

# CITY COUNCIL MEETING

## AGENDA

August 28, 2023 7:00 pm  
City Council Chambers, City Hall  
60 Pleasant Street, Newburyport

\*\*\*\*\*

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

Or One tap mobile:

US: +19292056099,81299990548#

Or Telephone US: +1 929 205 6099

Webinar ID: 812 9999 0548

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

- TRAN00167\_08\_28\_2023 Mayor's Office: from ARPA-State & Local Fiscal Recovery Funds \$125K to Hale St. Safety Improvements \$125K (B&F)
- APPL00157\_08\_28\_2023 St. Vincent de Paul Walk for the Poor 9/23 10am-12pm Green St.-Broad St. (L&P)
- COMM00500\_08\_28\_2023 STRU Planning Board Final Report (P&D/COTW)
- COMM00501\_08\_28\_2023 Ltr from Vladimir Novotny on Restoration of Frog Pond (CS)
- COMM00502\_08\_28\_2023 Global Update (GG)

## 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

- August 14, 2023 (Approve)

### 8. COMMUNICATIONS

- COMM00497\_08\_28\_2023 Ltr. Jim McCarthy Banner Locations (PW&S)
- COMM00498\_08\_28\_2023 Ltr. Jim McCarthy Banner on High St. (PW&S)
- COMM00499\_08\_28\_2023 FY2023 Year End Financial Report (B&F)

### 9. TRANSFERS

- TRAN00166\_08\_28\_2023 Police Station Locker Rooms \$59,079.38 to SRT Body-Worn Camera Grant \$29,539.69 and Body-Worn Cameras \$29,539.69 (B&F)

### 10. APPOINTMENTS

- APPT00431\_08\_28\_2023 Michael Hennessey PO Box 1636 Hampton, NH Tree Warden 10/1/2026 (PW&S)
- APPT00432\_08\_28\_2023 Brian Balcom 44 Purchase St. Planning Board Assoc. Mem. 10/1/2026 (P&D)
- APPT00433\_08\_28\_2023 Charles Palmisano 3 Jefferson Ct. Planning Board 10/1/2026 (P&D)
- APPT00434\_08\_28\_2023 Jalen Howard 229 River Rd. West Newbury Asst. Harbor/Shellfish Const/SP PO 10/1/2026 (PW&S)

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

**BUDGET & FINANCE**

- TRAN00164\_08\_14\_2023 DPS: Cemetery Receipts Reserved for Approp. \$26,076.62 to Vehicle/Equipment Replacement \$26,076.62
- ORDR00481\_08\_14\_2023 Milliman Gift Acceptance
- ORDR00483\_08\_14\_2023 Approval to Pay Prior Year Bills
- TRAN00165\_08\_14\_2023 ARPA State and Local Recovery Funds \$25,000 to Hale St Safety Imp.25K

**LICENSES & PERMITS**

- APPL00153\_08\_14\_2023 Block Party Olive St. 9/9 2pm
- APPL00154\_08\_14\_2023 Block Party Bricher St. 9/16 3-10pm
- APPL00155\_08\_14\_2023 Newburyport Half Marathon 10/29 9:15am-12:45pm Cashman Park
- APPL00156\_08\_14\_2023 Chamber Fall Fest Oct. 14-15 10am-6pm

**PLANNING & DEVELOPMENT**

- APPT00422\_08\_14\_2023 Allen Marquis 3 Boardman St. Historical Comm-Alt. 9/1/2026
- APPT00427\_08\_14\_2023 Gregory Benik 15 Woodland St. ZBA 3/31/2026
- APPT00428\_08\_14\_2023 Walter Chagnon 43 Lime St. ZBA 2/28/2026

**PUBLIC WORKS & SAFETY**

- ODNC00158\_08\_14\_2023 Low Street at Perry Way Parking Restrictions
- COMM00496\_08\_14\_2023 Resident Petition re: Safety Concerns on Colby Farm Lane, Low St., and North Atkinson St.
- ORDR00484\_08\_14\_2023 Resolution Colby Farm Lane
- COMM00480\_04\_24\_2023 Merrimac St. Safety Items
- COMM00414\_05\_31\_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street

**END OF CONSENT AGENDA**

**REGULAR AGENDA**

**9. MAYOR'S UPDATE**

**10. FIRST READING APPOINTMENTS**

**11. COMMUNICATIONS**

**12. TRANSFERS**

**13. SECOND READING APPOINTMENTS**

- APPT00423\_08\_14\_2023 Sean Devendorf 50 Prospect St. Open Space Cmte 9/1/2026
- APPT00426\_08\_14\_2023 Richard Eaton 4 Horton St. Trust Fund Comm. 9/1/2025
- APPT00429\_08\_14\_2023 Sara Welch 209 Merrimac St. Human Rights Comm. 9/15/2026
- APPT00430\_08\_14\_2023 Nancy Kreusser 11 Bowlen Ave. Human Rights Comm. 9/15/2026

**14. ORDERS**

- ORDR00485\_08\_28\_2023 Parking Advisory Committee

## 15. ORDINANCES

- ODNC00159\_08\_28\_2023 Handicapped Space - 42 Market St
- ODNC00160\_08\_28\_2023 Zoning Amendment Business Park Indoor Outdoor Rec

## 16. COMMITTEE ITEMS

### Budget & Finance

#### *In Committee:*

- TRAN00164 08 14 2023 DPS: Cemetery Receipts Reserved for Approp. \$26,076.62 to Vehicle/Equipment Replacement \$26,076.62
- ORDR00481 08 14 2023 Milliman Gift Acceptance
- ORDR00483 08 14 2023 Approval to Pay Prior Year Bills
- TRAN00165 08 14 2023 ARPA State and Local Recovery Funds \$25,000 to Hale St Safety Imp.25K
- ODNC00129\_11\_01\_2022 Defining Conflict Rule for Dept. Heads (COTW)
- ORDR00336\_03\_28\_2022 ARPA Amesbury 250K (COTW)
- ORDR00472\_06\_26\_2023 Streets Sidewalks Loan Order \$6,000,000 (COTW)
- TRAN00153\_05\_08\_2023 Mayor: Multiple \$3,483,773 to Multiple \$3,483,773 revised 6/15/2023  
(*Atkinson Common Request only all other matters adjudicated*)

### Community Services

#### *In Committee:*

- COMM00474\_04\_10\_2023 Newburyport Public Art Policy
- ODNC00157\_06\_12\_2023 Public Art Policy (COTW)
- ORDR00474\_07\_10\_2023 Plan Approval Bartlett Mall Improvement Project (COTW)
- COMM00495\_08\_14\_2023 Ltr from Katherine Moore, Betty LaBaugh, and Brendan & Katy Banovic  
re: Landscaping noise and air pollution
- APPT00425\_08\_14\_2023 Madeleine Whitten 150 State St. Library Board of Dir. 2/1/2026

### General Government

#### *In Committee:*

- COMM00461\_02\_27\_2023 Brown School Gymnasium Considerations (COTW)
- COMM00468\_03\_13\_2023 Brown School Proposal (COTW)
- ODNC00146\_03\_13\_2023 Amend Ch 2-34 Responsibilities of Committee on Community Services
- ORDR239\_02\_8\_2021 Council Rule 7 and 10B

### Licenses & Permits

#### *In Committee:*

- APPL00153 08 14 2023 Block Party Olive St. 9/9 2pm
- APPL00154 08 14 2023 Block Party Bricher St. 9/16 3-10pm
- APPL00155 08 14 2023 Newburyport Half Marathon 10/29 9:15am-12:45pm Cashman Park
- APPL00156 08 14 2023 Chamber Fall Fest Oct. 14-15 10am-6pm Updated Application L&P 8/23/23
- ODNC047\_01\_27\_2020 General Ordinance - Short Term Rental Units Rules (COTW)

### Planning & Development

#### *In Committee:*

- APPT00422 08 14 2023 Allen Marquis 3 Boardman St. Historical Comm-Alt. 9/1/2026
- APPT00427 08 14 2023 Gregory Benik 15 Woodland St. ZBA 3/31/2026
- APPT00428 08 14 2023 Walter Chagnon 43 Lime St. ZBA 2/28/2026
- APPT00424\_08\_14\_2023 Jennifer Bluestein 190A High St. Planning Board-Assoc. 9/1/2026
- COMM00494\_07\_10\_2023 Planning Board Advisory Report STRU (COTW)
- ODNC00141\_02\_27\_2023 Zoning Amendment STRU (COTW)

**Public Works & Safety**

*In Committee:*

- ODNC00158 08 14 2023      Low Street at Perry Way Parking Restrictions
- COMM00496 08 14 2023      Resident Petition re: Safety Concerns on Colby Farm Lane, Low St.,  
and North Atkinson St.
- ORDR00484 08 14 2023      Resolution Colby Farm Lane
- COMM00480 04 24 2023      Merrimac St. Safety Items
- COMM00414 05 31 2022      Ltr. Emily Dunn re: Traffic on Merrimac Street
- COMM00412\_05\_31\_2022      Ltr Ann Jaroncyk re: Traffic Safety
- COMM00459\_01\_30\_2023      Ltr. Residents concerned with speeding on Arlington St.
- COMM00462\_02\_27\_2023      Ltr. From Kathleen O'Connor Ives re: drinking water concerns
- COMM00479\_04\_24\_2023      Ward 4 Street Sidewalk Traffic Safety Priorities
- COMM00482\_04\_24\_2023      Constructions projects at the Central Waterfront
- ODNC00103\_01\_10\_2022      Streets, Sidewalks, and Other Public Places Alterations & Maintenance
- ODNC00152\_05\_08\_2023      Amend Ch 13-181 Municipal Parking Facilities (COTW)
- ORDR00449\_04\_24\_2023      Approving Shared Streets Grant, High Street Traffic Calming

**17. GOOD OF THE ORDER**

**18. ADJOURNMENT**

**LATE FILE ITEMS**



# CITY OF NEWBURYPORT FY 2024 TRANSFER/APPROPRIATION REQUEST

## REVISED REQUEST

**Department:** Mayor's Office  
**Submitted by:** Sean R. Reardon, Mayor **Date Submitted:** 8/14/2023

**Transfer From:**

Account Name:	<u>ARPA - State &amp; Local Fiscal Recovery Funds</u>	Balance:	<u>\$ 1,372,330</u>
Account Number:	<u>2111-59630</u>	Category:	<u>\$ -</u>
Amount:	<u>\$25,000.00 \$125,000.00</u>	Trans I/O:	<u>\$ (4,094,378)</u>

**Why Funds Are Available:**

The City's allocation from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF) was \$5,466,707 of which \$4,094,378 has been approved for capital projects. See attached breakdown.

**Transfer To:**

Account Name:	<u>Hale Street Safety Improvements</u>	Balance:	<u>\$ -</u>
Account Number:	<u>New CIP Account</u>	Category:	<u>\$ -</u>
Amount:	<u>\$25,000.00 \$125,000.00</u>	Trans I/O:	<u>\$ -</u>

**Why Funds Are Needed:**

Hale Street Safety Improvements appear in the FY24-28 Capital Improvement Program under PL08. This funding request represents the estimated amount needed to complete 0-30% design and engineering.

Sean R. Reardon, Mayor:

*Sean R. Reardon*

Date:

8/24/2023

Ethan R. Manning, Auditor:

*Ethan R. Manning*

Date:

8/21/2023

City Council Action:

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

## NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 2023 AUG 25 A 8:40 Fax.

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

NAME OF EVENT: SAINT VINCENT DE PAUL WALK for the poor

Date: SEPTEMBER 23, 2023 Time: from 10AM to 12pm

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

2. Location\*: 42 GREEN ST to BROAD ST AND RETURN

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

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

4. Name of Organizer: SAINT VINCENT DE PAUL City Sponsored Event: Yes \_\_\_\_\_ No

Contact Person: IMMACULATE CONCEPTION CHURCH

Address: 42 GREEN ST Telephone: (978) 518-0728

E-Mail: MARYANNAKAWLER@VERIZON.NET Cell Phone: (978) 518-0728

Day of Event Contact & Phone: Mary Ann Kawler (978) 835-1109

5. Number of Attendees Expected: (APPROX) 75

6. MA Tax Number: (CEIN) 27-4114-921 103 800 38 TAXPAYER ID.

7. Is the Event Being Advertised? YES Where? CHURCH BULLETIN

8. What Age Group is the Event Targeted to? ADULT 20-70

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

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

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

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

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

Performers \_\_\_\_\_ Dancing \_\_\_\_\_ Amplified Sound \_\_\_\_\_ Stage \_\_\_\_\_

C. Games /Rides: Adult Rides \_\_\_\_\_ Kiddie Rides \_\_\_\_\_ Games \_\_\_\_\_ Raffle \_\_\_\_\_

Other \_\_\_\_\_ Total # \_\_\_\_\_

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

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

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

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

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

**If yes:**

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

**If no:**

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

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

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

# \_\_\_\_\_ Standard # \_\_\_\_\_ ADA accessible

Name of company providing the portable toilets: \_\_\_\_\_

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON  \_\_\_\_\_

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

Saint Vincent de Paul  
Immaculate Conception Chapter

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

Saint Vincent de Paul  
47 Green St  
(978) 578-0728

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

Anthony Lauker  
22 Woodland St  
(978) 835-1109

4. Date of Event: September 23, 2023 Expected Number of Participants: (Approx) 75

5. Start Time: 10 AM Expected End Time: 12 PM

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

47 Green St to High St to Broad St to Jeffermac St  
to State St to High St to Green St.

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: Immaculate Conception Parking Lot 10 AM

10. Dismissal Location & Time for Participants: Immaculate Conception Parking Lot 12 PM

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] 423/23 4 Green St. FIRE CHIEF [Signature] 8/23/23 0 Greenleaf St.  
 DEPUTY DIRECTOR [Signature] 8/23/23 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):

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

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

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

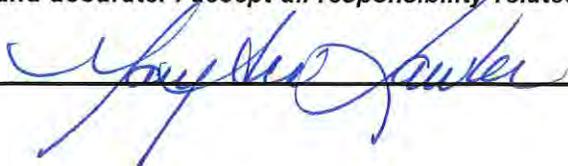
(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance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

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

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

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

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



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

8/23/2023



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

08/23/2023

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

<b>PRODUCER</b>		<b>CONTACT NAME:</b>	
Roman Catholic Archdiocese of Boston		PHONE (A/C, No, Ext): 617-746-5752	FAX (A/C, No):
66 Brooks Drive		E-MAIL ADDRESS: Certificates@Ratorisk.com	
Braintree MA 02184		<b>INSURER(S) AFFORDING COVERAGE</b>	
		<b>INSURER A:</b> Fides Insurance Group	
		<b>INSURER B:</b> National Catholic Risk Retention Group	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	
<b>INSURED</b>		<b>NAIC #</b>	
Location 479-400			
Society of Saint Vincent dePaul			
18 Canton Street			
Stoughton MA 02072			

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

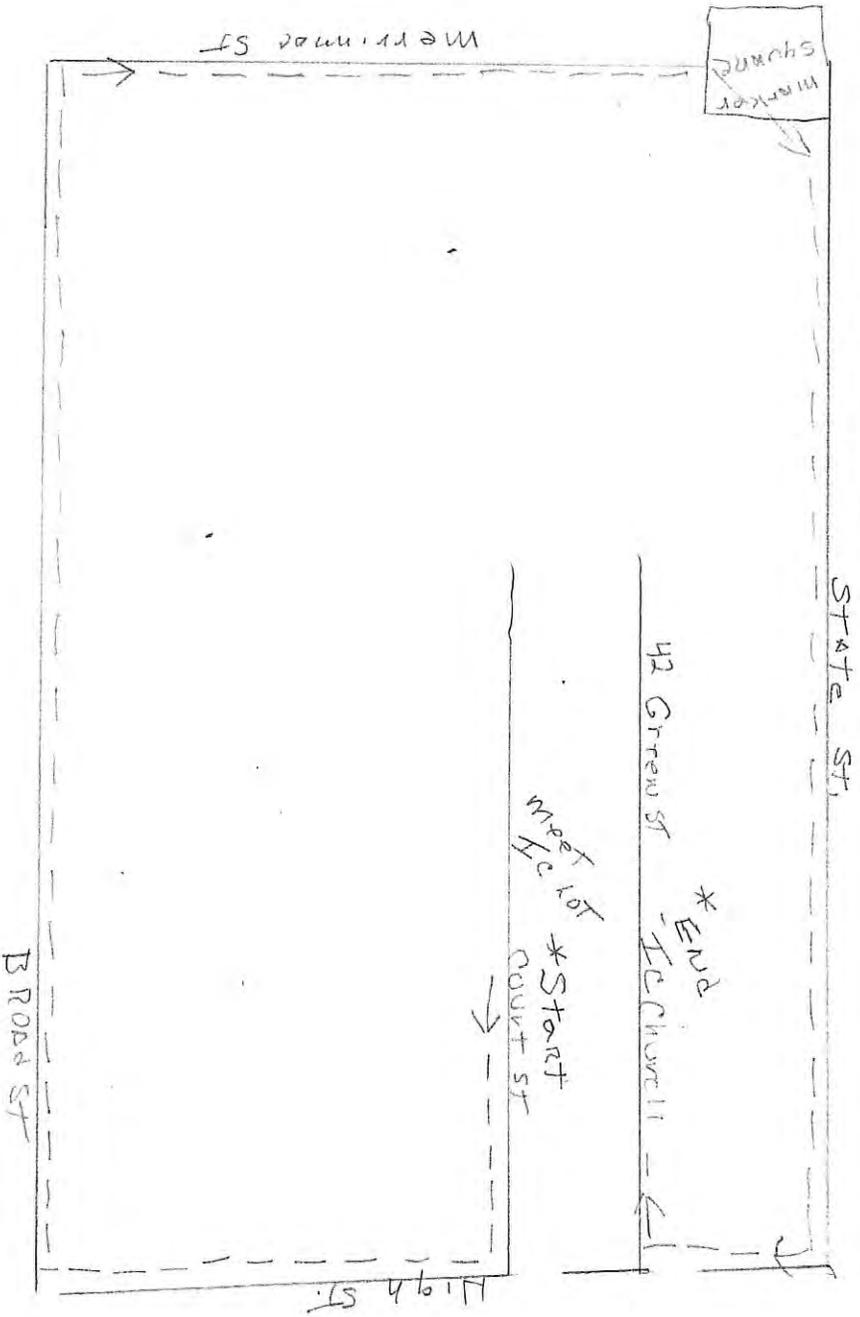
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			Fides 23-002 \$250,000.00	07/01/23	07/01/24	EACH OCCURRENCE	\$ 1,000,000
B	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			RRG 10358-26 \$750,000.00			DAMAGE TO RENTED PREMISES (Ea occurrence)	\$
							MED EXP (Any one person)	\$
							PERSONAL & ADV INJURY	\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$
	OTHER:							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>				BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>				PROPERTY DAMAGE (Per accident)	\$
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>					\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR						AGGREGATE	\$
	<b>EXCESS LIAB</b>							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTION \$							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						PER STATUTE	OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTION OF OPERATIONS below			N/A			E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Evidence of Insurance for Society of St. Vincent de Paul Walk for the Poor on Sept. 23, 2023. Certificate holder is an additional insured where required by written contract.

<b>CERTIFICATE HOLDER</b>	<b>CANCELLATION</b>
City of Newburyport 60 Pleasant St 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 Amanda Taillon

- Meet at I.C. church parking lot Court St.
- Leave Parking Lot and head north on High St. to Broad St.
- Turn right onto Broad Street - walk to Merrimac St.
- Turn right onto Merrimac and walk to Market Square, exit Market Sq onto State Street
- Turn right onto State Str. and walk to High St. to Green St.
- Turn right on Green St. and arrive at IC Church.





Broad

Newburyport, MA

NEWBURYPORT

Bridge Rd.

IC start  
↑  
IC finish

Woodland

Bywater

Woodland St.

Water St.

**Proposed Zoning Amendment Regarding Short-Term Rental Units (ODNC00141)**  
**Planning Board Report and Recommendations**  
**August 16, 2023**

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In accordance with MGL c.40A s.5, the Planning Board submits to the City Council this report with recommendations concerning ODNC00141, a proposed amendment to the zoning ordinance to allow Short-Term Rental Units (STRUs).

The Planning Board discussed the proposed zoning ordinance amendment in a joint public hearing with the City Council's Planning and Development Committee on April 19, 2023; and in the Board's meetings on May 3, May 17, June 7 and June 21, 2023. The Board adopted this report at its meeting on June 21, 2023.

Because the statutory time limit for acting had expired, the Planning Board and the Planning and Development Committee held a second joint public hearing on the same proposed zoning ordinance on August 16, 2023. Following the close of the Planning Board's public hearing, the Board voted to resubmit this report to the Council, with no changes, on August 16, 2023.

The Planning Board recognizes that it is necessary to adopt zoning regulations to define both the locations where STRUs may be located and the standards for such uses. The Board strongly supports the proposed ordinance's stated purposes, as follows (emphasis added):

- To define short-term rental use and regulate the use of short-term rentals in the City;
- *With the overall well-being of residents and neighborhoods in mind*, to strike a balance between competing interests such as *the need for long-term rental housing* and the benefits of STRUs; and
- *To minimize the adverse effects on residential properties and neighborhoods* that may arise from residential properties being used as STRUs.

The Board generally supports the overall approach represented by the current proposed ordinance, which contains separate regulations and standards for three classes of STRUs: owner-occupied, investor, and Plum Island. The proposed ordinance appropriately recognizes Plum Island's distinct history and character as a beach community with numerous seasonal short-term rentals, while being more restrictive of STRUs in mainland residential neighborhoods.

Board members (as well as residents) have raised concerns about the following specific issues with the proposed ordinance:

- Owner-Occupied STRU definition: The proposed ordinance defines "Owner-Occupied STRU" as including "a unit on the same lot as the Operator's Primary Residence." An STRU that is a separate unit on the same lot as the owner's primary residence is not very different in nature or neighborhood impact from an Investor STRU, since an owner of an Investor STRU may live on an adjacent lot to the STRU or nearby in the same neighborhood.
  - The current proposed definition of "Owner Occupied STRU" combines three separate concepts from the 2021-2022 proposed ordinance: "home share," "limited-share" and "owner-adjacent" units. An STRU that is "a unit on the same lot as the Operator's

Primary Residence” in the current proposal corresponds to the “owner-adjacent rental unit” in the 2021-2022 proposal, but the 2021-2022 proposal would have required the owner to be “personally and physically present overnight” whenever the “owner-adjacent unit” was rented as an STRU.

- If the Operator is not required to be present, a proposed STRU use of a second unit on a lot should be subject to additional scrutiny and perhaps be regulated differently than STRU use of the owner’s primary residence. For example, it may be more appropriate to regulate a second unit on an owner-occupant’s lot in the same way as an Investor STRU rather than treating it as an owner-occupied unit.
- Owner’s absence from Owner-Occupied STRU: When an Owner-Occupied STRU is a second unit on the same lot as the owner’s primary residence (as opposed to the unit that is the owner’s primary residence), the 120-day allowance for the owner-occupant to be absent from the property blurs the line between owner-occupants and investors.
  - If the definition of Owner-Occupied STRU is changed to apply only to the unit that is owner’s primary residence, the 120-day absence allowance could remain.
  - However, if “Owner-Occupied STRU” includes a second unit on the lot, the absence allowance should be reduced or eliminated altogether.
- Off-street parking requirements: The proposed ordinance sets limits on both the number of bedrooms and the number of guests but links the off-street parking requirement only to the number of bedrooms. This creates a potential ambiguity in determining the required number of parking spaces. This ambiguity could be resolved by tying the number of occupants to the number of bedrooms (e.g., two adult occupants per bedroom).

In addition, it is important that the ordinance clarify the intent regarding nonconforming situations with respect to off-street parking. For example, if a two-bedroom single-family dwelling does not already have two off-street parking spaces, does it need to provide only one space for the STRU use (recognizing the existing nonconformity), or does it need to fully conform to the ordinance and provide three spaces (two for the dwelling plus one more for the STRU use)?

- Neighborhood input: The proposed ordinance allows owner-occupied STRUs as of right (“P”) in residential districts as well as business districts. This precludes any opportunity for input by neighbors prior to zoning approval of the STRU.
  - Some Planning Board members strongly believe that in the absence of explicit limitations or controls in the zoning ordinance, a formal process for notice to and input from abutters and other neighbors should be required for proposed STRUs in residential neighborhoods. Such a process would reinforce the ordinance's stated purposes of ensuring “the overall well-being of residents and neighborhoods” and “minimiz[ing] the adverse effects on residential properties and neighborhoods that may arise from residential properties being used as STRUs.
  - If a formal process for abutter notice and input is not included as part of the licensing ordinance, these members would oppose allowing any STRUs as of right (“P”) in

- residential neighborhoods. In prior iterations of proposed STRU zoning, broader use of a Special Permit hearing was included, as a means by which to ensure abutter and neighborhood input. However, a primary area of debate relative to STRUs – in residential districts on the mainland, that is – has been the amount of time and process required to facilitate any such abutter or neighborhood input – for applicants, staff, and in particular the City’s volunteer boards.
- Conversely, some members do not think any neighborhood input is necessary, nor applicable, if an application satisfies all other codified requirements for operation of an STRU.
- Treatment of existing STRUs: There are a number of investor-owned STRUs in the residential zoning districts, and also a number of STRUs (both owner-occupied and investor-owned) that do not comply with the off-street parking requirements of the proposed ordinance.
    - Some Planning Board members would like to see an allowance in the ordinance for continued STRU use of investor-owned properties in residential neighborhoods, which could be either a time-limited “amnesty” provision (i.e., a “sunset” provision) or an amnesty tied to the current owner (i.e., not transferable to a future owner).
    - Planning Board members generally oppose continued STRU use when off-street parking is not provided, for both owner-occupied and investor units.
    - Some Planning Board members do not agree with the concept of granting amnesty for any unit that does not comply with all provisions of the ordinance as ultimately enacted.
  - Special permit findings and criteria: The Planning Board recommends that the ordinance provide guidance to the Zoning Board of Appeals with respect to required findings for granting a special permit.
    - Sec. X-H.7.A.(7) requires a finding that “The requested use will not, by its addition to a neighborhood, cause an excess of that particular use that could be detrimental to the character of said neighborhood.” The ordinance should include a measurement or other guidance to assist the ZBA in making this finding. Examples could include (a) a limitation of one or two STRUs per block face, (b) a minimum separation of 300 feet between any two STRUs, or (c) an absolute cap on the number of STRUs in the City. These could be either established as absolute standards in the ordinance, or provided as presumptions for the ZBA to use in finding that granting a special permit for a particular property would or would not result an “excess” of STRUs in the neighborhood.
    - Sec. X-H.7.A.(2) requires a finding that “The requested use is essential and/or desirable to the public convenience or welfare.” The ordinance should include a general statement regarding the public benefits of STRUs in residential and business districts to which the ZBA can refer in making this finding.
    - Another criterion to consider in the granting of an STRU special permit could include a history of operation without issues or complaints.

- Licensing and enforcement: Although the Planning Board’s purview is limited to advising the Council on the zoning ordinance, the issue of enforcement – and thus the licensing ordinance – is inextricable from the zoning discussion. There is a concern that the City does not have the resources to respond effectively and expeditiously to ordinance and license violations or to neighbor complaints, particularly on weekends when problems may be more likely. Board members believe that two steps are necessary before the zoning ordinance is amended to permit STRUs:
  - (1) A licensing ordinance with strong monitoring and enforcement provisions must be enacted, and
  - (2) The City must provide the necessary resources (financial and/or staffing) to effectively monitor STRUs and enforce the applicable zoning and licensing requirements.

The Planning Board recommends that the above issues be further reviewed and addressed before a final ordinance is enacted.

To: Ms. Constance Preston  
Councilor, City of Newburyport Government  
From: Vladimir Novotny  
Professor Emeritus, Northeastern University  
Re: Restoration of Frog Pond

Good day:

I am a retired Professor specializing in water quality management, pollution abatement and restoration. In my sixty years long university teaching, research and consulting I have participated and consulted on restoration of number deteriorated and polluted lakes and rivers in US and abroad and assisted in development of their remediation plans. These included Florida Everglades and Lake Okeechobee, Clear Lake in California, Lagoon of Venice in Italy, many water supply reservoirs in Europe, Milwaukee River and Lincoln Creek, Des Plaines River in Illinois, and others. All recovered, including Everglades but not yet Lake Okeechobee which was hit by a hurricane lifting phosphorus from the sediment ,followed by severe cyanobacteria blooms.

Since 2017 we reside in Newburyport where soon after arrival, I was pointed by a friend to the poor quality of Frog Pond. He is the creator of the fountain. With little information I prepared a short assessment of solutions that was conveyed to the city mayor 6 years ago and exchanged ideas with Ms. Reid who might have been your predecessor. After she left more than a year ago the contacts with city ended but I was in contact with Mr. Griffin. Because of my age and other work I stayed away but when I saw the draft of the present project, I was little horrified and could not support it. The plan proposed drastic water quality actions that are recommended for swimming pools but are inappropriate for ponds and lakes, including complete dewatering and bottom solidification that will destroy biota and will change a historic pond into water storage basin. And the cost of electric energy and maintenance will be very high.

I have put together a short document showing the rich history and current biota which will disappear if the project is realized as is. The pond is declared by the Massachusetts Wetland Protection Act (WPA) as Inland Pond with restrictions that protect aquatic biota and water quality. The proposed plan violated several of them. I was informed the NBP CON COM has approved the plan and asked for a Variance which is an admission of the violation of the Act. As a matter of fact, after looking at the video of the meeting the members of the Commissions were not informed about the restrictions the act is imposing.

I was notified by Mr. Griffin that you have a plan that is very close to one I proposed originally six years ago, i.e., taking care of the sediment emissions, reducing the concentrations of phosphorus, and bringing fresh water to the pond with an outlet. That all it is necessary for the pond. The restoration must by law take into consideration the banks and surroundings of the pond because of amphibians. However, using a liner would conflict with the WPA but it can be easily fixed. There is no need for huge pumping, making bubbles, circulating all water. It may be even counterproductive to water quality and deadly to biota, meaning that new biota could not develop. No disinfection. Filtration can be natural. And the cost reduction could reach a million.

It may be too late.

Vladimir Novotny. Phone 617 240 4918. [vnovotny@aquanovaLLc.com](mailto:vnovotny@aquanovaLLc.com)

## END OF UNIQUE WILDLIFE OF THE FROG POND IN NEWBURYPORT

The two-acre Frog Pond in Newburyport (MA) is a part of City history. Surrounded by old cemeteries, the historic courthouse built in 1805, and mansions along High Street, this ancient pond is the heart of Bartlett Mall. It has an artistic fountain which, however, is not functioning because of poor water quality. The pond itself is a remnant of the glacial period and is one of few local water bodies which has looked roughly the same for the past 15 thousand years. Formed by glacial processes and categorized as a kettle pond, Frog Pond is not fed by surface water runoff as are most ponds but relies mainly on rainfall. Due to park construction and earlier military production at Bartlett Mall, the pond has been slowly filled by sediments flushed in from surrounding activities and by decomposing dead small and large plants growing in or around the pond. Hence, even the sediments show the origin and history of the pond and City.

The pond today has had its unique rich and lively flora and fauna in addition to seasonal algal blooms (Figure 1) and a moderate mosquito population in summer. Mosquito larvae and development in the pond may be annoying but they are used by biologists as an indicator of biotic toxicity. In July of 2022, hundreds of small amphibian frogs (tadpoles) were seen jumping (moving) from the surrounding grass areas to the pond, manifesting its name "Frog Pond" (video is available). Because of the thousand years of isolation, the frogs in the pond may be unique but they are endangered. Frogs are amphibians and lay their eggs in grassed wet areas surrounding the pond on three sides. The pond is also hosting a large family of turtles which also rely on the grass pond surrounding. It also has some fish and full microscopic flora and fauna. Frequently egrets, cormorants, cranes, ducks, and geese come to visit the pond to thrive on the rich biota (see figures). An otter was observed in the pond, but the city asked for otter's liquidation (why?). Turtles and frogs are endangered species and must be protected and certain turtles are protected by **Massachusetts Endangered Species Act** and federally are classified as endangered. It is illegal to kill turtles and frogs by construction as it could happen if the current City's project were implemented.

A recently produced city plan for the dewatering of Frog Pond and its conversion into a lifeless water storage basin seems to throw out the baby with the bathwater. It seems to neglect the ecological and historical significance of beloved natural pond, regulated by state and local rules as a resource area. It also appears to lack knowledge of recent decades of the City's failed attempts to treat this complex site with processes that have failed, precisely because they disregard the complexity of natural pond processes. By full dewatering of the pond, solidifying bottom and putting a plastic liner on the bottom and then refilling the pond with water of unknown quality pumped from a depth of 600 ft from a deep aquifer the plan would destroy the pond's living elements while replacing the pond with a lifeless water storage basin, all at exorbitant cost.

**Because of the area of the pond is 2 acres (far over the 10,000 square feet threshold) and the pond has been in place for fifteen thousand years, Frog Pond has been designated as an "Inland Pond" by the Massachusetts Wetland Protection Act - (MWPA) (310 CMR Section 10.04). The act provides extensive protection to the biota developing and living in the pond and restrict**

**dredging, full dewatering and other modifications of the pond that would not only be harmful it would eliminate all biota which would be illegal. Apparently, City asked for a Variance to avoid these restrictions.**

Even after the pond is transformed into a lifeless water basin, bringing biota back would be unlikely because the plan proposes excessive filtration and disinfection of the pond water. Original plan planned to use by ozone for disinfection which is a powerful toxic oxidant harmful to aquatic life and one of the six regulated air pollution gases killing the biota and harmful to people. Furthermore, because the source of water will be deep aquifer the future basin would have no nutrients and benthos to support healthy aquatic life.

*The city project director and consultants and other citizens without close examination claimed that the pond is toxic and suffers from cyanobacteria harmful algal blooms. This observation is a guess without any documentation.* Some algal blooms have been observed in the last six years but, unlike the cyanobacteria found in the Artichoke Lake (water supply for Newburyport), they were not the toxic cyanobacteria blooms, just a rich phytoplankton development (Figure 1) because of a high nutrient content. These blooms can be reduced by regulating chemistry of the pond which may not require full dewatering. While sediments contain some toxic compounds (arsenic, some metals) they are immobilized in the sediment rich on clay and organic carbon and will not penetrate the water above. Furthermore, the top layer could be removed and replaced by a clean gravel and clay. If the pond were toxic the rich living populations, we all observe there (from microscopic plankton to amphibians, to waterfowl) would not thrive there. Even if cyanobacteria appeared at some time the professional water body remediation and restoration practices avoid a complete elimination of biota, benthos, and nutrients.

Attached pictures show the rich wildlife that will be liquidated by the city project.? If the plan is implemented the water storage basin will need a new name.

Fishes were observed and fished occasionally by some younger fishermen. However, the fish population needs to be restocked with better quality species after restoration.

The plan proposes actions such as circulations by large 20 HP pumps connected to a sewer type 15 In diameter pipeline, compressors will be used to make air bubbles, excessive filtration that are used in swimming pools and manmade lagoons, and not for natural ponds, would prevent healthy biota to develop. Energy use will be excessive. In hot summer aeration is not effective and instead of bringing oxygen it dissolves nitrogen from air which promotes algal growth. All of this requires housing of very large and noisy pumps, compressors, and filters that that will obstruct the historic nature of the pond and entire Mall zone.

Fresh water should be brought to the pond and for the fountain. Pumping water from deep aquifer is suspicious because of the proximity of ocean water can be salty.

The cost of the construction and operation is excessive.



Figure 1

An algal bloom in the Frog Pond is not a Harmful Algal Bloom with cyanobacteria. The blooms that occur in the pond are typical for borderline eutrophic and hyper-eutrophic water bodies and can be reduced and even prevented by adjusting chemistry, for example, by bringing fresh water and having an outlet. Picture taken in Summer 2022



Figure 2

Wild duck and gees frequently visit. They may bring coliform bacteria so their entry into pond should be restricted.



Figure 3 and 4 Egrets visit frequently the pond. July 2021 and April 2022



Figures 5 and 6 Also cormorants visit frequently, September 2022 and April 2023



Figure 7 Egret and ducks



Figures 8 to 10 . Turtles living in the pond are plentiful and multiply in the pond. Most likely like frogs, turtles have been living in the pond for many years. Typical life span of a turtle is more than 20 years (Picture credit citizens walking around the pond). Figures 8 and 9 taken May 16, 2023. Picture 10 was taken July 22, 2023



Figures 11 and 12 In summer 2023 turtles were seen frequently and in all parts of the pond. By dewatering the turtles and frogs will be eliminated. Pictures taken in May and June 2023

**From:** Vladimir Novotny <[vnovotny@aquanovallc.com](mailto:vnovotny@aquanovallc.com)>  
**Date:** August 28, 2023 at 9:00:20 AM EDT  
**To:** Connie Preston <[CPreston@cityofnewburyport.com](mailto:CPreston@cityofnewburyport.com)>  
**Subject:** Designation of the pond

Good morning:

I am attaching a pond designation by the Massachusetts Wetland Protection Act (WPA) as Inland Pond that protects the aquatic life not just in water but also in benthos and surroundings.

Note that by dewatering and solidifying the bottom and liner besides being against the law the pond and eventual future implanted biota in it after finishing the basin would lose MWPA protection and become a manmade pool.

I doubt that the law allows the change from the pond with active protected biota into an impervious human made basin. There are or should be some restrictions what the NBP CC can allow.

Let me know if you need more information, There are extensive restriction in Section 10 of MWPA . In the deliberation of NBP CC MWPA restrictions were not considered.

The same message was sent in Oct 2022 to NBP ComCon.

Ms Alicis Geilen is a Wetland Scriber (Garden of wetlands and pond ) at the Mass Northeast DEP.

Vladimir

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On Oct 13, 2022, at 1:41 PM, Geilen, Alicia (DEP) <[alicia.geilen@state.ma.us](mailto:alicia.geilen@state.ma.us)> wrote:

The Frog Pond appears to be over 100,00 sf in area, so it meets the definition of an Inland Pond, as defined at 310 CMR 10.04, **unless the pond has an impervious bottom** (e.g., concrete, asphalt): Pond (Inland) means any open body of fresh water with a surface area observed or recorded within the last ten years of at least 10,000 square feet. Ponds may be either naturally occurring or human-made by impoundment, excavation, or otherwise. Ponds shall contain standing water except for periods of extended drought. Periods of extended drought for purposes of 310 CMR 10.00 shall be those periods, in those specifically identified geographic locations, determined to be at the “Advisory” or more severe drought level by the Massachusetts Drought Management Task Force, as established by the Executive Office of Energy and Environmental Affairs and the Massachusetts Emergency Management Agency in 2001, in accordance with the Massachusetts Drought Management Plan (MDMP).

Notwithstanding the above, the following human-made bodies of open water shall not be considered ponds:

- (a) basins or lagoons which are part of wastewater treatment plants;
- (b) **swimming pools or other impervious human-made basins; and**

(c) individual gravel pits or quarries excavated from upland areas unless inactive for five or more consecutive years.

As such, the Newburyport Conservation Commission would determine if the work meets applicable performance standards, in response to a WPA filing that proposes work within the Frog Pond, or within 100' of it.

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LAW OFFICES OF

**JEFFREY L. ROELOFS, P.C.****ENVIRONMENTAL AND LAND USE LAW****Jeffrey L. Roelofs**44 Merrimac Street  
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Newburyport

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jlr@roelofslaw.com  
[www.roelofslaw.com](http://www.roelofslaw.com)

August 27, 2023

**BY EMAIL**Newburyport City Council  
c/o Richard Jones, City Clerk  
60 Pleasant Street  
Newburyport, MA 01950RE: **STATUS REPORT**  
107 State Street

Dear City Councilors:

I write on behalf of Global Companies, LLC (“Global”), the owner of the property at 107 State Street (“Property”), to provide an update as to Global’s efforts (1) to secure a deed modification from ExxonMobil that would allow the redevelopment of the Property for residential use, and (2) to sell the Property.

Regarding the deed modification, I am pleased to report that Global was successful in acquiring this from ExxonMobil after completing additional remedial measures at the site – including removal of the fuel dispensers, underground storage tanks and soils beneath the dispensers and accomplishing a “Permanent Solution with No Conditions” under the state’s cleanup program (310 CMR 40.0000 and GL c. 21E)<sup>1</sup> – and after prolonged negotiations with ExxonMobil. A copy of the final “Deed of Modification” is attached (as recorded July 7, 2023 at Book 41652, Page 248).

Regarding Global’s efforts to sell the Property, you will recall that Global had a signed Letter of Intent with a prospective buyer last year, but the prospective buyer ultimately walked away from the transaction this past January. Global relisted the property and has since executed a purchase and sale agreement with a new prospective buyer. The prospective buyer will be responsible for the design and permitting associated with the residential redevelopment of the Property and Global will cooperate with the buyer and City officials with respect to those efforts. Global is hopeful that the transaction will close sometime this year.

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<sup>1</sup> A copy of the closure report was previously provided to City officials and is also available at MassDEP’s website (search for RTN 3-27998): [http://eeaonline.eea.state.ma.us/DEP/wsc\\_viewer/main.aspx](http://eeaonline.eea.state.ma.us/DEP/wsc_viewer/main.aspx)

Please let me know if you have any questions related to these or other issues concerning the Property. Thank you.

Sincerely,

A handwritten signature in blue ink, appearing to read 'J. Roelofs', is positioned below the word 'Sincerely,'.

Jeffrey L. Roelofs

Enclosure (Deed of Modification)

cc: Andy Port (by email)  
Jennifer Blanchet (by email)  
Jaclyn Harrison (by email)



**WHEREAS**, pursuant to the Deed of Modification between the Parties, this Deed of Modification will be recorded in the Official Land Records; and

**WHEREAS**, pursuant to the terms set forth herein, the Parties agree to modify certain provisions of the Deed, leaving in place and unmodified the balance of the provisions of the Deed.

**WITNESSETH**

**NOW THEREFORE**, for and in consideration of the payment of Ten Dollars (\$ 10.00 USD) from Owner to ExxonMobil, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree to modify, vacate and/or replace certain deed restrictions, as set forth herein, and to affirm and bind themselves to the Modified Deed Restrictions. EXCEPT AS EXPRESSLY MODIFIED HEREIN ALL OTHER PROVISIONS OF THE DEED ARE RATIFIED AND CONFIRMED BY THE PARTIES.

1. **Defined Terms.** Terms used, but not defined, in this Deed of Modification shall have the same meaning ascribed to such terms in the Deed.

2. **Modified Terms.** The Parties agree that the Deed shall be modified as follows:

i. Sections 3(a) is deleted in their entirety and replaced with the following:

3. **“Deed Restriction and Covenant Against Residential Uses**

a. The Parties agree that the Property shall be subject to Engineering and Institutional Controls and deed restrictions as described herein. The deed restrictions must be filed in this format or as tailored to specific State standards and shall include, at a minimum, the following: Grantee covenants and agrees that the Property, or any portion thereof, shall not be used at any time for: residence of any type (with the exception of the portion of the Property located at 107 State Street, Newburyport, Massachusetts [the “Newburyport Property”] for which residential development shall be allowed), places of worship, bed and breakfast facilities, rooming houses, hospitals, nursing home or similar geriatric facilities, child care, playground or recreational areas, schools (or any similar use which is intended to house, educate or provide care for children, the elderly or the infirm), agricultural uses, nor shall any portion thereof be used for the construction or installation of: (i) any water wells for drinking or food processing; (ii) underground storage space; (iii) underground utility space; (iv) additional underground utility conduits (vapor tight utility conduits are permitted); or (v) basements or any underground living space. This covenant shall survive delivery of the Deed and this covenant and agreement shall run with the Land herein conveyed and a similar restrictive covenant shall be inserted in any other deed or lease or other instrument conveying or demising the Property herein conveyed or any part thereof (collectively, the “Deed Restrictions”).”

ii. Any reference to the “Covenant Against Residential Use” shall specifically exclude the Newburyport Property.

iii. The following section is added as Section 4(a)(vii).

**“Common Areas.** Subject to the Deed Restrictions, Grantee agrees that if, at any time, the use or development of the Newburyport Property involves any construction of common areas such as gardens, yards, recreation areas or open space areas, Grantee, at its sole cost and expense, shall

pave or seal such areas to the maximum extent to protect human health and safety, or shall excavate and properly dispose of the top one (1) meter of impacted soil and replace with certified clean fill installed on top of an impervious barrier. It is acknowledged that the foregoing requirement shall not be construed to permit any deviation from the Deed Restrictions.”

3. **Confirmation of Agreement.** Except as expressly modified or amended by this Deed of Modification, all terms, conditions, and provisions of the Deed are hereby ratified and confirmed and shall remain in full force and effect; provided, however, that any other provision of the Deed shall be deemed modified if and as necessary to give practical effect to the provisions of this Deed of Modification. To the extent that the terms and provisions of this Deed of Modification conflict with the Deed, the terms and provisions of the Deed shall control. For the avoidance of doubt, this Deed of Modification only affects the property located at 107 State Street, Newburyport, Massachusetts, and does not affect, modify, or apply to any of the other properties described on Exhibit A of the Deed or conveyed pursuant to the terms of the Deed.

4. **Counterparts.** This Deed of Modification may be executed in multiple counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same document.

5. **Recording.** This Deed of Modification shall be recorded in the Official Land Records.

[REMAINDER OF PAGE LEFT BLANK;  
SIGNATURE PAGE FOLLOWS]

This Deed of Modification is effective as of the 5<sup>th</sup> day of January, 2023.

Witness:

By: B. Wiley  
Name: BECKY WILEY

Witness:

By: M. Thibodeau  
Name: Meghan Thibodeau

**EXXONMOBIL:**

**EXXONMOBIL OIL CORPORATION**, a New York corporation

By: E. Emenheiser  
Name: Eric Emenheiser  
Title: Agent & Attorney IN-FACT  
Date: 1/8/2023

**OWNER:**

**GLOBAL COMPANIES LLC**, a Delaware limited liability company

By: [Signature]  
Name: SEAN T. GEARY  
Title: CHIEF LEGAL OFFICER  
Date: 12/15/2022

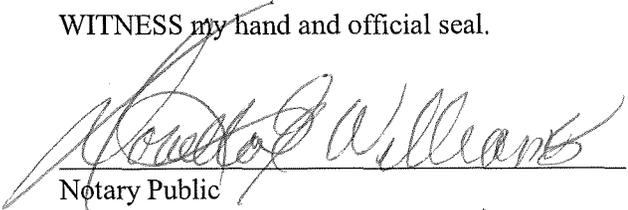
[ACKNOWLEDGEMENTS FOLLOW ON NEXT PAGE]

[INSERT APPLICABLE NOTARY BLOCKS BASED ON LOCATION OF SIGNATORY]

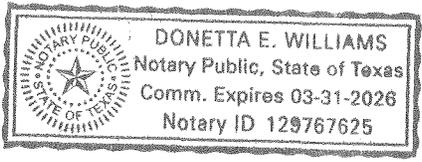
Texas )  
Harris ) ss

I HEREBY CERTIFY that on the 5 day of January, 2023, before me, the undersigned Notary Public of the jurisdiction aforesaid, personally appeared Eric Emenheiser, and acknowledged himself/herself to be the Agent and Attorney-in-Fact of ExxonMobil Oil Corporation, a new York corporation, and that he/she in such capacity, being authorized so to do, executed the foregoing instruments for the purposes therein contained.

WITNESS my hand and official seal.

  
\_\_\_\_\_  
Notary Public

My commission expires: 03/31/2026

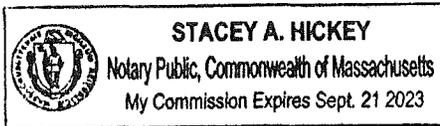


COMMONWEALTH OF MASSACHUSETTS

Middlesex, ss

On this 15<sup>th</sup> day of December, 2022, before me, the undersigned notary public, personally appeared Sean T. Geary, proved to me through satisfactory evidence of identification, which was  photographic identification with signature issued by a federal or state governmental agency,  oath or affirmation of a credible witness,  personal knowledge of the undersigned to be the person whose name is signed on the preceding or attached document, and acknowledged to me that he signed it voluntarily for its stated purpose as Chief Legal Officer of **Global Companies LLC**.

Stacey Hickey  
Notary Public  
My Commission Expires:  
9/21/23



## EXHIBIT A

### LEGAL DESCRIPTION

Two certain parcels in the City of Newburyport, Essex County, Commonwealth of Massachusetts, more particularly described as follows:

#### PARCEL I :

A certain parcel of land situated at the Southerly junction of State and High Streets, Newburyport, in said Essex County;  
Beginning at a spike at the Southerly intersection of said State and High Streets;  
Thence Southeasterly by said High Street, seventy-one and 81/100 (71.81) feet to a stake at land of the Estate of Ellen Marshall;  
Thence Southwesterly by said land of Estate of Ellen Marshall, one hundred eighty-one and 91/100 (181.91) feet to a wood post at land of Minnie A. Staples;  
Thence Northwesterly by said land of Staples, sixty-two (62) feet to said State Street;  
Thence Easterly by said State Street, one hundred ninety-five (195) feet to the said intersection of State and High Streets, and the point of beginning.  
The above-described property is shown on a plan entitled "Plan of Land in Newburyport, Mass. Surveyed for Standard Oil Company of New York" dated January 18, 1930 by W.S. Little Engineer and recorded in Plan Book 57, Plan 96.

#### PARCEL II:

That certain parcel of land together with the buildings and improvements thereon situate on the southerly side of High Street in said City of Newburyport, bounded and described as follows:

Beginning at a point in the southerly line of said High Street at land now or formerly of Mobil Oil Corporation;  
Thence the line runs South 35° 49' East by said southerly line of High Street to a point at land now or formerly of Lillie Duncan Stenport, seventy-two (72) feet;  
Thence South 48° 06' West by said land now or formerly of Lillie Duncan Stenport, one hundred twenty-eight and 62/100 (128.62) feet to a point;  
Thence South 47° 27' 40" West by land now or formerly of Herman E. Allen and Barbara C. Allen, forty-one and 49/100 (41.49) feet to a point;  
Thence North 46° 09' West by said land now or formerly of Herman E. Allen and Barbara C. Allen, forty-four and 61/100 (44.61) feet to a point at land now or formerly of Mobil Oil Corporation;  
Thence North 39° 26' 30" East by said land now or formerly of Mobil Oil Corporation one hundred eighty-three and 13/100 (183.13) feet to the point of beginning.  
Said premises are shown on a plan entitled: "Plan of Land in Newburyport, Mass. as Surveyed for Mobil Oil Corp." dated Nov. 7, 1967 by Charles H. Morse & Son, Eng'rs. and recorded at the Essex County (Southern District) Registry of Deeds in Plan Book 110, Plan 57.

### AS-SURVEYED

A certain piece or parcel of land situate in the City of Newburyport, County of Essex, Commonwealth of Massachusetts at the Southeasterly corner of the intersection of High and State Streets, said parcel of land being more or less described as follows:

Beginning at a nail set in a brick sidewalk at the intersection of the Southwesterly street line of High Street and the Southwesterly street line of State Street, thence Southeasterly by said Southwesterly street line of High Street 535°34'34"E a distance of 143.83 feet to a spike set at the lands now or formerly of Stephanie Niketic, thence Southwesterly by said lands of Stephanie Niketic S47°08'33"W a distance of 168.61 feet to an iron rod set at the lands now or formerly of Peter M. Caesar, thence Northwesterly by said lands of Peter M. Caesar N45°34'49"W a distance of 105.50 feet to an iron rod set on the Southwesterly street line of State Street, thence Northeasterly by said street line of State Street N36°08'36"E a distance of 19.50 feet to the point or place of beginning, said parcel containing 22,234 square feet or 0.510 acres more or less.

Deed Reference: Book 29752 Page 587

# **CONSENT AGENDA**

# CITY COUNCIL MEETING

## MINUTES

August 14, 2023 7:00 pm

City Council Chambers, City Hall

60 Pleasant Street, Newburyport

\*\*\*\*\*

Zoom details for City Council Meeting:

<https://us02web.zoom.us/j/81299990548>

Or One tap mobile:

US: +19292056099,81299990548#

Or Telephone US: +1 929 205 6099

Webinar ID: 812 9999 0548

1. **MOMENT OF SILENCE** Remembering Judith Kennedy
2. **PLEDGE OF ALLEGIANCE**
3. **CALL TO ORDER** 7:00pm City Clerk Richard B. Jones called the roll; the following City Councillors answered present: Donahue, Khan, McCauley, Preston, Vogel, Wallace (remote), Wright, Zeid, Cameron, and Shand. 10 present, 1 absent (Lane).
4. **LATE FILE** ORDR00484\_08\_14\_2023 Resolution Colby Farm Lane  
Motion to waive the rules and accept late files by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).
5. **PUBLIC COMMENT**  
Owen Smith                    175 Storey Avenue  
Danielle Hall                17 Doyle Drive  
Tony Rossi, Jr.                9 Doyle Drive  
Dillon Thompson            25 Temple Street
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

- July 10, 2023 (Approve)
- August 8, 2023 (Approve)

### 8. COMMUNICATIONS

- APPL00153\_08\_14\_2023 Block Party Olive St. 9/9 2pm (L&P)
- APPL00154\_08\_14\_2023 Block Party Bricher St. 9/16 3-10pm (L&P)
- APPL00155\_08\_14\_2023 Newburyport Half Marathon 10/29 9:15am-12:45pm Cashman Park (L&P)
- APPL00156\_08\_14\_2023 Chamber Fall Fest Oct. 14-15 10am-6pm (L&P)
- COMM00495\_08\_14\_2023 Ltr from Katherine Moore, Betty LaBaugh, and Brendan & Katy Banovic re: Landscaping noise and air pollution (CS)
- COMM00496\_08\_14\_2023 Resident Petition re: Safety Concerns on Colby Farm Lane, Low St., and North Atkinson St. (PW&S)

### 9. TRANSFERS

- TRAN00164\_08\_14\_2023 DPS: Cemetery Receipts Reserved for Approp. \$26,076.62 to Vehicle/Equipment Replacement \$26,076.62 (B&F)

### 10. APPOINTMENTS

- APPT00422\_08\_14\_2023 Allen Marquis 3 Boardman St. Historical Comm-Alternate 9/1/2026 (P&D)
- APPT00423\_08\_14\_2023 Sean Devendorf 50 Prospect St. Open Space Cmte 9/1/2026

- APPT00424\_08\_14\_2023 Jennifer Bluestein 190A High St. Planning Board (Assoc. Mem.) 9/1/2026 (P&D)
- APPT00425\_08\_14\_2023 Madeleine Whitten 150 State St. Library Board of Dir. 2/1/2026 (CS)
- APPT00429\_08\_14\_2023 Sara Welch 209 Merrimac St. Human Rights Comm. 9/15/2026
- APPT00430\_08\_14\_2023 Nancy Kreusser 11 Bowlen Ave. Human Rights Comm. 9/15/2026

*Re-Appointments:*

- APPT00426\_08\_14\_2023 Richard Eaton 4 Horton St. Trust Fund Comm. 9/1/2025
- APPT00427\_08\_14\_2023 Gregory Benik 15 Woodland St. ZBA 3/31/2026 (P&D)
- APPT00428\_08\_14\_2023 Walter Chagnon 43 Lime St. ZBA 2/28/2026 (P&D)

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

**BUDGET & FINANCE**

- TRAN00163\_07\_10\_2023 School Dept: Nock/Molin Sch Tech Fund \$56,801.81 & Bresnahan Sch Tech Fund \$71,212.00 to Sch Tech Upgrades \$128,013.81
- COMM00493\_07\_10\_2023 Whittier Regional Vocational Tech HS FY24 Net Assessment

**GENERAL GOVERNMENT**

- COMM00491\_06\_12\_2023 Letter from Owen Smith re: Tree Warden

**LICENSES & PERMITS**

- APPL00149\_07\_10\_2023 20th Annual Chocolate Tour 10/7 12pm-4pm
- APPL00150\_07\_10\_2023 Block Party 10 Barton St. 8/19 1pm-7pm
- APPL00151\_08\_14\_2023 Block Party 29 Collins St. 8/5 5-9pm
- APPL00152\_08\_14\_2023 Gridiron 5K 8/12

**PLANNING & DEVELOPMENT**

- APPT00416\_07\_10\_2023 Glenn P. Richards 6 Kent St. Historical Comm. 8/1/2026
- COMM00486\_05\_22\_2023 Newburyport Comprehensive Economic Development Strategy

**PUBLIC WORKS & SAFETY**

- APPT00409\_06\_26\_2023 Roger E. Jones 37 Storeybrooke Dr. Water/Sewer Comm. 7/31/2025
- APPT00413\_06\_26\_2023 Andrew Casson 240 Merrimac St. Harbor Commission 7/31/2026
- ORDR00473\_07\_10\_2023 Waiver for Asphalt Sidewalk Norman Avenue

**END OF CONSENT AGENDA**

Motion to waive the rules and add TRAN00165\_08\_14\_2023 to Consent Agenda, being referred to Budget & Finance, by Councillor McCauley, seconded by Councillor Zeid. Roll call vote, 10 yes, 1 absent (Lane). Motion to approve Consent Agenda as amended and collectively receive and file Mayor’s Update by Councillor Zeid, seconded by Councillor Preston. Roll call vote, 10 yes, 1 absent (Lane).

**REGULAR AGENDA**

**9. MAYOR'S UPDATE**

**10. FIRST READING APPOINTMENTS**

**11. COMMUNICATIONS**

**12. TRANSFERS**

### 13. SECOND READING APPOINTMENTS

- APPT00417\_07\_10\_2023 Charles G. Burkhart 23 Pleasant St. Trust Fund Comm. 8/1/2026  
Motion to approve on 2<sup>nd</sup> reading by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).

### 14. ORDERS

- ORDR00480\_08\_14\_2023 Accepting Donation SMILE Floating Beach Chair  
Motion to waive the rules, declare an emergency, and approve by Councillor Zeid, seconded by Councillor Donahue. Roll call vote, 10 yes, 1 absent (Lane).
- ORDR00481\_08\_14\_2023 Milliman Gift Acceptance  
Motion to refer ORDR00481\_08\_14\_2023 and ORDR00483\_08\_14\_2023 collectively to Budget & Finance by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).
- ORDR00482\_08\_14\_2023 MVP Grant Acceptance  
Motion to waive the rules, declare an emergency, and approve by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).
- ORDR00483\_08\_14\_2023 Approval to Pay Prior Year Bills  
Motion to refer ORDR00481\_08\_14\_2023 and ORDR00483\_08\_14\_2023 collectively to Budget & Finance by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).
- ORDR00484\_08\_14\_2023 Resolution Colby Farm Lane  
Motion to refer to Public Works & Safety by Councillor McCauley, seconded by Councillor Preston. Roll call vote, 10 yes, 1 absent (Lane).

### 15. ORDINANCES

- ODNC00156\_06\_12\_2023 *2<sup>nd</sup> Reading* Amend Ch 13-168 Parking Restriction Fair St.  
Motion to approve on 2<sup>nd</sup> reading by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).
- ODNC00158\_08\_14\_2023 Low Street at Perry Way Parking Restrictions  
Motion to refer to Public Works & Safety by Councillor McCauley, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).

### 16. COMMITTEE ITEMS

#### Budget & Finance

##### *In Committee:*

- TRAN00163 07 10 2023 **School Dept: Nock/Molin Sch Tech Fund \$56,801.81 & Bresnahan Sch Tech Fund \$71,212.00 to Sch Tech Upgrades \$128,013.81**  
Motion to approve by Councillor Zeid, seconded by Councillor Preston. Roll call vote, 10 yes, 1 absent (Lane).
- COMM00493 07 10 2023 **Whittier Regional Vocational Tech HS FY24 Net Assessment**  
Motion to receive and file by Councillor Zeid, seconded by Councillor Wright. Roll call vote, 10 yes, 1 absent (Lane).
- ODNC00129\_11\_01\_2022 Defining Conflict Rule for Dept. Heads (COTW)
- ORDR00336\_03\_28\_2022 ARPA Amesbury 250K (COTW)
- ORDR00472\_06\_26\_2023 Streets Sidewalks Loan Order \$6,000,000 (COTW)\
- TRAN00153\_05\_08\_2023 Mayor: Multiple \$3,483,773 to Multiple \$3,483,773 revised 6/15/2023  
(*Atkinson Common Request only all other matters adjudicated*)

#### Community Services

##### *In Committee:*

- COMM00474\_04\_10\_2023 Newburyport Public Art Policy
- ODNC00157\_06\_12\_2023 Public Art Policy (COTW)
- ORDR00474\_07\_10\_2023 Plan Approval Bartlett Mall Improvement Project (COTW)

#### General Government

##### *In Committee:*

- **COMM00491\_06\_12\_2023**      **Letter from Owen Smith re: Tree Warden**  
Motion to receive and file by Councillor Shand, seconded by Councillor Vogel. Roll call vote, 10 yes, 1 absent (Lane).
- **COMM00461\_02\_27\_2023**      Brown School Gymnasium Considerations (COTW)
- **COMM00468\_03\_13\_2023**      Brown School Proposal (COTW)
- **ODNC00146\_03\_13\_2023**      Amend Ch 2-34 Responsibilities of Committee on Community Services
- **ORDR239\_02\_8\_2021**      Council Rule 7 and 10B

## Licenses & Permits

### *In Committee:*

- **APPL00149\_07\_10\_2023**      **20th Annual Chocolate Tour 10/7 12pm-4pm**  
Motion to approve APPL00149\_07\_10\_2023 and APPL00150\_07\_10\_2023 collectively by Councillor Vogel, seconded by Councillor Preston. Roll call vote, 10 yes, 1 absent (Lane).
- **APPL00150\_07\_10\_2023**      **Block Party 10 Barton St. 8/19 1pm-7pm**  
Motion to approve APPL00149\_07\_10\_2023 and APPL00150\_07\_10\_2023 collectively by Councillor Vogel, seconded by Councillor Preston. Roll call vote, 10 yes, 1 absent (Lane).
- **APPL00151\_08\_14\_2023**      **Block Party 29 Collins St. 8/5 5-9pm**  
Motion to receive and file APPL00151\_08\_14\_2023 and APPL00152\_08\_14\_2023 collectively by Councillor Vogel, seconded by Councillor Khan. Roll call vote, 10 yes, 1 absent (Lane).
- **APPL00152\_08\_14\_2023**      **Gridiron 5K**  
Motion to receive and file APPL00151\_08\_14\_2023 and APPL00152\_08\_14\_2023 collectively by Councillor Vogel, seconded by Councillor Khan. Roll call vote, 10 yes, 1 absent (Lane).
- **ODNC047\_01\_27\_2020**      General Ordinance - Short Term Rental Units Rules (COTW)

## Planning & Development

### *In Committee:*

- **APPT00416\_07\_10\_2023**      **Glenn P. Richards 6 Kent St. Historical Comm. 8/1/2026**  
Motion to approve by Councillor Cameron, seconded by Councillor Preston. Roll call vote, 10 yes, 1 absent (Lane).
- **COMM00486\_05\_22\_2023**      **Newburyport Comprehensive Economic Development Strategy**  
Motion to receive and file by Councillor Cameron, seconded by Councillor Wright. Roll call vote, 9 yes, 1 present (Zeid), 1 absent (Lane).
- **COMM00494\_07\_10\_2023**      Planning Board Advisory Report STRU (COTW)
- **ODNC00141\_02\_27\_2023**      Zoning Amendment STRU (COTW)

## Public Works & Safety

### *In Committee:*

- **APPT00409\_06\_26\_2023**      **Roger E. Jones 37 Storeybrooke Dr. Water/Sewer Comm. 7/31/2025**  
Motion to approve by Councillor Wallace, seconded by Councillor McCauley. Roll call vote, 10 yes, 1 absent (Lane).
- **APPT00413\_06\_26\_2023**      **Andrew Casson 240 Merrimac St. Harbor Commission 7/31/2026**  
Motion to approve by Councillor Wallace, seconded by Councillor McCauley. Roll call vote, 10 yes, 1 absent (Lane).
- **ORDR00473\_07\_10\_2023**      **Waiver for Asphalt Sidewalk Norman Avenue**  
Motion to approve by Councillor Wallace, seconded by Councillor Zeid. Roll call vote, 10 yes, 1 absent (Lane).
- **COMM00412\_05\_31\_2022**      Ltr Ann Jaroncyk re: Traffic Safety
- **COMM00414\_05\_31\_2022**      Ltr. Emily Dunn re: Traffic on Merrimac Street
- **COMM00459\_01\_30\_2023**      Ltr. Residents concerned with speeding on Arlington St.
- **COMM00462\_02\_27\_2023**      Ltr. From Kathleen O'Connor Ives re: drinking water concerns
- **COMM00479\_04\_24\_2023**      Ward 4 Street Sidewalk Traffic Safety Priorities
- **COMM00480\_04\_24\_2023**      Merrimac St. Safety Items
- **COMM00482\_04\_24\_2023**      Constructions projects at the Central Waterfront
- **ODNC00103\_01\_10\_2022**      Streets, Sidewalks, and Other Public Places Alterations & Maintenance
- **ODNC00152\_05\_08\_2023**      Amend Ch 13-181 Municipal Parking Facilities (COTW)
- **ORDR00449\_04\_24\_2023**      Approving Shared Streets Grant, High Street Traffic Calming

**17. GOOD OF THE ORDER**

**18. ADJOURNMENT**

Motion to adjourn at 8:03pm by Councillor Zeid, seconded by Councillor Wright. Roll call vote, 10 yes, 1 absent (Lane).

# COMMUNICATIONS

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2023 AUG 14 A 9:54

To: Richard Jones  
City Clerk of Newburyport  
60 Pleasant St  
Newburyport, MA 01950

From: Jim McCarthy  
17 Russia St  
Newburyport, MA 01950

By Hand

14 August 2023

Re: Request for City Council to Affirm Allowed Banner Locations

Several years ago the City updated Chapter 12 of the Ordinance, and in Section 12-1.3 (d)(2), detailed procedures that allow for banner requests in the public rights of way. According to this section, "The city council may, in addition to Atkinson Common and Fuller Field fence, designate additional areas within public ways where....." To my knowledge the Council has never affirmed other locations, but two are routinely used.

I hereby request that the Council make a formal determination as to the allowed locations of banners, and suggest that, in addition to Atkinson, and Fuller field, the Council add the High Street bridge over Route One, and the fence at the Little River Trailhead.

Thank you for your consideration.



Jim McCarthy  
17 Russia St  
Newburyport, MA 01950

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 AUG 14 A 9: 54



To: Richard Jones  
City Clerk of Newburyport  
60 Pleasant St  
Newburyport, MA 01950

From: Port Parks Alliance  
83 High Street  
Newburyport, MA 01950

By Hand

Re: Banner Request

14 August 2023

In accordance with Newburyport Ordinance, Chapter 9, Article II, and Chapter 12, Sec 12-1.3 (d) (2), on behalf of the Port Parks Alliance, I hereby request to place our 3' X 5' banner on the High Street bridge during the period 1-15 Sept 2023. We will remain in compliance with the ordinance at all times, except the 20' foot high requirement, and take the Mayor's approval as a waiver from this provision. Please forward to Mayor, or his representative for approval. Thank you.

A handwritten signature in black ink, appearing to read "Jim McCarthy", is written over a horizontal line.

Jim McCarthy  
Treasurer,  
Port Parks Alliance



# 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 22, 2023

Subject: FY2023 Year-End Financial Report

The preliminary fiscal year 2023 year-end financial report is submitted to the Mayor and City Council to provide an initial overview of the City of Newburyport's financial performance during the preceding year, prior to the completion of the audited financial statements. This report presents a comparison between the original and revised appropriations/estimates and the actual expenditures and collections for the General Fund, as well as the Water, Sewer, and Harbormaster Enterprise Funds for the fiscal year ending on June 30, 2023.

## **FY2023 Expenditures**

Expenditures made within the General Fund and Enterprise Funds adhered to the budgetary appropriations that were approved by the City Council. Remaining and unrestricted appropriations from fiscal year 2023, amounting to \$1,585,981, will have a positive impact on the calculations of Free Cash and Retained Earnings as of July 1, 2023. The following is a summary of the year-end expenditures categorized by fund. More detailed information can be found in the subsequent reports.

	REVISED BUDGET	FY2023 EXPENDED	FY2023 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND Total	\$79,594,571	\$77,243,755	\$1,411,941	\$938,875	98.8%
060 WATER ENTERPRISE FUND Total	\$6,282,614	\$5,791,646	\$233,648	\$257,319	95.9%
061 SEWER ENTERPRISE FUND Total	\$7,937,384	\$7,506,451	\$59,706	\$371,228	95.3%
6520 HARBORMASTER ENTERPRISE FUND Total	\$535,360	\$516,013	\$789	\$18,558	96.5%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$94,349,929</b>	<b>\$91,057,865</b>	<b>\$1,706,083</b>	<b>\$1,585,981</b>	<b>98.3%</b>

## FY2023 Revenue

Revenue for the budgetary funds in FY2023 surpassed initial estimates, with collections reaching 102.9% of the projected revenue. Below is an overview of the year-end revenue by fund, which is further elaborated in the subsequent reports.

	<b>FY2023 ESTIMATE</b>	<b>FY2023 ACTUAL</b>	<b>OVER/ (BELOW)</b>	<b>% OF ESTIMATE</b>
001 GENERAL FUND Total	\$78,387,033	\$80,123,387	\$1,736,354	102.2%
060 WATER ENTERPRISE FUND Total	\$6,096,614	\$6,422,174	\$325,560	105.3%
061 SEWER ENTERPRISE FUND Total	\$7,527,340	\$8,032,350	\$505,009	106.7%
6520 HARBORMASTER ENTERPRISE FUND Total	\$520,360	\$609,147	\$88,786	117.1%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$92,531,347</b>	<b>\$95,187,057</b>	<b>\$2,655,710</b>	<b>102.9%</b>

The revenue for the General Fund came in \$1,736,354 over the estimate that was used to set the budget for FY2023. This positive variance was driven by: 1) the conservative estimation of local receipts (+\$1,205,000), 2) the collection of non-recurring one-time receipts (+\$685,325), and 3) an increase in state aid (+\$105,900).

The Water and Sewer Enterprise Funds exhibited positive variances in comparison to the previous year, primarily due to the implementation of a water rate increase at the start of the fiscal year, along with a marginal increase in consumption relative to FY2022. The Harbormaster Enterprise Fund, which is budgeted cautiously due to its reliance on weather conditions, experienced an 11.0% decline in comparison to the previous year. Nonetheless, it surpassed its revenue projection by 17.1%.

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 lawful 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 do not hesitate to reach out to me should 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 12)
- Authorized & Unissued Debt (page 17)



## City of Newburyport FY2023 Year-End Financial Overview

### Expenditures

	FY2021		FY2022		FY2023	
	Remaining Budget	% Used	Remaining Budget	% Used	Remaining Budget	% Used
001 GENERAL FUND	\$1,093,916	98.5%	\$733,469	99.0%	\$938,875	98.8%
060 WATER ENTERPRISE FUND	\$194,891	96.4%	\$159,680	97.2%	\$257,319	95.9%
061 SEWER ENTERPRISE FUND	\$381,305	94.9%	\$258,291	96.7%	\$371,228	95.3%
6520 HARBORMASTER ENTERPRISE FUND	\$34,180	92.7%	\$40,598	93.0%	\$18,558	96.5%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$1,704,292</b>	<b>98.0%</b>	<b>\$1,192,038</b>	<b>98.7%</b>	<b>\$1,585,981</b>	<b>98.3%</b>

### Largest Balances Remaining at Year-End

	Amount	Reason
720 ORDINARY DEBT SERVICE	\$195,481	Lower than projected
421 PUBLIC SERVICES DEPARTMENT	\$97,795	Fuel, supplies, capital
519 SUSTAINABILITY	\$97,145	Lower than projected
610 LIBRARY DEPARTMENT	\$84,744	Staff vacancies
210 POLICE DEPARTMENT	\$81,496	Staff vacancies
510 HEALTH DEPARTMENT	\$72,589	Staff vacancies
293 PARKING CLERK DEPARTMENT	\$62,474	Staff vacancies, supplies
630 PARKS COMMISSION	\$57,000	Staff vacancies
541 COUNCIL ON AGING	\$40,758	Staff vacancies, utilities
542 YOUTH SERVICES	\$36,469	Staff vacancies, other charges
<b>Total</b>	<b>\$825,951</b>	<b>(88.0% of remaining general fund budget)</b>

<u>Free Cash/Retained Earning Balances</u>		
<u>7/1/22 Certification</u>	Beginning	Ending
Free Cash	\$3,963,176	\$1,030,354
Water Ret. Earnings	\$937,918	\$595,920
Sewer Ret. Earnings	\$1,516,385	\$800,769
Harbor. Ret. Earnings	\$773,356	\$737,952

### Revenue

#### 001 GENERAL FUND

#### PROPERTY TAXES

	FY2021 Actual	FY2022 Actual	FY2023 Estimate	FY2023 Actual	\$ Over Estimate	% Of Estimate	% Over Prior Year
412 REAL ESTATE TAX REVENUE	\$59,945,337	\$62,708,201	\$64,615,275	\$64,453,026	-\$162,248	99.7%	2.8%
411 PER PROP TAX REVENUE	\$660,509	\$814,088	\$737,943	\$730,394	-\$7,549	99.0%	-10.3%
<b>TOTAL PROPERTY TAXES</b>	<b>\$60,605,846</b>	<b>\$63,522,289</b>	<b>\$65,353,217</b>	<b>\$65,183,420</b>	<b>-\$169,798</b>	<b>99.7%</b>	<b>2.6%</b>

#### LOCAL RECEIPTS

401 MOTOR VEHICLE EXCISE	\$2,874,396	\$2,979,353	\$2,850,000	\$3,088,609	\$238,609	108.4%	3.7%
402 OTHER EXCISE	\$811,712	\$1,190,742	\$1,033,750	\$1,301,984	\$268,234	125.9%	9.3%
403 PENALTIES/INTEREST	\$332,363	\$330,142	\$300,000	\$317,195	\$17,195	105.7%	-3.9%
404 PAYMENT IN LIEU TAXES	\$27,196	\$27,924	\$27,000	\$25,696	-\$1,304	95.2%	-8.0%
410 FEES	\$298,646	\$247,606	\$245,000	\$303,754	\$58,754	124.0%	22.7%
416 OTHER DEPARTMENT REVENUE	\$72,014	\$75,865	\$70,000	\$74,019	\$4,019	105.7%	-2.4%
417 LICENSES/PERMITS	\$945,583	\$1,349,322	\$951,000	\$1,044,914	\$93,914	109.9%	-22.6%
419 FINES & FORFEITS	\$4,898	\$6,708	\$6,000	\$5,753	-\$247	95.9%	-14.2%
420 INVESTMENT INCOME	\$59,770	\$45,382	\$45,250	\$543,574	\$498,324	1201.3%	1097.8%
458 MEDICAID REIMBURSEMENT	\$115,227	\$285,482	\$110,000	\$157,897	\$47,897	143.5%	-44.7%
421 MISCELLANEOUS RECURRING	\$100,880	\$241,413	\$200,000	\$179,605	-\$20,395	89.8%	-25.6%
422 MISCELLANEOUS NON-RECURRING	\$162,454	\$477,713	\$0	\$685,325	\$685,325	0.0%	43.5%
<b>TOTAL LOCAL RECEIPTS</b>	<b>\$5,805,138</b>	<b>\$7,257,652</b>	<b>\$5,838,000</b>	<b>\$7,728,325</b>	<b>\$1,890,325</b>	<b>132.4%</b>	<b>6.5%</b>

460 STATE AID	\$4,777,125	\$5,173,682	\$5,588,785	\$5,694,685	\$105,900	101.9%	10.1%
497 INTERFUND TRANSFERS IN	\$947,921	\$1,203,418	\$1,607,030	\$1,516,957	-\$90,073	94.4%	26.1%

**TOTAL GENERAL FUND** **\$72,136,030** **\$77,157,041** **\$78,387,033** **\$80,123,387** **\$1,736,354** **102.2%** **3.8%**

<b>WATER ENTERPRISE FUND</b>	<b>\$5,839,817</b>	<b>\$5,551,049</b>	<b>\$6,096,614</b>	<b>\$6,422,174</b>	<b>\$325,560</b>	<b>105.3%</b>	<b>15.7%</b> (9)
<b>SEWER ENTERPRISE FUND</b>	<b>\$7,974,691</b>	<b>\$7,843,373</b>	<b>\$7,527,340</b>	<b>\$8,032,350</b>	<b>\$505,009</b>	<b>106.7%</b>	<b>2.4%</b> (9)
<b>HARBORMASTER ENTERPRISE FUND</b>	<b>\$697,545</b>	<b>\$684,363</b>	<b>\$520,360</b>	<b>\$609,147</b>	<b>\$88,786</b>	<b>117.1%</b>	<b>-11.0%</b> (9)
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$86,648,083</b>	<b>\$91,235,825</b>	<b>\$92,531,347</b>	<b>\$95,187,057</b>	<b>\$2,655,710</b>	<b>102.9%</b>	<b>4.3%</b>

- (1) Meals tax +12.0% and rooms tax +4.6%. (2) Based on state formula for housing authorities. (3) Increase in tax title fees and rollback taxes. (4) Decrease in building permits. (5) Prior-year court fines were higher due to courts reopening/COVID backlog. (6) Due to increases in interest rates (FOMC +3.5% during FY'23) (7) Variability based on eligible activity. (8) See "FY2023 Year-End Revenue by Category" footnotes with breakdown. (9) Only water rates increased for FY'23. Harbormaster revenue is variable based on seasonal conditions.



## City of Newburyport FY2023 Year-End Expenditure Summary

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>001 GENERAL FUND</b>							
111 CITY COUNCIL	126,529	83	126,612	123,878	0	2,734	97.8%
121 MAYOR'S DEPARTMENT	440,993	0	440,993	411,124	25,000	4,868	98.9%
129 GENERAL ADMINISTRATION	367,612	0	367,612	356,950	0	10,662	97.1%
132 BUDGET CONTINGENCY	54,500	(52,827)	1,673	481	0	1,192	28.8%
135 AUDITOR'S DEPARTMENT	362,899	(14,620)	348,278	333,073	4,233	10,972	96.8%
141 ASSESSORS DEPARTMENT	279,957	1,291	281,248	277,704	2,575	969	99.7%
145 TREASURER'S DEPARTMENT	423,245	(13,452)	409,793	402,155	0	7,638	98.1%
151 INFO TECHNOLOGY DEPT	357,825	76,346	434,171	425,064	8,447	660	99.8%
152 HUMAN RESOURCES	331,449	23,000	354,449	333,563	3,532	17,354	95.1%
161 CITY CLERK'S DEPARTMENT	331,463	29,936	361,399	357,393	0	4,006	98.9%
163 BOARD OF REGISTRARS	72,043	0	72,043	72,007	0	37	99.9%
165 LICENSE COMMISSION	8,500	0	8,500	7,993	0	507	94.0%
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	498,029	9,849	507,878	498,639	0	9,239	98.2%
191 LEGAL DEPARTMENT	135,000	50,000	185,000	163,464	21,536	0	100.0%
210 POLICE DEPARTMENT	4,573,617	10,800	4,584,417	4,498,046	4,875	81,496	98.2%
220 FIRE DEPARTMENT	4,471,842	174,553	4,646,395	4,627,949	5,605	12,842	99.7%
241 BUILDING DEPARTMENT	188,108	4,245	192,354	192,353	0	1	100.0%
291 EMERGENCY MANAGEMENT	20,000	10,338	30,338	30,152	0	185	99.4%
292 ANIMAL CONTROL	71,088	1,988	73,076	70,011	0	3,065	95.8%
293 PARKING CLERK DEPARTMENT	567,450	25,240	592,690	529,939	277	62,474	89.5%
300 SCHOOL DEPARTMENT	35,154,240	0	35,154,240	33,837,018	1,317,222	0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL	120,000	10,741	130,741	130,741	0	0	100.0%
399 WHITTIER VO TECH SCHOOL	619,891	0	619,891	619,891	0	0	100.0%
421 PUBLIC SERVICES DEPARTMENT	3,494,100	194,726	3,688,826	3,578,380	12,650	97,795	97.3%
423 SNOW & ICE	313,000	253,294	566,294	566,294	0	0	100.0%
510 HEALTH DEPARTMENT	280,174	(7,992)	272,182	199,488	105	72,589	73.3%
519 SUSTAINABILITY	1,833,203	461	1,833,664	1,735,740	778	97,145	94.7%
541 COUNCIL ON AGING	382,708	1,065	383,772	343,015	0	40,758	89.4%
542 YOUTH SERVICES	419,946	30,000	449,946	413,477	0	36,469	91.9%
543 VETERANS' DEPARTMENT	286,675	19,500	306,175	280,720	0	25,455	91.7%
610 LIBRARY DEPARTMENT	1,468,263	0	1,468,263	1,383,520	0	84,744	94.2%
630 PARKS COMMISSION	495,968	12,000	507,968	445,862	5,106	57,000	88.8%
691 HISTORICAL COMMISSION	1,800	0	1,800	1,800	0	0	100.0%
710 DEBT EXCLUSION	3,167,680	0	3,167,680	3,167,680	0	0	100.0%
720 ORDINARY DEBT SERVICE	1,472,544	0	1,472,544	1,277,063	0	195,481	86.7%
911 RETIREMENT BOARD	5,051,416	0	5,051,416	5,050,877	0	539	100.0%
914 INSURANCE GROUP	10,433,654	61,195	10,494,849	10,494,849	0	0	100.0%
<b>001 GENERAL FUND Total</b>	<b><u>78,682,810</u></b>	<b><u>911,761</u></b>	<b><u>79,594,571</u></b>	<b><u>77,243,755</u></b>	<b><u>1,411,941</u></b>	<b><u>938,875</u></b>	<b><u>98.8%</u></b>
<b>060 WATER ENTERPRISE FUND Total</b>	<b><u>6,196,614</u></b>	<b><u>86,000</u></b>	<b><u>6,282,614</u></b>	<b><u>5,791,646</u></b>	<b><u>233,648</u></b>	<b><u>257,319</u></b>	<b><u>95.9%</u></b>
<b>061 SEWER ENTERPRISE FUND Total</b>	<b><u>7,818,840</u></b>	<b><u>118,544</u></b>	<b><u>7,937,384</u></b>	<b><u>7,506,451</u></b>	<b><u>59,706</u></b>	<b><u>371,228</u></b>	<b><u>95.3%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND Tot:</b>	<b><u>520,360</u></b>	<b><u>15,000</u></b>	<b><u>535,360</u></b>	<b><u>516,013</u></b>	<b><u>789</u></b>	<b><u>18,558</u></b>	<b><u>96.5%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>93,218,624</u></b>	<b><u>1,131,305</u></b>	<b><u>94,349,929</u></b>	<b><u>91,057,865</u></b>	<b><u>1,706,083</u></b>	<b><u>1,585,981</u></b>	<b><u>98.3%</u></b>



**City of Newburyport**  
**FY2023 Year-End Expenditures by Department/Category**

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>001 GENERAL FUND</b>							
<b>111 CITY COUNCIL</b>							
001 PERSONNEL SERVICES	106,529	83	106,612	106,612	0	0	100.0%
002 PURCHASE OF SERVICES	20,000	0	20,000	17,266	0	2,734	86.3%
<b>111 CITY COUNCIL Total</b>	<b>126,529</b>	<b>83</b>	<b>126,612</b>	<b>123,878</b>	<b>0</b>	<b>2,734</b>	<b>97.8%</b>
<b>121 MAYOR'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	326,389	0	326,389	326,285	0	105	100.0%
002 PURCHASE OF SERVICES	106,603	0	106,603	80,038	25,000	1,565	98.5%
007 OTHER CHARGES & EXPENSES	8,000	0	8,000	4,802	0	3,198	60.0%
<b>121 MAYOR'S DEPARTMENT Total</b>	<b>440,993</b>	<b>0</b>	<b>440,993</b>	<b>411,124</b>	<b>25,000</b>	<b>4,868</b>	<b>98.9%</b>
<b>129 GENERAL ADMINISTRATION</b>							
001 PERSONNEL SERVICES	3,500	0	3,500	0	0	3,500	0.0%
002 PURCHASE OF SERVICES	152,000	0	152,000	152,000	0	(0)	100.0%
004 SUPPLIES	6,000	0	6,000	4,778	0	1,222	79.6%
007 OTHER CHARGES & EXPENSES	206,112	0	206,112	200,172	0	5,939	97.1%
<b>129 GENERAL ADMINISTRATION Total</b>	<b>367,612</b>	<b>0</b>	<b>367,612</b>	<b>356,950</b>	<b>0</b>	<b>10,662</b>	<b>97.1%</b>
<b>132 BUDGET CONTINGENCY</b>							
007 OTHER CHARGES & EXPENSES	54,500	(52,827)	1,673	481	0	1,192	28.8%
<b>132 BUDGET CONTINGENCY Total</b>	<b>54,500</b>	<b>(52,827)</b>	<b>1,673</b>	<b>481</b>	<b>0</b>	<b>1,192</b>	<b>28.8%</b>
<b>135 AUDITOR'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	314,194	(14,620)	299,573	288,641	0	10,933	96.4%
002 PURCHASE OF SERVICES	46,500	0	46,500	42,267	4,233	0	100.0%
004 SUPPLIES	1,750	0	1,750	1,710	0	40	97.7%
007 OTHER CHARGES & EXPENSES	455	0	455	455	0	0	100.0%
<b>135 AUDITOR'S DEPARTMENT Total</b>	<b>362,899</b>	<b>(14,620)</b>	<b>348,278</b>	<b>333,073</b>	<b>4,233</b>	<b>10,972</b>	<b>96.8%</b>
<b>141 ASSESSORS DEPARTMENT</b>							
001 PERSONNEL SERVICES	228,454	8,291	236,745	236,745	0	(0)	100.0%
002 PURCHASE OF SERVICES	47,915	(7,000)	40,915	37,500	2,575	840	97.9%
004 SUPPLIES	3,000	0	3,000	2,871	0	129	95.7%
007 OTHER CHARGES & EXPENSES	588	0	588	588	0	0	100.0%
<b>141 ASSESSORS DEPARTMENT Total</b>	<b>279,957</b>	<b>1,291</b>	<b>281,248</b>	<b>277,704</b>	<b>2,575</b>	<b>969</b>	<b>99.7%</b>
<b>145 TREASURER'S DEPARTMENT</b>							
001 PERSONNEL SERVICES	363,045	(13,452)	349,593	342,982	0	6,611	98.1%
002 PURCHASE OF SERVICES	55,750	0	55,750	55,750	0	(0)	100.0%
004 SUPPLIES	2,350	0	2,350	1,472	0	878	62.6%
007 OTHER CHARGES & EXPENSES	2,100	0	2,100	1,952	0	148	92.9%
<b>145 TREASURER'S DEPARTMENT Total</b>	<b>423,245</b>	<b>(13,452)</b>	<b>409,793</b>	<b>402,155</b>	<b>0</b>	<b>7,638</b>	<b>98.1%</b>
<b>151 INFO TECHNOLOGY DEPT</b>							
001 PERSONNEL SERVICES	115,000	29,152	144,152	143,496	0	656	99.5%
002 PURCHASE OF SERVICES	240,825	47,194	288,019	279,572	8,447	(0)	100.0%
004 SUPPLIES	2,000	0	2,000	1,996	0	4	99.8%
<b>151 INFO TECHNOLOGY DEPT Total</b>	<b>357,825</b>	<b>76,346</b>	<b>434,171</b>	<b>425,064</b>	<b>8,447</b>	<b>660</b>	<b>99.8%</b>

ORIGINAL    TRANSFERS    REVISED    EXPEND.    ENCUMB.    REMAINING    % USED

**152 HUMAN RESOURCES**

001 PERSONNEL SERVICES	156,477	0	156,477	156,477	0	(0)	100.0%
002 PURCHASE OF SERVICES	172,873	23,000	195,873	175,965	3,532	16,376	91.6%
004 SUPPLIES	1,500	0	1,500	847	0	653	56.5%
007 OTHER CHARGES & EXPENSES	600	0	600	275	0	325	45.8%
<b>152 HUMAN RESOURCES Total</b>	<b>331,449</b>	<b>23,000</b>	<b>354,449</b>	<b>333,563</b>	<b>3,532</b>	<b>17,354</b>	<b>95.1%</b>

**161 CITY CLERK'S DEPARTMENT**

001 PERSONNEL SERVICES	311,963	29,936	341,899	341,400	0	499	99.9%
002 PURCHASE OF SERVICES	19,500	0	19,500	15,993	0	3,507	82.0%
<b>161 CITY CLERK'S DEPARTMENT Total</b>	<b>331,463</b>	<b>29,936</b>	<b>361,399</b>	<b>357,393</b>	<b>0</b>	<b>4,006</b>	<b>98.9%</b>

**163 BOARD OF REGISTRARS**

001 PERSONNEL SERVICES	4,543	0	4,543	4,543	0	0	100.0%
007 OTHER CHARGES & EXPENSES	67,500	0	67,500	67,464	0	36	99.9%
<b>163 BOARD OF REGISTRARS Total</b>	<b>72,043</b>	<b>0</b>	<b>72,043</b>	<b>72,007</b>	<b>0</b>	<b>37</b>	<b>99.9%</b>

**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	493	0	507	49.3%
<b>165 LICENSE COMMISSION Total</b>	<b>8,500</b>	<b>0</b>	<b>8,500</b>	<b>7,993</b>	<b>0</b>	<b>507</b>	<b>94.0%</b>

**171 CONSERVATION COMMISSION**

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>171 CONSERVATION COMMISSION Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

**175 PLANNING BOARD**

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>175 PLANNING BOARD Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

**176 ZONING BOARD**

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>176 ZONING BOARD Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

**182 PLANNING & DEVELOPMENT**

001 PERSONNEL SERVICES	438,979	9,849	448,828	448,022	0	806	99.8%
002 PURCHASE OF SERVICES	56,000	0	56,000	47,580	0	8,420	85.0%
004 SUPPLIES	3,050	0	3,050	3,037	0	13	99.6%
<b>182 PLANNING &amp; DEVELOPMENT Total</b>	<b>498,029</b>	<b>9,849</b>	<b>507,878</b>	<b>498,639</b>	<b>0</b>	<b>9,239</b>	<b>98.2%</b>

**191 LEGAL DEPARTMENT**

002 PURCHASE OF SERVICES	135,000	50,000	185,000	163,464	21,536	0	100.0%
<b>191 LEGAL DEPARTMENT Total</b>	<b>135,000</b>	<b>50,000</b>	<b>185,000</b>	<b>163,464</b>	<b>21,536</b>	<b>0</b>	<b>100.0%</b>

**210 POLICE DEPARTMENT**

001 PERSONNEL SERVICES	4,227,655	0	4,227,655	4,159,922	0	67,733	98.4%
002 PURCHASE OF SERVICES	172,247	33,100	205,347	193,178	0	12,170	94.1%
004 SUPPLIES	72,100	(20,300)	51,800	48,281	3,519	(0)	100.0%
007 OTHER CHARGES & EXPENSES	21,890	0	21,890	21,446	0	444	98.0%
008 CAPITAL OUTLAY	79,725	(2,000)	77,725	75,221	1,356	1,148	98.5%
<b>210 POLICE DEPARTMENT Total</b>	<b>4,573,617</b>	<b>10,800</b>	<b>4,584,417</b>	<b>4,498,046</b>	<b>4,875</b>	<b>81,496</b>	<b>98.2%</b>

ORIGINAL      TRANSFERS      REVISED      EXPEND.      ENCUMB.      REMAINING      % USED

**220 FIRE DEPARTMENT**

001 PERSONNEL SERVICES	4,179,792	175,845	4,355,637	4,351,412	0	4,225	99.9%
002 PURCHASE OF SERVICES	226,000	0	226,000	219,094	0	6,906	96.9%
004 SUPPLIES	60,500	0	60,500	53,813	5,605	1,082	98.2%
007 OTHER CHARGES & EXPENSES	5,550	(1,292)	4,258	3,630	0	628	85.2%

**220 FIRE DEPARTMENT Total**      **4,471,842**      **174,553**      **4,646,395**      **4,627,949**      **5,605**      **12,842**      **99.7%**

**241 BUILDING DEPARTMENT**

001 PERSONNEL SERVICES	186,108	4,245	190,354	190,354	0	0	100.0%
004 SUPPLIES	2,000	0	2,000	1,999	0	1	100.0%

**241 BUILDING DEPARTMENT Total**      **188,108**      **4,245**      **192,354**      **192,353**      **0**      **1**      **100.0%**

**291 EMERGENCY MANAGEMENT**

001 PERSONNEL SERVICES	18,000	10,338	28,338	28,338	0	0	100.0%
004 SUPPLIES	500	0	500	425	0	75	85.0%
007 OTHER CHARGES & EXPENSES	1,500	0	1,500	1,390	0	110	92.7%

**291 EMERGENCY MANAGEMENT Total**      **20,000**      **10,338**      **30,338**      **30,152**      **0**      **185**      **99.4%**

**292 ANIMAL CONTROL**

001 PERSONNEL SERVICES	63,688	1,988	65,676	65,676	0	0	100.0%
002 PURCHASE OF SERVICES	4,950	0	4,950	2,870	0	2,080	58.0%
004 SUPPLIES	2,100	0	2,100	1,339	0	761	63.8%
007 OTHER CHARGES & EXPENSES	350	0	350	125	0	225	35.7%

**292 ANIMAL CONTROL Total**      **71,088**      **1,988**      **73,076**      **70,011**      **0**      **3,065**      **95.8%**

**293 PARKING CLERK DEPARTMENT**

001 PERSONNEL SERVICES	263,175	5,240	268,415	226,251	0	42,164	84.3%
002 PURCHASE OF SERVICES	253,250	20,000	273,250	270,115	77	3,058	98.9%
004 SUPPLIES	51,025	0	51,025	33,572	200	17,253	66.2%

**293 PARKING CLERK DEPARTMENT Total**      **567,450**      **25,240**      **592,690**      **529,939**      **277**      **62,474**      **89.5%**

**300 SCHOOL DEPARTMENT**

002 PURCHASE OF SERVICES	35,154,240	0	35,154,240	33,837,018	1,317,222	0	100.0%
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**300 SCHOOL DEPARTMENT Total**      **35,154,240**      **0**      **35,154,240**      **33,837,018**      **1,317,222**      **0**      **100.0%**

**398 ESSEX NORTH SHORE TECH SCHOOL**

002 PURCHASE OF SERVICES	120,000	10,741	130,741	130,741	0	0	100.0%
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**398 ESSEX NORTH SHORE TECH SCHOOL Tot:**      **120,000**      **10,741**      **130,741**      **130,741**      **0**      **0**      **100.0%**

**399 WHITTIER VO TECH SCHOOL**

002 PURCHASE OF SERVICES	619,891	0	619,891	619,891	0	0	100.0%
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**399 WHITTIER VO TECH SCHOOL Total**      **619,891**      **0**      **619,891**      **619,891**      **0**      **0**      **100.0%**

**421 PUBLIC SERVICES DEPARTMENT**

001 PERSONNEL SERVICES	2,255,000	7,451	2,262,451	2,262,451	0	(0)	100.0%
002 PURCHASE OF SERVICES	542,600	0	542,600	542,600	0	0	100.0%
004 SUPPLIES	269,000	125,000	394,000	333,339	12,650	48,011	87.8%
008 CAPITAL OUTLAY	427,500	62,275	489,775	439,991	0	49,784	89.8%

**421 PUBLIC SERVICES DEPARTMENT Total**      **3,494,100**      **194,726**      **3,688,826**      **3,578,380**      **12,650**      **97,795**      **97.3%**

**423 SNOW & ICE**

001 PERSONNEL SERVICES	120,000	(17,841)	102,159	102,159	0	0	100.0%
002 PURCHASE OF SERVICES	193,000	271,135	464,135	464,135	0	0	100.0%

**423 SNOW & ICE Total**      **313,000**      **253,294**      **566,294**      **566,294**      **0**      **0**      **100.0%**

ORIGINAL    TRANSFERS    REVISED    EXPEND.    ENCUMB.    REMAINING    % USED

**510 HEALTH DEPARTMENT**

001 PERSONNEL SERVICES	233,108	(7,992)	225,116	171,634	0	53,482	76.2%
002 PURCHASE OF SERVICES	41,566	0	41,566	23,785	0	17,781	57.2%
004 SUPPLIES	4,500	0	4,500	3,589	105	806	82.1%
007 OTHER CHARGES & EXPENSES	1,000	0	1,000	481	0	519	48.1%
<b>510 HEALTH DEPARTMENT Total</b>	<b>280,174</b>	<b>(7,992)</b>	<b>272,182</b>	<b>199,488</b>	<b>105</b>	<b>72,589</b>	<b>73.3%</b>

**519 SUSTAINABILITY**

001 PERSONNEL SERVICES	130,703	461	131,164	131,164	0	(0)	100.0%
002 PURCHASE OF SERVICES	1,700,750	0	1,700,750	1,602,827	778	97,145	94.3%
004 SUPPLIES	1,750	0	1,750	1,750	0	0	100.0%
<b>519 SUSTAINABILITY Total</b>	<b>1,833,203</b>	<b>461</b>	<b>1,833,664</b>	<b>1,735,740</b>	<b>778</b>	<b>97,145</b>	<b>94.7%</b>

**541 COUNCIL ON AGING**

001 PERSONNEL SERVICES	345,458	1,065	346,522	322,220	0	24,302	93.0%
002 PURCHASE OF SERVICES	26,000	0	26,000	12,933	0	13,067	49.7%
004 SUPPLIES	11,250	0	11,250	7,862	0	3,388	69.9%
<b>541 COUNCIL ON AGING Total</b>	<b>382,708</b>	<b>1,065</b>	<b>383,772</b>	<b>343,015</b>	<b>0</b>	<b>40,758</b>	<b>89.4%</b>

**542 YOUTH SERVICES**

001 PERSONNEL SERVICES	380,646	0	380,646	362,028	0	18,618	95.1%
002 PURCHASE OF SERVICES	23,800	30,000	53,800	46,062	0	7,738	85.6%
007 OTHER CHARGES & EXPENSES	15,500	0	15,500	5,386	0	10,114	34.7%
<b>542 YOUTH SERVICES Total</b>	<b>419,946</b>	<b>30,000</b>	<b>449,946</b>	<b>413,477</b>	<b>0</b>	<b>36,469</b>	<b>91.9%</b>

**543 VETERANS' DEPARTMENT**

001 PERSONNEL SERVICES	150,347	19,500	169,847	162,148	0	7,700	95.5%
002 PURCHASE OF SERVICES	7,268	0	7,268	7,268	0	0	100.0%
007 OTHER CHARGES & EXPENSES	129,060	0	129,060	111,305	0	17,755	86.2%
<b>543 VETERANS' DEPARTMENT Total</b>	<b>286,675</b>	<b>19,500</b>	<b>306,175</b>	<b>280,720</b>	<b>0</b>	<b>25,455</b>	<b>91.7%</b>

**610 LIBRARY DEPARTMENT**

001 PERSONNEL SERVICES	1,090,809	(20,000)	1,070,809	986,066	0	84,744	92.1%
002 PURCHASE OF SERVICES	377,454	20,000	397,454	397,454	0	0	100.0%
<b>610 LIBRARY DEPARTMENT Total</b>	<b>1,468,263</b>	<b>0</b>	<b>1,468,263</b>	<b>1,383,520</b>	<b>0</b>	<b>84,744</b>	<b>94.2%</b>

**630 PARKS COMMISSION**

001 PERSONNEL SERVICES	368,418	(32,500)	335,918	290,732	186	45,000	86.6%
002 PURCHASE OF SERVICES	48,800	9,500	58,300	49,568	4,920	3,812	93.5%
004 SUPPLIES	66,150	35,000	101,150	99,778	0	1,372	98.6%
007 OTHER CHARGES & EXPENSES	600	0	600	600	0	0	100.0%
008 CAPITAL OUTLAY	12,000	0	12,000	5,184	0	6,816	43.2%
<b>630 PARKS COMMISSION Total</b>	<b>495,968</b>	<b>12,000</b>	<b>507,968</b>	<b>445,862</b>	<b>5,106</b>	<b>57,000</b>	<b>88.8%</b>

**691 HISTORICAL COMMISSION**

001 PERSONNEL SERVICES	1,800	0	1,800	1,800	0	0	100.0%
<b>691 HISTORICAL COMMISSION Total</b>	<b>1,800</b>	<b>0</b>	<b>1,800</b>	<b>1,800</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

**710 DEBT EXCLUSION**

009 DEBT SERVICE	3,167,680	0	3,167,680	3,167,680	0	0	100.0%
<b>710 DEBT EXCLUSION Total</b>	<b>3,167,680</b>	<b>0</b>	<b>3,167,680</b>	<b>3,167,680</b>	<b>0</b>	<b>0</b>	<b>100.0%</b>

**720 ORDINARY DEBT SERVICE**

009 DEBT SERVICE	1,472,544	0	1,472,544	1,277,063	0	195,481	86.7%
<b>720 ORDINARY DEBT SERVICE Total</b>	<b>1,472,544</b>	<b>0</b>	<b>1,472,544</b>	<b>1,277,063</b>	<b>0</b>	<b>195,481</b>	<b>86.7%</b>

	ORIGINAL	TRANSFERS	REVISED	EXPEND.	ENCUMB.	REMAINING	% USED
<b>911 RETIREMENT BOARD</b>							
001 PERSONNEL SERVICES	5,051,416	0	5,051,416	5,050,877	0	539	100.0%
<b>911 RETIREMENT BOARD Total</b>	<b>5,051,416</b>	<b>0</b>	<b>5,051,416</b>	<b>5,050,877</b>	<b>0</b>	<b>539</b>	<b>100.0%</b>
<b>914 INSURANCE GROUP</b>							
001 PERSONNEL SERVICES	10,433,654	61,195	10,494,849	10,494,849	0	0	100.0%
<b>921 COMMISSION ON DISABILITY</b>							
<b>001 GENERAL FUND Total</b>	<b>78,682,810</b>	<b>911,761</b>	<b>79,594,571</b>	<b>77,243,755</b>	<b>1,411,941</b>	<b>938,875</b>	<b>98.8%</b>
<b>060 WATER ENTERPRISE FUND</b>							
<b>450 WATER DEPARTMENT</b>							
001 PERSONNEL SERVICES	2,446,395	10,000	2,456,395	2,239,786	0	216,609	91.2%
002 PURCHASE OF SERVICES	1,257,279	0	1,257,279	1,073,433	145,201	38,645	96.9%
004 SUPPLIES	211,214	86,000	297,214	297,214	0	0	100.0%
007 OTHER CHARGES & EXPENSES	119,044	(10,000)	109,044	107,054	0	1,990	98.2%
008 CAPITAL OUTLAY	382,000	0	382,000	293,478	88,447	75	100.0%
009 DEBT SERVICE	1,780,682	0	1,780,682	1,780,682	0	0	100.0%
<b>450 WATER DEPARTMENT Total</b>	<b>6,196,614</b>	<b>86,000</b>	<b>6,282,614</b>	<b>5,791,646</b>	<b>233,648</b>	<b>257,319</b>	<b>95.9%</b>
<b>060 WATER ENTERPRISE FUND Total</b>	<b>6,196,614</b>	<b>86,000</b>	<b>6,282,614</b>	<b>5,791,646</b>	<b>233,648</b>	<b>257,319</b>	<b>95.9%</b>
<b>061 SEWER ENTERPRISE FUND</b>							
<b>440 SEWER DEPARTMENT</b>							
001 PERSONNEL SERVICES	2,587,010	10,000	2,597,010	2,435,718	0	161,292	93.8%
002 PURCHASE OF SERVICES	1,412,070	0	1,412,070	1,341,512	59,262	11,296	99.2%
004 SUPPLIES	489,500	120,000	609,500	609,500	0	(0)	100.0%
007 OTHER CHARGES & EXPENSES	115,684	(10,000)	105,684	96,101	0	9,583	90.9%
008 CAPITAL OUTLAY	287,000	(1,456)	285,544	116,043	444	169,057	40.8%
009 DEBT SERVICE	2,927,576	0	2,927,576	2,907,576	0	20,000	99.3%
<b>440 SEWER DEPARTMENT Total</b>	<b>7,818,840</b>	<b>118,544</b>	<b>7,937,384</b>	<b>7,506,451</b>	<b>59,706</b>	<b>371,228</b>	<b>95.3%</b>
<b>061 SEWER ENTERPRISE FUND Total</b>	<b>7,818,840</b>	<b>118,544</b>	<b>7,937,384</b>	<b>7,506,451</b>	<b>59,706</b>	<b>371,228</b>	<b>95.3%</b>
<b>6520 HARBORMASTER ENTERPRISE FUND</b>							
<b>295 HARBORMASTER DEPARTMENT</b>							
001 PERSONNEL SERVICES	319,313	15,000	334,313	329,634	0	4,679	98.6%
002 PURCHASE OF SERVICES	57,250	0	57,250	51,243	789	5,218	90.9%
004 SUPPLIES	17,400	0	17,400	17,400	0	0	100.0%
007 OTHER CHARGES & EXPENSES	19,500	0	19,500	17,708	0	1,793	90.8%
008 CAPITAL OUTLAY	30,000	0	30,000	23,131	0	6,869	77.1%
009 DEBT SERVICE	76,898	0	76,898	76,898	0	0	100.0%
<b>295 HARBORMASTER DEPARTMENT Total</b>	<b>520,360</b>	<b>15,000</b>	<b>535,360</b>	<b>516,013</b>	<b>789</b>	<b>18,558</b>	<b>96.5%</b>
<b>6520 HARBORMASTER ENTERPRISE FUND Total</b>	<b>520,360</b>	<b>15,000</b>	<b>535,360</b>	<b>516,013</b>	<b>789</b>	<b>18,558</b>	<b>96.5%</b>
<b>TOTAL BUDGETARY FUNDS</b>	<b>93,218,624</b>	<b>1,131,305</b>	<b>94,349,929</b>	<b>91,057,865</b>	<b>1,706,083</b>	<b>1,585,981</b>	<b>98.3%</b>



## City of Newburyport FY2023 Year-End Revenue Summary

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ESTIMATE	FY2023 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>001 GENERAL FUND</b>							
<b>PROPERTY TAXES</b>							
411 PER PROP TAX REVENUE	660,509	814,088	737,943	730,394	(7,549)	99.0%	-10.3%
412 REAL ESTATE TAX REVENUE	59,945,337	62,708,201	64,615,275	64,453,026	(162,248)	99.7%	2.8%
<b>PROPERTY TAXES Total</b>	<b>60,605,846</b>	<b>63,522,289</b>	<b>65,353,217</b>	<b>65,183,420</b>	<b>(169,798)</b>	<b>99.7%</b>	<b>2.6%</b>
<b>LOCAL RECEIPTS</b>							
401 MOTOR VEHICLE EXCISE	2,874,396	2,979,353	2,850,000	3,088,609	238,609	108.4%	3.7%
402 OTHER EXCISE	811,712	1,190,742	1,033,750	1,301,984	268,234	125.9%	9.3%
403 PENALTIES/INTEREST	332,363	330,142	300,000	317,195	17,195	105.7%	-3.9%
404 PAYMENT IN LIEU TAXES	27,196	27,924	27,000	25,696	(1,304)	95.2%	-8.0%
410 FEES	298,646	247,606	245,000	303,754	58,754	124.0%	22.7%
416 OTHER DEPARTMENT REVENUE	72,014	75,865	70,000	74,019	4,019	105.7%	-2.4%
417 LICENSES/PERMITS	945,583	1,349,322	951,000	1,044,914	93,914	109.9%	-22.6%
419 FINES & FORFEITS	4,898	6,708	6,000	5,753	(247)	95.9%	-14.2%
420 INVESTMENT INCOME	59,770	45,382	45,250	543,574	498,324	1201.3%	1097.8%
458 MEDICAID REIMBURSEMENT	115,227	285,482	110,000	157,897	47,897	143.5%	-44.7%
421 MISCELLANEOUS RECURRING	100,880	241,413	200,000	179,605	(20,395)	89.8%	-25.6%
422 MISCELLANEOUS NON-RECURRING	162,454	477,713	0	685,325	685,325		43.5%
<b>LOCAL RECEIPTS Total</b>	<b>5,805,138</b>	<b>7,257,652</b>	<b>5,838,000</b>	<b>7,728,325</b>	<b>1,890,325</b>	<b>132.4%</b>	<b>6.5%</b>
<b>STATE AID</b>	<b>4,777,125</b>	<b>5,173,682</b>	<b>5,588,785</b>	<b>5,694,685</b>	<b>105,900</b>	<b>101.9%</b>	<b>10.1%</b>
<b>INTERFUND TRANSFERS IN</b>	<b>947,921</b>	<b>1,203,418</b>	<b>1,607,030</b>	<b>1,516,957</b>	<b>(90,073)</b>	<b>94.4%</b>	<b>26.1%</b>
<b>001 GENERAL FUND Total</b>	<b><u>72,136,030</u></b>	<b><u>77,157,041</u></b>	<b><u>78,387,033</u></b>	<b><u>80,123,387</u></b>	<b><u>1,736,354</u></b>	<b><u>102.2%</u></b>	<b><u>3.8%</u></b>
<b>060 WATER ENTERPRISE FUND</b>	<b><u>5,839,817</u></b>	<b><u>5,551,049</u></b>	<b><u>6,096,614</u></b>	<b><u>6,422,174</u></b>	<b><u>325,560</u></b>	<b><u>105.3%</u></b>	<b><u>15.7%</u></b>
<b>061 SEWER ENTERPRISE FUND</b>	<b><u>7,974,691</u></b>	<b><u>7,843,373</u></b>	<b><u>7,527,340</u></b>	<b><u>8,032,350</u></b>	<b><u>505,009</u></b>	<b><u>106.7%</u></b>	<b><u>2.4%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND</b>	<b><u>697,545</u></b>	<b><u>684,363</u></b>	<b><u>520,360</u></b>	<b><u>609,147</u></b>	<b><u>88,786</u></b>	<b><u>117.1%</u></b>	<b><u>-11.0%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>86,648,083</u></b>	<b><u>91,235,825</u></b>	<b><u>92,531,347</u></b>	<b><u>95,187,057</u></b>	<b><u>2,655,710</u></b>	<b><u>102.9%</u></b>	<b><u>4.3%</u></b>



**City of Newburyport**  
**FY2023 Year-End Revenue by Category**

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ESTIMATE	FY2023 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>001 GENERAL FUND</b>							
<b>PROPERTY TAXES</b>							
411 PER PROP TAX REVENUE	660,509	814,088	737,943	730,394	(7,549)	99.0%	-10.3%
412 REAL ESTATE TAX REVENUE	59,945,337	62,708,201	64,615,275	64,453,026	(162,248)	99.7%	2.8%
<b>PROPERTY TAXES Total</b>	<b>60,605,846</b>	<b>63,522,289</b>	<b>65,353,217</b>	<b>65,183,420</b>	<b>(169,798)</b>	<b>99.7%</b>	<b>2.6%</b>
<b>LOCAL RECEIPTS</b>							
401 MOTOR VEHICLE EXCISE	2,874,396	2,979,353	2,850,000	3,088,609	238,609	108.4%	3.7%
<b>402 OTHER EXCISE</b>							
MEALS EXCISE	569,637	764,549	662,750	856,193	193,443	129.2%	12.0%
CO MA ROOM OCCUPANCY	242,075	426,193	371,000	445,791	74,791	120.2%	4.6%
<b>402 OTHER EXCISE Total</b>	<b>811,712</b>	<b>1,190,742</b>	<b>1,033,750</b>	<b>1,301,984</b>	<b>268,234</b>	<b>125.9%</b>	<b>9.3%</b>
<b>403 PENALTIES/INTEREST</b>							
INT/PEN PP/RE TAX REV	185,680	195,152	184,900	166,323	(18,577)	90.0%	-14.8%
INT/PEN MV/BT EXCISE	88,210	69,799	65,000	92,235	27,235	141.9%	32.1%
CO MA REG MOTOR VEHICLES	20,969	27,059	20,000	29,430	9,430	147.1%	8.8%
INT ON TAX TITLES	34,862	36,618	29,000	24,735	(4,265)	85.3%	-32.5%
INT/PEN DEFERRED RE TAXES	0	0	0	3,321	3,321		
INT/PEN SA PI - SWR	1,404	829	500	588	88	117.7%	-29.1%
INT/PEN SA PI - WTR	1,128	675	500	483	(17)	96.6%	-28.4%
INT/PEN SA LOW ST	110	10	100	80	(20)	80.0%	717.4%
<b>403 PENALTIES/INTEREST Total</b>	<b>332,363</b>	<b>330,142</b>	<b>300,000</b>	<b>317,195</b>	<b>17,195</b>	<b>105.7%</b>	<b>-3.9%</b>
404 PAYMENT IN LIEU TAXES	27,196	27,924	27,000	25,696	(1,304)	95.2%	-8.0%
<b>410 FEES</b>							
TAX TITLE FEES	157,716	92,889	95,000	136,148	41,148	143.3%	46.6%
FIRE MASTER BOX CONNECTION FEE	78,900	81,600	80,000	78,000	(2,000)	97.5%	-4.4%
OFF DUTY FEES	26,403	50,859	28,400	49,282	20,882	173.5%	-3.1%
ROLL BACK TAX REVENUE	0	0	0	25,818	25,818		
MUNICIPAL LIENS	34,227	21,779	20,000	14,506	(5,494)	72.5%	-33.4%
REGISTRY FEES	1,300	180	21,500	0	(21,500)	0.0%	-100.0%
OTHER FEES	100	300	100	0	(100)	0.0%	-100.0%
<b>410 FEES Total</b>	<b>298,646</b>	<b>247,606</b>	<b>245,000</b>	<b>303,754</b>	<b>58,754</b>	<b>124.0%</b>	<b>22.7%</b>
<b>416 OTHER DEPARTMENT REVENUE</b>							
COPIES/RECORDINGS	56,394	65,025	60,000	62,610	2,610	104.3%	-3.7%
BUSINESS CERTIFICATES	8,940	6,850	5,500	6,249	749	113.6%	-8.8%
ZONING/ORDINANCES	6,680	3,990	4,500	5,160	660	114.7%	29.3%
<b>416 OTHER DEPARTMENT REVENUE Total</b>	<b>72,014</b>	<b>75,865</b>	<b>70,000</b>	<b>74,019</b>	<b>4,019</b>	<b>105.7%</b>	<b>-2.4%</b>

	FY2021 ACTUAL	FY2022 ACTUAL	FY2023 ESTIMATE	FY2023 ACTUAL	OVER/ (BELOW) ESTIMATE	% OF ESTIMATE	% OVER PRIOR YEAR
<b>417 LICENSES/PERMITS</b>							
BLDG DEPT ALTERATION PERMITS	565,969	926,497	600,000	567,890	(32,110)	94.6%	-38.7%
OTHER PERMITS	79,084	70,966	75,000	142,927	67,927	190.6%	101.4%
LICENSE FEES	36,075	34,300	35,000	142,800	107,800	408.0%	316.3%
CLK PASSPORT	10	48,085	48,000	46,930	(1,070)	97.8%	-2%
BUILDING PERMITS	108,556	69,090	70,000	39,290	(30,710)	56.1%	-43.1%
BLDG DEPT OTHER PERMITS	70,505	32,765	30,000	34,335	4,335	114.5%	4.8%
FIRE PERMITS	43,519	37,695	40,000	32,495	(7,505)	81.2%	-13.8%
ROAD OPENING PERMIT DPW	11,862	74,638	22,400	22,724	324	101.4%	-69.6%
DOG LICENSES	11,125	11,780	11,000	12,555	1,555	114.1%	6.6%
UTILITY CONTRACTORS LIC DPW	12,500	10,500	10,000	8,700	(1,300)	87.0%	-17.1%
MARRIAGE LICENSES	2,940	4,980	4,000	5,408	1,408	135.2%	8.6%
RAFFLE PERMITS	700	750	750	1,125	375	150.0%	50.0%
OTHER LICENSES	150	50	100	550	450	550.0%	1000.0%
AUCTION LIC/PERMITS	672	1,715	1,000	475	(525)	47.5%	-72.3%
UTILITY PERMITS	125	1,650	1,500	350	(1,150)	23.3%	-78.8%
PARKLETS	0	18,647	0	0	0		-100.0%
STORM WATER PERMIT FEES	271	964	250	0	(250)	0.0%	-100.0%
<b>417 LICENSES/PERMITS Total</b>	<b>945,583</b>	<b>1,349,322</b>	<b>951,000</b>	<b>1,044,914</b>	<b>93,914</b>	<b>109.9%</b>	<b>-22.6%</b>
<b>419 FINES &amp; FORFEITS</b>							
COURT FINES	4,803	6,708	5,900	5,563	(338)	94.3%	-17.1%
PARKING FINES	95	0	100	0	(100)	0.0%	
<b>419 FINES &amp; FORFEITS Total</b>	<b>4,898</b>	<b>6,708</b>	<b>6,000</b>	<b>5,753</b>	<b>(247)</b>	<b>95.9%</b>	<b>-14.2%</b>
<b>420 INVESTMENT INCOME</b>	<b>59,770</b>	<b>45,382</b>	<b>45,250</b>	<b>543,574</b>	<b>498,324</b>	<b>1201.3%</b>	<b>1097.8%</b>
<b>458 MEDICAID REIMBURSEMENT Total</b>	<b>115,227</b>	<b>285,482</b>	<b>110,000</b>	<b>157,897</b>	<b>47,897</b>	<b>143.5%</b>	<b>-44.7%</b>
<b>421 MISCELLANEOUS RECURRING Total</b>	<b>100,880</b>	<b>241,413</b>	<b>200,000</b>	<b>179,605</b>	<b>(20,395)</b>	<b>89.8%</b>	<b>-25.6% *</b>
<b>422 MISCELLANEOUS NON-RECURRING</b>	<b>162,454</b>	<b>477,713</b>	<b>0</b>	<b>685,325</b>	<b>685,325</b>		<b>43.5% **</b>
<b>LOCAL RECEIPTS Total</b>	<b>5,805,138</b>	<b>7,257,652</b>	<b>5,838,000</b>	<b>7,728,325</b>	<b>1,890,325</b>	<b>132.4%</b>	<b>6.5%</b>
<b>STATE AID</b>	<b>4,777,125</b>	<b>5,173,682</b>	<b>5,588,785</b>	<b>5,694,685</b>	<b>105,900</b>	<b>101.9%</b>	<b>10.1%</b>
<b>INTERFUND TRANSFERS IN</b>	<b>947,921</b>	<b>1,203,418</b>	<b>1,607,030</b>	<b>1,516,957</b>	<b>(90,073)</b>	<b>94.4%</b>	<b>26.1%</b>
<b>001 GENERAL FUND Total</b>	<b><u>72,136,030</u></b>	<b><u>77,157,041</u></b>	<b><u>78,387,033</u></b>	<b><u>80,123,387</u></b>	<b><u>1,736,354</u></b>	<b><u>102.2%</u></b>	<b><u>3.8%</u></b>

	<b>FY2021 ACTUAL</b>	<b>FY2022 ACTUAL</b>	<b>FY2023 ESTIMATE</b>	<b>FY2023 ACTUAL</b>	<b>OVER/ (BELOW) ESTIMATE</b>	<b>% OF ESTIMATE</b>	<b>% OVER PRIOR YEAR</b>
<b><u>060 WATER ENTERPRISE FUND</u></b>							
UTILITY BILLING/METERS	5,265,975	5,039,260	5,594,526	5,899,137	304,611	105.4%	17.1%
MISC FEES	233,387	273,568	235,071	237,010	1,939	100.8%	-13.4%
REVENUE SPEC ASSES PI	215,957	149,124	150,000	160,463	10,463	107.0%	7.6%
WATER LIENS	89,708	61,711	90,000	89,903	(97)	99.9%	45.7%
PENALTIES/INTEREST	29,254	26,002	27,017	33,661	6,644	124.6%	29.5%
MISC NON-RECURRING	5,537	1,383	0	2,000	2,000		44.6%
<b>060 WATER ENTERPRISE FUND Total</b>	<b><u>5,839,817</u></b>	<b><u>5,551,049</u></b>	<b><u>6,096,614</u></b>	<b><u>6,422,174</u></b>	<b><u>325,560</u></b>	<b><u>105.3%</u></b>	<b><u>15.7%</u></b>
<b><u>061 SEWER ENTERPRISE FUND</u></b>							
UTILITY BILLING/METERS	7,280,386	7,032,983	6,821,981	7,368,250	546,269	108.0%	4.8%
REVENUE SPEC ASSES PI	245,040	182,635	250,000	285,210	35,210	114.1%	56.2%
SEWER LIENS	132,590	89,372	149,685	124,584	(25,100)	83.2%	39.4%
MISC FEES	128,636	116,865	120,000	120,621	621	100.5%	3.2%
PENALTIES/INTEREST	47,981	46,789	60,674	56,860	(3,814)	93.7%	21.5%
REVENUE SPEC ASSESS LOW ST	90,575	36,774	95,000	36,187	(58,813)	38.1%	-1.6%
INDUSTRIAL PRETREATMNT	14,182	10,001	15,000	18,103	3,103	120.7%	81.0%
REV SPEC ASSESS PRIV FEE LOW	6,214	11,820	15,000	11,112	(3,888)	74.1%	-6.0%
MISC NON-RECURRING	29,087	284,785	0	8,835	8,835		-96.9%
REVENUE SEWER RATE RELIEF FUND	0	2,406	0	2,588	2,588		7.6%
MISC RECURRING	0	28,944	0	0	0		-100.0%
<b>061 SEWER ENTERPRISE FUND Total</b>	<b><u>7,974,691</u></b>	<b><u>7,843,373</u></b>	<b><u>7,527,340</u></b>	<b><u>8,032,350</u></b>	<b><u>505,009</u></b>	<b><u>106.7%</u></b>	<b><u>2.4%</u></b>
<b><u>6520 HARBORMASTER ENTERPRISE FUND</u></b>							
WATERWAYS PERMITS	214,900	200,395	180,000	189,597	9,597	105.3%	-5.4%
WATERFRONT DOCKS	120,740	169,763	90,000	157,091	67,091	174.5%	-7.5%
PLUM ISLAND PARKING	227,121	177,297	126,000	139,267	13,267	110.5%	-21.4%
BOAT EXCISE	67,801	66,643	67,988	63,032	(4,956)	92.7%	-5.4%
CASHMAN PARK BOAT RAMP	53,425	63,208	50,000	51,419	1,419	102.8%	-18.7%
FISH PIER	7,450	4,000	4,000	5,000	1,000	125.0%	25.0%
PENALTIES/INTEREST	2,987	2,556	1,992	2,191	199	110.0%	-14.3%
VIOLATIONS	2,575	500	380	1,500	1,120	394.5%	200.0%
SHELLFISH PERMITS	546	0	0	50	50		
<b>6520 HARBORMASTER ENTERPRISE FUND Total</b>	<b><u>697,545</u></b>	<b><u>684,363</u></b>	<b><u>520,360</u></b>	<b><u>609,147</u></b>	<b><u>88,786</u></b>	<b><u>117.1%</u></b>	<b><u>-11.0%</u></b>
<b>TOTAL BUDGETARY FUNDS</b>	<b><u>86,648,083</u></b>	<b><u>91,235,825</u></b>	<b><u>92,531,347</u></b>	<b><u>95,187,057</u></b>	<b><u>2,655,710</u></b>	<b><u>102.9%</u></b>	<b><u>4.3%</u></b>

\* 421 Miscellaneous Recurring Revenue: Veterans Services (\$101,965), Cell tower lease payments (\$29,095), Animal Control (\$26,858), Firehouse Repayment Agreement (\$15,003), FWS Refuge Revenue Sharing (\$5,174), Police Incident/Accident (\$1,133) and Other Small Recurring Receipts (\$377).

\*\* 422 Miscellaneous Non-Recurring Revenue: Fire Boat Insurance Proceeds (\$550,273), Health Insurance Reimbursements (\$34,904), Prior-Year Closeouts (\$29,854), Prior-Year Reimbursements (\$21,305), PCB Settlement (\$17,414) Police Evidence (\$13,512), Sale of Surplus Equipment (\$5,000) and Other Small One-Time Receipts (\$13,063).



## City of Newburyport Fund Balances as of June 30, 2023

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Change	Ending Bal.
1	General Fund	General Fund	General Fund	9,270,134	(731,712)	8,538,422
60	Enterprise Funds	Water Enterprise Fund	Water Fund	1,460,360	104,797	1,565,157
61	Enterprise Funds	Sewer Enterprise Fund	Sewer Fund	2,226,046	(352,258)	1,873,788
6520	Enterprise Funds	Harbormaster Enterprise Fund	Harbormaster	879,265	(8,712)	870,553
22	Special Revenue Funds	School	School Lunch Program	166,040	48,195	214,234
2401	Special Revenue Funds	School	305 - Title I; Part A	5,021	10,120	15,142
2402	Special Revenue Funds	School	722 - Nutrition Equip Asst	1,065	18,935	20,000
2406	Special Revenue Funds	School	240 - Able	45,674	(43,301)	2,373
2409	Special Revenue Funds	School	119 - Esser III	164,260		95,793
2410	Special Revenue Funds	School	264 - Amer Rescue Plan E.C.	10,091	(5,490)	4,601
2411	Special Revenue Funds	School	252 - Amer Rescue Plan IDEA	(4,891)	7,074	2,182
2413	Special Revenue Funds	School	125 - Math Accelerated Academic	0	68,806	68,806
2414	Special Revenue Funds	School	125 - Math Accelerated Academic	0	(78,329)	(78,329)
2431	Special Revenue Funds	School	FY22 Mask Reimbursement	0	20,177	20,177
2434	Special Revenue Funds	School	115 - Esser II	(58,291)	32,458	(25,833)
2448	Special Revenue Funds	School	652 - Afghan Refugee Support	0	(52,442)	(52,442)
2459	Special Revenue Funds	School	Rev Sch Choice Salaries	2,212,217	(666,834)	1,545,384
2460	Special Revenue Funds	School	Rev Learn/Enrich Ctr-Kelleher	100,660	644	101,304
2461	Special Revenue Funds	School	Rev Adult Ed	111,049	(35,800)	75,249
2462	Special Revenue Funds	School	Rev Athletic Revolving	258,128	72,732	330,860
2464	Special Revenue Funds	School	Rev Maint Sch Bld/User	34,303	(44,629)	(10,325)
2465	Special Revenue Funds	School	PALS Revolving	2,069	55,326	57,395
2466	Special Revenue Funds	School	Curriculum/Staff	548,454	161,028	709,481
2468	Special Revenue Funds	School	School Transportation	365,329	(109,332)	255,996
2470	Special Revenue Funds	School	Comprehensive Sch Health Svcs	8,464	2,758	11,223
2484	Special Revenue Funds	School	50/50 Fed Reimb Program	1,451,264	(462,315)	988,948
2486	Special Revenue Funds	School	Rev Student Club Fees	(6,442)	(25,447)	(31,888)
2490	Special Revenue Funds	School	Title IV Grants	(0)	1,176	1,175
2020	Special Revenue Funds	Federal Grant	Essex County Outreach Prog (DOJ Grant) #1	(16,089)	8,383	(7,706)
2022	Special Revenue Funds	Federal Grant	MassCall3 YS Grant	(336)	(43,739)	(44,075)
2023	Special Revenue Funds	Federal Grant	Title III - Healthy Adults Pickleball Initiative	(1,997)	679	(1,318)
2025	Special Revenue Funds	Federal Grant	COVID-19 FEMA	(306,452)	185,544	(120,908)
2027	Special Revenue Funds	Federal Grant	SRT Body-Worn Camera	0	(29,540)	(29,540)
2028	Special Revenue Funds	Federal Grant	FEMA Hazard Mitigation Grant Program	0	6,760	6,760
2030	Special Revenue Funds	Federal Grant	Essex County Outreach Prog (DOJ Grant) #2	0	(23,519)	(23,519)
2501	Special Revenue Funds	Federal Grant	Drug Free Comm Fed Grant	8,723	(2,115)	6,608
2583	Special Revenue Funds	Federal Grant	Small Cities Program	82,139	(48,346)	33,793
2586	Special Revenue Funds	Federal Grant	Newburyport Federal Forfeiture	536	0	536
2587	Special Revenue Funds	Federal Grant	MVDTF Federal Forfeiture	15,175	(666)	14,509
2104	Special Revenue Funds	State Grant	Shared Winter Streets	23,544	(22,527)	1,017
2109	Special Revenue Funds	State Grant	Cultural District Grant	3,144	11,888	15,032
2111	Special Revenue Funds	State Grant	ARPA Coronavirus	1,390,495	(18,166)	1,372,329
2115	Special Revenue Funds	State Grant	FY22 Housing Choice Grant	0	(74,805)	(74,805)
2117	Special Revenue Funds	State Grant	Fire Safety Equipment Grant	(15,927)	12,909	(3,018)
2119	Special Revenue Funds	State Grant	Land Use Planning Grant	0	49,000	49,000
2120	Special Revenue Funds	State Grant	Dam & Seawall - Lwr Arti Dam	0	79,935	79,935
2121	Special Revenue Funds	State Grant	NEED Mass Save Comm Ed Grant - DER	0	3,250	3,250
2123	Special Revenue Funds	State Grant	Green Communities #7	0	(9,680)	(9,680)

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Change	Ending Bal.
2124	Special Revenue Funds	State Grant	COA State Earmark for Hybrid Mini Van	0	45,000	45,000
2127	Special Revenue Funds	State Grant	CCC - AFSCME Wage Plan	0	20,000	20,000
2128	Special Revenue Funds	State Grant	CCC - VOIP Telephone System	0	154,000	154,000
2129	Special Revenue Funds	State Grant	911 - Support & Incentive Grant	0	(61,189)	(61,189)
2130	Special Revenue Funds	State Grant	911 - Dept Training Grant	0	(8,100)	(8,100)
2133	Special Revenue Funds	State Grant	Fish Pier Upgrades	0	(4,550)	(4,550)
2134	Special Revenue Funds	State Grant	Recycling Dividends Program	0	19,500	19,500
2138	Special Revenue Funds	State Grant	Winter Recovery Asst Prog (WRAP)	0	227,735	227,735
2139	Special Revenue Funds	State Grant	Housing Choice Community Capital	0	(14,000)	(14,000)
2200	Special Revenue Funds	State Grant	YS Social Service Support	1,507	(830)	677
2601	Special Revenue Funds	State Grant	Emergency Preparadness	16,266	5,423	21,689
2603	Special Revenue Funds	State Grant	Hbr Clean Vessel Oper/Mnt	(1,469)	(7,829)	(9,298)
2606	Special Revenue Funds	State Grant	Cultural Council	8,776	(895)	7,881
2608	Special Revenue Funds	State Grant	Elder Affairs	99,799	45,312	145,111
2611	Special Revenue Funds	State Grant	Fire Hazardous Materials	12,271	(241)	12,030
2686	Special Revenue Funds	State Grant	Newburyport State Forfeiture	2,717	(39)	2,678
2687	Special Revenue Funds	State Grant	MVDTF State Forfeiture	1,937	0	1,937
2698	Special Revenue Funds	State Grant	Waterfront Bulkhead Project	124,896	(80,521)	44,375
20020001	Special Revenue Funds	State Grant	Traffic Enforce Program	5,429	0	5,429
20020004	Special Revenue Funds	State Grant	Mass CEC Grant	4,500	0	4,500
20020010	Special Revenue Funds	State Grant	Recycling Dividends Program	45,844	(29,027)	16,817
20020013	Special Revenue Funds	State Grant	VAWA Grant - police	1,002	712	1,715
20020015	Special Revenue Funds	State Grant	Healthy Aging	2,193	0	2,193
2301	Special Revenue Funds	Ch. 90	Chapter 90 Funding	(351,652)	235,869	(115,784)
2721	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Cemetary Receipts	22,527	3,550	26,077
2723	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Sew I/Inflow Fee	571,817	22,110	593,927
2725	Special Revenue Funds	Receipts Rsv. For Approp.	Rideshare Companies	13,270	2,319	15,589
2731	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Wetland Protectn Fnd	60,983	(6,971)	54,012
2738	Special Revenue Funds	Receipts Rsv. For Approp.	Waterfront Parking Meter Revenue	380,868	(129,522)	251,346
2739	Special Revenue Funds	Receipts Rsv. For Approp.	Paid Parking Fund	894,226	118,987	1,013,213
2741	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Insurance Claims	51,864	0	51,864
2742	Special Revenue Funds	Receipts Rsv. For Approp.	Library	89,247	4,011	93,258
2745	Special Revenue Funds	Receipts Rsv. For Approp.	Rsv Appr Settlements	35,823	278,485	314,308
2755	Special Revenue Funds	Receipts Rsv. For Approp.	Green Initiative	161,910	(50,000)	111,910
2760	Special Revenue Funds	Receipts Rsv. For Approp.	Sale of Municipal Buildings	593,500	(200,000)	393,500
2762	Special Revenue Funds	Receipts Rsv. For Approp.	Colby Farm Parcel C	30,000	0	30,000
2802	Special Revenue Funds	Departmental Revolving	Council On Aging	3,162	287	3,449
2803	Special Revenue Funds	Departmental Revolving	Rev Recreation Services	610,620	41,686	652,305
2804	Special Revenue Funds	Departmental Revolving	Rev Historical Commission Fd	9,652	(1,468)	8,184
2806	Special Revenue Funds	Departmental Revolving	Rev Wire Inspection Fees	70,941	19,703	90,644
2807	Special Revenue Funds	Departmental Revolving	Rev Plumbing Inspect Fees	48,929	11,353	60,282
2808	Special Revenue Funds	Departmental Revolving	Rev Gas Inspection Fees	13,277	(7,166)	6,111
2809	Special Revenue Funds	Departmental Revolving	Rev Disabilities Commission	42,028	11,294	53,322
2810	Special Revenue Funds	Departmental Revolving	Emma Andrews Library	53,266	4,534	57,800
2812	Special Revenue Funds	Departmental Revolving	Temp Vendor	25,804	2,732	28,536
2813	Special Revenue Funds	Departmental Revolving	Rev Planning & Zoning	3,203	(4,205)	(1,002)
2817	Special Revenue Funds	Departmental Revolving	Animal Control Officer	12,107	(2,085)	10,021
2835	Special Revenue Funds	Departmental Revolving	Rev Health Programs	59,816	5,818	65,633
2836	Special Revenue Funds	Departmental Revolving	Veterans Rev	1,293	20	1,313
2840	Special Revenue Funds	Departmental Revolving	City Hall Revolving Fund	7,799	(939)	6,860
2841	Special Revenue Funds	Departmental Revolving	Sr Community Ctr Maintenance	78,394	(17,814)	60,580
2842	Special Revenue Funds	Departmental Revolving	Parks Maintenance	851	18,946	19,797
2843	Special Revenue Funds	Departmental Revolving	Solid Waste Fee	263,247	20,594	283,840

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Change	Ending Bal.
2844	Special Revenue Funds	Departmental Revolving	Assessor's Office	3,655	320	3,975
2800	Special Revenue Funds	Other Revolving	NE HIDTA	3,817	688	4,505
2801	Special Revenue Funds	Other Revolving	Engineering Services	90,216	105,826	196,042
2830	Special Revenue Funds	Other Revolving	Tax Title Rev Fund C60 S15B	16,523	(4,022)	12,501
2837	Special Revenue Funds	Other Revolving	Conservation Comm 53G Acct	10,005	5,000	15,005
2202	Special Revenue Funds	Local Grant/Donation	Essex County Outreach Program	4,000	(210)	3,790
2203	Special Revenue Funds	Local Grant/Donation	COA Gifts	8,373	4,147	12,520
2204	Special Revenue Funds	Local Grant/Donation	YS DEI Donations	0	500	500
2205	Special Revenue Funds	Local Grant/Donation	Cashman Park Tennis/Pickleball Court	0	15,000	15,000
2207	Special Revenue Funds	Local Grant/Donation	Parks Playground Equipment	0	15,050	15,050
2209	Special Revenue Funds	Local Grant/Donation	Senior Celebration Donations	0	(15,701)	(15,701)
2211	Special Revenue Funds	Local Grant/Donation	Atk Comm Tennis Crts	0	4,700	4,700
2907	Special Revenue Funds	Local Grant/Donation	Compost Bins	4,051	1,190	5,241
2908	Special Revenue Funds	Local Grant/Donation	Tree Commission Donations	16,958	(2,413)	14,545
2917	Special Revenue Funds	Local Grant/Donation	YS Scholarships/Rec Ctr Prog	5,351	0	5,351
2925	Special Revenue Funds	Local Grant/Donation	Friends of the Library	37,184	(3,178)	34,006
2927	Special Revenue Funds	Local Grant/Donation	Waterfront Park Maintenance	1,135	0	1,135
2930	Special Revenue Funds	Local Grant/Donation	Citizens For Public Education	3,414	0	3,414
2933	Special Revenue Funds	Local Grant/Donation	School Scholarship - Safford	140,000	50,000	190,000
2940	Special Revenue Funds	Local Grant/Donation	Maritime Celebration	1,000	0	1,000
2948	Special Revenue Funds	Local Grant/Donation	Parks	12,521	(5,657)	6,864
2955	Special Revenue Funds	Local Grant/Donation	Comcast Technology Acct	129,895	(59,021)	70,875
2968	Special Revenue Funds	Local Grant/Donation	Crow Lane Mitigation	9,348	0	9,348
2969	Special Revenue Funds	Local Grant/Donation	Brick Sidewalk Donations	0	(4,470)	(4,470)
2989	Special Revenue Funds	Local Grant/Donation	Green Energy Local Grnts/Dona	4,665	3,918	8,583
2992	Special Revenue Funds	Local Grant/Donation	Port Parks Alliance	0	1,498	1,498
20030001	Special Revenue Funds	Local Grant/Donation	BCBS PEC Award	2,432	(374)	2,058
20030003	Special Revenue Funds	Local Grant/Donation	K9 Unit	1,823	0	1,823
20030006	Special Revenue Funds	Local Grant/Donation	FY17 MIIA Fitbit Award	895	(106)	789
20030007	Special Revenue Funds	Local Grant/Donation	Tower Foundation Grant	72,787	4,964	77,751
29910001	Special Revenue Funds	Morrill Foundation	Bartlett Mall	173,870	179,050	352,920
29910017	Special Revenue Funds	Morrill Foundation	Atk Comm Twr View & Gazebo Restoration	2,096	0	2,096
29910020	Special Revenue Funds	Morrill Foundation	Atk Comm Maint Building	10,000	(7,947)	2,053
29910021	Special Revenue Funds	Morrill Foundation	Lwr Atk Comm Pkball Court	40,000	0	40,000
29919101	Special Revenue Funds	Morrill Foundation	PC - Bartlet Mall	2,096	0	2,096
29919102	Special Revenue Funds	Morrill Foundation	PC - Bartlet Mall Fountain Restoration	7,000	0	7,000
29919103	Special Revenue Funds	Morrill Foundation	PC - Brick Spnsrshp - Inn Street	775	0	775
29919104	Special Revenue Funds	Morrill Foundation	PC - Nbpt Sports	2,638	0	2,638
29919106	Special Revenue Funds	Morrill Foundation	PC - Field Maintenance	1,000	0	1,000
29919107	Special Revenue Funds	Morrill Foundation	PC - Mccarthy Tree Planting	600	0	600
29919108	Special Revenue Funds	Morrill Foundation	PC - Nock/Molin Tennis Courts	1,002	0	1,002
29919110	Special Revenue Funds	Morrill Foundation	PC - Woodman Park	1,516	0	1,516
70	Special Revenue Funds	Community Preservation Fund	Community Preservation Fund	3,231,086	537,659	3,768,745
3000	Capital Project Funds	Capital	Central Waterfront Lawn/Expended Park Land	4,929	0	4,929
3100	Capital Project Funds	Capital	Reservation Terrace Shoreline Protection	4,166	(23,200)	(19,034)
3103	Capital Project Funds	Capital	IT Hardware	165,575	(72,826)	92,749
3104	Capital Project Funds	Capital	Surveillance Camera Integration	50,225	(48,703)	1,521
3107	Capital Project Funds	Capital	Hale Street Sidewalk/Pedestrian Access	20,997	(5,528)	15,469
3114	Capital Project Funds	Capital	Infield Groomer	15,000	12,300	27,300
3119	Capital Project Funds	Capital	Generator Connection	20,000	(11,255)	8,745
3120	Capital Project Funds	Capital	Roadway & Sidewalk Improvements	1,079,076	(570,994)	508,082
3206	Capital Project Funds	Capital	57 Low Street	25,000	(1,295)	23,705
3210	Capital Project Funds	Capital	Joppa Park Walkway	100,000	(69,512)	30,488

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Change	Ending Bal.
3212	Capital Project Funds	Capital	Police Station Locker Rooms	150,000	(71,448)	78,552
3213	Capital Project Funds	Capital	Wtr/Swr/Hwy DT Utility Upgrade	66,667	0	66,667
3214	Capital Project Funds	Capital	Rep/Update Radio Equipment	55,000	(31,173)	23,827
3216	Capital Project Funds	Capital	Brown School Protective Measures	13,500	(5,227)	8,273
3217	Capital Project Funds	Capital	Bartlett Mall Restoration Project	100,000	0	100,000
3300	Capital Project Funds	Capital	Inn Street Improvements	0	(6,500)	(6,500)
3303	Capital Project Funds	Capital	City Hall Main Floor HVAC	0	1,155	1,155
3304	Capital Project Funds	Capital	Police Cruisers (2) - 3 Yr Lease	0	3,573	3,573
3400	Capital Project Funds	Capital	Data Center Rebuild	0	594,378	594,378
3401	Capital Project Funds	Capital	IT Wkstations/Equipment Rpl	0	25,000	25,000
3416	Capital Project Funds	Capital	Complete Streets Trans Proj	0	27,009	27,009
3417	Capital Project Funds	Capital	Pkg Hybrid Vehicle	0	50,000	50,000
3418	Capital Project Funds	Capital	Apparatus Floor Drains	0	45,000	45,000
3419	Capital Project Funds	Capital	Downtown Lighting	0	199,594	199,594
3420	Capital Project Funds	Capital	Stump Grinder	0	80,000	80,000
3422	Capital Project Funds	Capital	NHS Elevator Controls Replace	0	69,370	69,370
3510	Capital Project Funds	Capital	Nock/Molin (Bradley Fuller/Richard Eaton) Field	179,937	(93,513)	86,424
3513	Capital Project Funds	Capital	Cherry Hill P-B Soccer Fld-3	9,957	(2,278)	7,679
3605	Capital Project Funds	Capital	Parking Facility	21,376	0	21,376
3608	Capital Project Funds	Capital	Rail Trail Phase 2	373,468	(71,517)	301,951
3700	Capital Project Funds	Capital	Drainage Projects	343,540	(106,447)	237,094
3704	Capital Project Funds	Capital	Clean River Project	6,163	0	6,163
3800	Capital Project Funds	Capital	High School Roof Repairs	9,763	0	9,763
3807	Capital Project Funds	Capital	Station 2 Design/Feasibility Study	4,198,337	(799,787)	3,398,550
3824	Capital Project Funds	Capital	School Technology Upgrades	61,918	0	61,918
3907	Capital Project Funds	Capital	NBPT YS Facility	28,935	170,948	199,883
3919	Capital Project Funds	Capital	Spofford Restoration/Repaving	474,773	(440,286)	34,487
4004	Capital Project Funds	Capital	Sludge Removal in the Lagoons	6,680	0	6,680
4005	Capital Project Funds	Capital	PI Hydrant Replacement	422,543	(50,000)	372,543
4006	Capital Project Funds	Capital	Meter Replacement Program	344,167	(16,225)	327,942
4013	Capital Project Funds	Capital	Lwr Artichoke Res Dam Improvement	110,853	(10,001)	100,852
4014	Capital Project Funds	Capital	Public Wtr Supply Protection	7,716	0	7,716
4016	Capital Project Funds	Capital	Water Main Replacement Program	317,720	155,188	472,908
4018	Capital Project Funds	Capital	Watershed/Public Water Supply Protection	177,839	0	177,839
4019	Capital Project Funds	Capital	IT Hardware	8,784	0	8,784
4020	Capital Project Funds	Capital	Water Equipment Lease	94,000	(66,380)	27,620
4021	Capital Project Funds	Capital	Indian Hill Raw Water Line	450,000	(84,596)	365,404
4022	Capital Project Funds	Capital	Watershed/Public Water Supply Protection	100,000	(46,246)	53,754
4023	Capital Project Funds	Capital	Lower Artichoke Res Dam Imp	85,000	(1,241)	83,759
4024	Capital Project Funds	Capital	Wtr/Swr/Hwy Dt Utility Upgrade	66,667	0	66,667
4025	Capital Project Funds	Capital	PI Chlorine Booster Station	50,000	50,000	100,000
4107	Capital Project Funds	Capital	Sewer & Manhole Replacement Project	134,114	0	134,114
4116	Capital Project Funds	Capital	CCTV & Cleaning Sewer Downtown	56,561	0	56,561
4119	Capital Project Funds	Capital	Water St Lift Station	110,622	(31,501)	79,121
4120	Capital Project Funds	Capital	Storey Ave PS Rehab	74,203	(19,415)	54,787
4121	Capital Project Funds	Capital	IT Hardware	2,788	0	2,788
4122	Capital Project Funds	Capital	Sewer Equipment Lease	33,483	(22,692)	10,791
4124	Capital Project Funds	Capital	Aeration System Upgrade	125,000	(66,270)	58,730
4125	Capital Project Funds	Capital	Wtr/Swr/Hwy Dt Utility Upgrade	66,667	0	66,667
4127	Capital Project Funds	Capital	Clairfier Upgrades	0	590,000	590,000
4200	Capital Project Funds	Capital	Transient Boater Facility Project	9,105	(420)	8,685
4202	Capital Project Funds	Capital	Navig Channel Dredge Proj	85,745	(18,958)	66,787
4203	Capital Project Funds	Capital	Mooring Puller	70,000	0	70,000

Fund/Org	Classification	Fund Type	Description	Beg. Balance	Change	Ending Bal.
4505	Capital Project Funds	Capital	Senior & Community Project	20,717	0	20,717
4601	Capital Project Funds	Capital	Market Landing Cpa Approp	0	250,000	250,000
4602	Capital Project Funds	Capital	Market Landing Gf Transfer	0	655,525	655,525
4603	Capital Project Funds	Capital	Market Landing Wfp Transfer	0	334,614	334,614
4604	Capital Project Funds	Capital	Market Landing Hbr Transfer	0	20,000	20,000
4605	Capital Project Funds	Capital	Market Landing Dtp Trans	0	45,999	45,999
4606	Capital Project Funds	Capital	Market Landing H Roy Trans	0	125,000	125,000
3806421	Capital Project Funds	Capital	Phillips Dr. Improvement - Drainage	2,545,692	(722,915)	1,822,777
3806450	Capital Project Funds	Capital	Phillips Dr. Drainage Improvement - Water Lines	1,814,000	(438,806)	1,375,194
81	Trust & Agency Funds	Trust	Non-Expendable Trust Funds	1,686,757	0	1,686,757
82	Trust & Agency Funds	Trust	Expendable Trust Funds	1,206,244	(106,817)	1,099,427
8242	Trust & Agency Funds	Trust	Lib Paul & Anna Walcott Tr	437	458	894
8263	Trust & Agency Funds	Trust	Stabilization Trust Fund	3,941,395	560,531	4,501,927
8266	Trust & Agency Funds	Trust	Injured On Duty Trust Fund	61,119	(49,262)	11,858
8270	Trust & Agency Funds	Trust	Rsv Compensated Absences	197,458	108,486	305,944
8279	Trust & Agency Funds	Trust	Afrfordable Housing Trust	495,829	(16,000)	479,829
8280	Trust & Agency Funds	Trust	Opeb Trust Fund	1,192,227	84,247	1,276,474
8284	Trust & Agency Funds	Trust	Brown School Improve Stf	225,000	0	225,000
8285	Trust & Agency Funds	Trust	Bresnahan Technology Fund	179,969	2,637	182,605
8286	Trust & Agency Funds	Trust	Nock/Molin Technology Fund	153,370	2,247	155,617
8287	Trust & Agency Funds	Trust	Plum Island Utility Trust Fund	1,712,491	22,300	1,734,791
8288	Trust & Agency Funds	Trust	Intermodal Trans Improve	7,694	46,161	53,855
8289	Trust & Agency Funds	Trust	Plum Island Beach Fee	41,774	(14,497)	27,277
8290	Trust & Agency Funds	Trust	Parklet Maint Stabil Fund	0	38,406	38,406
8901	Trust & Agency Funds	Agency	Police Outside Detail	(149,357)	(253)	(149,610)
8903	Trust & Agency Funds	Agency	Fire Outside Detail	1,536	(23,898)	(22,362)
8907	Trust & Agency Funds	Agency	Police Firearms Licensing	4,425	2,975	7,400
8909	Trust & Agency Funds	Agency	Mass Fish & Game Licensing	1,184	0	1,184
8910	Trust & Agency Funds	Agency	Student Activity Funds - Schoo	304,751	(84,426)	220,326
8911	Trust & Agency Funds	Agency	Harbormaster Outside Detail	(11,295)	12,652	1,357
8914	Trust & Agency Funds	Agency	One To One Ipad Program	0	27,923	27,923
8920	Trust & Agency Funds	Agency	Emma Andrews Security Deposit	2,000	0	2,000
8950	Trust & Agency Funds	Agency	Escrows/Bonds	133	1,000	1,133

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



## City of Newburyport Authorized & Unissued Debt

<b>Date of Authorization</b>	<b>Amount Authorized</b>	<b>Amount Bonded, Rescinded or Paid Down</b>	<b>Date Bonded, Rescinded or Paid Down</b>	<b>Amount Remaining</b>	<b>Purpose</b>
11/26/2019	\$6,000,000	\$0		\$6,000,000	Public Streets, Walkways & Sidewalks
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 (CPA)
9/27/2022	\$2,574,000	\$0		\$2,574,000	Bartlet Mall Frog Pond Improvements (CPA)
1/30/2023	\$9,190,000	\$4,211,000	5/25/2022	\$4,979,000	West End Fire Station
<b>Total</b>	<b>\$21,514,000</b>	<b>\$4,211,000</b>		<b>\$17,303,000</b>	

# **TRANSFERS**



**CITY OF NEWBURYPORT  
FY 2024**

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

**TRANSFER/APPROPRIATION REQUEST**

2023 AUG 22 A 10: 31

**Department:** Police Department

**Submitted by:** Marshal Mark Murray

**Date Submitted:** 8/28/2023

**Transfer From:**

Account Name:	<u>Police Station Locker Rooms</u>	Balance:	<u>\$ 78,555</u>
Account Number:	<u>3212-59600</u>	Category:	<u>\$ -</u>
Amount:	<u>\$59,079.38</u>	Trans I/O:	<u>\$ -</u>

**Why Funds Are Available:**

FY23 capital funding was appropriated in the amount of \$150,000 to renovate the locker rooms at the Police Station. The project came in lower than budgeted and the City also ended up receiving an earmark of \$15,000 in the FY23 state budget to go towards this project. A small balance is needed to complete some remaining punch-list items with the rest of the \$78,555 balance available for reappropriation.

**Transfer To:**

Account Name:	<u>SRT Body-Worn Camera Grant</u>	Balance:	<u>\$ (29,539.69)</u>
Account Number:	<u>2027-49700</u>	Category:	<u>\$ -</u>
Amount:	<u>\$29,539.69</u>	Trans I/O:	<u>\$ -</u>

**Why Funds Are Needed:**

To cover year two of the body-worn camera program. See attached explanatory memo.

**Transfer To:**

Account Name:	<u>Body-Worn Cameras</u>	Balance:	<u>\$</u>
Account Number:	<u>01210002-53004 (New Account)</u>	Category:	<u>\$ -</u>
Amount:	<u>\$29,539.69</u>	Trans I/O:	<u>\$ -</u>

**Why Funds Are Needed:**

To cover year three of the body-worn camera program. See attached explanatory memo.

Sean R. Reardon, Mayor:

*Sean R. Reardon*

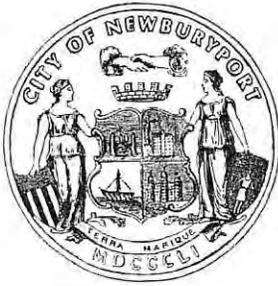
Date: 8/21/2023

Ethan R. Manning, Auditor:

*Ethan R. Manning*

Date: 8/21/2023

City Council Action:



CITY OF NEWBURYPORT  
FINANCE DEPARTMENT

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

[WWW.CITYOFNEWBURYPORT.COM/FINANCE](http://WWW.CITYOFNEWBURYPORT.COM/FINANCE)

SEAN R. REARDON  
MAYOR

ETHAN R. MANNING  
FINANCE DIRECTOR/CITY AUDITOR

To: President and Members of the Newburyport City Council

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

Date: August 22, 2023

Subject: Body-Worn Camera Transfer

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Following a series of incidents, both at a national and local level, the City of Newburyport implemented a body-worn camera program for its police officers, which has subsequently expanded to include parking enforcement officers. The City introduced the body-worn camera program in FY2022, utilizing a Byrne Justice Assistance Local Law Enforcement Grant amounting to \$19,952, along with CIP funding of \$3,412, to cover the initial year of the program. The approval of this funding committed the City to a minimum of five years, necessitating annual payments.

Initially, it was anticipated that years 2 to 5 would be funded through a newly established line item within the Police Department budget. However, in the interim and somewhat unexpectedly, the City secured an additional grant of \$54,550 from the Small, Rural, and Tribal (SRT) Body-Worn Camera Program, funded by the U.S. Department of Justice. Upon receipt of this grant, there was an expectation that it would cover obligatory payments for years 2 and 3 (i.e., FY2023 and FY2024), which would have otherwise been integrated into the Police Department's operating budget request for both years.

As is customary with most grants, disbursements are executed based on a cost reimbursement basis. Accordingly, in June 2023, the City submitted its first reimbursement request for FY2023 expenditures, totaling \$29,540. The request was denied. Upon review, the federal program administrator clarified that the grant award funding was only applicable to body-worn cameras that were procured *after* the program starting period of January 1, 2022. Consequently, seeing as the City's cameras were procured in July 2021, they were ultimately rendered ineligible under the grant.

While the finance and police departments are collaborating with the federal agency to explore the possibility of securing flexibility in accessing the grant funds, prospects for success appear unlikely this juncture. Therefore, we are requesting funds to cover the payment that was made

**APPOINTMENTS  
FIRST READING**



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

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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 AUG 14 A 9:42

To: President and Members  
of the City Council

From: Sean R. Reardon, Mayor

Date: August 28, 2023

Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as Tree Warden for Newburyport. This term will expire on October 1, 2026.

Michael P. Hennessey  
P.O. Box 1636  
Hampton, NH 03843

A handwritten signature in cursive script, appearing to read 'S. R. Reardon'.



## Michael Hennessey

(978) 992-8093

hennalands1966@gmail.com

Hampton, NH 03842

### SUMMARY

Hardworking and motivated Parks Manager with 32+ years of experience and record of success in the Landscaping/Parks industry, demonstrating high level of ownership and initiative. Possessing an exceptional work ethic and desire to go above and beyond to exceed expectations. Offering a knack for building productive working relationships. Successful in fast-paced, deadline-driven environments to manage goals and team development. Decisive leader with good planning and organizational skills.

### SKILLS

- Project Planning/Management
- Budget/Fiscal Management
- Capital Improvement Planning
- Managing Operations and Efficiency
- Inter-Department Collaboration
- Work Planning and Prioritization
- Team Leadership
- Hiring and Training
- Staff Development
- Employee Coaching and Motivation
- Problem Resolution
- Calm Under Pressure

### EDUCATION AND TRAINING

#### Bachelor of Science: Business Administration and Management

University of Lowell May 1989

Lowell, MA

### CERTIFICATIONS

- Certified Playground Safety Inspector (CPSI) - [2022]
- Certified ISA Arborist - NE-7487A [2020]
- Mass. Hoisting Engineer Class 2A - [2014]
- NOFA Organic Landcare Professional - [2004]
- Mass. Certified Landscape Professional (MCLP#1012) - [1997]
- Mass. Pesticide License #18406 - [1989]
- CDL Class B - [1989]

### EXPERIENCE

#### Parks Manager, Newburyport, MA

City of Newburyport/ Jun 2016 to Current

- Manage and maintain 26 municipal parks throughout the city.
- Extensive Tree Healthcare and Planning for the Parks Urban Forest
- Adept at Tree Hazard Identification and High Hazard Tree removal in emergency situations.
- Established and implemented an invasive species plan for City Parks and Rail Trails.
- Work with Tree Commission and Parks Commission on tree & plant selection. Purchase, receive and maintain trees for Tree Commission contractor planting
- Hire and supervise all subcontractors and tradesman.
- Maintained adequate staffing to meet objectives within budget.
- Enhanced team member performance through use of strategic and tactical approaches, motivational coaching and training.
- Exercised good judgment and decision-making in escalating concerns and resolving resident issues.
- Entered time and attendance logs in preparation for payroll.
- Maintain GIS Parks Tree Inventory program and information for tree removals as well as new trees

- Established and managed yearly budget of up to \$500,000
- Accomplished financial objectives by forecasting requirements, scheduling expenditures and preparing budgets.
- Leveraged leadership skills to identify deficiencies and opportunities to improve policies, procedures and controls.

**President/Business Owner/Operator, Plaistow, NH**

Hennessey Landscape Services, Inc./ Mar 1991 to Jun 2016

- Made financial and logistics decisions in best interest of company.
- Consulted with potential clients to determine how company could best meet needs.
- Developed estimates for Landscape Design and Arborist services based on in-depth knowledge of labor and material expenses.
- Determined pricing for products or services based on costs and competition.
- Managed operations budgeting, accounts payable and accounts receivable and payroll.
- Interviewed, trained and supervised employees.
- Improved company's quality and productivity by streamlining systems and processes.
- Established favorable relationships with vendors and contractors, facilitating contract negotiation.
- Developed business from ground up and prepared records and operations for smooth handover to new owners.

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

MEMORANDUM

2023 AUG 23 P 1: 16

**TO:** City Council President and Councillors

**FROM:** Mayor Sean Reardon

**RE:** Tree Warden Appointment

**DATE:** August 22, 2023

---

Most recently, the position of tree warden has been filled by the Deputy Director of Public Services. This arrangement has allowed a high-ranking DPS employee with overall understanding of City projects to have final decision authority on trees, while also consulting with City arborists in order to make these decisions.

When on-boarding Wayne Amaral as Director of Public Services, the Administration discussed alternative structures to the Tree Warden position that would better align the duties of the position to the capacity of the Department. The City's Code of Ordinances, Section 12-173 under Article VI, Protection of Public Trees, defines the tree warden as follows:

*Tree warden:* A mayor-appointed official with the qualifications of a certified arborist, or with relevant training and/or experience. If a certified arborist cannot be employed in the position of tree warden, the city may retain the services of a certified arborist as a consultant available to provide expert supervision as needed.

The City's Code of Ordinances states that the tree warden is the City's authorized agent to enforce all regulations related to public trees, and has responsibilities that are laid out in other sections of the Code. The position also has responsibilities under Massachusetts General Law as described in Chapter 87 on Shade Trees. MGL specifies that the tree warden, in communities that provide by ordinance that the tree warden shall be appointed, is appointed by the Mayor with the approval of the City Council, and that the term shall be three years.

The Mayor and Director Amaral decided to create a part time position for a current employee with duties that would take place outside of work hours and that the position would be compensated through a stipend. The City will request additional funding for this position in its supplemental budget request, with the total compensation for this position expected to be no more than \$12,288 annually. We believe this compensation is fair based on the extra 8-10 hours a week, the responsibility of working with the Tree Commission in their meetings, and other duties that will occur.

This job description was posted internally on July 14<sup>th</sup> and we had one applicant, Parks Manager Mike Hennessey. He was interviewed in early August, and the Mayor is happy to appoint him to the tree warden position now. Mr. Hennessey is a licensed arborist with years of experience both in Newburyport and through his previous work running his own landscaping company. We received a number of letters of recommendation from relevant board and commission members in support of Mr. Hennessey's appointment. We look forward to him officially taking on the position of tree warden in the coming weeks.



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 28, 2023  
Subject: Appointment

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 AUG 16 A 8:24

-----  
I hereby appoint, subject to your approval, the following named individual as an associate member of the Planning Board. This term will expire on October 1, 2026.

Brian M. Balcom  
44 Purchase Street  
Newburyport, MA 01950

**BRIAN M. BALCOM**

44 Purchase Street

Newburyport, MA. 01950

(617) 293-0824

[brianmbalcom@gmail.com](mailto:brianmbalcom@gmail.com)

**SUMMARY**

I am interested in applying for a position on the Newburyport Planning Board. I have an engineering background and spent 5 years in the Natick MA. Planning Board and believe that I could add value in supporting the Newburyport community.

**PROFESSIONAL EXPERIENCE****Everett Engineers LLC  
Operations Manager****Jan 2020 – Present**

Everett Engineers is a Professional consulting Engineering firm focused on O&M and electrical safety.

**ABB INC, USA****July 2011 – December 2017****Key Account Manager- Major Accounts****November 2013 – December 2018**

Responsible for targeting, negotiating and winning Enterprise Frame Agreements for Shell Oil and ExxonMobil. Oversee administration of contracts for all projects using the contract framework. Generating business of \$100M annually.

Accomplishments

- Developed newly established position of Key Account Manager in the division into a valuable leadership position. Successfully negotiated the first two Global Enterprise Frame Agreements with a core team worth \$100M annually
- Led Product Management team to successful launch of Switchgear and Motor Control Center product line in record time
- Led restructuring of US team with return to profitability and scaled team for future effectiveness and success

**Global Product Manager****January 2013- December 2013**

Responsible for development, design, testing and market launch of ANSI/ UL Low Voltage Systems. Full life cycle product including R and D, Product Management, market based pricing, manufacturing cost control and obsolesce.

**US Business Unit Manager / Global Product Manager****March 2012 – November 2013**

Dual role responsible for financial turnaround of the US business unit and Product for North America market.

**Director of Product Management, North America****July 2011 – March 2012**

Product lifecycle development for Low Voltage Systems

**CUMMINS NORTHEAST INC., Dedham, MA****General Manager, Cummins Northeast Energy Systems****September 2002 – July 2011**

Responsible for startup and growth of Cummins Northeast Distributed Generation line of business including the sales, design, construction and maintenance to the public and private sector. Management of sales strategy, engineering, project deliver and profitable growth of power systems division.

Accomplishments

**BRIAN M. BALCOM**

44 Purchase Street

Newburyport, MA. 01950

(617) 293-0824

[brianmbalcom@gmail.com](mailto:brianmbalcom@gmail.com)

- Led successful startup of new line of business for Cummins Northeast. Exceeded profit target set by the company over the life product line.
- Sold and oversaw construction of (10) CHP plants with (10)10 year operations and maintenance contracts. All contracts performing ahead of plan.
- Developed and executed sales delivery strategy to return the commercial generator business to sustainable profitability. Strategy implementation proved out by delivering profitability through the recession.
- Worked on executive team to develop channel strategy for distributed generation business line for North American market.
- Developed engineering and administrative processes as Director of Engineering that led to \$500K in improved profitability annually for the past five years.
- Developed engineering and project management performance standards to Power systems division and built a high performing engineering team.
- Responsible for forecasting and budgeting for Power Systems group.

**NSTAR, Boston, MA****1994-2002**

\$2.6B Electrical and Gas Distribution Company; formerly Boston Edison.

**Director of Account Management****1999-2002**

Responsible for leading a group of 100 sales professionals; P&L responsibility for two product lines (\$15M); direct all aspects of the group. Responsible for reporting to senior management using CR tool.

- Due to merger, consolidated four company sales teams into one unified account management group; maintained responsibility for staff selection of eight managers, budget, vision and mission.
- Led newly-consolidated group to exceed goals by 15% in the first year after merger.
- Developed and implemented new standards and policies; led to a 15% improvement in productivity.
- Redesigned company-wide processes in outage restoration and new customer connection that resulted in meeting previously unmet customer expectations.
- Oversaw Large C & I energy efficiency program and power quality offering.

**Strategic Sales Manager****1996-1999**

Responsible for leading group of 10 sales professionals.

- Led group to successfully exceed goals by a minimum of 15% each year.
- Redesigned compensation program to improve sales margins by 7% over a two-year period.
- Led CRM implementation (Callback) to sales and delivery group

**Account Executive****1994-1996**

- Sold value added products, energy efficiency products and managed customer relationships with 30 large industrial accounts.
- Exceeded sales goals each year; top sales person for PSS product line for two years.
- Negotiated complex problem resolution with dissatisfied customer.

**TRIGEN BOSTON ENERGY CORP, Boston, MA****1989 – 1994**

**BRIAN M. BALCOM**

44 Purchase Street

Newburyport, MA. 01950

(617) 293-0824

[brianmbalcom@gmail.com](mailto:brianmbalcom@gmail.com)

\$35M steam distribution company

**Manager of Steam Marketing**

Managed Sales, Marketing and Customer Service Area for 230 customers.

- Developed and implemented Marketing plan for system expansion and AC retention program
- Managed group to exceed company sales goals; exceeded personal sales goals by 10%.
- Successfully managed Customer Service department; provided in-depth customer service training that reduced complaints by 50%.
- Initiated trouble call management system that reduced second call trips by 10%.

**SHOOSHANIAN ENGINEERING ASSOC., Boston, MA**

**1987 – 1989**

250 employee Engineering Consulting Firm

**HVAC Engineer**

Engineered HVAC design and specification on all types of HVAC systems.

Responsibilities included conceptual design, budget pricing, complete contract documentation, construction management, and systems startup. Projects included high-rise new construction and tenant fitup modification.

**CROWLEY ENGINEERING, Middleboro, MA**

**1986 – 1987**

50 employee Engineering Consulting Firm

**HVAC Engineer**

Drafted and designed HVAC systems, energy audits, and computer heating and cooling load analysis.

**US ARMY RESERVES**

**Company Commander**, Combat Engineering Company

Responsible for 120 soldiers, 5 full time staff; Executive Officer; Platoon Leader; Captain Retired – 10 years service.

**EDUCATION/  
LICENSING**

**MBA**, Framingham State University, Framingham, MA

**B.S.M.E.**, Western New England University, Springfield, MA

MA. P.E. LICENSE – MECHANICAL (issued in 1993)

U.S. Army Engineer Officer Basic Course

U.S. Army Engineer Officer Advanced Course

**OTHER**

PCIC member

ASHRAE (1991-1994 Board of Directors)

AEE – Associate Member

Past Member of the Natick Town Planning Board (elected office)



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

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

RECEIVED  
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NEWBURYPORT, MA  
2023 AUG 16 A 8:24

To: President and Members of the City Council  
From: Sean R. Reardon, Mayor  
Date: August 28, 2023  
Subject: Appointment

-----  
I hereby appoint, subject to your approval, the following named individual as a member of the Planning Board. This term will expire on October 1, 2026.

Charles S. Palmisano  
3 Jefferson Court  
Newburyport, MA 01950



## Charles S. Palmisano, Esq.

Attorney Palmisano has a wealth of experience assisting individuals and corporations with both purchases and sales of residential homes, multi-family, condominiums, and commercial buildings. Additionally, Attorney Palmisano is frequently consulted by real estate investors in the acquisition, sale, or financing of investment properties. Attorney Palmisano is also a guest lecturer for numerous Realtor groups in the region.

Attorney Palmisano graduated from Saint Michael's College with a B.S. degree in Economics and went on to graduate from New England School of Law. For over twenty-five years Attorney Palmisano has been involved in commercial and residential real estate matters including the representation of commercial and residential lenders, buyers, and sellers in connection with the financing, acquisition, and sale of commercial and residential properties. In this time Attorney Palmisano has personally handled over ten thousand residential closings in the greater Massachusetts region.

Attorney Palmisano currently lives in Newburyport, Massachusetts with his family. He is active outside of work participating in tennis, mountain biking, skiing, and boating.

## Bar Admissions

- Commonwealth of Massachusetts, 1989
- U.S. District Court, District of Massachusetts, 1989
- U.S. Court of Appeals, 1990

## Education

- Juris Doctorate, 1989, New England School of Law, Boston, Massachusetts
- B. S. in Economics, 1985 Saint Michael's College, Williston, VT

## Counsel and Representation

Commercial Mortgages

- Residential Mortgages
- Purchase and Sales for Buyers and Sellers
- Commercial Buyer/Seller Representation
- Condominium Conversions
- Conveyancing and Closings

## Bar Admissions

- Commonwealth of Massachusetts, 1989
- U.S. District Court, District of Massachusetts, 1989
- U.S. Court of Appeals, 1990

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🏠 11A Liberty Street, Newburyport, MA 01950

☎ 978-462-8488

✉ info@libertylawma.com

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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 28, 2023  
  
Subject: Appointment

-----  
I hereby appoint, subject to your approval, the following  
named individual as Assistant Harbormaster/Shellfish  
Constable and Special Police Officer for the purposes of  
local, State and Federal laws and regulations with respect  
to waterways, marine activities and boating. This term will  
expire on October 1, 2026.

Jalen I. Howard  
229 River Road, Unit A  
West Newbury, MA 01985

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NEWBURYPORT, MA  
2023 AUG 22 A 10:20

**JALEN I. HOWARD**

Howardjalen93@yahoo.com

(908)-525-2759

**EDUCATION**

**Federal Law Enforcement Training Center**

Boarding Officer School  
Authority and Jurisdiction  
Drug Identification  
Arrest Procedures

*Charleston, SC  
Jun 2022-Jul 2022*

**Training Center Yorktown**

Boatswain Mate A-School  
Boat Seamanship and Navigation  
Apprentice Leadership Program

*Yorktown, VA  
Feb 2021-Jun-2021*

**Montclair State University**

College of Humanities and Social Science  
Major - B.A. Justices Studies with a concentration in Justice Systems

*Little Falls, NJ  
Class of 2015*

**Union County College**

Major - Business Administration

*Cranford, NJ  
Jan 2012 - May 2012*

**Mount Ida College**

Major - Criminal Justice

*Newton, MA  
Sep 2010 - Dec 2011*

**EXPERIENCE**

**United States Coast Guard**

Petty Officer Third Class

*Newburyport, MA  
Sep 2019 - Present*

- Responsible for supervising five Seaman/E-3 subordinates at the small boat station unit and conducting daily maintenance on two 1.2 million dollar 47ft Motor Life Boat and one 400,000 dollars Response Boat-Small.
- Responsible for the safety and readiness of the unit while conducting risk management before taking on each mission performed.
- Team lead as the boarding officer, which conducts various law enforcement missions such as recreational and living marine resources boardings. To ensure compliance for both commercial and recreational vessels under all applicable federal laws that are carried out under 14USC522.
- Additional responsibilities as the boarding officer are seizure of evidence, drug identification, arrest procedures, statement writing, and enforcing boating under the influence laws.
- Provides support as a boat crew member which is responsible for conducting various duties such as search and rescue, administering first aid, operating emergency damage control equipment, boat handling, surface swimmer, navigation, and lookout.
- Responsible for purchasing unit equipment and supplies to ensure unit operational readiness.
- Oversee liaison with other government agencies while performing daily operations.

**Cranford Police Department**

Auxiliary Police Officer

*Cranford, NJ  
May 2018- Aug 2019*

- Prevents and controls panic, disorder, hysteria and mob actions.
- Enforces laws and regulations, apprehend violators and detain suspicious persons when directed to do so by the proper authority or during an emergency
- Patrols assigned area(s) or post as directed on foot or in a vehicle.
- Directs traffic and provides right of way for emergency vehicles or traffic.

**END OF CONSENT AGENDA**

**BEGINNING OF REGULAR AGENDA**

**APPOINTMENTS  
SECOND READING**

# Second Reading Appointments

## August 28, 2023

APPT00423_08_14_2023	Sean Devendorf	50 Prospect St.	Open Space Cmte	9/1/2026
APPT00426_08_14_2023	Richard Eaton	4 Horton St.	Trust Fund Comm	9/1/2025
APPT00429_08_14_2023	Sara Welch	209 Merrimac St.	Human Rights Comm.	9/15/2026
APPT00430_08_14_2023	Nancy Kreusser	11 Bowlen Ave.	Human Rights Comm.	9/15/2026



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 14, 2023  
Subject: Appointment

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CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 JUL 27 A 9:48

I hereby appoint, subject to your approval, the following named individual as a member of the Open Space Committee. This term will expire on September 1, 2026.

Sean Devendorf  
50 Prospect Street  
Newburyport, MA 01950

# Sean Devendorf

50 Prospect Street  
Newburyport, Massachusetts, 01950  
(508) 561-3531  
sseven01@gmail.com

## EXPERIENCE

---

### **Tufts University**

*Senior Director, Annual Giving, University Advancement*

**Medford, MA**

*Mar 2015 - Present*

- Manage a 19-person team responsible for university wide annual giving
- Increased annual fund achievement by 50% and increased Tufts undergraduate alumni participation rate from 19.5% to 22.1% over four-year period (FY15-FY19)
- Raise \$207M in annual fund dollars in the comprehensive Brighter World campaign, surpassing goal
- Oversee and guide a comprehensive omni-channel direct marketing solicitation strategy that includes texting, video and social media integration
- Manage a leadership annual fund alumni volunteer committee in conjunction with the former Vice Chair of the Board of Trustees
- Implemented the first university wide crowdfunding site and new digital fundraising tools including ScaleFunder, GiveCampus, Evertrue, Hustle Text and ThankView
- Help lead a multi-channel #TuftsGivingTuesday effort that yielded 9,300+ gifts and \$4.2 million in 2021– a new record for single day giving at Tufts
- Launched a Donor Experience Officer program in partnership with Evertrue in 2021 to increase the efficiency of frontline annual fund efforts and pipeline development
- Coordinate regular meetings of 8 school/unit based annual fund directors and lead new initiatives through consensus building, best practice sharing and thought leadership
- Manage a 50-person donor portfolio of high-end annual fund leadership prospects closing \$300,000-\$850,000 annually
- Partner with major and principal gift colleagues on strategy and proposals
- Regularly present to Trustees, key volunteers, alumni association leaders and administrators on annual fund progress and new initiatives
- Participate in Diversity, Equity & Inclusion initiatives including VISONS training, Unpacking Whiteness group and book club discussions for *Just Mercy*, *Rising Class*, *All American Boys* and *Stamped from the Beginning*

### **Friedman School of Nutrition Science and Policy Tufts University**

*Director, Annual Giving/ Associate Director of Development*

**Boston, MA**

*Aug 2007 - Mar 2015*

- Established a development committee for the Feinstein International Center and raised \$1M+ in two years
- Raised over \$2 million in annual fund support through integrated mail, telephone, e-mail and social media channels in conjunction with targeted personal solicitations
- Managed 26-member alumni association executive council, its 4 affiliated sub-committees and coordinated in their peer solicitation
- Solicited leadership annual fund gifts and coordinated all volunteer peer solicitation including training, identification and co-visits where needed
- Participated in 40-50 solicitations per year
- Instituted a graduating class gift program that achieved 81% class giving
- Coordinated a solicitation strategy, marketing plan, leadership committee and donor recognition program for the New Entry Sustainable Farming Project resulting in \$50,000+ annually

- Developed relationships with key alumni at corporations interested in supporting the School's work through a combination of sponsored research, grants and student support

## **Rumsey Hall School**

*Director of Alumni Relations/Associate Director of Development*

**Washington, CT**

*Jul 2003 - Aug 2007*

- Executed multi-channel annual giving marketing strategy, increasing revenue and leadership gifts by 20%
- Engaged in personal and phone solicitations of up to of \$100,000 and accompanied the Headmaster on development appointments
- Analyzed and enhanced major gift fundraising through statistical analysis in Raiser's Edge
- Instituted a gift annuities program and secured a \$400,000 bequest
- Increased alumni giving by 30% and raised \$8 million as a member of a three person team
- Co-ran an annual benefit auction that consistently raised over \$300,000
- Wrote, edited, designed and took photos for the website and biannual print publication, the Rumsey Rarebits.

## **EDUCATION**

---

### **FRIEDMAN SCHOOL, TUFTS UNIVERSITY**

*Graduate Certificate, Applied Positive Deviance (2012)*

### **VASSAR COLLEGE**

*Bachelor of Arts, Sociology, Economics (2003)*

## **ADDITIONAL SKILLS**

---

Raiser's Edge 6 and 7, SunGuard Advance, Microsoft Office Suite, Adobe Photoshop CS2

## **VOLUNTEER ROLES**

---

North Shore Rugby Football Club (Salem, MA); fundraising chair (2011-2015), assistant coach (2017-2019)  
 Milford Performing Arts Center (Milford, MA); auctioneer (multiple years), development consultant (current)  
 Vassar College, class agent, alumni admissions interviewer (current)  
 Sweet Paws Animal Rescue (Groveland, MA)  
 Port Parks Alliance, fundraising committee (Newburyport, MA)

## **SPEAKING ENGAGEMENTS AND AWARDS**

---

Council for the Advancement and Support of Education (CASE); speaker and mentor; multiple conferences  
 Donor Participation Project, founding member, volunteer and speaker  
 Evertrue RAISE conference speaker  
 Evertrue 40 under 40 recipient (2019)  
 Ruffalo Noel Levitz Advisory Board (2017-2021)  
 Association of Fundraising Professionals (AFP), Massachusetts Speaker  
 Tufts Distinction Award Winner (2017)  
 Collaborated on a published behavioral economics philanthropic study. [From Lab to Field: Social Distance and Charitable Giving in Teams](#)



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

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NEWBURYPORT, MA  
2023 JUL 27 A 9:48

To: President and Members of the City Council  
From: Mayor Sean R. Reardon  
Date: August 14, 2023  
Subject: Re-Appointment

---

I hereby re-appoint, subject to your approval, the following named individual as a member of the Newburyport Trust Fund Commission. This term will expire on September 1, 2025.

Richard A. Eaton  
4 Horton Street  
Newburyport, MA 01950



**Richard A. Eaton**

4 Horton Street, Newburyport, MA 01950  
Reaton630@yahoo.com/978-973-1411

**Experience**

Newburyport Five Cents Savings Bank, Newburyport, MA

President & CEO

Treasurer

**Education**

Bentley University, Waltham, MA BS in Accounting



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

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978-465-4413 PHONE  
MAYOR@CITYOFNEWBURYPORT.COM

To: President and Members of the City Council  
From: Sean R. Reardon, Mayor  
Date: August 14, 2023  
Subject: Appointment

---

I hereby appoint, subject to your approval, the following named individual as a member of the Human Rights Commission. This term will expire on September 15, 2026.

Sara A. Welch  
209 Merrimac Street  
Newburyport, MA 01950

A handwritten signature in black ink that reads 'Sean R. Reardon'.

## **Sara A. Welch, MSW, LCSW**

*209 Merrimac Street, Newburyport, MA 01950*

*Tel. (508) 725-4025*

### **EDUCATION:**

**Simmons College of Social Work, Boston, MA**

Post-Graduate Clinical Certificate Program in the Relational & Multi-contextual Treatment of Trauma, 2011 – 2012

**Salem State College, Salem MA**

MSW, 1998-2002

**University of Massachusetts, Amherst MA**

B.S. Psychology, 1979 – 1981

**Northern Essex Community College, Haverhill MA**

A.A., 1977 – 1979

### **EXPERIENCE:**

#### **Massachusetts Department of Children and Families**

**Area Program Manager, 2014 - 2021**

Provided leadership and clinical consultation to all levels of area staff. Oversaw all clinical and case management activities related to screening and investigation, which includes child removal decisions and processes, safety and risk assessment, crisis intervention, and permanency planning. Participated in the hiring and training of new employees, as well as in the professional growth and development of the area staff. Collaborated with other state agencies and community organizations in the shared provision of services to clients.

**Supervisor – Short Term Stabilization Unit (“STS”), 2012 – 2014**

Supported, guided, and coached STS social workers with clinical case practice activity that included solution focused intervention, signs of safety, focused assessment, and family engagement in order to stabilize and strengthen parental capacity and increase safety.

**Supervisor, 2008 – 2012**

Supervised six social workers who provided ongoing protective case management to children and families, assessed danger and safety in order to protect children and strengthen families, secured supportive services in order to minimize risk, ensured that the practice is culturally competent, strength based, child driven, family focused, and ensured that mandated tasks are completed in a timely manner.

**Investigator, 1993-2008**

Investigated reports of child abuse and neglect, assessed risk, conducted crisis intervention, prepared court reports & testimony, coordinated with law enforcement, medical personnel, school personnel to protect children and maintain families.

**Emergency Response Worker, 1995-1999**

Responded on after-hours and on-call basis to investigate emergency reports of child abuse and neglect.

**Ongoing Social Worker, 1990-1993**

Conducted direct social services, including ongoing case work, crisis intervention, assessment, and information referral.

**Greater Lawrence Community Action Council, Inc.**

**Project Director for Lawrence Housing Authority Residents, 1986 – 1990**

Administered program, which included fiscal management, grant writing, contract negotiations, staff training and development. Coordinated client services, such as family and individual counseling and case management. Helped develop opportunities for underprivileged children to experience a summer camp program through the solicitation of private donations and public funds.

**Assistant Project Director, 1984 – 1986**

Supervised four caseworkers and service planning. Facilitated parenting group, family and individual counseling. Coordinated public housing tenant councils.

**Caseworker, 1982 – 1984**

Conducted ongoing case work, service planning, and family and individual counseling.

**Harvard Law School, Criminal Justice Institute**

**Clinical Social Worker (intern), 2001 – 2002**

Assessed emotional functioning, mental status, and service needs of juvenile and adult criminal defendants as part of a comprehensive, multi-disciplinary, legal defense team. Developed alternative plans to incarceration.

**Department of Children and Families**

**Adoption Intern (intern), 1999 – 2000**

Selected prospective adoptive parents and prepared adoptees and parents for successful transition process.

**OTHER EXPERIENCE**

**Fatherhood Executive Leadership Team (“FELT”)**

Spearheaded the state-wide initiative in the Haverhill office with the goal of improving wellbeing of children by providing support to fathers and social workers in increasing fatherhood engagement. Introduced the **Nurturing Fathers’ Program**, a thirteen-week course for fathers aimed at developing positive fatherhood practices.



CITY OF NEWBURYPORT  
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SEAN R. REARDON, MAYOR

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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 14, 2023  
Subject: Appointment

---

I hereby appoint, subject to your approval, the following named individual as a member of the Human Rights Commission. This term will expire on September 15, 2026.

Nancy Kreusser  
11 Bowlen Avenue  
Newburyport, MA 01950

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

Nancy Kreusser 11 Bowlen Avenue Newburyport, MA 01950 c: 978-417-9564  
[nkreusser@gmail.com](mailto:nkreusser@gmail.com) or [nkreusser@newburyport.k12.ma.us](mailto:nkreusser@newburyport.k12.ma.us)

**English Learner Teacher** September 2015- Present

Newburyport Public Schools

Grades 4-8/Teach English Learner students: Newcomers-Advanced

Coordinate Former English Learner meetings with teachers at Nock and Molin

Collaborate with Nock and Molin teachers regarding EL students:

Collaboration includes academic and content vocabulary in

Math, Science, Social Studies and English Language Arts.

Attend and participate in IEP meetings of FELs and current EL students

Teacher Leader/ESL Spring Camp: collaborate on curriculum, organize materials (purchase, set up).

Family Engagement of English Learner students- an ongoing professional priority

*Member of:* MATSOL, District EL department, Molin EL Team, Nock EL Team, EL Parent Group

*Attend:* Monthly Human Rights Commission meetings in Newburyport, member of the Holocaust Remembrance event activity for January 2023, member of Iftar committee 2023

Certified WIDA ACCESS and Screener administrator

Professional Teacher Status

**Instructional Assistant** December 2006 - June 2015

Newburyport Public Schools

Kindergarten, Middle School/Grades 6-8

**Marketing Communications and Sales**

*Financial Services Industry*

Eaton Vance Corp.-1987-1993

**Education**

Gordon College: Masters in Education /ESL certification K-12/2016

SEI endorsement

Professional Development beyond Masters in Education: 43 graduate credits earned to date

University of New Hampshire: Bachelor of Arts in Sociology/1981

Harvard Extension School- Admin and Management Certification Coursework

**Other**

Newburyport Education Foundation/former board member/2008-2011

Human Rights Commission/regular guest attendee/2022-present

# ORDERS

# CITY OF NEWBURYPORT



IN CITY COUNCIL

August 28, 2023

**ORDERED:**

That the City Council of the City of Newburyport hereby updates the membership and voting members of the Parking Advisory Committee (initially established in 2011) as follows:

The Parking Advisory Committee shall have five (5) members of which are three (3) City Councillors selected by the City Council President, the City/Parking Clerk (who shall serve Chair), and the Mayor (or designee).

It expected and recommended that the following shall be invited to all meetings: Director of Planning and Development, the Police Marshal (or designee), one member of the Waterfront Trust, one member of the Newburyport Chamber of Commerce, and any relevant project managers at the time of the meeting.

The Parking Advisory Committee shall convene upon a meeting being called by the Chair, but at least annually. Each meeting will have a portion of the meeting dedicated to public comment. The Committee shall issue a report, which may include recommendations, to the City Council and Mayor as the Committee deems necessary.

---

Councillor Sharif I. Zeid

---

Councillor Heather L. Shand

---

Councillor Edward C. Cameron, Jr.

# **ORDINANCES**

# CITY OF NEWBURYPORT



IN CITY COUNCIL

**ORDERED:**

August 28, 2023

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:

*Market Street*

One (1) space on the west side located in front of 42 Market Street for a period of two years.

---

Councillor Heather L. Shand

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NEWBURYPORT, MA

2023 AUG 16 P 4:43

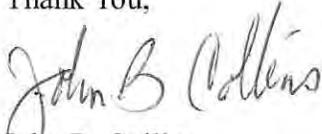
August 16, 20023

City of Newburyport  
City Clerk

RE: 42 Market Street Handicapped Parking Permit

My wife's illness requires her to use a wheelchair to get from our house to our car. Our driveway is not wide enough to allow our car and wheelchair to be beside each other. Therefore we have to go to the sidewalk curb where our car is parked in order for her to transition from the wheelchair to the car. Having a Handicapped Parking Permit in the front of our house will enable us to come and go on our schedule.

Thank You,



John B. Collins  
42 Market Street  
Newburyport, MA 01950

# CITY OF NEWBURYPORT



IN CITY COUNCIL

August 28, 2023

**ORDERED:**

**A ZONING ORDINANCE AMENDMENT TO PERMIT INDOOR AND OUTDOOR RECREATIONAL USES IN A LIMITED PORTION OF THE NEWBURYPORT BUSINESS PARK**

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

WHEREAS, The Newburyport City Council works to encourage indoor and outdoor and recreational activities for all residents in appropriate locations within the City; and

WHEREAS, there are currently limited areas within the City to provide for the development, creation or expansion of said indoor and outdoor recreational uses.

WHEREAS, a few similar uses already exist within a limited portion of the Newburyport Business Park (*more particularly along the corridor created by Graf Road and Parker Street*).

THEREFORE, LET IT BE ORDAINED THAT Sections V-D (Table of Use Regulations), VI-A (Dimensional Controls), and VII-B(Parking Requirements) be amended and revised, pursuant to Section XII-B (Adoption and Amendment) to read as follows, with deletions ~~stricken through and bold~~ and additions **double underlined and in bold** as follows:

**Section V-D – Table of Use Regulations**

USE	NUM	CON	HSR-A, HSR-B	R-1	R-2	R-3	B-1	B-2	B-3	I-1	I-1B	I-2	M	WMD	WMU
Outdoor Health and Recreational Facility (j)	305	NP	NP	NP	SP	NP	NP	NP	NP	<b><u>NP</u></b> <b><u>SP</u></b> <b><u>(k)</u></b>	<b><u>NP</u></b> <b><u>SP</u></b> <b><u>(k)</u></b>	NP	NP	NP	NP
Indoor Health and Recreational Facility (j)	406	NP	NP	NP	NP	SP	P	P	P	<b><u>NP</u></b> <b><u>SP</u></b> <b><u>(k)</u></b>	<b><u>NP</u></b> <b><u>SP</u></b> <b><u>(k)</u></b>	NP	NP	NP	SP(e)

Add a new footnote (k) as follows:

**(k) Use permitted by Special Permit only on properties with frontage and vehicular access from Henry Graf Jr. Road, New Pasture Way and/or Parker Street (between the intersection with Henry Graf Jr. Road and easterly to Route One).**

***Section VI-A – General Regulations (Table of Dimensional Requirements)***

Use	Num	District	Lot Area	Street Frontage	Height	% Lot Cov.	Open Space	Front	Side	Rear
Outdoor Health and Recreational Facility	305	R-2, <a href="#">I-1</a> , <a href="#">I-1B</a>	196,020 (4.5 acres)  <a href="#">20,000 (within the I-1 and I-1B Districts)</a>	200	30	30	NA	50	50	50
Indoor Health and Recreational Facility	406	B-1, <a href="#">I-1</a> , <a href="#">I-1B</a>	20,000	90	35	30	NA	20	20	20
	406	B-2	10,000	60	40	100	NA	0	0	0
	406	B-3	20,000	90	40	60	NA	20	20	20
	406	WMU	10,000	60	40	30	NA	20	20	20

***Section VII-B – Parking Requirements***

USE	NUM	PARKING REQUIREMENT
Outdoor Health and Recreational Facility	305	1 per 1,000 sq ft of court or other game play area 1 per 300 sq ft of surface pool area Parking requirements shall be cumulative for all uses on the lot  <a href="#">Note: In granting a Special Permit for this use, the Planning Board may increase these parking requirements, depending on the size and nature of proposed court or other game play areas.</a>

USE	NUM	PARKING REQUIREMENT
Indoor Health and Recreational Facility	406	1 per 1,000 square ft of court area or other game play area 1 per 300 sq ft of other indoor recreational areas Parking requirements shall be cumulative for all uses on the lot  <u>Note: In granting a Special Permit for this use, the Planning Board may increase these parking requirements, depending on the size and nature of proposed court or other game play areas.</u>

\_\_\_\_\_  
Councillor Heather L. Shand

\_\_\_\_\_  
Councillor James J. McCauley

\_\_\_\_\_  
Councillor Edward C. Cameron Jr.

Add a new footnote (k) as follows:

**(k) Use permitted by Special Permit only on properties with vehicular access from Parker Street, Graf Road and New Pasture Way.**

**Section VI-A – General Regulations (Table of Dimensional Requirements)**

Use	Num	District	Lot Area	Street Frontage	Height	% Lot Cov.	Open Space	Front	Side	Rear
Outdoor Health and Recreational Facility	305	R-2	196,020 (4.5 acres)	200	30	30 (n)	NA	50	50	50
Indoor Health and Recreational Facility	406	B-1, <u>I-1, I-1B</u>	20,000	90	35	30 <u>(n)</u>	NA	20	20	20
	406	B-2	10,000	60	40	100	NA	0	0	0
	406	B-3	20,000	90	40	60	NA	20	20	20
	406	WMU	10,000	60	40	30	NA	20	20	20

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Councillor Heather L. Shand

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Councillor James J. McCauley

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Councillor Edward C. Cameron Jr.



## **COMMITTEE ITEMS**

# Committee Items – August 28, 2023

## Budget & Finance

### *In Committee:*

- TRAN00164\_08\_14\_2023      DPS: Cemetery Receipts Reserved for Approp. \$26,076.62 to Vehicle/Equipment Replacement \$26,076.62
- ORDR00481\_08\_14\_2023      Milliman Gift Acceptance
- ORDR00483\_08\_14\_2023      Approval to Pay Prior Year Bills
- TRAN00165\_08\_14\_2023      ARPA State and Local Recovery Funds \$25,000 to Hale St Safety Imp.25K



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NEWBURYPORT, MA

# CITY OF NEWBURYPORT

## FY 2024

2023 AUG -8 P 2: 54

# TRANSFER/APPROPRIATION REQUEST

**Department:** Department of Public Services

**Submitted by:** Wayne Amaral, DPS Director

**Date Submitted:** 8/14/2023

**Transfer From:**

Account Name:	Cemetery Receipts Reserved for Approp.	Balance:	\$ 26,076.62
Account Number:	2721-59600	Category:	\$ -
Amount:	\$26,076.62	Trans I/O:	\$ -

**Why Funds Are Available:**

This is a receipts reserved for appropriation fund under MGL c. 114, § 15, which accounts for revenue collected from burials performed by DPS at the City's two cemeteries. Funds are used to purchase and replace landscaping equipment that is used at both locations. The last transfer out of this account was \$25,000 for landscaping equipment that was approved in April 2017.

**Transfer To:**

Account Name:	Vehicle/Equipment Replacement	Balance:	\$ 60,000.00
Account Number:	01421008-58303	Category:	\$ -
Amount:	\$26,076.62	Trans I/O:	\$ -

**Why Funds Are Needed:**

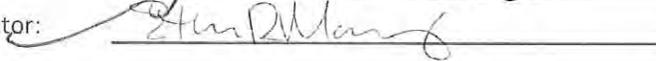
Purchase of two commercial lawn mowers to replace equipment that has failed this summer. This line item was budgeted at \$60,000 for FY'24, however the majority of that funding is encumbered to make payments on prior year lease-to-purchase agreements. DPS estimates that about 55% to 60% of the Highway Divisions mowing is in the cemeteries.

Sean R. Reardon, Mayor:



Date: 8/8/2023

Ethan R. Manning, Auditor:



Date: 8/8/2023

City Council Action:

# CITY OF NEWBURYPORT



## IN CITY COUNCIL

### ORDERED:

August 14, 2023

**THAT, The CITY COUNCIL of the City of Newburyport** accepts the following gifts and donations in accordance with M.G.L. Chapter 44, Section 53A:

**Donor:** Milliman, Boston Office  
501 Edgewater Dr,  
Wakefield, MA 01880

**Gift:** Various Pieces of Furniture (estimated value \$4,000)

**Purpose:** Donation of surplus furniture for use by City departments:

- 4 Captains' Chairs
- 3 Drawer Horizontal File Cabinet
- 4-foot Round Table
- 1 Conference Room Chair
- 2 Conference Room Chairs
- 1 5-foot Wood Grain Shelves
- 1 3-Drawer File Cab Horizontal Cabinet
- 3-Drawer Horizontal File Cabinet
- 2 4-Drawer Beige File Cabinets
- 3 Narrow Lockers
- 1 Wooden Coffee Table
- 4-foot Round Table
- 1 4-Drawer Vertical File Cabinet
- 1 2-Drawer Wood Grain Credenza

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Councillor Sharif I. Zeid

**In City Council August 14, 2023:**

Motion to refer ORDR00481\_08\_14\_2023 and ORDR00483\_08\_14\_2023 collectively to Budget & Finance by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

August 14, 2023

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

Department	Vendor	Amount
DPS-Water	Alpha Analytical	\$1,212.82
DPS-Water	CD US Solar/Brookfield	\$15,262.32
DPS-Sewer	CD US Solar/Brookfield	\$45,786.98
DPS-Highway	Amazon	\$199.99
DPS-Highway	Occupational Health Services/AJH	\$206.00
DPS-Highway	The Home Depot Pro	\$83.54
DPS-Highway	Pennyworth's	\$2,716.17
DPS-Highway	Ameresco	\$2,773.24
DPS-Highway	Creative Touch Designs	\$306.20
DPS-Parks	ArcSource	\$242.28
Fire	Ronald Goss	\$42.42
Fire	National Grid Gas	\$294.65
Police	Caswell Mechanical	\$1,744.14
Police	MA Juvenile Police Officers Assoc.	\$329.00
Police	Clipper City Car Wash	\$1,248.00
Harbor	West Marine	\$1,042.90
<b>Total:</b>		<b>\$73,490.65</b>

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Councillor Sharif I. Zeid

**In City Council August 14, 2023:**

Motion to refer ORDR00481\_08\_14\_2023 and ORDR00483\_08\_14\_2023 collectively to Budget & Finance by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).



# CITY OF NEWBURYPORT FY 2024 TRANSFER/APPROPRIATION REQUEST

**Department:** Mayor's Office  
**Submitted by:** Sean R. Reardon, Mayor **Date Submitted:** 8/14/2023

**Transfer From:**

Account Name:	<u>ARPA - State &amp; Local Fiscal Recovery Funds</u>	Balance:	<u>\$ 1,372,330</u>
Account Number:	<u>2111-59630</u>	Category:	<u>\$ -</u>
Amount:	<u>\$25,000.00</u>	Trans I/O:	<u>\$ (4,094,378)</u>

**Why Funds Are Available:**

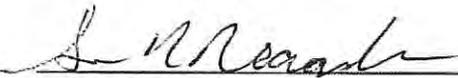
The City's allocation from the American Rescue Plan Act (ARPA) Coronavirus State and Local Fiscal Recovery Funds (SLFRF) was \$5,466,707 of which \$4,094,378 has been approved for capital projects. See attached breakdown.

**Transfer To:**

Account Name:	<u>Hale Street Safety Improvements</u>	Balance:	<u>\$ -</u>
Account Number:	<u>New CIP Account</u>	Category:	<u>\$ -</u>
Amount:	<u>\$25,000.00</u>	Trans I/O:	<u>\$ -</u>

**Why Funds Are Needed:**

Hale Street Safety Improvements appear in the FY24-28 Capital Improvement Program under PL08. The Administration is working on applying for a federal grant for design, which requires a 20% local match through in-kind or cash support. This funding request represents 20% of the original quotes that were obtained for design at a cost of approximately \$125,000. See attached memorandum for further explanation.

Sean R. Reardon, Mayor:  Date: 8/2/2023  
 Ethan R. Manning, Auditor:  Date: 8/8/2023  
 City Council Action:

**American Rescue Plan Act (ARPA) Allocation  
 Coronavirus State and Local Fiscal Recovery Funds (SLFRF)**

Municipal Allocation	1,914,283
County Reallocation	3,552,424
<b>Total Amount</b>	<b>5,466,707</b>

First 50% of Municipal Allocation	957,142	Received 6/16/21
First 50% of County Reallocation	1,776,212	Received 8/17/21
Second 50% of Municipal Allocation	957,142	Received 7/6/22
Second 50% of County Reallocation	1,776,212	Scheduled 9/23/22
<b>Total Funding</b>	<b>5,466,708</b>	

Phillips Drive Drainage Project	1,000,000	ORDR252_05_24_2021 [Approved 8/30/21]
Streets & Sidewalks	2,400,000	ORDR335_03_28_2022 [Approved 4/11/22]
Joppa Park Walkway	100,000	ORDR334_03_28_2022 [Approved 4/25/22]
Data Center Rebuild	594,378	TRAN00153_05_08_2023 [Approved 6/26/23]
<b>Total Appropriations</b>	<b>4,094,378</b>	

**Current Balance:** 1,372,330

Amesbury Interconnection	250,000	ORDR336_03_28_2022 [In B&F Cmte]
Lower Atkinson Common Improvements	569,512	TRAN00153_05_08_2023 [In B&F Cmte]
<b>Proposed Spending</b>	<b>819,512</b>	

**Remaining Balance:** 552,818



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

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NEWBURYPORT, MA

2023 AUG -8 P 2: 54

To: President and Members of the City Council  
From: Mayor Sean R. Reardon  
Date: August 8, 2023  
Subject: ARPA Transfer for Hale Street Project

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The Administration has been exploring ways to improve pedestrian and bicycle connections between the West End of Newburyport and other neighborhoods. One key corridor is Hale Street, which would provide a direct connection between a number of residential neighborhoods and the City's schools and downtown. An Ad Hoc group has been meeting for a number of years, and this group has come up with a number of potential designs and proposed solutions.

Last winter, the Department of Public Services released a Request for Proposals for conceptual designs for a potential shared use path or other bike and pedestrian pathway for the Hale Street Corridor. The Request yielded three qualified proposals and the City held interviews to learn more about the proposed approaches. After much discussion, the Administration made the difficult decision to put this project on hold, as there was no budget at the time for even the conceptual designs. These designs cost at a minimum \$105,000 and would yield a 30% design proposal at most. Early estimates for a full implementation of the project were in a range of \$5M, though this is subject to change based on approach and design.

The City Council passed a resolution on June 12, 2023 asking that the Mayor allocate \$130,000 for the Hale Street conceptual designs project, stating its importance to area families and the need to fund design so that the City will later be eligible for grant funding to implement the full project.

The City recently became aware of a grant opportunity that would be a strong fit for the work we are looking to do, the Reconnecting Communities Pilot grant through the federal Department of Transportation. The City will apply for this grant to fund the design process for Hale Street and plans to ask for around \$125,000. The grant asks for a match of 20%. While in-kind work is also accepted, the Administration would like to allocate \$25,000 for this project. Should the grant application be unsuccessful, the Administration will request additional funds.

The Administration is requesting to transfer \$25,000 from ARPA funds for the Hale Street project to support this grant application. There is currently a balance in the ARPA account of \$1,372,330. \$250,000 has been requested for the Amesbury Water Interconnection project, and \$569,512.09 for Lower Atkinson Common improvements. The Account currently has \$552,818 unaccounted for, and we recommend using the \$25,000 for this project. Funds must be obligated by December 31, 2024 according to Federal guidelines.

# Committee Items – August 28, 2023

## Licenses & Permits

### *In Committee:*

- APPL00153\_08\_14\_2023 Block Party Olive St. 9/9 2pm
- APPL00154\_08\_14\_2023 Block Party Bricher St. 9/16 3-10pm
- APPL00155\_08\_14\_2023 Newburyport Half Marathon 10/29 9:15am-12:45pm Cashman Park
- APPL00156\_08\_14\_2023 Chamber Fall Fest Oct. 14-15 10am-6pm *Updated application L&P 8/23/23*



CITY OF NEWBURYPORT  
60 PLEASANT STREET  
NEWBURYPORT, MA 01950

## BLOCK PARTY APPLICATION

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

DATE OF REQUEST: Saturday, September 9<sup>th</sup>, 2023

### CONTACT INFORMATION

FIRST AND LAST NAMES: Maria Lachapelle

MAILING ADDRESS: 5A Olive St.

PHONE NUMBER: 774-287-9904

E-MAIL ADDRESS: MariaSimpson17@gmail.com

### BLOCK PARTY INFORMATION

BLOCK PARTY DATE: Saturday, September 9<sup>th</sup>, 2023

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

STREET TO BE BARRICADED: Olive Street

DESIRED STREET CLOSING TIME: 2:00pm

Block Parties should run no later than 10:00 p.m.

**REGULATIONS**

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

I understand that applications for block party permits may take up to four (4) weeks to process.

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

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

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

Applicant signature: Mar J. Sachapelle Date: 7/17/23

**APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE**

**CITY MARSHALL**  
4 Green Street

[Signature] 7/17/23

**FIRE CHIEF**  
0 Greenleaf Street

[Signature] 7/18/23

**DEPUTY DIRECTOR**  
16A Perry Way

[Signature] 7/18/23

**CITY CLERK**  
60 Pleasant Street

[Signature] 7/17/23

City use only:

Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_



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CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2023 JUL 26 A 8:15

CITY OF NEWBURYPORT  
60 PLEASANT STREET  
NEWBURYPORT, MA 01950

## BLOCK PARTY APPLICATION

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

DATE OF REQUEST: 7/13/23

### CONTACT INFORMATION

FIRST AND LAST NAMES: CHRISTIAN HANSEN

MAILING ADDRESS: 29 HILL ST. NBPT 01950

PHONE NUMBER: 917.518.3946

E-MAIL ADDRESS: christianhansen@gmail.com

### BLOCK PARTY INFORMATION

BLOCK PARTY DATE: 9/16/23

DESIRED STREET CLOSING LOCATION: HILL @ BRICHER / BRICHER @ CHEARY  
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: BRICHER ST.

DESIRED STREET CLOSING TIME: 3 - 10

Block Parties should run no later than 10:00 p.m.

**REGULATIONS**

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

I understand that applications for block party permits may take up to four (4) weeks to process.

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

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

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

Applicant signature: Chris Jan Date: 7/13/23

**APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE**

**CITY MARSHALL** [Signature]  
 4 Green Street

**FIRE CHIEF** [Signature]  
 0 Greenleaf Street

**DEPUTY DIRECTOR** [Signature] **DIRETOR**  
 16A Perry Way

**CITY CLERK** [Signature]  
 60 Pleasant Street

City use only:  
 Approved \_\_\_\_\_ Denied \_\_\_\_\_ Date \_\_\_\_\_

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 603-512-1976

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

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

2023 JUL 28 A 10:06

**NAME OF EVENT:** Newburyport Half Marathon

Date: Sun. Oct. 29, 2023 Time: from 9:15AM to 12:45PM

Rain Date: N/A Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location: Cashman Park (various streets and Clipper Rail Trail)

3. Description of Property: 13.1 mi road race on various streets & Clipper Railtrail Public  Private \_\_\_\_\_

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

Contact Person Eli Bailin / John Mortimer

Address: 138 Bedford Center Rd., Bedford, NH 03110 Telephone: 603-512-1976

E-Mail: jmortimer@millenniumrunning.com Cell Phone: John 603-512-1976 / Eli 978-270-2026

Day of Event Contact & Phone: John 603-512-1976 / Eli 978-270-2026

5. Number of Attendees Expected: 2,000

6. MA Tax Number: 35-2410359

7. Is the Event Being Advertised? Yes Where? event website, email database, social media

8. What Age Group is the Event Targeted to? 16-99

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

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

A. Vending: Food  Beverages  Alcohol  Goods \_\_\_\_\_ Total # of Vendors 4-5

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? 5 totes + 10 yard dumpster
- b) How many recycling receptacles will you be providing? 5 totes + 10 yard dumpster
- c) Will you be contracting for disposal of : **Trash** Yes X No          **Recycling** Yes X No     
  - i. If yes, size of dumpster(s): **Trash** 10 yd dumpster   **Recycling** 10 yd dumpster
  - ii. Name of disposal company: **Trash** TBD           **Recycling** TBD
  - iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes      No
  - iv. If no, where will the trash & recycling be disposed ?

**If no:**

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

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

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

# 1 per 75 ppl Standard     # 1 ADA accessible

Name of company providing the portable toilets: United Site Solutions

## FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_ ROAD RACE   X   WALKATHON \_\_\_\_\_

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon:  
Millennium Running (John Mortimer, Eli Bailin)

2. Name, Address & Daytime Phone Number of Organizer:  
John Mortimer (138 Bedford Center Rd., Bedford, NH 03110 - 603-512-1976)  
Eli Bailin - 978 270 2028

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up  
John Mortimer (138 Bedford Center Rd., Bedford, NH 03110 - 603-512-1976)

4. Date of Event: Sun. Oct. 29, 2023 Expected Number of Participants: 2,000

5. Start Time: 9:15AM Expected End Time: 12:45PM

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**):  
Cashman Park, Sally Snyder Way, Merrimac St, Spofford St, Ferry Rd, Pine Hill Rd. Curzon Mill Rd, Hoyts Ln,  
Storey Ave, Dennett Dr, Turkey Hill Rd, Hale St., Malcolm Hoyt Dr. Mulliken Way, Parker St, Clipper Rail Trail,  
 Interactive Map: <https://www.mapmyrun.com/routes/view/5272696006>

7. Locations of Water Stops (if any): 1) 504 Merrimac Street, 2) Maudslay Park, 3) 2 Plumber Spring Rd, 4) Opportunity Way, 5) Clipper Rail Trail

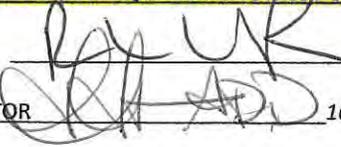
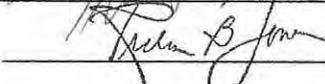
8. Will Detours for Motor Vehicles Be Required? Yes If so, where? Per police detail plans

9. Formation Location & Time for Participants: N/A

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

11. Additional Parade Information:
- Number of Floats: N/A
  - Locations of Viewing Stations: N/A
  - Are Weapons Being Carried: Yes \_\_\_\_\_ No \_\_\_\_\_
  - Are Marshalls Being Assigned to Keep Parade Moving: Yes \_\_\_\_\_ No \_\_\_\_\_

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

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

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

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

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

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

### Limitations

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

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

**13-101 Enforcement**

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

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

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

**Date:** 3/7/23

***Newburyport Half Marathon***  
***October 29, 2023***

<b>Mileage</b>	<b>Instruction</b>	<b>First Runner</b>	<b>Last Runner</b>
0	Start - On in Cashman Park, Right on Merrimac Street	9:15 AM	9:18 AM
1.8	LEFT onto Spofford Street	9:35 AM	10:11 AM
2.13	RIGHT onto Ferry Road	9:39 AM	10:21 AM
2.45	CONTINUE onto Pine Hill Rd.	9:43 AM	10:30 AM
3.14	CONTINUE onto Curzon Mill Rd.	9:50 AM	10:51 AM
3.43	LEFT onto Hoyts Lane	9:54 AM	11:00 AM
3.99	LEFT onto Storey Avenue	10:00 AM	11:16 AM
4.1	RIGHT onto Dennett Drive	10:01 AM	11:20 AM
4.29	LEFT onto Everett Drive	10:04 AM	11:25 AM
4.33	RIGHT onto Turkey Hill Road	10:04 AM	11:26 AM
5	RIGHT onto Middle Street	10:12 AM	11:46 AM
6.1	LEFT onto Garden Street	10:24 AM	12:19 PM
6.65	LEFT onto Rogers Street	10:31 AM	12:35 PM
7.58	LEFT onto Turkey Hill Road	10:41 AM	1:03 PM
8.35	CONTINUE onto Hale Street	10:50 AM	1:26 PM
9.81	RIGHT onto Malcolm Hoyt Drive	11:07 AM	2:10 PM
10.5	LEFT onto Mulliken Way	11:15 AM	2:30 PM
10.6	U-TURN on Mulliken Way	11:16 AM	2:33 PM
10.8	LEFT onto Malcolm Hoyt Drive	11:18 AM	2:39 PM
11	LEFT onto Parker Street	11:20 AM	2:45 PM
11.5	RIGHT to stay on Parker Street	11:26 AM	3:00 PM
11.8	LEFT onto Clipper City Rail Trail	11:30 AM	3:09 PM
13.1	Half Marathon Finish	11:45 AM	3:48 PM

# GREEN STRIDE NEWBURYPORT HALF MARATHON

NEWBURYPORT, MASSACHUSETTS

- 1 - ON MERRIMAC ST. @ 50 YD. AFTER JEFFERSON ST., AT BEGINNING OF DRIVEWAY #420 (R), 16 FT. AFTER POLE 91 (R)
- 2 - 3 FT. AFTER END OF DRIVEWAY #52 SPOFFORD ST. (R) - EVEN WITH GRANITE LAMPPOST IN YARD, 33 FT. BEFORE BEGINNING OF BRIDGE LN. (L)
- 3 - AT BEGINNING OF 2<sup>ND</sup> DIRT DRIVEWAY #37 PINE HILL RD. (L), 27 FT. BEFORE POLE 23
- 4 - IN WESTBOUND LANE OF STOREY AVE., 13 FT. AFTER ROAD COVER IN DIRECT LINE OF RUNNERS' PATH.

\*CONE ON CENTER LINE OPPOSITE BEGINNING OF STORM DRAIN AT NORTH SIDE OF STOREY AVE. RUNNERS RESTRICTED TO RIGHT SIDE OF STOREY AVE.

- 5 - AT CORNER OF TURKEY HILL RD. / MIDDLE ST.
- 6 FT. AFTER STOP LINE

- 6 - IN DRIVEWAY #406 MIDDLE RD. (R) EVEN WITH END OF DOORS, 5.5 FT. BEFORE END OF CURBED DRIVEWAY

- 7 - AT END OF DRIVEWAY #38 ROGERS ST. (L), AT BEGINNING OF STONE WALL

- 8 - 69 FT. AFTER POLE 53 (L), 54 FT. BEFORE BEGINNING OF BIGGEST BOULDER (L) AT 'CUT OUT' (R)

\*RUNNERS RESTRICTED TO RIGHT SIDE OF HALE ST.

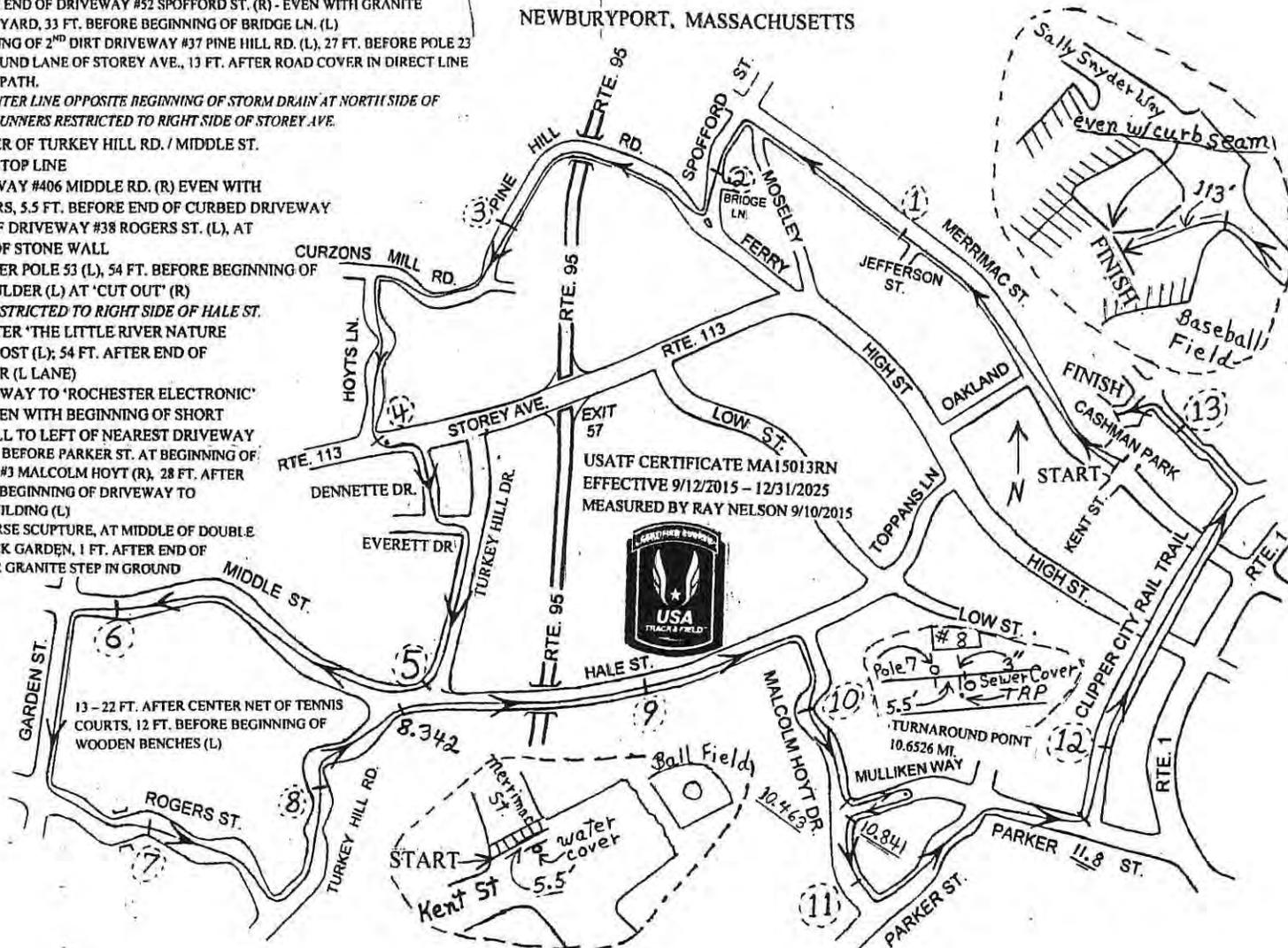
- 9 - 86 YD. AFTER 'THE LITTLE RIVER NATURE TRAIL' SIGNPOST (L); 54 FT. AFTER END OF SEWER COVER (L LANE)

- 10 - IN DRIVEWAY TO 'ROCHESTER ELECTRONIC' BLDG. (L); EVEN WITH BEGINNING OF SHORT CEMENT WALL TO LEFT OF NEAREST DRIVEWAY

- 11 - @ 0.1 MILE BEFORE PARKER ST. AT BEGINNING OF DRIVEWAY TO #3 MALCOLM HOYT (R), 28 FT. AFTER POLE 4 (R); AT BEGINNING OF DRIVEWAY TO BLUE/GRAY BUILDING (L)

- 12 - AFTER HORSE SCULPTURE, AT MIDDLE OF DOUBLE CIRCULAR ROCK GARDEN, 1 FT. AFTER END OF RECTANGULAR GRANITE STEP IN GROUND

- 13 - 22 FT. AFTER CENTER NET OF TENNIS COURTS, 12 FT. BEFORE BEGINNING OF WOODEN BENCHES (L)





**Road Running Technical Council**  
**USA Track & Field**  
**Measurement Certificate**



Name of the course Green Stride Newburyport Half Marathon Distance 21.0975 km  
 Location (state) Massachusetts (city) Newburyport  
 Type of course: road race  calibration  track  Configuration: one loop  
 Type of surface: paved 100 % dirt \_\_\_\_\_ % gravel \_\_\_\_\_ % grass \_\_\_\_\_ % track \_\_\_\_\_ %  
 Elevation (meters above sea level) Start 4 Finish 1 Highest 31 Lowest 1  
 Straight line distance between start & finish 142 meters Drop 0.07 m/km Separation 0.34 %  
 Measured by (name, address, phone & e-mail) Ray Nelson, 23B Aborn St., Cranston, RI 02905  
401-270-2835 raynelson223@cox.net  
 Race contact (name, address, phone & e-mail) Eli Bailin, 55 Prospect St., Amesbury, MA 01913  
978-270-2026 elibailin@hotmail.com  
 Measuring Methods: bicycle  steel tape  electronic distance meter   
 Number of measurements of entire course: 2 Date(s) when course measured: September 10, 2015  
 Race date: October 25, 2015 Course certification effective date: September 12, 2015  
 Certification code: MA15013RN

Notice to Race Director: Use this Certification Code in *all* public announcements relating to your race.

***Be It Officially Noted That***

Based on examination of data provided by the above named measurer, the course described above and in the map attached is hereby certified as reasonably accurate in measurement according to the standards adopted by the Road Running Technical Council. If *any* changes are made to the course, this certification becomes void, and the course must then be recertified.

**Verification of Course** — In the event a National Open Record is set on this course, or at the discretion of USA Track & Field, a verification remeasurement may be required to be performed by a member of the Road Running Technical Council. If such a remeasurement shows the course to be short, then all pending records will be rejected and the course certification will be cancelled.

***This certification expires on December 31 in the year*** **2025**

**AS NATIONALLY CERTIFIED BY:**

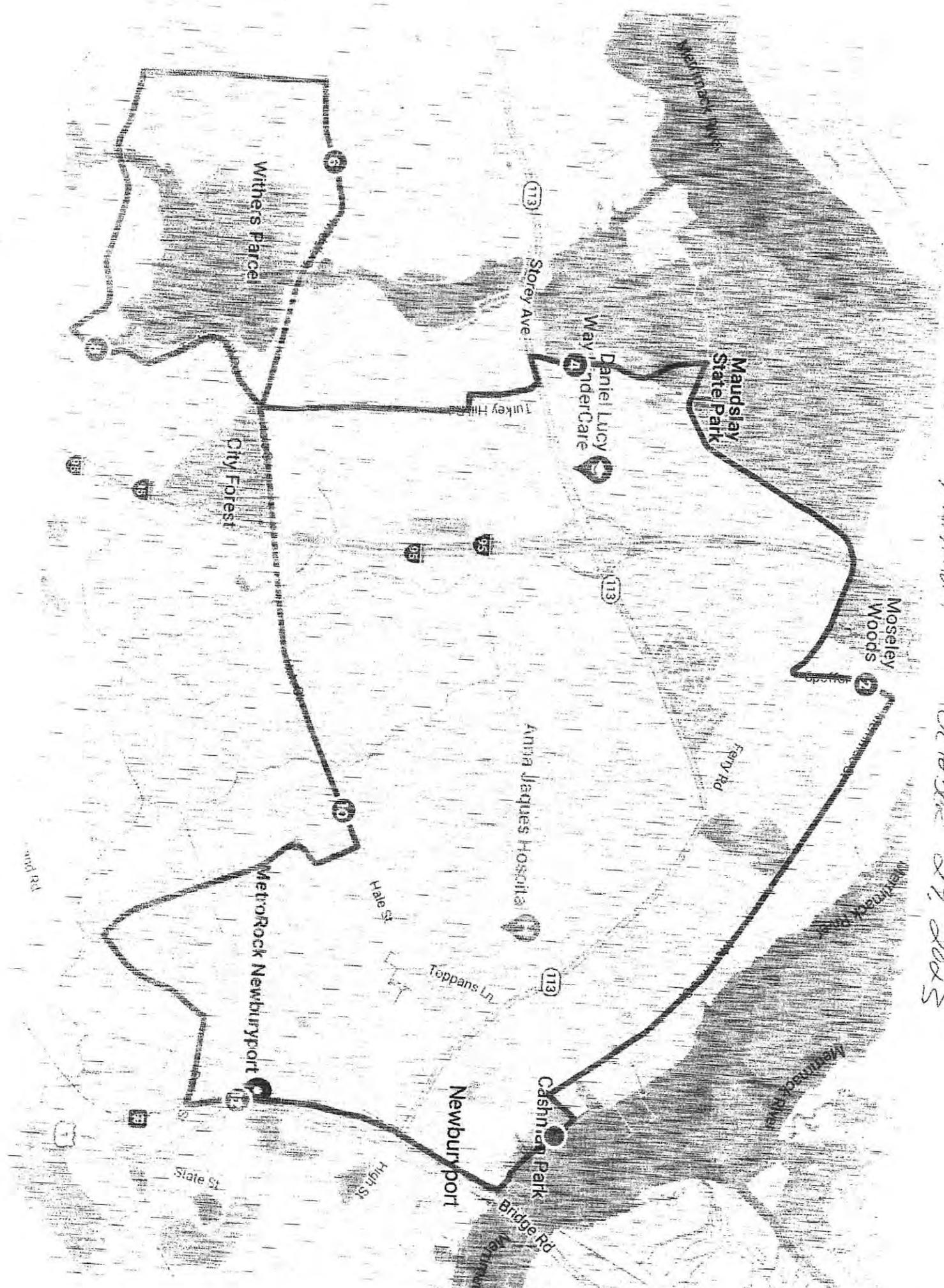
*Ray Nelson*

Date: Sept. 12, 2015

Ray Nelson – USATF/RRCA Certifier  
 23B Aborn St., Cranston, RI 02905 • Phone: 401-270-2835 • Email: raynelson223@cox.net

NRPT 2/1/11 Washburn

October 29, 2003





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
07/06/2023

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

<b>PRODUCER</b> Insurance Management Group 12730 Coldwater Rd Ste 103  Fort Wayne IN 46845	<b>CONTACT NAME:</b> Liz Painter <b>PHONE (A/C, No, Ext):</b> (260) 240-4792 <b>E-MAIL ADDRESS:</b> lpainter@insmgt.com	<b>FAX (A/C, No):</b> (260) 240-4792
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Road Runners Club of America/2023 and Its Member Clubs  1501 Langston Boulevard, Suite 140 Arlington VA 22209	<b>INSURER A:</b> National Casualty Company <b>NAIC #:</b> 11991	
	<b>INSURER B:</b> Nationwide Life Insurance Company <b>NAIC #:</b> 66869	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 2023 \$1M A.I.      **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Legal Liability to <input type="checkbox"/> Participant \$1,000,000  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: For Event Basis			KRO0000009332900	12/31/2022	12/31/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Abuse and Molestation \$ 500,000
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			KRO0000009332900	12/31/2022	12/31/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> Y/N ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Excess Medical & Accident (\$250 Deductible/Claim)			BAX0000031991400	12/31/2022	12/31/2023	Excess Medical \$10,000 AD & Specific Loss \$2,500

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

City of Newburyport is an additional insured. DATE OF EVENT(S): 10/29/23 Newburyport Half Marathon INSURED RRCA CLUB/EVENT MEMBER: Millennium Running ATTN: Cullen Madden, 138 Bedford Center Road, Bedford NH 03110 Processed by RMV

Effective 07/19/23 this voids and replaces any previously issued certificates.

### CERTIFICATE HOLDER

### CANCELLATION

10/29/23 City of Newburyport, MA  
 60 Pleasant Street  
  
 Newburyport MA 01950

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

AUTHORIZED REPRESENTATIVE

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RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

**NEWBURYPORT SPECIAL EVENT APPLICATION**

Tel. \_\_\_\_\_ Fax. \_\_\_\_\_  
 2023 AUG -7 P 3:36  
 (For Street Closure or Any Use of a Public Way - Please complete page 3 of this application)

NAME OF EVENT: Fall Fest 2023

Date: Oct 14th & 15th Time: from 10am to 4pm (both days)  
 Rain Date: NO Rain date Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location\*: Waterfront Park, Market Sq., Inn Street  
 \*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: Newburyport Chamber of Commerce City Sponsored Event: Yes \_\_\_\_\_ No

Contact Person Sarah Motzkin

Address: 19 Inn Street Newburyport Telephone: 607-771-4431

E-Mail: events@newburyportchamber.org Cell Phone: 607-771-4431

Day of Event Contact & Phone: Sarah Motzkin 607-771-4431

5. Number of Attendees Expected: 2000+

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

7. Is the Event Being Advertised? yes Where? Social Media, email, website

8. What Age Group is the Event Targeted to? Family Friendly event

9. Have You Notified Neighborhood Groups or Abutters? Yes \_\_\_\_\_ No  Who? \_\_\_\_\_  
will do so prior to event

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

A. Vending\*: Food  Beverages \_\_\_\_\_ Alcohol  Goods  Total # of Vendors 50  
 \*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 \_\_\_\_\_ No 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? 10
- b) How many recycling receptacles will you be providing? 3-5 if need
- 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 ? TBD

**If no:**

- a) # of trash container(s) to be provided by DPS on location trash
- b) # of recycling container(s) to be provided by Recycling Office 3-5 if needed
- 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: on site already

## 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**

# FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON \_\_\_\_\_

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

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

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

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

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

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

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

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

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

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

11. Additional Parade Information:

• Number of Floats: \_\_\_\_\_

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

• Are Weapons Being Carried: Yes \_\_\_\_\_ No \_\_\_\_\_

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

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

CITY MARSHAL \_\_\_\_\_ 4 Green St.

FIRE CHIEF \_\_\_\_\_ 0 Greenleaf St.

DEPUTY DIRECTOR \_\_\_\_\_ 16A Perry Way

CITY CLERK \_\_\_\_\_ 60 Pleasant St.

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

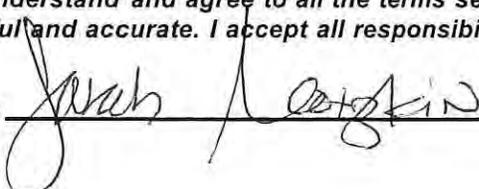
(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance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

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

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

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

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



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

10/10/23

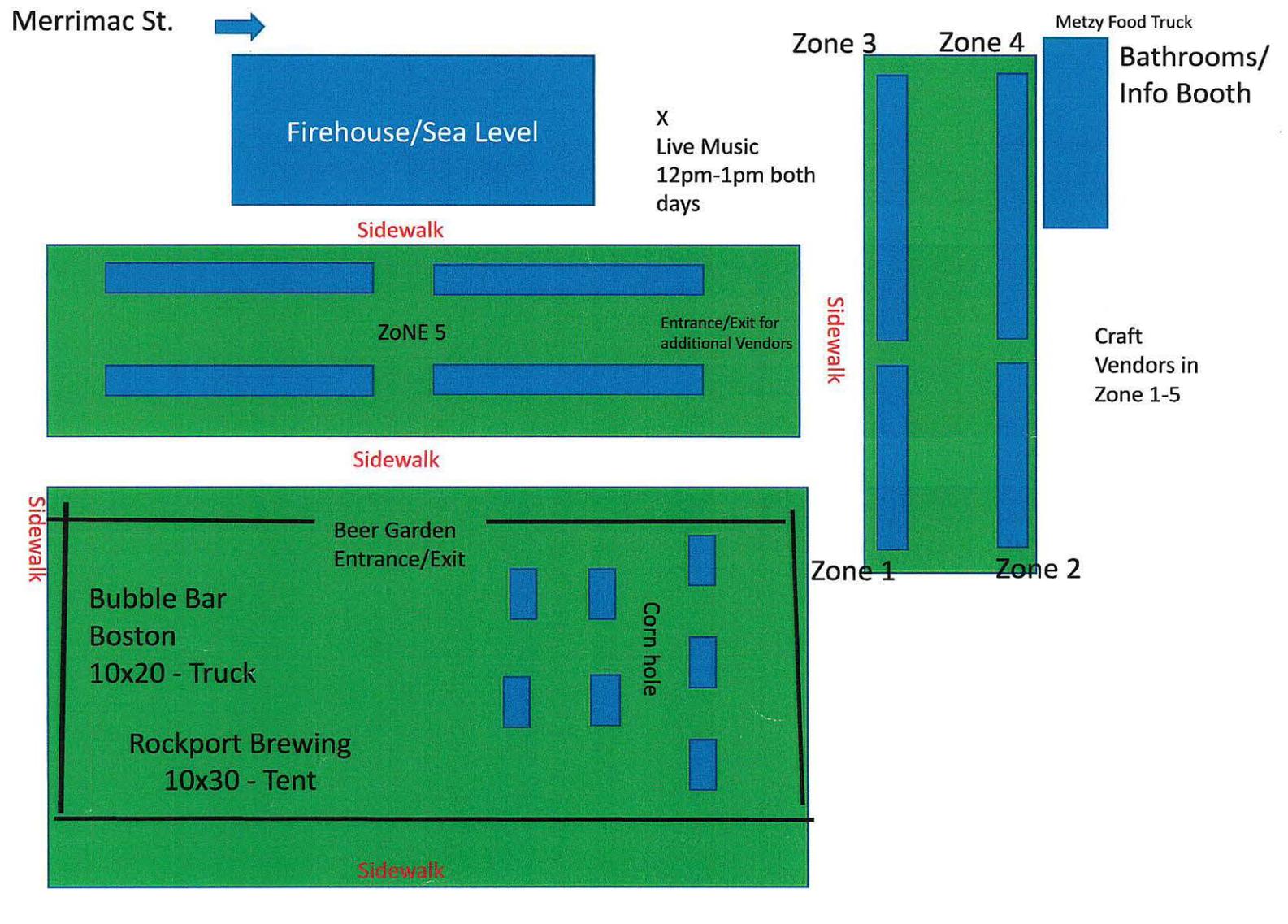
**Waterfront Park  
October Fall Fest  
2023**  
Vendor Placement  
THIS EVENT IS RAIN or SHINE!

SHOW HOURS:  
Oct 14th - 15th  
**Saturday & Sunday Hours:**  
Vendors: 10am to 6pm

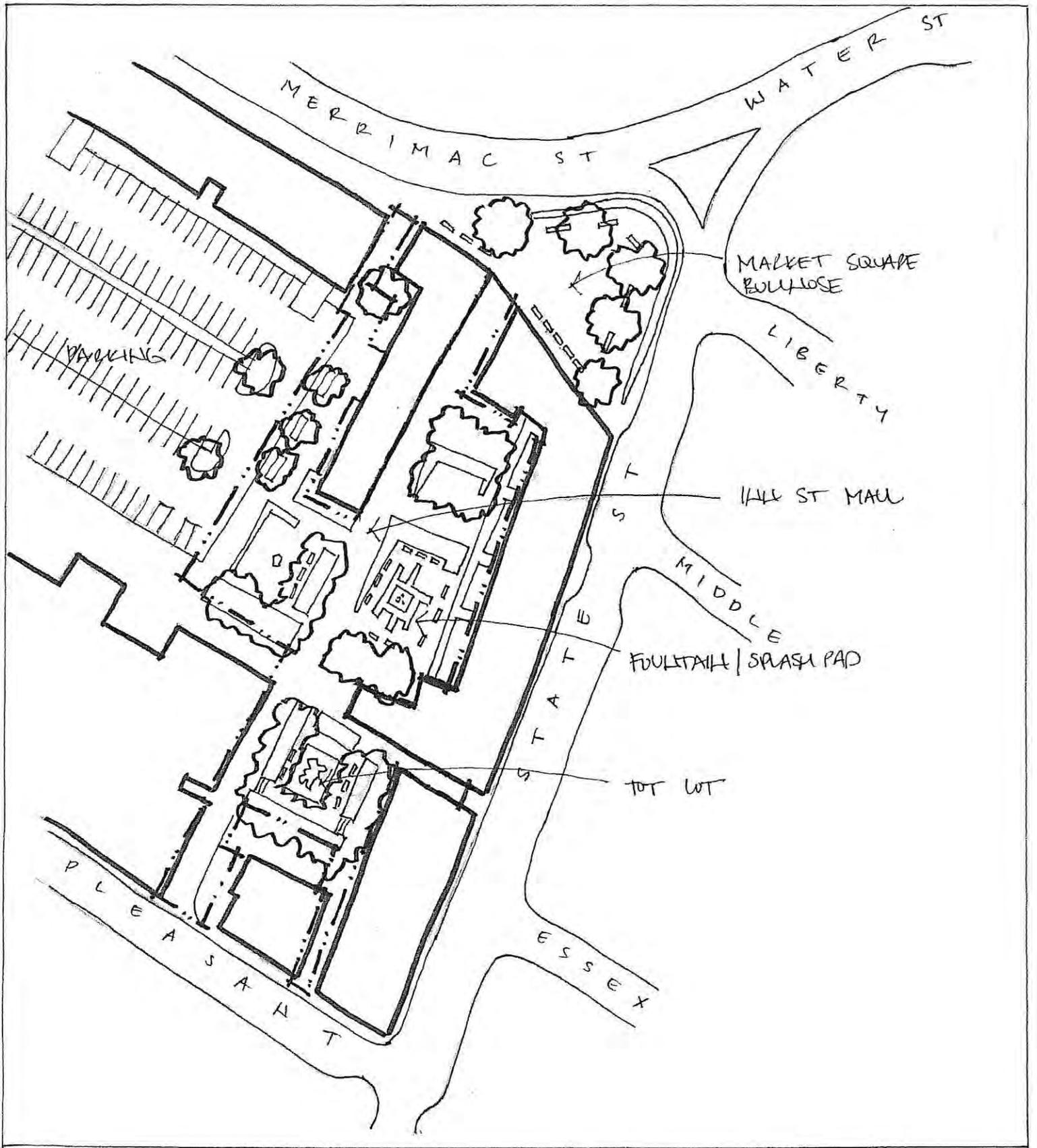
VENDOR SET-UP TIMES:  
SATURDAY Oct 1th - 7am to 9:30am  
All Vendors must be set-up by or Before  
10am on Saturday Oct 14th

VENDOR BREAKDOWN TIMES:  
Sunday 6pm to 8pm. No later.

Black Line around here is  
roped off area for Beer  
Garden



River →



MARKET SQUARE &  
HILL STREET



# 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: \_\_\_\_\_

Date: Oct 14th & 15th Time: from 10 am to 6pm both days

Rain Date: N/A Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location\*: Market Sq, Inn St, Unicorn St.

\*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: Newburyport Chamber of Commerce City Sponsored Event: Yes \_\_\_\_\_ No

Contact Person Sarah Motzkin

Address: 19 Inn St. Telephone: 617-771-4431

E-Mail: events@newburyportchamber.org Cell Phone: 617-771-4431

Day of Event Contact & Phone: Sarah Motzkin 617-771-4431

5. Number of Attendees Expected: 2000 +

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

7. Is the Event Being Advertised? Yes Where? email, social media, website

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

9. Have You Notified Neighborhood Groups or Abutters? Yes  No \_\_\_\_\_, Who? Business located on Inn St & near Unicorn

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

A. Vending\*: Food  Beverages \_\_\_\_\_ Alcohol  Goods  Total # of Vendors 50  
\*If checked, signature from Health Director required (Page 3)

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

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

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

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

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

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

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

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE \_\_\_\_\_

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

WALKATHON \_\_\_\_\_

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: Fall Fest  
Newburyport Chamber of Commerce Fall Fest  
Oct 14th & 15 - Sarah Motzkin

2. Name, Address & Daytime Phone Number of Organizer: \_\_\_\_\_  
Newburyport Chamber of Commerce  
19 Inn St. Sarah Motzkin  
Newburyport, MA 01950 617-771-4431

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up \_\_\_\_\_  
Sarah Motzkin in partnership w/ DPS  
617-771-4431

4. Date of Event: Oct 14th & 15 Expected Number of Participants: 2000 both days

5. Start Time: 10am Expected End Time: 6pm

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

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

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

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

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

11. Additional Parade Information:

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

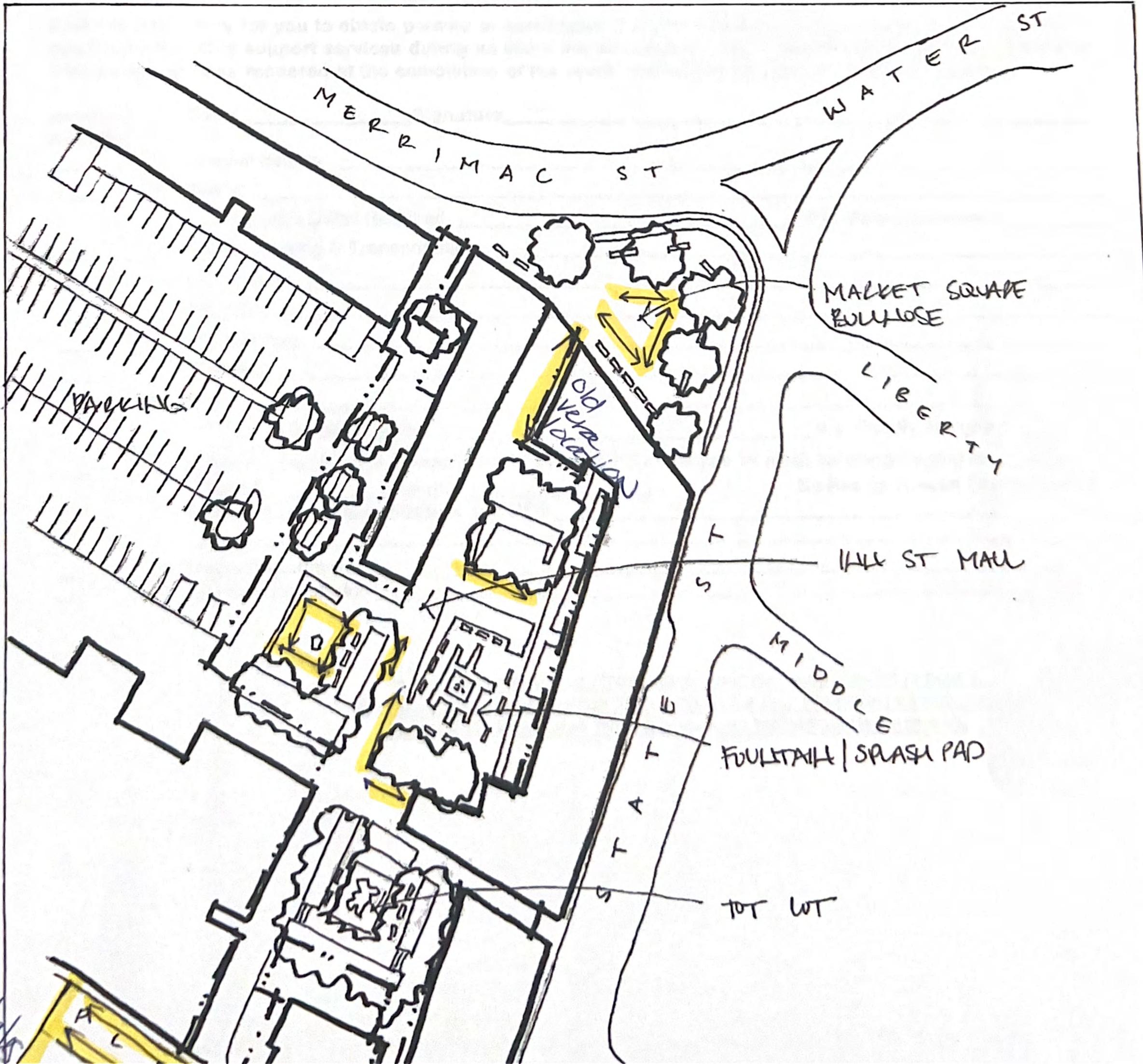
**APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY**

CITY MARSHAL \_\_\_\_\_ 4 Green St. FIRE CHIEF \_\_\_\_\_ 0 Greenleaf St.

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

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

LANDSCAPE ARCHITECTURE APPROVAL DOCUMENT



MERRIMAC ST

WATER ST

MARKET SQUARE BULLYHOSE

LIBERTY

MIDDLE ST MALL

MIDDLE  
FOUNTAIN / SPLASH PAD

STATE ST

TOT LOT

Old Veranda

PARKING

Handwritten notes and arrows in the bottom left corner, including the letters 'A' and 'C'.

Green St



Green Street Parking Lot

Unicorn Street

The A  
Donut and  
Donu

eroy Law P.C.

Pleasant Street



# Committee Items – August 28, 2023

## Planning & Development

### *In Committee:*

- |                        |                |                 |                      |           |
|------------------------|----------------|-----------------|----------------------|-----------|
| • APPT00422_08_14_2023 | Allen Marquis  | 3 Boardman St.  | Historical Comm-Alt. | 9/1/2026  |
| • APPT00427_08_14_2023 | Gregory Benik  | 15 Woodland St. | ZBA                  | 3/31/2026 |
| • APPT00428_08_14_2023 | Walter Chagnon | 43 Lime St.     | ZBA                  | 2/28/2026 |



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 14, 2023  
Subject: Appointment

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 JUL 13 P 1:52

-----  
I hereby appoint, subject to your approval the following named individual as an alternate member of the Historical Commission. This term will expire on September 1, 2026.

Allen Marquis  
3 Boardman Street  
Newburyport, MA 01950

A handwritten signature in cursive script that reads 'Sean R. Reardon'.

4/9/2023

Dear Historical Commission Members,

I would like to be part of the Newburyport Historical Commission because I love living here. My wife and I bought a house on Boardman St two years ago—we understand it is very old though we don't have an exact date. I appreciate the city's unique identity as one steeped in history, and, a community-friendly, thriving place to live. I would like to be part of efforts toward maintaining its historic charm, which I believe is important and can also be challenging as a city grows and undergoes changes.

My professional experiences over my long career in construction have educated me in building and renovating best practices. Studying and reading about old homes on my own time have given me insight and appreciation for the careful effort it takes to repair and preserve historically important homes and structures. (I have had a love of antique homes since I first watched the show, "This Old House," back in the day!)

This year will mark my 39th year in commercial/residential construction, where I began as a carpenter. I worked my way up to Superintendent, where I managed project sites and oversaw the work of tradespeople including carpenters, plumbers, electricians, etc. Currently, I am a Field Operations Coordinator for Northstar Project and Real Estate Services in Cambridge. Northstar is a large operation that manages all of Harvard University's housing construction, capital improvements, building updates and façade/roof repairs. My job involves overseeing renovation, repair and maintenance projects that require an in-depth understanding of working with historic buildings and systems.

In addition to my professional experiences, I have always tried to give back to the communities where I've lived—this includes volunteering at a soup kitchen and a food pantry, and serving on a development board.

It is my hope to be able to use my experience to help the city protect important antiquity, as well as grow as a person with the knowledge gained through working with the historical commission. I look forward to learning more about the commission and its work!

Thank you,  
Allen Marquis

**Allen Marquis**  
**3 Boardman St.**  
**Newburyport Massachusetts 01950**  
**ph:774-283-2220**  
**Email: [AllenMarquis@yahoo.com](mailto:AllenMarquis@yahoo.com)**

### **Summary**

39 years in commercial construction in Boston and surrounding areas. Projects for major universities and colleges including Harvard, MIT, Suffolk University, and Bridgewater State college have included state of the art classrooms, cafes, bathroom upgrades, out of the ground additions and total mechanical upgrades, daycare centers. Harvard & MIT typically present challenging logistics, difficult mechanical connections to existing and very aggressive summer schedules. projects include Restaurants, retail, fitness centers, hospital, medical and biological laboratories, major lobby renovation, client headquarters & law firms. Managed a variety of diverse and logistically challenging sites from historical structures to structural steel installation in active lobbies. Expertise has been gained through thirty nine years as a carpenter, carpenter foreman, assistant super, superintendent, field coordinator and vice president of operations.

Self motivated, flexible, detail & team oriented, develop and maintain excellent relationships. with clients, architects, subcontractors, building owners. Fast track schedule, quality control, on budget, safe and well-built projects

### **Key Skills**

GC, Vendor & Subcontractor /Crew supervision  
Logistic management  
Budget/cost control  
Quality control  
Development client /architect relationships  
Site safety  
Aggressive schedule management

### **Project Highlights**

Harvard Science and Engineering Complex, MIT site 3, Akamai headquarters Cambridge MA Harvard University renovate occupied 500 unit apartment multi high-rise complex.  
\*53 State Street Boston major lobby renovation \*Bridgewater State College Marshal buildings \*Manulife CFO suite, commercial kitchen fitness center & tenant \* MIT bathroom upgrades \*SBRA (Architect) headquarters with Silver LEED rating \* Suffolk University classrooms  
  
\* Boston World trade Center function rooms, bathrooms and kitchen \* 500 Tech Sq Cambridge 10 story complete gut and fit up \* Harvard Healthcare Endoscopy suites \* Starbucks  
\* Skipjacks restaurant \* Sebastian's restaurant \* Countless tenant spaces

## **Employer Summary**

### **Field operations Coordinator-Northstar Project & Real Estate Development 2023-present**

Responsibilities included contract, scope and logistic review and planning for Harvard University capital projects. Manage schedule, logistics, project completion and final product of general contractors, subcontractors and other vendors working in or on Harvard properties.

### **Division Manager-Select Spray Systems 2022-2023**

Oversee operations for Select Spray Systems with annual average revenue of \$15 million. Responsibilities management of all field personal (50-60person crew), warehouse staff, office staff as well as monitor all financial reports

### **Vice President Of Operations-Allan Construction 2018-2022**

Oversee operations for Allan Construction with annual average revenue of \$23 million. Responsibilities included management of all field personal (50-60person crew), warehouse staff, office staff; university/college projects healthcare/hospital projects financial district; occupied /sensitive spaces structural repair/rework retail/restaurant projects as monitor all financial reports

### **Field Coordinator-Northstar Project & Real Estate Development 2018**

Responsibilities included contract, scope and logistic review and planning for Harvard University capital projects. Manage schedule, logistics, project completion and final product of general contractors, subcontractors and other vendors working in or on Harvard properties.

### **Construction Superintendent Garland Building Corp 2013-2018**

Responsibilities include: preconstruction schedules & budget, site logistics, field layout, equipment & material scheduling, strict safety regulation, quality control, manpower management, cost controls, design review & project schedule, mechanical equipment and structural steel layout, management of 3-20 staff members, all coordination of field conditions with architect and clients, subcontractor coordination, site inspections.

### **Carpenter Foreman New England Finish Systems 2009-2012**

Responsibilities included: supervision of 10- 50 carpenters, laborers and tapers, schedule equipment and material, field coordination with other trades, layout of all partitions, ceilings and soffits, quality control, safety, maintain project schedule and profitability.

### **Construction Superintendent, Turner Construction 2004-2009**

Responsibilities include: preconstruction schedules & budget, site logistics, field layout, equipment & material scheduling, strict safety regulation, quality control, manpower management, cost controls, design review & project schedule, mechanical equipment and structural steel layout, management of 3-20 staff members, all coordination of field conditions with architect and clients, subcontractor coordination, site inspections.

### **Assistant Superintendent, Barr & Barr 2002-2004**

Responsibilities included: project schedule, site logistics, field layout, equipment and material schedule, safety, manpower management, quality control, mechanical equipment layout.

**Carpenter Foreman, ML McDonald 2000-2002**

Responsibilities included: supervision of 10- 50 carpenters, laborers and tapers, schedule equipment and material, field coordination with other trades, layout of all partitions, ceilings and soffits, quality control, safety, maintain project schedule and profitability.

**Carpenter Foreman, NE Finish Systems 1996-2000**

Responsibilities included: supervision of 10-70 carpenters, laborers and tapers, schedule equipment and material, field coordination with other trades, layout of partitions, ceilings and soffits, quality control, safety, maintain project schedule and profitability.

**Construction Superintendent, Payton Construction 1994-1996**

Responsibilities included: subcontractor coordination, site layout, safety, quality control, coordination of field conditions with architect and client. material and equipment schedule. project schedule.

**Carpenter Foreman, NE Drywall 1985-1994**

Responsibilities included: supervision of 10-50 carpenters, schedule equipment and material, layout of partitions, ceilings and soffits, safety, quality control.

**Carpenter, ML McDonald 1984**

Responsibilities included installation of drywall systems

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**Education/Licenses/ Affiliations**

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**Education/training**

MA State Carpenters Training:

Welding, blue print reading, building layout, OSHA 30hr cert.,  
Training. Emergency Care and First Aid Cert. Crane Signal cert.

**Licenses**

Boston A-2/Low No. B19102

Construction Supervisor License No. 81063

**Affiliations**

Member in good standing MA Carpenters Local # 328 39 years Member Poetry Society of NH 17 years

Founder of 1 in Box Poets ---Swampscott MA

Cofounder of Tide Pool Poets --Plymouth MA

36 years of volunteering in homeless shelters and soup kitchens

**References available upon request**



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

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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 JUL 27 A 9:48

To: President and Members of the City Council  
From: Sean R. Reardon, Mayor  
Subject: Re-Appointment  
Date: August 14, 2023

-----  
I hereby re-appoint, subject to your confirmation, the following  
named individual as a member of the Zoning Board of Appeals.  
This term will expire on February 28, 2026.

Gregory L. Benik  
15 Woodland Street  
Newburyport, MA 01950

**Gregory L. Benik**

15 Woodland Street  
Newburyport, MA 01950  
E-Mail: [gbenik@jreri.com](mailto:gbenik@jreri.com)  
(401) 480-2782

December 2, 2020

**Hand Delivered**

The Honorable Donna D. Holaday  
Mayor of the City of Newburyport  
60 Pleasant Street  
Newburyport, MA 01905

**Re: Newburyport Zoning Board of Appeals**

Dear Mayor Holaday:

Please accept this request to be considered for the open position on the Newburyport Zoning Board of Appeals. I have included my CV with this letter.

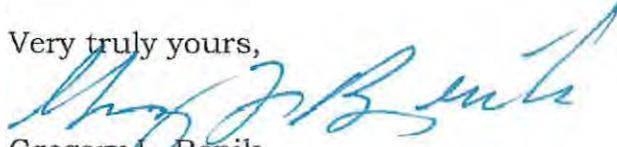
Although a relatively new member of the City ( my wife, Tina, and I moved here in the fall of 2018), I have been impressed by the community's energy and commitment to good government.

Given my background and experience, I believe I would be able to make a positive contribution to the Zoning Board's important work. Specifically, as a real estate and environmental lawyer with over 40 years' experience, I have represented numerous clients before local zoning, coastal zone, wetlands and planning boards and commissions, as well as federal and state environmental and land use authorities. Particularly relevant is my previous appointment to the Providence Capital Center Commission. The Commission is responsible for the development- in accordance with its Design and Development Standards- of a 79-acre redevelopment in the heart of downtown Providence.

Thank you for your consideration.

Please let me know if you have any questions.

Very truly yours,



Gregory L. Benik

**Gregory L. Benik, Esq.**  
**15 Woodland Street**  
**Newburyport, MA 01950**  
**gbenik@jreri.com**

Gregory L. Benik is a nationally recognized land use, environmental and energy attorney with over 40 years' experience. Mr. Benik is currently Executive Vice President and General Counsel at Homeland Fuels Company, LLC where he is responsible for its legal and regulatory activities. Homeland Fuels is an innovative energy company that utilizes advanced conversion technologies to process renewable cellulosic biomass feed stock into synthetic, ultra- clean transportation fuels.

During his legal career in private practice, Mr. Benik represented major chemical, pharmaceutical, real estate, manufacturing, utility and energy companies and has obtained extensive experience and expertise in siting, developing and permitting complex energy and infrastructure projects. His experience includes extensive involvement in the siting, development and permitting of gas and coal-fired power plants, LNG facilities, hazardous and solid waste incinerators, and natural gas and water pipelines.

Prior to joining Homeland, Mr. Benik was a partner at Nixon Peabody LLP and formerly a partner and co-chair of the National Environmental Practice Group at Holland & Knight LLP. He also currently represents a limited number of long-term clients through his practice with Benik & Associates P.C.

Mr. Benik has been involved with not- for- profit organizations for over 30 years, most recently serving on the Board of Directors of Social Venture Partners ( Boston, MA). His prior not for profit experience includes serving on the Boards of the Providence Capital Center Commission, The Providence Foundation, Goodwill Industries of RI and Festival Ballet of R.I.

During his career, Mr. Benik has been recognized by numerous professional peer review organizations, including The Best Lawyers in America, The International Who's Who of Environmental Lawyers, and Who's Who Legal: USA. He also received the ACLU ( RI Chapter) Civil Libertarian of the Year Award for his work on behalf of death row inmates.

Mr. Benik received his A.B. from Lafayette College and his J.D. from Case Western Reserve Law School.



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 14, 2023  
  
Subject: Re-Appointment

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2023 JUL 27 A 9:48

I hereby re-appoint, subject to your confirmation, the following named individual as a member of the Zoning Board of Appeals. This term will expire on March 31, 2026.

Walter Chagnon  
43 Lime Street  
Newburyport, MA 01950

# Walter J "Bud" Chagnon

43 LIME STREET, NEWBURYPORT, MA 01950

E-MAIL: BUDCHAGNON@GMAIL.COM

PHONE 781-248-3505

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## CIVIC

- Newburyport, MA Zoning Board of Appeals, 2020 to present
- Chelmsford, MA Zoning Board of Appeals, 2011 through 2017
- All Saints Church, Chelmsford, MA, Finance Committee, 1997 through 2010

## PROFESSIONAL HIGHLIGHTS

- More than 30 years of experience in the Power Industry
- Developed and led new organizations within GE to capture expanding markets.
- Successfully integrated a controls services business following the acquisition of Woodward Controls.
- Successfully managed and grew the service business in New England across gas, steam and hydro segments.
- Installed, operated, and maintained new gas turbines plants in several countries, including Saudi Arabia, Egypt, Algeria, Libya, Valenzuela Spain, Taiwan, and Canada.
- Provided engineering design services on several large power system modernization projects.
- Strong customer centric mindset.

## CORE ACCOMPLISHMENTS

Experience in projects including mechanical systems, electrical and hydraulic upgrades, with digital controls and automation.

Sales responsibility for New England Power Controls business. Met or exceeded assigned annual budget for seven consecutive years, 2006 through 2013.

Success as Integration Manager for newly acquired aftermarket controls business. Developed business plan, organization, and strategies to grow the installation services business for control and excitation retrofits. Business segment grew 5X over an eight year period.

Project Manager for large short-cycle power generation installation project. Managed all engineering, labor, and installation contractors to install 160MW of gas turbine utility units at a greenfield site. The short cycle project was from award of contract, to all contractual MWs operating in 60 days.

## AWARDS RECEIVED

GE Energy Sales, Regional Excellence Award, 2010, 2011, and 2012  
GE Energy Services, Regional Managerial Awards, 1988, 1992, 1998  
GE Energy Services, General Manager's Excellence Award, 1997  
GE Energy, CEO GE Energy, Engineering Award, 1997

## PROFESSIONAL EXPERIENCE

**Various positions within General Electric Power Systems**

## EDUCATION

University of Massachusetts, Amherst, MA. BS Mechanical Engineering

## REFERENCES AVAILABLE UPON REQUEST

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# Committee Items – August 28, 2023

## Public Works & Safety

### *In Committee:*

- ODNC00158\_08\_14\_2023 Low Street at Perry Way Parking Restrictions
- COMM00496\_08\_14\_2023 Resident Petition re: Safety Concerns on Colby Farm Lane, Low St., and North Atkinson St.
- ORDR00484\_08\_14\_2023 Resolution Colby Farm Lane
- COMM00480\_04\_24\_2023 Merrimac St. Safety Items
- COMM00414\_05\_31\_2022 Ltr. Emily Dunn re: Traffic on Merrimac Street

# CITY OF NEWBURYPORT



## IN CITY COUNCIL

**ORDERED:**

August 14, 2023

### **AN ORDINANCE TO LIMIT ON-STREET PARKING AT THE INTERSECTION OF LOW STREET AND PERRY WAY**

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

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

**Sec. 13-168. - Parking limited – Generally.**

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

<i>Street</i>	<i>Zones</i>
<u>Low</u>	<u><i>Southerly side from Perry Way for a distance of approximately 50 feet running in a westerly direction..</i></u>
<u>Perry Way</u>	<u><i>Westerly side from Low Street for a distance of approximately 41 feet in a southerly direction..</i></u>

\_\_\_\_\_  
Councillor James J. McCauley

**In City Council August 14, 2023:**

Motion to refer to Public Works & Safety by Councillor McCauley, seconded by Councillor Cameron. Roll call vote, 10 yes, 1 absent (Lane).

August 10,2023

**To: Mayor Sean Reardon, and City Council of the City of Newburyport**

**From: Residents of Colby Farm Lane**

**RE: Petition to the City of Newburyport**

We the undersigned are petitioning the City of Newburyport to address the pedestrian and vehicular safety concerns at the corner of Colby Farm Lane, Low St and North Atkinson St. Our community now has 33 children that walk to school. Over the past 2 years we have had over 6 near-accidents involving children with parents crossing Low St. We have had 2+ reported car accidents including 1 that crossed over the curb, passed thru a fence and almost hit a child in his own yard.

This situation still exists despite the safety measures already taken by the City: Placing a crosswalk with an on-demand crossing light, in-street crosswalk sign. We are asking for more, specifically, we are asking the Mayor and City Council to address the following:

- Conduct a traffic engineering review of this corner to improve site lines, to impact traffic speeds, to reduce "passing on the right" at the intersection, and
- Provide better signaling that encourages all traffic to stop and provides safe crossing and turning.

We understand that these steps will take time, and respectfully ask that temporary measures be taken in the interim, which may include:

- Assign a Crossing Guard for morning and afternoon school walkers (assistance from School Dept).
- Station a NPD cruiser with visible presence on-site at a minimum of 3 days per week (morning and afternoon).
- Activate the blinking light and install a speed hump on Colby Farm Lane by the Playground.

With the fast-approaching school date start date of September 7th, we ask that these issues be addressed, and a plan be proposed prior to the first day of school.

Respectfully submitted,

NAME

ADDRESS

Vincent Forrese 13 Doyle Dr.

Michelle McCarty 13 Doyle Dr. Mic

Tony Rossi 9 Doyle Dr m

Killie Ross 9 Doyle Dr

Thomas McTeague 19 Doyle Dr to

Emily Kidd 19 Doyle Dr au

Don McLaughlin 2 Doyle Dr ack

Colman McCormack 6 Doyle Dr rdna

Michael Novak 15 Doyle Dr michael

Joshua Van Dyke 11 Doyle Dr joshethenuk

Eijona VanDyke 11 Doyle Dr eijona

Mollie McLaughlin 2 Doyle Dr molliea

Rory Gill 8 Colby Farm Ln #A

JASON MUTH 8 Colby Farm Ln #A

JEFF CUTLER 10 Colby Farm Lane

Erica Cutler 10 Colby Farm Ln

Caeli Kimball 8 Colby Farm Ln Unit

Matt Misset 8 Colby Farm Ln

missetmcd

WINSTON D CASRAL SILVERO 8 colby FARM LANE

Walter Casral Silvero 8 colby Farm Lane Unit

Danielle Hall 17 Doyle Drive

Lance Novak 15 Doyle Drive

# CITY OF NEWBURYPORT



## IN CITY COUNCIL

**ORDERED:**

August 14, 2023

## RESOLUTION

**Whereas:** The residents of Colby Farm Lane area have submitted a Citizens petition to raise awareness to the unsafe conditions for both Vehicular traffic and, more importantly, safety issues for children Crossing the intersection of Low St, Colby Farm Lane and North Atkinson St.

**Whereas:** Currently 33 children, quickly growing to 40, will be considered “walkers” to the Bresnahan, Molin, Nock and NHS, and this intersection is The only pathway to cross Low St to existing sidewalks. There are no Sidewalks on this side of Low St.

**Whereas:** The City has previously commissioned a 3<sup>rd</sup> party traffic review Of this intersection and determined it needed longer range solutions Beyond the repositioning of the crosswalk and on-demand crossing light

**Whereas:** The City has yet to finalize its 2024 roadway plan,

**Whereas:** pursuant to Section 2.5 of the City 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

**Now Therefore,** the City Council hereby requests that the Administration allocate  
Up to Fifty Thousand (\$50,000) to fund a third party engineering review of  
This intersection, and to identify longer term funding sources for the completion  
Of a “safer” intersection.

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James J. McCauley

**In City Council August 14, 2023:**

Motion to refer to Public Works & Safety by Councillor McCauley, seconded by Councillor Preston.  
Roll call vote, 10 yes, 1 absent (Lane).

**From:** Christine E. Wallace

**Sent:** Thursday, March 30, 2023 6:36:13 AM

**To:** Andrew Levine; Jon-Eric White; Kimberly Turner; Sean Reardon; Jennifer Sullivan; Ronald Keefe; Diane Gagnon; Richard Jones; Mark Murray; Jason Kohan

**Subject:** Merrimac Street Safety Items

Hi everyone,

Baseball and softball practices have started up and once again Merrimac Street is very dangerous for visitors to the park due to high vehicle speeds and lack of sidewalks and proper crossings. It's not just during games but all times of the day it is a challenge to cross the street, and is a challenge for children who walk or take the bus to/from school. This is true in the area the Council has designated a Safety Zone, but is also true throughout Merrimac Street, particularly from Mersen to the roundabout. Also please keep in mind that a new accessible playground will be installed in the park this year and we need to make sure there is safe and accessible access TO the park.

I had a good talk with Jon-Eric yesterday and we talked about the need for some of us to meet up again soon to discuss infrastructure plans for the street. In the immediate term, we need the portable signs back out there, which do help. Highest priority is three signs around the park - one at the main crosswalk, and one on either end say Plummer and a little past Moulton. Another priority is for school bus loading/unloading - so we would need the portable signs at the crosswalks at Doner, Christie, and Jefferson. I know I will also get a call for the crosswalk at Butler, so if you have an extra one for there as well, that would be great.

Richard - we could use some new temporary signs printed up for the no parking areas along Merrimac. Some of the ones from last year are there, but they are in very sad shape.

I have seen police activity on Merrimac lately, and it is very much appreciated!

There are other areas of Ward 4 that continue to have significant safety issues (ie Moseley, Rawson, High St), but I will address those in separate correspondence.

Thank you,  
Christine

Christine Wallace  
Ward 4 Councillor  
[cwallace@cityofnewburyport.com](mailto:cwallace@cityofnewburyport.com)  
978-701-5521 (cell/text)

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

May 24, 2022

Dear Christine Wallace, Newburyport City Council, Traffic Safety Advisory Committee, and all others that this may concern,

I moved to this charming city on the water to escape the Boston traffic, population, and safety concerns. My friends thought I was crazy, but I knew this was city was home and an hour plus commute each day was well worth it to come back to Newburyport at the end of the day. As a 25-year-old I invested in this town, and would never go back and change that, but like anything as population and traffic increase throughout the years, we add in traffic lights, stop signs, cross walks, sidewalks, etc. We learn to adapt and grow to create change to meet the needs of the residents in each neighborhood and community at large to keep the character of our town intact.

As a resident of Merrimac Street for the last 5 years, I have noticed the uptick in traffic, tourism, through traffic, businesses, speeding cars, aggressive drivers, and daily almost accidents. While crossing Merrimac Street, almost daily am hit by cars, yes, even when in crosswalks. When calling the police to address this concern, the concern is dismissed quiet rudely, which is yet another concern, I will address elsewhere. I am unable to pull out of my cross-street, from Elm to Merrimac Street when leaving my house and I am not only one who shares this sentiment in our neighborhood as there is 1 hour parking allowed on Merrimac Street from Whites Ct (174 Merrimac St) to Pop Crowley Way (150 Merrimac St).

I am formally asking that the 1-hour parking sign from Whites Ct (174 Merrimac St) to Pop Crowley Way (150 Merrimac St), allowing for 1 hour parking on Merrimac Street be removed. When people see parking on that side of the street, they often assume they can park between Merrill St (175 Merrimac St) and Boardman St (151 Merrimac St) as well. This specific stretch of Merrimac is extremely dangerous, narrow, and doesn't allow for street parking. Even with the cars parking half on the sidewalk and half in Merrimac St, there isn't room for cars to go around without crossing the double yellow creating a traffic jam. When these cars try to parallel park, turnaround doing complete U-turns in the middle of Merrimac, pull out of their parking spot, etc. they aren't paying attention and it is a complete nightmare. Allowing parking here is a complete mess and just adds to the lack of safety along Merrimac Street.

As I stated above, when a city grows, we need to adjust to ensure safety is at the forefront of our decisions as a community. I believe back in the day, this parking was a good choice, but with the growth, we need to adjust, and I am looking forward to seeing it removed with your help. Photos on pages 2 and 3 of this document with videos and letters of others speaking on their concerns of safety on Merrimac Street directly taking from public records, attached to this email.

Let's make this step towards creating a safer city.

Thank you for your time,

Emily Dunn

Emilydunn20@gmail.com

169 Merrimac Street Unit 4

Newburyport, MA 01950

