

CITY COUNCIL “HYBRID”

MEETING AGENDA

SEPTEMBER 27, 2022

City Council Meeting 7:00 pm

LOCATION: 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

- APPL00095_07_11_2022 Artsville in Newburyport extended date 10/16
- COMM435_09_27_2022 Sheila Reardon Spalding Resignation from School Committee

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

- September 12, 2022 (Approve)
- September 13, 2022 (Approve)

8. COMMUNICATIONS

- COMM00434_09_27_2022 Whittier Tech Annual Operational Report (ED)

9. TRANSFERS

10. APPOINTMENTS

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

BUDGET & FINANCE

- ORDR00354_05_09_2022 FY23 CPC Recommendations (Project 4)
- ORDR00355_05_09_2022 Loan Order \$2,574,000 Bartlet Mall Improvements Project (COTW)
- COMM00430_09_12_2022 FY22 Year-End Financial Report
- ORDR00382_09_12_2022 Approval to Pay Prior Year Bills

GENERAL GOVERNMENT

- COMM00402_04_11_2022 12 Cushing Ave Paper St. Inquiry

- COMM00417_05_31_2022 Ltr. Jane Snow re: Coffin St.
- COMM00410_05_31_2022 Ltr. Lawrence Cavalieri Coffin St. Ext
- APPT00340_09_12_2022 Jennifer Groskin 11 Myrtle Ave. Human Rights Comm. 10/1/2025
NEIGHBORHOOD & CITY SERVICES
- ORDR00373_07_11_2022 Crosswalk Plummer Ave (Amended 9/22/22)
- ORDR00374_07_11_2022 Plummer Ave Concept Plan (Amended 9/22/22)
- ORDR00380_08_08_2022 Parks Department Reorganization (with Mayor's message) (COTW)

PLANNING & DEVELOPMENT

- APPT00338_09_12_2022 Joseph C. Teixeira 44 Hale St. Community Preservation Cmte. 10/1/2025
- COMM432_09_12_2022 Ad Hoc Committee on Adaptive Reuse of Brown School Property (Amended 9/22/22)

PUBLIC SAFETY

- APPL00107_09_12_2022 Chamber of Commerce Fall Fest 2022 10/15-10/16 10am-7pm
- APPL00108_09_12_2022 BHHS Verani Blood Drive East Parking Lot 10/7 8:30am-4:30pm
- APPL00110_09_12_2022 Indigenous Peoples Day Observance Sat Oct. 8th 10am-3pm
- ODNC00119_07_11_2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking (Amended 9/22/22)
- ODNC00120_07_11_2022 Amendment Plummer Ave Drop Off Zone (Amended 9/22/22)
- ODNC00121_07_11_2022 Amendment Merrimac-Plummer Safety Zone Revision (Amended 9/22/22)

PUBLIC UTILITIES

- ORDR00352_05_09_2022 Licensed Contractor Robert Pike Construction, Inc.
- ORDR00353_05_09_2022 Licensed Contractor Commonwealth and Consulting Co., Inc.
- ORDR00370_06_27_2022 M. L. Mazzotta - Licensed Contractor
- COMM00420_06_27_2022 Ltr. Owen Smith re: Water/Sewer Rates
- COMM00421_06_27_2022 Communication re: Water/Sewer Rates b/w Mayor Reardon, Roger Jones, and Owen Smith
- APPT00336_08_29_2022 Barry J. McBride 5 Pine St. Salisbury Asst. Wiring Inspector 09/15/2024

END OF CONSENT AGENDA

REGULAR AGENDA

9. MAYOR'S UPDATE

10. FIRST READING APPOINTMENTS

11. COMMUNICATIONS

12. TRANSFERS

13. SECOND READING APPOINTMENTS

14. ORDERS

- ORDR00383_09_27_2022 Easement from 7 Whites Court
- ORDR00384_09_27_2022 FY2023 Supplemental Budget with Memo

15. ORDINANCES

- ODNC00123_09_27_2022 Handicapped Parking Space – Plummer Ave

16. COMMITTEE ITEMS

Ad Hoc Committee on Adaptive Reuse of Brown School Property

In Committee:

Ad Hoc Committee on Economic Development

In Committee:

Ad Hoc Committee on Market Landing Park and COTW

In Committee:

Budget & Finance

In Committee:

- ORDR00354 05 09 2022 FY23 CPC Recommendations (Project 4)
- ORDR00355 05 09 2022 Loan Order \$2,574,000 Bartlet Mall Improvements Project (COTW)
- COMM00430 09 12 2022 FY22 Year-End Financial Report
- ORDR00382 09 12 2022 Approval to Pay Prior Year Bills
- ODNC00117_06_27_2022 Building Inspector Enforcement
- ODNC00118_07_11_2022 Amend Municipal Fees
- ORDR00336_03_28_2022 ARPA Amesbury 250K (COTW)

Education

In Committee:

General Government

In Committee:

- COMM00402 04 11 2022 12 Cushing Ave Paper St. Inquiry
- COMM00417 05 31 2022 Ltr. Jane Snow re: Coffin St.
- COMM00410 05 31 2022 Ltr. Lawrence Cavalieri Coffin St. Ext
- APPT00340 09 12 2022 Jennifer Groskin 11 Myrtle Ave. Human Rights Comm. 10/1/2025

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:

- ORDR00373 07 11 2022 Crosswalk Plummer Ave (Amended 9/22/22)
- ORDR00374 07 11 2022 Plummer Ave Concept Plan (Amended 9/22/22)
- ORDR00380 08 08 2022 Parks Department Reorganization (with Mayor's message) (COTW)
- 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
- ORDR00380_08_08_2022 Parks Department Reorganization (with Mayor's message) (COTW)
- APPT00339_09_12_2022 Kevin Hunt 14 10th St. Veteran's Agent 10/1/2023

Planning & Development

In Committee:

- APPT00338 09 12 2022 Joseph C. Teixeira 44 Hale St. Community Preservation Cmte. 10/1/2025
- COMM432 09 12 2022 Ad Hoc Committee on Adaptive Reuse of Brown School Property (Amended 9/22/22)
- ORDR00379_08_08_2022 Acceptance of Public Easement - Colby Farm Lane Playground

Public Safety

In Committee:

- APPL00107 09 12 2022 Chamber of Commerce Fall Fest 2022 10/15-10/16 10am-7pm
- APPL00108 09 12 2022 BHHS Verani Blood Drive East Parking Lot 10/7 8:30am-4:30pm
- APPL00110 09 12 2022 Indigenous Peoples Day Observance Sat Oct. 8th 10am-3pm
- ODNC00119 07 11 2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking (Amended 9/22/22)
- ODNC00120 07 11 2022 Amendment Plummer Ave Drop Off Zone (Amended 9/22/22)
- ODNC00121 07 11 2022 Amendment Merrimac-Plummer Safety Zone Revision (Amended 9/22/22)
- COMM00412_05_31_2022 Ltr Ann Jaroncyk re: Traffic Safety
- COMM00414_05_31_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street
- ODNC00119_07_11_2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking
- ODNC00120_07_11_2022 Amendment Plummer Ave Drop Off Zone
- ODNC00121_07_11_2022 Amendment Merrimac-Plummer Safety Zone Revision

Public Utilities

In Committee:

- ORDR00352 05 09 2022 Licensed Contractor Robert Pike Construction, Inc.
- ORDR00353 05 09 2022 Licensed Contractor Commonwealth and Consulting Co., Inc.
- ORDR00370 06 27 2022 M. L. Mazzotta - Licensed Contractor
- COMM00420 06 27 2022 Ltr. Owen Smith re: Water/Sewer Rates
- COMM00421 06 27 2022 Communication re: Water/Sewer Rates b/w Mayor Reardon, Roger Jones, and Owen Smith
- APPT00336 08 29 2022 Barry J. McBride 5 Pine St. Salisbury Asst. Wiring Inspector 09/15/2024

Rules

In Committee:

- ORDR239_02_8_2021 Council Rule 7 and 10B

17. GOOD OF THE ORDER

18. ADJOURNMENT

LATE FILE ITEMS

From: Richard Jones
Sent: Monday, September 26, 2022 12:43 PM
To: John Moynihan, Executive Director
Cc: Councillor McCauley; Katie Mahan
Subject: RE: Arts and Culture Shanties

Hi John,

I am copying Public Safety Cmte Chair Councillor McCauley on this email. It appears you were approved until October 2, 2022. I understand you would like to extend that date until October 16th. Councillor McCauley has asked me to enter this email as a late file request for tomorrow night's Tuesday City Council meeting at which time he will ask for a vote to extend the date.

This avoids submitting a new application. Sound ok to you?

Thank you,

Richard B. Jones
City Clerk
City of Newburyport
60 Pleasant St, Newburyport, 01950

978.465.4407

** Please note that all emails are public records and are subject to a public records request pursuant 950 CMR 32.08 **

Newburyport City Hall
Mayor Sean Reardon
60 Pleasant Street
Newburyport, MA 01950

September 21, 2022

Dear Mayor Reardon,

I am submitting my resignation from Newburyport School Committee effective immediately.

It has been an honor working with you and the rest of the committee to serve this community.

Respectfully,

Sheila Reardon Spalding

CONSENT AGENDA

CITY COUNCIL “HYBRID”

MEETING MINUTES

SEPTEMBER 12, 2022

City Council Meeting 7:00 pm

LOCATION: 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**

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

4. **LATE FILE**

- COMM00432_09_12_2022 Ad Hoc Committee on Adaptive Reuse of Brown School Property
 - COMM00433_09_12_2022 Petition Rule7G re ORDR0377_08_08_2022
 - APPL00110_09_12_2022 Indigenous Peoples Day Observance Sat Oct. 8th 10am-3pm (PS)
- Motion to waive the rules to accept the Late Files by Councillor Khan, seconded by Councillor Preston. 10 yes, 1 no (SZ). So voted.

5. **PUBLIC COMMENT**

Jane Snow	9 Coffin St.
Tom Kolterjahn	64 Federal St.
Robert Koup	36 Lime St.
Reg Bacon	21 Strong St.
Brian Callahan	29 Warren St.
Stephanie Niketic	93 High St.
Michael Underwood	21 Beck St.
Mary Krajci	232 High St.
Kevin Bannigan	43 Middle St.
George Odell	7 Neptune St.

6. **MAYOR'S COMMENT**

CONSENT AGENDA

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7. **APPROVAL OF MINUTES**

- August 23, 2022 (Approve)
- August 29, 2022 (Approve)

8. **COMMUNICATIONS**

- APPL00107_09_12_2022 Chamber of Commerce Fall Fest 2022 10/15-10/16 10am-7pm (PS)
- APPL00108_09_12_2022 BHHS Verani Blood Drive East Parking Lot 10/7 8:30am-4:30pm (PS)

- APPL00109_09_12_2022 21st Annual Art Auction 65 Water St. 9/24 5:30pm-11:30pm (PS)
APPL00109 Removed from Consent Agenda at the request of Councillor McCauley.
- COMM00430_09_12_2022 FY22 Year-End Financial Report (B&F)
- COMM00431_09_12_2022 Ltr. Parks from Mary Gayden Wilkins Haslinger (R&F)

9. TRANSFERS

10. APPOINTMENTS

- APPT00338_09_12_2022 Joseph C. Teixeira 44 Hale St. Community Preservation Cmte. 10/1/2025 (P&D)
Re_Appointments:
- APPT00339_09_12_2022 Kevin Hunt 14 10th St. Veteran’s Agent 10/1/2023 (N&CS)
- APPT00340_09_12_2022 Jennifer Groskin 11 Myrtle Ave. Human Rights Comm. 10/1/2025 (GG)

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

BUDGET & FINANCE

- APPT00337_08_29_2022 Julie Languirand 13 Cushing Ave. Salisbury Treasurer/Collector 09/1/2025

NEIGHBORHOOD & CITY SERVICES

- ORDR00378_08_08_2022 Crosswalk – Kent & Washington

PLANNING & DEVELOPMENT

- ORDR00381_08_29_2022 Special Municipal Employee - Aileen Graf of Graf Architects
- APPT00335_08_29_2022 William J. Mullen 7 Broad St. Conservation Comm. 09/30/2025

PUBLIC SAFETY

- APPL00100_08_29_2022 Block Party Oakland St. Sat. Sept. 24th 3-10pm
- APPL00101_08_29_2022 Block Party Cushing Ave. Sat. Sept. 24th 2-8pm
- APPL00102_08_29_2022 Block Party Olive St. Sat. Sept. 17th 3-8pm
- APPL00103_08_29_2022 NBPT Half Marathon & Relay Sun. Oct. 23rd 9am-2pm
- APPL00104_08_29_2022 8th Annual Harborside Half Marathon & 5K Sun. Nov. 13th 9am-1pm
- APPL00105_08_29_2022 Paws for a Cause Sat. Oct. 15th 10am-12pm
- APPL00106_08_29_2022 NBPT Youth Hockey Tag Day Sat. Nov. 19th 7:30am-2pm

END OF CONSENT AGENDA

Motion to approve the Consent Agenda as amended by Councillor Zeid, seconded by Councillor Cameron. So voted.

REGULAR AGENDA

9. MAYOR'S UPDATE

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

10. FIRST READING APPOINTMENTS

11. COMMUNICATIONS

- APPL00109_09_12_2022 21st Annual Art Auction 65 Water St. 9/24 5:30pm-11:30pm
Motion to waive the rules, declare an emergency, and approve by Councillor McCauley, seconded by Councillor Cameron. So voted.

- COMM432_09_12_2022 Ad Hoc Committee on Adaptive Reuse of Brown School Property
Motion to refer to Planning & Development by Councillor McCauley, seconded by Councillor Khan. 10 yes, 1 no (SZ). So voted.

12. TRANSFERS

- TRAN00138_09_12_2022 Emergency Preamble
- TRAN00138_09_12_2022 Mayor: PI Beach Fund \$30K to FEMA Hazard Mitigation Grant Program \$30K
Motion to waive the rules, declare an emergency, and approve collectively by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

13. SECOND READING APPOINTMENTS

14. ORDERS

- ORDR00382_09_12_2022 Approval to Pay Prior Year Bills
Motion to refer to Budget & Finance by Councillor Zeid, seconded by Councillor Preston. So voted.

15. ORDINANCES

- ODNC046_01_27_2020 Zoning Amendment Short Term Rental Unit (STRU) (COTW)
Continued to a date certain September 12, 2022

Motion to amend p. 12, Sec. 8 Exception Pre-Existing STRUS by Councillor Preston, seconded by Councillor Vogel. (on the floor)

Motion to add friendly amendment to accept Paragraph 8 by Councillor Preston, seconded by Councillor Vogel. Roll call vote. 11 yes. Motion passes.

Motion to amend to add Paragraph 8 as amended by Councillor Preston, and seconded by Councillor Vogel. Roll call vote. 5 yes (MW, JD, AK, CP, BV), 6 no (SZ, EC, BL, JM, CW, HS). Motion fails.

Motion to amend Paragraph 9 to June 1, 2023 by Councillor McCauley, seconded by Councillor Lane. Roll call vote. 11 yes. Motion passes.

Motion to move the question by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

Motion to approve as amended by Councillor Cameron, seconded by Councillor McCauley. Roll call vote. 7 yes (SZ, EC, JD, BL, JM, CW, HS), 4 no (MW, AK, CP, BV). Motion fails.

- ODNC00122_07_11_2022 **2nd Reading** Proposed-Zoning-Amendment-Fire-Stations

Motion to approve on 2nd reading by Councillor Zeid, seconded by Councillor Cameron. Roll call vote. 11 yes. Motion passes.

16. COMMITTEE ITEMS

Ad Hoc Committee on Economic Development

In Committee:

Ad Hoc Committee on Market Landing Park and COTW

In Committee:

Budget & Finance

In Committee:

- **APPT00337 08 29 2022 Julie Languirand 13 Cushing Ave. Salisbury Treasurer/Collector 09/1/2025**
Motion to approve by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.
- ORDR00336_03_28_2022 ARPA Amesbury 250K (COTW)
- ORDR00355_05_09_2022 Loan Order \$2,574,000 Bartlet Mall Improvements Project (COTW)
- ODNC00117_06_27_2022 Building Inspector Enforcement
- ODNC00118_07_11_2022 Amend Municipal Fees

Education

In Committee:

General Government

In Committee:

- COMM00402_04_11_2022 12 Cushing Ave Paper St. Inquiry
- COMM00417_05_31_2022 Ltr. Jane Snow re: Coffin St.
- COMM00410_05_31_2022 Ltr. Lawrence Cavalieri Coffin St. Ext

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:

- **ORDR00378 08 08 2022 Crosswalk – Kent & Washington**

Motion to approve by Councillor Wallace, seconded by Councillor Zeid. Motion to amend to add a second crosswalk at Washington Street, east of Kent Street by Councillor Wallace, seconded by Councillor McCauley. So voted. Motion to approve as amended by Councillor Wallace, seconded by Councillor Zeid. So voted.

- 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
- ORDR00373_07_11_2022 Crosswalk Plummer Ave
- ORDR00374_07_11_2022 Plummer Ave Safety Zone Plan
- ORDR00380_08_08_2022 Parks Department Reorganization (with Mayor's message) (COTW)

Planning & Development

In Committee:

- **ORDR00381 08 29 2022 Special Municipal Employee - Aileen Graf of Graf Architects**

Motion to approve by Councillor Cameron, seconded by Councillor McCauley. Roll call vote. 6 yes (EC, AK, CP, BV, CW, HS), 5 no (MW, SZ, JD, BL, JM). Motion passes.

- **APPT00335 08 29 2022 William J. Mullen 7 Broad St. Conservation Comm. 09/30/2025**

Motion to approve by Councillor Cameron, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

- **ORDR00377 08 08 2022 Projected future use of the former GW Brown School Property**

Motion to approve by Councillor McCauley, seconded by Councillor Cameron. Roll call vote. 8 yes (MW, SZ, EC, BL, JM, BV, CW, HS), 3 no (JD, AK, CP). Motion passes.

- ORDR00379_08_08_2022 Acceptance of Public Easement - Colby Farm Lane Playground

Public Safety

In Committee:

- **APPL00100 08 29 2022 Block Party Oakland St. Sat. Sept. 24th 3-10pm**

Motion to approve with the stipulations that Oakland Street is only close between Munroe and Merrimac Streets, DPS is notified, and there is sufficient signage by Councillor McCauley, seconded by Councillor Cameron. Roll call vote. 10 yes, 1 no (SZ). Motion passes.

- **APPL00101 08 29 2022 Block Party Cushing Ave. Sat. Sept. 24th 2-8pm**

Motion to approve collectively APPL00101, APPL00102, and APPL00106 by Councillor McCauley, seconded by Councillor Donahue. So voted.

- **APPL00102 08 29 2022 Block Party Olive St. Sat. Sept. 17th 3-8pm**

Motion to approve collectively APPL00101, APPL00102, and APPL00106 by Councillor McCauley, seconded by Councillor Donahue. So voted.

- **APPL00103 08 29 2022 NBPT Half Marathon & Relay Sun. Oct. 23rd 9am-2pm**

Motion to approve collectively APPL00103, APPL00104, and APPL00105 by Councillor McCauley, seconded by Councillor Donahue. So voted.

- **APPL00104 08 29 2022 8th Annual Harborside Half Marathon & 5K Sun. Nov. 13th 9am-1pm**

Motion to approve collectively APPL00103, APPL00104, and APPL00105 by Councillor McCauley, seconded by Councillor Donahue. So voted.

- **APPL00105 08 29 2022 Paws for a Cause Sat. Oct. 15th 10am-12pm**

Motion to approve collectively APPL00103, APPL00104, and APPL00105 by Councillor McCauley, seconded by Councillor Donahue. So voted.

- **APPL00106 08 29 2022 NBPT Youth Hockey Tag Day Sat. Nov. 19th 7:30am-2pm**

Motion to approve collectively APPL00101, APPL00102, and APPL00106 by Councillor McCauley, seconded by Councillor Donahue. So voted.

- COMM00412_05_31_2022 Ltr Ann Jaroncyk re: Traffic Safety
- COMM00414_05_31_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street
- ODNC00119_07_11_2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking
- ODNC00120_07_11_2022 Amendment Plummer Ave Drop Off Zone
- ODNC00121_07_11_2022 Amendment Merrimac-Plummer Safety Zone Revision

Public Utilities

In Committee:

- ORDR00352_05_09_2022 Licensed Contractor Robert Pike Construction, Inc.
- ORDR00353_05_09_2022 Licensed Contractor Commonwealth and Consulting Co., Inc.
- ORDR00370_06_27_2022 M. L. Mazzotta - Licensed Contractor
- COMM00420_06_27_2022 Ltr. Owen Smith re: Water/Sewer Rates
- COMM00421_06_27_2022 Communication re: Water/Sewer Rates b/w Mayor Reardon, Roger Jones, and Owen Smith
- APPT00336_08_29_2022 Barry J. McBride 5 Pine St. Salisbury Asst. Wiring Inspector 09/15/2024

Rules

In Committee:

- ORDR239_02_8_2021 Council Rule 7 and 10B

17. GOOD OF THE ORDER

18. ADJOURNMENT

Motion to adjourn at 10:07 pm by Councillor Zeid, seconded by Councillor Lane. So voted.

CITY COUNCIL “HYBRID”
PUBLIC HEARING MINUTES

September 13, 2022

6:00 pm

LOCATION: City Hall, 2nd Floor Auditorium
60 Pleasant Street, Newburyport

Zoom Details:

<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

MEETING NOTICE:

In accordance with Newburyport Home Rule
Charter Section 5 - 1,

the City Council of the City of Newburyport will hold a *hybrid* public hearing on an administrative order and Mayor’s message proposing to reorganize the Newburyport Parks Department. The hearing will be held on **Tuesday, September 13, 2022 at 6:00 p.m.** continued from Tuesday, August 23, 2022 at 6:00 P.M. at which time all interested parties may be heard.

1. PLEDGE OF ALLEGIANCE

2. CALL TO ORDER

The City Council President Heather Shand called the meeting to order at 6:00 pm and asked the City Clerk, Richard B. Jones, to call the roll. The following City Councillors answered present: Zeid, Donahue, Khan, Lane, McCauley, Preston, and Shand. 9 present. 2 absent (EC, BL). Council President Shand noted that Councillors Cameron and Lane were present in audience remote, but could not be promoted to panelists. The City Clerk read the notice.

3. MAYOR'S COMMENT

Mayor Reardon spoke on the reorganizational plan.

Council President Shand opened the floor to public comment.

4. PUBLIC COMMENT

- 5.** Donna Irwin Wilson 296 High Street
Ray Felts 8 Boyd Dr.
Carolyn Johnson 46 Munroe ST.
Ann McCrea 3 Simmons Dr.
Andrew Simpson 1 ½ Greenleaf St.
Sandra Thaxter 3 Oak St.
Rob Fagan 128 High St.
Diana Kerry 33 Temple St.
Leslie Eckholdt 36 Warren St.
Dana Rimer 2 Morin
Lynn Schow 75 High St.
Mary McDonald 30 Madison St.
Lela Wright 55 Reservation Terrace
Brianna Sullivan 41 Forrester St.
Ben Iacono 4 hallisey Dr.
Paula Estey 3 Pine St.

Karen Johnson	120 High St.
Rick Taintor	10 Dexter St.
Marian Levy	243 Merrimac St.
Eileen Berneau	13R Bromfield St.
Jean Costello	522 Merrimac St.
Alice Mullen	7R Broad St.
Paul Swindlehurst	12 Spofford St.
Nicole Whelan	12 Lafayette St.
Phil Kubat	78 High St.
Ken Irwin	296 High St.
Paul Bevilacqua	126 Merrimac St.

Council President Shand closed the public comment after allowing all present in auditorium and on zoom speak that so wished. It was noted that there would be a Neighborhood & City Services and COTW meeting on Tuesday, September 20, 2022 at 5:00 p.m.

Motion to adjourn at 7:00 pm by Councillor Zeid, seconded by Councillor Vogel. Roll call vote. 9 yes, 2 absent (EC, BL). Motion passed.

COMMUNICATIONS



Brett Murphy
Chairperson
School Committee

Maureen Lynch
Superintendent

Whittier Regional Vocational Technical High School

115 Amesbury Line Road
Haverhill, MA 01830-1898
978-373-4101
Fax: 978-521-0260
www.whittiertech.org

August 31, 2022

ANNUAL OPERATIONAL REPORT

TO: The Honorable City Council Members

FROM: Brett Murphy, Whittier Representative
Joseph Haberland, Whittier Representative
Maureen Lynch, Superintendent

Whittier offers 23 vocational technical career areas designed to provide the necessary training and skills for further education or work force success.

Whittier's academic program is designed to offer students the fundamental skills through its core curriculum in English, Math, Science and Technology, Social Studies, World Languages, Physical Education/Health, and Elective subjects. Courses are aligned with the Massachusetts Curriculum Frameworks in order to achieve success on the MCAS.

Courses are offered in a sequential format and are integrated with the vocational-technical areas, wherever practicable and mutually beneficial. All academic courses offer advanced sections for students who desire to further their education. We offer honors courses in English, science, and math to lead toward advanced placement courses. Moreover, a Tech Prep program is offered to eleventh and twelfth grade students which parallels the College Prep program and provides students with the opportunity to earn college credit and/or advanced college placement.

Since all programs are open to all genders, we encourage our students to explore and to specialize in non-stereotyped, non-traditional vocational-technical areas and to strive for the maximum realization of their goals and potential.

Whittier Regional Vocational Technical High School is entering its forty ninth year. To date we have graduated 12,751 students from the day school.

The enrollment for the Evening School from Newburyport: 11

Whittier Tech: *Working on your future*

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 SEP 12 PM 1:20

Honorable City Council Members
August 31, 2022
Page 2

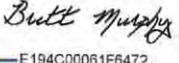
The October 1, 2021 Day School Enrollment:

	Boys	Girls	Non-Binary
Grade 9	7	2	0
Grade 10	3	3	0
Grade 11	1	6	0
Grade 12	7	1	0
Total –	30		

2022 Graduates – 8

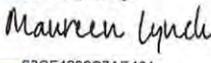
The cost to Newburyport for the school year 2021-2022 was \$654,314.00.

Respectfully yours,

DocuSigned by:

E194C00061F6472
Brett Murphy
Newburyport Representative

DocuSigned by:

06D6F2004ED7409
Joseph Haberland
Newburyport Representative

DocuSigned by:

63CF4299C7AE401
Maureen Lynch
Superintendent

ML/lr

END OF CONSENT AGENDA

BEGINNING OF REGULAR AGENDA

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

September 27, 2022

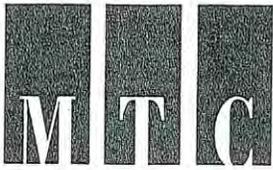
Be it ordained by the City Council of the City of Newburyport as follows:

THAT the City Council of the City of Newburyport hereby approves and authorizes the acceptance of a Sidewalk Easement between the City (Grantee) and Wendy Mahoney and Dennis Mahoney (Grantors) for the property located at 7 Whites Court, Newburyport. Said Easement to be substantially in the form submitted to this Council at its meeting on September 27, 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 with Section 41 of Chapter 40 and Section 32 of Chapter 184 of the Massachusetts General Laws, 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.



Mead, Talerman & Costa, LLC
Attorneys at Law

30 Green Street
Newburyport, MA 01950
Phone 978.463.7700
Fax 978.463.7747

www.mtclawyers.com

September 19, 2022

Sean Reardon
Mayor
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

Heather Shand, President
City Council
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 SEP 19 AM 8:45

Re: Easement from 7 Whites Court, Newburyport

Dear Mayor Reardon and Clerk Jones,

Reference is made to the above-captioned matter. In that connection, I am attaching an easement hereto for acceptance by the City. We have been retained by the current owners of 7 Whites Court to clear up the title on which exists a condition on a Special Permit from the Zoning Board of Appeals from 2003. Specifically, in 2003, David D. Hall as trustee for Moskow/Hall Realty Trust II, which held 7 Whites Court at the time, applied for a Special Permit for Non-Conformities pursuant to Newburyport Zoning Ordinance Section IX-B-2. The application proposed demolishing and replacing the preexisting structure with the "Crimson Coach House," which was moved from the traffic circle to Whites Court and remains on the property today. On July 17, 2003, the ZBA approved Hall's application with the condition that the property provide a five-foot-wide easement along White's Court. According to the records at the Registry of Deeds, the easement was never offered prior. As a result, we are trying to rectify this issue.

I have attached a proposed easement from Wendy and Dennis Mahoney of 7 White Court, I believe it to be consistent with the condition in the Special Permit. Attached as exhibits are a plan showing the easement and property and the Zoning Board of Appeals' decision, recorded at Book 21746, Page 477, granting 7 White Court's previous owners a Special Permit for Non-Conformities with a condition of the easement. The sidewalk was apparently constructed at the time the house was put in place and renovated.

I hope that the foregoing explains the situation clearly, and please do not hesitate to contact me with questions. On behalf of the Mahoneys, I would request you place this

Millis Office

730 Main Street, Suite 1F
Millis, MA 02054
Phone/Fax 508.376.8400

New Bedford Office

227 Union Street, Suite 606
New Bedford, MA 02740

matter on the City Council agenda for appropriate action and let us know when the subcommittee meeting to discuss same is held.

Respectfully submitted,



Lisa L. Mead, Esquire

cc: Richard Jones, City Clerk
Andy Port, Planning Director

W A D

NON-EXCLUSIVE USE EASEMENT

This Non-Exclusive Use Easement (the "Easement") is granted this ___ day of September, 2022 by Wendy Mahoney and Dennis Mahoney, of 7 Whites Court, Newburyport, Massachusetts, 01950 ("Grantors"), as the owner of property on Whites Court, Newburyport, Massachusetts, shown as **Lot 74** on a Plan entitled "Board of Appeals Plan of Land in Newburyport, Massachusetts" by Pembroke Land Survey Company, dated March 27, 2003, and recorded at the Essex County (Southern District) Registry of Deeds at Plan Book 371 Plan 5 and as more particularly described in the deed into Grantor recorded in said Registry of Deeds at Book 41127 and Page 378 (the "Grantors' Property"), to the City of Newburyport, a municipal corporation duly organized under the laws of the Commonwealth of Massachusetts and located in Essex County, Massachusetts, located at 60 Pleasant Street, Newburyport, Massachusetts, 01950 (together with its successors and assigns, "Grantee").

WHEREAS, Grantors are the owners of the Grantors' Property, described more particularly in the above-mentioned Plan attached hereto as Exhibit A ("Grantor's Land");

WHEREAS, pursuant to a Special Permit granted by the Newburyport Zoning Board of Appeals originally dated July 17, 2003, pursuant to Section XV and XXV of the Newburyport Zoning Ordinance ("Special Permit") and recorded in said Registry at Book 21746 Page 477, and attached as Exhibit B;

WHEREAS, as part of the Special Permit the Grantor's and their successors in interest are required to provide a public access easement to the Grantee more specifically shown as "Proposed 5' Wide Access/Sidewalk Easement to be Granted to the City of Newburyport" on the Plan in Exhibit A (the "Easement Area");

WHEREAS, the sidewalk was constructed and has been installed and completed.

NOW THEREFORE, for nominal consideration the receipt and sufficiency of which is hereby acknowledged and for the promises set forth below, Grantors do hereby grant to Grantee the following rights and easement:

1. Grant of a Non-Exclusive Public Access and Use Easement. Grantors do hereby grant to Grantee the following non-exclusive use easement to run with the land as follows:

(a) The non-exclusive right for the City of Newburyport and the public to use the Easement Area. Such non-exclusive use shall be for general strolling and pedestrian access to and from the walkway running parallel to Whites Court for the length thereon of the Grantor's Property from Pop Crowley Way and running to Merrimac Street as more fully shown on the Plan in a manner consistent with how municipal walkways are used throughout the Commonwealth of Massachusetts. This Non-Exclusive Use Easement and conditions provided herein shall be perpetual and irrevocable and shall be deemed to be covenants running with the land and shall inure to the benefit of and be binding upon the Grantee and the Grantors and their respective successors and assigns.

2. Limitations and Restrictions. The rights and easements granted in Section 1 hereof shall be limited to use of the Easement Area for strolling and pedestrian walkway purposes and not for motor vehicles of any kind or nature. The rights and easements granted herein shall not include (a) any right to construct or install any other improvements.

3. Maintenance.

(a) Maintenance of the Easement Area. Grantees shall be responsible for maintaining the Easement Area and improvements thereon at Grantees' sole cost and expense, except that the Grantor shall be responsible for snow removal consistent with the City of Newburyport Ordinances.

4. Insurance. Prior to exercising any rights under this Agreement, Grantee shall obtain, and thereafter shall maintain in effect, a policy of public liability insurance insuring against claims on account of loss of life, bodily injury or property damage that may arise from, or be occasioned by, the use and/or exercise of rights and/or obligations under this Agreement, including but not limited to use, construction and maintenance of athletic fields. Such insurance policy shall name Grantors (and following notice, any holders of mortgages on Grantors' Land), as an additional insured. Said insurance shall be carried by a financially responsible insurance company or companies qualified to do business in the Commonwealth of Massachusetts and having a single limit for loss of life or bodily injury and for property damage of not less than \$3,000,000. Grantee shall furnish to Grantors a certificate of insurance evidencing the existence of the insurance required to be carried pursuant hereto. Such policy shall contain a provision that it shall not be cancelled or terminated without at least thirty (30) days advance written notice to each insured.

5. Public Park Status: The Grantor does not assume any responsibility to the Grantee, the general public, or anyone else in connection with its or their use of this Non-Exclusive Use Easement which use shall be at its and their discretion and risk. As set forth in General Laws, Chapter 21, Section 17C, neither the Grantors nor the Grantee shall be liable to members of the general public who use this Non-Exclusive Use Easement.

6. No Representations or Warranties. Grantors make no representation or warranty, either express or implied, with respect to the condition of any portion of Grantors' Land or the improvements now or hereafter constructed thereon.

7. Compliance with Law. In the performance of its obligations hereunder, Grantee shall comply promptly with all laws, regulations and governmental permits and approvals and matters of record existing prior to the recording of this Agreement.

8. Amendment. Except as otherwise expressly set forth in this Agreement, no amendments or modifications of this Agreement shall be effective without the prior written consent of each party at the time of such amendment or modification.

9. Severability. If any term or provision of this Agreement or the application thereof to any person or circumstance shall, to any extent, be declared to be invalid or unenforceable, then the remainder of this Agreement shall not be affected thereby, and each term and provision of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

10. Governing Law. This Agreement shall be construed and interpreted under the laws of the Commonwealth of Massachusetts.

11. Notices. Unless otherwise specified herein, any notice to be given hereunder shall be in writing and shall be deemed to have been given (a) when delivered by hand, or (b) when mailed by registered or certified mail return receipt requested, or (c) when sent by overnight delivery (such as FedEx), or (d) when sent by daytime courier, addressed as follows:

If to Grantors: Wendy and Dennis Mahoney
7 Whites Court
Newburyport, MA, 01950

If to Grantee: City of Newburyport
Mayor
City Hall
60 Pleasant Street
Newburyport, MA 01950

Each party's notice address may change upon twenty (20) days prior written notice to the other party. Notices shall be deemed delivered on the date received or rejected or on the date noted that the addressee has refused delivery, or on the date that the notice is returned to sender due to the inability of the postal authorities to deliver.

12. Not a Public Dedication. Nothing contained in this Agreement shall be deemed to be a gift or dedication of or a restriction or covenant upon any part of the remaining portion of the Grantor's Land, for the benefit of the general public, or for any public purpose whatsoever.

Witness my hand and seals this ____ day of _____, 2022:

By: _____
Wendy Mahoney

By: _____
Dennis Mahoney

COMMONWEALTH OF MASSACHUSETTS

_____, ss

On this ____ day of _____, 2022, before me, the undersigned notary public, personally appeared Wendy and Dennis Mahoney, proved to me through satisfactory evidence of identification, which were driver's licenses, to be the persons whose names are signed on the preceding or attached document, and that by their signature on the instrument, the individual, or the person upon whose behalf of which the individual acted, executed the instrument voluntarily for its stated purpose.

Notary Public:
My Commission Expires:

GRANTEE: CITY OF NEWBURYPORT

By: _____
Sean Reardon, Mayor

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss.

On this ____ day of _____, 2022, before me, the undersigned Notary Public, personally appeared the above-named Sean Reardon, proved to me by satisfactory evidence of identification, being (check whichever applies): driver's license or other state or federal governmental document bearing a photographic image, oath or affirmation of a credible witness known to me who knows the above signatory, or my own personal knowledge of the identity of the signatory, to be the person whose name is signed above, and acknowledged the foregoing to be signed by him voluntarily for its stated purpose.

(Print Name of Notary Public): _____
My commission expires: _____
Qualified in the Commonwealth of Massachusetts

Exhibit

A

TABLE OF ZONING REQUIREMENTS SINGLE FAMILY RESIDENCE ~ WMD ZONING DISTRICT					
ZONING PARAMETER	REQUIRED	EXISTING LOT 74	EXISTING LOT 74A	PROPOSED LOT 74	PROPOSED LOT 74A
LOT AREA	10,000 S.F.	5,965 S.F.	2,903 S.F.	5,965 S.F.	2,930 S.F.
STREET FRONTAGE	90 FEET	60.00 FEET	43.39/98.91 FEET	66.00 FEET	43.39/98.91 FEET
BUILDING HEIGHT	25 FEET	22.9 FEET	25.5 FEET	<25 FEET	<25 FEET
OPEN SPACE	1,000 SQ. FT.	> 1,000 SQ. FT.	> 1,000 SQ. FT.	> 1,000 SQ. FT.	> 1,000 SQ. FT.
FRONT SETBACK	25 FEET	5.40 FEET	5.41/9.83 FEET	7.5 FEET	5.41/9.83 FEET
SIDE SETBACK	10 FEET	10.87 FEET	5.1 FEET	11.3/14.4 FEET	5.1 FEET
REAR SETBACK	25 FEET	59.11 FEET	59.11 FEET	45.4 FEET	42.8 FEET
X LOT COVERAGE (1)	25	17.7	19.3	20.4	27.0
2 x EASEMENT AREA*				660 S.F.	426 S.F.
LOT AREA W/DENSITY BONUS*				6,625 S.F.	3,358 S.F.
X LOT COVERAGE (2)	25	17.7	19.3	18.4	23.4

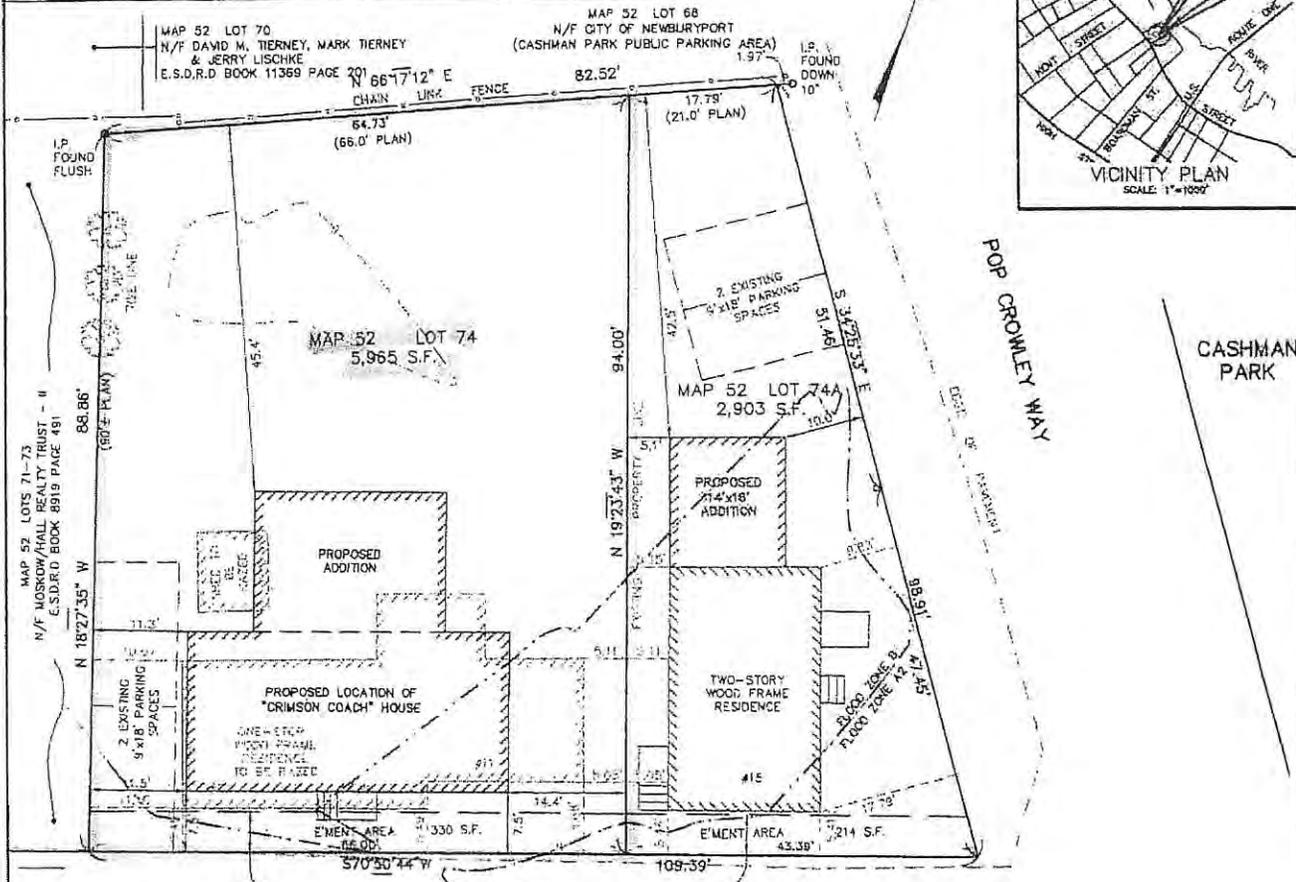
(1) WITHOUT DENSITY BONUS *SEE ZONING REGULATIONS, SECTION XVII - WATERFRONT ZONING DISTRICTS,
(2) WITH DENSITY BONUS SUB SECTION XVIC - DENSITY BONUS

5
371

PLAN BOOK 371 - PLAN 5
CITY REGISTER OF DEEDS, SO. OFF.
SALEM, MASS.

Received SEP 12, 2003
with Dean Berwick
David D. Hall
Doc # 200306 P 361

Attest: *[Signature]*
Register of Deeds



WHITE'S COURT

PROPOSED 5' WIDE ACCESS/SIDEWALK EASEMENT TO BE GRANTED TO THE CITY OF NEWBURYPORT

MAP 52 LOT 75
N/F NICOLA & GLDA LABARBA
E.S.D.R.D BOOK 8199 PAGE 51

MAP 52 LOTS 71-73
N/F MOSKOW/HALL REALTY TRUST - II
E.S.D.R.D BOOK 8919 PAGE 491

MAP 52 LOT 76
N/F JOSEPH A. & ALMA E. MOSAN
E.S.D.R.D BOOK 8983 PAGE 622

MAP 52 LOT 77
N/F NICOLA & FRANK LABARBA
E.S.D.R.D BOOK 12833 PAGE 29

Approved by the Newburyport
Zoning Board of Appeals for a:

Date: 7/09/03

Unsigned *[Signature]* of
the Zoning Board of Appeals

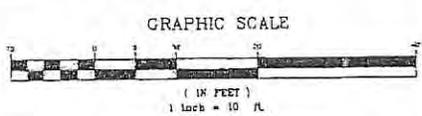
Revisions by Zoning Board:

BOARD OF APPEALS PLAN OF LAND
IN
NEWBURYPORT, MASSACHUSETTS
AS PREPARED FOR
MOSKOW/HALL REALTY TRUST - II
MICHAEL B. MOSKOW & DAVID D. HALL, TRUSTEES

PEMBROKE LAND SURVEY COMPANY
PO BOX 205, SALEM, NH 03079
PO BOX 491, NEWBURYPORT, MA 01950

SCALE	DATE	DRAWING NO.
1"=10'	MARCH 27, 2003	M-137B-L
REVISIONS		JOB # 2000-31 FB 41/99
		SHEET 1 OF 1

NOTE: THE FLOOD BOUNDARY SHOWN HEREON WAS TAKEN FROM FLOOD INSURANCE RATE MAP FOR THE CITY OF NEWBURYPORT, MASSACHUSETTS, PANEL 2 OF 3, COMMUNITY-PANEL NUMBER 250097 0002C AS REVISED NOVEMBER 1, 1985.



Exhibit

B



2003091200545 Bk:21745 Pg:477
09/12/2003 13:34:00 OTHER Pg 1/6

CITY CLERK'S OFFICE
NEWBURYPORT MA

Page 1 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-047

Record of Proceedings and Decision for a Special Permit for Non-Conformities

An application for the following petition to:

Demolish existing structure and replace with the "Crimson Coach House". Extend replacement structure with a 17 foot by 24 foot addition.

Was filed by: David D. Hall

50 Water Street
Newburyport MA 0195

For property owned by: Moskow/Hall Realty Trust II The application was filed at the City Clerk's Office on: 5/12/03 under the zoning ordinance sections X-H.3 Powers of the Board and sections: IX-B-2, Upward Extension

The application is for the premises at: 7-11 White's Court in the WMD District, as indicated on the Assessors map as Map and Parcel 52/074 recorded in th Essex South District Registry of Deeds as Book and Page: 8919/0491

The newspaper notices for the public hearing were posted on: 6/16/03 and 6/23/03

A public Hearing was held at 7:15 p.m. for the above application on: 7/8/03

After the close of the hearing, the Board on upon motion made by Member Duncan LaBay and duly seconded by Member Edward Ramsdell the ZBA voted to APPROVE the application.

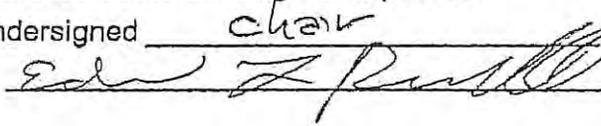
The following members present and voting, and voting as follows:

Jeffrey Stone	<u>Absent</u>	Robert Ciampitti	<u>Yes</u>
Edward Ramsdell	<u>Yes</u>	Ann Dawley, Associate	<u>Yes</u>
David Tierney	<u>Not Voting</u>	Roger Gagnon, Associate	<u>Yes</u>
Duncan LaBay	<u>Yes</u>		

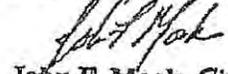
The motion having recieved the necessary two-thirds super majority vote or all the members of the ZBA, in accordance with M.G.L. c.40A, Section 9, as adopted; the petition for the Special Permit for Non-Conformities was therefore, Granted. The Decision was filed with the Newburyport City Clerk on: 07/17/03

and sent registered mail to the applicant, and by regular mail to the Parties in Interest and the abutting Municipalities.

Undersigned Chair of the Zoning Board of Appeals.

 Date: 07/17/03

A TRUE COPY ATTEST


John F. Moak, City Clerk
Newburyport, Massachusetts

Page 2 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-047
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Certification of the City Clerk: I, John Moak John Moak, City Clerk of the
City of Newburyport, hereby certify pursuant to M.G.L.s Chapter 40A, Section 11, that
the decision for the property known as: 7-11 White's Court

was filed in the Office of the City Clerk on: 07/17/03 and
that (20) twenty days have elapsed after the decision was filed and NO APPEAL was
filed.

Pursuant to MGL's Chapter 40A, Section 11 this decision was filed in the Office of
Planning and Development on: 07/17/03

Appeals shall be made pursuant to M.G.L.'s Chapter 40A, Section 17 and filed within
(20) twenty days after the date of filing of this decision in the Office of the City Clerk.

John Moak
Newburyport City Clerk Date: Aug 29, 2003

Page 3 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-047
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Notification of a Decision

Applicant: David D. Hall
Property: 7-11 White's Court

2003091200646 Bk:21746 Pg:479
09/12/2003 13:34:00 OTHER Pg 3/8

This letter confirms that the Zoning Board of Appeals decision to Approve with conditions the request for the following:

- Demolish existing structure and replace with the "Crimson Coach House".
- Extend replacement structure with a 17 foot by 24 foot addition.

In accordance with the above, this letter will serve as a formal notification of the foregoing action of the Board for this property. A copy of this letter, the record of the proceedings, findings, conditions and documents as submitted with the application are on file at the City Clerk's office and forwarded to the applicant.

Pursuant to the Newburyport Zoning Ordinance Section IX-B-2 a SPECIAL PERMIT FOR NON-CONFORMITIES shall LAPSE within two years if a substantial use thereof has not sooner commenced except for good cause, or in the case of construction, if construction has not begun by such date except for good cause. Additionally, if construction or operations has not begun within six (6) months, or if construction is not continuing toward completion in a continuous or expeditious manner as is reasonable during the initial six (6) months, then the construction or operations shall conform to any amendment of the Zoning Ordinance.

This is not a permit for construction or occupancy. The Building Commissioner/Zoning Code Enforcement Officer should be contacted by the applicant. All documentation regarding this Special Permit for Non-Conformities must be provided to the Building Commissioner/Zoning Code Enforcement Officer by the applicant upon application for a permit for construction or occupancy. Appeals of the Zoning Board of Appeals shall be made pursuant to M.G.L.'s Chapter 40A, Section 17 and filed within (20) twenty days after the date of filing. This decision was filed with the City Clerk on: 07/17/03

Undersigned Chair of the Zoning Board of Appeals.

[Signature] Date: 07/17/03

Page 4 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-047
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Findings

Applicant: David D. Hall

Property: 7-11 White's Court

After the Public Hearing in accordance with the criteria set forth in the City of Newburyport Zoning Ordinance Section IX-B.2. Special Permit for Non-

The Zoning Board of Appeals finds as follows:

1. The request for the following petition to:
Demolish existing structure and replace with the "Crimson Coach House". Extend replacement structure with a 17 foot by 24 foot addition.
was NOT MORE detrimental than the existing.
2. Facts support the Finding that the proposed extension and or addition IS NOT substantially more detrimental than the existing non-conforming structure.

Page 5 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-047
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Conditions of Approval

Applicant: David D. Hall
Property: 7-11 White's Court

The following conditions of approval do not limit any other rights and remedies the City of Newburyport may have.

- 1.01: The approval of the Special Permit for Non-Conformities shall lapse if it is not exercised within two years of the date of the decision.
- 1.02: As a condition of the Special Permit for Non-Conformities, the petitioner shall record a certified copy of this decision in the Essex South District Registry of Deeds and notify the Zoning Board of Appeals of such recording.
- 1.03: No Special Permit for Non-Conformities, or any extension, modification or renewal thereof, can take effect until a copy of the decision bearing the certification of the City Clerk of Newburyport is recorded in the Essex South District Registry of Deeds or is recorded and noted on the owners' certification of title, within sixty to ninety days after the filing with the City Clerk. The fee for recording or registering shall be paid by the owner or applicant.
- 1.04: In accordance with the Approval of this Special Permit for Non-Conformities, the applicant shall not exercise any rights under this decision until the Applicant supplies the following plans and information, signed by a Zoning Board Member and recorded with the City Clerk and the Essex South Registry of Deed.
- 1.05: As a condition of approval for the Special Permit for Non-Conformities, the following plans for 11-15 and 17 Whites Court are incorporated in this decision and are described below:

1. Plan entitled Board of Appeals Plan in Newburyport, MA. As prepared for MoskowHall Realty Trust II; by Pembroke Land Surveyors Newburyport, MA. Dated March 27, 2003; Plan shows the location of the "Crimson Coach House" 7-11 Whites Court with the proposed rear additions to both the 7- 11 and 15 Whites Court structures.

2. Computer rendering of the elevations and design of the new addition for 7-11 Whites Court from the north, south, east and west. Dated July 17, 2003.

Page 6 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-047
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Applicant: David D. Hall

Property: 7-11 White's Court

1.06: As a condition of approval for the Special Permit for Non-Conformities, the applicant is required to present the construction documents of 7-11 15 Whites Court to the Newburyport Historic Commission for final review.

1.07: As a condition of approval for the Dimensional Variance the following three (3) conditions are incorporated in this decision and are described below:

1. The applicant shall provide a 5' easement consisting of full brick sidewalks and granite curbing along White's Court.

2. The exterior of both structures shall be renovated using the Secretary of the Interior's Standards for Rehabilitation and will include the use of natural materials.

3. If any fencing is proposed, decorative fencing shall be used. Fencing materials shall be made of natural materials.

4. Condition #1 shall not extend to 176 Merrimac Street, nor apply.

Undersigned d. hall of the Zoning Board of Appeals.

 Ed D. Hall Date: 07/17/03

ans

NL

Page 1 of 6 City of Newburyport Zoning Board of Case #2003-14045
Record of Proceedings and Decision for a Dimensional Variance

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT MA

JUL 17 5 05 PM '03

An application for a Dimensional Variance:

Relief from dimensional requirement for lot coverage.

Was filed by: David D. Hall

50 Water Street

Newburyport

MA 01950

2003091200645 Bk:21746 Pg:468
09/12/2003 13:34:00 OTHER Pg 1/9

For property owned by: Moskow/Hall Realty Trust II

The application was filed at the City Clerk's Office on: 5/12/03 under the Zoning Ordinance Section X-H.3 Powers of the Board and Sections VII-A, XVIII-D

The application is for the premises at: 15 White's Court in the WMD Zoning District, as indicated on the Newburyport Assessors Office as Map an

Parcels: 52/074A which is recorded in the Essex South District

Registry of Deeds as Book and Page: 8919/0419 The newspaper

notices for the public hearing were posted on: 6/16/03 and 6/23/03

A public Hearing was held for the above application on: 7/8/03 at 7:15 p.m., at which time the Board voted on the petition for a Variance. After the close of the

hearing, the Board on 7/8/03 upon motion made by Member Ann Dawley and duly seconded by Member Roger Gagnon the board voted to APPROVE the petition for the Variance.

The following members present and voting, and voting as follows with respect

Jeffrey Stone	<u>Absent</u>	Robert Ciampitti	<u>Yes</u>
Edward Ramsdell	<u>Yes</u>	Ann Dawley, Associate	<u>Yes</u>
David Tierney	<u>Not Votin</u>	Roger Gagnon, Associate	<u>Yes</u>
Duncan LaBay	<u>Yes</u>		

The motion having recieved the necessary two-thirds super majority vote or all the members of the ZBA, in accordance with M.G.L. c.40A, Section 10, as adopted, the petition for the Dimensional Variance was therefore, Granted.

This decision was filed with the Newburyport City Clerk on: 07/17/03

and sent registered mail to the applicant, and by regular mail to the Parties in Interest and the abutting Municipalities.

Undersigned Chair of the Zoning Board of Appeals.

Edward Ramsdell Date: 07/17/03

A TRUE COPY ATTEST

John F. Moak
John F. Moak, City Clerk
Newburyport, Massachusetts

Page 2 of 6 City of Newburyport Zoning Board of Case #2003- 045
Record of Proceedings and Decision for a Dimensional Variance

Certification of the City Clerk: I John Moak, John Moak, City Clerk of the City of Newburyport, hereby certify pursuant to M.G.L.s Chapter 40A, Section 17, that the decision for the property known as 15 White's Court was filed in the Office of the City Clerk on: 07/17/03

Pursuant to MGL's Chapter 40A, Section 11 this decision was filed in the Office of Planning and Development on: 07/17/03

and that twenty days have elapsed after the decision was filed and NO APPEAL has been filed. Appeals shall be made pursuant to M.G.L.'s Chapter 40A, Section 17 and filed within (20) twenty days after the date of filing of this decision in the Office of the City Clerk.

John Moak
Newburyport City Clerk

Date: Aug 29, 2003

City of Newburyport Zoning Board of Appeals
Record of Proceedings and Decision for a Dimensional Variance
Notification of a Decision

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT MA
JUL 17 5 05 PM '03

Applicant: David D. Hall
50 Water Street
Newburyport

MA 01950

2003091200645 Bk:21746 Pg:470
09/12/2003 13:34:00 OTHER Pg 3/3

Property: 15 White's Court

This letter confirms that the Zoning Board of Appeals decision to APPROVE the request for a Dimensional Variance. The petition was for the following:

Relief from dimensional requirement for lot coverage.

In accordance with the above, this letter will serve as a formal notification of the foregoing action of the Zoning Board of Appeals for this property. A copy of this letter, the record of the proceedings, findings, conditions and documents submitted with the application are on file at the City Clerk's office. This decision, record of proceeding, findings and conditions have been forwarded to the applicant.

This is not a permit for construction or occupancy. The Building Inspector/Zoning Code Enforcement Officer should be contacted by the applicant. All documentation regarding this Variance must be provided to the Building Inspector/Zoning Code Enforcement Officer by the applicant upon application for a permit for construction or occupancy. Appeals of the Zoning Board of Appeals shall be made pursuant to M.G.L.'s Chapter 40A, Section 17 and filed within (20) twenty days after the date of filing. This decision was filed with the City Clerk 07/17/03

Pursuant to the Newburyport Zoning Ordinance Section X-H.6.O; this Variance shall LAPSE within one year if a substantial use thereof has not sooner commenced except for good cause, or in the case of construction, if construction has not begun by such date except for good cause. Additional, if construction or operations has not begun within six (6) months, or if construction is not continuing toward completion in a continuous or expeditious manner as is reasonable during the initial six (6) months, then the construction or operations shall conform to any amendment of the Zoning

Undersigned Chair of the Zoning Board of Appeals
Edw. J. [Signature] Date: 07/17/03

Page 4 of 6 City of Newburyport Zoning Board of Case #2003- 045
Record of Proceedings and Decision for a Dimensional Variance

Propert 15 White's Court

Applica David D. Hall

50 Water Street

Newburyport

MA 01950

After the Public Hearing in accordance with the criteria setforth in the City of Newburyport Zoning Ordinance Section X-H-6 Dimensional Varinaces.

Findings

1. Conditions and circumstances ARE related to the soil conditions, shape, topography of such land or structures especially affecting the property for which the Variance is sought, and do not affect generally the Zoning District in which the property is located.
2. There IS a substantial hardship, financial or otherwise, which results from the literal enforcement of the applicable zoning restrictions with respect to the land or building for which the variance is sought.
3. Relief sought WILL be desirable and without substantial detriment to the public good.
4. Conditions and circumstantces ARE unique to applicant lot, structure or building and DO NOT apply to t he neighboring lands, structure or buildings in the same district.
5. Strict application of the Ordinance WOULD deprive the applicant of reasonable use of the lot, structure or building in a manner equivalent to the use permitted to be made by others owners of their neighboring lands, structure or structures in the same district.
6. Relief sought MAY be given without nullifying nor substantially derogating from the intent or purpose of the Ordinance.
7. The unique conditions and circumstances ARE NOT the result of the actions of the applicant taken subsequent to the adoption of the Ordinance.
8. Relief if approved, WILL NOT constitute a grant of special privilege inconsistent with the limitations upon other properties in the District.

Page 5 of 6 City of Newburyport Zoning Board of Case #2003- 045
Record of Proceedings and Decision for a Dimensional Variance

Conditions of Approval

Applicant David D. Hall
50 Water Street
Newburyport MA 01950

Property: 15 White's Court

The following conditions do not limit any other rights and remedies the City of Newburyport may have.

- 1.01: As a condition of the Variance, the petitioner shall record a certified copy of this Variance in the Essex South District Registry of Deeds and notify the Zoning Board of Appeals of such recording.
- 1.02: No Variance, or any extension, modification or renewal thereof, can take effect until a copy of the decision bearing the certification of the City Clerk of Newburyport is recorded in the Essex South District Registry of Deeds or is recorded and noted on the owners's certification of title, within sixty to ninety days after the filing with the City Clerk. The fee for recording or registering shall be paid by the owner or applicant.
- 1.03: The decision will lapse if the Variance is not exercised within one year.
- 1.04: As a condition of Approval, the Variance is granted. TThe construction and or use of this premises shall conform to the following plans, information, conditions and any revisions, as approved by the Zoning Board of Appeals. All approved plans and or documents shall bear the signature of a Zoning Board member and the stamp of the City Clerk indicating the date of filing of the plans with the decision.
- 1.05: In accordance with the Approval of this Variance the applicant shall not excercise any rights under this decision until the Applicant supplies the following plans and information, signed by a Zoning Board Member and recorded with the City Clerk and the Essex South Regisrty of Deed.
- 1.06: As a condition of approval for the Dimensional Variance the following plans are incorporated in this decision and are described below:
 1. *Plan entitled Board of Appeals Plan in Newburyport, MA. As prepared for MoskowHall Realty Trust II; by Pembroke Land Surveyers Newburyport, MA.. Dated March 27, 2003; Plan shows the location of the "Stage Coach Tavern" house (15 Whites Court) with the proposed new rear additions both 15 and 17 Whites Court.*
 2. *Computer rendering of the elevation and design of the new addition from the north, south, east and west for 15 Whites Court showing . Dated July 17, 2003.*

Page 6 of 6 City of Newburyport Zoning Board of Case #2003- 045

Record of Proceedings and Decision for a Dimensional Variance

1.07: As a condition of approval for the Dimensional Variance the following three (3) conditions are incorporated in this decision and are described below:

1. *The applicant shall provide a 5' easement consisting of full brick sidewalks and granite curbing along White's Court.*
2. *The exterior of both structures shall be renovated using the Secretary of the Interior's Standards for Rehabilitation and will include the use of natural materials.*
3. *If any fencing is proposed, decorative fencing shall be used. Fencing materials shall be made of natural materials.*
4. *Condition #1 shall not extend to 176 Merrimac Street, nor apply.*

Undersigned clzr of the Zoning Board of Appeals.

[Signature] Date: 07/17/03

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT

MAX. RIDGE HT. 23'-3"

MAX. RIDGE HT. 24'-11"

WEST

SOUTH

EAST

NORTH

MAX. RIDGE HT. 24'-11"

MAX. RIDGE HT. 23'-3"

MED. HT.
24'-0"

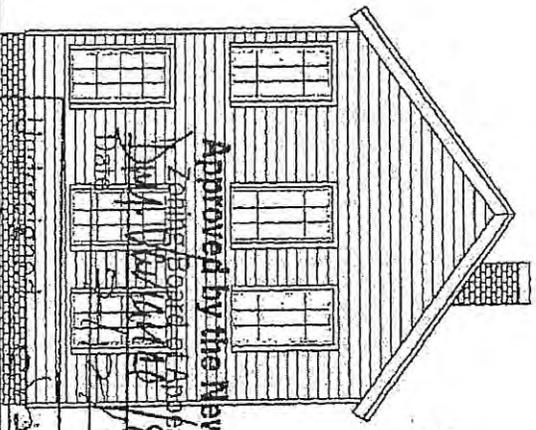
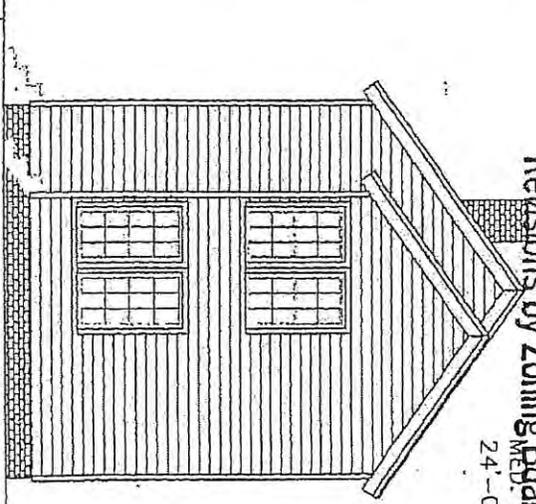
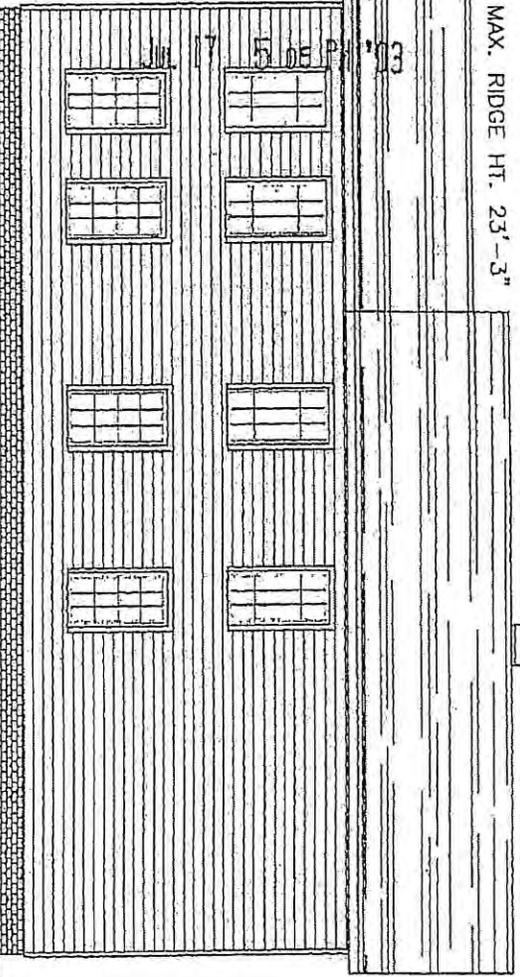
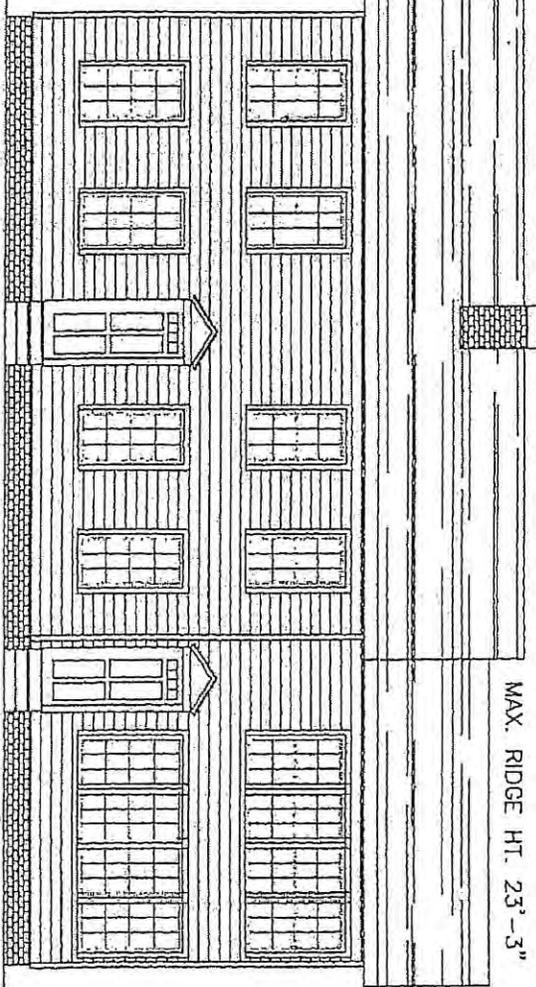
Revisions by Zoning Board:
MED. HT.
24'-0"

of the Zoning Board of Appeals

Approved by the Newburyport
Zoning Board of Appeals for:

[Signature]
Date: 5/16/07

[Signature]

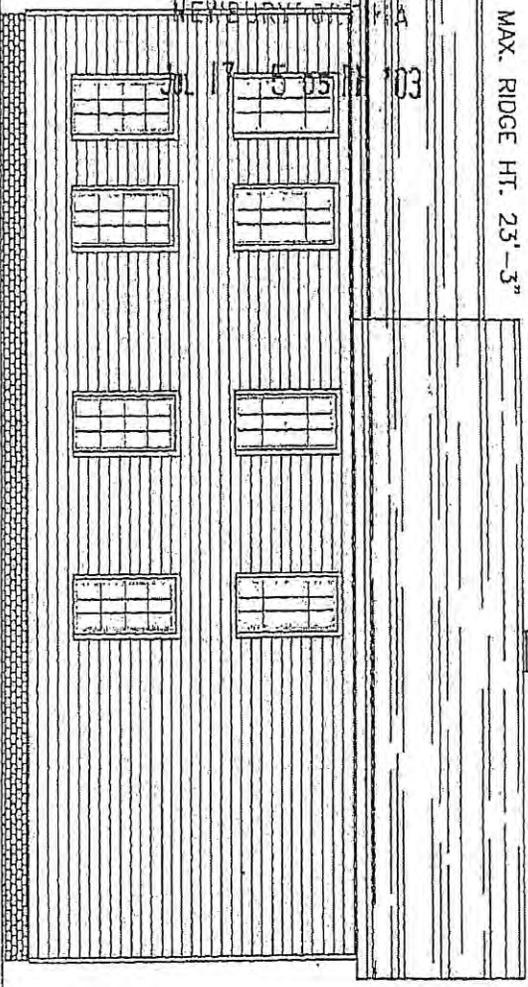


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NEWPORT, RI

MAX. RIDGE HT. 23'-3"

MAX. RIDGE HT. 24'-11"

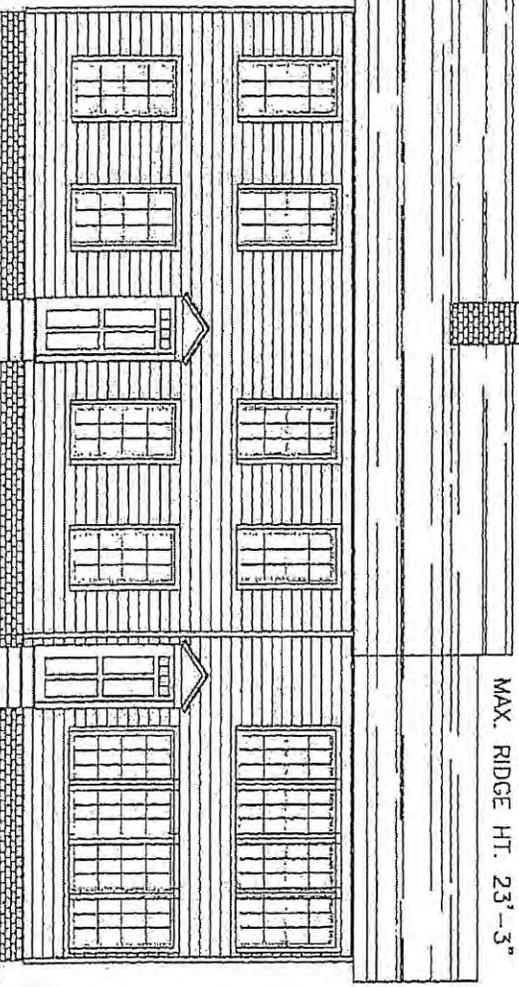
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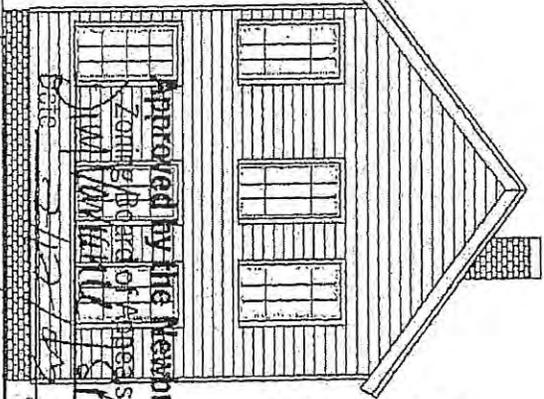
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MAX. RIDGE HT. 23'-3"

EAST



SOUTH

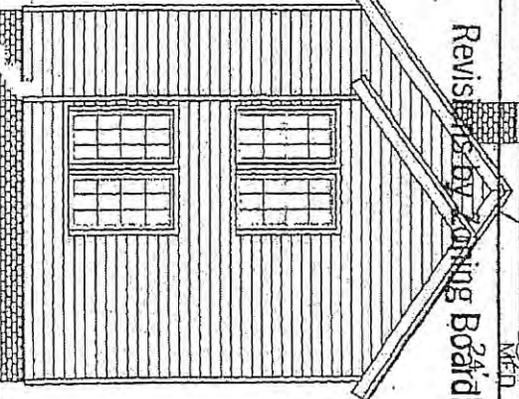


MED. HT.
24'-0"

Approved by the Newport
Zoning Board of Appeals for a:
Date: 2/12/04
JWM/VM/WH/LL

Submitted and signed over
of
the Zoning Board of Appeals
2/12/04
Revised by Zoning Board.
MED. HT

NORTH



RECEIVED
CITY CLERKS OFFICE

MAX. RIDGE HT. 23'-3"

MAX. RIDGE HT. 24'-11"

WEST

SOUTH

EAST

NORTH

MAX. RIDGE HT. 24'-11"

MAX. RIDGE HT. 23'-3"

MED. HT.
24'-0"

Approved by the Newburyport
Zoning Board of Appeals for a
Special Use Permit

Date: 10/15/03
S. P. R.

the Zoning Board of Appeals

Provisions by Zoning Board:
24'-0"

Carroll
of

PLAN 03

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NEWBURYPORT, MA
Case # 2003-046
JUL 17 5 06 PM '03

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X

Page 1 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-046

Record of Proceedings and Decision for a Special Permit for Non-Conformities

An application for the following petition to:

14 foot by 16 foot addition to rear of structure.

Was filed by: David D. Hall

50 Water Street
Newburyport MA 0195

2003091200643 Bk: 21746 Pg: 461
09/12/2003 13:34:00 OTHER Pg 1/6

For property owned by: Moskow/Hall Realty Trust II The application was filed at the City Clerk's Office on: 5/12/03 under the zoning ordinance sections X-H.3 Powers of the Board and sections: IX-B-2, & VI-B

The application is for the premises at: 15 White's Court in the WMD District, as indicated on the Assessors map as Map and Parcel 52/074A recorded in the Essex South District Registry of Deeds as Book and Page: 8919/0419

The newspaper notices for the public hearing were posted on: 6/16/03 and 6/23/03

A public Hearing was held at 7:15 p.m. for the above application on: 7/8/03

After the close of the hearing, the Board on upon motion made by Member Duncan LaBay and duly seconded by Member Roger Gagnon the ZBA voted to APPROVE the application.

The following members present and voting, and voting as follows:

Jeffrey Stone	<u>Absent</u>	Robert Ciampitti	<u>Yes</u>
Edward Ramsdell	<u>Yes</u>	Ann Dawley, Associate	<u>Yes</u>
David Tierney	<u>Not Voting</u>	Roger Gagnon, Associate	<u>Yes</u>
Duncan LaBay	<u>Yes</u>		

The motion having recieved the necessary two-thirds super majority vote or all the members of the ZBA, in accordance with M.G.L. c.40A, Section 9, as adopted; the petition for the Special Permit for Non-Conformities was therefore, Granted. The Decision was filed with the Newburyport City Clerk on: 07/17/03

and sent registered mail to the applicant, and by regular mail to the Parties in Interest and the abutting Municipalities.

Undersigned Chair of the Zoning Board of Appeals.

Ed [Signature] Date: 07/17/03

A TRUE COPY ATTEST
[Signature]
John F. Moak, City Clerk
Newburyport, Massachusetts

Page 2 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-046
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Certification of the City Clerk: I, John Moak John Moak, City Clerk of the
City of Newburyport, hereby certify pursuant to M.G.L.s Chapter 40A, Section 11, that
the decision for the property known as: 15 White's Court

was filed in the Office of the City Clerk on: 07/17/03 and
that (20) twenty days have elapsed after the decision was filed and NO APPEAL was
filed.

Pursuant to MGL's Chapter 40A, Section 11 this decision was filed in the Office of
Planning and Development on: 07/17/03

Appeals shall be made pursuant to M.G.L.'s Chapter 40A, Section 17 and filed within
(20) twenty days after the date of filing of this decision in the Office of the City Clerk.

John Moak
Newburyport City Clerk

Date: Aug. 24, 2003

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CITY CLERK'S OFFICE
NEWBURYPORT, MA

Page 3 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-046
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Notification of a Decision

Applicant: David D. Hall
Property: 15 White's Court

2003091200643 Bk:21746 Pg:463
09/12/2003 13:34:00 OTHER Pg 3/6

This letter confirms that the Zoning Board of Appeals decision to Approve with conditions the request for the following:

14 foot by 16 foot addition to rear of structure.

In accordance with the above, this letter will serve as a formal notification of the foregoing action of the Board for this property. A copy of this letter, the record of the proceedings, findings, conditions and documents as submitted with the application are on file at the City Clerk's office and forwarded to the applicant.

Pursuant to the Newburyport Zoning Ordinance Section IX-B-2 a SPECIAL PERMIT FOR NON-CONFORMITIES shall LAPSE within two years if a substantial use thereof has not sooner commenced except for good cause, or in the case of construction, if construction has not begun by such date except for good cause. Additionally, if construction or operations has not begun within six (6) months, or if construction is not continuing toward completion in a continuous or expeditious manner as is reasonable during the initial six (6) months, then the construction or operations shall conform to any amendment of the Zoning Ordinance.

This is not a permit for construction or occupancy. The Building Commissioner/Zoning Code Enforcement Officer should be contacted by the applicant. All documentation regarding this Special Permit for Non-Conformities must be provided to the Building Commissioner/Zoning Code Enforcement Officer by the applicant upon application for a permit for construction or occupancy. Appeals of the Zoning Board of Appeals shall be made pursuant to M.G.L.'s Chapter 40A, Section 17 and filed within (20) twenty days after the date of filing. This decision was filed with the City Clerk on: 07/17/03

Undersigned Chair of the Zoning Board of Appeals.
Edmund J. [Signature] Date: 07/17/03

Page 4 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-046
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Findings

Applicant: David D. Hall

Property: 15 White's Court

After the Public Hearing in accordance with the criteria set forth in the City of Newburyport Zoning Ordinance Section IX-B.2. Special Permit for Non-

The Zoning Board of Appeals finds as follows:

1. The request for the following petition to:
14 foot by 16 foot addition to rear of structure.
was NOT MORE detrimental then the existing.
2. Facts support the Finding that the proposed extension and or addition IS NOT substantially more detrimental then the existing non-conforming structure.

Page 5 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-046
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Conditions of Approval

Applicant: David D. Hall
Property: 15 White's Court

The following conditions of approval do not limit any other rights and remedies the City of Newburyport may have.

- 1.01: The approval of the Special Permit for Non-Conformities shall lapse if it is not exercised within two years of the date of the decision.
- 1.02: As a condition of the Special Permit for Non-Conformities, the petitioner shall record a certified copy of this decision in the Essex South District Registry of Deeds and notify the Zoning Board of Appeals of such recording.
- 1.03: No Special Permit for Non-Conformities, or any extension, modification or renewal thereof, can take effect until a copy of the decision bearing the certification of the City Clerk of Newburyport is recorded in the Essex South District Registry of Deeds or is recorded and noted on the owners's certification of title, within sixty to ninety days after the filing with the City Clerk. The fee for recording or registering shall be paid by the owner or applicant.
- 1.04: In accordance with the Approval of this Special Permit for Non-Conformities, the applicant shall not exercise any rights under this decision until the Applicant supplies the following plans and information, signed by a Zoning Board Member and recorded with the City Clerk and the Essex South Registry of Deed.
- 1.05: As a condition of approval for the Special Permit for Non-Conformities, the following plans for 11-15 and 17 Whites Court are incorporated in this decision and are described below:

1. Plan entitled Board of Appeals Plan in Newburyport, MA. As prepared for MoskowHall Realty Trust II; by Pembroke Land Surveyors Newburyport, MA. Dated March 27, 2003; Plan shows the location of the "Crimson Coach House" 7-11 Whites Court with the proposed rear additions to both the 7- 11 and 15 Whites Court structures.

2. Computer rendering of the elevations and design of the new addition for 7-11 Whites Court from the north, south, east and west. Dated July 17, 2003.

Page 6 of 6 City of Newburyport Zoning Board of Appeals Case # 2003-046
Record of Proceedings and Decision for a Special Permit for Non-Conformities

Applicant: David D. Hall

Property: 15 White's Court

- 1.06: As a condition of approval for the Special Permit for Non-Conformities, the applicant is required to present the construction documents of 7-11 15 Whites Court to the Newburyport Historic Commission for final review.
- 1.07: As a condition of approval for the Dimensional Variance the following three (3) conditions are incorporated in this decision and are described below:
1. *The applicant shall provide a 5' easement consisting of full brick sidewalks and granite curbing along White's Court.*
 2. *The exterior of both structures shall be renovated using the Secretary of the Interior's Standards for Rehabilitation and will include the use of natural materials.*
 3. *If any fencing is proposed, decorative fencing shall be used. Fencing materials shall be made of natural materials.*
 4. *Condition #1 shall not extend to 176 Merrimac Street, nor apply.*

Undersigned diar of the Zoning Board of Appeals.

[Signature] Date: 07/17/03

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

September 27, 2022

THAT the City Council of the City of Newburyport approves the Mayor’s **Fiscal Year 2023 Supplemental Budget Request** in the total amount of \$271,400, to be appropriated as shown below, to be funded by FY2023 General Fund revenue.

Cost Center	Line Item	Amount
151 - Info. Technology	IT Director	(21,000.00)
151 - Info. Technology	IT Support Staff	61,000.00
151 - Info. Technology	IT Travel Allowance	3,825.00
191 - Legal	Legal	50,000.00
210 - Police	Police Training	10,800.00
220 - Fire	Fire Overtime	20,000.00
421 - DPS Highway	Sidewalks	62,275.00
542 - Youth Services	Rental Space	30,000.00
543 - Veterans Services	P/T Office Assistant	19,500.00
630 - Parks	Landscape Supplies	35,000.00
Total		271,400.00

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: September 20, 2022
Subject: FY2023 Supplemental Budget Request

I hereby submit a FY2023 supplemental budget request totaling \$271,400 in proposed expenditures. This request is funded by \$281,790 in available revenue, which comprises cuts made to the FY2023 budget proposal, as well as, increased local aid in the final state budget. This leaves a balance of \$10,390 available for further appropriation or, if unappropriated, a reduction to the FY2023 tax levy.

Source/Use of Funds	Amount
Cuts	\$157,200
Additional State Aid	\$124,590
Available for Appropriation	\$281,790
FY23 Supplemental Budget	\$271,400
Net Remaining	\$10,390

On the following pages are the items contained in this supplemental budget request; many of which result from City Councillor feedback that was provided during the FY2023 budget workshops and approval process. In summary, this request works to:

- Rebuild the City's information technology team by restoring funding for two full-time staff;
- Supplement legal funding to allow stakeholders to engage in the negotiation of a development agreement for Waterfront West that works to preserve the City's best interests;
- Implement funding to train new officers going to the police academy to help address ongoing staffing shortages in the department;
- Add funding for shift coverage in the Fire Department, bringing the annual overtime appropriation closer to reality;
- Increase funding for sidewalk improvements based on stronger than forecasted meals tax collections during FY2022;

- Provide temporary rental space for Youth Services to allow them to continue to service our youth and families until a permanent location is established;
- Better service the veteran population by funding a part-time office assistant that can help to expedite the process by which veterans receive their entitled federal and state benefits; and
- Improve the safety of our City's playgrounds by ensuring the appropriate level of surfacing is in place to help prevent or mitigate the severity of injuries sustained during falls.

I look forward to discussing this supplemental budget request in further detail once referred to Budget and Finance Committee for review. Thank you for your consideration of these important funding priorities.

FY2023 Supplemental Budget Request 9/26/2022 – Page 1 of 3

Cost Center	Line Item	Amount	Rationale
151 - Info. Technology	IT Director	(\$21,000)	Reduction based on position vacancy. Retains funding for an IT Director for the remaining 9 months of FY23. The Administration anticipates filling this position soon.
151 - Info. Technology	IT Support Staff	\$61,000	Restores funding for a full-time support staff person for the remainder of FY23. The Administration anticipates filling this position soon.
151 - Info. Technology	IT Travel Allowance	\$3,825	Restores funding for the travel allowance for the remaining 9 months of FY23 per Teamster's contract.
191 - Legal	Legal	\$50,000	Supplements funding for the current legal budget to allow the City to begin work on a development agreement for Waterfront West.
210 - Police	Police Training	\$10,800	Funding for travel/training in the Police Department has historically come from the general travel/training account for the City. It is recommended that a line item is established within the department's budget to cover the cost of sending student officers to the police academy, which is approximately \$5,400 per person (\$3,200 tuition plus materials, clothing, gear). The proposed budget funds two officers per year. Any remaining budget would be spent on other required officer training, that would otherwise be charged to the general travel/training line item.
220 - Fire	Fire Overtime	\$20,000	FY23 Fire Overtime was budgeted at \$430,000. Given the average annual spending of \$494,000 over the past three years, a \$20,000 increase to this line item is recommended, bringing the revised budget to \$450,000.
421 - DPS Highway	Sidewalks	\$62,275	FY22 meals tax receipts totaled \$764,549. It is the City's policy objective to allocate 50% of receipts to sidewalk improvements. As such, it is recommended that this line item increases from \$320,000 to \$382,275 based on final collections.

FY2023 Supplemental Budget Request 9/26/2022 – Page 2 of 3

Cost Center	Line Item	Amount	Rationale
542 - Youth Services	Rental Space	\$30,000	<p>Funds temporary rental space for NYS. These funds will be used primarily at the Methodist Church on Pleasant Street at a rate of \$30/hr. Some funds will be used at the Central Congregational Church or to fund the required custodians at the Public Schools.</p> <p><u>Cost breakdown:</u></p> <p>1) The Youth Center needs approx. 20 hrs/wk (2-5pm daily, some evening hours and event space) for middle/high school aged programming; this also includes space for teen infinity groups to meet (cost \$24,000).</p> <p>2) The Rec & Enrichment Division requires space for approx. 5 hrs/wk for daytime programming for younger children, vacation week programming, evening and some weekends (cost \$6,000).</p>
543 - Veterans Services	P/T Office Assistant	\$19,500	<p>Restores funding for a part-time office assistant. For a regional district of our size (pop. 47,500), MA Division of Veterans Services (DVS), in their authority under MGL Chapter 115, requires cities and towns to have at least two full-time and one part-time staff. Based on the cost sharing agreement, \$14,330 (73.5%) of this request is being funded by the participating municipalities, who have all approved this funding in their FY23 budgets. In addition to the complying with the state's minimum staffing levels, this need is further intensified by a change in processes, by both the VA and DVS, which have greatly impacted the amount documentation that must be provided in order for veterans to access their federal and state benefits. The VA's forms have all increased in length, some doubling in size from eight pages to sixteen pages – all required information. DVS has done the same thing, and now requires the use of proprietary software to communicate with them, creating a very time consuming process.</p>

FY2023 Supplemental Budget Request 9/26/2022 – Page 3 of 3

Cost Center	Line Item	Amount	Rationale
630 - Parks	Landscape Supplies	\$35,000	During an inspection of City playgrounds, it was determined that 7 sites (Cashman Playground, Ayers Playground, Perkins Playground, Brown School, Bartlet Mall, Woodman Park) had fallen below the required 12" depth for safety surfacing. In order to bring the playgrounds back into compliance and prevent users from being injured, 947 cubic yards of IPEMA Certified Playground Safety Surfacing had to be ordered and blown into these playgrounds at a total cost of \$49,244. Given that only \$10,000 was estimated for playground mulch in the FY23 budget, an appropriation of \$35,000 is requested to replenish this account for the remaining nine months of the fiscal year. In addition to playground mulch and decorative mulch, this account funds a variety of supplies, such as plants, trees, grass seed, fertilizers, planting materials, fountain chemicals, landscaping rocks, gravel/fill, fencing, etc.
Total		\$271,400	

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

COMMITTEE ITEMS

Committee Items – September 27, 2022

Budget & Finance

In Committee:

- ORDR00354_05_09_2022 FY23 CPC Recommendations (Project 4)
- ORDR00355_05_09_2022 Loan Order \$2,574,000 Bartlet Mall Improvements Project (COTW)
- COMM00430_09_12_2022 FY22 Year-End Financial Report
- ORDR00382_09_12_2022 Approval to Pay Prior Year Bills

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

May 9, 2022

That the City Council appropriates or reserves from the Community Preservation Act FY 2023 estimated revenues, in accordance with the provisions of M.G.L. Chapter 44B, for the following projects, based upon the Community Preservation Committee’s recommendation, the total amount of **\$1,422,370**. The source of funds shall be FY2023 estimated revenues in the amount of \$1,333,644.33 and the Community Preservation Fund Balance in the amount of \$178,773.97. Each project listed below shall be considered a separate appropriation or reservation in the amount indicated for that project. Any conditions or stipulations indicated within the Community Preservation Committee’s recommendation, incorporated herein, shall be considered a condition of this appropriation and subsequent grant award.

Project No.	Project Title	Applicant	Request	Recommendation
1	<u>Priority Housing Needs and Update to Housing Production Plan</u>	Affordable Housing Trust	\$230,000	\$230,000
2	<u>Old South Clock Face</u>	Old South Church	\$4,650	\$4,650
3	<u>Cushing House Architectural Preservation</u>	Historical Society of Old Newbury	\$69,750	\$69,750
4	<u>Bartlet Mall Frog Pond Improvements</u>	Parks Commission & Department	\$2,790,000	\$216,000 (plus 15 yr BOND of \$2,574,000)
5	<u>Open Space Reserve Fund</u>	Open Space Committee	\$100,000	\$100,000
6	<u>Heritage Tree Preservation</u>	Proprietors of Oak Hill Cemetery	\$10,000	\$10,000
7	<u>Joppa Park Improvement Project</u>	Parks Commission & Department	\$115,000	\$15,000

8	<u>Lower Atkinson Common Improvement Project</u>	Parks Commission & Department	\$1,157,803	\$525,000
9	<u>Market Landing Park Expansion (Central Waterfront)</u>	Office of Planning & Development	\$3,000,000	\$0 (15 yr BOND of \$3,000,000)
10	<u>Newburyport Black History Initiative</u>	Office of Planning & Development	\$53,000	\$53,000
		Total:	\$9,280,303	\$1,223,400 Current \$5,574,000 Bonds

11	<u>NHS Stadium Bond Payment</u>	\$124,980
12	<u>Cherry Hill Soccer Field Bond Payment</u>	\$11,740
13	<u>Fuller Field Track Renovation, Phase Two Bond Payment</u>	\$50,250
14	<u>Administrative Costs</u>	\$12,000
	Total:	\$198,970

Councillor Sharif I. Zeid

In City Council May 9, 2022:

Motion to waive the rules to accept the late files and refer to Budget & Finance by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.

In City Council May 31, 2022:

Motion to approve Project 4 by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 11 yes. Motion passes.

In City Council June 13, 2022:

Motion to approve Project 2 by Councillor Zeid, seconded by Councillor Wright. So voted.
 Motion to approve Project 3 by Councillor Zeid, seconded by Councillor Khan. So voted.
 Motion to approve Project 5 by Councillor Zeid, seconded by Councillor Wallace. 9 yes, 2 no (SZ, BL). So voted.
 Motion to approve Project 6 by Councillor Zeid, seconded by Councillor Khan. So voted.
 Councillor Zeid recused. Motion to approve Project 7 by Councillor Khan, seconded by Councillor Wright. 9 yes, 1 no (JD), 1 recused (SZ). So voted.
 Motion to approve Project 10 by Councillor Zeid, seconded by Councillor Cameron. 10 yes, 1 no (JM). So voted.

In City Council June 27, 2022:

Motion to approve collectively TRAN00132, TRAN00134, ORDR00359, ORDR00367, and projects listed in ORDR00354 by Councillor Zeid, seconded by Councillor Preston. Roll call vote. 9 yes, 2 absent (AK,JD). Motion passes.

In City Council July 11, 2022:

Motion to approve Project 9 by Councillor Zeid, seconded by Councillor Khan. Roll call vote. 9 yes, 2 no (BL, SZ). Motion passes.

In City Council August 8, 2022:

Motion to approve as amended in Committee by Councillor Zeid, seconded by Councillor Lane. So voted.

In City Council August 29, 2022:

Motion approve as amended by Councillor Zeid, seconded by Councillor Preston. Motion to amend to \$230,000 by Councillor Khan, seconded by Councillor Vogel. Roll call vote. 2 no (MW, SZ), 8 yes (EC, JD, AK, BL, JM, CP, BV, HS), 1 absent (CW). Motion passes. Motion to approve as amended by Councillor Khan, seconded by Councillor Vogel. Roll call vote. 7 yes (EC, JD, AK, BL, CP, BV, HS), 3 no (MW, SZ, JM), 1 absent (CW). Motion passes.

Approve: _____
Sean R. Reardon, Mayor

Attest: _____
Richard B. Jones, City Clerk

Date: _____

**NEWBURYPORT COMMUNITY PRESERVATION COMMITTEE
RECOMMENDATIONS FOR FY23 APPROPRIATIONS**

The Newburyport Community Preservation Committee recommends that the City Council appropriate or reserve, as indicated **\$1,422,370** from Community Preservation Fund Revenues for the projects and bond payments, in the amounts, in the categories, and subject to the conditions hereinafter described.

The following CONDITIONS are common to recommended current appropriations and exclude recommended reservations and bonded amounts:

- A. Each recipient of funds is required to submit to the CPC a written report on the status of the project by each October 15, January 15, April 15 and July 15 following appropriation and until final completion of the project.
- B. If a project is not completed within twenty-four (24) months of appropriation, the grantee must submit a written request to the CPC for an extension of the grant. Otherwise, funds may be subject to rescission and returned to Community Preservation Fund Reserves (applicable to appropriations, not to reservations).
- C. Full funding is conditioned upon the receipt of state matching funds, estimated to be 32.3% of local revenue, expected in November 2022.

Attached are:

- 1. A draft Council Order and table summarizing all CPC recommendations
- 2. Recommendations for project numbers 1-14, with summaries for each
- 3. Criteria for project evaluation adopted and published by the CPC

Estimated Community Preservation Fund Revenues available for appropriation or reservation in FY 2023 total **\$1,512,418**. This figure includes estimated receipts of the local CPA surcharge through fiscal year end 2022, accumulated interest, the anticipated 32.3% state matching funds expected to be received in November 2022, current uncommitted and unreserved funds, and the returned funds from completed and closed-out projects.

Applications for all projects are available for review on the City website at the following URL:

<https://www.cityofnewburyport.com/community-preservation-committee>

Respectfully submitted by:

Community Preservation Committee Members

Michael Dissette, Chair
Mark Rosen
Tom O'Brien
Don Little
Charles Griffin

Jane Healey, Vice Chair
Paul Healy
Don Walters
Joe Morgan

PROJECT NO. 1
Priority Housing Needs and Update to Housing Production Plan

The CPC recommends the appropriation of \$230,000 from the FY 2023 Estimated Revenues to the Newburyport Affordable Housing Trust for priority housing needs and to update the City's Housing Production Plan.

The CPA category is Affordable Housing.

Project Summary: The Newburyport Affordable Housing Trust (the "Trust") is requesting a total of \$230,000 in Community Preservation Act (CPA) funding for two projects: (1) a 'set-aside' of \$200,000 for affordable housing development initiatives (including the Brown School), and (2) \$30,000 to be used for consultant services to update to the City's Housing Production Plan (HPP). The Trust is seeking CPA funding to be added to the Affordable Housing Trust Fund to be used for imminent and future housing development projects located throughout the community to encourage private developers to both increase the number of affordable homes they create and to offer them at varying levels of affordability. The requested funding will be used for the purposes of incentivizing private developers to (1) create more affordable residences than the baseline minimums, if any, established by local and state regulations, and (2) offer them at varying levels of affordability, i.e. 30%, 50% and 80% AMI. The funding may also be used for the services of affordable housing specialists who understand housing development generally. This would enable the Trust to objectively review the financials of a development project to determine the feasibility of requesting deeper levels of affordability from the developer without compromising the financial success of a development project. State funds for affordable housing development are awarded through a highly competitive process and the state requires a commitment of local funding to leverage millions of dollars of state resources. Municipalities often rely on CPA funds for this local match. Thus, the Trust has sought to secure funds for this CPA purpose with the hope that there will be several affordable housing development opportunities over time.

The Trust is also requesting \$30,000 to be used for consultant services for an update of the [City's Housing Production Plan](#). A Housing Production Plan is a community's proactive strategy for planning and developing affordable housing by creating a strategy to enable it to meet its affordable housing needs in a manner consistent with the Chapter 40B statute and regulation. The City's current Housing Production Plan expires **10/31/23** and is used as a City-wide resource to guide development, through specific objectives and goals, in a way to ensure that safe, adequate housing is available to individuals and families at extremely low-, low- and moderate-income brackets. The Housing Production Plan provides a roadmap for policies, projects, initiatives, and regulatory changes that will help Newburyport create more affordable housing opportunities, retain the current stock of affordable units and support a diverse population with a range of incomes.

PROJECT NO. 2
Old South Clock Face

The CPC recommends the appropriation of \$4,650 from the FY 2023 Estimated Revenues to the Old South Church for the clock face painting project.

The CPA category for this appropriation is Historic Preservation.

Project Summary: The venerated and historic Albert Plummer memorial Old South Church clock face is in need of painting. Originally installed in 1785, and upgraded to a modern 1896 E Howard Model #2 weight driven tower clock, the clock face, hands, numerals, and minute markers are rapidly deteriorating and in need of paint. This project will paint those parts, as well as provide a fresh coat of black paint for the face of the clock.

There is a current Preservation Restriction executed in 1986 and held by the Massachusetts Historical Commission in perpetuity for the Old South Church.

PROJECT NO. 3
Cushing House Architectural Preservation

The CPC recommends the appropriation of \$69,750 from the FY 2023 Estimated Revenues to the Museum of Old Newbury for the Cushing House Architectural Preservation project.

The CPA category for this appropriation is Historic Preservation.

Project Summary: The project consists of the restoration and reconstruction of Federal period architectural elements on the exterior of the Cushing House. This work will include rope band and bead molding, crown molding, frieze board trim blocks, dentil block molding, soffit trim, fascia trim, and reconstruction of the original gutters. All woodwork will be custom milled to match the existing. Additionally, the severely deteriorated shutters will be replaced to match the originals on the High Street facade of the house. Other shutters will be salvaged and restored to replace failed shutters on the other three sides of the house. The museum will commit \$10,463 toward the full project cost of \$80,213. The primary goals of the project are to preserve as much of the original 1808 fabric, to preserve the functionality of the structure as a whole, and to improve safety for visitors to the museum and gardens. The nature of the work is highly specialized, and the cost is significant. Due to financial restraints, the museum will phase the work.

Phase I: Assess all trim elements and take samples of those to be reconstructed. Custom mill work will be implemented. The gutters will be assessed for utility. Seriously deteriorated shutters, such as the fanlight shutter over the main entrance on High Street, will be reconstructed to match the originals. All shutters will be removed, the best ones will be salvaged and restored. All of the restored shutters and all of the windowsills will be painted.

Phase II: The implementation of restoring and reconstructing the architectural elements will begin on the rear and west elevations of the house. The work will also include the replacement of the gutters, as necessary, and painting.

Phase III: Implementation of the work described above will occur on the High Street and Fruit Street elevations.

There is currently a Preservation Restriction (PR) in place that covers the Cushing House. The Museum of Old Newbury is currently working with the Massachusetts Historical Society on approval of a PR that is in perpetuity.

PROJECT NO. 4
Bartlet Mall Frog Pond Improvements

The CPC recommends the appropriation of \$216,000 from the FY 2023 Estimated Revenues to the Newburyport Parks Department and Commission for design, permitting and bidding. The CPC recommends to bond the remainder of the request in the amount of \$2,574,000 over a 15-year term.

The CPA category for this appropriation and bond is Historic Preservation.

Project Summary: The Parks Commission and Parks Department are requesting funding for the entirety of this project to breathe life back into the Bartlet Mall Frog Pond. Last year's CPC support allowed for the necessary testing (monitoring wells to determine hydrologic connection to the pond, core samples of the sediment, water testing and bathymetric survey) as well as initial engineering reports with detailed analysis, recommendations and cost estimates.

The Parks Commission and Parks Department are currently requesting flexibility and funding to complete the following items:

DESIGN, PERMITTING, AND BID (plus 20% contingency): \$216,000

OPTION 1:

Dewater, dredge and remove 6" off-site: \$530,748
Liner and site restoration: \$560,679
Pump, well, outlet: \$575,000
Aeration, water treatment, maintenance equipment: \$325,000
Pond shaping and plants: \$150,000
20% contingency: \$432,573
TOTAL: \$2,574,000

OPTION 2:

Total from Option 1: \$2,574,000
Cost savings to keep sediment in place (plus 20% contingency): -\$452,098
Concrete footing: \$200,622
Granite blocks (72"x20"x15", qty 190): \$343,770
20% contingency: \$108,878
Design engineering (donation): \$ 0
TOTAL: \$2,775,172

The CPC recommends that such scope and pricing flexibility be approved and referenced in the grant agreement.

PROJECT NO. 5
Open Space Reserve Fund

The CPC recommends the reservation of \$100,000 from the FY 2023 Estimated Revenues to the Open Space Reserve Fund.

The CPA category for this reservation is Open Space.

Project Summary: Since 2014, through appropriations from the Open Space Reserve Fund, the City successfully protected 10+ acres of land on Curzon Mill Road, a significant portion of the Colby Farm land on Low Street and helped secure protection of our water supply in partnership with West Newbury, Greenbelt and DCR. The existence of the Reserve allowed and will allow the City to take the opportunities when they are presented. Recent CPC funding rounds have restored the Reserve to its current balance of \$629,966. With this application the Open Space Committee asks that the process of restoring the Reserve be continued so that the Committee is in a stronger position to address future opportunities for land protection and preservation as they arise.

PROJECT NO. 6
Heritage Tree Preservation

The CPC recommends the appropriation of \$10,000 to the Proprietors of Oak Hill Cemetery for the restoration and preservation of heritage trees at Oak Hill Cemetery.

The CPA category for this project is Historic Preservation.

Project Summary: In 1842, a group of interested citizens formed a board of trustees to oversee the design and management of a rural garden cemetery – one of the first of its kind in the United States. Today, Oak Hill’s 36 acres provides a quiet place for walkers and birders to enjoy their recreational pursuits. The cemetery, which became the final resting place of many prominent Newburyport residents, also offers a glimpse into the City’s rich past.

Oak Hill is home to some of the City’s oldest and largest trees. According to the cemetery’s arborist, there are well over 100 trees in excess of 150 years old. Many of these have accumulated a significant amount of deadwood while others suffer from weak sections or advanced decay that will require partial to total removal. These conditions present a safety hazard for visitors and encourage future decay of the trees. Preventative measures must be taken to prevent further damage to these and other mature trees within the site, including pruning, bracing and fertilization. This appropriation would support these services and preserve the historic landscape of Oak Hill Cemetery.

PROJECT NO. 7
Joppa Park Improvement Project

The CPC recommends the appropriation of \$15,000 from the FY 2023 Estimated Revenues to the Newburyport Parks Department and Commission for the Joppa Park Improvement Project.

The CPA category is Recreation.

Project Summary: Joppa Park is .75 acre of land shaped as a narrow, rectangular strip of land and a small boat ramp in the South End of the historic seaport of Newburyport, in an area known as Joppa. The park is bordered by the nationally registered scenic byway of Water Street on one side and 1,000 feet of frontage on the Merrimack River on the other. This waterfront park was created when Mayor Byron Matthews initiated the building of a sea wall in 1968 to protect the Joppa neighborhood from storms and very high tides. The resulting new land mass was redeveloped into a park named Joppa Park in 1996. The park provides an ever- changing view of the Merrimack River with its expansive mud flats, a heritage landscape known as Joppa Flats.

The park has undergone many improvements since 2010 including installation of a granite bollard-and-chain fence accompanied by a perennial hedge along Water Street with four cobblestone pedestrian entry points leading from the Water Street sidewalk into the park; new benches, four interpretive panels, addition of irrigation, a new drinking fountain, connection to the Clipper City Rail Trail and replacement of the boat ramp and improvements to the parking area.

The badly damaged and dangerous asphalt walkway along the sea wall will be replaced with a brick sidewalk. The walkway, which is prone to sinkholes as a result of tidal activity that draws out subsurface material, will be fortified beneath its surface to remove the threat of future sinkholes.

Update: \$100,000 in ARPA funding was just approved for the Joppa Walkway, so the Parks Department revised the request to cover the project contingency of \$15,000.

PROJECT NO. 8 Lower Atkinson Common Improvement Project AMENDED

The CPC recommends the appropriation of \$525,000 from the FY 2023 Estimated Revenues to the Newburyport Parks Department and Parks Commission for the Lower Atkinson Common Improvement Project playground renovation.

The CPA category for this project is Recreation.

Project Summary: Based on a master plan funded by CPA in FY19 and then slightly modified by the Parks Commission, the impetus for this overall project is the need to improve safety in the parking area and on Merrimac Street which experience a high number of speeding vehicles along that stretch of road creating a hazard for pedestrians and other drivers. The project will relocate and replace the playground to the center of the park so that ultimately, parking can be moved away from Merrimac Street and protected by a vegetative traffic buffer.

The playground was installed more than 25 years ago. Some of the equipment is designed to be handicap accessible, but the current condition of the safety surfacing does not provide access to the equipment. Many play structures are aging out; the Parks Department removed one play component in fall 2021 because it had become non-compliant with federal safety guidelines. The plan with the FY23 funds, is to install a new, inclusive playground which is an essential first step to improve the parking

situation along Merrimac Street. The City plans to move forward on the parking, sidewalk and drainage improvements from alternative funding sources.

* The scope of this project shall be defined as of the demolition of the existing playground/associated equipment and construction of new playground per the pictures/plans presented. At the conclusion of these tasks, any additional funds (including unused contingency funds) shall close back to the Community Preservation Act.

PROJECT NO. 9 Market Landing Park Expansion (Central Waterfront)

The CPC recommends to fully bond the Market Landing Park Expansion Project in the amount of \$3,000,000. The CPC also recommends to the Council that the FY'22 appropriation of \$250K for this project (Council Order 265_08_09_2021) be granted a two-year extension so that these funds can be utilized along with the FY23 recommended funding.

The CPA category for this appropriation is Recreation.

Project Summary: Design funds for the Market Landing Park Expansion project were appropriated in 2021, and the City now has Sasaki Associates under contract to provide fully engineered construction drawings and specifications suitable for bidding and construction. The City Council also appropriated funds for design of a new Visitor Center/Restroom Facility, to be integrated with the park design along Merrimac Street, and replace old “temporary” facilities which have been on the site for many years. To be clear, the CPC request for construction funding here does not include the proposed Visitor Center/Restroom Facility. However, it has been essential that the design of this facility progress in parallel with the park design immediately abutting it, including the creation of a new public (pedestrian) way where the current facilities exist. The City Council approved Sasaki’s schematic site plan (25% design) in 2021. Since that time Sasaki has been working to refine this plan, while addressing smaller site-specific details with key stakeholders (e.g. utilities design, planting schedule, irrigation system design, materials selection, upgrades to facilitate waterfront events, etc.).

The Planning Office anticipates phased construction of the Market Landing Park Expansion. As noted above, it is expected that other funding sources will be used to construct the Visitor Center/Restroom Facility. In order to reduce the CPC request, the Planning Office has discussed breaking the project plans into two sub-areas for the purposes of phased construction (park and parking, respectively). The Planning Office proposes to proceed with construction of the primary park areas in spring 2023. This would mean postponing the parking lot areas (to remain largely compacted gravel until additional funds are secured). While phased construction will necessitate extended impacts to the downtown central waterfront over several years, and unusual “transition” areas (site conditions), creating the expanded park space next year will provide the principal and long-awaited public improvements without further delay.

PROJECT NO. 10 Newburyport Black History Initiative

The CPC recommends the appropriation of \$53,000 from the FY 2023 Estimated Revenues to the Office of Planning and Development for the Newburyport Black History Initiative.

The CPA category for this appropriation is Historic Preservation.

Project Summary: This project will develop high-quality historic interpretive signs to highlight and incorporate Newburyport's Black history more fully into the public landscape so that visitors as well as residents and workers can encounter the information and stories in their day-to-day lives. The signs will

augment Newburyport's heritage tourism, and follow the City's standard historic interpretive sign format developed during the past decade in various public spaces, such as the Rail Trail, Brown Square, Inn Street, the NHS Stadium, etc.

The text, graphics and colors of the interpretive sign panels will be professionally laid out by graphic artists on 24" x 36" panels set at a 30-degree angle towards the viewer, and will be supported by attractive, functional, durable double-posted aluminum stanchions similar to the ones installed in various other public spaces during the past decade or so. We will explore using an alternative sign panel material from the High-Pressure Laminate signs used to date for longer durability. Alternatives include Direct Embed powder coated panels or Vitreous/Porcelain Enamel panels.

Potential topics, themes, and story-lines for the Newburyport Black History Initiative's historic interpretive signs include: "Black Mariners During the Age of Sail", "Black Soldiers from Newburyport in the 18th and 19th Centuries", and "Guinea Village: An African American Neighborhood in Historic Newburyport".

PROJECT NO. 11
NEWBURYPORT HIGH SCHOOL WORLD WAR MEMORIAL STADIUM MULTI-PURPOSE FIELD PROJECT
BOND DEBT
PAYMENT

The CPC recommends the appropriation of \$124,980 from the FY 2023 Estimated Revenues to the City of Newburyport for the sixth annual payment of interest and principal on the World War Memorial Stadium Multi- Purpose Field Project Bond.

CPA category is Recreation.

Project Summary: In April 2014, the City Council authorized bonding up to \$1,500,000 against future CPA revenue for the renovation and improvement of the Newburyport High School's World War Memorial Stadium athletic field. Debt payments on the bond will continue through 2030. The CPC is advised that it is necessary to appropriate the debt service payments annually.

PROJECT NO. 12
CHERRY HILL PARCEL B SOCCER FIELD IMPROVEMENT PROJECT BOND DEBT PAYMENT

The CPC recommends the appropriation of \$11,740 from the FY 2023 Estimated Revenues to the City of Newburyport for the seventh annual payment of interest and principal on the Cherry Hill Parcel B Soccer Field Improvement Project Bond.

The CPA category is Recreation.

Project Summary: In April 2014, the City Council authorized the bonding of up to \$134,000 against future CPA revenue for the redesign and construction of the Cherry Hill Parcel B athletic field. Debt payments on the bond will continue through 2030. The CPC is advised that it is necessary to appropriate the debt service payments annually.

PROJECT NO. 13
FULLER FIELD TRACK RENOVATION, PHASE TWO BOND DEBT PAYMENT

The CPC recommends the appropriation of \$50,250 from the FY 2023 Estimated Revenues to the City of Newburyport for the second annual payment of interest and principal on the Fuller Field Track Renovation, Phase Two Project Bond.

The CPA category is Recreation.

Project Summary: The project includes installation of a 300-person grandstand, completion of electrical connections throughout the facility for the sound and timing systems, installation of a new sound system, and renovation of the interior of the existing field house to include expanded restroom facilities.

PROJECT NO. 14
ADMINISTRATIVE COSTS

The CPC recommends the appropriation of \$12,000 from the FY 2023 Estimated Revenues to fund the Community Preservation Committee's anticipated administrative costs. These costs include a stipend for the CPC administration liaison position in the Office of Planning & Community Development, annual membership dues in the statewide community preservation coalition, and other recurring expenses including note taking at meetings, legal advertising, and city solicitor review of legal documents when necessary. Excess funds remaining in this account at the end of the fiscal year revert to the general Community Preservation Fund.

The CPA category for this appropriation is Administration.

COMMUNITY PRESERVATION COMMITTEE – EVALUATION CRITERIA

The Newburyport Community Preservation Committee gives preference to proposals which address as many of the following general criteria as possible:

1. Eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation (Chapter 44B of Mass. General Laws).
2. Consistent with the Master Plan, Open Space and Recreation Plan, Land Use and other planning documents that have received public scrutiny and input.
3. Preserve and enhance the essential character of the city.
4. Protect resources that would otherwise be threatened.
5. Serve more than one CPA purpose or demonstrate why serving multiple needs is not feasible.
6. Demonstrate practicality and feasibility, and that the project can be implemented within budget and on schedule.
7. Produce an advantageous cost/benefit value.
8. Leverage additional public and/or private funds (eg. qualify the project for additional grants from other sources) or receive partial funding from other sources and/or voluntary contributions of goods or services.
9. Preserve or improve utility of currently owned city assets.
10. Receive endorsement by other municipal boards or departments and broad-based support from community members.

CATEGORY SPECIFIC CRITERIA

The Community Preservation Act funds three key community interests: open space, historic preservation, and affordable housing. Public recreation projects may also be funded.

1. **Open Space** proposals which address as many of the following specific criteria as possible will receive preference for funding:
 - Permanently protect important wildlife habitat, particularly areas that include:
 - locally significant biodiversity;
 - variety of habitats with a diversity of geologic features and types of vegetation;
 - Endangered habitat or species of plant or animal.
 - Preserve active agricultural use.
 - Provide opportunities for passive recreation and environmental education.
 - Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats.
 - Provide connections with existing trails, protected open space or potential trail linkages.
 - Preserve scenic views.
 - Border a scenic road.

- Protect drinking water quantity and quality.
 - Provide flood control/storage.
 - Preserve and protect important surface water bodies, including streams, wetlands, vernal pools or riparian zones.
 - Buffer for protected open space, or historic resources.
- 2. Historic Preservation** proposals which address as many of the following criteria as possible will receive preference for funding:
- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened.
 - Protect, preserve, enhance, restore and/or rehabilitate city-owned properties, features or resources of historical significance.
 - Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site.
 - Demonstrates a public benefit.
 - Ability to provide permanent protection for the historic resource.
- 3. Affordable Housing** proposals which address as many of the following criteria as possible will receive preference for funding:
- Contribute to the goal of 10% affordability as defined by chapter 40B of Mass. General Laws.
 - Promote a socioeconomic environment that encourages a diversity of income.
 - Provide housing that is harmonious in design and scale with the surrounding community.
 - Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units pursuant to chapter 40B.
 - Ensure long-term affordability.
 - Address the needs of range of qualified household, including very low, low and low-to moderate income families and individuals.
 - Provide affordable rental and affordable ownership opportunities.
 - Promote use of existing buildings or construction on previously-developed or city-owned sites.
 - Convert market rate to affordable units.
- 4. Recreation** proposals which address as many of the following criteria as possible will receive preference for funding:
- Support multiple recreation uses.
 - Serve a significant number of residents.
 - Expand the range of recreational opportunities available to city residents of all ages.

- Jointly benefit Conservation Commission and Parks Commission initiatives by promoting recreation, such as hiking, biking, and cross-country skiing.
- Maximize the utility of land already owned by city (e.g. school property).
- Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

May 9, 2022

THAT, upon the recommendation of the Community Preservation Committee, \$2,574,000 is appropriated, subject to a final plan being presented to the Council for approval, to pay costs of the Bartlet Mall Frog Pond Improvements project, including the payment of all costs incidental and related thereto. To meet this appropriation, the Treasurer with the approval of the Mayor, is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(1), M.G.L. c. 44B (the Community Preservation Act), or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor and the Treasurer are authorized to take any other action necessary or convenient to carry out this vote.

Councilor Sharif I. Zeid

In City Council May 9, 2022:

Motion to waive the rules to accept the late files and refer to Budget & Finance by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 11 yes. Motion passes.



CITY OF NEWBURYPORT
FINANCE DEPARTMENT

60 PLEASANT STREET
NEWBURYPORT, MA 01950
PHONE: 978-465-4404

WWW.CITYOFNEWBURYPORT.COM/FINANCE

SEAN R. REARDON
MAYOR

ETHAN R. MANNING
FINANCE DIRECTOR/CITY AUDITOR

To: Mayor Sean R. Reardon
President and Members of the Newburyport City Council

From: Ethan R. Manning, Finance Director/City Auditor

Date: August 31, 2022

Subject: FY2022 Year-End Financial Report

The fiscal year 2022 year-end financial report is presented to the Mayor and City Council as a preliminary look at the City of Newburyport's financial performance over the past year prior to the release of the audited financial statements. This report compares original and revised appropriations/estimates to actual expenditures and collections for the General Fund, as well as, Water, Sewer and Harbormaster Enterprise Funds for the year-ending June 30, 2022.

FY2022 Expenditures

Expenditures within the General Fund and Enterprise Funds were made within the budgetary appropriations approved by the City Council. Remaining and unrestricted appropriations from fiscal year 2022, totaling \$1,192,038, will be a positive factor in the Free Cash and Retained Earnings calculations as of July 1, 2022. Below is a summary of the year-end expenditures by fund, which is broken out in greater detail in the reports that follow:

	REVISED BUDGET	FY2022 EXPENDED	FY2022 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND Total	\$75,252,723	\$73,998,817	\$520,437	\$733,469	99.0%
060 WATER ENTERPRISE FUND Total	\$5,751,985	\$5,408,816	\$183,489	\$159,680	97.2%
061 SEWER ENTERPRISE FUND Total	\$7,715,758	\$7,333,710	\$123,758	\$258,291	96.7%
6520 HARBORMASTER ENTERPRISE FUND Total	\$582,232	\$530,707	\$10,927	\$40,598	93.0%
TOTAL BUDGETARY FUNDS	\$89,302,699	\$87,272,050	\$838,611	\$1,192,038	98.7%

FY2022 Revenue

Revenue for the budgetary funds exceeded estimates for FY2022 with collections at 102.8% of estimated revenue. Below is a summary of the year-end revenue by fund, which is broken out in greater detail in the reports that follow:

	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW)	% OF ESTIMATE
001 GENERAL FUND Total	\$74,932,427	\$77,127,727	\$2,195,301	102.9%
060 WATER ENTERPRISE FUND Total	\$5,677,519	\$5,551,049	(\$126,470)	97.8%
061 SEWER ENTERPRISE FUND Total	\$7,575,758	\$7,814,429	\$238,671	103.2%
6520 HARBORMASTER ENTERPRISE FUND Total	\$522,232	\$684,363	\$162,131	131.0%
TOTAL BUDGETARY FUNDS	\$88,707,936	\$91,177,568	\$2,469,632	102.8%

The revenue for the General Fund came in \$2,195,301 over the estimate that was used to set the budget for FY2022. This positive variance was driven by: 1) Conservative estimating for local receipts (+\$1,202,939), 2) non-recurring one-time receipts (+\$432,208), 3) improved tax collections (+\$389,884), and 4) increased state aid (+\$264,364).

The City's three enterprise funds, which had all seen abnormally high collections in FY2021 with all funds up over 10% on a year-over-year basis, returned closer to historical revenue levels for FY2022 showing decreases of -4.9% (Water), -2.0% (Sewer) and -1.9% (Harbormaster).

Once the Massachusetts Department of Revenue verifies and certifies the City's year-end financial results later this fall, funds will be available for any legal expenditure at the recommendation of the Mayor and approval of a majority vote of the City Council. All financial information contained in this report is presented on an unaudited basis and, as such, is subject to further adjustment until finalized. The audited financial statements will be filed with the City Clerk no later than March 1, 2023 in accordance with the City Charter.

Please feel free to contact me if you have any questions.

Attachments:

- Year-End Financial Overview (page 1)
- Expenditure Summary (page 2)
- Expenditures by Department/Category (page 3)
- Revenue Summary (page 8)
- Revenue by Category (page 9)
- Ending Fund Balances (page 13)
- Authorized & Unissued Debt (page 20)



City of Newburyport FY2022 Year-End Financial Overview

Expenditures

	FY2020		FY2021		FY2022	
	Remaining Budget	% Used	Remaining Budget	% Used	Remaining Budget	% Used
001 GENERAL FUND	\$1,120,323	98.4%	\$1,093,916	98.5%	\$733,469	99.0%
060 WATER ENTERPRISE FUND	\$471,142	91.2%	\$194,891	96.4%	\$159,680	97.2%
061 SEWER ENTERPRISE FUND	\$646,398	91.5%	\$381,305	94.9%	\$258,291	96.7%
6520 HARBORMASTER ENTERPRISE FUND	\$10,249	98.0%	\$34,180	92.7%	\$40,598	93.0%
TOTAL BUDGETARY FUNDS	\$2,248,111	97.3%	\$1,704,292	98.0%	\$1,192,038	98.7%

Largest Balances Remaining at Year-End

	Amount	Reason
210 POLICE DEPARTMENT	\$155,462	Staff vacancies
220 FIRE DEPARTMENT	\$90,783	OT/Supplies
421 PUBLIC SERVICES DEPARTMENT	\$80,095	Staff vacancies
293 PARKING CLERK DEPARTMENT	\$76,275	Multiple accounts
519 SUSTAINABILITY	\$73,804	Lower than projected
151 INFO TECHNOLOGY DEPT	\$46,290	Staff vacancies
914 INSURANCE GROUP	\$44,162	Variability of enrollment
510 HEALTH DEPARTMENT	\$32,402	Staff vacancies
610 LIBRARY DEPARTMENT	\$30,167	Staff vacancies
135 AUDITOR'S DEPARTMENT	\$21,053	Staff vacancies
Total	\$650,493	

Free Cash/Retained Earning Balances

<u>7/1/21 Certification</u>	Beginning	Ending
Free Cash	\$2,684,068	\$1,104,190
Water Ret. Earnings	\$1,474,050	\$865,469
Sewer Ret. Earnings	\$1,738,991	\$955,809
Harbor. Ret. Earnings	\$814,152	\$570,452

Revenue

001 GENERAL FUND

PROPERTY TAXES

	FY2020 Actual	FY2021 Actual	FY2022 Estimate	FY2022 Actual	\$ Over Estimate	% Of Estimate	% Over Prior Year
412 REAL ESTATE TAX REVENUE	\$58,164,277	\$59,945,337	\$62,389,727	\$62,784,393	\$394,666	100.6%	4.7%
411 PER PROP TAX REVENUE	\$680,427	\$660,509	\$818,870	\$814,088	-\$4,782	99.4%	23.3%
TOTAL PROPERTY TAXES	\$58,844,704	\$60,605,846	\$63,208,597	\$63,598,481	\$389,884	100.6%	4.9%

LOCAL RECEIPTS

	FY2020 Actual	FY2021 Actual	FY2022 Estimate	FY2022 Actual	\$ Over Estimate	% Of Estimate	% Over Prior Year
401 MOTOR VEHICLE EXCISE	\$2,963,027	\$2,874,396	\$2,800,000	\$2,979,353	\$179,353	106.4%	3.7%
402 OTHER EXCISE	\$997,625	\$811,945	\$860,000	\$1,190,742	\$330,742	138.5%	46.7%
403 PENALTIES/INTEREST	\$310,774	\$332,363	\$325,000	\$330,142	\$5,142	101.6%	-0.7%
404 PAYMENT IN LIEU TAXES	\$37,089	\$27,196	\$27,000	\$27,924	\$924	103.4%	2.7%
410 FEES	\$294,754	\$298,646	\$298,000	\$247,606	-\$50,394	83.1%	-17.1%
416 OTHER DEPARTMENT REVENUE	\$56,416	\$72,014	\$60,000	\$75,865	\$15,865	126.4%	5.3%
417 LICENSES/PERMITS	\$1,055,073	\$945,583	\$861,300	\$1,349,322	\$488,022	156.7%	42.7%
419 FINES & FORFEITS	\$7,347	\$4,898	\$5,000	\$6,708	\$1,708	134.2%	37.0%
420 INVESTMENT INCOME	\$238,189	\$59,770	\$60,000	\$45,382	-\$14,618	75.6%	-24.1%
458 MEDICAID REIMBURSEMENT	\$33,985	\$115,227	\$110,000	\$285,482	\$175,482	259.5%	147.8%
421 MISCELLANEOUS RECURRING	\$183,383	\$100,646	\$170,700	\$241,413	\$70,713	141.4%	139.9%
422 MISCELLANEOUS NON-RECURRING	\$285,659	\$162,454	\$0	\$432,208	\$432,208	0.0%	166.0%
TOTAL LOCAL RECEIPTS	\$6,463,321	\$5,805,138	\$5,577,000	\$7,212,147	\$1,635,147	129.3%	24.2%

460 STATE AID	\$4,761,571	\$4,777,125	\$4,909,318	\$5,173,682	\$264,364	105.4%	8.3%
497 INTERFUND TRANSFERS IN	\$932,957	\$947,921	\$1,237,512	\$1,143,418	-\$94,094	92.4%	20.6%
TOTAL GENERAL FUND	\$71,002,552	\$72,136,030	\$74,932,427	\$77,127,727	\$2,195,301	102.9%	6.9%

WATER ENTERPRISE FUND	\$5,249,871	\$5,839,817	\$5,677,519	\$5,551,049	-\$126,470	97.8%	-4.9%
SEWER ENTERPRISE FUND	\$7,215,429	\$7,974,691	\$7,575,758	\$7,814,429	\$238,671	103.2%	-2.0%
HARBORMASTER ENTERPRISE FUND	\$545,374	\$697,545	\$522,232	\$684,363	\$162,131	131.0%	-1.9%
TOTAL BUDGETARY FUNDS	\$84,013,227	\$86,648,083	\$88,707,936	\$91,177,568	\$2,469,632	102.8%	5.2%

(1) Due to improvements in vehicle supply chain. (2) Meals tax +34.2% and rooms tax +76.1% due to return to pre-pandemic levels. (3) Decrease in tax title fees. (4) Higher than projected revenue from building alteration permits. (5) Increase in court fines due to courts reopening/COVID backlog. (6) Lower returns/reduced capital project balances. (7) Due to payment of reimbursements from prior fiscal years. (8) See "FY2022 Year-End Revenue by Category" footnotes with breakdown. (9) Returning to pre-pandemic levels.



**City of Newburyport
FY2022 Year-End Expenditure Summary**

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
001 GENERAL FUND							
111 CITY COUNCIL	97,864	8,500	106,364	105,511	0	853	99.2%
121 MAYOR'S DEPARTMENT	341,652	7,500	349,152	348,282	0	871	99.8%
129 GENERAL ADMINISTRATION	364,545	0	364,545	361,209	0	3,336	99.1%
132 BUDGET CONTINGENCY	325,770	(325,588)	181	95	0	86	52.6%
135 AUDITOR'S DEPARTMENT	351,622	0	351,622	328,019	2,550	21,053	94.0%
141 ASSESSORS DEPARTMENT	256,093	3,057	259,150	251,517	3,155	4,477	98.3%
145 TREASURER'S DEPARTMENT	407,587	4,132	411,719	410,247	0	1,472	99.6%
151 INFO TECHNOLOGY DEPT	337,676	48,322	385,998	332,638	7,070	46,290	88.0%
152 HUMAN RESOURCES	316,791	8,500	325,291	303,668	4,175	17,447	94.6%
161 CITY CLERK'S DEPARTMENT	308,464	18,520	326,984	325,810	428	746	99.8%
163 BOARD OF REGISTRARS	71,940	6,500	78,440	77,676	0	764	99.0%
165 LICENSE COMMISSION	8,500	0	8,500	8,341	0	159	98.1%
171 CONSERVATION COMMISSION	1,800	0	1,800	1,800	0	0	100.0%
175 PLANNING BOARD	1,800	0	1,800	1,800	0	0	100.0%
176 ZONING BOARD	1,800	0	1,800	1,800	0	0	100.0%
182 PLANNING & DEVELOPMENT	476,802	11,335	488,137	488,103	0	34	100.0%
191 LEGAL DEPARTMENT	100,000	50,000	150,000	148,940	0	1,060	99.3%
210 POLICE DEPARTMENT	4,288,073	135,305	4,423,378	4,265,082	2,834	155,462	96.5%
220 FIRE DEPARTMENT	4,110,873	415,118	4,525,990	4,415,208	20,000	90,783	98.0%
241 BUILDING DEPARTMENT	184,635	0	184,635	182,808	0	1,828	99.0%
291 EMERGENCY MANAGEMENT	20,000	0	20,000	20,000	0	0	100.0%
292 ANIMAL CONTROL	66,499	0	66,499	64,414	0	2,084	96.9%
293 PARKING CLERK DEPARTMENT	594,794	0	594,794	517,045	1,474	76,275	87.2%
300 SCHOOL DEPARTMENT	33,485,466	0	33,485,466	33,028,025	457,441	0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL	105,000	8,394	113,394	113,394	0	0	100.0%
399 WHITTIER VO TECH SCHOOL	654,314	0	654,314	654,314	0	0	100.0%
421 PUBLIC SERVICES DEPARTMENT	3,342,391	142,897	3,485,288	3,388,167	17,026	80,095	97.7%
423 SNOW & ICE	290,000	222,167	512,167	512,167	0	0	100.0%
510 HEALTH DEPARTMENT	268,057	1,618	269,675	237,273	0	32,402	88.0%
519 SUSTAINABILITY	1,782,227	(103,538)	1,678,690	1,603,763	1,122	73,804	95.6%
541 COUNCIL ON AGING	308,874	3,620	312,494	302,642	232	9,619	96.9%
542 YOUTH SERVICES	437,121	0	437,121	422,656	0	14,465	96.7%
543 VETERANS' DEPARTMENT	286,673	1,492	288,166	265,387	2,930	19,849	93.1%
610 LIBRARY DEPARTMENT	1,445,978	6,400	1,452,378	1,422,211	0	30,167	97.9%
630 PARKS COMMISSION	400,475	16,824	417,299	413,475	0	3,824	99.1%
691 HISTORICAL COMMISSION	1,800	0	1,800	1,800	0	0	100.0%
710 DEBT EXCLUSION	3,171,735	0	3,171,735	3,171,735	0	0	100.0%
720 ORDINARY DEBT SERVICE	962,598	(142,962)	819,636	819,636	0	0	100.0%
911 RETIREMENT BOARD	4,768,156	0	4,768,156	4,768,156	0	(0)	100.0%
914 INSURANCE GROUP	9,895,472	60,000	9,955,472	9,911,310	0	44,162	99.6%
921 COMMISSION ON DISABILITY	2,693	0	2,693	2,693	0	0	100.0%
001 GENERAL FUND Total	<u>74,644,612</u>	<u>608,112</u>	<u>75,252,723</u>	<u>73,998,817</u>	<u>520,437</u>	<u>733,469</u>	<u>99.0%</u>
060 WATER ENTERPRISE FUND Total	<u>5,751,985</u>	<u>0</u>	<u>5,751,985</u>	<u>5,408,816</u>	<u>183,489</u>	<u>159,680</u>	<u>97.2%</u>
061 SEWER ENTERPRISE FUND Total	<u>7,675,758</u>	<u>40,000</u>	<u>7,715,758</u>	<u>7,333,710</u>	<u>123,758</u>	<u>258,291</u>	<u>96.7%</u>
6520 HARBORMASTER ENTERPRISE FUND Tot:	<u>522,232</u>	<u>60,000</u>	<u>582,232</u>	<u>530,707</u>	<u>10,927</u>	<u>40,598</u>	<u>93.0%</u>
TOTAL BUDGETARY FUNDS	<u>88,594,587</u>	<u>708,112</u>	<u>89,302,699</u>	<u>87,272,050</u>	<u>838,611</u>	<u>1,192,038</u>	<u>98.7%</u>



City of Newburyport
FY2022 Year-End Expenditures by Department/Category

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
001 GENERAL FUND							
111 CITY COUNCIL							
001 PERSONNEL SERVICES	83,864	0	83,864	83,864	0	0	100.0%
002 PURCHASE OF SERVICES	14,000	8,500	22,500	21,647	0	853	96.2%
111 CITY COUNCIL Total	97,864	8,500	106,364	105,511	0	853	99.2%
121 MAYOR'S DEPARTMENT							
001 PERSONNEL SERVICES	271,040	0	271,040	270,365	0	675	99.8%
002 PURCHASE OF SERVICES	62,612	7,500	70,112	69,917	0	195	99.7%
007 OTHER CHARGES & EXPENSES	8,000	0	8,000	8,000	0	0	100.0%
121 MAYOR'S DEPARTMENT Total	341,652	7,500	349,152	348,282	0	871	99.8%
129 GENERAL ADMINISTRATION							
001 PERSONNEL SERVICES	7,500	0	7,500	4,360	0	3,140	58.1%
002 PURCHASE OF SERVICES	146,500	0	146,500	146,491	0	9	100.0%
004 SUPPLIES	6,000	0	6,000	6,000	0	0	100.0%
007 OTHER CHARGES & EXPENSES	204,545	0	204,545	204,358	0	187	99.9%
129 GENERAL ADMINISTRATION Total	364,545	0	364,545	361,209	0	3,336	99.1%
132 BUDGET CONTINGENCY							
007 OTHER CHARGES & EXPENSES	325,770	(325,588)	181	95	0	86	52.6%
132 BUDGET CONTINGENCY Total	325,770	(325,588)	181	95	0	86	52.6%
135 AUDITOR'S DEPARTMENT							
001 PERSONNEL SERVICES	302,917	0	302,917	281,878	0	21,038	93.1%
002 PURCHASE OF SERVICES	46,500	0	46,500	44,150	2,350	0	100.0%
004 SUPPLIES	1,750	0	1,750	1,536	200	14	99.2%
007 OTHER CHARGES & EXPENSES	455	0	455	455	0	0	100.0%
135 AUDITOR'S DEPARTMENT Total	351,622	0	351,622	328,019	2,550	21,053	94.0%
141 ASSESSORS DEPARTMENT							
001 PERSONNEL SERVICES	222,633	3,057	225,690	223,284	0	2,406	98.9%
002 PURCHASE OF SERVICES	29,877	0	29,877	24,790	3,155	1,932	93.5%
004 SUPPLIES	3,000	0	3,000	2,861	0	139	95.4%
007 OTHER CHARGES & EXPENSES	583	0	583	583	0	0	100.0%
141 ASSESSORS DEPARTMENT Total	256,093	3,057	259,150	251,517	3,155	4,477	98.3%
145 TREASURER'S DEPARTMENT							
001 PERSONNEL SERVICES	349,737	4,132	353,869	353,866	0	3	100.0%
002 PURCHASE OF SERVICES	53,500	0	53,500	52,440	0	1,060	98.0%
004 SUPPLIES	2,250	0	2,250	2,028	0	222	90.1%
007 OTHER CHARGES & EXPENSES	2,100	0	2,100	1,913	0	187	91.1%
145 TREASURER'S DEPARTMENT Total	407,587	4,132	411,719	410,247	0	1,472	99.6%
151 INFO TECHNOLOGY DEPT							
001 PERSONNEL SERVICES	106,018	3,322	109,340	63,055	0	46,286	57.7%
002 PURCHASE OF SERVICES	229,658	45,000	274,658	268,260	6,395	3	100.0%
004 SUPPLIES	2,000	0	2,000	1,323	675	2	99.9%
151 INFO TECHNOLOGY DEPT Total	337,676	48,322	385,998	332,638	7,070	46,290	88.0%

ORIGINAL TRANSFERS REVISED EXPEND. ENCUMB. REMAINING % USED

152 HUMAN RESOURCES

001 PERSONNEL SERVICES	157,218	0	157,218	140,521	0	16,696	89.4%
002 PURCHASE OF SERVICES	157,873	8,500	166,373	162,181	4,175	17	100.0%
004 SUPPLIES	1,500	0	1,500	766	0	734	51.1%
007 OTHER CHARGES & EXPENSES	200	0	200	200	0	0	100.0%
152 HUMAN RESOURCES Total	316,791	8,500	325,291	303,668	4,175	17,447	94.6%

161 CITY CLERK'S DEPARTMENT

001 PERSONNEL SERVICES	294,964	17,020	311,984	311,567	0	417	99.9%
002 PURCHASE OF SERVICES	13,500	1,500	15,000	14,242	428	329	97.8%
161 CITY CLERK'S DEPARTMENT Total	308,464	18,520	326,984	325,810	428	746	99.8%

163 BOARD OF REGISTRARS

001 PERSONNEL SERVICES	4,440	0	4,440	4,440	0	0	100.0%
007 OTHER CHARGES & EXPENSES	67,500	6,500	74,000	73,236	0	764	99.0%
163 BOARD OF REGISTRARS Total	71,940	6,500	78,440	77,676	0	764	99.0%

165 LICENSE COMMISSION

001 PERSONNEL SERVICES	7,500	0	7,500	7,500	0	0	100.0%
007 OTHER CHARGES & EXPENSES	1,000	0	1,000	841	0	159	84.1%
165 LICENSE COMMISSION Total	8,500	0	8,500	8,341	0	159	98.1%

171 CONSERVATION COMMISSION

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
171 CONSERVATION COMMISSION Total	1,800	0	1,800	1,800	0	0	100.0%

175 PLANNING BOARD

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
175 PLANNING BOARD Total	1,800	0	1,800	1,800	0	0	100.0%

176 ZONING BOARD

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
176 ZONING BOARD Total	1,800	0	1,800	1,800	0	0	100.0%

182 PLANNING & DEVELOPMENT

001 PERSONNEL SERVICES	428,677	5,335	434,012	433,978	0	34	100.0%
002 PURCHASE OF SERVICES	45,075	6,000	51,075	51,075	0	0	100.0%
004 SUPPLIES	3,050	0	3,050	3,050	0	0	100.0%
182 PLANNING & DEVELOPMENT Total	476,802	11,335	488,137	488,103	0	34	100.0%

191 LEGAL DEPARTMENT

002 PURCHASE OF SERVICES	100,000	50,000	150,000	148,940	0	1,060	99.3%
191 LEGAL DEPARTMENT Total	100,000	50,000	150,000	148,940	0	1,060	99.3%

210 POLICE DEPARTMENT

001 PERSONNEL SERVICES	3,946,731	135,305	4,082,036	3,952,455	0	129,581	96.8%
002 PURCHASE OF SERVICES	169,887	0	169,887	155,912	0	13,975	91.8%
004 SUPPLIES	70,100	0	70,100	56,814	2,834	10,451	85.1%
007 OTHER CHARGES & EXPENSES	21,630	0	21,630	20,253	0	1,377	93.6%
008 CAPITAL OUTLAY	79,725	0	79,725	79,648	0	77	99.9%
210 POLICE DEPARTMENT Total	4,288,073	135,305	4,423,378	4,265,082	2,834	155,462	96.5%

ORIGINAL TRANSFERS REVISED EXPEND. ENCUMB. REMAINING % USED

220 FIRE DEPARTMENT

001 PERSONNEL SERVICES	3,832,823	415,118	4,247,940	4,170,207	0	77,734	98.2%
002 PURCHASE OF SERVICES	199,500	8,100	207,600	206,713	0	887	99.6%
004 SUPPLIES	73,000	(8,100)	64,900	34,448	20,000	10,452	83.9%
007 OTHER CHARGES & EXPENSES	5,550	0	5,550	3,840	0	1,710	69.2%
220 FIRE DEPARTMENT Total	4,110,873	415,118	4,525,990	4,415,208	20,000	90,783	98.0%

241 BUILDING DEPARTMENT

001 PERSONNEL SERVICES	182,635	0	182,635	180,810	0	1,825	99.0%
004 SUPPLIES	2,000	0	2,000	1,998	0	2	99.9%
241 BUILDING DEPARTMENT Total	184,635	0	184,635	182,808	0	1,828	99.0%

291 EMERGENCY MANAGEMENT

001 PERSONNEL SERVICES	18,000	0	18,000	18,000	0	0	100.0%
004 SUPPLIES	500	0	500	500	0	0	100.0%
007 OTHER CHARGES & EXPENSES	1,500	0	1,500	1,500	0	0	100.0%
291 EMERGENCY MANAGEMENT Total	20,000	0	20,000	20,000	0	0	100.0%

292 ANIMAL CONTROL

001 PERSONNEL SERVICES	59,099	0	59,099	58,360	0	739	98.7%
002 PURCHASE OF SERVICES	4,950	0	4,950	4,366	0	584	88.2%
004 SUPPLIES	2,100	0	2,100	1,515	0	585	72.1%
007 OTHER CHARGES & EXPENSES	350	0	350	174	0	176	49.7%
292 ANIMAL CONTROL Total	66,499	0	66,499	64,414	0	2,084	96.9%

293 PARKING CLERK DEPARTMENT

001 PERSONNEL SERVICES	250,594	0	250,594	222,257	0	28,337	88.7%
002 PURCHASE OF SERVICES	272,700	0	272,700	253,475	1,474	17,751	93.5%
004 SUPPLIES	71,500	0	71,500	41,313	0	30,187	57.8%
293 PARKING CLERK DEPARTMENT Total	594,794	0	594,794	517,045	1,474	76,275	87.2%

300 SCHOOL DEPARTMENT

002 PURCHASE OF SERVICES	33,485,466	0	33,485,466	33,028,025	457,441	0	100.0%
300 SCHOOL DEPARTMENT Total	33,485,466	0	33,485,466	33,028,025	457,441	0	100.0%

398 ESSEX NORTH SHORE TECH SCHOOL

002 PURCHASE OF SERVICES	105,000	8,394	113,394	113,394	0	0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL Tot:	105,000	8,394	113,394	113,394	0	0	100.0%

399 WHITTIER VO TECH SCHOOL

002 PURCHASE OF SERVICES	654,314	0	654,314	654,314	0	0	100.0%
399 WHITTIER VO TECH SCHOOL Total	654,314	0	654,314	654,314	0	0	100.0%

421 PUBLIC SERVICES DEPARTMENT

001 PERSONNEL SERVICES	2,132,404	34,866	2,167,270	2,090,252	405	76,613	96.5%
002 PURCHASE OF SERVICES	577,487	0	577,487	569,849	7,565	73	100.0%
004 SUPPLIES	255,000	108,031	363,031	357,439	2,182	3,409	99.1%
008 CAPITAL OUTLAY	377,500	0	377,500	370,627	6,873	0	100.0%
421 PUBLIC SERVICES DEPARTMENT Total	3,342,391	142,897	3,485,288	3,388,167	17,026	80,095	97.7%

423 SNOW & ICE

001 PERSONNEL SERVICES	115,000	29,560	144,560	144,560	0	0	100.0%
002 PURCHASE OF SERVICES	175,000	192,607	367,607	367,607	0	0	100.0%
423 SNOW & ICE Total	290,000	222,167	512,167	512,167	0	0	100.0%

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
510 HEALTH DEPARTMENT							
001 PERSONNEL SERVICES	231,243	1,618	232,861	206,002	0	26,859	88.5%
002 PURCHASE OF SERVICES	31,314	0	31,314	26,581	0	4,733	84.9%
004 SUPPLIES	4,500	0	4,500	4,295	0	205	95.4%
007 OTHER CHARGES & EXPENSES	1,000	0	1,000	395	0	605	39.5%
510 HEALTH DEPARTMENT Total	268,057	1,618	269,675	237,273	0	32,402	88.0%
519 SUSTAINABILITY							
001 PERSONNEL SERVICES	129,977	0	129,977	128,983	0	995	99.2%
002 PURCHASE OF SERVICES	1,650,750	(103,538)	1,547,212	1,473,568	1,122	72,522	95.3%
004 SUPPLIES	1,500	0	1,500	1,213	0	287	80.9%
519 SUSTAINABILITY Total	1,782,227	(103,538)	1,678,690	1,603,763	1,122	73,804	95.6%
541 COUNCIL ON AGING							
001 PERSONNEL SERVICES	277,374	3,620	280,994	277,284	0	3,710	98.7%
002 PURCHASE OF SERVICES	21,500	0	21,500	17,367	0	4,133	80.8%
004 SUPPLIES	10,000	0	10,000	7,991	232	1,777	82.2%
541 COUNCIL ON AGING Total	308,874	3,620	312,494	302,642	232	9,619	96.9%
542 YOUTH SERVICES							
001 PERSONNEL SERVICES	355,321	0	355,321	341,619	0	13,702	96.1%
002 PURCHASE OF SERVICES	26,300	0	26,300	25,537	0	763	97.1%
007 OTHER CHARGES & EXPENSES	55,500	0	55,500	55,500	0	0	100.0%
542 YOUTH SERVICES Total	437,121	0	437,121	422,656	0	14,465	96.7%
543 VETERANS' DEPARTMENT							
001 PERSONNEL SERVICES	145,345	1,492	146,838	146,350	0	488	99.7%
002 PURCHASE OF SERVICES	7,268	0	7,268	5,138	0	2,130	70.7%
007 OTHER CHARGES & EXPENSES	134,060	0	134,060	113,899	2,930	17,231	87.1%
543 VETERANS' DEPARTMENT Total	286,673	1,492	288,166	265,387	2,930	19,849	93.1%
610 LIBRARY DEPARTMENT							
001 PERSONNEL SERVICES	1,072,551	(19,555)	1,052,996	1,023,419	0	29,578	97.2%
002 PURCHASE OF SERVICES	373,427	25,955	399,382	398,792	0	590	99.9%
610 LIBRARY DEPARTMENT Total	1,445,978	6,400	1,452,378	1,422,211	0	30,167	97.9%
630 PARKS COMMISSION							
001 PERSONNEL SERVICES	309,425	1,824	311,249	307,691	0	3,558	98.9%
002 PURCHASE OF SERVICES	32,600	15,000	47,600	47,537	0	63	99.9%
004 SUPPLIES	46,000	0	46,000	46,000	0	0	100.0%
007 OTHER CHARGES & EXPENSES	450	0	450	450	0	0	100.0%
008 CAPITAL OUTLAY	12,000	0	12,000	11,797	0	203	98.3%
630 PARKS COMMISSION Total	400,475	16,824	417,299	413,475	0	3,824	99.1%
691 HISTORICAL COMMISSION							
001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
691 HISTORICAL COMMISSION Total	1,800	0	1,800	1,800	0	0	100.0%
710 DEBT EXCLUSION							
009 DEBT SERVICE	3,171,735	0	3,171,735	3,171,735	0	0	100.0%
710 DEBT EXCLUSION Total	3,171,735	0	3,171,735	3,171,735	0	0	100.0%
720 ORDINARY DEBT SERVICE							
009 DEBT SERVICE	962,598	(142,962)	819,636	819,636	0	0	100.0%
720 ORDINARY DEBT SERVICE Total	962,598	(142,962)	819,636	819,636	0	0	100.0%

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
911 RETIREMENT BOARD							
001 PERSONNEL SERVICES	4,768,156	0	4,768,156	4,768,156	0	(0)	100.0%
911 RETIREMENT BOARD Total	4,768,156	0	4,768,156	4,768,156	0	(0)	100.0%
914 INSURANCE GROUP							
001 PERSONNEL SERVICES	9,490,925	60,000	9,550,925	9,506,763	0	44,162	99.5%
010 OTHER FINANCING USES	404,547	0	404,547	404,547	0	0	100.0%
914 INSURANCE GROUP Total	9,895,472	60,000	9,955,472	9,911,310	0	44,162	99.6%
921 COMMISSION ON DISABILITY							
001 PERSONNEL SERVICES	2,693	0	2,693	2,693	0	0	100.0%
921 COMMISSION ON DISABILITY Total	2,693	0	2,693	2,693	0	0	100.0%
001 GENERAL FUND Total	74,644,612	608,112	75,252,723	73,998,817	520,437	733,469	99.0%
060 WATER ENTERPRISE FUND							
450 WATER DEPARTMENT							
001 PERSONNEL SERVICES	2,287,613	26,683	2,314,296	2,208,432	0	105,864	95.4%
002 PURCHASE OF SERVICES	1,159,756	0	1,159,756	1,117,843	36,234	5,679	99.5%
004 SUPPLIES	191,370	0	191,370	174,970	275	16,125	91.6%
007 OTHER CHARGES & EXPENSES	136,861	(26,683)	110,178	101,161	0	9,017	91.8%
008 CAPITAL OUTLAY	315,000	0	315,000	133,208	146,979	34,813	88.9%
009 DEBT SERVICE	1,645,782	0	1,645,782	1,657,598	0	(11,816)	100.7%
450 WATER DEPARTMENT Total	5,736,381	0	5,736,381	5,393,212	183,489	159,680	97.2%
990 INTERFUND TRANSFERS OUT							
010 OTHER FINANCING USES	15,604	0	15,604	15,604	0	0	100.0%
990 INTERFUND TRANSFERS OUT Total	15,604	0	15,604	15,604	0	0	100.0%
060 WATER ENTERPRISE FUND Total	5,751,985	0	5,751,985	5,408,816	183,489	159,680	97.2%
061 SEWER ENTERPRISE FUND							
440 SEWER DEPARTMENT							
001 PERSONNEL SERVICES	2,513,863	28,577	2,542,440	2,421,595	0	120,845	95.2%
002 PURCHASE OF SERVICES	1,310,711	40,000	1,350,711	1,259,390	91,130	191	100.0%
004 SUPPLIES	487,950	0	487,950	460,460	25,000	2,490	99.5%
007 OTHER CHARGES & EXPENSES	133,729	(28,577)	105,152	91,480	0	13,673	87.0%
008 CAPITAL OUTLAY	271,000	0	271,000	150,463	7,628	112,909	58.3%
009 DEBT SERVICE	2,940,303	0	2,940,303	2,932,120	0	8,183	99.7%
440 SEWER DEPARTMENT Total	7,657,556	40,000	7,697,556	7,315,508	123,758	258,291	96.6%
990 INTERFUND TRANSFERS OUT							
010 OTHER FINANCING USES	18,202	0	18,202	18,202	0	0	100.0%
990 INTERFUND TRANSFERS OUT Total	18,202	0	18,202	18,202	0	0	100.0%
061 SEWER ENTERPRISE FUND Total	7,675,758	40,000	7,715,758	7,333,710	123,758	258,291	96.7%

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
6520 HARBORMASTER ENTERPRISE FUND							
295 HARBORMASTER DEPARTMENT							
001 PERSONNEL SERVICES	331,135	1,828	332,963	307,368	0	25,594	92.3%
002 PURCHASE OF SERVICES	51,750	0	51,750	39,576	2,145	10,029	80.6%
004 SUPPLIES	13,600	0	13,600	13,034	392	174	98.7%
007 OTHER CHARGES & EXPENSES	16,328	(1,828)	14,500	9,993	0	4,507	68.9%
008 CAPITAL OUTLAY	30,000	60,000	90,000	81,316	8,390	294	99.7%
009 DEBT SERVICE	78,098	0	78,098	78,098	0	0	100.0%
295 HARBORMASTER DEPARTMENT Total	520,910	60,000	580,910	529,385	10,927	40,598	93.0%
990 INTERFUND TRANSFERS OUT							
010 OTHER FINANCING USES	1,322	0	1,322	1,322	0	0	100.0%
990 INTERFUND TRANSFERS OUT Total	1,322	0	1,322	1,322	0	0	100.0%
6520 HARBORMASTER ENTERPRISE FUND Tot:	<u>522,232</u>	<u>60,000</u>	<u>582,232</u>	<u>530,707</u>	<u>10,927</u>	<u>40,598</u>	<u>93.0%</u>
TOTAL BUDGETARY FUNDS	<u>88,594,587</u>	<u>708,112</u>	<u>89,302,699</u>	<u>87,272,050</u>	<u>838,611</u>	<u>1,192,038</u>	<u>98.7%</u>



City of Newburyport FY2022 Year-End Revenue Summary

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
001 GENERAL FUND							
PROPERTY TAXES							
411 PER PROP TAX REVENUE	680,427	660,509	818,870	814,088	(4,782)	99.4%	23.3%
412 REAL ESTATE TAX REVENUE	58,164,277	59,945,337	62,389,727	62,784,393	394,666	100.6%	4.7%
PROPERTY TAXES Total	58,844,704	60,605,846	63,208,597	63,598,481	389,884	100.6%	4.9%
LOCAL RECEIPTS							
401 MOTOR VEHICLE EXCISE	2,963,027	2,874,396	2,800,000	2,979,353	179,353	106.4%	3.7%
402 OTHER EXCISE	997,625	811,945	860,000	1,190,742	330,742	138.5%	46.7%
403 PENALTIES/INTEREST	310,774	332,363	325,000	330,142	5,142	101.6%	-0.7%
404 PAYMENT IN LIEU TAXES	37,089	27,196	27,000	27,924	924	103.4%	2.7%
410 FEES	294,754	298,646	298,000	247,606	(50,394)	83.1%	-17.1%
416 OTHER DEPARTMENT REVENUE	56,416	72,014	60,000	75,865	15,865	126.4%	5.3%
417 LICENSES/PERMITS	1,055,073	945,583	861,300	1,349,322	488,022	156.7%	42.7%
419 FINES & FORFEITS	7,347	4,898	5,000	6,708	1,708	134.2%	37.0%
420 INVESTMENT INCOME	238,189	59,770	60,000	45,382	(14,618)	75.6%	-24.1%
458 MEDICAID REIMBURSEMENT	33,985	115,227	110,000	285,482	175,482	259.5%	147.8%
421 MISCELLANEOUS RECURRING	183,383	100,646	170,700	241,413	70,713	141.4%	139.9%
422 MISCELLANEOUS NON-RECURRING	285,659	162,454	0	432,208	432,208		166.0%
LOCAL RECEIPTS Total	6,463,321	5,805,138	5,577,000	7,212,147	1,635,147	129.3%	24.2%
STATE AID	4,761,571	4,777,125	4,909,318	5,173,682	264,364	105.4%	8.3%
INTERFUND TRANSFERS IN	932,957	947,921	1,237,512	1,143,418	(94,094)	92.4%	20.6%
001 GENERAL FUND Total	<u>71,002,552</u>	<u>72,136,030</u>	<u>74,932,427</u>	<u>77,127,727</u>	<u>2,195,301</u>	<u>102.9%</u>	<u>6.9%</u>
060 WATER ENTERPRISE FUND	<u>5,249,871</u>	<u>5,839,817</u>	<u>5,677,519</u>	<u>5,551,049</u>	<u>(126,470)</u>	<u>97.8%</u>	<u>-4.9%</u>
061 SEWER ENTERPRISE FUND	<u>7,215,429</u>	<u>7,974,691</u>	<u>7,575,758</u>	<u>7,814,429</u>	<u>238,671</u>	<u>103.2%</u>	<u>-2.0%</u>
6520 HARBORMASTER ENTERPRISE FUND	<u>545,374</u>	<u>697,545</u>	<u>522,232</u>	<u>684,363</u>	<u>162,131</u>	<u>131.0%</u>	<u>-1.9%</u>
TOTAL BUDGETARY FUNDS	<u>84,013,227</u>	<u>86,648,083</u>	<u>88,707,936</u>	<u>91,177,568</u>	<u>2,469,632</u>	<u>102.8%</u>	<u>5.2%</u>



City of Newburyport
FY2022 Year-End Revenue by Category

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
001 GENERAL FUND							
PROPERTY TAXES							
411 PER PROP TAX REVENUE	680,427	660,509	818,870	814,088	(4,782)	99.4%	23.3%
412 REAL ESTATE TAX REVENUE	58,164,277	59,945,337	62,389,727	62,784,393	394,666	100.6%	4.7%
PROPERTY TAXES Total	58,844,704	60,605,846	63,208,597	63,598,481	389,884	100.6%	4.9%
LOCAL RECEIPTS							
401 MOTOR VEHICLE EXCISE	2,963,027	2,874,396	2,800,000	2,979,353	179,353	106.4%	3.7%
402 OTHER EXCISE							
MEALS EXCISE	600,503	569,637	600,000	764,549	164,549	127.4%	34.2%
CO MA ROOM OCCUPANCY	272,723	242,075	260,000	426,193	166,193	163.9%	76.1%
CO MA URBAN REDEVELOPMENT	124,410	233	0	0	0		-100.0%
402 OTHER EXCISE Total	997,625	811,945	860,000	1,190,742	330,742	138.5%	46.7%
403 PENALTIES/INTEREST							
INT/PEN PP/RE TAX REV	164,255	185,680	185,600	195,152	9,552	105.1%	5.1%
INT/PEN MV/BT EXCISE	78,853	88,210	85,000	69,799	(15,201)	82.1%	-20.9%
INT ON TAX TITLES	18,440	34,862	32,000	36,618	4,618	114.4%	5.0%
CO MA REG MOTOR VEHICLES	47,801	20,969	20,500	27,059	6,559	132.0%	29.0%
INT/PEN SA PI - SWR	715	1,404	1,000	829	(171)	82.9%	-40.9%
INT/PEN SA PI - WTR	583	1,128	800	675	(125)	84.4%	-40.2%
INT/PEN SA LOW ST	128	110	100	10	(90)	9.8%	-91.1%
403 PENALTIES/INTEREST Total	310,774	332,363	325,000	330,142	5,142	101.6%	-0.7%
404 PAYMENT IN LIEU TAXES	37,089	27,196	27,000	27,924	924	103.4%	2.7%
410 FEES							
TAX TITLE FEES	137,188	157,716	155,000	92,889	(62,111)	59.9%	-41.1%
FIRE MASTER BOX CONNECTION FEE	82,550	78,900	79,000	81,600	2,600	103.3%	3.4%
OFF DUTY FEES	42,899	26,403	28,400	50,859	22,459	179.1%	92.6%
MUNICIPAL LIENS	29,400	34,227	34,000	21,779	(12,221)	64.1%	-36.4%
OTHER FEES	17	100	100	300	200	300.0%	200.0%
REGISTRY FEES	2,700	1,300	1,500	180	(1,320)	12.0%	-86.2%
410 FEES Total	294,754	298,646	298,000	247,606	(50,394)	83.1%	-17.1%
416 OTHER DEPARTMENT REVENUE							
COPIES/RECORDINGS	49,426	56,394	50,000	65,025	15,025	130.0%	15.3%
BUSINESS CERTIFICATES	6,045	8,940	5,500	6,850	1,350	124.5%	-23.4%
ZONING/ORDINANCES	955	6,680	4,500	3,990	(510)	88.7%	-40.3%
416 OTHER DEPARTMENT REVENUE Total	56,416	72,014	60,000	75,865	15,865	126.4%	5.3%

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
417 LICENSES/PERMITS							
BLDG DEPT ALTERATION PERMITS	426,687	565,969	500,000	926,497	426,497	185.3%	63.7%
ROAD OPENING PERMIT DPW	30,220	11,862	15,000	74,638	59,638	497.6%	529.2%
OTHER PERMITS	40,497	79,084	60,000	70,966	10,966	118.3%	-10.3%
BUILDING PERMITS	221,658	108,556	95,000	69,090	(25,910)	72.7%	-36.4%
CLK PASSPORT	39,160	10	50,000	48,085	(1,915)	96.2%	480751%
FIRE PERMITS	32,583	43,519	40,000	37,695	(2,305)	94.2%	-13.4%
LICENSE FEES	194,920	36,075	25,200	34,300	9,100	136.1%	-4.9%
BLDG DEPT OTHER PERMITS	35,725	70,505	50,000	32,765	(17,235)	65.5%	-53.5%
PARKLETS	0	0	0	18,647	18,647		
DOG LICENSES	10,900	11,125	11,000	11,780	780	107.1%	5.9%
UTILITY CONTRACTORS LIC DPW	5,092	12,500	7,500	10,500	3,000	140.0%	-16.0%
MARRIAGE LICENSES	2,388	2,940	2,500	4,980	2,480	199.2%	69.4%
LICENSES/PERMITS DPW	12,652	1,520	2,000	4,250	2,250	212.5%	179.6%
AUCTION LIC/PERMITS	0	672	500	1,715	1,215	343.0%	155.2%
UTILITY PERMITS	1,550	125	1,500	1,650	150	110.0%	1220.0%
STORM WATER PERMIT FEES	317	271	250	964	714	385.6%	255.8%
RAFFLE PERMITS	625	700	750	750	0	100.0%	7.1%
OTHER LICENSES	99	150	100	50	(50)	50.0%	-66.7%
417 LICENSES/PERMITS Total	1,055,073	945,583	861,300	1,349,322	488,022	156.7%	42.7%
419 FINES & FORFEITS							
COURT FINES	7,327	4,803	4,900	6,708	1,808	136.9%	39.7%
PARKING FINES	20	95	100	0	(100)	0.0%	-100.0%
419 FINES & FORFEITS Total	7,347	4,898	5,000	6,708	1,708	134.2%	37.0%
420 INVESTMENT INCOME	238,189	59,770	60,000	45,382	(14,618)	75.6%	-24.1%
458 MEDICAID REIMBURSEMENT	33,985	115,227	110,000	285,482	175,482	259.5%	147.8%
421 MISCELLANEOUS RECURRING							
MISC RECURRING	173,338	99,734	170,000	240,161	70,161	141.3%	140.8%
POL INCIDENT/ACCIDENTS	1,070	912	700	1,252	552	178.9%	37.3%
421 MISCELLANEOUS RECURRING Total	183,383	100,646	170,700	241,413	70,713	141.4%	139.9% *
422 MISCELLANEOUS NON-RECURRING	285,659	162,454	0	432,208	432,208		166.0% **
LOCAL RECEIPTS Total	6,463,321	5,805,138	5,577,000	7,212,147	1,635,147	129.3%	24.2%
STATE AID	4,761,571	4,777,125	4,909,318	5,173,682	264,364	105.4%	8.3%
INTERFUND TRANSFERS IN	932,957	947,921	1,237,512	1,143,418	(94,094)	92.4%	20.6%
001 GENERAL FUND Total	<u>71,002,552</u>	<u>72,136,030</u>	<u>74,932,427</u>	<u>77,127,727</u>	<u>2,195,301</u>	<u>102.9%</u>	<u>6.9%</u>
060 WATER ENTERPRISE FUND							
UTILITY BILLING/METERS	4,809,726	5,265,975	5,104,019	5,039,260	(64,759)	98.7%	-4.3%
MISC FEES	185,540	233,387	235,000	273,568	38,568	116.4%	17.2%
REVENUE SPEC ASSES PI	156,846	215,957	219,000	149,124	(69,876)	68.1%	-30.9%
WATER LIENS	68,371	89,708	90,000	61,711	(28,289)	68.6%	-31.2%
PENALTIES/INTEREST	29,350	29,254	29,500	26,002	(3,498)	88.1%	-11.1%
MISC NON-RECURRING	38	5,537	0	1,383	1,383		-75.0%
060 WATER ENTERPRISE FUND Total	<u>5,249,871</u>	<u>5,839,817</u>	<u>5,677,519</u>	<u>5,551,049</u>	<u>(126,470)</u>	<u>97.8%</u>	<u>-4.9%</u>

	FY2020 ACTUAL	FY2021 ACTUAL	FY2022 ESTIMATE	FY2022 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
061 SEWER ENTERPRISE FUND							
UTILITY BILLING/METERS	6,655,115	7,280,386	6,882,758	7,032,983	150,225	102.2%	-3.4%
MISC NON-RECURRING	35,127	29,087	0	276,217	276,217		849.6%
REVENUE SPEC ASSES PI	194,523	245,040	250,000	182,635	(67,365)	73.1%	-25.5%
MISC FEES	174,998	219,211	230,000	153,639	(76,361)	66.8%	-29.9%
SEWER LIENS	99,721	132,590	140,000	89,372	(50,628)	63.8%	-32.6%
PENALTIES/INTEREST	41,913	47,981	58,000	46,789	(11,211)	80.7%	-2.5%
REV SPEC ASSESS PRIV FEE LOW	0	6,214	0	11,820	11,820		90.2%
INDUSTRIAL PRETREATMNT	14,033	14,182	15,000	10,001	(4,999)	66.7%	-29.5%
MISC RECURRING	0	0	0	8,568	8,568		
REVENUE SEWER RATE RELIEF FUND	0	0	0	2,406	2,406		
061 SEWER ENTERPRISE FUND Total	<u>7,215,429</u>	<u>7,974,691</u>	<u>7,575,758</u>	<u>7,814,429</u>	<u>238,671</u>	<u>103.2%</u>	<u>-2.0%</u>
6520 HARBORMASTER ENTERPRISE FUND							
WATERWAYS PERMITS	176,213	214,900	180,000	200,395	20,395	111.3%	-6.7%
PLUM ISLAND PARKING	144,732	227,121	125,000	177,297	52,297	141.8%	-21.9%
WATERFRONT DOCKS	88,868	120,740	90,000	169,763	79,763	188.6%	40.6%
BOAT EXCISE	66,675	67,801	68,982	66,643	(2,339)	96.6%	-1.7%
CASHMAN PARK BOAT RAMP	58,514	53,425	50,000	63,208	13,208	126.4%	18.3%
FISH PIER	2,500	7,450	2,500	4,000	1,500	160.0%	-46.3%
PENALTIES/INTEREST	2,570	2,987	2,750	2,556	(194)	93.0%	-14.4%
VIOLATIONS	3,687	2,575	2,500	500	(2,000)	20.0%	-80.6%
SHELLFISH PERMITS	1,543	546	500	0	(500)	0.0%	-100.0%
6520 HARBORMASTER ENTERPRISE FUND Total	<u>545,374</u>	<u>697,545</u>	<u>522,232</u>	<u>684,363</u>	<u>162,131</u>	<u>131.0%</u>	<u>-1.9%</u>
TOTAL BUDGETARY FUNDS	<u>84,013,227</u>	<u>86,648,083</u>	<u>88,707,936</u>	<u>91,177,568</u>	<u>2,469,632</u>	<u>102.8%</u>	<u>5.2%</u>

* 421 Miscellaneous Recurring Revenue: Veterans Services (\$161,913), Cell tower lease payments (\$36,340), Animal Control (\$32,166), FWS Refuge Revenue Sharing (\$4,624), Comcast Assessment Fee (\$3,235), Police Incident/Accident (\$1,252) and Other Small Recurring Receipts (\$1,883).

** 422 Miscellaneous Non-Recurring Revenue: Prior-Year Tailing Adjustments (\$117,727), COVID-19 Sick Leave Reimbursement (\$111,254), Prior-Year Closeouts (\$80,488), Refunds (\$51,355), Prior-Year Reimbursements (\$35,996), Unclaimed Cash (\$2,357), Rebates (\$2,096), Excess Bond Premiums (\$1,409) and Other Small One-Time Receipts (\$29,525).



City of Newburyport

Fund Balances as of June 30, 2022

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
1	General Fund	General Fund	General Fund	3,528,129	4,909,690	1,381,560
60	Enterprise Funds	Water Enterprise Fund	Water Fund	1,473,721	937,918	(535,803)
61	Enterprise Funds	Sewer Enterprise Fund	Sewer Fund	1,741,148	1,518,214	(222,933)
6520	Enterprise Funds	Harbormaster Enterprise Fund	Harbormaster	814,152	773,181	(40,971)
22	Special Revenue Funds	School	School Lunch Program	3,628	156,026	152,398
2401	Special Revenue Funds	School	305 - Title I; Improving Programs	74,357	(4,433)	(78,790)
2402	Special Revenue Funds	School	722 - Nutrition Equip Asst	0	(9,593)	(9,593)
2403	Special Revenue Funds	School	262 - Early Childhood Special Ed	467	(0)	(468)
2406	Special Revenue Funds	School	240 - IDEA Federal Entitlement	24,977	(276)	(25,252)
2409	Special Revenue Funds	School	119 - Esser III	0	160,158	
2410	Special Revenue Funds	School	School EBT Reimb	0	10,091	10,091
2411	Special Revenue Funds	School	252 - ARPA IDEA Grant	0	(11,048)	(11,048)
2412	Special Revenue Funds	School	434 - MyCAP Dev & Implem	0	248	248
2413	Special Revenue Funds	School	125 - Math Acceleration Academies	0	0	0
2434	Special Revenue Funds	School	115 - Esser II	0	(100,975)	(100,975)
2459	Special Revenue Funds	School	Rev Sch Choice Salaries	1,807,401	2,212,217	404,816
2460	Special Revenue Funds	School	Rev Learn/Enrich Ctr-Kelleher	114,447	100,660	(13,787)
2461	Special Revenue Funds	School	Rev Adult Ed	18,342	110,873	92,531
2462	Special Revenue Funds	School	Rev Athletic Revolving	206,417	257,528	51,111
2464	Special Revenue Funds	School	Rev Maint Sch Bld/User	51,173	34,303	(16,869)
2465	Special Revenue Funds	School	Rev Pals Revolving	68,828	(10,469)	(79,297)
2466	Special Revenue Funds	School	Rev Curriculum/Staff Develop	459,234	528,554	69,320
2468	Special Revenue Funds	School	Rev Sch Transportation	223,884	361,665	137,780
2470	Special Revenue Funds	School	Comprehensive Sch Health Svcs	9,562	0	(9,562)
2479	Special Revenue Funds	School	140 - Title II; Teach Quality	(3,826)	(0)	3,826
2484	Special Revenue Funds	School	50/50 Fed Reimb Program	1,161,210	1,493,136	331,926
2485	Special Revenue Funds	School	Rev Kindergarten Full Day	49,209	27,470	(21,739)
2486	Special Revenue Funds	School	Rev Student Club Fees	15,155	(6,844)	(22,000)
2490	Special Revenue Funds	School	309 - Title IV; Student Support	790	(421)	(1,211)
2020	Special Revenue Funds	Federal Grant	Essex Cty Outreach Prog	(15,685)	(17,120)	(1,435)
2021	Special Revenue Funds	Federal Grant	Harbormaster Boat	0	81,145	81,145
2022	Special Revenue Funds	Federal Grant	MassCall3 YS Grant	0	(5,965)	(5,965)
2023	Special Revenue Funds	Federal Grant	Title III - Healthy Adults Pickleball Initiative	0	(1,997)	(1,997)
2025	Special Revenue Funds	Federal Grant	Covid-19 FEMA	(139,195)	(312,301)	(173,107)
2501	Special Revenue Funds	Federal Grant	Drug Free Comm Fed Grant	8,723	6,608	(2,115)
2503	Special Revenue Funds	Federal Grant	Pre Disaster Mit Pdm-C05-09	781	0	(781)
2583	Special Revenue Funds	Federal Grant	MA Sml Cities Program Income	79,799	81,959	2,159
2586	Special Revenue Funds	Federal Grant	NBPT Federal Forfeiture	536	536	0
2587	Special Revenue Funds	Federal Grant	MVDTF Federal Forfeiture	15,175	15,175	0
2104	Special Revenue Funds	State Grant	Shared Winter Streets	74,701	23,544	(51,158)
2109	Special Revenue Funds	State Grant	MA Cultural Council	2,000	3,144	1,144
2110	Special Revenue Funds	State Grant	Housing Choice Community Capital	0	(233,999)	(233,999)
2111	Special Revenue Funds	State Grant	ARPA Coronavirus	957,142	1,390,495	433,354
2114	Special Revenue Funds	State Grant	Traffic Beacons Earmark	0	(44,734)	(44,734)
2117	Special Revenue Funds	State Grant	Fire Safety Equipment Grant	0	(15,927)	(15,927)
2118	Special Revenue Funds	State Grant	Fire EM Grant	0	(4,600)	(4,600)
2200	Special Revenue Funds	State Grant	YS Social Service Support	2,545	1,507	(1,038)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
2601	Special Revenue Funds	State Grant	EMR Emergency Preparedness	481	16,266	15,785
2603	Special Revenue Funds	State Grant	HBR Clean Vessel Oper/Mnt	(2,475)	(3,000)	(525)
2606	Special Revenue Funds	State Grant	NBPT Cultural Council	7,721	6,726	(995)
2608	Special Revenue Funds	State Grant	COA Exec Ofc Elder Affr	69,982	94,390	24,408
2611	Special Revenue Funds	State Grant	FIR Haz Material Hazmat	7,858	12,271	4,413
2613	Special Revenue Funds	State Grant	Harbor Management	9,328	0	(9,328)
2614	Special Revenue Funds	State Grant	FIR MDU Deployment Grnt	3,635	3,635	0
2615	Special Revenue Funds	State Grant	Hbr Docks 07 Gnt	349	0	(349)
2629	Special Revenue Funds	State Grant	Pol Watch Your Car Gnt	75	0	(75)
2633	Special Revenue Funds	State Grant	Yth Youth Council Grnt	971	0	(971)
2651	Special Revenue Funds	State Grant	Newburyport Initiative	3,599	0	(3,599)
2665	Special Revenue Funds	State Grant	Tree Planting Project	(20,125)	0	20,125
2686	Special Revenue Funds	State Grant	NBPT State Forfeiture	3,380	2,717	(663)
2687	Special Revenue Funds	State Grant	MVDTF State Forfeiture	1,937	1,937	0
2690	Special Revenue Funds	State Grant	Mott New Bus&Industry	1,418	0	(1,418)
2695	Special Revenue Funds	State Grant	Sustainable Materials Recovery	1,555	0	(1,555)
2697	Special Revenue Funds	State Grant	Pol Training Grants	355	355	0
2698	Special Revenue Funds	State Grant	Waterfront Bulkhead Project	183,314	124,896	(58,419)
20020001	Special Revenue Funds	State Grant	Traffic Enforce Program	0	5,429	5,429
20020003	Special Revenue Funds	State Grant	911 Support & Incentive Grant	(27,931)	0	27,931
20020004	Special Revenue Funds	State Grant	Mass CEC Grant	4,500	4,500	0
20020006	Special Revenue Funds	State Grant	Curbside Recycling	355	355	0
20020009	Special Revenue Funds	State Grant	MDEP Tag - Plum Island	(14,000)	(14,000)	0
20020010	Special Revenue Funds	State Grant	Recycling Dividends Program	41,016	45,844	4,828
20020013	Special Revenue Funds	State Grant	VAWA Grant - police	1,002	1,002	0
20020014	Special Revenue Funds	State Grant	Extended Polling Hours	0	0	0
20020015	Special Revenue Funds	State Grant	Healthy Aging	2,193	2,193	0
20020019	Special Revenue Funds	State Grant	LED Street Lights	35,569	35,569	0
20020025	Special Revenue Funds	State Grant	MVP - Con Comm	242	242	0
20020029	Special Revenue Funds	State Grant	NBPT 40R District Zoning Incentive	578,000	109,600	(468,400)
20020030	Special Revenue Funds	State Grant	Green Communities #5	2,668	0	(2,668)
20020033	Special Revenue Funds	State Grant	MA DOT Small Bridge	(0)	0	0
20020034	Special Revenue Funds	State Grant	FY18 Healthy Summer Youth	6,310	0	(6,310)
20020036	Special Revenue Funds	State Grant	Nbpt Tree Inventory	(930)	0	930
20020039	Special Revenue Funds	State Grant	Sharebank Newburyport	708	0	(708)
20020042	Special Revenue Funds	State Grant	MASS EVIP (Veh Chg Stations)	178	178	0
20020044	Special Revenue Funds	State Grant	ACO Shelter	22,167	0	(22,167)
20020045	Special Revenue Funds	State Grant	Cultural District - Shanties	5,000	0	(5,000)
20020046	Special Revenue Funds	State Grant	Green Communities #6	(118,748)	4,555	123,303
2301010	Special Revenue Funds	Ch. 90	Roadway/Sidewalk	(573,811)	(353,752)	220,059
2721	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Cemetary Receipts	18,677	22,527	3,850
2722	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Dpw Gasoline	134,045	107,001	(27,044)
2723	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Sew I/Inflow Fee	496,247	571,817	75,570
2725	Special Revenue Funds	Receipts Rsv. For Approp.	Rideshare Companies	11,612	13,270	1,658
2731	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Wetland Protectn Fnd	64,811	60,798	(4,013)
2738	Special Revenue Funds	Receipts Rsv. For Approp.	Wtrfrnt Pkg Mtr Rev	437,421	380,868	(56,553)
2739	Special Revenue Funds	Receipts Rsv. For Approp.	Paid Parking Fund	1,010,878	894,226	(116,652)
2741	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Insurance Claims	51,864	51,864	0
2742	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Library	67,246	85,210	17,964
2745	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Settlements	49,323	35,823	(13,500)
2755	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Green Initiatives	161,910	161,910	0
2760	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Sale Of Muni Bldg	693,500	593,500	(100,000)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
2762	Special Revenue Funds	Receipts Rsv. For Approp.	Colby Farm Parcel C	0	30,000	30,000
2802	Special Revenue Funds	Departmental Revolving	Rev Council On Aging	(312)	791	1,104
2803	Special Revenue Funds	Departmental Revolving	Rev Recreation Services	525,687	565,919	40,232
2804	Special Revenue Funds	Departmental Revolving	Rev Historical Commission Fd	10,252	9,502	(750)
2805	Special Revenue Funds	Departmental Revolving	Rev Gis	74	74	0
2806	Special Revenue Funds	Departmental Revolving	Rev Wire Inspection Fees	51,920	68,601	16,681
2807	Special Revenue Funds	Departmental Revolving	Rev Plumbing Inspect Fees	1,835	45,907	44,072
2808	Special Revenue Funds	Departmental Revolving	Rev Gas Inspection Fees	2,365	10,109	7,744
2809	Special Revenue Funds	Departmental Revolving	Rev Disabilities Commission	34,534	42,028	7,495
2810	Special Revenue Funds	Departmental Revolving	Rev Emma Andrews Library	48,539	52,201	3,662
2812	Special Revenue Funds	Departmental Revolving	Rev Temp Vendor Permits	24,399	25,331	932
2813	Special Revenue Funds	Departmental Revolving	Rev Planning & Zoning	563	918	355
2817	Special Revenue Funds	Departmental Revolving	Rev Animal Control Officer	12,647	11,496	(1,151)
2818	Special Revenue Funds	Departmental Revolving	Rev Tree Commission	11,628	6,424	(5,205)
2835	Special Revenue Funds	Departmental Revolving	Rev Medicare Reimb	23,257	59,403	36,145
2836	Special Revenue Funds	Departmental Revolving	Rev Veterans Revolving Fund	1,273	1,293	20
2840	Special Revenue Funds	Departmental Revolving	Rev City Hall Maint	6,657	7,799	1,142
2841	Special Revenue Funds	Departmental Revolving	Rev Snr/Comm Ctr Maint	74,129	78,394	4,265
2842	Special Revenue Funds	Departmental Revolving	Rev Parks Maintenance	1,002	0	(1,002)
2843	Special Revenue Funds	Departmental Revolving	Rev Solid Waste Fee	260,542	261,495	953
2844	Special Revenue Funds	Departmental Revolving	Rev Assessing	3,490	3,655	165
2103	Special Revenue Funds	Other Revolving	Insurance Proceeds <\$150,000	81,145	7,465	(73,680)
2800	Special Revenue Funds	Other Revolving	City Revolving Funds	2,361	3,817	1,456
2801	Special Revenue Funds	Other Revolving	Rev Zbd/Pbd Engineering Svc	91,616	90,216	(1,400)
2819	Special Revenue Funds	Other Revolving	Rev Retirement Admin	97	97	0
2830	Special Revenue Funds	Other Revolving	Tax Title Fund C60 S15B	14,310	13,961	(348)
2837	Special Revenue Funds	Other Revolving	Conservation Comm 53G	8,505	10,005	1,500
2105	Special Revenue Funds	Local Grant/Donation	Cons Restrict-Artichoke River	(300,000)	0	300,000
2202	Special Revenue Funds	Local Grant/Donation	Essex County Outreach Program	0	4,000	4,000
2203	Special Revenue Funds	Local Grant/Donation	COA Gifts	0	8,373	8,373
2907	Special Revenue Funds	Local Grant/Donation	Compost Bins	2,055	4,051	1,996
2908	Special Revenue Funds	Local Grant/Donation	Tree Commission Donations	12,788	16,958	4,170
2917	Special Revenue Funds	Local Grant/Donation	YS Scholarships/Rec Ctr Prog	5,351	5,351	0
2918	Special Revenue Funds	Local Grant/Donation	Tourism Gifts & Donations	1,221	221	(1,000)
2922	Special Revenue Funds	Local Grant/Donation	Scholarshp Fd/Real Estate	386	508	121
2925	Special Revenue Funds	Local Grant/Donation	LIB Spec Gift/Friend Of Lib	38,515	32,283	(6,232)
2927	Special Revenue Funds	Local Grant/Donation	Waterfront Park Maint	1,135	1,135	0
2928	Special Revenue Funds	Local Grant/Donation	Mayor Gifts	4,902	1,344	(3,558)
2930	Special Revenue Funds	Local Grant/Donation	Citizens For Public Education	3,414	3,414	0
2931	Special Revenue Funds	Local Grant/Donation	Pol Station Bldg	193	0	(193)
2932	Special Revenue Funds	Local Grant/Donation	Sew Estuary Study Agr#7996	11,300	0	(11,300)
2933	Special Revenue Funds	Local Grant/Donation	School Scholarship Donation	200,000	140,000	(60,000)
2936	Special Revenue Funds	Local Grant/Donation	Ps Bullet Proof Vest	1,473	0	(1,473)
2938	Special Revenue Funds	Local Grant/Donation	Plum Island Water Study	2,004	0	(2,004)
2940	Special Revenue Funds	Local Grant/Donation	Maritime Celebration	1,000	1,000	0
2942	Special Revenue Funds	Local Grant/Donation	Cashman Plygrnd Imprv	22	0	(22)
2948	Special Revenue Funds	Local Grant/Donation	Parks Gifts/Donations	5,129	5,130	1
2950	Special Revenue Funds	Local Grant/Donation	MVPC Master Plan Grnt	(6,404)	0	6,404
2954	Special Revenue Funds	Local Grant/Donation	Cable Non Profit	360	360	0
2955	Special Revenue Funds	Local Grant/Donation	Comcast Technology Acct	77,635	129,895	52,261
2963	Special Revenue Funds	Local Grant/Donation	Pol Dive Team	449	0	(449)
2966	Special Revenue Funds	Local Grant/Donation	Prk Quail Run Park	535	0	(535)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
2967	Special Revenue Funds	Local Grant/Donation	Hlh Skin Cancer Prevent Prog	418	0	(418)
2968	Special Revenue Funds	Local Grant/Donation	Opd Crow Lane Mitigation Fd	9,348	9,348	0
2969	Special Revenue Funds	Local Grant/Donation	Dpw Maint/Repair Roads & Side	125,004	0	(125,004)
2972	Special Revenue Funds	Local Grant/Donation	Bartlet Mall Improvements	0	0	(0)
2989	Special Revenue Funds	Local Grant/Donation	Green Energy Local Grnts/Dona	6,665	4,665	(2,000)
2990	Special Revenue Funds	Local Grant/Donation	Clipper Heritage Trail Gifts	326	326	0
20030001	Special Revenue Funds	Local Grant/Donation	BCBS PEC Award	2,457	2,432	(25)
20030002	Special Revenue Funds	Local Grant/Donation	2 Scott Eagle Imaging	14,925	14,925	0
20030003	Special Revenue Funds	Local Grant/Donation	K9 Unit	1,823	1,823	0
20030004	Special Revenue Funds	Local Grant/Donation	MASS CC Grant	1,130	1,130	0
20030005	Special Revenue Funds	Local Grant/Donation	Public Health Program	200	0	(200)
20030006	Special Revenue Funds	Local Grant/Donation	FY17 MIIA Fitbit Award	1,000	895	(105)
20030007	Special Revenue Funds	Local Grant/Donation	Tower Foundation Grant	45,770	72,787	27,017
20030009	Special Revenue Funds	Local Grant/Donation	Harbor Docks Donation	2,200	0	(2,200)
20030010	Special Revenue Funds	Local Grant/Donation	Mother Visiting Nurse	159	0	(159)
29910001	Special Revenue Funds	Morrill Foundation	Bartlet Mall	113,870	173,870	60,000
29910003	Special Revenue Funds	Morrill Foundation	Joppa Park Walkway	57,438	57,438	0
29910006	Special Revenue Funds	Morrill Foundation	Atwood Park	1,600	1,600	0
29910007	Special Revenue Funds	Morrill Foundation	Inn Street - Fencing	555	0	(555)
29910010	Special Revenue Funds	Morrill Foundation	Rail Trail	1,332	0	(1,332)
29910011	Special Revenue Funds	Morrill Foundation	Belleville Imp Society	37	37	0
29910014	Special Revenue Funds	Morrill Foundation	Cushing Park Improve Proj	15,000	15,000	0
29910015	Special Revenue Funds	Morrill Foundation	Patrick Tracy Square Imp Proj	6,476	354	(6,122)
29910016	Special Revenue Funds	Morrill Foundation	Friends of the Nbpt Trees	503	0	(503)
29910017	Special Revenue Funds	Morrill Foundation	Atk Comm Twr View & Gazebo Restoration	2,096	2,096	0
29910018	Special Revenue Funds	Morrill Foundation	Fencing @ Cashman/Cushing Parks	10,000	492	(9,508)
29910019	Special Revenue Funds	Morrill Foundation	Irrigation Wells	53,000	53,000	0
29910020	Special Revenue Funds	Morrill Foundation	Atk Comm Maint Building	0	10,000	10,000
29910021	Special Revenue Funds	Morrill Foundation	Lwr Atk Comm Pkleball Court	0	40,000	40,000
70	Special Revenue Funds	Community Preservation Fund	Community Preservation Fund	3,173,849	3,209,646	35,797
36	Capital Project Funds	Capital	Plum Island Wat/Sew Project	5,445	(0)	(5,445)
3000	Capital Project Funds	Capital	Cntrl Wtrfrnt Lawn/Expand Park	4,929	4,929	0
3006	Capital Project Funds	Capital	PI Street Relocation	3,358	0	(3,358)
3019	Capital Project Funds	Capital	U.G. Storage Tanks	2,023	0	(2,023)
3100	Capital Project Funds	Capital	Res Ter Shoreline Protection	2,944	4,166	1,222
3102	Capital Project Funds	Capital	Market Landing Park Expan	125,967	411,158	285,191
3103	Capital Project Funds	Capital	IT Hardware	195,000	165,575	(29,425)
3104	Capital Project Funds	Capital	Surveillance Camera Integration	185,000	50,225	(134,775)
3105	Capital Project Funds	Capital	One (1) 6 Wheel Dump Truck w/Plow	110,000	1	(109,999)
3106	Capital Project Funds	Capital	Traffic/Safety Improvement Project	100,000	0	(100,000)
3107	Capital Project Funds	Capital	Hale Street Sidewalk/Pedestrian Access	100,000	17,625	(82,375)
3108	Capital Project Funds	Capital	Two (2) Sander Inserts for Dump Trucks	47,960	0	(47,960)
3109	Capital Project Funds	Capital	One (1) Pickup Truck	43,800	284	(43,516)
3110	Capital Project Funds	Capital	Dive Team Equipment	41,600	0	(41,600)
3111	Capital Project Funds	Capital	Hose Replacements	30,000	36	(29,964)
3112	Capital Project Funds	Capital	Six (6) Radar Units	25,000	0	(25,000)
3113	Capital Project Funds	Capital	Records Room	20,000	20,000	0
3114	Capital Project Funds	Capital	Infield Groomer	15,000	15,000	0
3115	Capital Project Funds	Capital	Body Worn Cameras	3,412	0	(3,412)
3116	Capital Project Funds	Capital	Trackless Vehicle	225,000	0	(225,000)
3117	Capital Project Funds	Capital	Electric Cruiser Pilot Program	60,000	0	(60,000)
3118	Capital Project Funds	Capital	Building Records Reorganization	22,500	0	(22,500)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
3119	Capital Project Funds	Capital	Generator Connection	20,000	20,000	0
3120	Capital Project Funds	Capital	Roadway & Sidewalk Improvements	600,000	1,061,711	461,711
3121	Capital Project Funds	Capital	Highway Equipment Lease	24,000	24,000	0
3202	Capital Project Funds	Capital	Water Capital Improvements	950	0	(950)
3204	Capital Project Funds	Capital	Cip Water Main Replace Program	233,117	0	(233,117)
3206	Capital Project Funds	Capital	59 Low Street	0	25,000	25,000
3207	Capital Project Funds	Capital	Pick-Up Truck	0	35,000	35,000
3210	Capital Project Funds	Capital	Joppa Park Walkway	0	100,000	100,000
3211	Capital Project Funds	Capital	DPS Salt Shed Replacement/Upgrades	0	360,000	360,000
3212	Capital Project Funds	Capital	Police Station Locker Rooms	0	150,000	150,000
3213	Capital Project Funds	Capital	Water, Sewer, HWY Downtown Utility Upgrades	0	66,667	66,667
3214	Capital Project Funds	Capital	Rep/Update Radio Equipment	0	55,000	55,000
3215	Capital Project Funds	Capital	Newburyport Skatepark Repairs	0	24,000	24,000
3216	Capital Project Funds	Capital	Brown School Protective Measures	0	13,500	13,500
3217	Capital Project Funds	Capital	Bartlet Mall Restoration Project	0	100,000	100,000
3403	Capital Project Funds	Capital	DPS Building Project	6,043	0	(6,043)
3409	Capital Project Funds	Capital	Meter Replacmt Prog	310,462	0	(310,462)
3415	Capital Project Funds	Capital	HVAC Improvements	43,569	0	(43,569)
3510	Capital Project Funds	Capital	Nock/Molin Baseball Field	640,173	163,627	(476,546)
3513	Capital Project Funds	Capital	Cherry Hill P-B Soccer Fld-3	9,957	9,957	0
3521	Capital Project Funds	Capital	Electronic Rec/Po/Content Mgmt	1,612	1,612	0
3605	Capital Project Funds	Capital	Parking Facility	21,376	21,376	0
3608	Capital Project Funds	Capital	Rail Trail Phase 2	(818,497)	372,973	1,191,470
3614	Capital Project Funds	Capital	Laptops For Police Cruisers	2,444	0	(2,444)
3700	Capital Project Funds	Capital	Drainage Projects	347,240	343,540	(3,700)
3704	Capital Project Funds	Capital	Clean River Project	6,163	6,163	0
3705	Capital Project Funds	Capital	Sidewalk Improvements	7,133	0	(7,133)
3716	Capital Project Funds	Capital	Communication System	13	13	0
3800	Capital Project Funds	Capital	High School Roof Repairs	9,763	9,763	0
3804	Capital Project Funds	Capital	Roadway & Sidewalk Improvement	6,095	0	(6,095)
3806	Capital Project Funds	Capital	Phillips Dr Drainage Improve	26,400	4,359,692	4,333,292
3807	Capital Project Funds	Capital	Station 2 Design/Feasib Study	3,091	4,193,358	4,190,267
3808	Capital Project Funds	Capital	IT Hardware	5,974	0	(5,974)
3816	Capital Project Funds	Capital	HS Projector Upgrade	49,937	0	(49,937)
3817	Capital Project Funds	Capital	HS Computer Upgrade	2,717	0	(2,717)
3820	Capital Project Funds	Capital	Nock Wlkway/Sidewlk Rprs	1,000	1,000	0
3824	Capital Project Funds	Capital	School Technology Upgrades	61,918	61,918	0
3903	Capital Project Funds	Capital	Safe Routes To School Design	22,210	22,210	0
3907	Capital Project Funds	Capital	Nbpt Ys Facility	4,450	28,705	24,255
3910	Capital Project Funds	Capital	2 Mack Dump Trucks W/Plow Equi	1	0	(1)
3913	Capital Project Funds	Capital	IT Hardware	7	0	(7)
3914	Capital Project Funds	Capital	Nock/Molin Loading Dock Reno	10,705	0	(10,705)
3916	Capital Project Funds	Capital	Nock/Molin Wlkway/Sdwlk Rprs	15,000	15,000	0
3919	Capital Project Funds	Capital	Spofford Restoration/Repaving	476,783	353,060	(123,724)
4002	Capital Project Funds	Capital	WTP Sump Pump Repair	6,139	0	(6,139)
4004	Capital Project Funds	Capital	Sludge Removal In Lagoons	6,680	6,680	0
4005	Capital Project Funds	Capital	Plum Island Hydrant Replacement	472,543	422,543	(50,000)
4006	Capital Project Funds	Capital	Meter Replacement Program	50,000	342,583	292,583
4007	Capital Project Funds	Capital	Water Main Replacement Program	270,328	0	(270,328)
4008	Capital Project Funds	Capital	Route 1 Water Main Project	49,344	0	(49,344)
4009	Capital Project Funds	Capital	Public Water Supply Protection	1	0	(1)
4010	Capital Project Funds	Capital	Rplc 12" Wtr Supply Line Wtp	100,000	0	(100,000)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
4011	Capital Project Funds	Capital	Rplc Wtr Supply Line Wtp	50,000	0	(50,000)
4012	Capital Project Funds	Capital	Pub Wtr Supply Resiliency Plan	10,057	0	(10,057)
4013	Capital Project Funds	Capital	Lwr Artichoke Res Dam Improve	150,275	107,039	(43,237)
4014	Capital Project Funds	Capital	Public Wtr Supply Protection	7,715	7,716	1
4015	Capital Project Funds	Capital	Water Supply - Quality Improve	196	0	(196)
4016	Capital Project Funds	Capital	Water Main Replacement	24,619	317,216	292,597
4017	Capital Project Funds	Capital	Watershed Land Acquisition	155,000	0	(155,000)
4018	Capital Project Funds	Capital	Watershed/Public Water Supply Protection	200,000	177,839	(22,161)
4019	Capital Project Funds	Capital	IT Hardware	25,000	8,784	(16,216)
4020	Capital Project Funds	Capital	Water Equipment Lease	94,000	94,000	0
4021	Capital Project Funds	Capital	Indian Hill Raw Water Line	0	450,000	450,000
4022	Capital Project Funds	Capital	Watershed/Public Water Supply Protection	0	100,000	100,000
4023	Capital Project Funds	Capital	Lower Artichoke Res Dam Improvement	0	85,000	85,000
4024	Capital Project Funds	Capital	Water, Sewer, HWY Downtown Utility Upgrades	0	66,667	66,667
4025	Capital Project Funds	Capital	PI Chlorine Booster Station	0	50,000	50,000
4107	Capital Project Funds	Capital	Sewer & Manhole Replmnt Proj	134,114	134,114	0
4116	Capital Project Funds	Capital	Cctv & Cleaning Sewer Downtown	100,000	56,561	(43,439)
4119	Capital Project Funds	Capital	Water St. Lift Station	134,000	110,622	(23,378)
4120	Capital Project Funds	Capital	Storey Ave PS Rehab	100,000	74,203	(25,797)
4121	Capital Project Funds	Capital	IT Hardware	25,000	2,788	(22,212)
4122	Capital Project Funds	Capital	Sewer Equipment Lease	49,000	33,483	(15,517)
4124	Capital Project Funds	Capital	Aeration System Upgrade	0	125,000	125,000
4125	Capital Project Funds	Capital	Water, Sewer, HWY Downtown Utility Upgrades	0	66,667	66,667
4126	Capital Project Funds	Capital	F250 Pick-up w/plow	0	55,000	55,000
4200	Capital Project Funds	Capital	Transient Boater Facility	9,399	9,105	(294)
4202	Capital Project Funds	Capital	Navig Channel Dredge Proj	0	85,745	85,745
4203	Capital Project Funds	Capital	Mooring Puller	0	70,000	70,000
4505	Capital Project Funds	Capital	Senior/Community Project	20,717	20,717	0
81	Trust & Agency Funds	Trust	Non-Expendable Trust Funds	1,686,757	1,686,757	0
82	Trust & Agency Funds	Trust	Expendable Trust Funds	1,046,693	933,430	(113,263)
8242	Trust & Agency Funds	Trust	LIB Paul & Anna Walcott Trust	0	437	437
8263	Trust & Agency Funds	Trust	Stabilization Trust Fund	3,493,544	3,819,958	326,414
8264	Trust & Agency Funds	Trust	Health Insurance STF	0	379,675	379,675
8265	Trust & Agency Funds	Trust	Cm Law Enforcement Tr	55	0	(55)
8266	Trust & Agency Funds	Trust	Injured On Duty Trust Fund	59,405	61,119	1,714
8268	Trust & Agency Funds	Trust	Maint/Capital Improve Tf	214,107	0	(214,107)
8270	Trust & Agency Funds	Trust	Rsv Compensated Absences	201,841	197,458	(4,383)
8279	Trust & Agency Funds	Trust	Affordable Housing Trust	381,670	495,557	113,887
8280	Trust & Agency Funds	Trust	OPEB Trust Fund	1,020,910	1,078,774	57,865
8284	Trust & Agency Funds	Trust	Brown School Impr STF	0	225,000	225,000
8285	Trust & Agency Funds	Trust	Bresnahan Technology Fund	178,694	174,206	(4,489)
8286	Trust & Agency Funds	Trust	Nock/Molin Technology Fund	152,284	148,459	(3,825)
8287	Trust & Agency Funds	Trust	Plum Island Utility Trust Fund	1,789,268	1,642,282	(146,986)
8288	Trust & Agency Funds	Trust	Intermodal Trans Improve	7,694	7,694	0
8289	Trust & Agency Funds	Trust	Plum Island Beach Fee	22,136	41,774	19,638
8901	Trust & Agency Funds	Agency	Police Outside Detail	(132,950)	(182,312)	(49,362)
8903	Trust & Agency Funds	Agency	Fire Outside Detail	(521)	1,056	1,577
8907	Trust & Agency Funds	Agency	Police Firearms Licensing	72,079	4,425	(67,654)
8908	Trust & Agency Funds	Agency	Mass Meals Tax - School	86	90	4
8909	Trust & Agency Funds	Agency	Mass Fish & Game Licensing	1,184	1,184	0
8910	Trust & Agency Funds	Agency	Student Activity Funds - Schoo	275,367	290,900	15,533
8911	Trust & Agency Funds	Agency	Harbormaster Outside Detail	0	(13,665)	(13,665)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Ending Bal.	Change
8920	Trust & Agency Funds	Agency	Emma Andrews Security Deposit	2,000	2,000	0
8950	Trust & Agency Funds	Agency	Escrows/Bonds	133	133	0

Note: Excludes balances between -\$500 and \$500.



City of Newburyport Authorized & Unissued Debt

Date of Authorization	Amount Authorized	Amount Bonded, Rescinded or Paid Down	Date Bonded, Rescinded or Paid Down	Amount Remaining	Purpose
11/26/2019	\$6,000,000	\$0		\$6,000,000	Public Streets, Walkways & Sidewalks
12/3/2021	\$5,930,000	\$4,211,000	5/25/2022	\$1,719,000	West End Fire Station
5/31/2022	\$750,000	\$0		\$750,000	Central Waterfront Bulkhead
7/11/2022	\$3,000,000	\$0		\$3,000,000	Market Landing Park Expansion
Total	\$15,680,000	\$4,211,000		\$11,469,000	

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

September 12, 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
City Clerk	Wells Fargo	\$149.00
City Solicitor	American Arbitration Assoc	\$325.00
DPS	National Grid	\$733.94
DPS	Verizon	\$158.89
Parking	Integrated Technical Systems	\$159.75
Parking	Integrated Technical Systems	\$180.25
Parks	Landscapers Depot	\$644.00
Planning	Ready Refresh	\$39.83
Police	Clipper City Car Wash	\$357.50
Police	Ready Refresh	\$147.94
Veterans Services	Denise's Flower Shop	\$225.00
	Total:	\$3,121.10

Councillor Sharif I. Zeid

In City Council September 12, 2022:

Motion to refer to Budget & Finance by Councillor Zeid, seconded by Councillor Preston. So voted.

Committee Items – September 27, 2022

General Government

In Committee:

- COMM00402_04_11_2022 12 Cushing Ave Paper St. Inquiry
- COMM00417_05_31_2022 Ltr. Jane Snow re: Coffin St.
- COMM00410_05_31_2022 Ltr. Lawrence Cavalieri Coffin St. Ext
- APPT00340_09_12_2022 Jennifer Groskin 11 Myrtle Ave. Human Rights Comm. 10/1/2025

Newburyport City Council President
Heather Shand
60 Pleasant St
Newburyport, MA 01950

04 April 2022

Christopher and Renee Heath
12 Cushing Ave
Newburyport, MA 01950

President Shand and Members of the City Council:

I am writing this letter to ask for the assistance of the Council regarding a "Paper Street" adjacent to my property at 12 Cushing Ave (lot 69-47 on the diagram) and my neighbor's property at 10 Cushing Ave (lot 69-49 on the diagram) (owner: Thomas & Ilene Grady). Several months ago, I started correspondence with Councillor Christine Wallace of Ward 4 regarding the process by which a homeowner/s could acquire this type of property. After meeting with Councillor Wallace and Rich Jones, the City Clerk, it was suggested that we first determine whether the property in question is owned or not by the City of Newburyport.

My wife and I are merely asking if the City of Newburyport could execute a title search to determine ownership of the way on Cushing Ave. Once it is determined who the rightful owner of the way is, we will then move forward or not with the Memorandum from the City Clerk's office following the Checklist for Disposition of Municipal Property. I have attached 2 photos to provide a better idea of the area in question.

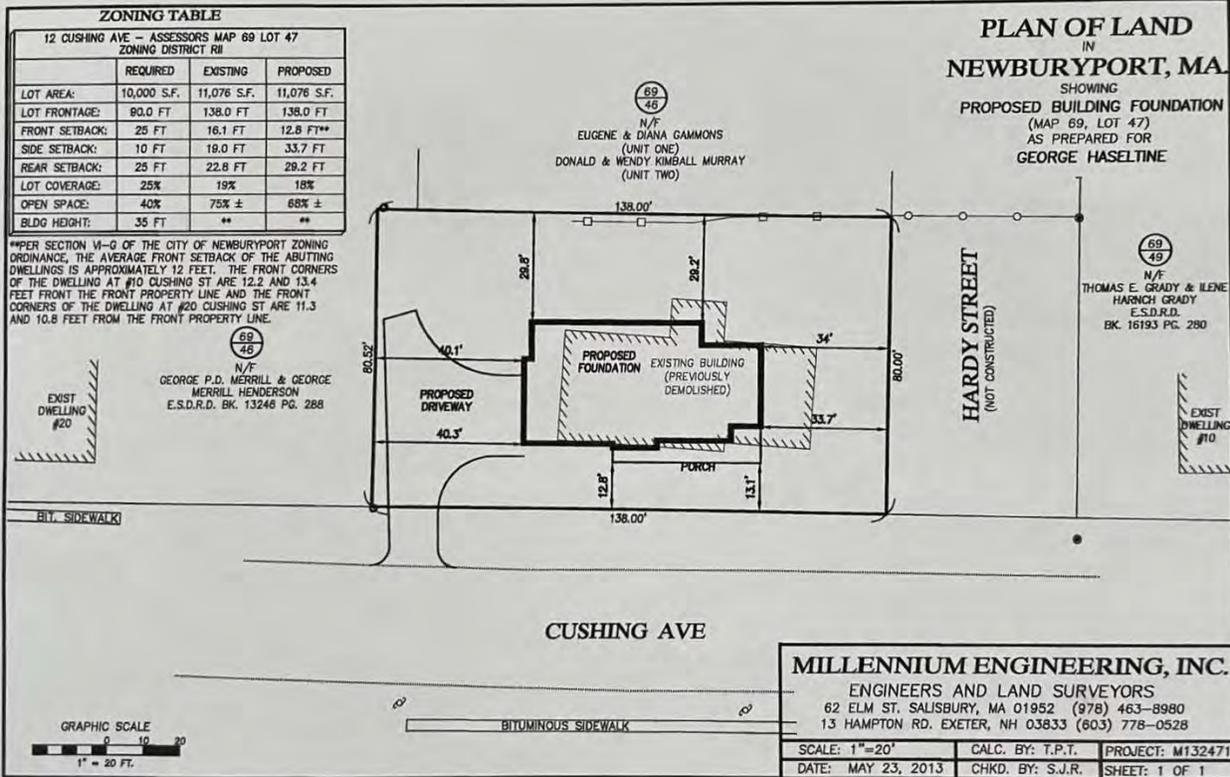
Please feel free to contact us at heathrc@msn.com or via cellphone at (503) 735-5470. Thank you for your assistance with this inquiry.

Sincerely,

Christopher Heath

Christopher Heath
Renee Heath





May 30, 2022

To: Council President Shand, Cllr Wright, Cllr. Donahue, Cllr. Khan, Cllr Zeid, Cllr Lane, Cllr McCauley, Cllr Preston, Cllr Cameron, Cllr Wallace, Cllr Vogel

RE: Coffin St Extension

From: Jane Snow, 9 Coffin St

I write regarding Mr. Cavalieri's letter re: Coffin St Extension. I agree with many of the statements Mr. Cavalieri made and intimately understand his frustration with city documents being changed without going thru the proper process, the difficulty in finding out who owns the land and why the street no longer appears on the maps. I also agree, that with the upcoming sale of the property the city needs to resolve this as soon as possible.

Growing up the section from Merrimac St to Lower Jefferson St was called Coffin's Court. It was a gravel lane and was used by vehicles, pedestrians, and bicyclers. After recently reading all about the Coffin's boat yards, as I tried to resolve my own issues with upper Coffin Street, I went for a walk and was surprised to see it was blocked off by debris and trees had been planted obstructing the path. A familiar frustrating experience.

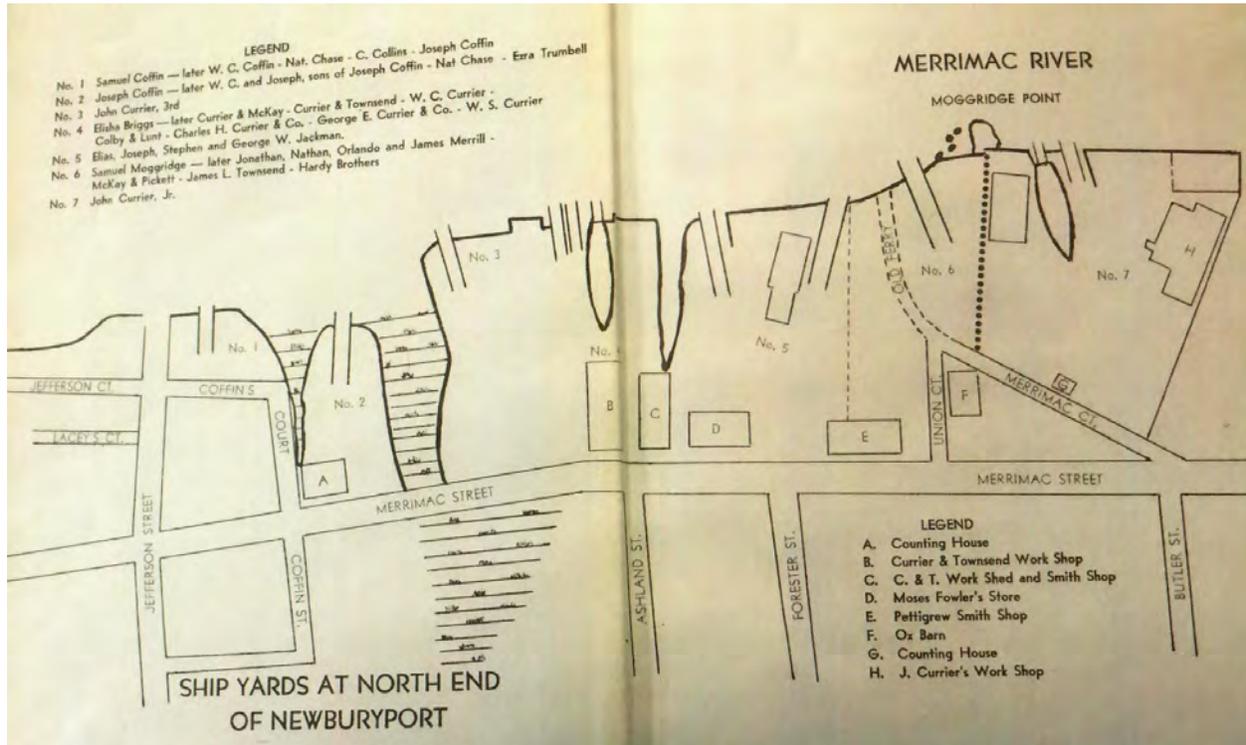


<https://mimap.mvpc.org/map/index.html?viewer=newburyport> from this map it even looks like that from Merrimac St to the water may be an ancient way. If Bill Harris has taught all of us anything it is the importance of keeping ways to water open to all.

This area is part of Newburyport's Historic Shipbuilding District. It should be acknowledged as the downtown historic district is. Its history should not be allowed to just disappear.

Joseph Coffin owned almost all the land from 31 Jefferson St to the River and over as far as Chase Shawmet. From Jefferson St to Merrimac Ct there were 7 shipyards. Two were on the

land currently owned by Mr. Hadly. One was owned by Samuel Coffin (relative to Joseph Coffin), the other by Joseph Coffin who resided in current day 29 Jefferson St. 24 Jefferson St was originally owned by Amos Coffin Jr., a shipbuilder who owned 1/3 of the shipyard located at the bottom of Ashland St along with his uncles Stephen and Lemmel Coffin. The house was later owned by John H.P. McQuillan, who was also a ship builder. His firm Doyle and McQuillan planked the three-mast schooner "Maggie Andrews" for George Currier in 1889 at his shipyard.



Maritime History of the Merrimac- Shipbuilding by Robert Cheney

My purpose in sharing all this is that I feel because of the Historic Significance of the area that this should be addressed by the city as soon as possible. Abutters and residents need to know who owns the land, who has a right to use it and how it can be used. This would apply to the river side of the property as well. The questions need to be answered and the proper process followed. Meeting in executive session (for upper Coffin St) and then stating the notes of that meeting will "never" be made public is questionable.

Deeds alone may not provide the full story. It may require additional searching of records. A possible source for assistance may be the Newburyport Preservation Trust. Barb Bailey recently published an article in the Daily News about her research of 340 Merrimac St. She discovered the house was John Currier Jr's shipyard office.

Link: https://www.newburyportnews.com/news/nbpt-3mph-currier-shipyard-office-moved-to-merrimac-st/article_6eb7eba0-99ac-11ec-97b1-23313cc5f7fa.html

The trust has also researched several of the ship builders' homes in the area – 24 & 26 Jefferson St. Their work is very detailed, incredibly done and sources noted. I believe if they were asked to research 1 Jefferson St the city would get far more information than thru a title search.

Please address and resolve the questions that have been raised.

From: Lawrence Cavaleri <larryc2454@yahoo.com>

Subject: Coffin St. Extention

Date: May 5, 2022 at 1:11:56 PM EDT

To: "christine.wallace.ward4@gmail.com" <christine.wallace.ward4@gmail.com>, "HShand@cityofnewburyport.com" <HShand@cityofnewburyport.com>

Hello, Councilor Wallace.

My property is located at 3 Jefferson St. Newburyport. It is abutted by what used to be named Coffin St Extention on the Assessors map, but someone has removed that designation and it now is undesignated. The property appears to be a paper street belonging to the city of Newburyport.

I have spoken to Andy Port, and Jill Brennan recently about this property and so far, no one can tell me for certain who, or what entity owns this land, or who removed the Coffin St Extension designation from the Assessors maps.

My neighbor, Kevin McGee, Parcel # 68-22 has planted a row of trees in the middle of the Coffin St Extension and bulldozed a gravel berm across the right of way, also. He also brought in 10 wheel dump trucks of fill and filled the marsh at the end of the Coffin St Extension, and installed granite curbing, pea stone, and chairs on what appears to be city of Newburyport land.

In the 20 years that I have owned 3 Jefferson St, there have been numerous times that residents of lower Jefferson st and Jefferson Court have used the Coffin St Extension to access Merrimac St during road paving, and underground Utility work. It is now blocked by Kevin McGee's trees and gravel berm.

I would like to formally request that the City of Newburyport perform the title search and possibly survey this untaxed property to determine it's rightful owner.

Unfortunately, my neighbor Bill Hadly, passed away recently and his property 68-15 is for sale and it is very likely that a developer will want to build very expensive waterfront homes on the property. This ownership issue will certainly be a big problem in the near future and it would make sense for the city to address the Coffin St Extension issue ASAP.

If this land belongs to the city of Newburyport, Can you please see that the proper City department demands that all impediments to it's use by abutters be removed?

Thank You

Lawrence Cavaleri, 3 Jefferson St Newburyport, Ma 01950



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
SEAN R. REARDON, Mayor
RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
SEP -7 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: September 12, 2022
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a member of the Human Rights Commission. This term will expire on October 1, 2025.

Jennifer Groskin
11 Myrtle Ave.
Newburyport, MA 01950

Sean R. Reardon

Committee Items – September 27, 2022

Neighborhood & City Services

In Committee:

- ORDR00373_07_11_2022 Crosswalk Plummer Ave (Amended 9/22/22)
- ORDR00374_07_11_2022 Plummer Ave Concept Plan (Amended 9/22/22)
- ORDR00380_08_08_2022 Parks Department Reorganization (with Mayor's message) (COTW)

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

July 11, 2022

THAT the CITY COUNCIL of the CITY OF NEWBURYPORT hereby amends the existing list of crosswalks as identified by the Department of Public Services and marked throughout the City of Newburyport by adding the following:

1. Realignment-Placement of the crosswalks at the intersection of Merrimac Street and in front of the Community Action, Inc. school.
2. Addition of a crosswalk on Merrimac St to the east of Plummer Ave.

AND that the City Clerk and Department of Public Services shall maintain this list and make the same available to the public.

AND furthermore the City Clerk shall post this list on the appropriate City website.

Councillor Christine E. Wallace

In City Council July 11, 2022:

Motion to refer collectively ORDR00373 and ORDR00374 to Neighborhood & City Services by Councillor McCauley, seconded by Councillor Wallace. Roll call vote. 11 yes. Motion passes.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

July 11, 2022

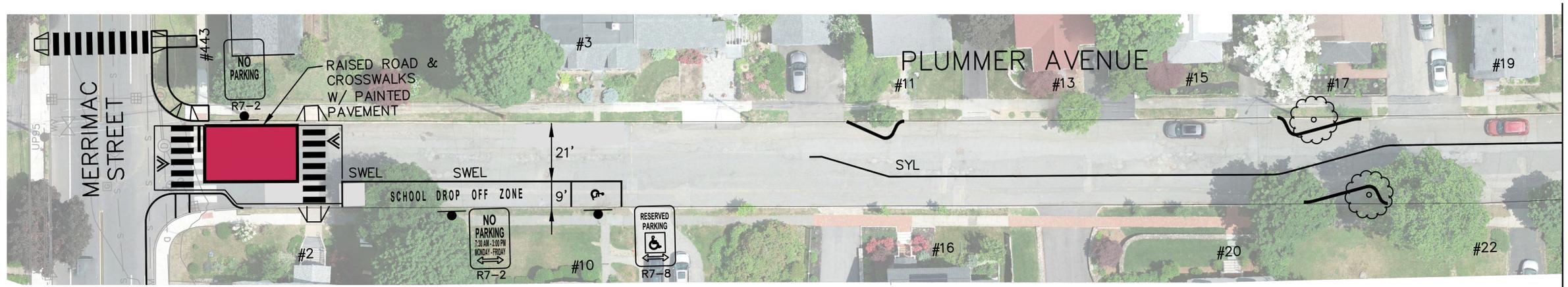
WHEREAS, the City of Newburyport Home Rule Charter provides at Section 2-5 that, except as otherwise provided by general law or by the charter, all powers of the City shall be vested in the City Council which shall provide for their exercise and for the performance of all duties and obligations imposed upon the City by law; and

WHEREAS, the Newburyport Code provides at Section 12-30 that the surveying and laying out, relocation or altering of a street, highway, or private way, or part thereof, shall be done under the supervision of the City Council; and

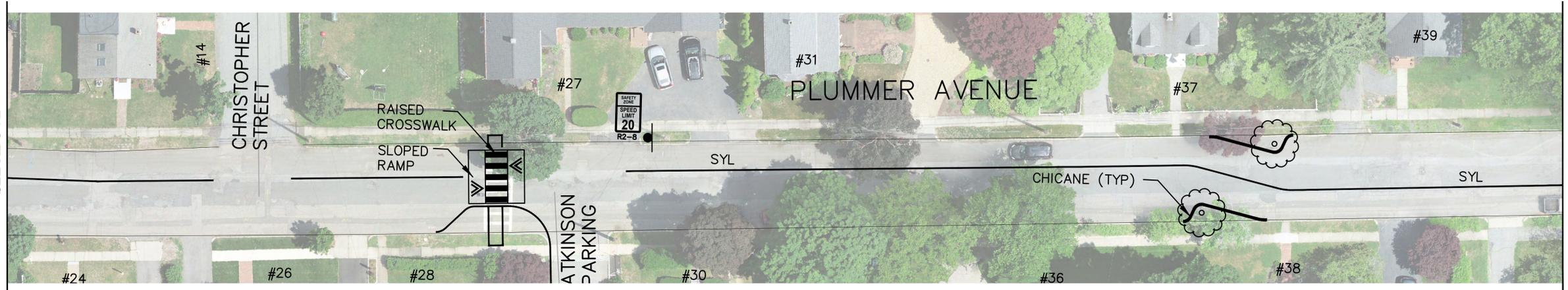
WHEREAS, the Newburyport Code provides at Section 13-46 that the City Council is authorized, and as to those signs and signals required under such code it shall be its duty, to place and maintain or cause to be placed and maintained all official traffic signs, signals, markings and safety zones;

NOW, THEREFORE, the City Council shall review and approve the Plummer Ave **Safety Zone Concept** plan submitted herewith, and authorize the Department of Public Service and the City Engineer to use said plan ~~and complete the same within 14 days from the date of approval of this order.~~ subject to a successful field test of traffic calming measures.

Councillor Christine Wallace

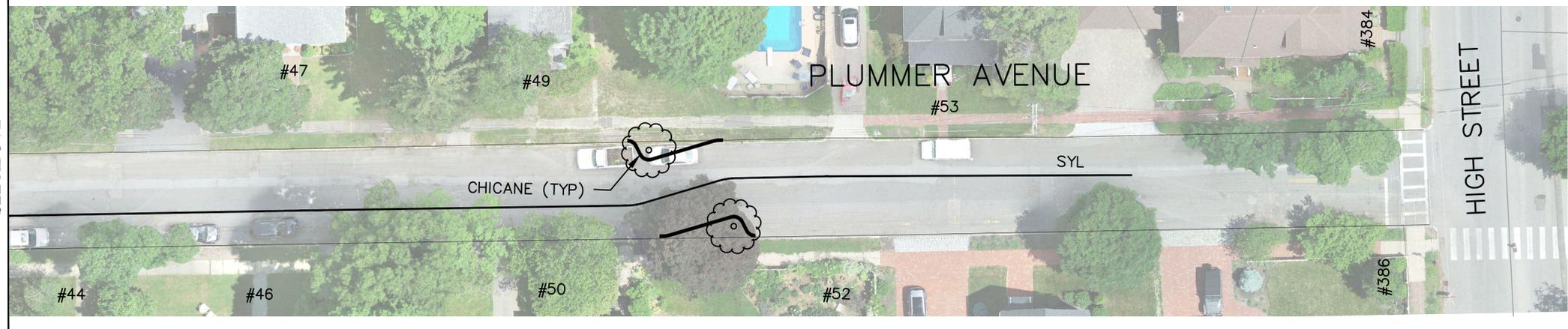


MATCH LINE
SEE BELOW



MATCH LINE
SEE ABOVE

MATCH LINE
SEE BELOW



MATCH LINE
SEE ABOVE

SITE PLAN

CONCEPT PLAN
SUBJECT TO FURTHER TESTING

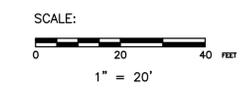
~~DRAFT FOR~~
~~DISCUSSION~~
~~PURPOSES ONLY~~



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

Rev No	Date	Drawn	Chkd	Description

Designed By:
D GAGNON
Checked By:
J-E WHITE
Date:
SEPTEMBER 20, 2022



PLUMMER AVENUE
TRAFFIC CALMING

Sheet No.
1 OF 1
SK-1

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

August 8, 2022

WHEREAS, Article 5, Administrative Organization, Section 5-1, Organization of City Agencies, of the Newburyport Home Rule Charter authorizes the Mayor to reorganize, consolidate or abolish any City agency, in whole or in part, or to establish such new City agencies as is deemed necessary; and

WHEREAS the Mayor intends to establish an operating division with respect to the operation of the City's parks for the efficient conduct of the business of the City and further improve the services provided by the City's administration; and

WHEREAS the Mayor has included herewith a message to the Council explaining the benefits expected to result from this proposed change and the sections of existing ordinances that will need to be amended.

NOW, THEREFORE, Be it ordered that the Newburyport Parks Department will be reorganized as described in the attached plan, and its primary responsibilities will be placed under the auspices of the Department of Public Services. Further, additional responsibilities of the Parks Department will be brought into the Mayor's Office, Newburyport Youth Services, and the Parks Commission. Any needed amendments to the City's Code of Ordinances will be brought to the City Council for consideration to effectuate this Order and Attached Plan with respect to reorganization of the Parks Department. This administrative order will come into effect in 60 days, unless disapproved by a vote of the Council.

Councillor Heather L. Shand

In City Council August 8, 2022:

Motion to refer to Neighborhood & City Service and COTW by Councillor Zeid, seconded by Councillor Preston. So voted.



City of Newburyport Parks Reorganization Plan

Response to Public Comment and Supplemental Information

Presented to the Newburyport City Council as a
follow-up to the Mayor's August 8, 2022 Proposal

September 19, 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

September 19, 2022

President Shand and Members of the Newburyport City Council,

On August 8, I submitted my plan for the reorganization of the Parks Department as a new Division within the Department of Public Services. Since this time, the plan has been discussed at a meeting of the Committee on Neighborhood and City Services and during public forums at two special city council meetings. We have received helpful feedback to this proposed reorganization plan, and we appreciate the thoughtful comments made by residents. We understand that change can be difficult, and we want to provide additional details utilizing this feedback, to clarify the plan and address frequently asked questions. The common theme we have heard echoed through all the public comments is a shared love and appreciation for our parks, and a desire to strengthen them. The administration greatly values our parks and has proposed this plan in order to better maintain and enhance these public spaces.

It is my intention that this document will help further address some of the questions we have received throughout this process and will explain in greater detail how the August 8 plan will be implemented. We look forward to the Council's affirmative vote on the reorganization plan, and will be available for further questions, including at the September 20 meeting of the Committee on Neighborhood and City Services.

Thank you for your attention to this important matter. We look forward to continuing to provide a high level of service to our City's parks. They are places to foster our sense of community identity, support our quality of life, and enhance our economic and environmental sustainability, and I believe this plan will make a significant improvement in these efforts.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sean R. Reardon'.

Mayor Sean Reardon

Part One: Responses to Public Feedback

The Administration has produced a full plan for restructuring the Parks Department as a Division within the Department of Public Services, and we have received feedback and questions from the public. The public has been largely supportive of the parts of the plan to improve efficiencies and operations of parks maintenance. There have been inquiries regarding leadership, interaction with the public, and more specialized administrative functions. Below are responses to some of the most frequently asked questions regarding the plan. In the next section, we will outline adjustments and clarifications to the plan that may be particularly notable for the community.

How will the public interact with the Parks Division?

Our parks offer many benefits to residents and visitors, and in most cases, they act as hubs for recreation that residents can use as they like. Most residents engage with the parks for active or passive recreation, and we will continue to make sure they are receiving the service and care that residents expect. There are five main issues on which the public usually engages with the City regarding parks: 1) Maintenance requests, 2) Reservations and permits, 3) Requests for capital improvements, 4) Recreation and events, 5) Advocacy and fundraising. The administration will work to make it as easy as possible for the public to interact with the City on these areas, and will describe below how the process will work. Please note that for all these issues the Department of Public Services will serve as the first and main point of contact, and the main administrative contact for the Parks Division will be able to connect residents to the specialized support they need.

1. *Maintenance requests:* This is described in detail in the Administration's plan and was discussed at the first Neighborhood and City Services meeting. Maintenance requests will be taken by the DPS admin staff and assigned a work order, with automated and additional communication updating residents on the status of their requests. In most cases, this will be completed by the DPS maintenance staff in the Parks Division within two weeks, and information about larger requests will be communicated through leadership in the Parks Division as needed. This system adds additional points of contact and redundancy for reporting concerns, as well as a system with a paper trail for tracking issues and their responses.
2. *Reservations and permits:* The Parks Commission is the final permitting authority, and routine permits will be able to be completed by their designee. The DPS administrative staff liaison will

be able to take all questions on permits and prepare the list of permits for the Parks Commission to approve. All DPS admin staff will be trained in answering questions on permits and will be able to update the Parks Division's calendar. This will provide additional assistance to residents looking to complete permits and scheduling in the parks, with the overall structure of permitting and scheduling largely staying the same for users.

3. *Requests for capital improvements:* Many residents come to the City with ideas for how to improve the parks, or join in efforts to add new features like accessible playgrounds or athletic courts. The current structure, in which it is the Parks Commission that has responsibility over the improvement of parks, will stay the same. If residents have ideas, they can begin by speaking with the administrative staff at DPS, who will make sure it ends up on a Parks Commission agenda with the appropriate background information so the Commission may deliberate effectively. They can also speak directly with a parks commissioner, or bring their request to the Mayor's Office who will make sure it is brought to the appropriate place. If there is already an effort underway to make improvements to a park, then the resident will be connected to the assigned project manager for that effort.
4. *Recreation and events:* The City intends to continue to have events and recreational activities continue in the parks, and the DPS administrative staff will have the information about the events and activities, even if they are not directly managing them. As stated originally in the plan, Youth Services will be the main contact for recreation activities, although the Council on Aging is also expected to be involved with some programming in the parks, as well as new intergenerational programming between NYS and the COA. Events will be expected to be run by a number of entities, including the Parks Commission, the new Friends Of type group, and the Mayor's Office, and local businesses and residents will be connected to the organizers or each event as appropriate.
5. *Advocacy and Fundraising:* The best contact for residents interested in advocacy and fundraising for the parks will be the new Friends Of type group. This group will be in constant communication with the parks maintenance staff, Parks Commission, and staff from the Mayor's Office, and if residents talk to any of these entities, they will be able to be connected to the Friends Of type group. The City's 2020 Open Space plan lists incorporating new Friends Of type

groups as a goal for strengthening the city's parks, and this is an excellent opportunity to proceed in this direction. Having multiple stakeholders involved in these different projects will ultimately lead to a stronger relationship in which each group has the resources to achieve their own distinct responsibilities and all will have a better idea of what each is responsible for.

Who will be responsible for leadership of the parks and for creating a vision for their future?

This is an important question that we have received from many residents. The original plan as well as this document show how these responsibilities will be accounted for under the new structure and that the importance of the parks will not be lost.

The leadership and vision of the City's parks rests with our Parks Commission, with input from residents. We are lucky to have a dedicated, thoughtful, and talented group of people who serve on our Parks Commission. This reorganization plan is an opportunity to better empower the Commission as the vision definers and policy makers of our parks, in a new and enhanced way to help them further define, develop, and accomplish their goals with the appropriate support. A below section expands on the role of the Parks Commission and has additional information.

The Parks Commission will continue to listen to feedback and requests from community members regarding parks alterations, uses, and policies, through their monthly public meetings, as they always have. Through residents' advocacy and participation in the democratic process, values and vision are translated into action and the physical improvement of our parks. Volunteer commissions are a major part of ongoing work throughout the City and this would be no exception. The Cultural Council, Commission on Disabilities, Human Rights Commission, and others are responsible for important issues in the city, and they are able to keep the city's focus on the salience of their policy matters and make progress in different areas. The Parks Commission, Mayor's Office, and City Council will continue to work together to advance key issues for the City's parks.

The vision for such an important part of our City should not lie solely with one person but should be democratized and discussed in an open and public manner, for which a public body is best suited.

What will happen to grant writing for the city's parks?

Many constituents have asked how the City will continue to secure grant funds in the absence of the Parks Director. The City employs a part time grant writer and will continue to do so in order to identify and obtain grant funding. In the past, the parks commission and planning office have also contributed to

grant writing. Kim Turner, the Special Projects Manager, has secured millions in grants in her time with the parks commission, and will also assist on grants as needed.

Who will be responsible for fundraising for the parks?

The Administration is proposing a new structure to manage fundraising and recommends that fundraising be coordinated with but not directed by a city employee. The new structure must comply with city policy and state law, and it will allow for either a Friends Of type group or the current Conservancy to meet with City leadership and recommend allocation of funds, which then will be subject to Mayoral and Council approval. The outside group will be informed of city priorities and then work in collaboration to suggest uses of funds. The Administration would recommend the limited use of donor directed funds to avoid situations in which the Council and donors disagree on how funds will be spent.

An additional aim of the Administration is to limit the amount of maintenance and support that needs to come from supplemental funding. While fundraising to support the parks is valuable and an excellent way to involve the community, the Administration is looking to improve the efficiency and quality of maintenance and capital project execution and reduce the amount of funding needed to ensure proper upkeep of the parks. The City will also look to reduce the amount of time spent by city officials on supporting fundraising activities, such as building and installing the memorial benches. This labor time was often not accounted for in determining whether a donation was benefiting the department, and a full accounting will be included in future fundraising activities.

How will parks remain a priority of the City within DPS?

The Department of Public Services already has a structure wherein within the department there are divisions. Currently, there are 3 divisions: water, sewer, and highway. Each of these divisions has its own budget as well as its own divisional leadership. The Water and Sewer Divisions work with the Water and Sewer Commission whereas the Highway division generally works with the City Council and its respective committees. Parks will become a fourth division of DPS with its own budget, its own resources, and its own divisional leadership. It will be able to tap into shared higher leadership, systems, and equipment but will retain its identity. Structurally the reorganization is built to protect Parks and ensure not only that they aren't lost but that they are enhanced and strengthened.

Who will be responsible for coordinating volunteers?

The city has engaged passionate volunteers, and we want to continue providing opportunities for them to be involved in parks improvement. The Parks Commission would be a reasonable entity to take on this work, considering their role in overseeing parks activities. This group is already a volunteer commission, and we should be conscious of the additional activities they are asked to take on.

Additional assistance in coordinating volunteers can come through the DPS administrative staff, the Mayor's Office, and from the fundraising group for the parks, be that the Conservancy or a new Friends Of type group. In addition, the Administration's goal is to reduce reliance on volunteers for typical parks maintenance tasks and would focus volunteering to special annual clean-up events.

Will the City continue to work with the Morrill Foundation?

In accordance with its charter, the Morrill Foundation has made generous gifts to the City of Newburyport to assist with the completion of parks improvement projects including at Joppa Park, Patrick Tracy Square, and the Bartlet Mall. The Administration is committed to continuing this relationship and prepared materials for their annual meeting in early September during which the Foundation considered new projects to support. The Administration has provided the Foundation with information on progress made on previously funded projects and will continue to do so in the future. All gifts made by the Morrill Foundation, like any private gift, must comply with city policy and state law requiring gifts above \$500 to be approved by the Mayor and the City Council. The Council has approved these annual gifts of approximately \$110,000 each year, and the administration is confident they will continue to support this arrangement moving forward.

We have so many projects going on in the parks right now. Who will manage them?

The City has a number of talented project management capable positions and will continue to assign them on a project by project basis. Currently the City's Director of Planning and Development is managing the Market Landing Park project and has advanced the project through major design milestones and overseen the approval of phase one funding through the Community Preservation Act. The Senior Project Manager in the Planning Office and Manager of Special Projects in the Mayor's Office are also available as project managers and have experience with the types of projects the division is expected to take on.

What will happen to adult recreation?

While the Parks Director was responsible for adult recreation, such as the hiking club and volunteer-led activities like tai chi, the City will still be able to offer adult recreation moving forward. The plan states that the Youth Services department is the best home for organizing and advertising these activities, since it already has a platform for activity registration. Some recreation programs may also be organized by the Council on Aging. The administration plans to move forward in this direction and will make similar offerings available for recreation activities in the parks.

Can you provide more information on the role of the Parks Commission in this reorganization?

Our Parks Commissioners are the stewards of Newburyport's parks. Under the Code of Ordinances, the Parks Commission oversees the improvement of the parks, approves the issuing of permitted activities, and sets rules governing the parks' use.

Through this lens, the Commission's role can best be thought of as having two responsibilities: the improvement of the parks and overseeing their use. The Commission's work in recommending and approving capital projects, requesting maintenance projects, and setting the long-term vision of the parks is all consistent with this mission. The Commission currently identifies long term priorities for funding by sources including the Morrill Foundation, the Community Preservation Committee, and the general fund. The Commission oversaw a master plan process that determined key actions needed to improve the parks for the future. While there are many entities that are involved in making these decisions for funding and prioritization, including the Mayor, City Council, and funders themselves, the Commission is the entity charged with exercising leadership over the future of the parks and their maintenance and improvement.

The Commission currently fulfills its responsibility for oversight of parks activities by approving of permit applications and setting rules for the use of the parks. In recent years, the Parks Director has approved of routine or pro forma permit applications. The Administration would recommend that authority for approving these routine applications be given to the Department of Public Services Administrative Assistant who will be working with the Commission. This Commission will be asked to codify which applications are routine and to agree on what would cause this staff person to instead bring applications to the Commission for approval. Most of the applications received can be resolved through administrative means, and this staff person will also keep the master calendar for parks. The other administrative staff in the DPS will also be trained on the schedule, so that we will have redundancy in

case this one staff person is absent. The Commission's role in setting hours and regulations for parks will go unchanged, and the Commission's determination of which permits should be approved pro forma will help free up their time to focus on more visioning and strategic planning for the parks, with the appropriate support.

The Commission began a long-term master planning and visioning exercise in early 2021, but it was never fully completed, and the administration would like to provide the Commission focused assistance to fully realize the master visioning plan of the Parks Commission. This reorganization plan would allow for concentrated support, working with the Parks Commission, to revision our parks and open space and make them even stronger. Because this focused support is well-aligned with Capital Improvements and Strategic Master Planning, the administration feels the Manager of Special Projects would be a good fit to provide the necessary support for this exercise and would also provide a strong connection back to the Mayor's office.

In order for the Parks Commission to fulfill their role, it will be crucial that they receive regular updates and correspondence from all those involved in the parks, and that they receive staff assistance so they are prepared for their monthly meetings. Monthly meetings will include an update from the Parks Manager within DPS, as well as an update from the Mayor's Office so that they are kept aware of progress on capital projects and other changes. The Director of Public Services or their designee will also be invited to attend meetings as needed. The Mayor will determine their designee to meetings, and at this time it is recommended that it be the Manager of Special Projects because of their work with capital projects and coordination across the DPS, Planning, and other offices.

This proposed structure will allow the Commission to fulfill its role in the ordinances and return leadership functions to them regarding the improvement of parks, while also providing them the necessary support. The Administration is willing to work with the Commission and the Council to make any needed changes to the Ordinances to support this structure and is committed to collaborating with the Commission if it wishes to further refine its role.

Part Two: Adjustments to the Original Plan

A number of details have been discussed since the original presentation of the Reorganization Plan, many of which are in response to public feedback. The administration is presenting the below section so that residents can see any changes to the plan and better understand how it will work. These are still in line with the original document and should not require a change in the reorganization process.

1) Definitive Point of Contact

The Administration heard concerns about who could be contacted for different issues in the parks and wanted to clarify that the Department of Public Services administrative staff could be contacted for all issues and would, in turn, direct residents to the appropriate responsible party. This allows for redundancy in scheduling and maintenance requests and will ensure that all other requests are brought to the right entities. This provides a single point of contact for all Parks related matters.

2) Programming and Recreation

The Administration is adding the Council on Aging as a potential organizer for programming and recreation in the parks, particularly for senior and intergenerational programming. This would supplement the current proposal providing for strong programming potential across various age ranges in the City.

3) Morrill Foundation

Because of the importance of the Morrill Foundation and the unique role they play in strengthening the City's parks, the Mayor will be the lead contact with this organization. This is an update to the original plan, which stated this role would be filled by the Mayor's office. This direct approach will ensure that this relationship is strong and direct.

4) Advocating for Parks in Budget Process

The original reorganization plan described the preparation of the annual budget but did not discuss the importance of advocating for parks projects and insuring they are given the resources they need as a part of the budget process. The Parks Commission will drive the goals, priorities, and needs of the parks, and this will be used by the Parks Manager, Business Manager, and Mayor's Office to write the Division's budget. This same group will advocate for the budget during the hearing

process, with additional information on projects handled by individual project managers.

5) Use of Savings

The Mayor is committing that, subject to appropriation decisions by the Council, the first three years of net savings anticipated under this plan will be allocated toward the parks, mainly for parks improvement projects. This would represent roughly \$315,000 over three years. These savings could be spent on high priority capital improvements, auditing and implementing accessibility measures in the parks, and meeting the needs of residents for additional recreational facilities. Accessibility measures, in particular, are a major goal of the City's 2020 Open Space plan and would be an excellent use of funding in the near term.

6) Director of Public Services

Since the release of the full plan, a vacancy has opened for the Director of Public Services position. The position's supervisory responsibility for the parks and their management will be added to the job description for the position, and the screening process for the new director will include assessment for the ability to take on these functions. The Mayor has committed to a comprehensive search for the next director of the department.

7) Strengthening the Parks Commission to support its visioning

While we believe the reorganization plan is consistent with the current duties of the Parks Commission, it is clear that there is a significant amount they are responsible for, and additional staff assistance would be welcome. We are committing that a representative from the Mayor's Office, the Parks Manager, and a representative from those running recreation programs for the city will be present at Commission meetings to assist the group. We are also recommending that a representative from the new Friends Of type group will be in attendance at Commission meetings, at least quarterly, to improve collaboration and coordination.

Conclusion

The administration is committed to making this transition as smooth as possible and will be happy to answer additional questions as needed. The Parks Division within DPS will be able to carry out the essential tasks to ensure the proper maintenance of the parks, and the remaining leadership and other responsibilities will be accounted for as described above and in the Reorganization plan. This will allow us to make sure the parks remain a special and dedicated resource for the people of Newburyport. While change is difficult, this will result in minimal changes in the daily operations of the maintenance staff and will delegate responsibilities to well qualified and competent individuals across the city.



NEWBURYPORT PARKS REORGANIZATION PLAN

August 8, 2022

Full Plan to the City Council Accompanying
Administrative Order

Mayor Sean R. Reardon
City of Newburyport



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

August 8, 2022

President Shand and Members of the Newburyport City Council,

It is with great excitement that I bring forward this administrative order regarding our parks. Our parks represent some of our most valuable assets in the City. They offer places for recreation, respite, events, celebrations, opportunities for remembrances and more for residents and visitors of all ages.

Newburyport is extremely fortunate to have so many parks to serve our desire to connect with open space both actively and passively. We owe it to these parks and to our community to leave no stone unturned when it comes to opportunities to deliver a high level of service in an efficient manner.

I am putting forward this administrative order and accompanying information because I strongly believe that the best path forward to care for our parks and ultimately to serve the residents and taxpayers of Newburyport is a reorganization that will produce better outcomes while simultaneously delivering a cost savings. This was an outcomes-based decision and I want to thank the Department of Public Services, Parks Department and the entire Mayor's Office for all the hard work put into this plan.

I make this proposal with the best interest of the City at heart and look forward to continuing an open and transparent discussion. I am a strong believer in open dialogue and working together in good faith. I look forward to your review of this proposal and welcome any and all opportunities to discuss in-depth and to answer questions as they arise.

Respectfully,

A handwritten signature in black ink, appearing to read "Sean R. Reardon".

Sean R. Reardon
Mayor

Goal of Restructuring

Under the Mayor's Strategic Plan, one of the four main objectives is to provide high quality public services in order to strengthen the city's position as a desirable place to live, work, and visit. A subset of this goal is to maintain the City's excellent financial position and look for ways to maximize efficiencies in the City's administration. The Mayor is looking for ways to improve municipal administration and provide the high level of services residents expect by efficiently using City resources. When Mayor Reardon took office, he asked the City Council to support a high-level Organizational Study that would identify potential areas for operational improvements. The City Council approved funds to hire Community Paradigm, who performed this high-level analysis through researching the City's structure and budget, performing interviews, and benchmarking us to similarly sized municipalities.

The report yielded a number of recommendations, with the lead section on potential restructuring focusing on the Parks Department. The report reads in pertinent part as follows:

"Issue: The Parks Department maintenance crew consists of two (2) full-time individuals and seasonal staffing, when available. The crew is responsible for maintaining a number of park areas throughout the City. With very limited staff, accomplishing all its workload proves problematic at times. The Department of Public Services (DPS) has a much larger staff that performs many of the same tasks also throughout the City. As an example, in certain areas park maintenance staff is responsible for one side of the street while DPS is responsible for the opposite side.

Recommendation: Establish a Parks Division within DPS with responsibilities related to public parks and grounds. The two full-time park maintenance staff would be merged into existing DPS structure and utilized as other department personnel. This will eliminate duplication of tasks and responsibilities, as well as the purchase and maintenance of capital equipment. The larger DPS staff would be able to accomplish all necessary park maintenance tasks with the ability to provide coverage during vacations, sick leave, etc. Assign the current Parks Manager as a General Foreman or a Division Head in DPS reporting to the DPS Assistant Director (similar to the already current General Foreman). This individual could be responsible for several DPS responsibilities that perform like services that he currently oversees."

While the City is not planning on implementing this recommendation exactly as written, the report serves as the foundation for this proposed shift and for the maintenance of parks to fall under the Department of Public Services.

Reorganization Plan: Process

This message accompanies the administrative order submitted to the City Council moving the responsibilities of the Parks Department primarily to the Department of Public Services. Article 5, Section 5-1 of the Newburyport City Charter, titled “Organization of city agencies,” requires that an administrative order be filed with the City Council by the Mayor in order to organize the city into operating agencies. The Charter provision states in pertinent part as follows:

“The mayor may, subject only to express prohibitions in a general law or this charter, propose to reorganize, consolidate or abolish any city agency, in whole or in part, or to establish such new city agencies as is deemed necessary, but no function assigned by this charter to a particular city agency may be discontinued or assigned to any other city agency unless this charter specifically so provides. The mayor may from time to time prepare and submit to the city council administrative orders that establish operating divisions for the orderly, efficient or convenient conduct of the business of the city. These administrative orders shall be accompanied by a message of the mayor which explains the benefits expected to ensue and advises the city council if any provision of an administrative order shall require amendments, insertions, revisions, repeal or otherwise of existing ordinances.”

This plan lays out the benefits expected from this change, while describing the new operations plan in greater detail. It also includes an overview of the sections of the City’s Ordinances that may need to be updated to accompany this reorganization. It is accompanied by a matrix of responsibilities (Exhibit A), a revised organization chart (Exhibit B), and expected cost savings (Exhibit C).

History of Parks Commission and Department

The Parks Commission was established in 1996 under Mayor Lisa Mead. The exact responsibilities of the Commission have evolved over the last 25 years, but its mission to oversee the operation of the City’s parks and recreational facilities has remained the same. Today the Commission has jurisdiction over

permitting of parks, approving plans for park improvement, and setting the rules of how parks are to be used. The five volunteer commissioners help set the vision for how the parks will continue to meet the needs of the city and how they can be maintained in the future.

In many ways, the Parks Department grew organically out of the Commission's work and the need to have staff ensure the maintenance and effective programming of the parks. The City's annual budget over the years shows the evolution of the Parks Department. The FY2015 Budget was the first to refer not only to a Parks Commission, but a Parks Department as well. It showed the Commission and Department under the broad category of planning and development. This was the same year that the Parks Coordinator position became full time. The coordinator position was changed to a director level job in the 2016 budget. The FY2017 budget shows the Parks Department falling under the category of public services, with the Parks Director being appointed by and reporting directly to the Mayor. The FY2018 Budget again placed Parks back within the planning and development category, which is how it is still listed today in the budget. The Department continued to grow with the addition of a Parks Manager in FY2018, an additional full-time laborer in FY2019 and another in FY20. Today the Department has 7.5 FTEs between the Parks Director, Parks Manager, two full time groundskeepers, 1 FTE in part-time groundskeepers, and 2.5 FTEs worth of seasonal groundskeepers.

While the Parks Department evolved over time into a full department with a director reporting to the Mayor, there is no record of a formal plan for the Department's organization that was received by the Council at any point. This department is better seen as growing out of the Commission and providing specialized attention to parks, with divisions between it and the functions previously served by the Department of Public Services appearing over time. The Parks Department also participated in significant fundraising to help grow the amount of resources available to provide maintenance and recreation programming in the City's parks.

Review of Other Municipalities:

Community Paradigm also submitted a review of other municipalities of similar sizes, identifying the structures of their parks, recreation, and public works agencies. Their finding, which confirmed our earlier research, was that it is very common in municipalities of our size and scale to have parks as part of the Department of Public Works or Department of Public Services. Community Paradigm has worked with municipalities of all sizes and their recommendation adds considerable weight based on their

experience in local government management. A chart is below with selected municipalities and their populations and parks structure.

Municipality	City/Town	Population	Parks Maintenance	Recreation Programming	Commissions
Concord	Town	18,950	Public Works	Recreation Department	Recreation Commission
Scituate	Town	18,839	Public Works	Recreation Department	Recreation Commission
Sharon	Town	18,666	Public Works	Recreation Department	Recreation Advisory Committee
Winthrop	Town	18,558	Public Works	Parks and Recreation	Parks Committee
Pembroke	Town	18,455	Public Works	Recreation Department	Recreation Commission
Newburyport	City	18,197	Parks Department	Parks Department	Parks Commission
Rockland	Town	18,010	Park Department	Recreation Commission	Park Department
Foxborough	Town	17,917	Highway Division	Recreation Department	Recreation Board
Ashland	Town	17,787	Public Works	Recreation Department	Open Space and Recreation Committee
South Hadley	Town	17,715	Public Works	Recreation Department	Recreation Commission
Amesbury	City	17,474	Public Works	Recreation Department	Parks and Recreation Commission
Greenfield	City	17,353	Public Works	Parks and Recreation	Recreation Commission

There are certainly also municipalities that have standalone parks departments. It appears this becomes more common as the size of the municipality increases. The proposed structure here is consistent with that of other similarly situated municipalities and will best serve the City of Newburyport given our size, scale, and structure.

Proposed Structure

Under this reorganizational plan, the Parks Department as currently structured will be placed under the supervision of the Department of Public Services. The Parks Manager will report directly to the DPS leadership, with daily supervision from both the Director and Assistant Director of Public Services, based on their priorities and availability. The Parks Manager's position will largely stay the same in managing parks maintenance, and the Administration will discuss moving this position into the appropriate union. The two full-time groundskeepers will continue to report to this employee, as will the part-time workers and part-time seasonal workers. This unit will primarily be responsible for maintenance and inspection, completion of capital projects, and parks improvement functions.

Moving into the Department of Public Services means this team will have access to all the support staff associated with this unit. This includes assistance with procurement, budgeting, and contract management through the DPS Business Manager, which will mean fewer staff will need to write their own RFPs and manage contracts while also needing to be in the field. Likewise, there will be three administrative staff members at DPS who will be able to file work orders and answer questions from the public about the parks. These staff will also be able to reserve parks and will be trained on the permitting system so that they can refer permits to the Parks Commission and approve of permits that the Commission delegates to them.

A significant change within this structure is the elimination of the Parks Director position. A full accounting of the reassignment of the Director's responsibilities can be found in Exhibit A, the Responsibility Matrix. The majority of responsibilities will be moved to DPS with additional assistance from the Mayor's Office, the Parks Commission, and Newburyport Youth Services. The strategic visioning work that the Director was responsible for, being policy oriented, will be split between the Parks Commission itself and the Mayor's Office.

The Parks Director also spends significant time staffing the Parks Commission's meetings, including preparing agendas, writing minutes, and bringing forward permits that need their approval. This function, which is strictly administrative in nature, will appropriately move to an administrative staff member in the Department of Public Services, who will receive a stipend for this work, similar to what is done with the Water and Sewer Commission. This staff person will be compensated for these additional

tasks, and will also be able to help the other administrative staff by sharing more information on what is going on with parks, so that their customer service during the day can be even stronger.

The Youth Services Department was mentioned in the Community Paradigm report as a landing place for some of the functions of the Parks Department, and it was recommended to rename the division the Youth Services and Recreation Department. We are not recommending the renaming of the department at this time, but we do plan to move adult recreation under the auspices of the Department under the purview of the Associate Director of Recreation. Most Adult Recreation programs have been on hiatus due to the pandemic, and they are almost all led by volunteers, so this will represent a limited addition to the NYS staff's time. The most important functions will be to coordinate with activity leaders and then to post the opportunities in the Department's sign-up portal. We will work with NYS to determine when to launch these programs and how best to advertise them through the City's website.

Further details on the structure can be found in Exhibit A, the proposed responsibilities matrix. Between the administrative, management, and business offices at DPS, the policy assistance from the Mayor's Office and Parks Commission, and recreation services through NYS, most non-maintenance functions will be covered by departments already engaged in similar work.

Anticipated Benefits

Operational Efficiencies: The greatest benefits in this plan come from the ability to achieve greater outputs with fewer resources, and the improvement of processes that will lead to high quality and frequency parks maintenance and efficient delivery of capital projects. DPS and Parks have been performing similar functions in the city under different jurisdictions, often entering into multiple contracts to buy the same supplies, or purchasing the same equipment that may not receive full use in either department. The two departments have identified areas of efficiencies that are described below.

- Administrative Staff: As described earlier, sharing administrative staff will allow for more efficient communication with the public and the immediate creation of work orders to address resident issues. The greater resources of the DPS Administrative and Business offices will allow the maintenance staff to focus on improving the condition of the parks with less time spent on emails and paperwork.

- Plowing: Currently, Parks staff plow Parks Department properties only, and begin work on them when DPS plows are still plowing city roads. When Parks is merged with DPS, the Parks Division staff will be available to plow alongside DPS plows. This will drive coordination so that roads and heavily used Parks assets like the rail trail can be cleared as quickly as possible. The Department of Public Services files an annual snow removal plan with the City Council, and these changes will be addressed through that document.

Further, additional equipment creates redundancies so that if one piece becomes inoperable, there are backups. For example, this past winter the Parks Kubota tractor became disabled 6 hours before a major snow storm and needed attention and resources under intense time constraints to fix. This change will mean that two additional trucks can have plows mounted on them for use on roadways to clear snow. In addition, it will be easier to plow parks parking lots with truck plows.

- Equipment: This will also be addressed under cost savings, and streamlining the purchase and use of equipment shared by both Parks and DPS will help both departments. This affects purchases of landscape equipment as well as other items, and it will save on attachments for larger mowers as well as ease of maintenance on mechanics doing repairs. These changes would be reflected in future Capital Improvement Plans showing both potential reductions in overlapping equipment and more targeted requests that will better our parks.
- Operational Systems: The Department of Public Services utilizes a number of systems and apps that allow for faster assignment and tracking of work. They also have the full support of the business office which handles payroll, accounts payable, purchasing, vendor selection, and ordering of supplies. The Parks Department does not currently have a work order system for assigning tasks, which they will implement once they are a part of DPS. Internally, this will allow for a level of management and tracking that doesn't currently exist. To better communicate with residents and Ward Councillors, requests can be indexed, prioritized, and tracked.
- Care for Parks: This change will allow for a higher level of care on a ground level. This would include higher frequency mowing, faster service on things like irrigation systems, with the

water department also being part of DPS, more frequent repainting of benches, and faster repair of playgrounds.

Cost savings: In addition to projected improvement in outputs and outcomes, there will also be significant cost savings in this move representing 20.6% of the Parks Department's annual General Fund allocation. Cost savings are approximated at over \$105,000 a year, and would be considered higher when accounting for projects that will be able to be completed at lower costs. DPS and Parks have identified several areas for cost savings, and a sample budget showing decreases in Parks Department spending can be found in Exhibit C.

- Parks Director Salary: Elimination of the Parks Director position, which in FY23, counting salary, fringe, and the annual travel stipend, creates savings of \$101,445.38. This is slightly offset by the need for a stipend position to staff the Parks Commission at a rate of around \$6,000 a year, which is a net savings of \$95,000.
- Equipment Rental: Currently, Parks rents any equipment they do not have in order to provide annual maintenance or to complete larger projects. Parks will often sub-contract trucks to complete projects, which can cost over \$361.00 a day, usually for a period of two weeks. Parks also contracts with companies to clear out rock, aggregate, or debris from assorted landscape projects, but will no longer have to do so because they can utilize the DPS Fulton Pit, as well as DPS vehicles to bring debris there. Parks has also rented equipment such as skid steers, loaders, and mini excavators that it will now be able to use through DPS. Savings for annual maintenance are estimated at \$800 a year and can bring down costs of individual projects by 5-10% depending on the project. Between maintenance and projects, savings are anticipated at around \$3,000 a year.
- Purchasing of Materials: The City will see savings with Parks purchases now being integrated into bulk orders through DPS for items such as salt, ice melt, fertilizer, seed, and mulch. Savings are estimated at up to 10%, which on a \$41,000 budget is expected to save around \$4,000 a year.
- Contracted Services: Parks has two vehicles that are currently serviced by the dealer. Once the reorganization within DPS is complete, they will be able to be serviced by DPS mechanics, saving

approximately \$250 an hour for any work done. Vehicles typically receive an average of four hours of service per year, and having service in house also means they can be fixed and back in service faster, and it will be less expensive to provide routine service more often, which can help extend the life of the vehicles. Savings are estimated at around \$2,000 per year for in-house maintenance. The Parks Department also budgets for the assistance of a part-time bookkeeper at \$3,000, and the work will instead be completed by the DPS Business office. At this time, most existing Parks vehicles are relatively new so maintenance is low but as these vehicles age, these savings are expected to grow.

- Cost savings through operational improvements: Costs are expected to decrease and staff time is expected to be used more efficiently because of the operational improvements described in this and the previous section. The Parks Manager will not need to spend time on renting equipment or checking in on task completion because of the improvements in staffing, operations, and equipment sharing. Costs could decrease by as much as 20% thanks to these improvements, and would make certain projects more feasible and efficient.
- Contractor Crossover: Leveraging existing contracts for things like paving, sidewalks/walkways, tree removal and more can also create substantial savings. These savings could be calculated on a per project basis. For example, the Joppa Park walkway completion project is anticipated to cost approximately \$30k less by utilizing our previously hired sidewalk contractor and leveraging economies of scale.

The Administration envisions working with the Council to take these savings and putting them towards high priority items across the city.

Fundraising

In the past, the Parks Director has committed significant time to finding additional sources of resources for the preservation and expansion of the parks. The City is committed to maintaining its strong relationship with the Mayor Gayden W. Morrill Foundation, which historically has gifted approximately \$110,000 per year to advance priority capital projects in the City. The City is very grateful to the Morrill family for its continued support of the City and its parks. The Foundation also serves as the fiscal agent for the Parks Conservancy, a group that facilitates additional fundraising to support the parks. The Conservancy has been managed by the Parks Director. The City sees this transition as an opportunity to

ensure that all fundraising procedures avoid any legal or accounting issues that can come from employees managing private funds.

The City would like to continue to allow for fundraising for the parks, and proposes the creation of a more traditional “Friends of” type group that can be managed by volunteers, while still having a close relationship with the Parks Commission and parks division leadership through DPS. While this will need to be volunteer led, the City will be ready to help assist in the creation of such a group. The Parks Conservancy may also be able to adapt its structure to allow for more management by volunteers, in which case it could serve as the parks fundraising arm. The City is looking for a structure that will allow for easier compliance with the Charter on accepting gifts, and for transparency in the use of funds. We would like for donors to be able to see how funds have been spent on parks projects, and to make sure the amounts they dedicate to certain uses are being disbursed according to their gifts.

Parks Commission

The change in staff and organization is also an opportunity to reconsider the role of the Parks Commission. The Mayor’s Office recommends working with the Parks Commission and City Council to discuss potential changes to the Commission’s responsibility that can better meet the skills of its members and the needs of the community. Logistical and administrative tasks would be better handled by full-time staff, and the Commission’s role would be better suited to long-term planning, approving of major changes in the parks, and serving as a liaison to outside funders and partners. This would bring the Parks Commission substantially more in line with other commissions that are similar in terms of role and mode of operation. By removing the more operational aspect of Parks Commission, we can attract and retain qualified volunteer candidates to serve on the Commission over the long term. The Commission does vital work in terms of the stewardship of our parks and enabling public process for major changes. The Commission would continue its current responsibilities at this time, and we look forward to discussing what its future role may look like.

Needed Changes in the Code of Ordinances

The Charter at Section 5-1 states that the Mayor’s message should advise the City Council if there will be a need to update or amend the City’s Code of Ordinances. Potential updated Ordinances may include, but not be limited to, the sections found below.

Chapter 2, Article VI, Section 2-394 – Departmental Revolving Funds

This section gives the Parks Director the authority to spend from the Parks Maintenance Revolving Fund. We will recommend that this responsibility instead be given to the Director of Public Services. The funds will still be used for the same purpose, which is maintaining the parks and investing in repairs, renovations, upkeep and security. The source of the funds are fees and charges received from renting the parks. The funds would with approval by the DPS Director (with reporting to the Commission and City Council), allowing for more immediate spending with appropriate oversight, and can serve the immediate needs of the City’s parks. The original language is found below.

A Revolving fund	B Department, Board, Committee, Agency or Officer Authorized to Spend from Fund	C Fees, Charges or Other Receipts Credited to Fund	D Program or Activity Expenses Payable from Fund	E Fiscal Years
Parks maintenance	Parks Director	Fees and charges paid to the city for the use and rental of parks by outside groups, organizations and individuals	Expenses associated with parks maintenance, repairs, renovations, upkeep and security	Fiscal year 2019 and subsequent years

Chapter 11, Article I, Section 11-5(t, v, and y) – Rules and Regulations for All Public Playgrounds:

Chapter 11 will need to be reevaluated broadly, as mentioned in the above section about the Parks Commission, and some changes may follow from the reconsideration of the Commission’s role and authority. We look forward to these discussions with the Commission and Council.

This specific section allows the Parks Commission to delegate authority in approving park permits to the Parks Director. We will recommend that the section be changed to instead allow for a different designee to process such applications. As addressed above, our recommendation is for the DPS Administrative

Assistant, who will staff the Parks Commission, to approve routine applications, and to bring complicated applications to the Commission for further consideration. We also recommend removing the phrase “non-recurring” from the section, to more adequately reflect how applications were being processed by the Parks Director. It is our recommendation that the Parks Commission set a formal policy for which applications are considered routine and can be handled by administrative staff, and which must be voted on by the Commission.

The specific provisions of the Ordinances are found below.

- *“The parks commission shall be the permitting authority for all of the city's public parks and playgrounds, and applications for activities therein shall be made to such commission. Solely for routine, non-recurring applications, the parks commission may delegate its authority to process such applications to the parks director, by promulgating a rule pursuant to section 11-6.”*
- *“Permit applications for activities at parks and playgrounds, made pursuant to the rules and regulations of this chapter 11, shall be processed in the order of their receipt. The parks commission, or the parks director as its designee pursuant to subsection (t), shall determine whether to grant or deny an application within thirty (30) days of receipt of determining that such application is complete, in all respects, unless the applicant provides written consent to extend such period for a set period.”*
- *“Denial of an application for authorization shall be in writing, and shall set forth clearly the grounds upon which the permit was denied. Where feasible, the parks commission, or the parks director as its designee pursuant to subsection (u), shall suggest in such written denial those measures by which the applicant may cure any defects in its permit application, or otherwise procure a permit in a subsequent application.”*

Chapter 2, Article 2 Section 2-34 – Responsibilities of the Committee on Neighborhood and City Services

The reference to the Parks Department will need to be removed from this paragraph.

- *“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.”*

Next Steps

Article 5, Section 5-1 of the Charter lays out the process for the consideration of the Reorganization plan. It states in pertinent part:

“Whenever the mayor proposes an administrative order, the city council shall hold one or more public hearings on the proposal giving notice by publication in a local newspaper, which notice shall describe the scope of the proposal and the time and place at which the public hearing will be held, not less than seven nor more than fourteen days following said publication. An organization or reorganization plan shall become effective at the expiration of sixty days following the date the proposal is submitted to the city council unless the city council shall, by a majority vote, within such period vote to disapprove the plan. The city council may vote only to approve or to disapprove the plan and may not vote to amend or to alter it.”

The Mayor anticipates this plan will be considered by the Committee on Neighborhood and City Services, given the explicit assignment to that committee of issues concerning the Department of Public Services, the Parks Department, and the Parks Commission (Newburyport Municipal Code Section 2-34). The Mayor’s Office looks forward to answering questions about this plan from the public at the necessary hearings, and will work to communicate how the proposed changes will affect residents. The plan will become official 60 days after its presentation to the Council, which will be October 7, 2022, unless the Council decides to disapprove of the plan. The City will submit all needed budget transfers to carry out this plan in the supplemental budget in September.

Conclusion

The Mayor looks forward to advancing this plan and ensuring that our parks receive the attention and maintenance that residents expect. This will allow us to move forward on important park improvement projects including at Lower Atkinson Common and the Bartlet Mall. The City’s parks require excellence in management, planning, and maintenance, and this reorganization plan is designed to keep a strong focus on parks for the years to come.

Exhibit A: Reassignment of Parks Director’s Responsibilities

Function	Task	Department Assigned	Position Assigned	Notes
Public Liaison for Parks	Posting information to social media	DPS	Administrative Assistant	DPS has active channels and will migrate information there
Public Liaison for Parks	Maintaining Department website	DPS	Administrative Assistant	Will manage parks reservation website and page on DPS site with Parks information
Public Liaison for Parks	Answering questions from and interfacing with public	DPS	Administrative Assistant	DPS already handles communications regarding projects, and will be able to use its existing notification systems to provide more targeted notice to abutters and other affected residents.
Public Liaison for Parks	Coordinating with other parks related organizations	DPS	Parks Manager	Waterfront Trust, Belville Improvement Society, Mall Improvement Association, and other similar entities
Public Liaison for Parks	Coordinating with Newburyport Public Schools	DPS	Parks Manager	
Public Liaison for Parks	Coordinating volunteers for special events	Parks Commission	Commissioners	With assistance from the Mayor's office as needed
Public Liaison for Parks	Issuing press releases and communicating with media on Parks	Mayor's Office	Mayor/Chief of Staff/ PR Consultant	Will utilize existing PR contract and communications assistance from Mayor's Office
Parks Commission Coordination	Maintaining Parks Commission Website	DPS	Administrative Assistant (Stipend position)	All assistance with Parks Commission will be subject to stipend, similar to that of Water and Sewer Commission

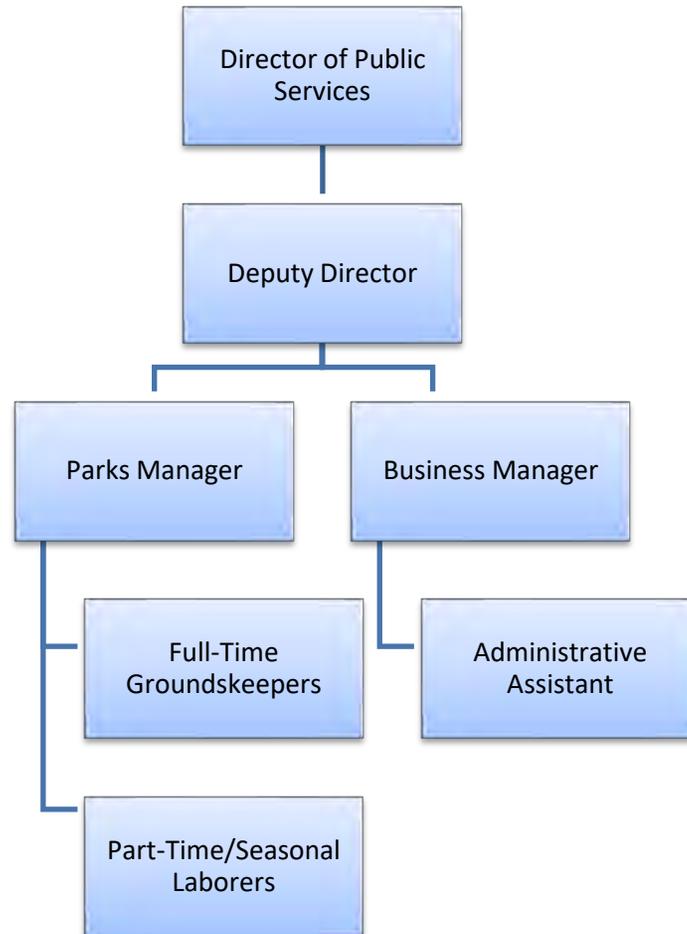
Parks Commission Coordination	Monthly attendance and minutes at Parks Commission Meetings	DPS	Administrative Assistant (Stipend position)	All assistance with Parks Commission will be subject to stipend, similar to that of Water and Sewer Commission
Parks Commission Coordination	Creating agendas and budget updates for Parks Commission Meetings	DPS	Administrative Assistant (Stipend position)	All assistance with Parks Commission will be subject to stipend, similar to that of Water and Sewer Commission
Parks Commission Coordination	Coordinating Parks Component of Open Space and Recreation Plan	Mayor's Office	Manager of Special Projects	Manager of Special Projects assists with capital projects and long term vision, alongside Parks Commission
Parks Commission Coordination	Assisting Commission with completion of 7 Year Priority Action Items	Mayor's Office	Manager of Special Projects	Manager of Special Projects assists with capital projects and long term vision, alongside Parks Commission
Maintenance Coordination	Quarterly inspection of existing facilities and equipment	DPS	Parks Manager	Parks Manager will need to receive Playground Inspection Certification
Maintenance Coordination	Coordinating purchase and installation of new materials and equipment	DPS	Parks Manager	Manager already does much of this supervision
Maintenance Coordination	Coordination with Youth Leagues on Athletic Field Licensing Agreements	Mayor's Office	Manager of Special Projects	Mayor will also be involved

Maintenance Coordination	Coordination of Memorial bench fundraising program/liaison with Nonprofit running program	DPS	Business Manager/Parks Manager	Program will most likely transition from facilitation by Morrill Foundation to a new 501c3, with which the Business Manager and Manager will work.
Project Management	Managing Capital project development, budgeting, and approval from Mayor and Council	DPS/Mayor's Office	Business Manager/Manager of Special Projects	
Project Management	Carry out procurement process for contracted items	DPS	Business Manager	DPS Business Manager is City's procurement point person
Project Management	Coordination with contractors to implement improvements	DPS	Parks Manager	
Project Management	All other project management of park improvements	DPS/Mayor's Office	Business Manager/Manager of Special Projects	
Event Coordination	Organize spring Clean Sweep	Parks Commission	Commissioners	Commission will be involved in event management, with support from Mayor's Office and others as needed
Event Coordination	Organize and manage other parks centric events	Parks Commission	Commissioners	Commission will be involved in event management, with support from Mayor's Office and others as needed

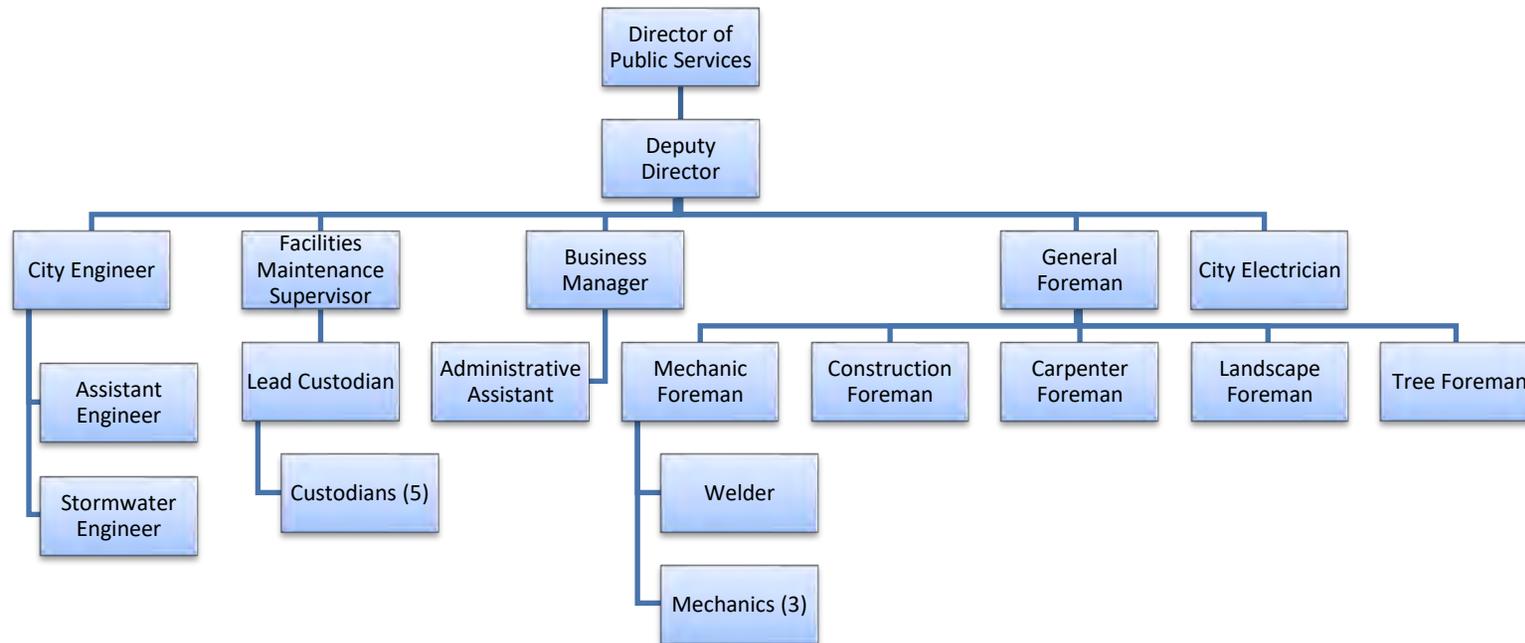
Scheduling and Permitting	Bring Permits to Parks Commission in need of approval	DPS	Administrative Assistant (Stipend position)	
Scheduling and Permitting	Approve of pro-forma permits that do not need Commission Approval	DPS	Administrative Assistant	When only issue is scheduling, DPS can approve permits if given permission by Parks Commission
Scheduling and Permitting	Coordinate master calendar of parks reservations	DPS	Administrative Assistant	
Budget and Finance	Establish and Manage user fees	DPS	Business Manager	
Budget and Finance	Prepare annual budget request	DPS	Business Manager	
Budget and Finance	Manage Capital Improvement Plan requests	DPS/Mayor's Office	Business Manager/Manager of Special Projects	
Budget and Finance	Pursue grant funding for parks improvements	Mayor's Office	Grants Developer	Parks Commission and Mayor's Office can also assist
Budget and Finance	Manage donations and gift approval by City Council	DPS	Business Manager	All gifts above \$500 require Council approval; Business manager will work with new 501c3 to manage
Morrill Foundation	Coordinate annual requests for Morrill Foundation	Parks Commission/ Mayor's Office	Commissioners/Manager of Special Projects	List will be finalized by Parks Commission, with assistance in sourcing projects by Mayor's office

Morrill Foundation	Liaison to Morrill Foundation	Mayor's Office	Manager of Special Projects	
Adult Recreation	Contracting with instructors/organizers for adult recreation classes and activities	Newburyport Youth Services	Associate Director of Recreation	NYS expected to be renamed Youth Services and Recreation Department.
Adult Recreation	Managing registration and other logistics for classes and activities	Newburyport Youth Services	Associate Director of Recreation	Already have registration systems for classes and activities.

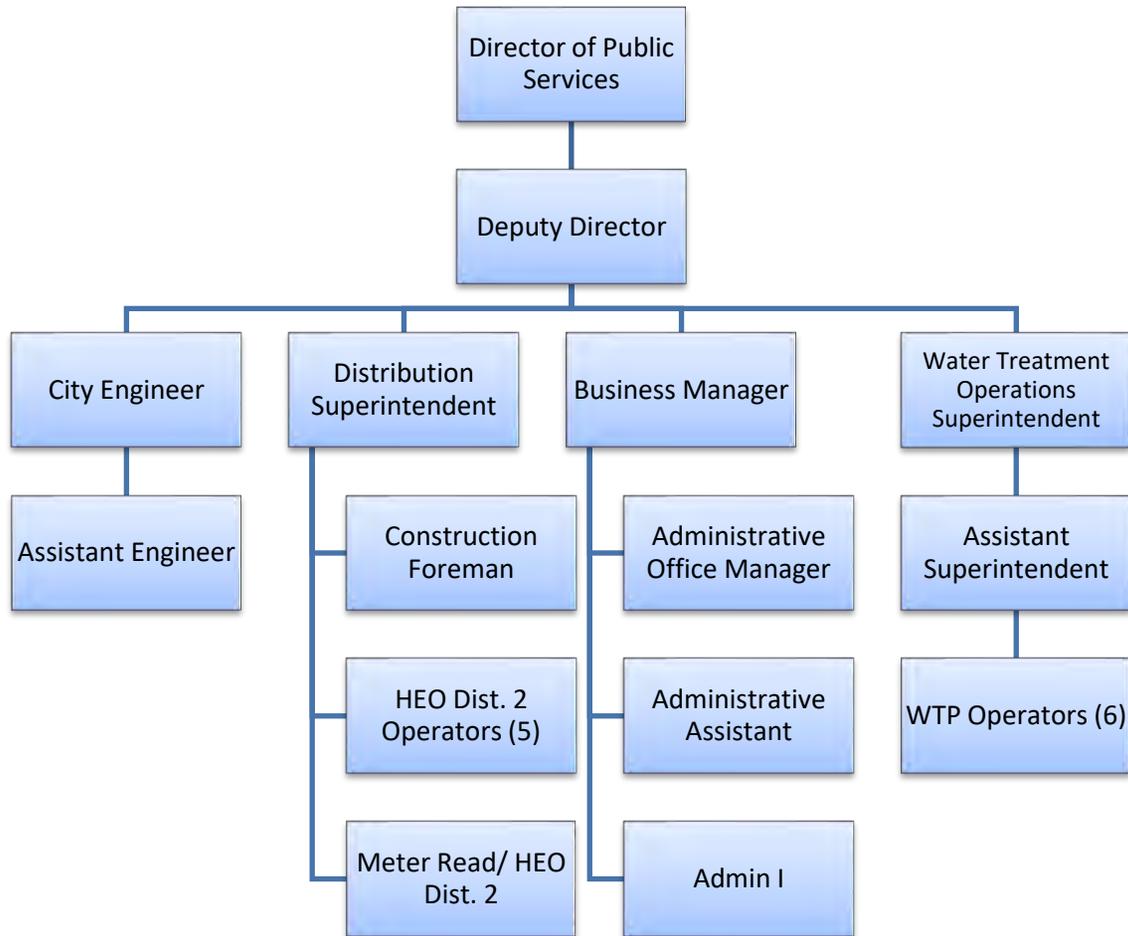
Exhibit B: Proposed Organizational Chart



DPS-Highway (For Reference)



DPS-Water (For Reference)



DPS-Sewer (For Reference)

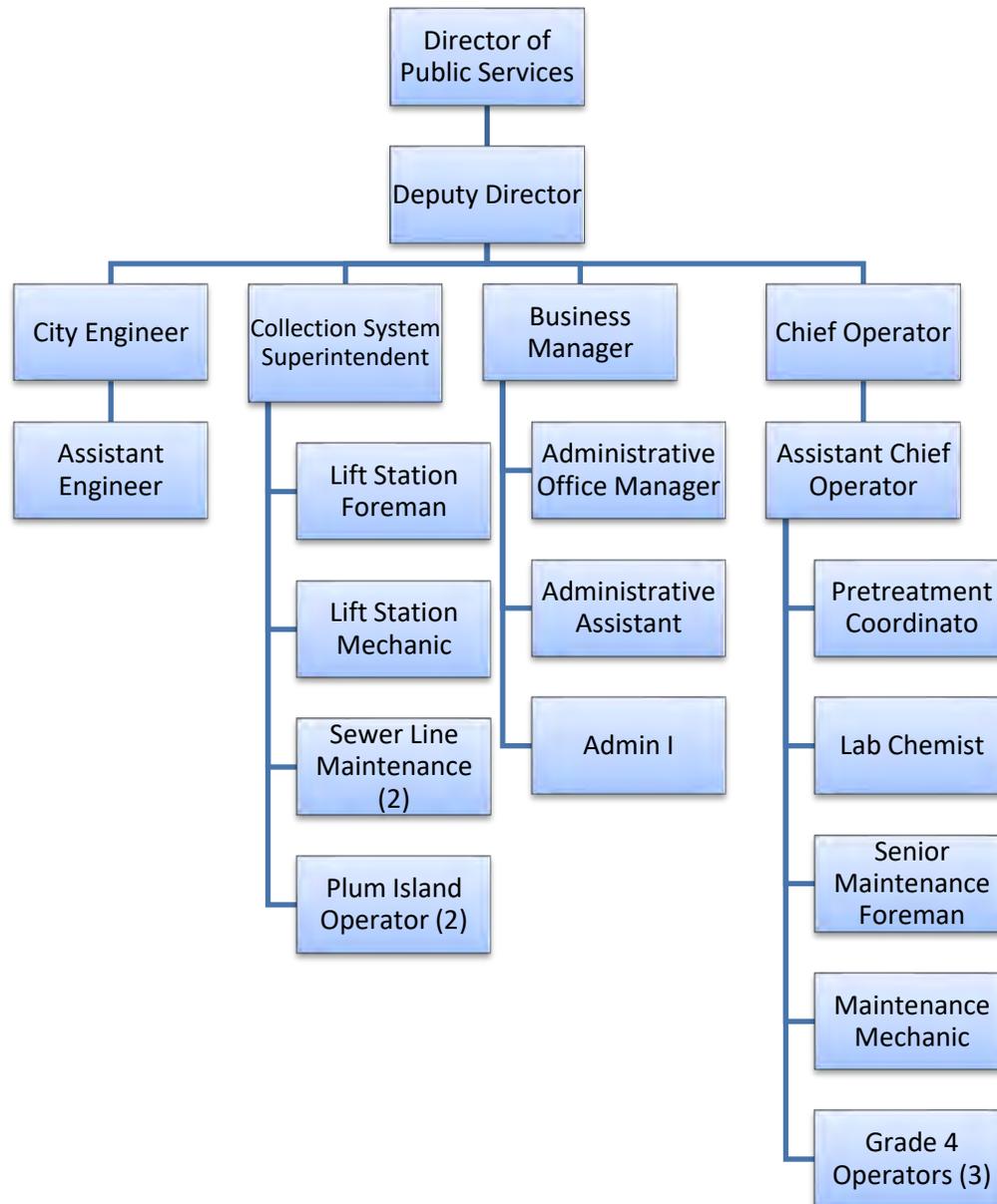


Exhibit C: Estimated Budget Savings

Item	FY23 Budgeted	New Proposed Annual Cost
Salary, Travel Stipend, and Fringe for Parks Director	\$ 101,445.38	\$ -
Stipend - DPS Admin*	\$ -	\$ 6,000.00
Maintenance - Equipment	\$ 7,000.00	\$ 6,200.00
Maintenance -Trees	\$ 32,000.00	\$ 30,000.00
PRK Bookkeeper	\$ 3,000.00	\$ -
PRK Maintenance Supplies	\$ 8,900.00	\$ 7,800.00
FT Labor*	\$ 96,723.00	\$ 96,723.00
PT/Seasonal Labor*	\$ 81,925.00	\$ 81,925.00
Travel Allowance	\$ 5,100.00	\$ 5,100.00
Clothing Allowance	\$ 900.00	\$ 900.00
Parks Manager*	\$ 75,688.00	\$ 75,688.00
Downtown Improvement Labor	\$ 29,000.00	\$ 29,000.00
Park Utilities	\$ 1,600.00	\$ 1,600.00
Moseley Woods	\$ 1,000.00	\$ 1,000.00
Restroom Rentals	\$ 4,200.00	\$ 4,200.00
Downtown Improvement Supplies	\$ 4,000.00	\$ 3,500.00
Fuel/Oil	\$ 5,250.00	\$ 5,250.00
Landscape Materials	\$ 41,000.00	\$ 37,000.00
Dog Waste Bags	\$ 7,000.00	\$ 7,000.00
Dues and Memberships	\$ 600.00	\$ 600.00
Park Equipment	\$ 12,000.00	\$ 12,000.00
Total	\$ 518,331.38	\$ 411,486.00
<u>Annual Savings</u>		<u>\$ 106,845.38</u>
<u>Percent Change</u>		<u>20.6%</u>

* Salaries and stipends may change based on union negotiations and other employee agreements.

Committee Items – September 27, 2022

Planning & Development

In Committee:

- APPT00338_09_12_2022 Joseph C. Teixeira 44 Hale St. Community Preservation Cmte. 10/1/2025
- COMM432_09_12_2022 Ad Hoc Committee on Adaptive Reuse of Brown School Property
(amended 9/22/22)



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR
SEAN R. REARDON, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 AUG 31 AM 8:57

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: September 12, 2022
Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Community Preservation Act Committee. This term will expire on October 1, 2025.

Joseph C. Teixeira
44 Hale Street
Newburyport, MA 01950

Joseph C. Teixeira
44 Hale Street, Newburyport, MA, 01950
jcteixeira@comcast.net

Education:

B.S., Mechanical Engineering, University of Massachusetts – Amherst, May 1990
A.S., Engineering, Springfield Technical Community College, May 1987
B.A., Communications, Rhode Island College, May 1983

Employment:

US Food and Drug Administration (1989 – 2019): Mechanical Engineer
Performed product compliance testing of Microwave Ovens, Medical Devices, CRT Video Products,
"Quack" Medical Devices and counterfeit devices for the Office of Criminal Investigations

Numerous (i.e.):

- Airway Tubing
- Blood Tubing
- Stainless Steel Surgical Instruments
- Syringes
- Medical Exam/Surgeon Gloves

Inspections:

Microwave Ovens
Video Products
Laser Products
Medical Devices

Teams:

Local Area Network (LAN)
Building Expansion
Microwave Oven Procedures Re-write
Worksheet Standardization

Committees:

ORA Revitalization Steering Committee
Green Team
Safety Committee

Accomplishments:

Microwave Oven Project Leader
WEAC Information Systems Security Officer
LAN Administrator
L.I.B. - May 1991: "Electronic Scanning of Drug Bottle Labels"
Plastic Microwave Oven Arm Research Project (FY94)
Medical Glove Durability Research Project
FACTS Trainer

Training:

F.D.A.: Basic Law & Evidence Course
Investigation Training
Engineer Training Program
Basic Radiation safety
Technical Writing
Research Proposal Development
TQM Team Building
Medical Device Workshop
Computer Security

Non-F.D.A.: Reliability in Design (A.S.M.E.)
IBM AIX/6000 Advanced System Administration
Advanced Troubleshooting & Upgrading Techniques for the IBM PC
Non-Ionizing Radiation Safety

Newburyport Conservation Commission

Member: 2005 – Present
Chair: 2011 – Present

Ad Hoc Committee on Adaptive Reuse of Brown School Property

Purpose & Goal

The Committee will be charged with reaching consensus for a viable “highest and best” future use(s) of the Brown School building and property. The deliverables include a written report and recommendation to the full Council and Mayor. The Ad Hoc Committee will review prior studies, Council actions, community and neighborhood input, and guidance from key stakeholders with expertise and familiarity with the existing facility and any proposed future use(s).

Members:

1. Councillor Cameron, At-Large, Chair of Planning and Development Committee (Ad Hoc Chair), Councillor Afroz Khan, Councilor at Large, Ad Hoc Chair, Councilor Bruce Vogel, Councilor at Large
2. Councillor Jennie Donahue, Ward 2 City Councilor
3. Councillor Connie Preston, At-Large, Member of Planning and Development Committee
4. Councillor Wallace, Ward 4, Member of Planning and Development Committee, Councilor Byron Lane, Ward 6 City Councilor
5. Councillor Sharif Zeid, Ward 1 City Councilor

Ex Officio (Non-Voting) Members:

1. Mayor Sean Reardon
2. Planning Director Andy Port
3. Designee of Mayor Reardon
4. Madeline Nash, Co-Chair, Newburyport Affordable Housing Trust
5. Karen Wiener, Member of Newburyport Affordable Housing Trust
6. Christine Madore, Facilitator, Massachusetts Housing Partnership

Proposed Timeline:

1. **Facility Walkthrough & Review of Prior Reports** (feasibility studies, environmental assessments, etc.) **{March} October**
2. **Committee Meetings with key stakeholders** **{March} October**
3. **Public Meeting(s) with Brown School neighborhood and other interested stakeholders** **{April} October – January 2023**
4. **Committee Meetings to discuss scope and basic terms for adaptive reuse(s) and or sale:** **{April} October – January 2023**
 - a. Preservation of the Main Building and Playground Area
 - b. Adaptive Reuse for Housing (type, feasible and appropriate unit/parking count, target population, %/level of affordability/affordability mix)
 - c. Renovation/Reuse vs. Demolition of the Existing Gym Space
 - d. Mitigation of potential neighborhood impacts such as parking, snow parking, traffic.
 - e. Additional terms for any partner (non-profit or developer) to be included in a Request for Proposals (RFP)
5. **Submit Written Report and Recommendations to City Council and Mayor** **{May} January/February 2023**
6. **Ad Hoc Disbands with further activities managed by Planning office and Administration**
7. ~~**Draft Request for Proposals (RFP) and any appropriate/required zoning amendments** **{May}**~~
 - a. Assistance from Office of Planning & Development, based on parameters outlined by the Committee.
8. ~~**Issue Request for Proposals (RFP) and sponsor any appropriate/required zoning amendments if necessary** **{June}**~~
9. ~~**Review RFP Responses and Select Highest Ranked Responsive Proposal** **{July-August}**~~
10. ~~**Ad Hoc Disbands with further activities managed by Administration and as needed City Council**~~

Revision 2 September 12, 2022

As amended in Planning and Development Committee on September 22, 2022

11. ~~Draft/sponsor Council action for disposition (by sale or lease) (defined portions as applicable)~~ [September]
12. ~~Disposition Process (e.g. lease/deed execution, closing)~~ [October November]
13. ~~Permitting (non profit/developer partner)~~ [December – February 2023]
14. ~~Construction Start~~ [March-April 2023]

Committee Items – September 27, 2022

Public Safety

In Committee:

- APPL00107_09_12_2022 Chamber of Commerce Fall Fest 2022 10/15-10/16 10am-7pm
- APPL00108_09_12_2022 BHHS Verani Blood Drive East Parking Lot 10/7 8:30am-4:30pm
- APPL00110_09_12_2022 Indigenous Peoples Day Observance Sat Oct. 8th 10am-3pm
- ODNC00119_07_11_2022 Amend Ch 13 Sec 168 Plummer Ave Restricted Parking (Amended 9/22/22)
- ODNC00120_07_11_2022 Amendment Plummer Ave Drop Off Zone (Amended 9/22/22)
- ODNC00121_07_11_2022 Amendment Merrimac-Plummer Safety Zone Revision (Amended 9/22/22)



DATE: June 29, 2022
TO: City of Newburyport Officials
FROM: Erin Duggan, Marketing & Development Director, GNCCI
RE: Fall Fest Liquor Permit Request

NOTE:

As in years past, The Greater Newburyport Chamber of Commerce is interested in developing and producing a successful, family friendly program along the Waterfront this Fall. Fall Fest will kick off a series of time-honored October activities throughout the city including witches night and trick or treating.

As a Chamber, we are working hard to bring economic development opportunities to downtown Newburyport and in so doing, supporting our business members throughout the region.

This year's Fall Festival will take place in Waterfront Park to emulate the success of Spring Fest which took place in May, 2022. In addition to local live music, and artisan vendors, we would like to introduce a small beer garden behind the Firehouse.

The goal of the beer garden is to help provide a fun atmosphere while supporting some of our local member breweries. With strong ties to the brewing industry, our President Nate Allard will ensure participating breweries are vetted, insured and Tip certified.

In addition, we will have one Tip certified person from the Chamber of Commerce checking identifications at the entrance. The area will be gated and surrounded by secure barricade that will be tastefully designed to reflect the season.

Thank you for your consideration, please let me know if you have any questions or concerns.

Best,
 Erin Duggan

Email: eduggan@newburyportchamber.org
 Cell: 415.577.4112

2022 SEP 01 PM 2:34
 RECEIVED
 CITY CLERK'S OFFICE
 NEWBURYPORT, MA

Clarifying locations:

1. Waterfront Park: Primary location with main stage, beer garden, vendors
2. Market Square: Secondary location with vendors only
3. Inn Street: Family Friendly Activities and Vendors

I have asked for the changes requested for the COI and am in the process of getting the revised certificate to you asap.

My primary point of contact at our insurance agency was out of office, I am hoping to have that to you by tomorrow.

I plan to join the 7PM call tonight with the liquor commission.

Best,
Erin

Erin Duggan

Marketing. Membership. Development. Events.

38R Merrimac St | Newburyport MA 01950

Cell: 415.577.4112

Don't Just Join. Belong!



RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

NEWBURYPORT SPECIAL EVENT APPLICATION

2022 SEP 21 PM 4:11

Tel.

Fax.

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

NAME OF EVENT: Fall Fest 2022

Date: October 15+16, 2022 Time: from 10 AM to 7 PM

Rain Date: N/A Time: from _____ to _____

2. Location*: Waterfront Park Only **SEE ATTACHED UPDATE**

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

3. Description of Property: See map. Public Private

4. Name of Organizer: Chamber of Commerce City Sponsored Event: Yes No

Contact Person Erin Duggan

Address: 3812 Merrimac Telephone: _____

E-Mail: eduggan@newburyportchamber.org Cell Phone: 415 577 4112

Day of Event Contact & Phone: Erin Duggan 415 577 4112

5. Number of Attendees Expected: 500-1000

6. MA Tax Number: _____

7. Is the Event Being Advertised? Yes Where? Social Media, Daily News

8. What Age Group is the Event Targeted to? All Ages, Family Friendly

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 20-30

*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 N/A

N/A

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? 10
- b) How many recycling receptacles will you be providing? 10
- 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 ? GNCCE Dumpster

If no: N/A

- 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 N/A one ADA accessible toilet)

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: N/A

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

Special Event - No Street Closures Requested

PARADE ROAD RACE WALKATHON

- 1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: Event
Erin Duggan
Greater Newburyport Chamber of Commerce
2. Name, Address & Daytime Phone Number of Organizer:
Erin Duggan
415 577 4112
382 Merimac St Newburyport MA 01833
3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up
Same As Above
Erin Duggan 415 577 4112
382 Merimac St Newburyport MA 01833
4. Date of Event: OCT 15/16 2022 Expected Number of Participants: 500-1000
5. Start Time: 11Am Expected End Time: 6pm
6. Road Race, Parade or Walkathon Route: (List street names & attach map of route):

No closures Requested.
Use of Waterfront Park, Inn St, Market Square
Confirmed

- 7. Locations of Water Stops (if any): N/A
8. Will Detours for Motor Vehicles Be Required? No If so, where?
9. Formation Location & Time for Participants: N/A
10. Dismissal Location & Time for Participants: N/A
11. Additional Parade Information: No parade or street closures
Number of Floats:
Locations of Viewing Stations: N/A
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 [Signature] 4 Green St. FIRE CHIEF [Signature] 0 Greenleaf St.
DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK [Signature] 60 Pleasant St.
HEALTH DIRECTOR [Signature] 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.

Approval Required Date: 1/16/22 Signature: Eric Deppa

1. Special Events: Eric Deppa

2. Police: [Signature]
Is Police Detail Required: _____ # of Details Assigned: _____

3. Traffic, Parking & Transportation: _____

4. ISD/Health: [Signature]

5. Recycling: [Signature]

6. ISD/Building: _____

7. Electrical: _____

8. Fire: Dep SMTS 12/20/22
Is Fire Detail Required: NA # of Details Assigned: _____

9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply
Yes: \$ _____ due on _____ No Fee for Special Events applies
Other requirements/instructions per DPS _____

10. 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

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 harbor master 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 harbor master 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.

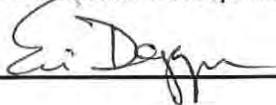
(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance 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: _____

7/10/22

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 harbormasters 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.

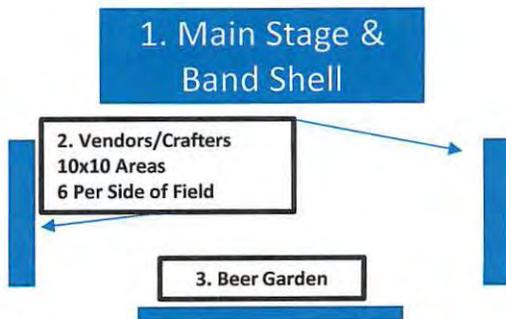
(5) *Road closure.* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers 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,



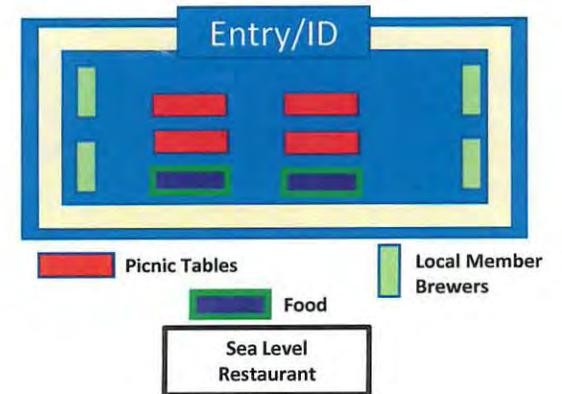
Greater Newburyport Chamber of Commerce & Industry is celebrating the return of Fall Fest for 2 days this October 15 & 16, 2022. Fall Fest Schedule detailed below.

Day	Time	Action Item
Friday, October 14 th	All Day	Stage, Sound, Vendor Load In, Mapping for Vendors
Saturday & Sunday, October 15 & 16	1. 9AM 2. 11AM – 12:30PM 3. 12:30PM – 5PM	1. Vendor and Talent Load In 2. Main Stage Youth Programming 3. Local Bands
Monday, October 17	All Day	Clean Up/Equipment Removal

Waterfront Park Layout



Beer Garden 75 - 100 Capacity



RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 978-992-3800

Fax. 978-992-1009
AUG 31 AM 8:57

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

NAME OF EVENT: BHHS Verani Blood Drive

Date: Oct 7, 2022 Time: from 8:30 am to 4:30 pm

Rain Date: - Time: from - to -

2. Location*: NRA East Parking Lot

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

3. Description of Property: Parking lot corner near harbor master building Public Private

4. Name of Organizer: Dan Diadati City Sponsored Event: Yes No

Contact Person

Address: 61 State St 1st floor Telephone: 978-992-3800

E-Mail: dan.diadati@verani.com Cell Phone: 978-470-9022

Day of Event Contact & Phone: 978-470-9022

5. Number of Attendees Expected: 45-50

6. MA Tax Number: _____

7. Is the Event Being Advertised? Yes Where? Posters, flyers, email

8. What Age Group is the Event Targeted to? All ages 18+

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

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

A. Vending*: Food _____ Beverages _____ Alcohol _____ Goods Total # of Vendors 1 (vs)

*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: X

Address: X

Telephone: X

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 _____ ROAD RACE _____ WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: Blood Drive
Dan Diodati

2. Name, Address & Daytime Phone Number of Organizer: Dan Diodati
61 State St 1st floor
Newburyport, MA 01950
978-992-3800

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up Dan Diodati
61 State St 1st floor
Newburyport, MA 01950
978-470-9022

4. Date of Event: 10/7/2022 Expected Number of Participants: 45-50

5. Start Time: 8:30am Expected End Time: 4:30pm

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

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

8. Will Detours for Motor Vehicles Be Required? No If so, where? -

9. Formation Location & Time for Participants: -

10. Dismissal Location & Time for Participants: -

11. Additional Parade Information:

- Number of Floats: X
- Locations of Viewing Stations: X
- 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 [Signature] 4 Green St. FIRE CHIEF [Signature] 8/20/22 0 Greenleaf St.

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

HEALTH DIRECTOR [Signature] 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**

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(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.

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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.

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(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: _____

08/26/2022



1325 Boylston Street • Boston, MA 02215
t 617.450.5500 f 617.450.8299
www.rm.f.harvard.edu

September 23, 2022

The City of Newburyport MA

60 Pleasant St.

Newburyport MA 01950

To Whom It May Concern:

Per the attached Blanket Additional Insured Endorsement (“BAIE”) issued by the Controlled Risk Insurance Company of Vermont, Inc, (a risk retention group), Additional Insured coverage is hereby provided to the following party(ies), in connection with the relevant Insured Contract:

Additional Insured(s): ***The City of Newburyport, Massachusetts***

For the effective date, time period, and purpose of this BAIE, please refer to the relevant Insured Contract.

Mass General Brigham Inc. will be attending a blood drive on October 7, 2022 location at Harbor Masters 27 Rear Water Street in Newburyport MA.

The following are details for the General Liability insurance policy, issued by the Controlled Risk Insurance Company of Vermont, Inc, (a risk retention group), to which the party(ies) has(have) been added as an Additional Insured(s):

Named Insured: ***Mass General Brigham Inc.***

Policy Number: ***PART-CRICO-C-GLPL-1677-2022***

Policy Limits: \$5,000,000 Per Claim and No Capped Annual Aggregate, or the limits that are required by the relevant Insured Contract, whichever is less.



Note: This document is provided for informational purposes only; please reference the Blanket Additional Insured Endorsement for exact policy language.

*Controlled Risk Insurance Company of Vermont,
Inc. (A Risk Retention Group)
Burlington, Vermont*

Medical Professional Liability and General Liability Policy

Blanket Additional Insured Endorsement

Named Insured: MASS GENERAL BRIGHAM INCORPORATED

Policy Effective Date: 1/1/2022

Policy No: PART-CRICO-C-GLPL-1677-2022

Endorsement No: 5

This Endorsement modifies the General Liability Policy.

Section V of the General Liability Policy, DEFINITIONS, is amended to add the following:

Additional Insured means a person, organization, or entity that the **Named Insured** has agreed in an **Insured Contract** to be named as an additional insured. Each **Additional Insured** shall be an **Insured** under this policy, but only with respect to liability for **Bodily Injury** Liability (Coverage A) or **Property Damage** Liability (Coverage B) caused by:

1. the negligence of the **Named Insured**; or
2. the negligence of others acting on behalf of the **Named Insured**.

Section IV of the General Liability Policy, PERSONS INSURED, is amended to add the following:

F. Any **Additional Insured**, but subject to the following:

The insurance afforded to an **Additional Insured** pursuant to this Endorsement:

1. Applies only to the extent permitted by law;
2. Applies only to a **Claim** resulting from an **Event** occurring within the **Policy Territory**, and subsequent to the Endorsement Effective Date;
3. Will not be broader than that which the **Named Insured** is required by the **Insured Contract** to provide to such **Additional Insured**.

The applicable limit of the Company's liability for a **Claim** shall not be increased by the inclusion of one or more **Additional Insureds**. Regardless of the number of **Claims** made, **Suits** brought, **Insureds**, **Additional Insureds**, persons injured, or persons asserting **Claims**, the limit of liability applicable to each **Claim** arising out of an **Event** is the amount required or evidenced by the **Insured Contract** or \$5,000,000, whichever is less. This amount is the most the **Company** will pay on behalf of the **Insureds**, **Additional Insureds**, and the **Named Insured** combined for all **Damages** and all **Claims Expense** for a **Claim**.

The **Company** hereby waives its rights of subrogation against such **Additional Insured**, but only to the extent any such subrogation is required by the **Insured Contract**.

All other terms and conditions, including but not limited to all obligations and all Exclusions, of the General Liability Policy shall remain unchanged by this Endorsement.

Terms appearing in bold in this Endorsement shall have the same meaning as the definition of that term in the General Liability Policy which this Endorsement modifies.

Notice: The Policy and this endorsement are issued by a risk retention group. A risk retention group may not be subject to all of the insurance laws and regulations of your State. State insurance insolvency guaranty funds are not available for risk retention groups.

IN WITNESS WHEREOF the Company has caused this Endorsement to be signed by its duly authorized representative.

A handwritten signature in black ink, appearing to be "M. J. Y.", written in a cursive style.

Duly Authorized Representative

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 SEP 12 PM 3:13

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT: Indigenous Peoples Day Observance

Date: 10/8/22 Time: from 10:00 am to 3:00 pm

Rain Date: _____ Time: from _____ to _____

2. Location*: Waterfront Park
*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: Kristine Malpica City Sponsored Event: Yes _____ No _____
Contact Person
Address: 7 Boardman St. #3 Telephone: 978-834-0367
E-Mail: Kristine@imaginestudios.org Cell Phone: 978-834-0367
Day of Event Contact & Phone: same as cell

5. Number of Attendees Expected: 500

6. MA Tax Number: 04 340 5220

7. Is the Event Being Advertised? yes Where? online, posters

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

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

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

- A. Vending*: Food _____ Beverages _____ Alcohol _____ Goods _____ Total # of Vendors 6
*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? _____
- b) How many recycling receptacles will you be providing? _____
- 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 13
- b) # of recycling container(s) to be provided by Recycling Office 14

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:
Imagine Studios, Unitarian Universalist Church

2. Name, Address & Daytime Phone Number of Organizer:
Imagine Studios 47 Main St. Amesbury, MA 01913
Unitarian Universalist Church Pleasant St. Newburyport
978-834-0367

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

4. Date of Event: 10/8/22 Expected Number of Participants: 400+

5. Start Time: 10 Expected End Time: 3

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

DEPUTY DIRECTOR _____ 16A Perry Way CITY CLERK [Signature] 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) R T

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.

OFFICE OF THE MAYOR
31 N. PEARSON, NEWBURYPORT, MA 01950
PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
MAYOR@CITYOFNEWBURYPORT.COM

Approval Required Date: _____ Signature: _____

1. Special Events: _____

2. Police: W.C. D. LT. SIMON 978-465-4413 PHONE
Is Police Detail Required: No # of Details Assigned: 1

3. Traffic, Parking & Transportation: _____

4. ISD/Health: _____

5. Recycling: _____

6. ISD/Building: _____

7. Electrical: _____

NA 8. Fire: NA
Is Fire Detail Required: NA # of Details Assigned: NA

9. Public Works: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply
Yes: \$ _____ due on _____ No Fee for Special Events applies
Other requirements/instructions per DPS _____

10. 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 multidisciplinary 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) *Multidisciplinary 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: _____

9/12/22



The Commonwealth of Massachusetts

City/Town of Newburyport



Application for Standard Permit

FP-006 (Rev. 1.2018)

Return completed application to: AC Radbury

Permit Number: 22-002
City or Town: Newburyport
Date: 9/12/22

DIG SAFE NUMBER
Start Date: X

In accordance with the provisions of M.G.L. Chapter 148, as provided in Section NFPA 1/527CMA1 application is hereby made by Kristine Malpica Imagine Studios 978-834-0367
(Full Name of Person, Firm or Corporation) (Phone Number)
of 47 Main St. Amesbury, MA 01913
(Address: Street or P.O. Box, City or Town, Zip Code)

for permission to (state clearly purpose for which permit is requested) Indigenous People's Day fire pit supervised by adults 9:30am - 3pm
Name of Competent Operator (if applicable) [Signature] Cert. No. _____
Date issued-rejected 10/8/22 By _____ (Signature of Applicant)
Date of expiration 10/8/22 Fee NA Amount Paid \$ NA



The Commonwealth of Massachusetts

City/Town of Newburyport



PERMIT

FP-006 (Rev. 1..2018)

City or Town: Newburyport
Date: 9/12/22
Permit Number (if applicable): 22-002

DIG SAFE NUMBER
Start Date: X

In accordance with the provisions of M.G.L. Chapter 148, as provided in NFPA 1/527CMA1 this permit is granted to Imagine Studios
(Full Name of Person, Firm or Corporation)
for outdoor fire pit
Restrictions: Fire extinguisher on hand
at Waterfront Park
(Street and # or Describe Location for Adequate Identification)

Fee Paid \$ NA This permit will expire on 10/8/22
Signature of Official Granting Permit: [Signature] Title Archivist

This permit must be conspicuously posted upon the premises



Indigenous Peoples Day Observance

**SATURDAY, OCTOBER 8, 10-3:00, 2022
WATERFRONT PARK, NEWBURYPORT, MA**

A FREE, FAMILY-FRIENDLY, OUTDOOR GATHERING

TO HONOR our region's indigenous nations, including Abenaki, Pennacook, Wabanaki, and Mi'kmaq, and all Native Peoples, past and present.

TO SUPPORT recognition of Indigenous Peoples Day at the city, state, and national level.

10:00 a.m. Opening Ceremonies	PAUL POULIOT, SAG8MO (HEAD MALE SPEAKER, GRAND CHIEF) DENISE POULIOT, SAG8MOSKWA (HEAD FEMALE SPEAKER) COWASUCK BAND OF THE PENNACOOK-ABENAKI PEOPLE
--	---

FOLLOWED BY INDIGENOUS MUSIC, DRUMMING, SONG, DANCE, STORIES, SPEAKERS, KIDS ACTIVITIES, & MORE

ONEGA WAYA (WHITE WOLF), TSALAGI CHEROKEE, DRUMMING, SONG, DANCE • **SETH WILLEY**, CHEROKEE, STORYTELLER, DRUMMER • **RED DAWN, MI'KMAQ** • **CLAUDIA FOX TREE, M.ED.**, ARAWAK (YURUMEIN), MASS. CTR. OF NATIVE AMERICAN AWARENESS, EDUCATOR & SOCIAL JUSTICE ACTIVIST • **CHRIS NEWELL**, PASSAMAQUODDY, DIRECTOR, AKOMAWT EDUCATIONAL INITIATIVE, AUTHOR/HISTORIAN AND SINGER, TOGETHER WITH **THE IRON RIVER SINGERS** • **HAWK HENRIES**, CHAUBUNAGUNGAMAUG BAND OF NIPMUCK, EASTERN WOODLANDS FLUTE MAKER AND MUSICIAN • **MIHKU PAUL**, WOLASTOQ, POET AND ARTIST • **LENNY AND KELLY NOVAK**, LONE WOLF STUDIOS ARTISANS • THE SACRED PATH, HEALING ARTS • DIVINE PARADIGM CENTER & ART BY MARIAH

POSTER DESIGN: LANCE HIDE
BIRCHBARK FEATHER ART: SIERRA HENRIES

		ORGANIZING PRESENTERS	
		Performances presented by Imagine Studios, a nonprofit arts & cultural organization Information: kristine@imaginestudios.org	

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

July 11, 2022

AN ORDINANCE TO AMEND CH. 13 SEC. 168 WITH RESPECT TO TRAFFIC AND MOTOR VEHICLES ON PLUMMER AVENUE

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

THAT Chapter 13 Section 13-168 of the Code of Ordinances, City of Newburyport, Massachusetts, is hereby amended to include the following parking restrictions:

CHAPTER 13. – TRAFFIC AND MOTOR VEHICLES

Sec. 13-168. – Parking restricted on certain streets

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

<u>Street</u>	<u>Restriction</u>
<u>Plummer Avenue</u>	<u>Easterly side from Merrimac Street for a distance of 240 120 feet in a southerly direction</u> <u>On the Easterly side from Merrimac St for a distance of 40 feet in a southerly direction, to place a “No parking here to corner sign”</u> <u>Continuing on the Easterly side from Merrimac for a distance of an additional 80 feet, to place a “Variable time (ie no parking 7:30-9, 3-4:30) no parking sign”</u>
<u>Plummer Avenue</u>	<u>Westerly side from Merrimac Street for a distance of 60 120 feet in a southerly direction,</u> <u>And to place a “Variable time (ie no parking 7:30-9, 3-4:30) no parking sign”</u>

Councillor Christine E. Wallace

In City Council July 11, 2022:

Motion to add the late files to the Consent Agenda, referring them to the respective Committees as noted (ODNC00119 to PS).

ORDR00373_07_11_2023 and ORDR00374_07_11_2022 are removed from the late files to be added to the Consent Agenda at the request of Councillor Wallace. Roll call vote. 11 yes. Motion passes.

Motion to approve as amended by Councillor Zeid, seconded by Councillor Lane. Roll call vote. 11 yes. Motion passes.

09-22-22 Amended in Committee. Recommend Approval 2-0.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

July 11, 2022

AN ORDINANCE TO ALLOW A DROP OFF ZONE ON PLUMMER AVENUE

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:

Sec. 13-171.1. - Pick-up and drop-off areas.

Designated school drop-off zone in front of the Community Action, Inc. school, along the Westerly side of Plummer Ave for a distance of ~~180~~ 80 feet. (beginning 40 feet from the intersection of Merrimac and Plummer)

Councillor Christine E. Wallace

In City Council July 11, 2022:

Motion to add the late files to the Consent Agenda, referring them to the respective Committees as noted (ODNC00120 to PS).

ORDR00373_07_11_2023 and ORDR00374_07_11_2022 are removed from the late files to be added to the Consent Agenda at the request of Councillor Wallace. Roll call vote. 11 yes. Motion passes.

Motion to approve as amended by Councillor Zeid, seconded by Councillor Lane. Roll call vote. 11 yes. Motion passes.

9-22-22 Amended in Committee. Recommended Approval 2-0

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

July 11, 2022

DIVISION 9. SAFETY ZONES

Sec. 13-192. Established.

The City of Newburyport establishes safety zones under the provisions of M.G.L.A. c. 90, § 18B that regulate statutory speed limits to twenty (20) miles per hour in these designated areas. Regulatory speed limit signs, including safety zone speed limit signs, are required to conform to the Manual on Uniform Traffic Control Devices, per M.G.L.A. c. 85 § 2.

Sec. 13-193. Designated.

The following portions of streets are located in designated safety zones:

Street	Extent
Merrimac Street	Between the intersection with Moulton Street and the intersection with Plummer Avenue, in both directions of travel
Plummer Avenue	Between the intersection with Merrimac Street and approximately 125 <u>725</u> <u>250</u> feet south on Plummer Avenue to the intersection with the Atkinson Common parking lot , in both directions of travel

Councillor Christine E. Wallace

In City Council July 11, 2022:

Motion to add the late files to the Consent Agenda, referring them to the respective Committees as noted (ODNC00121 to PS).

ORDR00373_07_11_2023 and ORDR00374_07_11_2022 are removed from the late files to be added to the Consent Agenda at the request of Councillor Wallace. Roll call vote. 11 yes. Motion passes.

Motion to approve as amended by Councillor Zeid, seconded by Councillor Lane. Roll call vote. 11 yes. Motion passes.

09-22-22 Amended in Committee. Recommended Approval 2-0

Committee Items – September 27, 2022

Public Utilities

In Committee:

- ORDR00352_05_09_2022 Licensed Contractor Robert Pike Construction, Inc.
- ORDR00353_05_09_2022 Licensed Contractor Commonwealth and Consulting Co., Inc.
- ORDR00370_06_27_2022 M. L. Mazzotta - Licensed Contractor
- COMM00420_06_27_2022 Ltr. Owen Smith re: Water/Sewer Rates
- COMM00421_06_27_2022 Communication re: Water/Sewer Rates b/w Mayor Reardon,
Roger Jones, and Owen Smith
- APPT00336_08_29_2022 Barry J. McBride 5 Pine St. Salisbury Asst. Wiring Inspector 09/15/2024

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

May 9, 2022

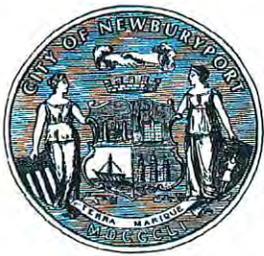
THAT the City Council of the City of Newburyport approves the following Licensed Contractor application for the 2022 construction year for Water, Sewer, Drain Layer, Roadway, and Sidewalk work:

Robert Pike Construction, Inc.
25 Old Salisbury Road
Salisbury, MA 01952

Councillor Bruce L. Vogel

In City Council May 9, 2022:

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



CITY OF NEWBURYPORT RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 APR 21 PM 6:42

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

JAMIE TUCCOLO
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

16A PERRY WAY
NEWBURYPORT, MA 01950

TEL: 978-465-4464

FAX: 978-465-1623

WWW.CITYOFNEWBURYPORT.COM

TO: Richard Jones, City Clerk
FROM: Anthony Furnari, DPS Director
DATE: 4/15/22
RE: Licensed Contractor Application

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

Robert Pike Construction, Inc.

For the following work;

Water Service
Sewer Service
Drain Laying
Roadway
Sidewalk

Thank you for your attention to this matter.



CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES

16A PERRY WAY
NEWBURYPORT, MA 01950

ANTHONY J. FURNARI, DIRECTOR
WAYNE S. AMARAL, DEPUTY DIRECTOR

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

**Application to become a
Licensed Contractor**

Submit completed application to the above address

Today's Date: 3/14/22

Name of Company: Robert Price Const. Inc.

Name of Owner: _____

Contact Person: Lorna Stenley

Street Address: 25 Old County Rd City: Salisbury State: Ma Zip Code: 01952

Phone #: 978 465-4184 Cell #: 978 360-7513 Fax #: 978 358 7651

Insurance Certificate #: S2444751 Policy Expiration Date: 6/28/22

Name and Contact Information of Insurer: Cassidy Lungo

Bond # S 918251 Bond Expiration Date: 2-17-2023

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

- Water Service/Main
- Sewer Service/Main
- Drain Laying
- Roadway (incl. curb cuts)
- Sidewalk
- Gas
- Electric
- Communications

Submit the Following with this completed Application:

- Certificate of Insurance incl. Worker's Compensation Insurance Affidavit (per M.G.L. .c152)
- \$5000 Bond ORIGINAL ONLY (\$10,000 Bond for laying Wire or Conduit)
- \$500 Check non-refundable payable to City of Newburyport (not required for ROW Occupancy)
- Minimum 3 Municipal References within the last 5 years (Renewals do not require references)

LICENSE OR PERMIT BOND

BOND NO. S-918251

KNOW ALL MEN BY THESE PRESENTS THAT WE, Robert Pike Construction Company Inc of 25 Old County Rd Salisbury MA 01952 as Principal, and NGM Insurance Company, a Florida corporation with its principal office at 55 West Street Keene NH 03431-7000, as Surety, are held and firmly bound unto Newburyport Dept of Public Services

in the sum of Ten Thousand and 00/100 Dollars

(\$10,000), for the payment of which sum, well and truly to be made, we bind ourselves, our personal representatives, successors and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such, that whereas the Principal has obtained, or shall obtain, a license or permit from the Obligee for Street Permit at for the term commencing on the 17th day of February, 2022 and ending on the 17th day of February, 2023.

NOW, THEREFORE, if Principal shall faithfully observe and comply with all terms of the underlying license or permit, and all Ordinances, Rules and Regulations, and any Amendments thereto, applicable to the obligation of this bond, then this obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

The Surety may, if it shall so elect, cancel this bond by giving thirty (30) days written notice to the Obligee and the bond shall be deemed canceled at the expiration of said period; the Surety remaining liable, however subject to all the terms, conditions and provisions of this bond, for any act or acts covered which may have been committed by the Principal up to the date of such cancellation.

PROVIDED, HOWEVER, that this bond may be continued from year to year by certificate executed by the Surety hereon. Regardless of the number of years or terms this bond remains in effect, and regardless of the number and amount of claims that may be made, the maximum aggregate liability of the Surety is limited to the penal sum of the bond.

SIGNED, SEALED AND DATED on this 17th day of February, 2022.

Robert Pike Construction Company Inc

By

NGM Insurance Company

By Nancy Giordano-Ramos Attorney-in-Fact



Aquarion Water Company
of New Hampshire
7 Scott Road
Hampton, NH 03842
www.aquarionwater.com

603.926.3319 phone



AQUARION
Water Company

Quality Water for Life®

March 8, 2022

To whom it may concern:

Robert Pike Construction currently works for Aquarion Water Company as a sub contractor.

If further information is needed please feel free to contact me at 603-926-3319 ext 104.

Sincerely,

A handwritten signature in cursive script that reads "Michael Bernier".

Mike Bernier
Foreman

BYFIELD WATER DISTRICT

*2 Fruit Street
P.O. Box 64
Byfield, MA 01922
(978)462-3023*

March 9, 2022

To Whom it may Concern:

As the Manager for the Ring's Island Water District and Director for the Byfield Water District I am very familiar with Robert Pike Construction,. From 1995 until 2020, when Ring's Island was taken over by the Town of Salisbury, Pike Construction was the sole contractor for all construction work completed by the water district. The Byfield Water District has also used Pike Construction for projects where our existing contractor did not have the capacity to complete such work.

I have always been satisfied with the expertise and professionalism in which Pike Construction completed our construction issues.

Please do not hesitate to contact me with any questions regarding work performed by Pike Construction for the water districts I have worked for.

Very truly yours,



Paul Colby

Director, Byfield Water District



March 8, 2022

Re: Robert Pike Construction

To Whom it May Concern,

Robert Pike Construction has worked within the Town of Hampton right-of-way for many years as a utility repair contractor for Aquarion Water Company. They have also completed work directly for this Department. During this time, they have satisfied the Town's Excavation Permit requirements.

Please let us know if you need any additional information.

Sincerely,

Tobey Spainhower
Sewer & Drain Foreman
Hampton Public Works
(603)929-5932

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

May 9, 2022

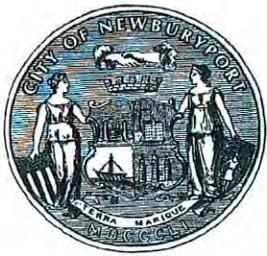
THAT the City Council of the City of Newburyport approves the following Licensed Contractor application for the 2022 construction year for Water, Sewer, Drain Layer, Roadway, and Sidewalk work:

Commonwealth Construction and Consulting Co., Inc.
10 Walnut Hill Park, Suite 3F
Woburn, MA 01801

Councillor Bruce L. Vogel

In City Council May 9, 2022:

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



CITY OF NEWBURYPORT RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 APR 21 PM 6:42

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

TO: Richard Jones, City Clerk
FROM: Anthony Furnari, DPS Director
DATE: 4/15/22
RE: Licensed Contractor Application

JAMIE TUCCOLO
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

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

16A PERRY WAY
NEWBURYPORT, MA 01950

Commonwealth Construction and Consulting Co., LLC

TEL: 978-465-4464

FAX: 978-465-1623

WWW.CITYOFNEWBURYPORT.COM

For the following work;

Water Service
Sewer Service
Drain Laying
Roadway
Sidewalk
Electric
Communications

Thank you for your attention to this matter.



CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES

16A PERRY WAY
NEWBURYPORT, MA 01950

ANTHONY J. FURNARI, DIRECTOR
JAMIE TUCCOLO, DEPUTY DIRECTOR

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

**Application to become a
Licensed Contractor**

Submit completed application to the above address

Today's Date: 3/28/2022

Name of Company: Commonwealth Construction and Consulting LLC

Name of Owner: Gianna Gough

Contact Person: Gianna Gough

Street Address: 10 Walnut Hill Park, Suite 3F City: Woburn State: MA Zip Code: 01801

Phone #: 978-854-5809 Cell #: 978-806-5176 Fax #: _____

Insurance Certificate #: 3AA504770 Policy Expiration Date: 09/18/22

Name and Contact Information of Insurer: Water St Insurance, Carmen Cocca 781-245-0888

Bond # 66195633 Bond Expiration Date: 3/29/2023

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

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

Submit the Following with this completed Application:

- **Certificate of Insurance incl. Worker's Compensation Insurance Affidavit** (per M.G.L. .c152)
- **\$5000 Bond ORIGINAL ONLY** (\$10,000 Bond for laying Wire or Conduit)
- **\$500 Check non-refundable payable to City of Newburyport** (not required for ROW Occupancy)
- **Minimum 3 Municipal References within the last 5 years** (Renewals do not require references)



Effective Date: March 29th, 2022

Western Surety Company

LICENSE AND PERMIT BOND

KNOW ALL PERSONS BY THESE PRESENTS:

Bond No. 66195633

That we, Commonwealth Construction and Consulting Co., LLC

of Woburn, State of Massachusetts, as Principal, and WESTERN SURETY COMPANY, a corporation duly licensed to do surety business in the State of Massachusetts, as Surety, are held and firmly bound unto the

City of Newburyport, State of Massachusetts, as Obligee, in the penal

sum of Five Thousand and 00/100 DOLLARS (\$5,000.00), lawful money of the United States, to be paid to the Obligee, for which payment well and truly to be made, we bind ourselves and our legal representatives, firmly by these presents.

THE CONDITION OF THE ABOVE OBLIGATION IS SUCH, That whereas, the Principal has been licensed Street Opening City of Newburyport

by the Obligee.

NOW THEREFORE, if the Principal shall faithfully perform the duties and in all things comply with the laws and ordinances, including all amendments thereto, pertaining to the license or permit applied for, then this obligation to be void, otherwise to remain in full force and effect until March 29th, 2023, unless renewed by Continuation Certificate.

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

Dated this 29th day of March, 2022.

Commonwealth Construction and Consulting Co., LLC

Principal

Principal

WESTERN SURETY COMPANY

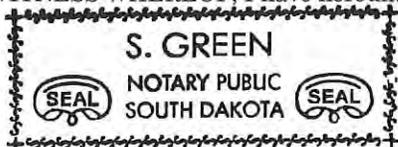
By Paul T. Bruffat
Paul T. Bruffat, Vice President

STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

ACKNOWLEDGMENT OF SURETY
(Corporate Officer)

On this 29th day of March, 2022, before me, the undersigned officer, personally appeared Paul T. Bruflat, who acknowledged himself to be the aforesaid officer of WESTERN SURETY COMPANY, a corporation, and that he as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as such officer.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal.



S. Green
Notary Public — South Dakota

My Commission Expires: February 12, 2027

ACKNOWLEDGMENT OF PRINCIPAL
(Individual or Partners)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, known to me to be the individual _____ described in and who executed the foregoing instrument and acknowledged to me that _____ he _____ executed the same.

My commission expires _____, _____

Notary Public

ACKNOWLEDGMENT OF PRINCIPAL
(Corporate Officer)

STATE OF _____ }
COUNTY OF _____ } ss

On this _____ day of _____, _____, before me personally appeared _____, who acknowledged himself/herself to be the _____ of _____, a corporation, and that he/she as such officer being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of the corporation by himself/herself as such officer.

My commission expires _____, _____

Notary Public



License or Permit No. _____

LICENSE AND PERMIT
BOND
As

of _____

State of _____

Name of Applicant _____

Address _____

Filed _____

Approved this _____

day of _____

Western Surety Company

POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS:

That WESTERN SURETY COMPANY, a corporation organized and existing under the laws of the State of South Dakota, and authorized and licensed to do business in the States of Alabama, Alaska, Arizona, Arkansas, California, Colorado, Connecticut, Delaware, District of Columbia, Florida, Georgia, Hawaii, Idaho, Illinois, Indiana, Iowa, Kansas, Kentucky, Louisiana, Maine, Maryland, Massachusetts, Michigan, Minnesota, Mississippi, Missouri, Montana, Nebraska, Nevada, New Hampshire, New Jersey, New Mexico, New York, North Carolina, North Dakota, Ohio, Oklahoma, Oregon, Pennsylvania, Rhode Island, South Carolina, South Dakota, Tennessee, Texas, Utah, Vermont, Virginia, Washington, West Virginia, Wisconsin, Wyoming, and the United States of America, does hereby make, constitute and appoint

Paul T. Bruflat of Sioux Falls,
State of South Dakota, its regularly elected Vice President,
as Attorney-in-Fact, with full power and authority hereby conferred upon him to sign, execute, acknowledge and deliver for and on its behalf as Surety and as its act and deed, the following bond:

One Street Opening City of Newburyport

bond with bond number 66195633

for Commonwealth Construction and Consulting Co., LLC

as Principal in the penalty amount not to exceed: \$ 5,000.00

Western Surety Company further certifies that the following is a true and exact copy of Section 7 of the by-laws of Western Surety Company duly adopted and now in force, to-wit:

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys-in-Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

In Witness Whereof, the said WESTERN SURETY COMPANY has caused these presents to be executed by its Vice President with the corporate seal affixed this 29th day of March, 2022.

ATTEST

P. Leitheiser, Assistant Secretary

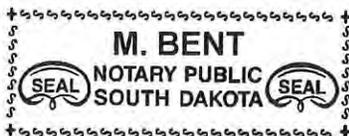
WESTERN SURETY COMPANY

Paul T. Bruflat, Vice President



STATE OF SOUTH DAKOTA }
COUNTY OF MINNEHAHA } ss

On this 29th day of March, 2022, before me, a Notary Public, personally appeared Paul T. Bruflat and P. Leitheiser who, being by me duly sworn, acknowledged that they signed the above Power of Attorney as Vice President and Assistant Secretary, respectively, of the said WESTERN SURETY COMPANY, and acknowledged said instrument to be the voluntary act and deed of said Corporation.



My Commission Expires March 2, 2026

Notary Public

To validate bond authenticity, go to www.cnasurety.com > Owner/Obligee Services > Validate Bond Coverage.



- **Underground Utilities** must be:
 - Identified prior to opening the excavation (e.g., contact Digsafe).
 - Located by safe and acceptable means while excavating.
 - Protected, supported, or removed once exposed.
- **Spoils** must be kept back a minimum of 2' from the edge of the trench.
- **Surface Encumbrances** creating a hazard must be removed or supported to safeguard employees. Keep heavy equipment and heavy material as far back from the edge of the trench as possible.
- **Stability of Adjacent Structures:**
 - Where the stability of adjacent structures is endangered by creation of the trench, they must be underpinned, braced, or otherwise supported.
 - Sidewalks, pavements, etc. shall not be undermined unless a support system or other method of protection is provided.
- **Protection from water accumulation hazards:**
 - It is not allowable for employees to work in trenches with accumulated water. If water control such as pumping is used to prevent water accumulation, this must be monitored by the competent person.
 - If the trench interrupts natural drainage of surface water, ditches, dikes or other means must be used to prevent this water from entering the excavation.
- **Additional Requirements:**
 - For mobile equipment operated near the edge of the trench, a warning system such as barricades or stop logs must be used.
 - Employees are not permitted to work underneath loads. Operators may not remain in vehicles being loaded unless vehicles are equipped with adequate protection as per 1926.601(b)(6).
 - Employees must wear high-visibility clothing in traffic work zones.
 - Air monitoring must be conducted in trenches deeper than 4' if the potential for a hazardous atmosphere exists. If a hazardous atmosphere is found to exist (e.g., O₂ <19.5% or >23.5%, 20% LEL, specific chemical hazard), adequate protections shall be taken such as ventilation of the space.
 - Walkways are required where employees must cross over the trench. Walkways with guardrails must be provided for crossing over trenches > 6' deep.
 - Employees must be protected from loose rock or soil through protections such as scaling or protective barricades.

APPLICANT SIGNATURE



DATE: 3/31/22

EXCAVATOR SIGNATURE (IF DIFFERENT)

_____ **DATE:** _____

OWNER'S SIGNATURE (IF DIFFERENT)

_____ **DATE:** _____

_____ **DATE:** _____
DEPUTY DIRECTOR'S SIGNATURE



CITY OF LYNN LAW DEPARTMENT

3 CITY HALL SQUARE, ROOM 406
LYNN, MASSACHUSETTS 01901

OFFICE: (781) 586-6840 • FAX: (781) 477-7043 • Email: Law@lynnma.gov

GEORGE S. MARKOPOULOS
City Solicitor
(781) 586-6848
gmarkopoulos@lynnma.gov

KATHLEEN A. BELLIVEAU
Executive Paralegal
(781) 586-6843
kbelliveau@lynnma.gov

RICHARD L. VITALI
Assistant City Solicitor
(781) 586-6845
rvitali@lynnma.gov

JAMES P. LAMANNA
Assistant City Solicitor
(781) 586-6842
jlamanna@lynnma.gov

JAMES F. WELLOCK
Assistant City Solicitor
(781) 586-6847
jwellock@lynnma.gov

March 22, 2021

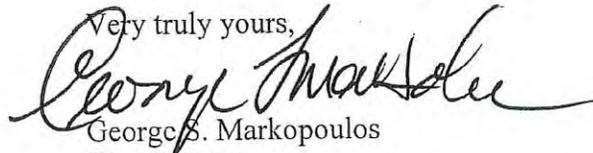
To Whom It May Concern:

Re: Commonwealth Construction and Consulting Co. LLC

Please be advised that I am the duly appointed City Solicitor in the City of Lynn. I have reviewed the files of the City of Lynn Solicitor's Office and inquired with relevant Department Heads regarding Commonwealth Construction and Consulting, Co., LLC. Commonwealth Construction and Consulting Co., LLC has been installing conduit and manholes within the City for the past six months. The Law Department is aware of no issues with the workmanship and professionalism of this firm and its employees. Presently, Commonwealth Construction and Consulting, Co., LLC is in good standing with the City of Lynn.

Thank you for your consideration in this matter.

Very truly yours,


George S. Markopoulos
City Solicitor



City of Boston
Mayor Michelle Wu
Public Works Department

4/1/2022

To whom it may concern,

As the Supervisor of Utility Compliance and Coordination/Chief Highway Inspector for the City of Boston, I have overseen Commonwealth Construction and Consulting perform utility excavation and occupancy work throughout the City.

Commonwealth Construction and Consulting has been performing work in the City of Boston for 5 years, and is in good standing with the City and its Departments.

If you should have any further questions please don't hesitate to contact me

Sincerely,

A handwritten signature in black ink, appearing to read "Richard DiMarzo".

Richard DiMarzo
Supervisor Utility Compliance and Coordination
Chief Highway Inspector
richard.dimarzo@boston.gov
781-853-9016



City of Everett

Department of Public Works – Engineering Division
City Hall
484 Broadway, Room 26
Everett, Massachusetts 02149

Julius Ofurie
City Engineer

Phone: (617)394-2251
Fax: (617)394-2433

June 3, 2021

Superintendent, Paul Argenzio.
Public Works Department
321R Charger Street
Revere, Ma.02151

Subject: Drain Layer Recommendation for:
Commonwealth Construction & Consulting.
10 Walnut Hill Park, Suite 3F
Woburn, MA 01801

To whom it may concern:

Please be advised that the above subject is an authorized licensed drain layer in the City of Everett and are still active on our city list of contractors doing underground utilities.

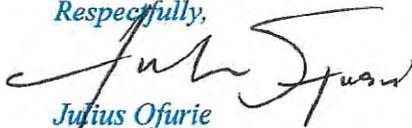
To date, the City of Everett has no issue with this contractor on city enforcement of our rules and regulation.

Furthermore, if for any reason they encounter problems while doing underground utilities, their response to find a solution is prompt and very professional.

I highly recommend them for the quality of work and prompt completion of work.

If you have any questions regarding this letter, please contact me at (617) 394-2251.

Respectfully,


Julius Ofurie
City Engineer

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

June 27, 2022

THAT the City Council of the City of Newburyport approves the following Licensed Contractor application for the 2020 construction year for Water, Sewer, Drain Layer, Roadway, and Sidewalk work:

M. L. Mazzotta
76 Homestead St.
Haverhill, MA 01830

Councillor Bruce Vogel

In City Council June 27, 2022:

Motion to waive the rules and accept the late files by Councillor Zeid, seconded by Councillor Cameron. Roll call vote. 9 yes, 2 absent (AK,JD). Motion passes. Motion to add the late files to the Consent Agenda, referring ORDR00370_06_27_2022 to Public Utilities as noted and approve as amended by Councillor Zeid, seconded by Councillor McCauley. Roll call vote. 9 yes, 2 absent (AK,JD). Motion passes.



CITY OF NEWBURYPORT
RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2022 JUN 23 AM 9:07

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

TO: Richard Jones, City Clerk
FROM: Anthony Furnari, DPS Director
DATE: 4/29/22
RE: Licensed Contractor Application

JAMIE TUCCOLO
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

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

M. L. Mazzotta

16A PERRY WAY
NEWBURYPORT, MA 01950

TEL: 978-465-4464

FAX: 978-465-1623

WWW.CITYOFNEWBURYPORT.COM

For the following work;

Water Service
Sewer Service
Drain Laying
Roadway
Sidewalk

Thank you for your attention to this matter.



ANTHONY J. FURNARI, DIRECTOR
JAMIE TUCCOLO, DEPUTY DIRECTOR

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

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

**Application to become a
Licensed Contractor**

Submit completed application to the above address

Today's Date: 03/02/2022

Name of Company: M. L. Mazzotta

Name of Owner: Michael Mazzotta

Contact Person: Michael Mazzotta

Street Address: 76 Homestead Street City: Haverhill State: MA Zip Code: 01830

Phone #: 978-360-3406 Cell #: 978-360-3406 Fax #: _____

Insurance Certificate #: _____ Policy Expiration Date: 04/10/20

Name and Contact Information of Insurer: Foster Sullivan Insurance, Lisa Lariviere, (978) 686-2266 X301

Bond # S-892950 Bond Expiration Date: 03/03/2023

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

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

Submit the Following with this completed Application:

- Certificate of Insurance incl. Worker's Compensation Insurance Affidavit (per M.G.L. .c152)
- \$5000 Bond ORIGINAL ONLY (\$10,000 Bond for laying Wire or Conduit)
- \$500 Check non-refundable payable to City of Newburyport (not required for ROW Occupancy)
- Minimum 3 Municipal References within the last 5 years (Renewals do not require references)

AGENCY: 20-0222 Foster Sullivan Ins Group

CONTINUATION CERTIFICATE	BOND	S-892950
--------------------------	------	----------

Principal:

Michael Mazzotta DBA ML Mazzotta Construction
76 Homestead St
Haverhill, MA 01830

Obligee:

City of Newburyport
16A Perry Way
Newburyport MA 01950

Bond Term in Months: 12

Effective Date: 3/2/2022

Expiration Date: 3/2/2023

Penalty Amount: \$5,000.00

Type of Bond: License/Permit

Classification: Drainlayer Automatic Renewals

Remarks:

Drainlayer

It is hereby agreed that the captioned numbered Bond is continued in force in the above amount for the period of the continued term stated above and is subject to all the covenants and conditions of said Bond.

This continuation shall be deemed a part of the original Bond, and not a new obligation, no matter how long the Bond has been in force or how many premiums are paid for the Bond, unless otherwise provided for by statute or ordinance applicable.

In witness whereof, the company has caused this instrument to be duly signed, sealed and dated as of the above "continuation effective date".

NGM INSURANCE COMPANY

By:



Attorney-in-fact



This Continuation Certificate needs to be filed with the obligee. No other proof of renewal has been sent to any other party.

Direct Bill

LICENSE OR PERMIT BOND

BOND NO. S-892950

KNOW ALL MEN BY THESE PRESENTS THAT WE,
Michael Mazzotta DBA ML Mazzotta Construction

_____ of
76 Homestead St Haverhill MA 01830 as Principal, and
NGM Insurance Company, a Florida corporation with its principal
office at 4601 Touchton Rd East Ste 3400 Jacksonville, FL 32245-6000, as Surety,
are held and firmly bound unto
City of Newburyport

in the sum of Five Thousand and 00/100 Dollars

(\$ 5,000), for the payment of which sum, well and truly to be made, we bind ourselves, our personal representatives, successors and assigns, jointly and severally, firmly by these presents.

The condition of this obligation is such, that whereas the Principal has obtained, or shall obtain, a license or permit from the Obligee for Drainlayer

at Newburyport, MA for the term commencing on the 2nd day of March, 2020 and ending on the 2nd day of March, 2021.

NOW, THEREFORE, if Principal shall faithfully observe and comply with all terms of the underlying license or permit, and all Ordinances, Rules and Regulations, and any Amendments thereto, applicable to the obligation of this bond, then this obligation shall become void and of no effect, otherwise to be and remain in full force and virtue.

The Surety may, if it shall so elect, cancel this bond by giving thirty (30) days written notice to the Obligee and the bond shall be deemed canceled at the expiration of said period; the Surety remaining liable, however subject to all the terms, conditions and provisions of this bond, for any act or acts covered which may have been committed by the Principal up to the date of such cancellation.

PROVIDED, HOWEVER, that this bond may be continued from year to year by certificate executed by the Surety hereon. Regardless of the number of years or terms this bond remains in effect, and regardless of the number and amount of claims that may be made, the maximum aggregate liability of the Surety is limited to the penal sum of the bond.

SIGNED, SEALED AND DATED on this 2nd day of March, 2020.

Michael Mazzotta DBA ML Mazzotta Construction

By _____

NGM Insurance Company

By Nancy Giordano-Ramos Attorney-in-Fact





KNOW ALL MEN BY THESE PRESENTS: That NGM Insurance Company, a Florida corporation having its principal office in the City of Jacksonville, State of Florida, pursuant to Article IV, Section 2 of the By-Laws of said Company, to wit:

"SECTION 2. The board of directors, the president, any vice president, secretary, or the treasurer shall have the power and authority to appoint attorneys-in-fact and to authorize them to execute on behalf of the company and affix the seal of the company thereto, bonds, recognizances, contracts of indemnity or writings obligatory in the nature of a bond, recognizance or conditional undertaking and to remove any such attorneys-in-fact at any time and revoke the power and authority given to them."

does hereby make, constitute and appoint Nancy Giordano-Ramos its true and lawful Attorney-in-fact, to make, execute, seal and deliver for and on its behalf, and as its act and deed bond number S-892950 dated March 2, 2020 on behalf of **** Michael Mazzotta DBA ML Mazzotta Construction **** in favor of City of Newburyport

for Five Thousand and 00/100 Dollars (\$ 5,000) and to bind NGM Insurance Company thereby as fully and to the same extent as if such instrument was signed by the duly authorized officers of NGM Insurance Company; this act of said Attorney is hereby ratified and confirmed.

This power of attorney is signed and sealed by facsimile under and by the authority of the following resolution adopted by the Directors of NGM Insurance Company at a meeting duly called and held on the 2nd day of December 1977.

Voted: That the signature of any officer authorized by the By-Laws and the company seal may be affixed by facsimile to any power of attorney or special power of attorney or certification of either given for the execution of any bond, undertaking, recognizance or other written obligation in the nature thereof; such signature and seal, when so used being hereby adopted by the company as the original signature of such officer and the original seal of the company, to be valid and binding upon the company with the same force and effect as though manually affixed.

IN WITNESS WHEREOF, NGM Insurance Company has caused these presents to be signed by its Vice President, General Counsel and Secretary and its corporate seal to be hereto affixed this 7th day of January, 2020.

NGM INSURANCE COMPANY By: *Kimberly K. Law*



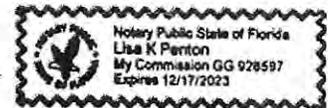
Kimberly K. Law
Vice President, General Counsel and Secretary

State of Florida,
County of Duval

On this 7th day of January, 2020, before the subscriber a Notary Public of State of Florida in and for the County of Duval duly commissioned and qualified, came Kimberly K. Law of NGM Insurance Company, to me personally known to be the officer described herein, and who executed the preceding instrument, and she acknowledged the execution of same, and being by me fully sworn, deposed and said that she is an officer of said Company, aforesaid: that the seal affixed to the preceding instrument is the corporate seal of said Company, and the said corporate seal and her signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Company; that Article IV, Section 2 of the By-Laws of said Company is now in force.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed by official seal at Jacksonville, Florida this 7th day of January, 2020.

Lisa K. Penton



I, Nancy Giordano-Ramos, Vice President of NGM Insurance Company, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney executed by said Company which is still in force and effect. IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Company at Jacksonville, Florida this 2nd day of March, 2020.

Nancy Giordano-Ramos



WARNING: Any unauthorized reproduction or alteration of this document is prohibited.

TO CONFIRM VALIDITY of the attached bond please call 1-800-225-5646.

TO SUBMIT A CLAIM: Send all correspondence to 55 West Street, Keene, NH 03431 Attn: Bond Claims.



TOWN OF MERRIMAC
 PUBLIC WORKS DEPARTMENT
 2 School Street, Merrimac, MA 01860
 978-346-0525

APPLICATION FOR APPROVED DRAINLAYER

APPLICANT INFORMATION
 (Please print)

Company Name: M.L. Mazzotta
 Company Address: 76 Homestead Street
 Telephone: 978-360-3406
 Contact Name/Position or Title: Michael Mazzotta/Owner
 Application Type: New Renewal (skip to APPLICANT SIGNATURE)

COMPANY INFORMATION

Provide names and addresses of all persons having a financial interest in this company. In the case of a corporation, provide names of all officers and directors. In the case of a partnership, provide names of all partners. Attach additional sheet if necessary.

Name	Address

LICENSES / CERTIFICATES

List current, valid approvals from other municipalities. If a master plumber, provide certificate/license number.

Municipality/District	State	Certificate/License Number

EXPERIENCES / REFERENCES

How many years have you or your company been in the business of underground utility installation: _____ years
 Provide references of three (3) underground utility installations completed with corresponding letters of reference from these three (3) agencies.

Contact Name	Municipality/District/Governing Agency	Phone Number

The APPLICANT hereby certifies to the accuracy of the information represented in this application. The undersigned hereby applies to become an approved drainlayer in the Town of Merrimac and agrees to conform to all lawful rules and regulations relative to the installation of utilities in the Town of Merrimac and to provide access for purposes of inspection by authorized agents of the Town. Signature of APPLICANT is required along with application fee. Checks shall be payable to *Town of Merrimac*.

Applicant Signature:  Date: 12/16/19
 Print name: Michael K. Mazzotta

**APPROVED BY THE PUBLIC WORKS DIRECTOR
 ON BEHALF OF THE WATER AND SEWER DEPARTMENTS**

Date: _____

 Public Works Director



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/08/2022

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

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

PRODUCER FOSTER SULLIVAN INSURANCE GROUP 163 MAIN STREET NORTH ANDOVER MA 01845		CONTACT NAME: Lisa Lariviere PHONE (A/C, No, Ext): (978) 686-2266 E-MAIL ADDRESS: llariviere@fostersullivangroup.com FAX (A/C, No):	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: LM INS CORP	NAIC # 33600
INSURED MICHAEL K MAZZOTTA DBA ML MAZZOTTA CONSTRUCTION 76 HOMESTEAD ST HAVERHILL MA 01830		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 762489 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			N/A			EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			N/A			COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$			N/A			EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A	N/A	WC531S621076012	04/22/2022	04/22/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
				N/A			

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Workers' Compensation benefits will be paid to Massachusetts employees only. Pursuant to Endorsement WC 20 03 06 B, no authorization is given to pay claims for benefits to employees in states other than Massachusetts if the insured hires, or has hired those employees outside of Massachusetts.

This certificate of insurance shows the policy in force on the date that this certificate was issued (unless the expiration date on the above policy precedes the issue date of this certificate of insurance). The status of this coverage can be monitored daily by accessing the Proof of Coverage - Coverage Verification Search tool at www.mass.gov/lwd/workers-compensation/investigations/.

Sole proprietor has not elected coverage.

CERTIFICATE HOLDER

CANCELLATION

City of Newburyport Department of Public Works 16 A Perry Way Newburyport MA 01950	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Daniel M. Crowley, CPCU, Vice President - Residual Market - WCRIBMA
--	--



TOWN OF MERRIMAC
Highway Department
16 E. Main Street
Merrimac, Ma 01860
Phone (978) 346-8939
Fax (978) 346-0531

E-Mail: Tbarry@townofmerrimac.com

David Shaw
Collection System
Superintendent

2/22/21

Hi David, this is a letter of recommendation for Mike Mazzotta. He has helped us out on a few projects in town. He does quality work in a safe and timely manner. I do not hesitate to call him when we need help to get a project done. Let me know if you have any questions.

Thank you.

Tom Barry
Merrimac Highway Superintendent



Town of Groveland

Water and Sewer

183 Main Street

Groveland, MA 01834

Phone: 978.556.7200 Fax: 978.373.6147

May 13, 2021

To whom it may concern,

During the last 8 years, while I have been employed with the Town of Groveland Water and Sewer Department, Mike Mazzotta has maintained his Drainlayers status in Groveland. Mike has completed drainage, water, and sewer projects within the Town of Groveland. All projects were completed as designed and approved.

Mike has a vast knowledge of the work that he performs, and he completes all jobs to the proper specifications. He is attentive to details, conscientious of safety, and always has the right tools to get the job done.

As the Water and Sewer Superintendent, I know when Mike does a job, we will not find problems during inspections because of his professional approach to all jobs big or small. He is prompt with permitting, follows all Town requirements and faithfully submits As-built drawings as required. Mike always maintains open communication with my office and the field crew during projects.

If you have any further questions, please feel free to contact me via email cstokes@grovelandma.com or via phone (978) 407-1566.

Respectfully,

Colin Stokes

Superintendent

Groveland Water and Sewer Department



**TOWN OF MERRIMAC
Highway Department**

16 E. Main Street
Merrimac, Ma 01860
Phone (978) 346-8939
Fax (978) 346-0531

E-Mail: Tbarry@townofmerrimac.com

David Shaw
Collection System
Superintendent

2/22/21

Hi David, this is a letter of recommendation for Mike Mazzotta. He has helped us out on a few projects in town. He does quality work in a safe and timely manner. I do not hesitate to call him when we need help to get a project done. Let me know if you have any questions.

Thank you.

Tom Barry
Merrimac Highway Superintendent



Haverhill

Engineering Department, Room 300
Tel: 978-374-2335 Fax: 978-373-8475
John H. Pettis III, P.E. - City Engineer
JPettis@CityOfHaverhill.com

April 26, 2021

To whom it may concern,

Mike Mazzotta is a current licensed and bonded drain layer with the City of Haverhill. Relative to that, we have found Mr. Mazzotta to competently perform his construction activities in full compliance with City requirements.

Sincerely,

John H. Pettis III, P.E.
City Engineer

From: Owen Smith <osmith87@gmail.com>
Sent: Thursday, June 23, 2022 9:29 AM
To: Richard Jones <RJones@CityofNewburyport.com>
Cc: Bruce Vogel <bruce@vogelatlarge.com>
Subject: ORDR00363_06_13_2022

Dear City Clerk Jones:

Attached to this email are a PDF document that contains snipped images of the Water and Sewer Commission (Commission) proposal and the City Council Order (Order). I put these images alongside each other for easy comparison.

The main difference between the respective proposals is two part:

1) The Commission was opposed to using money from retained earnings for water rate subsidies. This was discussed heavily as the goal was to bring the rate foundation up to a level that can support inflation and future projects while leaving free cash available to address unforeseen catastrophic failures. We can build the rate now to mitigate the risk of even higher percentage increases in the future. If rates were raised steadily over the past 6 years (you will notice they were flat), we likely would not be having this conversation. The rate should be designed in a manner that funds all operating and debt service requirements for the fiscal year. Retained earnings should be reserved for use if there are unexpected cost overruns.

2) Consumption is variable, we have seen volatility in water consumption due to lifestyle changes associated with COVID and a general downward trend due to people using more efficient appliances and low flow devices not registering on a water meter (water meters need a certain level of steady flow to register, and as they age, the meter would be less sensitive and likely read a lower consumption). Additionally, last summer we saw lower water consumption because we had heavy precipitation and cooler weather. Irrigation is unpredictable as it is dependent on environmental conditions. A fixed collection of an additional \$10 per single family home per year (\$27.50 per quarter vs. \$25) would provide some stability in our rate collection. We also proposed increasing the fixed collection for large users (>1 inch service line) \$100 per year (\$150 per quarter vs. \$125). There are fixed costs associated with the infrastructure that should be shared equally. The rate calc. sheet does not consider the additional revenue raised from the large user accounts because it is a smaller portion of the account population.

The proposed usage rates in the Order are the same for the Tier 1 Rate (\$6.61/100CF), the Tier 2 rate differs by 1 penny (\$7.37/100CF on the Order vs. \$7.36/100CF by the Commission). The 1 penny difference is likely a rounding error in the calc. sheet because the yellow fields are variable inputs, the rates are adjusted to provide a balanced budget. I would support keeping the extra penny that the Order reflects.

In my opinion, how we design water use unit rates need to be evaluated as part of the Commission's work. Additionally, there is a need to evaluate connection charges. Development puts a strain on our water distribution lines and on our sewer collection system. Both treatment plants also would incur higher demands. Depending on the type of development, there would be additional maintenance concerns.

There is a need for a conversation about how to set rates to establish equity and sustainability. I think there is a need to develop a comprehensive strategic plan regarding our water and sewer infrastructure. This includes staffing, organization, 20 year projected needs, 5 year immediate needs, and other factors to allow us to make informed decisions. Rate setting needs to address immediate and long term needs. I also think it would be prudent to seek rate payer input on the strategic plan. I see many large public entities take this approach. Public participation helps bring buy in when the public is asked to help support a public service. Being a part of this is one reason why I joined the board, and in my year of experience on it, I think it's time we act on it.

The public is entitled to a clean, safe, and sustainable water system. I view that my position is to represent the public interest. The Commission is a group of stewards of a public asset. As such, I have advocated against subsidizing the rates with end of year surplus money. The surplus funds should be used for value-added projects. Systemic underfunding of infrastructure is a massive problem in this country. The American Society of Civil Engineers writes extensively on this topic every year on their annual Infrastructure Report Card. In the 2021 report, drinking water got a C- and wastewater got a D+.

In the work I perform professionally, I analyze systemic failures, both human factor and infrastructure. I observe that factors such as funding, training, personnel, and maintenance practices lead to systemic failures. I believe we all can agree that we need to do everything we can to ensure that we can provide for this city beyond this budget season. When I look at what we have in our water and sewer departments is a group of dedicated employees who are over extended. They are set up to operate the existing infrastructure. We need to fund resources to build and improve our infrastructure. Our water and sewer budgets should be able to provide for maintenance and develop future projects. We cannot afford to constantly fight fires, we need to invest to minimize the chance of fire occurring.

Please enter this email and the attached PDF to the record regarding ORDR00363_06_13_2022.

--

Owen Smith

(631) 879-7964 ORDR00363_06_13_2022

W/S Commission elected to not use retained earnings to stabilize the rate.

$\$25 \times 4 \text{ bills} \times 8,700 \text{ accounts} = \$870,000$

$\$27.50 \times 4 \text{ bills} \times 8,700 \text{ accounts} = \$957,000$

	City Council Order Calc. Sheet	Water/Sewer Commission Calc Sheet
Water Rate Calculation		
<u>Factors</u>		
	FY2023	FY2023
Budget	\$6,268,194	\$6,268,194
Estimated Consumption	0. 71,722,454	71,955,650
Number of Accounts	0. 8,700	8,700
Less Fees	0. -\$250,000	-\$250,000
Less UFB	-\$100,000	\$0
Less PY Liens	-\$89,000	-\$89,000
Budget to Recover Through User Charges	\$5,829,194	\$5,929,194
<u>Rate Calculation</u>		
Fixed Charge (per Quarter) Customer Service	\$25.00	\$27.50
Income from Customer Service Charge	-\$870,000	-\$957,000
Budget to be Recovered Through Rate	\$4,959,194	\$4,972,194
Consumption associated with Tier 1 Rate	43,033,472	43,173,390
Rate per 100 Cubic Feet <u>Tier 1 Rate</u>	\$6.61	\$6.61
Revenue from Tier 1 Rate	\$2,844,513	\$2,853,761
Budget to be Recovered through Tier 2	\$2,114,681	\$2,118,433
Consumption associated with	28,688,982	28,782,260
Rate per Cubic Foot <u>Tier 2 Rate</u>	0.0737	0.0736
Rate per 100 Cubic Feet	\$7.37	\$7.36
Difference	\$0.76	\$0.75
<u>\$0.75</u>		
Total Rate:	\$6.91	\$6.91
7,750 cubic feet Annual Reside	\$612	\$622
YoY \$ Increase/(Decrease)	\$52	\$62
YoY % Increase/(Decrease)	9%	11%
34,596 cubic feet Annual Busi	\$2,559	\$2,566
Total Blended Ra	\$6.91	\$6.91
YoY \$ Increase/(Decrease)	\$234	\$242
YoY % Increase/(Decrease)	10%	10%

Average single family home would pay an additional \$10 per year fixed cost (4 bills*\$2.50). Average large user (>1" service line) would pay an additional \$100 year (4 bills*\$25). This rate calc. sheet does not reflect the additional revenue for large users.

Calculation Sheet in City Council Order (submitted at June 14, 2022 meeting)

Water Rate Calculation

<u>Factors</u>		<u>FY2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>
Budget		\$5,472,514	\$5,396,089	\$5,421,087	\$5,751,985	\$6,268,194
Estimated Consumption	0.25%	71,037,557	68,150,000	68,151,683	72,600,224	71,722,454
Number of Accounts	0.25%	8,282	8,282	8,302	8,700	8,700
Less Fees	0.25%	-\$206,038	-\$206,038	-\$245,000	-\$250,000	-\$250,000
Less UFB		-\$100,000	-\$100,000	-\$171,322	-\$100,000	-\$100,000
Less PY Liens		-\$84,213	-\$68,371	-\$89,707	-\$89,707	-\$89,000
Budget to Recover Through User Charges		\$5,082,263	\$5,021,680	\$5,086,380	\$5,312,278	\$5,829,194

Rate Calculation

Fixed Charge (per Quarter)	Customer Service		\$25.00	\$25.00	\$25.00	\$25.00	\$25.00
Income from Customer Service Charge			-\$828,175	-\$828,200	-\$830,200	-\$870,000	-\$870,000
Budget to be Recovered Through Rate			\$4,254,088	\$4,193,480	\$4,256,180	\$4,442,278	\$4,959,194
Consumption associated with Tier 1 Rate			42,622,534	40,890,000	40,891,010	43,560,134	43,033,472
Rate per 100 Cubic Feet	<u>Tier 1 Rate</u>		\$5.54	\$5.63	\$5.63	\$5.94	\$6.61
Revenue from Tier 1 Rate	60%		\$2,361,288	\$2,302,107	\$2,302,164	\$2,587,472	\$2,844,513
Budget to be Recovered through Tier 2			\$1,892,800	\$1,891,373	\$1,954,016	\$1,854,806	\$2,114,681
Consumption associated with			28,415,023	27,260,000	27,260,673	29,040,090	28,688,982
			0.0666	0.0694	0.0717	0.0639	0.0737
Rate per Cubic Foot	<u>Tier 2 Rate</u>						
Rate per 100 Cubic Feet	40%		\$6.29	\$6.38	\$6.38	\$6.69	\$7.37
Difference			\$0.75	\$0.75	\$0.75	\$0.75	\$0.76
<u>\$0.75</u>							
Total Rate:			\$5.84	\$5.93	\$5.93	\$6.24	\$6.91

<i>7,750 cubic feet</i>	Annual Residential	\$529	\$536	\$536	\$560	\$612
	YoY \$ Increase/(Decrease):	\$18	\$7	\$0	\$24	\$52
	YoY % Increase/(Decrease):	3%	1%	0%	4%	9%
<i>34,596 cubic feet</i>	Annual Business	\$2,186	\$2,217	\$2,217	\$2,325	\$2,559
	Total Blended Rate:	\$5.84	\$5.93	\$5.93	\$6.24	\$6.91
	YoY \$ Increase/(Decrease):	\$12	\$31	\$0	\$107	\$234
	YoY % Increase/(Decrease):	1%	1%	0%	5%	10%

Calculation Sheet in Voted on by Water/Sewer Commission at the May 31, 2022 meeting

Water Rate Calculation

<u>Factors</u>		<u>FY2019</u>	<u>FY2020</u>	<u>FY2021</u>	<u>FY2022</u>	<u>FY2023</u>
Budget		\$5,472,514	\$5,396,089	\$5,421,087	\$5,751,985	\$6,268,194
Estimated Consumption	0.25%	71,037,557	68,150,000	68,151,683	72,600,224	71,955,650
Number of Accounts	0.25%	8,282	8,282	8,302	8,700	8,700
Less Fees	0.25%	-\$206,038	-\$206,038	-\$245,000	-\$250,000	-\$250,000
Less UFB		-\$100,000	-\$100,000	-\$171,322	-\$100,000	\$0
Less PY Liens		-\$84,213	-\$68,371	-\$89,707	-\$89,707	-\$89,000
Budget to Recover Through User Charges		\$5,082,263	\$5,021,680	\$5,086,380	\$5,312,278	\$5,929,194
<u>Rate Calculation</u>						
Fixed Charge (per Quarter)	Customer Service	\$25.00	\$25.00	\$25.00	\$25.00	\$27.50
Income from Customer Service Charge		-\$828,175	-\$828,200	-\$830,200	-\$870,000	-\$957,000
Budget to be Recovered Through Rate		\$4,254,088	\$4,193,480	\$4,256,180	\$4,442,278	\$4,972,194
Consumption associated with Tier 1 Rate		42,622,534	40,890,000	40,891,010	43,560,134	43,173,390
Rate per 100 Cubic Feet	<u>Tier 1 Rate</u>	\$5.54	\$5.63	\$5.63	\$5.94	\$6.61
Revenue from Tier 1 Rate	60%	\$2,361,288	\$2,302,107	\$2,302,164	\$2,587,472	\$2,853,761
Budget to be Recovered through Tier 2		\$1,892,800	\$1,891,373	\$1,954,016	\$1,854,806	\$2,118,433
Consumption associated with		28,415,023	27,260,000	27,260,673	29,040,090	28,782,260
		0.0666	0.0694	0.0717	0.0639	0.0736
Rate per Cubic Foot	<u>Tier 2 Rate</u>					
Rate per 100 Cubic Feet	40%	\$6.29	\$6.38	\$6.38	\$6.69	\$7.36
	Difference	\$0.75	\$0.75	\$0.75	\$0.75	\$0.75
	<u>\$0.75</u>					
	Total Rate:	\$5.84	\$5.93	\$5.93	\$6.24	\$6.91

<i>7,750 cubic feet</i>	Annual Residential	\$529	\$536	\$536	\$560	\$622
	YoY \$ Increase/(Decrease):	\$18	\$7	\$0	\$24	\$62
	YoY % Increase/(Decrease):	3%	1%	0%	4%	11%
<i>34,596 cubic feet</i>	Annual Business	\$2,186	\$2,217	\$2,217	\$2,325	\$2,566
	Total Blended Rate:	\$5.84	\$5.93	\$5.93	\$6.24	\$6.91
	YoY \$ Increase/(Decrease):	\$12	\$31	\$0	\$107	\$242
	YoY % Increase/(Decrease):	1%	1%	0%	5%	10%



Bruce Vogel <bruce@plumislandcoffee.com>

Fwd: Water and Sewer Commission Rates

Owen Smith <osmith87@gmail.com>
To: Bruce Vogel <bruce@vogelatlarge.com>

Thu, Jun 9, 2022 at 4:06 PM

----- Forwarded message -----

From: **Owen Smith** <osmith87@gmail.com>
Date: Tue, Jun 7, 2022 at 2:59 PM
Subject: Re: Water and Sewer Commission Rates
To: Roger & Donna <jones137@comcast.net>
Cc: Sean Reardon <SRearon@cityofnewburyport.com>, Sandy Friede (sandyfriede@comcast.net) <Sandyfriede@comcast.net>, William Creelman <Creelmanw@gmail.com>, Andrew Levine <ALevine@cityofnewburyport.com>, Julie Spurrknight <JSpurrknight@cityofnewburyport.com>, Anthony Furnari <AFurnari@cityofnewburyport.com>, Jamie Tuccolo <JTuccolo@cityofnewburyport.com>

We all serve at the mayor's pleasure and we are appointed as such. However, it is my belief that the Water and Sewer Commission is empowered by the enabling legislation to set their own rates and choose how to expend funds from the enterprise funds.

With that said, I think it would be proper for the commission to vote on reconsidering it's recommended rate. We do have a meeting next Wednesday.

The Indian Hill design proposal came in less than expected. That's good news, but that proposal won't get us a final design, so additional design work will need to be completed. Those costs are unknown at this time.

We also have other projects to consider to address our short term vulnerabilities. Those should be considered if we have available funds.

On Tue, Jun 7, 2022, 14:27 Roger & Donna <jones137@comcast.net> wrote:

Mr. Mayor,

Thank you for attending our meeting and for getting back to us with your decision on the rates. It makes sense and moves us forward for the future.

Roger,
Commission Chair

Sent from my iPad

On Jun 7, 2022, at 2:13 PM, Sean Reardon <SRearon@cityofnewburyport.com> wrote:

Good Afternoon Water and Sewer Commission,

I first want to thank you all for your hard work on the commission. I enjoyed attending your last meeting and discussing where the city currently is with water and sewer rates. It was a great discussion and with so many capital projects on the horizon an important one. I've decided to put forward to the City Council Julie's recommendation of raising the water rate 9% using \$100K in retained earnings and a 0% increase in sewer using \$300K in retained earnings. I know you were hesitant to use water retained earnings but looking at this long term the city feels this is the most prudent way to proceed. This way we can continue to move forward with getting these capital projects shovel ready and we also have the water meter project that hopefully will start next year. Another important detail we just learned was the Indian Hill

water line design fee just came back in at \$265K and not the \$450K we allocated in the CIP. We are talking to DPS about lowering the amount. Rates are going to have to increase over the next several years and I believe this is where we need to start. Please reach out to my office with any additional questions or concerns.

Respectfully,

Sean Reardon

Mayor

City of Newburyport

[60 Pleasant St.](#)

PO Box 550

Newburyport, MA 01950

978-465-4411

Sign up for e-alerts and general City information on [CityofNewburyport.com](#)



--
Owen Smith
(631) 879-7964

5 attachments

 **image003.png**
1K

 **image001.png**
1K

 **image005.jpg**
7K

 **image004.png**
2K



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: August 8, 2022
Subject: Re-Appointment

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2022 AUG 16 AM 8:05

I hereby re-appoint, subject to your approval, the following
named individual as Assistant Wiring Inspector. This term
will expire on September 15, 2024.

Barry J. McBride
5 Pine Street
Salisbury, MA 01952

BARRY J. MCBRIDE

5 Pine Street

Salisbury, MA 01952

978-423-6270 cell
978-465-5150 home

LICENSURE: MA Lic. #E37144 NH Lic. #9856J

SUMMARY

All aspects of electrical wiring, to include making determination if projects meet current NEC and MA codes. Experienced in all types of electrical work - residential, commercial, industrial, electrical construction. Responsible for all sales, customer service, bookkeeping, proposal writing, estimating, work scheduling, billing, ordering of parts and equipment. Projects have included wiring of manufacturing businesses and continued maintenance, new home and commercial construction, repair of equipment, building additions and solar. Ability to read and effectively implement blueprints and schematics, along with intensive layout skills. Additional responsibilities have included: Hire, train, and manage assistants. Troubleshoot and perform preventative maintenance to Utility solar fields.

EXPERIENCE:

July 2019 – October 2019	All-Pro Electric , Estimator	Bradford, MA
April 2019 – June 2019	Modern Electric , Estimator	Wilmington, MA
2001 – 2018	City of Amesbury , Inspector of Wires	Amesbury, MA
1995 – 2018	Barry J. McBride , Electrician, Owner	Salisbury, MA
2014 – Present	City of Newburyport , Asst. Inspector of Wires	Newburyport, MA

RELEVANT TRAINING

- Whittier Vocational Technical School
Journeyman/Masters Preparation **Haverhill, MA**
- Northern Essex Community College
Masters/Business Preparation **Haverhill, MA**

MEMBERSHIP: IAEL, CNEEI, MA Electrical Contractors Association.

Continuing Education

CERTIFICATION:

2019-2022	Inspector of Wires 237 CMR 17.01 (1)	The Commonwealth of Massachusetts
2019-2022	Journeyman License 15 Hour	The Commonwealth of Massachusetts
2019-2022	Journeyman License 6 Hour	The Commonwealth of Massachusetts
2020	OSHA 10 – Construction	
2020-2022	CPR	ECSI