift prone areas. Claims for these damages should be submitted to the Auditor's Office no more than 30 days to be considered for replacement or payment at the City's option.

Notifications

All residents and business owners are strongly urged to sign up for announcements or urgent alerts from any or all City departments. On the City of Newburyport's website homepage, click on the large gray button that reads "Notify Me" to choose your notification preferences. Weather-related and other emergency notifications are provided by the City via news announcement posted to the website. If you are signed up for notifications, you will receive an e-mail alert letting you know that a new announcement has been posted by the city. This is especially useful in receiving the latest messages about parking restrictions and other information.

GPS Communications:

DPS has GPS units in all plowing vehicles allowing for accurate record keeping of time, location, fuel consumption, speed and safety. DPS and contracted plowing vehicles are all equipped with the units. The GPS units also help with making sure roads are cleared in a fair amount of time, helps alleviate damage claims to property and break downs.

Please note that this plan is always a work in progress. DPS learns from our experiences and technology changes, DPS may find different ways to conduct pretreatment, snow clearing and snow removal with greater efficiency and lower cost.

November 10, 2022

Dear Newburyport City Council members,

My name is Cara Ripley and I am a volunteer Troop Leader for Girl Scout Troop 67103. Our troop consists of 13 fourth grade students from Molin Elementary School. We are requesting permission to sell Girl Scout Cookies in Market Square or Inn Street on the evening of Friday, December 9.

Sincerely,



Cara Ripley

40 Phillips Drive
Newburyport, MA 01950
978-518-6012

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 NOV 10 PM 2:43

TRANSFERS



CITY OF NEWBURYPORT FY 2023 TRANSFER/APPROPRIATION REQUEST

Department: Department of Public Services

Submitted by: Jamie Tuccolo, Acting Director

Date Submitted: 11/14/2022

Transfer From:

Account Name:	<u>Sewer Vehicle/Equip Replacement</u>	Balance:	<u>\$ 5,508.16</u>
Account Number:	<u>61440008-58550</u>	Category:	<u>\$ 244,098.89</u>
Amount:	<u>\$1,456.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Available:

This account is utilized to purchase smaller vehicles and equipment used by the DPS Sewer Division.

Transfer To:

Account Name:	<u>Heavy Duty Truck Purchase</u>	Balance:	<u>\$ 55,000.00</u>
Account Number:	<u>4126-49700</u>	Category:	<u>\$ -</u>
Amount:	<u>\$1,456.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

Funding for a 3/4 ton pick-up truck for the DPS Sewer Division was approved in the amount of \$55,000 in May 2022. The truck has been procured, however, came in \$1,456 over budget. A transfer is requested so that the purchase can be finalized.

Sean R. Reardon, Mayor:

Sean R. Reardon

Date:

11/8/2022

Ethan R. Manning, Auditor:

Ethan R. Manning

Date:

11/8/2022

City Council Action:

NOV -8 PM 3:28

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT MA



CITY OF NEWBURYPORT FY 2023

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

TRANSFER/APPROPRIATION REQUEST

NOV -8 PM 4:04

Department: Mayor

Submitted by: Mayor Sean R. Reardon

Date Submitted: 11/14/2022

Transfer From:

Account Name:	<u>General Fund - Free Cash</u>	Balance:	<u>\$ 4,316,637.00</u>
Account Number:	<u>01-35910</u>	Category:	<u>n/a</u>
Amount:	<u>\$401,028.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Free Cash for FY2023 at \$4,316,637. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council.

Transfer To:

Account Name:	<u>General Fund Budget Reserve</u>	Balance:	<u>\$ -</u>
Account Number:	<u>01-32801</u>	Category:	<u>\$ -</u>
Amount:	<u>\$401,028.00</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

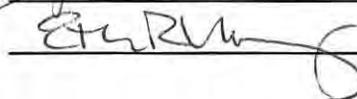
An appropriation of \$401,028 from Free Cash is recommended to defray a portion of the property tax increase for fiscal year 2023.

Sean R. Reardon, Mayor:



Date: 11/2/2022

Ethan R. Manning, Auditor:



Date: 11/8/2022

City Council Action:

**APPOINTMENTS
FIRST READING**



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR

SEAN R. REARDON, MAYOR

60 PLEASANT STREET - P.O. BOX 550

NEWBURYPORT, MA 01950

978-465-4413 PHONE

MAYOR@CITYOFNEWBURYPORT.COM

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 NOV -3 PM 6:47

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 14, 2022
Re: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Tree Commission. This term shall expire on December 1, 2025.

Jean L. Berger
33 Middle Street
Newburyport, MA 01950



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR

SEAN R. REARDON, MAYOR

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

978-465-4413 PHONE

MAYOR@CITYOFNEWBURYPORT.COM

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
NOV -3 PM 6:47

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 14, 2022
Re: Appointment

I hereby appoint, subject to your approval, the following
named individual as a member of the Tree Commission.
This term shall expire on December 1, 2025.

Stephanie Pellegrini
11 Lois Street
Newburyport, MA 01950



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. BOX 550-8 PM 4:38
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the
City Council

From: Sean R. Reardon, Mayor

Date: November 14, 2022

Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of Affordable Housing Trust. This term will expire on December 1, 2024.

Andrew Shapiro
20 Eagle Street
Newburyport, MA 01950

ANDREW C. SHAPIRO, AICP

P: (240) 643-3683 | E: acshapiro@gmail.com | L: [linkedin.com/in/acshapiro](https://www.linkedin.com/in/acshapiro) | LOC: Newburyport, MA

November 7, 2022

Ms. Christine Jackson
Executive Assistant to Mayor Sean Reardon
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

Ms. Jackson:

I am writing to express my sincere interest in serving on the City of Newburyport's Affordable Housing Trust (the Trust). If appointed to serve, this would be my second stint volunteering on a City Board. From 2015 to 2019 I served on the Planning Board, where I participated in several meaningful discussions regarding housing. For this reason and my over decade of experience advancing housing policies at the local level in Massachusetts as a municipal economic and community development professional, I feel that I can offer a helpful perspective as a Member of the Trust.

I am currently Assistant Town Manager and Director of Community and Economic Development for the Town of North Andover where I oversee a division consisting of five departments – Planning, Zoning, Building, Health, and Conservation. In my capacity, I am also responsible for maintaining the Town's status as a Housing Choice Community, as designated by the Commonwealth of Massachusetts. The Housing Choice Initiative rewards municipalities that have produced certain rates or amounts of new housing units in the last five years and that adopted best practices related to housing production that will sustain a 21st century workforce and increase access to opportunity for Massachusetts residents.

Prior to my role in North Andover, I served as Director of Economic Development for the City of Lowell and as Economic Development Planner for the City of Salem. The following are a sample of housing related projects I worked on in these capacities:

North Andover:

- Currently leading the Town's effort to be in full compliance with Section 3A of the State's Zoning Act;
- Participated in a process to successfully pass an inclusionary zoning bylaw, requiring at least 15 percent of new multi-family housing developments to be affordable to households earning no more than 80 percent of the Area Median Income (AMI);

Lowell:

- Led City's effort to designate an Urban Center Housing Tax Increment Financing (UCH-TIF) Zone, which resulted in the redevelopment of Parcels 8 and 9 in the Hamilton Canal Innovation District into a 125 unit mixed-income multi-family development;
- Worked with developers of market-rate housing to utilize City's Housing Development Incentive Program (HDIP) zone;

Salem:

- Managed process to redevelop former Salem District Court property, which was redeveloped into 61 units of market-rate housing with ground floor commercial space;
- Managed process to investigate feasibility of redeveloping Salem Superior Court property and adjacent municipal surface parking lot;
- Staffed Design Review Board and Salem Redevelopment Authority, which have approval authority over projects in Downtown Salem.

I hold a Master's of Urban and Regional Planning, which I earned from Virginia Tech in 2011 and a Bachelor of Arts in Political Science, which I earned from Syracuse University in 2004. Since 2015, I have been certified by the American Institute of Certified Planners (AICP).

It would be an honor to again serve my community, this time to offer my perspective to the Affordable Housing Trust, which serves a tremendously vital function. Attached to this cover letter is my resume. I can be reached at 240-643-3683 or acshapiro@gmail.com. Thank you for your consideration.

Sincerely,



Andrew Shapiro, AICP

ANDREW C. SHAPIRO, AICP

F: (240) 643-3683 | E: acshapiro@gmail.com | L: [linkedin.com/in/acshapiro](https://www.linkedin.com/in/acshapiro) | LOC: Newburyport, MA

EXPERIENCE

TOWN OF NORTH ANDOVER | North Andover, MA

Assistant Town Manager / Director of Community and Economic Development April 2022 - Present

- In addition to performing all functions of "Director of Community and Economic Development" role, responsible for administration and oversight of Town's \$9.1 million in American Rescue Plan Act (ARPA) funding, as well as other special projects and initiatives as directed by the Town Manager.
- Lead all public engagement activities related to ARPA, including management of an outside consultant that provides polling and sentiment tracking assistance. Utilize data gleaned from these processes to inform how the Town expends its ARPA resources.
- Represent the Town before regional and state coalition stakeholder groups for purposes of coordination on economic development, transportation, and other long range planning initiatives.

Director of Community and Economic Development 2019 – April 2022

- Oversee activities and staff (5 direct reports; 16+ indirect) of Division which includes five departments: Planning, Zoning, Conservation, Health, and Inspectional Services; \$1.6+ million budget across all departments.
- Oversee maintenance of the Town's status as a "Housing Choice Community" as designated by the Commonwealth of Massachusetts. This designation rewards municipalities that are producing new housing and have adopted best practices to promote sustainable housing development. Recent accomplishments include the passage of inclusionary zoning bylaw and permitting/construction of over 500 new multi-family units within the past three years.
- Played leading role and/or co-leading role in several projects/initiatives, including: negotiation of a community benefits agreement for construction of a 3.8 million square foot Amazon distribution facility; negotiation of a community benefits agreement for a mixed-use redevelopment of a 76 acre property; gaining Town Management and Select Board approval to opt into the State's Property Assessed Clean Energy (PACE) program; a broad range of projects related to the Town's response to the Covid-19 pandemic, including grants to small businesses, distribution of free tests and personal protective equipment (PPE) to the community, and development of policies to guide Town operations.
- Led several community outreach and engagement efforts for long range planning projects (Downtown Improvements Master Plan, plan for a major commercial corridor, Municipal Vulnerability Preparedness and All-Hazards Mitigation Plan, etc.) and provided updates about these and other major initiatives at Select Board meetings.

CITY OF LOWELL | Lowell, MA

Director of Economic Development 2017 – 2019

- Oversaw a team of three employees that worked with me to devise and implement the City of Lowell's overall economic development strategy; engage businesses of all sizes to assess needs, explain City services and permitting procedures; and underwrite loans and tax increment financing agreements.
- Partnered on the issuance of four loans from a non-profit economic development partner organization totaling \$235,000 to small businesses located in Downtown Lowell.
- Supported development of new mixed-income multi-family housing by underwriting Housing Development Incentive Program (HDIP) tax increment exemption (TIE) agreements and spearheading development of City's Urban Center Housing Tax Increment Financing (UCH-TIF) Plan and Zone.
- Represented the City on UMass Lowell's Economic Development Committee, which undertook a number of initiatives, including bolstering support for its Innovation Hub and the Massachusetts Medical Device Development Center (M2D2), which housed several startups working on cutting edge technological and STEM-focused endeavors.

CITY OF SALEM | Salem, MA

Economic Development Planner

2013 – 2017

- Wrote successful grant applications for infrastructure, historic preservation, public art, and social program projects totaling over \$3.8 million; managed these and other projects totaling close to \$9.7 million.
- Managed the City's business incentive programs, business recruitment and retention initiatives, and coordinated with state and local economic development agencies and organizations, including the Massachusetts Office of Business Development (MOBD), MassDevelopment, MA Executive Office of Housing and Economic Development (EOHED), Massachusetts Life Sciences Center, the Salem Chamber of Commerce, and more.
- Oversaw redevelopment of City's former District Court property into 61 units of market rate housing with ground floor commercial space; included liaising with State's Division of Capital Asset Management and Maintenance (DCAMM), overseeing issuance of a request for proposals (RFP) for redevelopment, and working with selected developer through permitting process.
- Managed consultant contracts and activities related to planning, capital improvement and pre-development / feasibility analysis projects (example projects: production of economic development plan for an environmental justice neighborhood and pre-development study of a City-owned parcel).

CITY OF BOSTON | Boston, MA

Regional Planner, Mayor's Office of Emergency Management

2012 – 2013

- Managed over \$7.3 million in Urban Area Security Initiative (UASI) grant funded projects for the Metro Boston Homeland Security Region, which is comprised of Boston and eight surrounding municipalities.
- Projects entailed significant regional coordination, planning, project/budget management, subject matter comprehension, and stakeholder engagement.
- Examples of projects: emergency sheltering of functional needs populations, regional evacuation planning, and emergency and pet sheltering initiatives.

UBS – U.S. OFFICE OF PUBLIC POLICY | Washington, DC

Political Action Committee (PAC) Administrator

2007 – 2009

- Managed the UBS Americas Fund for Better Government 2008 election fundraising cycle, resulting in over \$1.4 million in contributions and \$1.3 million in expenditures.
- Represented the firm at events in and around Washington, DC in order to convey public policy goals and interests to elected officials and various stakeholders.
- Coordinated activities of the PAC Board, consisting of 27 senior officials from UBS business units in the Americas (Investment Bank, Wealth Management, Global Asset Management), including the CEO of the Americas.

AMERICAN BANKERS ASSOCIATION | Washington, DC

Senior Program Manager, Grassroots Advocacy

2004 – 2007

- Served as primary generator of grassroots communications garnering support and opposition to federal legislation.
- Monitored legislative activity and served as a point-person for association membership on responding to issues related to banking and financial services public policy.
- Aided in the production of a grassroots newsletter targeted to over 70,000 bank employees from around the U.S., outlining issues of importance to the financial services industry.

EDUCATION

SUFFOLK UNIVERSITY | Boston, MA

2020 – 2021

Certificate, Local Government Leadership and Management

- Program offered in partnership with the Massachusetts Municipal Association (MMA)
- Coursework: Strategic Leadership, Budgeting and Financial Management, Human Resources Management, Contemporary Management Challenges for Local Government, and Administrative Strategies of Local Government

VIRGINIA TECH | Alexandria, VA

2009 – 2011

Master's, Urban and Regional Planning

- Concentration: Land Use and Physical Development Planning (3.81 GPA)
- Capstone Major Paper: GIS and Census-Based Examinations of the Variables that Influence the Success of Carsharing and Carsharing Market Strength in San Francisco

SYRACUSE UNIVERSITY – MAXWELL SCHOOL OF CITIZENSHIP AND PUBLIC AFFAIRS | Syracuse, NY

2000 – 2004

Bachelor of Arts, Political Science

- Minor: Management Studies
- Syracuse University London Program, Spring 2003
- Theta Chi International Fraternity, Alpha Chi Chapter

PROFESSIONAL MEMBERSHIPS AND CERTIFICATIONS

- American Institute of Certified Planners (AICP) 2015 – Present
- Member, American Planning Association (APA), National and Massachusetts Chapters 2015 – Present

VOLUNTEERISM AND BOARD PARTICIPATION

- Merrimack Valley Comprehensive Economic Development Strategy (CEDS) Stakeholder 2022 – Present
- Merrimack Valley Regional Transit Authority (MVRTA) Advisory Board, Town of North Andover Rep. 2019 – Present
- Targeted Economic Development Strategy Steering Committee, Town of North Andover Rep. 2019 – Present
- Coalition of Columbia Gas Impacted Communities, Town of North Andover Rep. 2019 – Present
- Merrimack River District Commission Steering Committee, Town of North Andover Rep. 2019 – 2020
- UMass Lowell Economic Development Committee | Lowell, MA 2018 – 2019
- MassHire Greater Lowell Workforce Board | Lowell, MA 2018 – 2019
- Planning Board (Secretary), City of Newburyport, MA 2015 – 2019
- North Shore Workforce Investment Board | Salem, MA 2013 – 2017
- Salem Main Streets Steering Committee | Salem, MA 2013 – 2017

AWARDS

- Northeast Independent Living Program Americans with Disabilities Act (ADA) Champion 2022



RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
NOV 17 2022
CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

60 PLEASANT STREET - P.O. Box 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 14, 2022
Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Cultural Council. This term will expire on December 1, 2025.

Monica Welsh
1 Market Street
Newburyport, MA 01950

Monica Welsh

Creative Director - Creative Strategist - Polymorphic

978.729.7097
monicawelsh63@gmail.com

EXPERIENCE

Hill Holliday, New York/Boston — VP, *Creative Director*

FEBRUARY 2022 - PRESENT

Lead creative on a product launch for Regeneron. Managing a small but scrappy team of creatives.

McCann, New York — SVP, *Creative Director*

MARCH 2020 - JULY 2021

Lead creative on a product launch for global and US clients. Managing a team of 35 creatives.

Havas, New York — *Creative Director*

MARCH 2017 - MARCH 2020

Lead creative on a product launch for Indivior, including all digital and broadcast creative work while managing a team of 7-10 people

Multiple Agencies, New York — *Creative Director*

MARCH 2013 - MARCH 2017

Lead creative as a freelancer at the following agencies:

Momentum, McCann Worldgroup, Havas, Heartbeat, Razorfish, Roar, Saatchi, Wunderman, Y&R, Ogilvy, Arnold, CDMi, Juice, Digitas, BGB

Grey Global, New York — *Digital Associate Creative Director*

JULY 2011 - MARCH 2013

Lead creative for all digital and broadcast work on Eli Lilly business while managing a team of 7-10 people

Goodby, Silverstein & Partners — *Art Director*

JANUARY 2005 - JULY 2011

Worked on various consumer clients such as Nike, Porsche, E-Trade, Discover, Milk Processors Board, Sonic, Saturn and Wall Street Journal

EDUCATION

Academy of Art, San Francisco — *BFA Fine Art*

Graphic design and Advertising.

University of San Francisco, San Francisco — *BFA Fine Art*

Graphic design and Advertising

LINKS

Portfolio Site:
<http://designmonie.com/>

Instagram:
[@monieloveeeee](https://www.instagram.com/monieloveeeee)

LinkedIn:
<https://www.linkedin.com/in/designmonie>

AWARDS

2020 Webby Award,
One Show. AICP.
Art Directors Club. Addy.
Clio. Cannes.



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 NOV -1 PM 2:30

60 PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 14, 2022
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a member of the Cultural Council. This term will expire on November 30, 2025.

Adrienne Silversmith
4 Willow Avenue
Newburyport, MA 01950



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 NOV -3 PM 5:36

60 PLEASANT STREET - P.O. Box 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 14, 2022
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as Assistant Treasurer/Collector. This term will expire on December 1, 2025.

Victoria Finnigan
10 Boxford Road
Apt. #25
Rowley, MA 01969

REGULAR AGENDA

COMMUNICATIONS



59 Low Street Plan supporting NYS

PRESENTATION TO CITY COUNCIL

NOVEMBER 1, 2022



Presentation Overview



BACKGROUND AND
HOW WE GOT HERE



THREE OPTIONS WITH
COST ESTIMATES



NEXT STEPS AND TIME
FOR QUESTIONS

Goals

- Major objective in Mayor's Strategic Plan is to provide high quality public services that serve children and families with educational and youth services programming
- Also to invest in medium to long-term capital assets to meet the City's needs
- Shared goal of Newburyport residents to support our youth and find a home for NYS

Process

- March 2022: Administration presented a 'proof plan' to City Council showing components of a new buildout fitting within the constraints of the site (wetlands, zoning/parking, stormwater/soil test pits)
- April-May 2022: wetlands were flagged and RDA approved with Conservation Commission to set lines for 3 years
- April-September 2022: EGA Architects hired to perform conceptual design for property, several meetings with EGA, NYS and MSP to design site/floorplans and review cost estimates

Option A

- Floor plan
- Site plan
- Cost estimate



NYS began in 2005 with a summer of 212 participants. In 2015, NYS had 1,583 summer registrations. In 2022, there were 2,765 summer registrations (not including waitlists).



Option A: floor plan

Option A: site plan



Option A: cost estimate (11,533 sf)

▪ Renovate existing building:	\$2,098,174
▪ Office additions:	\$1,052,821
▪ Gym addition:	\$1,615,791
▪ Remove hazardous materials:	\$ 86,920
▪ Site work:	\$ 642,344
▪ Design & contingency:	\$ 659,526
▪ Escalation (Aug 2023 start):	\$ 329,763
▪ General conditions:	\$ 824,408
▪ Bonds & insurance:	\$ 164,469
▪ Overhead & fee:	\$ 597,937
▪ TOTAL:	\$8,072,153



Newburyport Youth Services
Renovation and Addition
Newburyport, MA
Schematic Design

3-Aug-22

MAIN CONSTRUCTION COST SUMMARY			
	Gross Floor Area	\$/sf	Estimated Construction Cost
EXISTING BUILDING WITH ADDITION			
RENOVATE EXISTING BUILDING	9,742	\$215.37	\$2,098,174
OFFICE ADDITIONS	1,705	\$617.49	\$1,052,821
GYM ADDITION	3,904	\$413.88	\$1,615,791
REMOVE HAZARDOUS MATERIALS (Credera associates 2021 costs escalated)			\$86,920
SITework			\$642,344
SUB-TOTAL	11,447	\$480.13	\$5,496,050
DESIGN AND PRICING CONTINGENCY	12%		\$659,526
ESCALATION (August 2023 start)	6%		\$329,763
SUB-TOTAL			\$6,485,339
GENERAL CONDITIONS	15%		\$824,408
SUB-TOTAL			\$7,309,747
BONDS	1.00%		\$73,097
INSURANCE	1.25%		\$91,372
PERMIT			NIC
SUB-TOTAL			\$7,474,216
OVERHEAD AND FEE	8.0%		\$597,937
TOTAL OF ALL CONSTRUCTION	11,447	\$705.18	\$8,072,153

Option B

- Floor plan
- Site plan
- Cost estimate

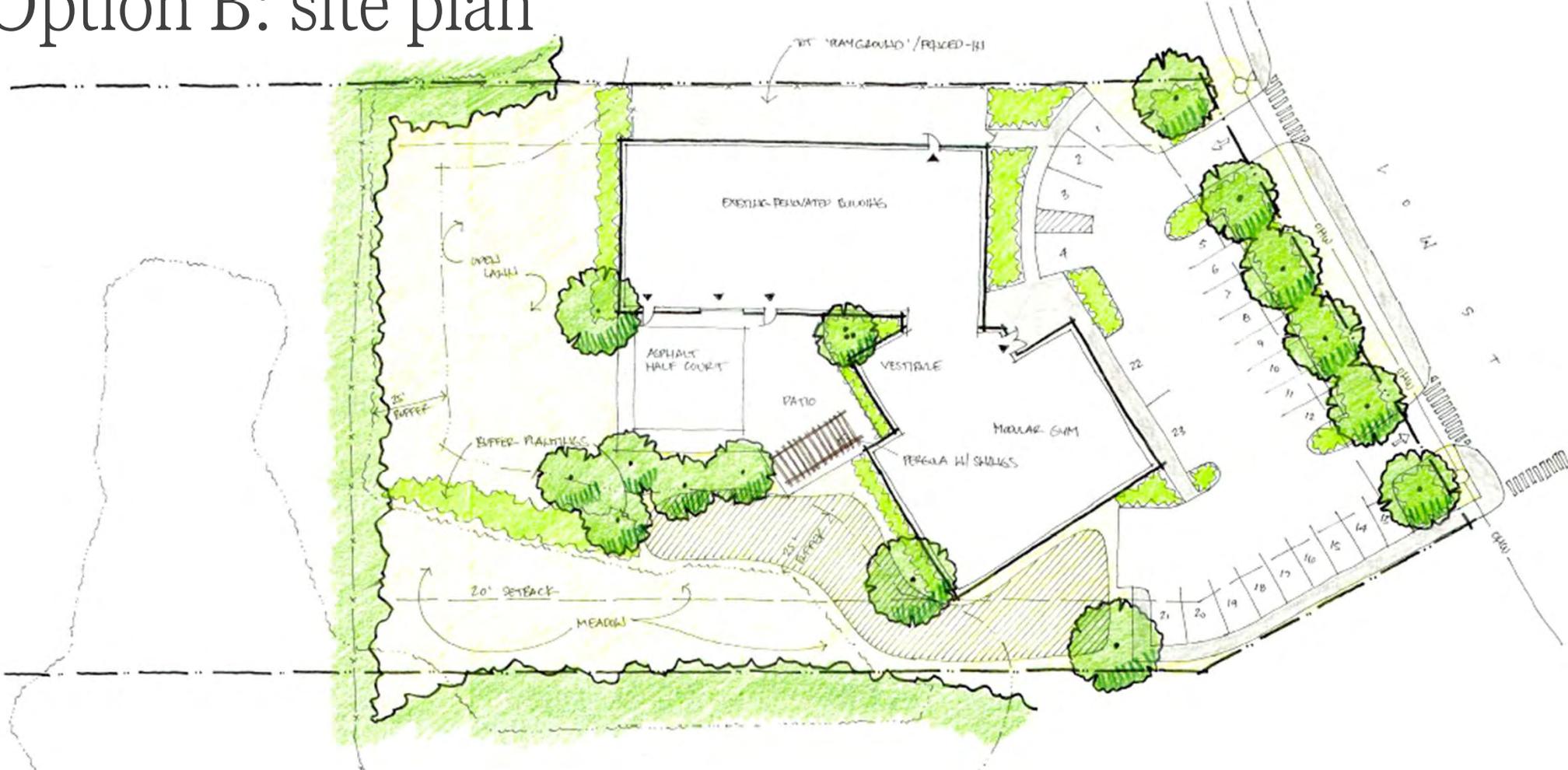


Prior to COVID, the Rec Center Gym was booked 75% of operating hours during the school year. Programs for infants through adults & community groups utilize the gym.



Option B: floor plan

Option B: site plan



Option B: cost estimate (10,985 sf)

Renovate existing building:	\$1,505,025
Office additions:	\$ 558,707
Gym addition:	\$1,319,335
Remove hazardous materials:	\$ 86,920
Site work:	\$ 442,844
Design & contingency:	\$ 469,540
Escalation (Aug 2023 start):	\$ 234,770
General conditions:	\$ 586,925
Bonds & insurance:	\$ 117,092
Overhead & fee:	\$ 425,693
TOTAL:	\$5,746,851



Newburyport Youth Services
Renovation and Addition
Newburyport, MA
Schematic Design

3-Aug-22

MAIN CONSTRUCTION COST SUMMARY

	Gross Floor Area	\$/sf	Estimated Construction Cost
EXISTING BUILDING WITH ADDITION			
RENOVATE EXISTING BUILDING	9,742	\$215.37	\$2,098,174
OFFICE ADDITIONS	1,705	\$617.49	\$1,052,821
GYM ADDITION	3,904	\$413.88	\$1,615,791
REMOVE HAZARDOUS MATERIALS (Credece associates 2021 costs escalated)			\$86,920
SITework			\$642,344
Value Engineering	Net Zero	Possible Savings	
RENOVATION	430,599	\$162,550.00	
OFFICE ADDITION	245,750	\$248,364.00	
GYM ADDITION	32,808	\$263,648.00	
SITework	15,000	\$184,500.00	
Total Savings	724,157	859,062	
SUB-TOTAL LESS SAVINGS	11,447	\$341.82	\$3,912,831
DESIGN AND PRICING CONTINGENCY	12%		\$469,540
ESCALATION (August 2023 start)	6%		\$234,770
SUB-TOTAL			\$4,617,141
GENERAL CONDITIONS	15%		\$586,925
SUB-TOTAL			\$5,204,066
BONDS	1.00%		\$52,041
INSURANCE	1.25%		\$65,051
PERMIT			NIC
SUB-TOTAL			\$5,321,158
OVERHEAD AND FEE	8.0%		\$425,693
TOTAL OF ALL CONSTRUCTION	11,447	\$502.04	\$5,746,851

Option C

- Floor plan
- Site plan
- Cost estimate



In addition to recreation and enrichment, NYS is committed to building youth leadership and giving young people a voice in the City.



Option C: site plan



Option C: cost estimate (6,485 sf)

▪ Renovate existing building & add toilets:	\$1,000,000
▪ Addition (toilets):	\$ 300,000
▪ Remove hazardous materials:	\$ 86,920
▪ Site work:	\$ 442,844
▪ Design & contingency:	\$ 300,000
▪ Escalation (Aug 2023 start):	\$ 100,000
▪ General conditions:	\$ 450,000
▪ Bonds & insurance:	\$ 80,000
▪ Overhead & fee:	\$ 240,000
▪ TOTAL:	\$2,999,764
▪ Gym addition (phased in: \$1,750,000):	\$4,749,764
▪ Gym addition (not phased in: \$1,319,335):	\$4,319,099

How do these options support NYS: programming

- Options A & B: 30% more participants than option C (116 options A & B vs 85 option C)(+100 in gym=critical element of programming)
- All options hold 5 programming spaces: option C are flexible/shared spaces
- Options A & B: larger, more connected spaces for middle and high school aged youth, separate from younger kids vs option C
- Options A & B: cooking space

How do these options support NYS: administration

- Options A & B: utilize more of existing building vs open lobby space (15% wasted space)
- Options A & B: administrative spaces are larger and more efficient

How do these options support NYS: safety

- Options A & B: entry lobby with check in area/snack bar that can be monitored, single point of entry
- Options A & B: allow to block off parts of the building when unused
- Options A & B: line of sight in teen areas, freedom of movement within hangout space, homework room and art room
- Options A & B: more protected outdoor play area, building creates barrier between road, parking lot & play space

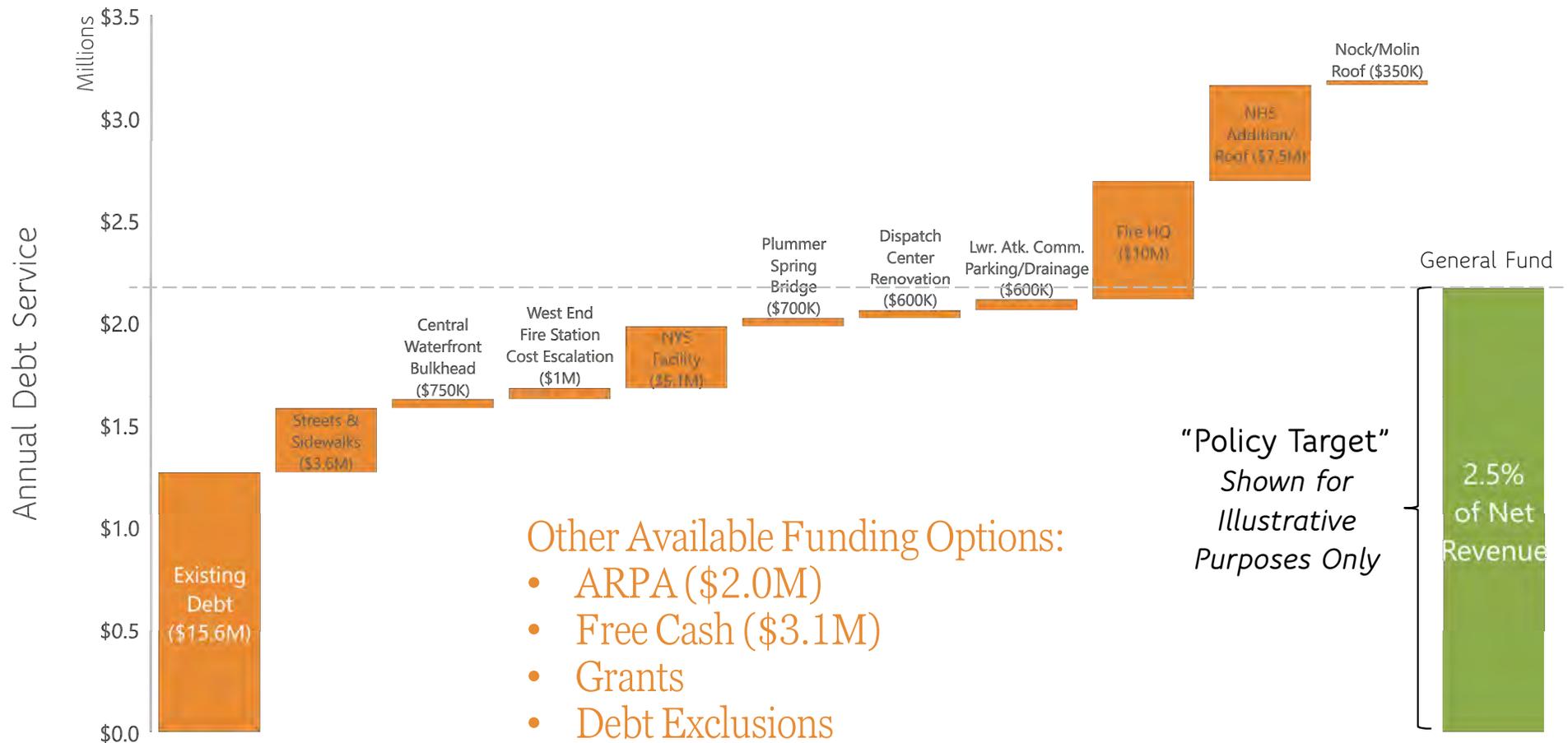
How will we pay for this?

- \$600K Kelley School Sale Proceeds
- Borrowing Authorization

Proposal	Project Cost	Available Funds	Borrowing Amount	Est. Annual Payment*
Option A	\$8.1M	(\$600K)	\$7.5M	\$432K
Option B	\$5.7M	(\$600K)	\$5.1M	\$298K
Option C no gym	\$3.0M	(\$600K)	\$2.4M	\$139K
Option C w/ phased gym	\$4.7M	(\$600K)	\$4.1M	\$240K
Option C w/ gym	\$4.3M	(\$600K)	\$3.7M	\$215K

*30 Year G.O. Bond, 4.0% Interest

How does this fit in with other borrowing needs?



Which option has the best value?

Proposal	Project Cost	Price per square foot
Option A	\$8.1M	\$700/sf
Option B	\$5.7M	\$523/sf
Option C* no gym	\$3.0M	\$463/sf
Option C* w/ phased gym	\$4.7M	\$450/sf
Option C* w/ gym	\$4.3M	\$409/sf

*Option C does not meet program needs

The Senior/Community Center cost \$768/sf to build in today's dollar
(\$11.9M for 15,524 square feet)**

Next steps

- Zoning change:
community center
district
- Request funding:
bond order





Questions?

**APPOINTMENTS
SECOND READING**



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 OCT 17 AM 10:34

60 PLEASANT STREET - P.O. Box 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 1, 2022
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a member of the Emma L. Andrews Library and Community Center Commission. This term will expire on November 1, 2023.

Susan Chase
44 Oak Street
Newburyport, MA 01950

Susan Chase
44 Oak Street
Newburyport, MA 01950

Education: Newburyport High School, Class of 1971
Cornell College, BSS in English, History, Education 1975
Salem State, M.Ed in school library Media, 1995

Work: Librarian at the Rupert Nock Middle School, 1988 - 1997
Librarian at The Governor's Academy, 1997 – retiring June 4, 2021

Volunteer: Librarian at Emma Andrews Library and Community Center
Former Chair of Emma Andrews Library and Community Center Commission

Professional organizations: Massachusetts Library Association
Massachusetts School Library Association
Cooperative Library Association of Greater Boston
New England School Library Association

Cultural organizations: Museum of Old Newbury
Maritime Society
Sons and Daughters of First Settlers of Old Newbury
Newburyport Garden Club
Daughters of the American Revolution
Jane Austen Society of North America

Susan Chase
44 Oak Street
Newburyport, MA 01950

Education: Newburyport High School, Class of 1971
Cornell College, BSS in English, History, Education 1975
Salem State, M.Ed in school library Media, 1995

Work: Librarian at the Rupert Nock Middle School, 1988 - 1997
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Former Chair of Emma Andrews Library and Community Center Commission

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New England School Library Association

Cultural organizations: Museum of Old Newbury
Maritime Society
Sons and Daughters of First Settlers of Old Newbury
Newburyport Garden Club
Daughters of the American Revolution
Jane Austen Society of North America



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 OCT 17 AM 10:35

60 PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 1, 2022
Re: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a member of the Emma L. Andrews Library and Community Center Commission. This term will expire on November 1, 2023.

Elizabeth Valeriani
29 Oak Street
Newburyport, MA 01950



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

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CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 OCT 17 AM 10:35

60 PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 1, 2022
Subject: Re-Appointment

I hereby reappoint, subject to your approval, the following named individual as a member of the Emma L. Andrews Library and Community Center Commission. This term will expire on November 1, 2023.

Virginia R. Champi
84 Purchase Street
Newburyport, MA 01950

October 17, 2017

Donna Holaday, Mayor
City Hall
Pleasant Street
Newburyport, MA

Dear Mayor Holaday,

Recently I was asked by Donna Conway to serve on the Emma Andrews Library Commission for the city. I would be glad to serve on this committee.

My personal involvement with this library goes back to the early 90s when I was hired to be its librarian by Dottie LaFrance. At that time I worked shifts at both the Emma Andrews Branch and the downtown Library. While there I was the only employee that was responsible for running the Emma library. This job included circulation at the library desk, selecting and purchasing books, running story hours, keeping records and attending meetings of the Andrews Branch Improvement Association. I took this job very personally, even to the extent of shoveling snow when no one else showed up to do that in order to keep the library open.

When Dottie LaFrance offered me the position of Children's Cataloging Librarian at the main library in 2001, I gladly accepted the position. Although I was no longer the Emma librarian, I did continue to be very involved at the Emma Library. I became the treasurer of the association and a member of the board and also worked on every fundraising activity. When the Emma Andrews Library became independent from the main library, I also continued to be an active member of the board.

I retired from the main library in 2012 but I still work there as a substitute librarian.

Because I only live a stone's throw from the Emma library, I still keep my eye out for the little library from my kitchen window. I feel it is an important and beloved institution in the South End Community.

Hopefully this letter will also serve as my resume regarding the Commission position as it entails all my experience at the Emma Andrews Library and my willingness to maintain its importance in the community.

I appreciate your consideration of this application.

Sincerely,

Virginia R. Champi



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR

SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 OCT 17 AM 10:35

60 PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 1, 2022
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a member of the Emma L. Andrews Library and Community Center Commission. This term will expire on November 1, 2023.

Aine Greaney Ellrott
43 Purchase Street
Newburyport, MA 01950

*Áine Greaney Ellrott, writing as, "Áine Greaney," 43 Purchase Street,
Newburyport, MA 01950, USA*

978-463-3599 Aine@ainegreaney.com

Education

B.Ed., English and education, Carysfort College, National University of Ireland, Dublin, 1982. Minor in French.

M.A., English, College of Saint Rose, Albany, New York, 1996

Fellowships: New York State Writers Institute; Chester College Writer in Residence; Visiting Writer Bursary, Manchester-Essex Regional High School

Continuing Education: Medicine and the Arts, University of Cape Town;
Narrative Medicine Intensive, Columbia University School of Medicine
Poetry and Mental Health, U. Warrick (online)
Science Writing, U. Leeds (online)
Narrative therapy, Dulwich Center (in progress)

Academic Teaching and Curricular Design Experience

-**Baypath University:** MFA program.

-**Emerson College, Boston,** Department of Writing, Literature and Publishing –
Subject areas: Advanced Creative Nonfiction and Beginner Short Fiction
(undergraduate) spring semester, '05

-**Director and Host,** Emma Andrews Library Author Series, 2022 (LCC funded)

Community Workshops and Speakerships

Conferences & Lecture Series

Keynote, International Women's Writing Guild Annual Conference, 2021

Critical Thinking Lecture Series, Saint John's University, Minnesota

**Examined Life Conference, U Iowa School of Medicine - First-person Writing
for Medical Professionals**

International Women's Writing Guild Annual Conference, summer 2022

Pioneer Valley Writers Workshop

North Shore Young Writers Conference, Waring School

The New Hampshire Writers Project, six-week intensive in narrative writing

Writers Digest National Conference, New York, Summer 2014

Unicorn Writers Conference, Connecticut, March 2013

Ocean Park Writers Conference, 2012, Writing the Personal Essay

Seacoast Writers Conference, 2007, short fiction workshop

Cape Cod Writers Conference 2007, short fiction, summer 2007

North Shore Young Writers Conference 2006 and 2007, fiction (teens)

Best of Flume Press

What is Home? (Portsmouth, N.H. Poet Laureate Program)

Irish Girls Are Back in Town (Simon & Schuster, U.K.)

From the Heart of Ireland (Brandon Books)

Lost and Found: An anthology of Teachers' Writing

Consumer Publications:

Boston Globe Magazine, NPR/WBUR Boston, Edutopia, The Wisdom Daily, Salon.com, Forbes Women, The Irish Times Generation Emigration, CARA Aer Lingus Inflight Magazine, The Wisdom Daily, The Huffington Post and others.

International Women's Writing Guild

Boston Authors Club

A Room of Her own

Boston Immigrant Authors (virtual)

New Hampshire Writers Project

American Medical Writers Association

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 14, 2022

THAT the City Council of the City of Newburyport authorizes the payment of the following prior year bills in accordance with M.G.L. Chapter 44, Section 64:

Department	Vendor	Amount
DPS	Home Depot	\$1,840.16
DPS	NAPA Auto Parts	\$463.81
DPS	3Phase Elevator	\$1,167.50
Library	3Phase Elevator	\$277.50
	Total:	\$3,748.97

Councillor Sharif I. Zeid



Auto Parts • HD Truck • Paint & Body

STORE
Sanel NAPA - Salisbury, MA
158 Bridge Rd Rte 1
REF _____ VER _____
SALISBURY, MA 01952
(978) 462-3129

Time: 15:21 Date: 11/03/2022 Page: 2/2

Employee: 20 , MICHELE
Sales Rep: 0 , Used
Accounting Day: 3

SOLD TO 15761
NBPT SEWERAGE WSTE TMT FAC'
157 WATER ST
NEWBURYPORT, MA 01950

Anticipated Time:
Attention: INV FROM 51122
Tax Exemption: 046001403
PO#: 16766
Terms: 2% 10 Net 24 (1)

Part Number	Line	Description	Quantity	Price	Net	Total
124317	MOB	MOBIL 1 5W30 5QT	2.00	85.52	42.49	84.98
75540	NOL	SYNDW20	1.00	12.40	9.29	9.29
HAD TO DO A CREDIT AND REBILL WITH CURRENT DATE THATS WHY THE PRICING IS OVERRIDDEN						

Subtotal	463.81
Exempt Municipality or 0.0000%	0.00
Total	463.81
Charge Sale	463.81

Customer Signature
ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

STORE HOURS
M-F 7:30 - 5:00PM
Saturday 7:30 - 1:00PM

CUSTOMER COPY

Y
OCR
2000056985709891
Y
570989
invoice Number

VENDOR #: 4539 PO #: 16766
ACCT #: 61440002-52403
AMOUNT: \$ 463.81
SIGNATURE: [Signature]
DATE: 11-7-22 DPS



Auto Parts • HD Truck • Paint & Body



STORE

Sanel NAPA - Salisbury, MA
158 Bridge Rd Rte 1
REF _____ VER _____
SALISBURY, MA 01952
(978) 462-3129

Employee: 20 , MICHELE
Sales Rep: 0 , Used
Accounting Day: 3

SOLD TO 15761 Anticipated Time:
NBPT SEWERAGE WSTE TMT FAC Attention: INV FROM 51122
157 WATER ST Tax Exemption: 046001403
NEWBURYPORT, MA 01950 PO#: 16766
Terms: 2% 10 Net 24 (1)

Y

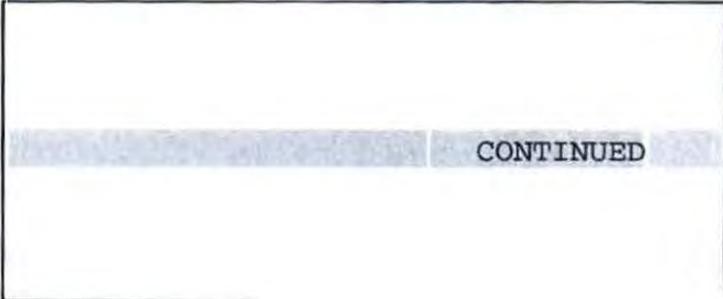
Part Number	Line	Description	Quantity	Price	Net	Total
75121	NOL	NAPA 5 GAL 15W40	2.00	174.06	64.99	129.98
773780	VAL	PREM BLUE 15W40 1 GAL	6.00	51.20	25.49	152.94
8223	BAT	3MO WTY BAT	1.00	83.95	51.29	51.29
8223	BAT	Core Deposit	1.00	9.00	9.0000	9.00 D
8223	BAT	Core Deposit	-1.00	9.00	9.00	9.00 CD
AS11	FFP	PENETRANT OIL	1.00	20.78	9.3500	9.35
		Above Item on Sale				
37802	CHV	FUEL SYSTEM CLEANER	2.00	38.46	12.99	25.98

OCR 2000056985709891

Customer Signature
ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

STORE HOURS
M-F 7:30 - 5:00PM
Saturday 7:30 - 1:00PM

CUSTOMER COPY



570989

Invoice Number



MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : DPS
INVOICE NO : 190269
INVOICE DATE : 04/27/22

INVOICE AMT : 273.71
CHARGED AMT : 273.71 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
SPEED PRO COEX .095 X	1002825451	6 EA	28.97	173.82
JOBSITE 24" INDOOR/OU	0000941091	1 EA	27.97	27.97
HUSKY 22IN STEEL TINE	1006394826	2 EA	22.98	45.96
ANVIL 14 T WELDED BOW	0000689963	2 EA	12.98	25.96

SUBTOTAL : 273.71
TAX : 0.00
SHIPPING : 0.00

INVOICE TOTAL : 273.71

PURCHASER'S NAME: CORMER ROLAND

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/17/22
5.47

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : 27866
INVOICE NO : 1190241
INVOICE DATE : 04/26/22

INVOICE AMT : 76.97-
CHARGED AMT : 76.97- <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
SCOTT'S TURF BUILDER	1006938496	1 EA	76.97-	76.97-
SUBTOTAL:				76.97-
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				76.97-

PROX INVOICING CYCLE 05

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : SCC
INVOICE NO : 1303812
INVOICE DATE : 04/26/22

INVOICE AMT : 48.97
CHARGED AMT : 48.97 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
SCOTTS GRUBEX SSN LNG 0000884429		1 EA	48.97	48.97
SUBTOTAL:				48.97
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				48.97

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/16/22
0.98

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : 27866
INVOICE NO : 7302616
INVOICE DATE : 04/20/22

INVOICE AMT : 405.82
CHARGED AMT : 405.82 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
SCOTT'S GRUBEX SSN LNG	0000884429	1 EA	48.97	48.97
SCOTT'S GRUBEX SSN LNG	0000884429	1 EA	48.97	48.97
SCOTT'S TURF BUILDER	1006938496	1 EA	76.97	76.97
SCOTT'S TURF BUILDER	1006938496	1 EA	76.97	76.97
SCOTT'S TURF BUILDER	1006938496	1 EA	76.97	76.97
SCOTT'S TURF BUILDER	1006938496	1 EA	76.97	76.97
SUBTOTAL:				405.82
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				405.82

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/10/22
8.12

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT

MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : 27859
INVOICE NO : 8014777
INVOICE DATE : 04/19/22

INVOICE AMT : 127.35
CHARGED AMT : 127.35 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
12 IN X 12 IN DRY WAL	1006765300	1 EA	33.97	33.97
12 IN X 12 IN DRY WAL	1006765300	1 EA	33.97	33.97
1-3/8 IN. CARBIDE UNI	1005511987	1 EA	29.97	29.97
8 IN X 8 IN DRY WALL	1006790717	1 EA	29.44	29.44
SUBTOTAL:				127.35
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				127.35

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/09/22
2.55

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT

MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : 50-5THSTREE
INVOICE NO : 6033453
INVOICE DATE : 04/11/22

INVOICE AMT : 64.53
CHARGED AMT : 64.53 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
3M SAFETY WALK 2" X 1	0000307354	1 EA	14.28	14.28
3M SAFETY WALK 2" X 1	0000307354	1 EA	14.28	14.28
3M SAFETY WALK 2" X 1	0000307354	1 EA	14.28	14.28
3M SAFETY WALK 2" X 1	0000307354	1 EA	14.28	14.28
DW BLK OX 11/64" BIT	1001294991	1 EA	2.47	2.47
DW BLK OX 11/64" BIT	1001294991	1 EA	2.47	2.47
DW BLK OX 11/64" BIT	1001294991	1 EA	2.47	2.47
SUBTOTAL:				64.53
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				64.53

PURCHASER'S NAME: WESTPHAL GARY

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/01/22
1.29

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : CITYOFNEWBURYPORT
INVOICE NO : 6191864
INVOICE DATE : 04/11/22

INVOICE AMT : 287.76
CHARGED AMT : 287.76 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
INDOOR/OUTDOOR FOLDIN	0000776776	12 EA	23.98	287.76
SUBTOTAL:				287.76
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				287.76

PURCHASER'S NAME: CORMER ROLAND

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/01/22
5.76

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : 27933
INVOICE NO : 627676
INVOICE DATE : 05/27/22

INVOICE AMT : 88.13
CHARGED AMT : 88.13 <== AMOUNT YOU PAY
PMT DUE DATE : 06/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
SWIFFER DUSTER 360 HV	1000002086	1 EA	9.90	9.90
SWIFFER DUSTER 360 HV	1000002086	1 EA	9.90	9.90
HDX 2PLY PAPER TOWEL	1003520647	1 CA	17.98	17.98
CHARMIN SOFT 18 MEGA	1007260488	1 EA	24.98	24.98
OB ODOMAGNET FRESH AI	1006995560	1 EA	4.47	4.47
DRAIN WEASEL HAIR CLO	1001523392	1 EA	5.98	5.98
OB ODOMAGNET FRESH AI	1006995560	1 EA	4.47	4.47
OB ODOMAGNET FRESH AI	1006995560	1 EA	4.47	4.47
DRAIN WEASEL HAIR CLO	1001523392	1 EA	5.98	5.98
SUBTOTAL:				88.13
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				88.13

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

06/16/22
1.76

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT

MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : SCC
INVOICE NO : 5624169
INVOICE DATE : 05/02/22

INVOICE AMT : 75.93
CHARGED AMT : 75.93 <== AMOUNT YOU PAY
PMT DUE DATE : 06/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
1"X10' HUSKY CAMBUCKL	1005411657	1 EA	9.97	9.97
1.25X16 CHROME RATCHE	1005560133	1 EA	25.98	25.98
1.25X16 CHROME RATCHE	1005560152	1 EA	39.98	39.98

SUBTOTAL: 75.93
TAX: 0.00
SHIPPING: 0.00

INVOICE TOTAL: 75.93

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/22/22
1.52

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION.

ACCOUNT NO : *****5217
P.O. NO : BRANCHIVORY
INVOICE NO : 7010307
INVOICE DATE : 04/30/22

INVOICE AMT : 23.35
CHARGED AMT : 23.35 <== AMOUNT YOU PAY
PMT DUE DATE : 06/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
#8 X 2-1/4" TH CONSTR	1007437269	1 EA	9.97	9.97
5/4X6-8FT PREM PT GC	1001754831	1 EA	13.38	13.38
SUBTOTAL:				23.35
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				23.35

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05:

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/20/22
0.47

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : RON
INVOICE NO : 8304215
INVOICE DATE : 04/29/22

INVOICE AMT : 49.50
CHARGED AMT : 49.50 <== AMOUNT YOU PAY
PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
48" WOOD GARDEN STAKE	0000974226	25 EA	1.98	49.50
SUBTOTAL:				49.50
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				49.50

PURCHASER'S NAME: WESTPHAL GARY

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

05/19/22
0.99

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO:
 Home Depot Credit Service
 P.O. BOX 9001043
 LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
 16A PERRY WAY
 ATTN: LISA EXUM
 NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
 PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
 PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
 P.O. NO : 27853
 INVOICE NO : 2620804
 INVOICE DATE : 04/05/22
 INVOICE AMT : 110.36
 CHARGED AMT : 110.36 <== AMOUNT YOU PAY
 PMT DUE DATE : 05/31/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
4 LAMP T8 4' 120-277V	0000802261	1 EA	28.97	28.97
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
LEG TIP 1" BLACK RUBB	0000824969	1 EA	3.35	3.35
4 LAMP T8 4' 120-277V	0000802261	1 EA	28.97	28.97
4 LAMP T8 4' 120-277V	0000802261	1 EA	28.97	28.97

SUBTOTAL: 110.36
 TAX: 0.00
 SHIPPING: 0.00
 INVOICE TOTAL: 110.36

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
 DISCOUNT DUE DATE:
 DISCOUNT AMOUNT:

04/25/22
 2.21

DIRECT INQUIRIES TO
 SERVICE REP: (800) 395-7363
 FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : NYS
INVOICE NO : 8620103
INVOICE DATE : 03/30/22

INVOICE AMT : 43.04
CHARGED AMT : 43.04 <== AMOUNT YOU PAY
PMT DUE DATE : 04/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
HDX ULTRA SOFT BATH T	1003186298	1 PK	18.38	18.38
HDX ULTRA SOFT BATH T	1003186298	1 PK	18.38	18.38
CLR CALCIUM/LIME/RUST	0000336808	1 EA	6.28	6.28
SUBTOTAL:				43.04
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				43.04

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

04/19/22
0.86

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO: NEWBURYPORT DPW
 Home Depot Credit Service 16A PERRY WAY
 P.O. BOX 9001043 ATTN: LISA EXUM
 LOUISVILLE KY 40290-1043 NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
 PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
 PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
 P.O. NO : 27775
 INVOICE NO : 2052160
 INVOICE DATE : 03/16/22
 INVOICE AMT : 39.98
 CHARGED AMT : 39.98 <== AMOUNT YOU PAY
 PMT DUE DATE : 04/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
PORTABLE PUSH BUTTON	I000016173	1 EA	39.98	39.98
SUBTOTAL:				39.98
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				39.98

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
 DISCOUNT DUE DATE: 04/05/22
 DISCOUNT AMOUNT: 0.80
 DIRECT INQUIRIES TO
 SERVICE REP: (800) 395-7363
 FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : PLUMBISLAND
INVOICE NO : 9036063
INVOICE DATE : 03/09/22

INVOICE AMT : 76.82
CHARGED AMT : 76.82 <== AMOUNT YOU PAY
PMT DUE DATE : 04/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
SCOTCH 1.88" MASKING	0000690188	1 EA	4.58	4.58
SCOTCHBLUE 1.88" 2090	0000315026	1 EA	7.48	7.48
SCOTCH HVYDUTY 54YDS	1001674264	1 EA	14.58	14.58
2-3/8X36 H/D WIDE DR	0000561825	1 EA	14.24	14.24
AIRSHIM INFLATABLE PR	1001846535	1 EA	17.97	17.97
AIRSHIM INFLATABLE PR	1001846535	1 EA	17.97	17.97
SUBTOTAL:				76.82
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				76.82

PURCHASER'S NAME: WESTPHAL GARY

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

03/29/22
1.54

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

MAIL PAYMENTS TO: NEWBURYPORT DPW
 Home Depot Credit Service 16A PERRY WAY
 P.O. BOX 9001043 ATTN: LISA EXUM
 LOUISVILLE KY 40290-1043 NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
 PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
 PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION.

ACCOUNT NO : *****5217
 P.O. NO : 27751
 INVOICE NO : 4012530
 INVOICE DATE : 03/04/22
 INVOICE AMT : 154.38
 CHARGED AMT : 154.38 <== AMOUNT YOU PAY
 PMT DUE DATE : 04/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
DWA2TX20MF2	1004180005	1 EA	3.97	3.97
1-5/8" COMP. DECKSCREW-	0000291447	1 EA	10.47	10.47
PL PREMIUM PU CONSTRU	0000125307	1 EA	6.58	6.58
OSCILLATING MULTI-TOO	1004856048	1 EA	29.97	29.97
MKE COBALT 3/32" BIT	1001294891	1 EA	3.17	3.17
SOLID RED OAK 6010 HA	0000176726	6 LF	7.98	48.52
MKE COBALT 3/32" BIT	1001294891	1 EA	3.17	3.17
USG AP LIGHT DUST CON.	1001382151	1 EA	9.25	9.25
USG ALL PURPOSE JC 3.	0000258717	1 EA	8.38	8.38
1-1/2 X1-1/2 PINE LWM	0000806324	6 LF	5.15	30.90
SUBTOTAL:				154.37
TAX:				0.00
SHIPPING:				0.00
INVOICE TOTAL:				154.37

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
 DISCOUNT DUE DATE:
 DISCOUNT AMOUNT:

03/24/22
 3.09

DIRECT INQUIRIES TO
 SERVICE REP: (800) 395-7363
 FAX: (888) 965-8142

MAIL PAYMENTS TO:
Home Depot Credit Service
P.O. BOX 9001043
LOUISVILLE

KY 40290-1043

NEWBURYPORT DPW
16A PERRY WAY
ATTN: LISA EXUM
NEWBURYPORT MA 01950

MAKE CHECKS PAYABLE TO: Home Depot Credit Service
PLEASE INCLUDE ACCOUNT NUMBER ON CHECK TO ENSURE PROPER PROCESSING
PLEASE CHECK LAST PAGE FOR DISCOUNT INFORMATION

ACCOUNT NO : *****5217
P.O. NO : 27751
INVOICE NO : 4012532
INVOICE DATE : 03/04/22
INVOICE AMT : 47.50
CHARGED AMT : 47.50 <== AMOUNT YOU PAY
PMT DUE DATE : 04/30/22

DESCRIPTION	S.K.U.	QUANTITY	PRICE	EXTENSION
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
SDRL SCRW ZNC PHL PAN	0000334613	1 EA	9.58	9.58
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16
HOOK	0000486151	1 EA	3.16	3.16

SUBTOTAL: 47.50
TAX: 0.00
SHIPPING: 0.00

INVOICE TOTAL: 47.50

PURCHASER'S NAME: BARTLETT MICHAEL

PROX INVOICING CYCLE 05

IF DISCOUNT IS TAKEN
DISCOUNT DUE DATE:
DISCOUNT AMOUNT:

03/24/22
0.95

DIRECT INQUIRIES TO
SERVICE REP: (800) 395-7363
FAX: (888) 965-8142

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
6/1/2022	114856

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
94 State Street Newburyport, MA 01950

P.O. No.	Terms	Project	
	Net 30		
Description	Qty	Rate	Amount
Monthly Contract Billing - Current Period Library and City Hall		185.00	185.00

VENDOR # NEW PO # _____
 ACCT #: 01421002-52402 01610002-52402
 AMOUNT: \$ 92.50 \$92.50
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp. Please send ACH or EFT payments to: Santander Bank Routing Number: 011075150 Account Number: 70404951942 Please include the invoice number	Subtotal	\$185.00
	Sales Tax (0.0%)	\$0.00
	Total	\$185.00
	Payments/Credits	\$0.00
	Balance Due	\$185.00

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
6/1/2022	114857

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
94 State Street 351 High St. Newburyport, MA 01950

P.O. No.	Terms	Project
	Net 30	

Description	Qty	Rate	Amount
Monthly Contract Billing - Current Period Senior Center		90.00	90.00

VENDOR #: NEW PO #: _____
 ACCT #: 01421002-50402
 AMOUNT: \$ 90.00
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp.
 Please send ACH or EFT payments to:
 Santander Bank
 Routing Number: 011075150
 Account Number: 70404951942
 Please include the invoice number

Subtotal	\$90.00
Sales Tax (0.0%)	\$0.00
Total	\$90.00
Payments/Credits	\$0.00
Balance Due	\$90.00

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
5/1/2022	114214

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
94 State Street 331 High St. Newburyport, MA 01950

P.O. No.	Terms	Project	
	Net 30		
Description	Qty	Rate	Amount
Monthly Contract Billing - Current Period Senior Center		90.00	90.00

VENDOR #: NEW PO #: _____
 ACCT #: 01421002-52402
 AMOUNT: \$ 90.00
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp. Please send ACH or EFT payments to: Santander Bank Routing Number: 011075150 Account Number: 70404951942 Please include the invoice number	Subtotal	\$90.00
	Sales Tax (0.0%)	\$0.00
	Total	\$90.00
	Payments/Credits	\$0.00
	Balance Due	\$90.00

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
5/1/2022	114213

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
94 State Street Newburyport, MA 01950

P.O. No.	Terms	Project	
	Net 30		
Description	Qty	Rate	Amount
Monthly Contract Billing - Current Period Library and City Hall		185.00	185.00

VENDOR #: NEW PO #: _____
 ACCT #: 01421002-52402 01610002-52402
 AMOUNT: \$ 92.50 \$92.50
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp. Please send ACH or EFT payments to: Santander Bank Routing Number: 011075150 Account Number: 70404951942 Please include the invoice number	Subtotal	\$185.00
	Sales Tax (0.0%)	\$0.00
	Total	\$185.00
	Payments/Credits	\$0.00
	Balance Due	\$185.00

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
4/14/2022	114333

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
City Hall - 94 State St Library - 60 Pleasant St Newburyport, MA

Description	P.O. No.	Terms	Project
	Qty	Rate	Amount
Performed annual safety test in accordance with Mass Code 524CMR in presence of state inspector for unit(s) 206-P-36	1	620.00	620.00

VENDOR #: MEM PO #: _____
 ACCT #: 01421002-52402
 AMOUNT: \$ 620.00
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp. Please send ACH or EFT payments to: Santander Bank Routing Number: 011075150 Account Number: 70404951942 Please include the invoice number	Subtotal	\$620.00
	Sales Tax (0.0%)	\$0.00
	Total	\$620.00
	Payments/Credits	\$0.00
	Balance Due	\$620.00

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
4/1/2022	113187

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
94 State Street Newburyport, MA 01950

P.O. No.	Terms	Project	
	Net 30		
Description	Qty	Rate	Amount
Monthly Contract Billing - Current Period Library and City Hall		185.00	185.00

VENDOR #: NEW PO #: _____
 ACCT #: 01421002-52402 01610002-52402
 AMOUNT: \$ 92.50
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp. Please send ACH or EFT payments to: Santander Bank Routing Number: 011075150 Account Number: 70404951942 Please include the invoice number	Subtotal	\$185.00
	Sales Tax (0.0%)	\$0.00
	Total	\$185.00
	Payments/Credits	\$0.00
	Balance Due	\$185.00

3Phase Elevator Corp.
 D/B/A Halley Elevator
 60 Shawmut Road, Suite 1
 Canton, MA 02021
 508.350.9900



INVOICE

Date	Invoice #
4/1/2022	113188

Bill To
City of Newburyport Mike Bartlett 60 Pleasant Street Newburyport, MA 01950

Ship To
94 State Street 331 High Newburyport, MA 01950

Description	Qty	P.O. No.	Terms	Project
			Net 30	
			Rate	Amount
Monthly Contract Billing - Current Period Senior Center			90.00	90.00

VENDOR #: NEW PO #: _____
 ACCT #: 01421002-52415
 AMOUNT: \$ 90.00
 SIGNATURE: _____
 DATE: _____ DPS

Please make checks payable to 3Phase Elevator Corp. Please send ACH or EFT payments to: Santander Bank Routing Number: 011075150 Account Number: 70404951942 Please include the invoice number	Subtotal	\$90.00
	Sales Tax (0.0%)	\$0.00
	Total	\$90.00
	Payments/Credits	\$0.00
	Balance Due	\$90.00

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 14, 2022

THAT, the City of Newburyport adopts a **residential factor** of [] for **fiscal year 2023**.

Councillor Sharif I. Zeid

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 14, 2022

THAT, the City of Newburyport adopts a **tax rate** of \$[] per thousand for the residential and open space (R&O) classes and \$[] per thousand for the commercial, industrial and personal property (CIP) classes for **fiscal year 2023**.

Councillor Sharif I. Zeid



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

To: President and Members of the City Council
From: Mayor Sean R. Reardon
Date: November 9, 2022
Subject: FY2023 Tax Rate

Establishing the property tax rate is the final step in the annual budget process as it provides funding for the expenditures that were authorized by the Mayor and City Council back in June. The annual budget, and subsequent year forecasting, assumes taxation up to the levy limit provided under the state's Proposition 2½. While the fiscal year 2023 budget submission was built on the full 2.5% increase to the prior year levy limit, the City ended with \$209,272¹ in available revenue that will not need to be raised through taxation; this was generated by City Council budget reductions, as well as higher than estimated state aid and new growth.

Recommendations

To fund the FY'23 adopted budget, \$66,412,998² must be raised through the tax rate setting process. In order to fund that amount, we recommend:

1. That the City Council vote to authorize the use of **\$401,028** in free cash to reduce the FY'23 tax rate.
2. That the City Council votes to adopt a residential factor of **0.9880**.
3. That the City Council votes to adopt a tax rate of **\$10.66** for the residential and open space classes and **\$11.87** for the commercial, industrial and personal property classes.

Why use free cash?

Utilizing \$401,028 in free cash reduces the amount to be raised through taxes from \$66,412,998 to \$66,011,970. While free cash cannot always be relied on to fund the tax rate, there are certain instances where it is warranted; in this year, using free cash would be appropriate.

Firstly, the City experienced a historic free cash certification for FY'23 predominately driven by one-time revenue sources. It is important that a portion of that is used to defray tax increases. Secondly, free cash is needed to help close some of the \$639,637 gap (i.e. excess levy capacity) that existed between the FY'22 tax levy and the FY'22 levy limit.

¹ Budget reductions of \$157,200 plus \$124,590 in state aid plus \$198,882 in higher than estimated new growth less approved supplemental budget of \$271,400

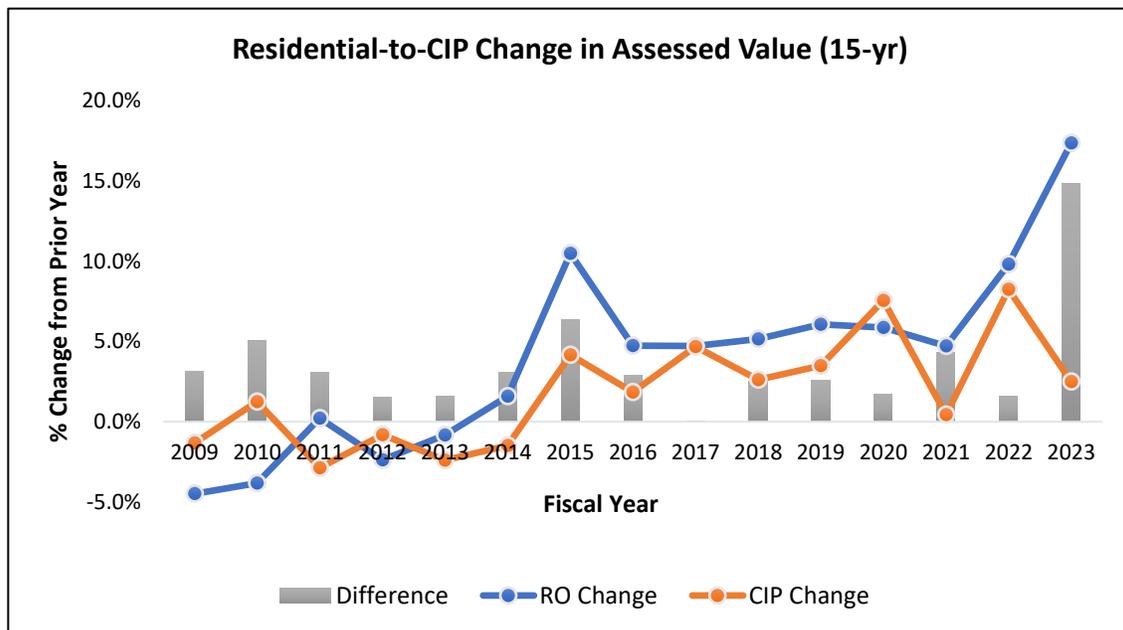
² FY'23 levy limit of \$66,622,270 less \$209,272 in available revenue

While free cash helps to mitigate increases for the current fiscal year, a consequence is that building the annual budget (and subsequent year forecasting) on the full levy limit makes for an even greater increase in the following year. For example, what would normally be a 3.0 to 3.5% increase becomes a 4.0 to 4.5% increase as you work to make up the difference that was left untaxed the prior year. Thus, while I support using a moderate amount of free cash, I would not support any larger allocations to set the tax rate as it potentially sets us up for failure later on.

Why the split tax rate?

In Massachusetts, properties are grouped into two main categories: 1) residential and open space (“RO”) and 2) commercial, industrial and personal property (“CIP”). Typically in Newburyport, the levy is always charged proportionally based on the assessed value of all property, regardless of property class. For example, if the RO classes are 89% of the entire assessed value of the city, then the CIP classes are 11% of the entire assessed value of the city. With a single tax rate, the RO classes would pay 89% of the total tax levy and the CIP classes pay 11% of the total tax levy. In this case, we divide the levy to be raised by the valuation of all properties to get the resulting tax rate. For FY’23, the levy to be raised is \$66,011,970 and the total city-wide valuation is \$6,115,755,868, resulting in tax rate of \$10.79³.

When the annual change in property values generally aligns, or correlates, across all classes of property, it results in most taxpayers experiencing a similar change in tax bill from year-to-year (in percentage terms). For example, last year, as shown in the chart below, RO classes of property (blue line) increased in assessed value by 9.8% while CIP classes of property (orange line) increased by 8.2%; a difference of 1.6%. Slightly more of the tax burden shifted to residential taxpayers, but only by 1.6%; over the past 15 years, the average variance has been +/- 2.8%.



FY’23, however, is not a typical year as the housing market has caused residential assessed values to increase by 17.4% compared to an increase of 2.5% for the CIP classes; a difference of 14.9%. The last time the City experienced an increase in values this large was following the housing bubble in the early

³ Note that the maximum rate allowed under Proposition 2½ is \$10.89, but is reduced due to available revenue and use of free cash.

2000's, which resulted in a 46.7% increase in home assessed values for FY'05 (CIP increased by 23.9% that year). When this happens, it causes a significant shift in taxation from businesses to homeowners.

If taxes were divided proportionally among the much higher residential tax base and the now lower commercial/industrial tax base, for FY'23, the average single family home⁴ experiences a \$530 increase (+6.3%) to their tax bill, while the average business⁵ gets a *tax cut* of -\$1,330 (-8.4%). To address this deviation, state law allows cities and towns to perform a so-called "CIP shift" up to a maximum of 50% of the assessed value of the CIP classes. In this instance, it allows the city to prevent the RO classes of property from seeing a disproportionately large tax increase while CIP classes of property see their taxes go down. The attached analysis shows the resulting tax rate at varying shifts in 5% increments up to 50%. For FY'23, we recommend adopting a shift of 0.1 or 10%, which translates to a "residential factor" of 0.9880 to be voted on by the City Council (see calculation below).

CIP Shift Calculation

With a single tax rate

- RO classes would pay 89.3%
- CIP classes would pay 10.7%

10% shift of the current CIP tax burden of 10.7%

10.7% X 10% = 1.1%

10.7% + 1.1% = 11.8%

After the shift, CIP classes will pay 11.8% of the total tax levy and RO classes will pay 88.2% of the total tax levy

"Residential Factor" = New RO levy share / original levy share

88.2% / 89.3% = 98.8%

Residential Factor (To Be Voted) = 0.9880

At a residential factor of 0.9880, the resulting tax rate is \$10.66 for the RO classes and \$11.87 for the CIP classes. Commercial establishments see a slight increase in taxes by \$129 per year (0.8%). Homeowners still experience a greater increase, however reduced from \$530 per year (6.3%) to \$422 per year (5.0%) due to the CIP shift.

For context, the last time that the City adopted a CIP shift was in 1986. Additionally, the Division of Local Services provides a helpful synopsis on this topic and comparative data in its [August 19, 2021 edition](#) of *City & Town*. Other municipalities that perform a CIP shift in Essex County, include: Andover, Beverly, Danvers, Gloucester, Haverhill, Lawrence, Lynn, Lynnfield, Methuen, North Andover, Peabody, Salem, Saugus and Swampscott. It is worth noting, however, that most of these entities shift every year, which is not the Administration's intent or recommendation. It is our hope that once home prices stabilize, we can revert back to a single tax rate for all classes of property. Likely, this would happen over several fiscal years to avoid any significant fluctuations in taxes.

⁴ Average single family value was \$702,000 (FY'22) and is now \$830,500 (FY'23)

⁵ Average commercial value was \$1,324,800 (FY'22) and is now \$1,351,300 (FY'23)

Conclusion

Adopting a CIP shift is not a tool that the City often uses and, for good reason, because we support and rely on our business community. That said, it is not realistic or fair to have one group of taxpayers take on a huge tax burden while another group get a tax break. What we are proposing, I believe, is a fair compromise in that commercial and industrial properties see a modest increase to their tax bill rather than having their tax bill go down as a result of even larger increases on the residential side.

I fully appreciate the toll that taxes take on all members of our community, many of whom are struggling and need all of the support they can get. I am also cognizant of the resources that the City needs to provide the public safety, services and education that we deserve and expect from our local government. It is for that reason that I support the use of free cash to help set the tax rate in a manner that balances the burden placed on taxpayers with the city's fiscal stability going forward.

Thank you for your review and consideration.

**City of Newburyport Fiscal Year 2023 Tax Levy
Residential-to-CIP Shift Analysis**

Proposition 2 ½ Levy Limit Calculation

	FY'23 Levy Limit	FY'23 Recommended	
Prior Year Levy Limit	\$61,029,959	\$61,029,959	
2 ½ % Increase	\$1,525,749	\$915,449	1.50% Increase
New Growth	\$898,882	\$898,882	
FY'23 Levy	\$63,454,590	\$62,844,290	
Excluded Debt	\$3,167,680	\$3,167,680	
Total Tax Levy	\$66,622,270	\$66,011,970	

Decrease from Max. Levy Limit \$610,300

Offset by Available Revenue:

Budget Reductions	\$157,200
Additional State Aid	\$124,590
Supplemental Budget	-\$271,400
New Growth Over Estimate	\$198,882
Free Cash	\$401,028
Total Available Revenue	\$610,300

Class		Assessed Value	% of Total Valuation
Residential	1	5,459,918,769	89.2763%
Open Space	2	274,300	0.0045%
Total Classes 1,2 (R&O)		5,460,193,069	89.2808%
Commercial	3,7,8	363,260,831	5.9398%
Industrial	4	223,592,200	3.6560%
Personal	5	68,709,768	1.1235%
Total Class 3,4,5,7,8 (CIP)		655,562,799	10.7192%
Total All Classes		6,115,755,868	100.0000%

Max. Tax Rate (\$66,622,270 / 6,115,755,868 X 1000)	\$10.89
Recommended Tax Rate Before CIP Shift	\$10.79
Maximum Share of Levy for CIP (CIP Shift = 1.5)	16.0788%
Minimum Share of Levy for R&O (CIP Shift = 1.5)	83.9212%
Minimum Residential Factor (MRF)	93.9969%

Shift Analysis - At Recommended Tax Rate of \$10.79 Per Thousand

Shift	Res. Factor	R & O Rate	C,I & P Rate
0.00	1.0000	10.79	10.79
0.05	0.9940	10.73	11.33
0.10	0.9880	10.66	11.87
0.15	0.9820	10.60	12.41
0.20	0.9760	10.53	12.95
0.25	0.9700	10.47	13.49
0.30	0.9640	10.40	14.03
0.35	0.9580	10.34	14.57
0.40	0.9520	10.28	15.11
0.45	0.9460	10.21	15.65
0.50	0.9400	10.15	16.19

FY2023 Annual Tax Bill

Shift	Avg. Single Family	Avg. Commercial*	Avg. Industrial.*
	830,500	1,351,300	2,303,300
0.00	\$8,961	\$14,581	\$24,853
0.05	\$8,911	\$15,310	\$26,096
0.10	\$8,853	\$16,040	\$27,340
0.15	\$8,803	\$16,770	\$28,584
0.20	\$8,745	\$17,499	\$29,828
0.25	\$8,695	\$18,229	\$31,072
0.30	\$8,637	\$18,959	\$32,315
0.35	\$8,587	\$19,688	\$33,559
0.40	\$8,538	\$20,418	\$34,803
0.45	\$8,479	\$21,148	\$36,047
0.50	\$8,430	\$21,878	\$37,290

*Excludes Condos and Vacant Land

\$ Change in Tax Bill from FY2022:

	Avg. Single Family	Avg. Commercial*	Avg. Industrial.*
FY2022 Value	702,000	1,324,800	2,217,400
FY2022 Tax Bill	8,431	15,911	26,631
0.00	\$530	(\$1,330)	(\$1,778)
0.05	\$480	(\$601)	(\$535)
0.10	\$422	\$129	\$709
0.15	\$372	\$859	\$1,953
0.20	\$314	\$1,588	\$3,197
0.25	\$264	\$2,318	\$4,441
0.30	\$206	\$3,048	\$5,684
0.35	\$156	\$3,778	\$6,928
0.40	\$107	\$4,507	\$8,172
0.45	\$48	\$5,237	\$9,416
0.50	(\$1)	\$5,967	\$10,659

% Change in Tax Bill from FY2022:

	Avg. Single Family	Avg. Commercial*	Avg. Industrial.*
0.00	6.3%	-8.4%	-6.7%
0.05	5.7%	-3.8%	-2.0%
0.10	5.0%	0.8%	2.7%
0.15	4.4%	5.4%	7.3%
0.20	3.7%	10.0%	12.0%
0.25	3.1%	14.6%	16.7%
0.30	2.4%	19.2%	21.3%
0.35	1.9%	23.7%	26.0%
0.40	1.3%	28.3%	30.7%
0.45	0.6%	32.9%	35.4%
0.50	0.0%	37.5%	40.0%

*Excludes Condos and Vacant Land

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 14, 2022

AN ORDER RELATIVE TO PARKING DURING THE 2022 HOLIDAY SEASON:

BE IT ORDERED, that:

Collection of daily parking fees in all parking lots and the parking garage is suspended from December 18, 2022 through December 25, 2022.

A sign will be hung on the parking kiosks stating "Free Parking- Season's Greetings from the Citizens of Newburyport".

Councillor James J. McCauley

ORDINANCES

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

September 27, 2022

AN AMENDMENT TO AN ORDINANCE TO ADD A NEW HANDICAPPED PARKING SPACE PURUSANT TO SECTION 179 OF CHAPTER 13 (TRAFFIC AND MOTOR VEHICLES) OF THE MUNICIPAL CODE

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

Chapter 13	Traffic and Motor Vehicles
Article 4	Specific Street Schedules
Division 6	Stopping, Standing and Parking
Section 13-179	Handicapped Zones

Amend Section 13-179 by inserting a new line, as follows, with deletions ~~double-stricken through~~, and additions double-underlined:

No person, without a duly authorized handicapped vehicle registration or placard, as described in M.G.L.A. c. 90, § 2 shall park a vehicle in any of the following described parking spaces as designated by signs and symbols:

Plummer Avenue

One (1) space on the west side located five (5) feet north of the driveway at 10 Plummer Ave.

Councillor Christine Wallace

In City Council September 27, 2022:

Motion to refer to Public Safety by Councillor McCauley, seconded by Councillor Cameron. Roll call vote. 11 yes. Motion passes.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

October 11, 2022

AN ORDINANCE TO AMEND THE NOISE ORDINANCE

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

THAT the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended by amending existing Section 8-801, of ARTICLE IV. – NOISE, to read as follows, with deletions ~~double-stricken and italicized~~, and additions double-underlined and italicized:

ARTICLE IV. – NUISANCES

Sec. 8-801. – Noise.

(d)*Vehicle deliveries and idling vehicles and mechanical equipment.* Except in non-residential districts, or as expressly approved in writing, in advance, by the mayor, the city marshal, the director of the department of public services, or the administrative official charged to enforce the recycling ordinance, no vehicular deliveries shall occur, nor shall any commercial or non-commercial vehicle or mechanical equipment be left idling or otherwise operating audibly within the City of Newburyport between the hours of 10:00 p.m. and 7:00 a.m., on any day of the year. This restriction shall apply, without limitation, to all construction vehicles and equipment related to demolition and construction. This restriction shall not apply to an emergency as declared by the director of the department of public works.

Provided however in the Business district described in Sec. 8-81, Department of Public Service and the Parks Department vehicles or mechanical equipment may be left idling or otherwise operating audibly between the hours of 5:00 a.m. and 10:00 p.m. during Monday through Friday from April 1 to January 1.

Councillor Jennie L. Donahue

In City Council October 11, 2022:

Motion to refer ODNC00124, ODNC00126, and ODNC00127 collectively to Public Safety by Councillor Zeid, seconded by Councillor McCauley. Roll call vote.11 yes. Motion passes.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

October 11, 2022

AN ORDINANCE TO AMEND THE RESIDENTIAL PARKING PERMIT PROGRAM

CHAPTER 13 TRAFFIC AND MOTOR VEHICLES
ARTICLE IV SPECIFIC STREET SCHEDULES
DIVISION 6 STOPPING, STANDING AND PARKING
SEC. 13 – 180 RESIDENT PARKING

THAT the City Council of the City of Newburyport hereby amends existing subsection (c) of section 13-180 the City of Newburyport Code of Ordinances as follows, with deletions ~~double-stricken through and in bold~~, and additions **double-underlined and in bold**:

Sec. 13-180. - Residential parking zones.

Preamble. Residential parking zones may be established: (1) where a bona fide hardship exists caused by unique or special conditions; and/or (2) where the city has imposed one- or two- or four- hour parking limits on residential streets bordering commercial zones; and/or (3) where the residents of these residential districts suffer from unreasonable burdens in gaining access to their residences.

(a) *Definitions.* As used in this section:

(1) Residential parking permit zone shall mean a residential district where curbside parking on public highways is limited to not more than two (2) or four (4) consecutive hours between 8:00 a.m. and 6:00 p.m. Monday—Saturday from ~~October~~ November 1 through ~~April 30~~ March 31, and between 8:00 a.m. and 8:00 p.m. Monday—~~Saturday~~ Sunday from ~~May 1~~ April 1 through ~~September 30~~ October 31 excepting ~~Sundays~~ and holidays throughout the year, and unless a parking permit authorized by this section has been validly issued for the parked vehicle.

Councillor James J. McCauley

In City Council October 11, 2022:

Motion to refer ODNC00124, ODNC00126, and ODNC00127 collectively to Public Safety by Councillor Zeid, seconded by Councillor McCauley. Roll call vote.11 yes. Motion passes.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

October 11, 2022

AN AMENDMENT TO AN ORDINANCE TO ADD A NEW HANDICAPPED PARKING SPACE PURUSANT TO SECTION 179 OF CHAPTER 13 (TRAFFIC AND MOTOR VEHICLES) OF THE MUNICIPAL CODE

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

Chapter 13	Traffic and Motor Vehicles
Article 4	Specific Street Schedules
Division 6	Stopping, Standing and Parking
Section 13-179	Handicapped Zones

Amend Section 13-179 by inserting a new line, as follows, with deletions ~~double-stricken through~~, and additions double-underlined:

No person, without a duly authorized handicapped vehicle registration or placard, as described in M.G.L.A. c. 90, § 2 shall park a vehicle in any of the following described parking spaces as designated by signs and symbols:

Olive Street

One (1) space in front of 13 Olive Street. Said space shall expire in two (2) years from the date of first written above.

Councillor Heather L. Shand

In City Council October 11, 2022:

Motion to refer ODNC00124, ODNC00126, and ODNC00127 collectively to Public Safety by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

Amended in PS committee 10-19-22: Correct scrivener's error

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 14, 2022

AN ORDINANCE TO ADD 15 MINUTE PARKING SPACES IN DOWNTOWN

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

THAT Chapter 13 Article IV of the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended to read as follows, with ~~deletions double-stricken and in-italicized~~, and additions *double-underlined and italicized*:

Sec. 13-176.2 – Same – Fifteen minutes.

No person shall park any vehicle for longer than fifteen minutes on the following described streets or parts thereof:

<i>Street</i>	<i>Extent</i>
<u><i>Pleasant Street</i></u>	<u><i>One space on the southerly side immediately after Hale's Ct.</i></u>

Councillor James McCauley

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 14, 2022

AN ORDINANCE REGARDING CITY AUDITOR MANDATED REPORTING

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

Chapter 2 Administration

Article VI Finance

Insert Section 2 – 177

Within 30 days of the discovery of credible evidence of either alleged or confirmed fraud, misuse, misdirection, embezzlement, loss, misappropriation, or otherwise illegal use of any public funds (together referred to as “*actions*” herein), the city auditor shall submit to the city council, via the city clerk, a letter stating the following:

- A) The nature of the alleged or confirmed *actions*
- B) The individual or individual(s) to have taken part in said *actions*
- C) The date or date range of such *actions*
- D) Actions taken to remedy the *actions*
- E) Actions taken to inhibit the *actions* in the future

Said letter may be submitted as executive session material, if deemed in the best interest of the City, but may not be withheld from the City Council.

Councillor Sharif I. Zeid

Councillor Byron J. Lane

COMMITTEE ITEMS

Committee Items – November 14, 2022

Budget & Finance

In Committee:

- COMM00436_10_11_2022 Ann Marie Monziona Letter re: park bench

From: tackm4@gmail.com
Date: October 3, 2022 at 10:40:24 AM EDT
To: Michael Hennessey <MHennessey@cityofnewburyport.com>, Byron Lane <byron@byronlanenbpt.com>
Subject: Fwd: Memorial bench refund

Please see email below.

So this is how it ends? I am beyond disappointed. How is this just coming to light as late as this? As the anniversary of my sister's death approaches, I am beyond disappointed that I could not put something in place this past year. With so many people trying to make this work, it is amazing that yet another ridiculous roadblock has come crashing down in this process.

In addition, my future visits to Newburyport will be forever tainted by this memory.

Ann Marie Monzione

----- Forwarded message -----
From: Lise Reid <lreid@newburyportparks.org>
Date: Mon, Oct 3, 2022 at 10:06 AM
Subject: Memorial bench refund
To: <tackm4@gmail.com>

Dear Ann Marie,

I am sorry to say the engraving was not completed on Friday after all. I will request a full refund for you today.

It seems I had gotten approval for placement of the granite seating when I was still acting as Parks Director, but apparently failed to obtain the proper approvals for engraving. Parks Commissioners shut down the engraving work while it was in progress on Friday. I have been in contact with City representatives over the weekend. It sounds like we will be mounting plaques rather than engraving the stone directly. The process of gaining approvals and ordering the plaques will take at least another six weeks, maybe longer based on the fact that winter weather may be upon us by the time we receive the plaques.

I am sorry this process has been so frustrating and, ultimately, disappointing. I wish you the best in finding a less problematic way to memorialize your sister's life.

Best regards,
Lise

Lise Reid, Volunteer
Newburyport Parks Conservancy
888-465-1733
lreid@newburyportparks.org

Committee Items – November 14, 2022

General Government

In Committee:

- COMM00438_11_01_2022 Hanukkah Menorah Market Sq. 12/12-12/27
- COMM00440_11_01_2022 IT Director James Pope

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

October 11, 2022

2022 OCT 13 AM 9:47

President and Members of the City Council

City Hall

60 Pleasant Street, Newburyport, MA

Dear City Council,

As in years past, Congregation Ahavas Achim requests a permit to install a Hanukkah menorah in Market Square, adjacent to the Christmas tree. This year Hanukkah begins at nightfall on Sunday December 18th and ends Monday December 26th at nightfall. We would like to set up the menorah during the week of December 12th and will be able to take it down as early as December 27th, however we would be glad to leave it in place through New Year's if it is felt that it adds to the city's holiday display. We will need access to an electrical outlet, but will handle all of the setup directly. Thank you very much for your consideration.

Warm wishes,

Alex Matthews

Congregational Leader

Congregation Ahavas Achim, Newburyport

cleader@caa-newburport.org

347-443-1970 (cell)



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 OCT 25 PM 2:20

60 PLEASANT STREET - P.O. Box 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Sean R. Reardon, Mayor
Date: November 1, 2022
Subject: James Pope, Information Technology Director

I hereby present to City Council, subject to your approval, the following named individual as Information Technology Director for the City of Newburyport.

James Pope
6 Chestnut Street
Unit 3
Gloucester, MA 01930

EDUCATION

NORTHEASTERN UNIVERSITY, Boston, MA
Bachelor of Arts in Business Administration

June 2008

PROFESSIONAL EXPERIENCE

READY, New Orleans, LA

March 2020 to present

Vice President, Information Technology

Mobile urgent care startup, operating in 4 states

- Rapidly scaled IT team and infrastructure to support accelerated growth during pandemic from 200 to 800 employees and multiple market launches in 3 months.
- Took a hybrid leadership and hands-on role to align support functions to company needs/demands in a fast paced environment.
- Ground up (re)build of IT infrastructure and Support Desk function.
- Supported a majority remote workforce, and cloud-first strategy in challenging health care security environment.
- Operated as Security Officer, partnering with legal, maintaining HIPAA compliance, managing external security assessments.
- Owned vendor relationships, and responsible for overall IT budgeting and spending.

CITY OF GLOUCESTER, Gloucester, MA

2013 to 2020

Director of Information Services

Assess, modify, and execute on strategic IT vision for the city for all areas of IT applications, operations, and infrastructure. Managed support desk with three FTEs, and a \$1.1M operational budget

- Hired by the Mayor to resolve a three-year IT project backlog
- Implemented best in class customer facing applications, including new Citizen Self Service, Electronic Permitting, Public Record Request, and Public Service Request.
- Migrated 150 disparate data sources into modern applications
- Led ERP replacement, implementing new single system for GL, Purchasing, HR, Payroll, Utility Billing and Property Tax, which streamlined workflows and processes across the city
- Rebuilt Support Team, including the addition of the City's first Business Analyst.
- Modernized infrastructure at all levels, providing improved speed, accessibility, and resiliency. Bottom up rebuild from local networks, wide-area network, phone systems, and datacenter.
- Enabled workforce to work remotely within two weeks of COVID-19 related shutdown. Including the move to remote Public Meetings, allowing the City to resume operations faster than most of our municipal peers.

James Pope

Massachusetts

(978) 884-5847

pope.jam@gmail.com

DANE STREET, Jamaica Plain, MA

2012 to 2013

Information Technology Manager

Recruited by CTO to overhaul and direct information technology for this growing organization. Led strategic planning and budgeting of IT infrastructure and internal technologies. Sourced, implemented, customized, and maintained systems and applications. Mac-based office, with cloud first strategy for selection.

- Resolved systems issues that had been causing total breakdowns every other month, to zero outages, saving thousands of dollars in emergency response expense and lost revenue
- Led set up of offices in Texas and California and relocated existing offices in Boston and Florida; completed in a seven-month period. Oversaw IT, telephones, applications, professional services, furniture and supplies, and utilities
- Took on additional responsibility to support the custom-developed software platform that employees and their health insurer customers would use to collaborate on patient records. Onboarded clients to ensure security of confidential data
- Created a structured employee training process and help desk function to improve responsiveness
- Worked with business development and sales to provide enhanced delivery to clients' needs

INFORMED MEDICAL DECISIONS FOUNDATION, Boston, MA

2010 to 2012

Information Technology Manager

Oversaw the architecture, implementation, and ongoing support of the network and telecommunications infrastructure to ensure high availability and appropriate security. Coordinated selection and upgrade of enterprise software applications and services. Teamed with company leadership to implement tools to increase efficiencies and effectiveness. Managed user support for a 35-person environment.

- Replaced voice, data, and file sharing infrastructure with 0% downtime
- Improved accessibility by remote users and reduced subscription and hardware costs by migrating collaboration from Microsoft Exchange to Google Apps (G Suite)
- Supported improved management decision making by converting from Excel to the more dynamic AdaptiveInsights forecasting and budgeting application
- Implemented Project Management tools to improve planning and tracking of projects involving third-party consultants

TIDAL CONSULTING, Gloucester, MA

2001 to 2010

IT Consultant and Owner

While in school, served up to 60 clients on a contingency basis. Hired, trained, and managed three employees. Provided technology support for Mac-based offices and home users, networks, and servers. Reengineered clients' business processes to create efficiencies by better leveraging technology.

TECHNICAL SKILLS

Windows OS and Server, Apple macOS, Chrome OS, Google Workspace, Office365, Microsoft Exchange, VMware, unified communications platforms, network technologies (SAN, LAN, WAN, VLAN, wireless, MPLS, VPN), mobile device management, ERP

Committee Items – November 14, 2022

Planning & Development

In Committee:

- ODNC00125_10_11_2022 Amend to Ch 5 Buildings
- ORDR00386_11_01_2022 2-6 Market St. Sidewalk Easement
- COMM00444_11_01_2022 Planning & Development Net Zero Memo

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

October 11, 2022

AN ORDINANCE TO AMEND CHAPTER 5 BUILDINGS AND BUILDING REGULATIONS

CHAPTER 5 BUILDINGS AND BUILDING REGULATIONS
ARTICLE III BUILDING CONSTRUCTION STANDARDS
SEC. 5 – 66 GENERAL CONSTRUCTION STANDARDS

THAT the City Council of the City of Newburyport hereby amends Chapter 5 Buildings and Building Regulations, Article III Building Construction Standards by adding Section 5-66 to the City of Newburyport Code of Ordinances as follows, with deletions ~~double-stricken through and in bold~~, and additions **double-underlined and in bold**:

5.66 Basement Floor/Slab Elevation. The elevation of the basement floor or slab of any new building shall be no less than two (2) feet higher than the estimated seasonal high ground water table as determined by a Massachusetts Certified Soil Evaluator and approved by the Building Commissioner.

Councillor James J. McCauley

In City Council October 11, 2022:

Motion to refer to Planning & Development by Councillor Zeid, seconded by Councillor Cameron. So voted.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 1, 2022

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

THAT the City Council of the City of Newburyport hereby approves and authorizes the acceptance of a Sidewalk Easement between the City (Grantee) and Newburyport Properties, LLC or "NPLLC" (Grantors) for the property located at 2-6 Market Street, Newburyport. Said Easement to be substantially in the form submitted to this Council at its meeting on November 1, 2022; and

Further, that the Mayor of the City of Newburyport is hereby authorized to sign the subject Non-Exclusive Use Easement ("UE") and to act on behalf of the City and enter into any and all instruments, including acceptance of said UE in accordance herewith, and to take any other actions necessary to execute this acceptance and the associated UE accordingly.

Said UE is attached hereto and incorporated herewith and marked Attachment 'A'.

Councillor Edward C. Cameron, Jr.

In City Council November 1, 2022:

Motion to refer to Planning & Development by Councillor Zeid, seconded by Councillor Cameron. So voted.



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

MEMORANDUM

TO: Kim Turner, Special Projects Manager

FROM: Andrew R. Port, Director of Planning & Development

CC: Sean R. Reardon, Mayor
Andrew Levine, Chief of Staff
Molly Ettenborough, Recycling and Energy Manager

RE: Net Zero Energy Goals & Municipal Facility Design
Newburyport Code of Ordinances / Section 5-48 (ODNC00111_05_09_2022)

DATE: October 28, 2022

This memorandum is in relation to the above referenced Ordinance, originally adopted in late 2021 and subsequently amended for greater clarity and simplicity by Council adoption of a revised version on 8/29/2022 (*final/most recent version attached hereto for your convenience*). As requested, the purpose of this memorandum is to summarize and clarify the minimum Ordinance requirements as distinguished from the broader policy level goals or targets identified therein.

Explicit Ordinance Requirements

At minimum this Ordinance requires the following [*bold font emphasis added*]:

- A. **“Every design or engineering contract** entered into by the City, as well as any **Request for Proposals (RFP)** issued by the City, for a **Significant City Project** shall require the design or engineering contractor, or a subcontractor associated with them, to demonstrate **experience** within the past three (3) years **designing facilities to Net Zero** Energy usage and/or Net Zero Energy goals”; and
- B. *“the architectural and/or engineering team responsible for the design of such facilities shall be required to provide to the City, under their applicable contract and scope of work, a report summarizing the following key information:”* [**energy efficiency measures; methods/levels of on-site renewable energy generation studied/utilized in the final design; projected annual energy usage of the facility; and the net gap between on-site generation and what is still required from the electric grid**]; and
- C. *“The report hereunder shall be provided forthwith to the Mayor, City Council and Energy Advisory Committee (EAC) for consideration during the design phase”; and*

- D. *“Any request for funding to design a Significant City Project shall include reference to such reports (if already available) or confirmation of the proposed timeline for subsequent report preparation and submission”*; and
- E. *“All Significant City Projects shall be designed to **utilize the electric grid for any energy** required for facility operation **which cannot be provided on-site** through renewable energy sources.”*

While the Ordinance does not explicitly require new or renovated facilities to meet an absolute net zero threshold on usage, it does require that any gap in on-site generation be pulled from the electric grid, and it does require the report referenced in items B through D above to be submitted and reviewed early enough in the design and funding of any “Significant City Project” such that the feasibility of achieving net zero goals can be publicly reviewed by the Mayor and Council in relation to funding for, and construction of, these projects.

Policy Targets/Goals Identified within the Ordinance

Beyond the above explicit requirements, the Ordinance establishes the following broader goals/targets [*bold font emphasis added*]:

1. *“... the policy of the City of Newburyport that its municipal facilities (buildings, structures or facilities): (i) **consume the minimum amount of energy, with an ideal of “net zero energy” for each individual facility and when measured across the City’s entire portfolio of facilities**; and (b) that the construction, maintenance, and operation of its facilities result in the **minimal emission of greenhouse gases (GHG) associated with such energy usage**”*; and
2. *“Every Significant City Project shall be designed with the **explicit goal of Net Zero Energy usage, both for the subject facility individually, and as part of the City’s overall portfolio of municipal facilities**”*; and
3. *“... while this Section 5-48, and the reporting requirements herein, do not apply to smaller scale projects, all City officials are encouraged to implement a similar energy analysis and net zero energy goal during the design phase of **any municipal project**”*; and
4. With respect to the use of fossil fuels to cover energy needs beyond that which can be generated on-site, *“offset **remaining energy usage through renewable energy sourcing on the applicable electric grid.**”*

Since adoption of the Ordinance (both *original and most recent version*), design for the following municipal facilities, under oversight by the Office of Planning & Development, has been undertaken in accordance therewith:

1. **Market Landing Park Expansion – Visitor Center/Restroom Facility** (*expected to be net-zero on yearly energy usage through the use of solar arrays and energy efficiency upgrades to insulation and mechanical equipment, with net metering to the electric grid in order to offset daily and seasonal fluctuations*); and
2. **Cutter/West End Fire Station** (*expected to be net-zero on yearly energy usage through the use of solar arrays and energy efficiency upgrades to insulation and mechanical equipment, with net metering to the electric grid in order to offset daily and seasonal fluctuations*).

Committee Items – November 14, 2022

Public Safety

In Committee:

- APPL00111_11_01_2022 Ladies Night Out (Run, Wine & Chocolate) 12/3 2-5pm Nicholson Hall
- APPL00112_11_01_2022 DEI Alliance Table at Invitation Night 12/2 & 12/9 6-9pm Market Square
- ORDR00387_11_01_2022 Signage Forrester St.
- COMM00441_11_01_2022 Electric Car Charging

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. _____ Fax. _____

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

NAME OF EVENT: Ladies Night out Run, wine + Charobale

Date: 12/3/22 Time: from 2pm to 5pm
 Rain Date: NA Time: from NA to NA

2. Location: Nicholson Hall, 9 Harris St.

3. Description of Property: Greek orthodox Church Public _____ Private

4. Name of Organizer: Ashly Steeves City Sponsored Event: Yes _____ No
 Contact Person
 Address: Tina Papadopoulos Telephone: 978 465 5757
 E-Mail: tpapadopevents@gmail.com Cell Phone: _____
 Day of Event Contact & Phone: Ashly Steeves

5. Number of Attendees Expected: 400

6. MA Tax Number: 47-3215798

7. Is the Event Being Advertised? Yes Where? Social media

8. What Age Group is the Event Targeted to? 21+ Females

9. Have You Notified Neighborhood Groups or Abutters? Yes _____ No Who? _____

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

A. Vending: Food Beverages Alcohol Goods Total # of Vendors 8-10

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music _____ DJ Radio/CD _____
 Performers _____ Dancing _____ Amplified Sound Stage _____
**inside Nicholson Hall*

C. Games /Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle _____
 Other _____ Total # _____
 Name of Carnival Operator: _____
 Address: _____
 Telephone: _____

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

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

If yes:

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

If no:

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

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

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

_____ Standard # NA ADA accessible

Name of company providing the portable toilets: _____

Ashly Steeves
978 594 7050
info@high5em.com

02

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____ ROAD RACE X WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: HignSEM / Ashley Steeves, Funder/owner

2. Name, Address & Daytime Phone Number of Organizer: Ashley Steeves, 9785947050, 3 Pond Hill Rd. Amesbury MA 01913

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up Ashley Steeves, 9785947050, 3 Pond Hill Rd, Amesbury MA 01913

4. Date of Event: 12/3/22 Expected Number of Participants: 400

5. ^{Race} Start Time: 3pm ^{Race} Expected End Time: 430pm

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**): see map attached with turn by turn details.

7. Locations of Water Stops (if any): 1 water stop (parking lot at end of rail trail)

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

9. Formation Location & Time for Participants: Nicholson Hall | 9 Harris St | e 3pm

10. Dismissal Location & Time for Participants: " " | " " | " "

11. Additional Parade Information:
• Number of Floats: NA

• Locations of Viewing Stations: NA

• Are Weapons Being Carried: Yes _____ No X

• Are Marshalls Being Assigned to Keep Parade Moving: Yes X No _____

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

CITY MARSHAL [Signature] 4 Green St. FIRE CHIEF [Signature] 0 Greenleaf St.

DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK _____ 60 Pleasant St.

Jamie Tuccolo

Health Director: [Signature]



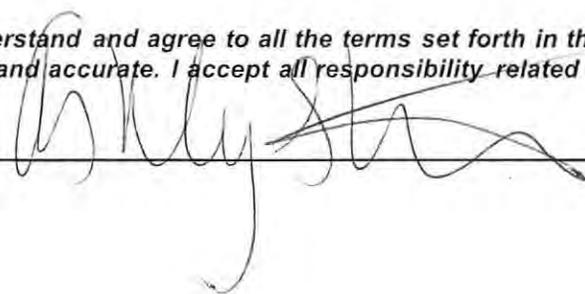
- (e) "Road Closure" No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers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

13-101 Enforcement

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

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

Signed: _____



Date: _____

8/30/22



August 30, 2022

Attn: City of Newburyport BOS

My name is Ashley Steeves, Founder and Owner of High5EM a race management company headquartered in Amesbury, MA. This is a request for permission to utilize the streets of Newburyport on Saturday, Dec 3rd to host the **10th Ladies Night Out Run, Wine and Chocolate Event** to benefit the Gene Geiger Crisis Center and Girls Inc. of the Seacoast Area.

This all female 3-mile run/walk will set stage at Nicholson Hall starting at 3PM sharp. The first runners will be back in just about 20 minutes, with our walkers coming in just before 4:30PM.

You will find the pre-approved established route attached with a turn-by-turn description. We are not requesting any road closures and will work with Lt. Siemasko for required police details.

All pre/post festivities will be held inside of Nicholson Hall.

A copy of our COI naming Nicholson Hall and the City of Newburyport as an additional insured is attached.

We look forward to bringing this wildly popular event back to Newburyport where it originated after a few year hiatus due to the pandemic.

Any questions please call 978 594 7050 or email info@high5em.com

I look forward to hearing from you.

Best,

Ashley Steeves

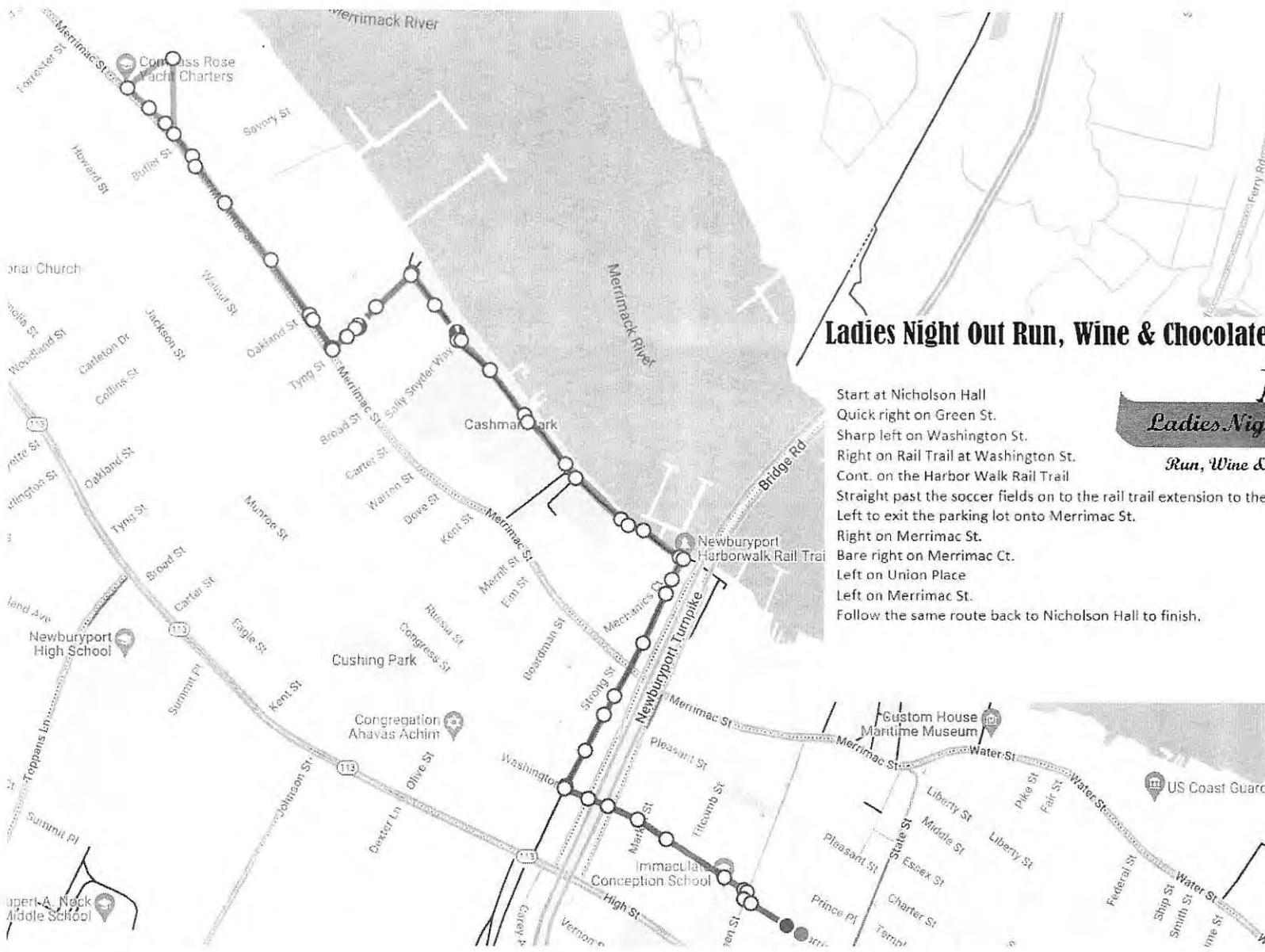
Co-Founder/Co-Owner

High5EM

978-594-7050

3 Pond Hill RD, Amesbury, MA 01913

www.High5EM.com



Ladies Night Out Run, Wine & Chocolate



Start at Nicholson Hall
 Quick right on Green St.
 Sharp left on Washington St.
 Right on Rail Trail at Washington St.
 Cont. on the Harbor Walk Rail Trail
 Straight past the soccer fields on to the rail trail extension to the end.
 Left to exit the parking lot onto Merrimac St.
 Right on Merrimac St.
 Bare right on Merrimac Ct.
 Left on Union Place
 Left on Merrimac St.
 Follow the same route back to Nicholson Hall to finish.

NEWBURYPORT SPECIAL EVENT APPLICATION

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Tel. _____ Fax. _____

(For Street Closure or Any Use of a Public Way - Please complete page 3 of this application)

NAME OF EVENT: DEL Alliance Table @ Invitation Night

Date: Dec 2 and Dec 9 2022 Time: from 6 PM to 9 PM

Rain Date: — Time: from — to —

2. Location*: Market Square

*Please Note: If the location is a public park or the rail trail, please also contact the Parks Department

3. Description of Property: _____ Public Private _____

4. Name of Organizer: DEL Alliance City Sponsored Event: Yes No _____

Contact Person Tina Los

Address: 60 Pleasant St. Telephone: 978 465 4434

E-Mail: Hos@cityofnewburyport.com Cell Phone: 201-213-8849

Day of Event Contact & Phone: Tina - 201-213-8849

5. Number of Attendees Expected: 100

6. MA Tax Number: 046-001-403

7. Is the Event Being Advertised? Where? Facebook, Chamber Newsletter

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

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

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

A. Vending*: Food _____ Beverages Alcohol _____ Goods _____ Total # of Vendors _____

*If checked, signature from Health Director required (Page 3)

B. Entertainment: (Subject to City's Noise Ordinance.) Live Music _____ DJ _____ Radio/CD _____

Performers _____ Dancing _____ Amplified Sound _____ Stage _____

C. Games /Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle _____

Other _____ Total # _____

Name of Carnival Operator: _____

Address: _____

Telephone: _____

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

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

If yes:

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

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____

ROAD RACE _____

WALKATHON _____

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

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

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

4. Date of Event: _____ Expected Number of Participants: _____

5. Start Time: _____ Expected End Time: _____

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

7. Locations of Water Stops (if any): _____

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

9. Formation Location & Time for Participants: _____

10. Dismissal Location & Time for Participants: _____

11. Additional Parade Information:

• Number of Floats: _____

• Locations of Viewing Stations: _____

• Are Weapons Being Carried: Yes _____ No _____

• Are Marshalls Being Assigned to Keep Parade Moving: Yes _____ No _____

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

CITY MARSHAL _____ 4 Green St. FIRE CHIEF *AC Brady* _____ 0 Greenleaf St.

DEPUTY DIRECTOR _____ 16A Perry Way CITY CLERK *Melanie D. Jones* _____ 60 Pleasant St.

HEALTH DIRECTOR _____ 60 Pleasant St. (only needed when Food & Beverage Vendors are included in the event)

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

Sec. 13-97. - Road races, walkathons, bicycle and other multidisciplined events.

(a) *Short title.* This section may be cited as the "road races, walkathons and bicycle events."

(b) *Purpose and intent.* The use of city streets and sidewalks for the purpose of road races, walkathons or bicycle tours are positive events that promote exercise, general good health and Newburyport as a destination. These events do from time to time create hardships, impacting neighborhoods and traffic. To create a balance between conflicting interests, by safeguarding participants, residents, visitors and the City of Newburyport, this section will define and codify the procedure for the benefit of all.

(c) *Definitions.*

(1) *Road race.* A competitive or non-competitive running event that utilizes the streets, sidewalks and/or crosses over streets or sidewalks within city limits and in which an entry fee is required or charitable donation is solicited or suggested.

(2) *Walkathon.* A competitive or non-competitive walk event that utilizes the streets, sidewalks and/or crosses over streets or sidewalks within city limits and in which an entry fee is required or charitable donation is solicited or suggested.

(3) *Bicycle race.* A competitive or non-competitive bicycling event that utilizes the streets, sidewalks and/or crosses over streets or sidewalks within city limits and in which an entry fee is required or charitable donation is solicited or suggested.

(4) *Multidisciplined event.* A competitive or non-competitive event requiring or offering running, walking, biking, swimming or any combination thereof in which an entry fee is required or a charitable donation is solicited or suggested.

(5) *Event.* Any road race, walkathon, bicycle race, multi-disciplined event as defined above.

(d) *Limitations.*

(1) *Procedure.* All events shall, through that event's organizer, board of directors, charity foundation or designee ("organizer") apply for city council authorization to hold the event through the office of the city clerk no later than sixty (60) days before the event's proposed date. There shall be a grace period through December 31, 2017, during which applications will be accepted beyond the prescribed due date. Prior to application with the city council, the event shall file and receive approval from all applicable city departments, boards, and commissions. Copies of such approved applications, including along with documentation of any fees, donations, in-kind donations paid as part of said application(s), shall be included as part of the city council application.

The date of application is the date a completed application is submitted to the city clerk's office and stamped by the same. The city clerk, upon review of the completed form, will place the application on the next regular city council agenda, even if such submission is a late file. Upon following the procedures of the council, as deemed appropriated in the sole judgment of the council, the application will be considered approved if the council votes favorably by majority. The application shall name one (1) person responsible on the application and shall provide contact information to include name, address, email address, and telephone number.

(2) *Exemptions.* Each event organizer or organization shall comply with this ordinance and no exemptions will be permitted.

(3) *Course map.* All applications shall be accompanied by a legible, precise course map showing the event route, water stops, refreshment stops, and so-called "port-a-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by police, fire, department of public services, parks commission and harbor masters departments prior to submission to the city clerk.

(4) *Electronic amplifier.* Electronic amplifiers, loudspeakers and bullhorn use shall be requested at time of application. Under no circumstances will they be used for public address announcements or music before 8:00 a.m., except for Sundays when electronic amplifiers, loud speakers or bullhorns will not be used for public address announcements or music before 9:00 a.m.

(5) *Road closure.* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents fourteen (14) days in advance that neighborhood roads will be closed if no alternate route is available to those residents. Notification shall be made by race organizers by informational packet drop-off at all residences that may be impacted, including, but not limited to, road closures, restricted driveway access, parking restrictions, or noise. In the case of multi-family residences with so-called security doors, notification will be sufficient at said security door. A copy of the notification shall be provided to the city clerk and, when possible, posted on the city website and distributed via email. Further,

a list of all streets notified shall be provided to the city clerk to be date stamped and appended to the application record. Press releases and other media type notifications are encouraged.

(6) *Insurance.* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an additional insured. The policy shall be no less than two million dollars (\$2,000,000.00).

(7) *Event termination.* If in the judgment of the city marshal, fire chief or department of public services (DPS) director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.

(8) *Event and traffic security.* The city marshal, fire chief, DPS director or in the case of a triathlon, the harbormaster can require special duty personnel to assist in the organizing and coordinating the safety and security of the event. All special duty assignments will be paid by the event organizers.

(9) *Clean-up.* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

(10) *Parking.* The event organizers shall be responsible for including parking instructions in materials disseminated to event participants. If the event is happening within one-half mile of municipal parking, then participants shall be asked to park at such parking facilities.

(11) *Notification of previous event organizers.* To the extent reasonably possible, the city clerk shall notify all event organizers from events held from 2014—2016, inclusive, by a one-time phone, email, or letter of the new application timeline and other requirements.

(12) *Simplification.* Departments are encouraged to unify their respective applications into a singular application, managed and distributed by the city clerk's office.

(13) *Americans with Disabilities Act.* Event organizers are reminded of the importance of and expectation of adherence to the Americans with Disabilities Act of 1990 (42 U.S.C § 12101) and subsequent applicable amendments.

(e) Enforcement.

(1) *Regulations.* Consistent with this section, the city shall promulgate regulations to enforce and otherwise implement the provisions of this section upon passage by the city council. Any event previously approved by city council shall be deemed permitted.

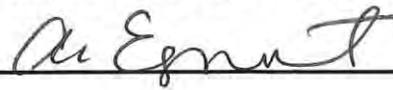
(2) *Warning.* In the circumstance that this section is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the city clerk and city council and may be used as a factor in future application approvals and denials.

(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in section 1-17 of chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in subsection (e)(4) below.

(4) *Violation.* The non-criminal violation shall be one hundred dollars (\$100.00) for the first offense and two hundred fifty dollars (\$250.00) for second and subsequent offenses. Any non-criminal citations issued for violation(s) will be reported to the city clerk and city council and shall be used as a factor in future application approvals and denials.

(5) *Failure to notify.* If the event fails to notify residents and provide documentation to the city clerk, pursuant to subsection (d)(5) above, shall render that organization ineligible to receive an event permit for a period of twelve (12) months unless special leave is granted by two-thirds supervote of the city council.

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

Signed:  Date: 10/25/22

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 1, 2022

THAT the City Council of the City of Newburyport hereby orders, pursuant to Code Section 13-166, the Department of Public Works to add sufficient signage and markings to the following intersection:

Street: Forrester Street at the intersection of Merrimac Street.

Signage: Signage sufficient to delineate the twenty (20) feet restriction on the east and west side of Forrester St at the intersection with Merrimac St.

Councillor Christine Wallace

In City Council November 1, 2022:

Motion to refer to Public Safety by Councillor Zeid, seconded by Councillor Cameron. So voted.

From: Andrew Levine <ALevine@cityofnewburyport.com>
Date: October 17, 2022 at 9:27:18 AM EDT
To: Jim McCauley <mccauleyward5@gmail.com>
Subject: Electric Car Charging

Hello Councillor McCauley,

Thanks for the conversation on electric vehicle charging at TSAC last week and your willingness to take up this issue. I have attached the sample picture that was sent last week. I am also attaching a real example found in Newburyport by our DPS. We are discussing now how to enforce. This is at 62 Prospect Street. If this is used at all in your conversations, I think it may make sense to blur the license plate.

Thanks,

Andrew

Andrew Levine
Chief of Staff
City of Newburyport
60 Pleasant St.
PO Box 550
Newburyport, MA 01950
Office: 978-465-4411
Cell: 978-572-6590

Sign up for e-alerts and general City information on CityofNewburyport.com









Committee Items – November 14, 2022

Rules

In Committee:

- ODNC00128_11_01_2022 Amending Ch. 2 Committees (COTW)

November 10, 2022

Dear Newburyport City Council members,

My name is Cara Ripley and I am a volunteer Troop Leader for Girl Scout Troop 67103. Our troop consists of 13 fourth grade students from Molin Elementary School. We are requesting permission to sell Girl Scout Cookies in Market Square or Inn Street on the evening of Friday, December 9.

Sincerely,



Cara Ripley

40 Phillips Drive
Newburyport, MA 01950
978-518-6012

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 NOV 10 PM 2:43

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 1, 2022

AN AMENDMENT TO AN ORDINANCE DESIGNATING COMMITTEES AND DEFINING RESPONSIBILITIES THERETO PURUSANT TO VARIOUS SECTIONS OF CHAPTER 2 ADMINISTRATION OF THE MUNICIPAL CODE

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

Chapter 2	Administration
Article II	City Council
Section 2-31	Committees designated; membership

Amend Sections 2-31, 2-32, 2-33, 2-34, 2-35, 2-26 and 2-37 by inserting a new line, as follows, with deletions ~~double-stricken through~~, and additions double-underlined:

Sec. 2-31. - Committees designated; membership.

There shall be ~~nine six (96)~~ nine (9) standing committees of the city council: committee on budget and finance; ~~committee on education~~; committee on general government; committee on licenses and permits; committee on ~~neighborhoods and~~ city services; committee on planning and development; and committee on public safety, facilities and services; ~~and committee on public utilities; and committee on rules~~. Each such standing committee shall consist of three (3) members of the city council. The president of the city council shall serve on the committee on general government, as its chair, and the mayor may serve as a fourth, ex officio, non-voting member of such committee.

Sec. 2-32. - Responsibilities of committee on general government.

The committee on general government shall be concerned with supervision of city properties whose custody has not been assigned to a specific municipal department, as well as the proper use of school properties. ~~and The the committee has oversight over~~ the following municipal departments: city clerk; city solicitor; registrars of voters, information technology; and human resources. The committee shall have charge of and supervision over the city council chambers. The committee will be concerned with the keeping of the rules of the city council. The committee

shall act as the liaison between the school committee and the city council on matters related to education

Sec. 2-33. - Responsibilities of committee on public safety, facilities and services.

The committee on public safety, facilities and services shall be concerned with all the activities in the police, fire, and health departments, the harbor commission and harbormaster, the animal control officer, the parking clerk, public parking and associated regulations and traffic safety needs and regulations. The committee reviews matters and activities related to the Department of Public Services, including the Water and Sewer Division; and the Highway Division including the engineering department and will include such tasks as but not limited to: street acceptance, layout, construction, repair and maintenance; relocation and discontinuance of public ways; sidewalk placement, repairs and street tree placement, street lighting; snow and ice removal plans; water and sewer services including replacement and construction within or under the public way; storm drains; and requests from public utilities for easements and poles. The committee shall be concerned with all activities and policies of the water and sewer commission and requests from public utilities.

Sec. 2-34. - Responsibilities of committee on city service.

The committee on neighborhoods and city service shall be concerned with all the activities: in the department of public services with the exceptions of public parking and traffic, and of water and sewer services, including, without limitation, municipal lighting, street sweeping, and city cemeteries; and regarding youth services, the public library, the veterans agent, the parks commission and department, and the council on aging, the commission on disabilities and the sustainability department. Additionally, the committee will provide oversight to the interactions related to the fundraising arms of the above departments.

Sec. 2-35. - Responsibilities of committee on licenses and permits.

The committee on licenses and permits shall evaluate and make recommendations on all applications for licenses and permits that come under the jurisdiction of the city council. This includes but not limited to road races, block parties and applications for festivals utilizing city streets or areas under the jurisdiction of the city council.

Sec. 2-36. - Responsibilities of the committee on planning and development.

The committee on planning and development shall be concerned with all the activities and jurisdictions of the office of planning and development and its director; the affordable housing trust; the conservation commission and its conservation agent; the planning board; the zoning board of appeals; the historical commission and any local historic district commissions; ~~and the commission on disabilities~~ and the Building Department

Sec. 2-37.1. - Responsibilities of committee on budget and finance.

The committee on budget and finance shall be concerned with all issues of city finances including issues relating to city revenues and the city budget, including, without limitation, all the activities and jurisdictions of the city auditor, city treasurer, tax assessor, and tax collector. Additionally, the

committee will be the liaison with the Newburyport School Committee regarding the school finances.

Councillor Heather L. Shand

In City Council November 1, 2022:

Motion to refer to Rules and COTW by Councillor Vogel, seconded by Councillor Preston.10
yes, 1 no (BL). Motion passes.