

CITY COUNCIL MEETING AGENDA - VERSION 1
CITY COUNCIL CHAMBERS

August 8, 2016

7:30PM

(Sound Check)

- 1. MOMENT OF SILENCE**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**
- 4. LATE FILE ITEMS Mayor's Update**
- 5. PUBLIC COMMENT**
- 6. MAYOR'S COMMENT**

CONSENT AGENDA

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

7. APPROVAL OF MINUTES

July 11, 2016

(Approve)

8. TRANSFERS

- **TRAN023_08_8_16** Solid Waste Fee (40,000) to HHWaste (20,000) and Chipper (20,000) (B&F)
- **TRAN024_08_8_16** Parks, Maintenance (10,000) to P-T Emp (10,000) (B&F)

9. COMMUNICATIONS

- **COMM077_08_08_16** Communications re: Seacoast Taxi (L&P)
- **COMM080_08_08_16** Special Event App Old Nbpt Day at Mall (PS)
- **COMM081_08_08_16** Marquand Lane Letter re: Tow Truck (PS)
- **COMM082_08_08_16** Atria Gratitude Day (L&P)

10. APPOINTMENTS

- | | | | | |
|---------------------------|------------------------|------------------|-------------------|-----------|
| • APPT057_08_08_16 | Kim Kudym | 44 Hale St | Tree Comm | 5/1/2018 |
| • APPT058_08_08_16 | Joe Lamb | 14 Russia St | Planning Board | 8/31/2021 |
| • APPT059_08_08_16 | Paul C. O'Brien | 483B Merrimac St | CPC | 5/1/2019 |
| • APPT060_08_08_16 | Maureen Louise Pomeroy | 62 Boardman St | ZBA | 8/1/2021 |
| • APPT061_08_08_16 | Richard Puopolo | 169 Apache Wy | Asst Harbormaster | 8/1/2019 |

**END OF CONSENT AGENDA
REGULAR AGENDA**

11. MAYOR'S UPDATE

12. COMMUNICATIONS

- **COMM078EP_08_08_16** Outdoor Seating, Loretta's - Emergency Preamble
- **COMM078_08_08_16** Outdoor Seating, Loretta's Pleasant St
- **COMM079EP_08_08_16** Outdoor Seating, Commune/Caffe Di LLC - Emergency Preamble
- **COMM079_08_08_16** Outdoor Seating, Commune/Caffe Di LLC

13. APPOINTMENTS

Second Reading

- | | | | | |
|---------------------------|-------------------|--------------------|------------------------|----------|
| • APPT055_07_11_16 | Patricia A. Moore | Newburyport | Chief Procurement Off. | N/A |
| • APPT056_07_11_16 | MJ Verde | 18 Spring St, Nbpt | Planning Board | 8/1/2021 |

14. ORDERS

- **ORDR058_08_08_16** CPC Recommendations For FY17
- **ORDR059_08_08_16** \$615,000 Plum Island Sewer Valve Pit Monitoring System Capital Project
- **ORDR060_08_08_16** \$835,000 is Appropriated to Various Drainage Projects
- **ORDR061_08_08_16** Spending Limit for Medicare/Medicaid Revolving Fund from \$15,000 to \$25,000
- **ORDR062_08_08_16** \$60,000 Appropriated for New Harbormaster Facility
- **ORDR063_08_08_16** ACO Contract with W Newbury & Nbpt Extension to June 30, 2017
- **ORDR064_08_08_16** List of Crosswalks - add walk on Merrimac St near Caldwell Ct and Kent at Merrimac
- **ORDR065_08_08_16** Licensed Contractor Guaranteed Builders
- **ORDR066_08_08_16** Licensed Contractor Masterson Construction

15. ORDINANCES

- **ODNC014_08_08_16** Zoning Amend Sidewalks/Trees Sec XI-K et al

16. COMMITTEE ITEMS

Budget & Finance

In Committee:

- **ORDR009_02_08_16** Increase Fees for Fire Dept.
- **ORDR010_02_08_16** Increase Fines Parking Violations
- **ORDR002_01_25_16** Accept Gift of \$25,000 Repairing Brown's Wharf Culvert (COTW)
- **ORDR039_05_31_16** Increase Hourly Parking Rate to \$1.50

General Government

In Committee:

- **COMM063_06_13_16** Letter from Abutters of the I-95 Project

Joint Education

License & Permits

In Committee:

- **COMM010_01_25_16** Licensing Commission Acoustic & Amplified Entertainment
- **COMM059_05_31_16** Letter re: Sign Committee
- **ODNC011_05_31_16** Amend Transient Vendors for Cashman (COTW)
- **COMM070_07_11_16** When Pigs Fly, Table Request, 1 Merrimac St
- **COMM072_07_11_16** Marlboro St Block Party Aug 27, 2016
- **COMM073_07_11_16** Pool Table App, Wolfe Tavern, 10 Center St
- **COMM075_07_11_16** 54th Street Block Party, Aug 13, 2016
- **ODNC013_07_11_16** Amend Outdoor Seating (Two Year Renewals)

Neighborhoods and City Services

In Committee:

- **ODNC001_01_11_16** Amend Ch11 Parks and Recreation (COTW)
- **ORDR048_06_13_16** Sidewalk Order

Planning & Development

In Committee:

- **COMM020_02_08_16** Memo re: Hiring Process for Building Commissioner
- **ORDR055_06_27_16** Order re: Surplus Property – WWTP
- **COMM076_07_11_16** **LATE FILE** Boyd Drive Petition

Public Safety

In Committee:

- **ORDR011_02_29_16** Parking – Section 13-168, Winter Hours Restrictions, Certain Streets
- **COMM062_06_13_16** Newburyport Half Marathon
- **COMM063_06_13_16** Letter from Abutters of the I-95 Project
- **COMM071_07_11_16** Geiger Walk Against Violence Oct. 2, 2016
- **COMM074_07_11_16** Pan Mass Challenge Kids Race, Sept 18, 2016
- **ORDR057_06_27_16** Resident Parking Program, Orange St

Public Utilities

In Committee:

- **COMM060_05_31_16** Mobilitie, LLC Highway Access Permit
- **ODNC012_05_31_16** Amend Sign Ordinance Chapter 12.3 et al

Rules Committee

In Committee:

17 GOOD OF THE ORDER

18 ADJOURNMENT

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS

July 11, 2016

7:30PM

The City Council President, Thomas O'Brien, called the meeting to order at 7:30pm. A moment of silence was held for Francis Larkin and for the victims of the recent violence in Dallas, TX, Baton Rouge, LA, Minnesota and Michigan, followed by the Pledge of Allegiance. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Connell, Cronin, Eigerman, Giunta, Tontar, Vogel, Zeid, Cameron, O'Brien. 9 present, 2 absent (Councillor Devlin and Councillor Earls).

(Sound Check)

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

4. LATE FILE ITEMS COMM076_07_11_16, FONT presentation

Motion to waive the rules, to accept late files, by Councillor Zeid, seconded by Councillor Cameron. So voted.

5. PUBLIC COMMENT

- | | | |
|-----------------|------------------|---------------------------|
| 1. Mark Janos | 6 Harris Street | Pool Table License |
| 2. Doris Glykys | 7 Farrell Street | Sidewalk & Tree Ordinance |
| 3. MJ Verde | 18 Spring Street | Planning Board |

6. FRIENDS OF NEWBURYPORT TREES

Ed Taylor and Chris Miller from Friends of Newburyport Trees, a volunteer non-profit organization dedicated to the care of Newburyport's street trees, gave a presentation.

7. MAYOR'S COMMENT

The mayor gave a verbal update and made a proclamation to Ed Taylor from FONT.

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.

8. APPROVAL OF MINUTES

June 27, 2016

(Approve)

9. TRANSFERS

- NONE

10. COMMUNICATIONS

- **COMM070_07_11_16** When Pigs Fly, Table Request, 1 Merrimac St (L&P)
- **COMM071_07_11_16** Geiger Walk Against Violence Oct. 2, 2016 (PS)
- **COMM072_07_11_16** Marlboro St Block Party Aug 27, 2016 (L&P)
- **COMM073_07_11_16** Pool Table App, Wolfe Tavern, 10 Center St (L&P)

- **COMM074_07_11_16** Pan Mass Challenge Kids Race, Sept 18, 2016 (PS)
- **COMM075_07_11_16** 54th Street Block Party, Aug 13, 2016 (L&P)

11. APPOINTMENTS

- **APPT055_07_11_16** Patricia A. Moore Newburyport Chief Procurement Off. N/A
- **APPT056_07_11_16** MJ Verde 18 Spring St, Nbpt Planning Board 8/1/2021

**END OF CONSENT AGENDA
REGULAR AGENDA**

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

12. MAYOR’S UPDATE

13. TRANSFERS

- **TRAN022EP_07_11_16** Emergency Pream. HR Insur \$3,250 to TRS Fica Tax Acct \$3,250
Motion to approve by Councillor Zeid, seconded by Councillor Tontar. So voted.
- **TRAN022_07_11_16** HR Insur \$3,250 to TRS Fica Tax Acct \$3,250
Motion to approve by Councillor Tontar, seconded by Councillor Connell. So voted.

14. COMMUNICATIONS

- **COMM076_07_11_16 LATE FILE** Boyd Drive Petition
Motion to refer to Planning & Development by Councillor Cronin, seconded by Councillor Cameron. So voted.

15. APPOINTMENTS

- **NONE**

16. ORDERS

- **ORDR057_06_27_16** Resident Parking Program, Orange St
Motion to refer to Public Safety by Councillor Eigerman, seconded by Councillor Cameron. So voted.

17. ORDINANCES

- **ODNC013_07_11_16** Amend Outdoor Seating (Two Year Renewals)
Motion to refer to License & Permits by Councillor Zeid, seconded by Councillor Cameron. So voted.

15. COMMITTEE ITEMS

Budget & Finance

In Committee:

- **ORDR009_02_08_16** Increase fees for Fire Dept.
- **ORDR010_02_08_16** Increase fines Parking Violations
- **ORDR002_01_25_16** Accept gift of \$25,000 repairing Brown’s Wharf Culvert (COTW)
- **ORDR039_05_31_16** Increase Hourly Parking Rate to \$1.50

- **ORDR054_06_27_16** Inn St Gift Acceptance \$900
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.
- **TRAN021_06_27_16** PRK Maintenance \$3.5K to PRK Man/Crtkr 2.5K, Emp 1K
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Giunta. So voted.
- **COMM065_06_27_16** Whittier Regional VoTech 2016-17 Assessment
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. Motion to receive and file by Councillor Tontar, seconded by Councillor Zeid. So voted.

General Government

In Committee:

- **COMM063_06_13_16** Letter from Abutters of the I-95 Project

Joint Education

License & Permits

In Committee:

Motion to remove COMM066_06_27_16, COMM067_06_27_16, and COMM068_06_27_16 collectively from License & Permits by Councillor Vogel, seconded by Councillor Zeid. Motion to approve COMM066_06_27_16, COMM067_06_27_16, and COMM068_06_27_16 collectively by Councillor Vogel, seconded by Councillor Zeid. So voted.

- **COMM010_01_25_16** Licensing Commission Acoustic & Amplified Entertainment
- **COMM059_05_31_16** Letter RE: Sign Committee
- **ODNC011_05_31_16** Amend Transient Vendors for Cashman (COTW)
- **COMM066_06_27_16** Congress Street Block Party
- **COMM067_06_27_16** Dove Street Block Party
- **COMM068_06_27_16** Lafayette Street Block Party

Neighborhoods and City Services

In Committee:

- **ODNC001_01_11_16** Amend Ch11 Parks and Recreation (COTW)
- **ORDR048_06_13_16** Sidewalk Order

Planning & Development

In Committee:

- **COMM020_02_08_16** Memo re: Hiring Process for Building Commissioner
- **ORDR055_06_27_16** Order re: Surplus Property - WWTP

Public Safety

In Committee:

- **ORDR011_02_29_16** Parking – Section 13-168, Winter Hours Restrictions, Certain Streets
- **COMM062_06_13_16** Newburyport Half Marathon
- **COMM063_06_13_16** Letter from Abutters of the I-95 Project

- **ORDR056_06_27_16** Goodwin Ave No Parking
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Zeid. Motion to approve by Councillor Cronin, seconded by Councillor Tontar. So voted.
- **ORDR051_06_27_16** Crow Lane No Parking
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Cameron. Motion to approve by Councillor Cronin, seconded by Councillor Cameron. So voted.
- **ORDR052_06_27_16** Stop Sign Kent at High St
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Zeid. Motion to approve by Councillor Cronin, seconded by Councillor Cameron. So voted.

Public Utilities

In Committee:

- **COMM060_05_31_16** Mobilitie, LLC Highway Access Permit
- **ODNC012_05_31_16** Amend Sign Ordinance Chapter 12.3 et al

Rules Committee

In Committee:

- **ORDR047_06_13_16** Council Rule 7D Real Property Appraisal
Motion to remove from Rules by Councillor Cronin, seconded by Councillor Zeid. Motion to approve by Councillor Cronin, seconded by Councillor Zeid. So voted.
- **ORDR053_06_27_16** Council Rule 9 Amendment
Motion to remove from Rules by Councillor Cronin, seconded by Councillor Zeid. Motion to approve by Councillor Cronin, seconded by Councillor Zeid. 8 Yes, 1 No. Motion passed.

16. GOOD OF THE ORDER

Councillor Cronin announced an upcoming meeting for Green Stride, and also gave a shout-out to local police officer Greg Whitney for recovering his license plate. Councillor Tontar remarked that the Fourth of July concert was a success, thanks to volunteers. Councillor Giunta commented on the 7 Farrell Street sidewalk ordinances, noting that they were directed at developers but residents are caught up in it. Councillor Eigerman responded on the timing of the completion of the sidewalk and the associated building permit issuance stating that the sidewalk should only be a condition of a certificate of occupancy.

17. ADJOURNMENT

Motion to adjourn by Councillor Tontar, seconded by Councillor Cameron. So voted. 8:16pm.

TRANSFERS



CITY OF NEWBURYPORT
PARKS DEPARTMENT
60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4413 • (978) 465-4402 (FAX)
WWW.CITYOFNEWBURYPORT.COM

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 AUG -2 A 9:31

To: President and Members of the City Council

From: Lisë Reid, Parks Director

CC: Donna D. Holaday, Mayor
Ethan Manning, Finance Director
Patricia Moore, Chief Administrative Officer

Date: 1 August 2016

Subject: Transfer from Park Maintenance to Personnel

The Parks Department has decided it will be more cost effective to discontinue paying a contractor to manage the pet waste stations located throughout our parks and manage pet waste in-house. The service has been costing the city about 12,000/year. We have paid a contractor for July, which leaves \$11,000 that would have been spent on that contract for the rest of FY17. In an effort to get more value for our money, I would like to transfer \$10,000 to Personnel to hire a part-time, year-round staff person who would cover the pet waste management as well as perform other, much needed tasks. I have attached a transfer request to reflect this change.

COMMUNICATIONS

Richard Jones

From: Councilor Bruce L Vogel <bruce@vogelatlarge.com>
Sent: Tuesday, July 12, 2016 6:37 PM
To: Richard Jones
Subject: FW: Question

More FYI

Bruce L. Vogel
Newburyport City Councilor At Large
978-462-5463 (O)
978-828-0711(M)

-----Original Message-----

From: Personal [<mailto:rebeccahpearson@yahoo.com>]
Sent: Tuesday, July 12, 2016 6:14 PM
To: Councilor Bruce L Vogel <bruce@vogelatlarge.com>
Subject: Re: Question

Thank you I would really appreciate it very much. Not sure where they are licensed but its not Salisbury and if it is Newburyport no matter what they are not a license taxi company in Massachusetts with NH regular car plates and a magnet door sign. State regulations are very clear about it. So again thank you and hope you can get to the bottom of what is going on.

Sent from Rebeccah Pearson Newburyport Guide iPhone

On Jul 12, 2016, at 6:03 PM, "Councilor Bruce L Vogel"
<bruce@vogelatlarge.com> wrote:

> OK, thanks. I will look into it.
>
> Best,
>
> BV

>
>
> Bruce L. Vogel
> Newburyport City Councilor At Large
> 978-462-5463 (O)
> 978-828-0711(M)
>
>
>
> -----Original Message-----
> From: Personal [mailto:rebeccapearson@yahoo.com]
> Sent: Tuesday, July 12, 2016 5:49 PM
> To: Bruce@vogelatlarge.com
> Subject: Question

>
> I know that my friends at Phat Cabbie had such a hard time getting
> their taxi license through Newburyport and I normal would not email
> you this but I was shocked to see that Seacoast Taxi has a running cab
> business with New Hampshire Plates, stuck on magnet on a personal car
> and has his cars parked at a sub shop Angeline's in salisbury. I just
thought I would let you know.
> Now seems to me not only is he running an illegal cab company, but he
> obviously is not insured at all as a tax business, and he is using a
> personal car with removable magnet so he can place on other personal
> cars. I attached two photos so you can see what I mean.

>
>

From: Richard Jones [mailto:RJones@CityofNewburyport.com]

Sent: Wednesday, July 20, 2016 12:34 PM

To: Councillor Vogel <bruce@vogelatlargo.com>

Subject: Port Taxi Complaint

Hi Bruce,

I just received a call from a woman who was very upset with the service she has received from Port Taxi. She also asked me look at the reviews on Yelp <http://www.yelp.com/biz/port-taxi-salisbury> Which I did and it is instructive.

When you are back from vacation, maybe we can discuss the matter...

Thanks,

Richard

Richard B. Jones
City Clerk
City of Newburyport
60 Pleasant Street
Newburyport, MA
978.465.4407
rjones@cityofnewburyport.com



Bruce M.
Amesbury, MA
1 friend
9 reviews

☆☆☆☆☆ 6/28/2016

Worst service there is!!! How is it when you call a day in advance to set up a time they can be a half hour later? This is after stressing the how important it is to be somewhere. They really don't seem to care and calling and complaining does not good. This company is obviously content with the lack of quality and cleanliness of their business.



Bahman K.
Middleton, MA
3 friends
7 reviews

☆☆☆☆☆ 11/8/2015

Every time I tried to use them from the NBPT train station to my house they were late. This was really annoying in winter as I had to wait out side (one time up to 25min) in freezing cold weather. One time I tried to use them from my house to train station and they were so late that I missed the train. I stop using their services after that.

Chris K.
Amesbury, MA
0 friends
1 review

☆☆☆☆☆ 3/4/2016

Worst taxi service ever. I called over a hour early to be picked up on time and they couldn't hold to it, guy on phone is full of excuses! Will never use again and will tell all friends never to use them, place is a joke can't believe there still in business



Michael B.
Boston, MA
0 friends
5 reviews

☆☆☆☆☆ 8/3/2015

Enjoyed reading these God awful reviews as I was waiting on the taxi (which I called an hour in advance and allowing the to be a half hour late cuz that's how they roll) when I realized they were not coming. Oh well I'll walk to commuter rail and grab the next train. Ah, a friend comes by and offers a ride. Thanks for nothing Port!



Molly B.
Brooklyn, NY
1 friend
4 reviews

☆☆☆☆☆ 1/20/2015

This cab company is completely irresponsible and negligent. There is very little a customer can do to avoid receiving poor customer service and also being lied to. The company will not make any amends when they cost customers money by missing trains, buses etc

Melissa E.
Amesbury, MA
0 friends
11 reviews

☆☆☆☆☆ 8/2/2015

I did not even want to give 1 star. They used to be so good always picked up a dn never just not showed up. But now they never pick up and I can't tell you how many time's I have had to pick up friends because the taxi never ahowed. At this rate I should just start my own company.



Maria C.
Imperial Beach, CA
0 friends
2 reviews

★ ★ ★ ★ ★ 2/10/2015

I called Sunday to book an appointment for Tuesday at 12noon. The driver, Dave confirmed the booking. Comes, Tuesday, 5 minutes before the scheduled appointment. I called Dave and only to find out that nobody is coming to pick me up. That guy who answered the phone apparently said he was not Dave but in knew it was him and HE SUCKS! Very unprofessional! My time is important and they messed it all up!

Adonna W.
Newburyport, MA
1 friend
8 reviews

★ ★ ★ ★ ★ 5/9/2015

Two stories..#1 I arrived at the bus station in Nbpt, coming in from Logan Airport. The cab was there on time..we were headed to my address when the driver passed Low street, and then told me that he had another fare to pick up. The woman that he picked up, got into the van and lit up a cigarette! I asked her to please put it out. She said ' sorry, I didn't know you were back there' .So, off we go, in the opposite direction of my home..Again! He stops at a house gets out, and helps a drunken man into the van. We continue on to the NE boat club, where once again he has to help the drunken man into the club. The time from bus station to my door, 38 minutes! This is generally a 5 minute drive.

#2 I called the cab company at 2:20 today, and they told me a couple of minutes..40 minutes later, the mini van pulled up. I gave the young woman my destination, Corner of High and N Atkinson streets. She asked 'Where's High Street' ? For those of you who live in the Port, I know you're laughing, as High Street is the main street. I gave her directions, and she immediately stepped on the gas and blew right through a 4 way stop sign intersection! I was like..STOP sign!!! Then I told her the next left, she drove straight past..I then told her she had missed the turn. She yelled into the back seat and told me that if I didn't tone it down, she would make me leave the cab! I told her that she had scared the heck out of me and to please just let me out.. NEVER,NEVER again...It's horrifying that we don't have a proper cab company in Newburyport...The End..

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

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

2016 AUG -2 P 2:09

NAME OF EVENT: Old Newburyport Day at Bartlet Mall

Date: October 2, 2016 Time: from 1 p.m. to 4 p.m.

Rain Date: _____ Time: from _____ to _____

2. Location: Bartlet Mall & Pond Street

3. Description of Property: Public Park and Public Street Public Private _____

4. Name of Organizer: Parks Dept & Bartlet Mall Commission City Sponsored Event: Yes No _____

Contact Person

Address: 60 Pleasant Street Telephone: 978-518-9720

E-Mail: lreid@cityofnewburyport.com Cell Phone: same

Day of Event Contact & Phone: Andrea Eigerman 978-376-6376

5. Number of Attendees Expected: 300-500

6. MA Tax Number: 04-6001403

7. Is the Event Being Advertised? Yes Where? Newspapers, social media, local flyers

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

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

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

A. Vending: Food Beverages Alcohol TBD Goods _____ Total # of Vendors 1-10

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
Sheep sheering demonstrations, Fireman's muster, 'Rope walk', children's
Other activities, historic figures in costume & historic talks Total # _____

Name of Carnival Operator: _____

Address: _____

Telephone: _____

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

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

If yes:

- a) How many trash receptacles will you be providing? _____
- b) How many recycling receptacles will you be providing? _____
- c) Will you be contracting for disposal of : **Trash** Yes _____ No ^x _____ **Recycling** Yes _____ No ^x _____
- 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 ? Crow Lane City dumpster

If no:

- a) # of trash container(s) to be provided by DPS 3
- b) # of recycling container(s) to be provided by Recycling Office 3
- 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 # ¹ _____ ADA accessible

Name of company providing the portable toilets: D.A. Wilkinson LLC

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____ ROAD RACE _____ WALKATHON _____

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

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

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

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

5. Start Time: _____ Expected End Time: _____

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

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

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

9. Formation Location & Time for Participants: _____

10. Dismissal Location & Time for Participants: _____

11. Additional Parade Information:



• Number of Floats: _____

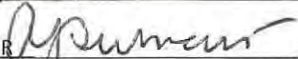

• Locations of Viewing Stations: _____

• Are Weapons Being Carried: Yes _____ No _____

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

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

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

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

DEPARTMENT APPROVAL (for Committee Member use only):

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

Approval Required	Date: _____	Signature _____
_____	1. Special Events:	_____
_____	2. Police:	_____
	Is Police Detail Required:	# of Details Assigned: _____
_____	3. Traffic, Parking & Transportation:	_____
_____	4. ISD/Health:	_____
_____	5. Recycling:	<i>molly met</i>
_____	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:** 8-7-16

Tom,

I am writing you to raise a concern that is in my neighborhood (Marquand Lane).

For well over a year my next-door neighbor brings home his 24-foot flatbed tow truck (with Happy Hooker written on the side) and is and out all hours of the night if he is on call. Recently the truck remains parked at the residence 24/7 and sometimes there are trucks parked on the street.

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CITY CLERK'S OFFICE
NEWBURYPORT, MA
2016 AUG 5 3 A 9:47

In the winter when he leaves the truck parked on the street, it interferes with the snowplows. When the plows have to go around the Happy Hooker next door it creates a snow bank 5 feet from the curb in front my house because plows can't make the swing in fast enough.

On the nights he is on call there is excessive truck noise as it backs up, which includes truck doors banging, the beeping of the truck as it backs up, and engine noise.

A truck parked in a kid friendly neighborhood with a name Happy Hooker written on the side of it is inappropriate. This is an eye soar and detracts from our property values.

I as well as other neighbors have attempted to discuss this with the property owner to no avail, stating there is no city ordinance.

It is shocking that the city of Newburyport has an ordinance against plastic bags but nothing to restrict LARGE commercial vehicles being parked in neighborhoods.

I am asking for your help in making this a city ordinance to preserve our property values.

Thank you, Laurie O'Donnell 978-499-0930 – 29 Marquand Lane
Newburyport









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CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 AUG -2 P 3:19

Thomas F. O'Brien
President, Ward 6 Councilor
City Council
60 Pleasant St.
Newburyport, MA 01950

Dear Councilor O'Brien and Fellow Councilor Members,

On September 21st the world celebrates Gratitude Day. Here at Atria Merrimack Place we have been talking about, exploring and sharing *The Wisdom of Gratitude* all year long. We want to spread the word and the positive energy to the Newburyport community.

The idea is very simple. We are looking to put up 3 sandwich boards in the downtown area: Upper State Street, Market Square and on Inn Street from 11:00am-1:00pm on the 21st, weather permitting. The board would let folks know its World Gratitude Day. A resident and staff member would be stationed at each board. On large size postcards, that we would hand out, we would ask folks to write or draw what they are grateful for, which we would then post on the sandwich boards and share for all to see. As a thank you to those folks we would give them a smiley face cookie, made in our own kitchen. (We do have a valid food permit with the City.) It is our hope to fill both side of each board with lots of notes.

At noon time our own Merrimack Place Chorus would lead a sing-a-long of upbeat, uplifting songs for about 30 minutes in Market Square. I'm hoping to be joined by members of other choruses.

It is a simple idea. The intent to is raise awareness about World Gratitude Day and to just have folks stop and take a moment to think about what is good and wonderful in their lives and what they might be grateful for. We are trying to spread positive thoughts and smiles throughout Newburyport.

I thank you for your consideration in this matter and look forward to your response.

Sincerely,

A handwritten signature in black ink, appearing to read "Jill Ramsdell".

Jill Ramsdell
Engage Life Director
Atria Merrimack Place

ATRIA MERRIMACK PLACE

**APPOINTMENTS
FIRST READING**



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR
DONNA D. HOLADAY, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. BOX 552016
NEWBURYPORT, MA 01950
978-465-4413 PHONE
978-465-4402 FAX

2016 JUL 18 P 2:31

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: July 18, 2016
Re: Appointment

I hereby appoint, subject to your approval, the following named individual as an alternate member of the Tree Commission to fulfill the unexpired term of Ed Taylor. This term shall expire on May 1, 2018.

Kim Kudym
44 Hale Street
Newburyport, MA 01950

Lois Honegger

To: Donna Holaday
Subject: RE: Corrected Tree Commission application

Mayor Donna Holaday
City Hall
60 Pleasant Street
Newburyport, MA

Dear Mayor Holaday:

Please consider me for appointment as Alternate Tree Commissioner. I would like to have a vote on matters related to trees as needed by our Tree Commission. Besides their aesthetic value, trees provide the economical and ecological benefits of purifying our air, absorbing rainwater, providing habitat for animals and birds and reducing energy demand.

I joined the Friends of Newburyport Trees early this year and have enjoyed working with this enthusiastic board. To both engage the community and help publicize FoNT's service projects and fundraising, I have been connecting with the press and posting monthly updates to my blog <http://branchingoutinnewburyport.blogspot.com> on social media. I've become familiar with the basic operations of the Tree Commission and its collaboration with the Department of Public Service to preserve and protect our urban forest.

My resume is attached. I look forward to meeting with you to discuss my participation.

Respectfully,

Kim Kudym

44 Hale Street
Newburyport, MA
978-462-2973

Kim Kudym
44 Hale St.
Newburyport, MA 01950
978-462-2973 / kimkudym@comcast.net

Qualification Highlights:

- Certified Spanish Medical Interpreter
- Master's Degree in Spanish, California State University at Sacramento, 1989
- Bachelor's Degree in Bilingual Education, Cum Laude, University of Massachusetts, Junior Year Abroad at the National Autonomous University of Mexico, Mexico City, 1980
- Proficiency level of Spanish and Intermediate level of French
- Certified Spanish and Bilingual Education teacher, K-9
- Ability to work effectively with wide range of people from various backgrounds
- Proficient in internet and computer applications
- Experience translating medical and educational documents for Lawrence Public Schools and Anna Jacques Hospital

Work History:

- Spanish Instructor of Adults, Private and Group Lessons, 2011-2015
- Middle School French and Spanish Teacher, Triton Regional School District, Byfield, MA, 2000 – 2011, serving additionally as Middle School team leader and Detention Supervisor
- Relief Counselor at Dare Family, Newburyport Mass 2009-2011
- Elementary Bilingual Teacher, Lawrence Public Schools, Lawrence, MA, 1982 – 2000
While working in Lawrence, also substituted as ESL instructor for night classes at the Adult Learning Center and New Balance Factory.
- Elementary Bilingual Teacher, East Central I.S.D, San Antonio, TX, 1981 – 1982
- Elementary Bilingual Teacher, Lawrence Public Schools, Lawrence, MA, 1980 – 1981

Community Service:

- Regular contributor to my blogs: [Walking with Dogs in Greater Newburyport](#) and [Camp Kudym Dogs](#) and former writer of another blog: [From the Outside, Looking In: Middleton Prison](#) and several Letters to the Editor
- Volunteer Bridge Instructor at Newburyport Senior Community Center, 2016
- Member of Mayor Holaday's Reelection Campaign Committee, 2013
- Member of Kathleen O'Connor Ives for State Senator Campaign Committee 2012
- Chair, Off-Leash Ad-hoc Committee, Newburyport, MA, 2010 – 2012
- Ad-Hoc Foreign Language Committee, Newburyport Public Schools, 2011
- Participation in Middleton House of Corrections Citizens' Academy, 2011
- Secretary, Moseley Woods Commission, Newburyport, Mass. 2008 – 2011
- Volunteer for Cocker Spaniel Rescue of New England, 2000 – 2010
- Open Space Committee, Newburyport, MA, 2001 – 2002
- Court Advocate for Woman's Crisis Center, Newburyport, MA, 1991
- Walk and Canoe/Kayak Trip leader for various local trails and dog clubs including Appalachian Mountain Club, Rowley Bay Circuit Committee, Essex County Greenbelt and North Shore Active Dogs Meetup.com Group 1986-2010



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

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NEWBURYPORT, MA

2016 JUL 25 A 9:58

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

To: President and Members of the
City Council

From: Donna D. Holaday, Mayor

Date: June 22, 2016

Subject: Appointment

I hereby appoint, subject to your approval, the following
named individual as a member of Planning Board. This
term will expire on August 31, 2021.

Joe Lamb
14 Russia Street
Newburyport, MA 01950



Joe Lamb

mobile: 260-402-1200 j lamb37@gmail.com 14 Russia Street Newburyport, MA 01950

*plus
July 21
10-11*

June 30, 2016

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

Dear Mayor Holaday,

I recently mentioned to my neighbor, Jim McCarthy, that I was interested in getting more involved with our wonderful city. Jim suggested that the Planning Board might be a good fit.

As I have a keen interest in the historic charm and character that makes Newburyport so special and in learning more about the city's master plan, I would like to formally volunteer for service on the Planning Board.

My wife Susan and I moved to Newburyport in November 2013 with my previous employer, Dex Media (a legacy company of Verizon). I have since retired after 28 years with that company. My most recent assignment was regional vice president of sales for New York, part of New Jersey and all of New England. Prior to that I held a similar position for the Midwest.

As you can see from my attached resume, I have lived in several locations during my career, including large cities like Toronto, coastal cities like Myrtle Beach and mid-sized cities like Fort Wayne, IN, and Lexington, KY.

I also have experience in community journalism, serving as editor of The Morehead (KY) News and vice president of operations for a chain of weekly newspapers. As editor, I regularly covered and reported on city government, so I can relate to some of the issues and challenges that local leaders often face.

I enjoy being involved and I'm eager to find ways to make Newburyport even better. In addition to helping Jim with some of his community projects around town, I do volunteer landscape maintenance (mowing and weeding) for the Newburyport Art Association's outdoor garden.

I look forward to serving in any way I can.

Please note: I will be out of the country from July 6-19.

Sincerely yours,

Joe Lamb

Joe Lamb

14 Russia Street Newburyport, MA 01950

260 402-1200

jlamb37@gmail.com

www.linkedin.com/in/JosephALamb

Sales Executive

Driven executive with extensive experience in leading print and digital advertising sales teams to accomplish goals. Strong skills in sales planning, field sales, administration and customer service. Proven results in marketing and sales management, easily moving from vision and strategy to hands-on execution.

- Salesforce.com
- Sales Process
- Marketing Strategy
- Sales Management
- Strategic Planning
- Solution Selling
- Online Advertising
- Customer Acquisition
- New Business Development
- Business To Business

Professional experience

Dex Media (and predecessor companies: SuperMedia LLC, Idearc, Verizon Information Services and GTE Directories)

Regional Vice President - Sales, Northeast Region, Middleton, MA -- 2013-2014

Responsible for multi-media advertising sales results in New York, New England and part of New Jersey.

Improved digital advertising sales from flat in 2013 to 15% growth in 2014.

Regional Vice President - Sales, Midwest Region, Fort Wayne, IN -- 2005-2013

Responsible for sales results in Illinois, Indiana, Kentucky, Michigan, Minnesota, Missouri, Ohio, Wisconsin and Western Pennsylvania

Top performing sales region (multi-product growth) 2009 through 2012.

Recognized with MVP leadership awards in 2012 and 2011.

Executive Director - Sales, Great Lakes Region, Fort Wayne, IN -- 2004-2005

General Sales Manager, Toronto, Ontario, Canada -- 2002-2004

Guided sales team in expansion market for Verizon Information Services.

General Sales Manager, Fort Wayne, IN -- 1997-2002

Career awards and recognition include: RVP Leadership Awards, 2012 and 2011; Thirteen Travel Incentive Awards; Distinguished Management Awards as District Sales Manager.

Other Relevant Experience: Kentucky Publishing Company, Morehead, KY

Vice President Operations and Editor, *The Morehead News*.

Responsible for news operations, including extensive reporting and newspaper design, composition and layout.

Education

Bachelor of Science, Business Administration
Berea College, Berea, KY



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR
DONNA D. HOLADAY, MAYOR

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. BOX 530
NEWBURYPORT, MA 01950
978-465-4413 PHONE
978-465-4402 FAX

2016 JUL 26 A 9:16

Donna D. Holaday

To: President and Members of
the City Council
From: Donna D. Holaday, Mayor
Date: July 26, 2016
Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Community Preservation Committee. This term will expire on May 1, 2019.

Paul C. O'Brien
483B Merrimac Street
Newburyport, MA 01950

May 20, 2016

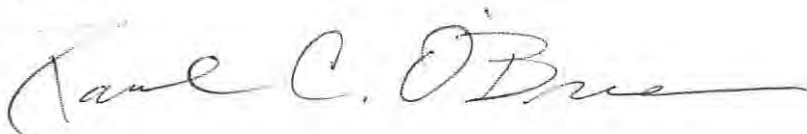
Mayor Donna Holaday
Newburyport City Hall
60 Pleasant Street
Newburyport, MA 01950

Dear Mayor Holaday,

Please consider this my letter of interest to be appointed to one of the vacancies on the boards and commissions that was stated in the Newburyport Daily News. I have been a resident of Newburyport for 17 years and would sincerely like to offer my time and efforts in any way possible.

Please review my attached resume and feel free to contact me at 978-729-4827 or paul@ecnompasspromos.com.

Sincerely,

A handwritten signature in black ink that reads "Paul C. O'Brien". The signature is written in a cursive style with a long horizontal flourish at the end.

Paul C. O'Brien

Paul C. O'Brien
483 B Merrimac St.
Newburyport, MA 01950
(978) 729-4827
paul@encompasspromos.com

Professional Experience

Representative James Kelcourse, State House, Boston, MA (January 2015-present)

Chief of Staff / Communications Director / Legislative Aide

- Liaison between intergovernmental departments including Executive Offices, Legislative Offices, Congressional Offices and Municipal Government.
- Handled all political media communication including press releases, social media communication and website updates.
- First point of contact for all constituent concerns.
- Responsible for the filing of legislation with House of Representatives Clerk.
- Coordinated all meetings and events with constituents.

Committee to Elect James Kelcourse, Amesbury, MA (April 2014-November 2014)

Communications Director / Campaign Manager

- Responsible for all communications including press releases, printed campaign material, letters to the editor and social media.
- Coordinated all campaign and fundraising events.
- Organized volunteer grass roots campaign in First Essex District.

Horizon Beverage, Norton, MA (November 2012 to December 2013)

Sales Representative

- Responsible for over 100 accounts on the North Shore of Boston.
- Increased sales by both placement and volume in one year time period.
- Responsible for accounts receivable collections.
- Involved in organizing supplier to client events.

Encompass Premiums & Apparel, Newburyport, MA (October 2007 to present)

Principal / Marketing Director

- Start up of small business promotional product and decorated apparel company.
- Increased YTD sales by 50% in first 3 years.
- Implemented higher sales volume by using social media applications such as Facebook, Twitter and Constant Contact.
- Responsible for visibility at event promotions, tradeshow, and community events.

Gavens Restaurant, Middleton, MA (May 2000 to July 2009)

Wine Director

- Responsible for developing wine list with over 300 selections of inventory in fine dining setting.
- Developed relationships with Massachusetts distributors to establish purchasing channels
- Regulated monthly inventory with adjusting sales and was responsible for cost performance in this specific area.
- Developed staff training systems.

Education

Suffolk University, Boston, MA
Bachelor of Science in Business Administration / Entrepreneurial Studies

Associations

Ancient Order of Hibernians
President January 2014 – present

Greater Newburyport Chamber of Commerce Member
January 2008- present

North of Boston Visitors' and Convention Bureau
October 2008-present



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR
DONNA D. HOLADAY, MAYOR

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NEWBURYPORT, MA

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

2016 AUG -2 A 11: 52

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Subject: Appointment
Date: August 2, 2016

I hereby appoint, subject to your confirmation, the following named individual as an alternate member of the Zoning Board of Appeals. This term will expire on August 1, 2021.

Maureen Louise Pomeroy
62 Boardman Street
Newburyport, MA 01950

Maureen Louise Pomeroy
62 Boardman St.
Newburyport, MA 01950
978.886.4642
mpomeroy@pomeroy-law.com

EXPERIENCE:

Attorney/Owner Pomeroy Law, Amesbury, Massachusetts, 2014 to the Present

- Provide counseling and litigation services to businesses for corporate, contracts, real estate, employment and other matters

Attorney, Soule, Leslie, Kidder, Sayward and Loughman, PLLC August 2008 to August 2014

- Appear and defend municipal and business clients in court and administrative agency hearings related to civil claims, discrimination, landlord tenant, collective bargaining agreement disputes, unemployment, whistleblower and, and unfair labor practice claims in New Hampshire and Massachusetts
- Conducting investigations and interviewing witnesses regarding employee misconduct and discrimination
- Draft legal opinions and other legal documents
- Negotiate and draft contracts, corporate documents, leases
- Prepare employment related material, including personnel policies and handbooks

Attorney, Sulloway & Hollis, PLLC January 2006 to August 2008

- Counsel businesses in general employment, litigation and real estate matters
- Represent clients in state and federal courts in New Hampshire and Massachusetts
- Prepare and review employment policies and handbooks for employers
- Manage litigation for businesses, insurance companies and individuals
- Negotiate, review and prepare employment and separation agreements
- Defend employers in workers' compensation matters

Attorney, Pierce, Davis & Perritano, LLP, 2002 to 2006

- Defend municipalities, schools, and businesses for general liability, employment and product liability matters in Massachusetts courts
- Appearances on behalf of clients for litigation matters, including trials and administrative hearings
- Manage all aspects of litigation from initial complaint to trial of case

Attorney, Murphy & Riley, P.C., 2000 to 2002

- Defense of businesses and individuals in general liability matters, including professional liability, product liability, construction cases and premise liability in Massachusetts state and federal courts

Law Clerk, Justices of the Massachusetts Superior Court, 1999 to 2000

- Assist the Justices in their preparation for trials and hearing (Newburyport, Lawrence, Salem and Nantucket Superior Courts)



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. BOX 50
NEWBURYPORT, MA 01950
978-465-4413 PHONE
978-465-4402 FAX

2016 AUG 5 10 A 9:42

To: President and Members of the
City Council
From: Donna D. Holaday, Mayor
Date: July 28, 2016
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 August 1, 2019.

Richard Puopolo
169 Apache Way
Tewksbury, MA 01876

Richard Puopolo
169 Apache Way
Tewksbury, Ma.
508-423-5892
rpop@comcast.net

Work Experience

2015 - Present: Retired

2002 – 2015: Lieutenant Reading Fire Department.

Assistant Team Leader for the Essex County Technical Rescue Team
ICS 200, 400 600

1985 – 2002: Firefighter / EMT Reading Fire Department
S.A.F.E Instructor
High Angle, Confined Space and Trench Rescue Certified

1983 – 1985: Laborer Town of Reading Water Department

1977 – 1980: United States Army

Education

2016 USCG On Board Drill Master
2013 USCG Captain of OUPV
1985- 2015 Massachusetts Fire Academy
1981- 1983 Bunker Hill Community College Fire Science
1972- 1976 Northeast Metropolitan Regional Vocational High School Electrical

Qualifications

First Aid, CPR, AED
USCG On Board Drill Master
USCG OUPV Captain
S.A.F.E Instructor

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

COMMUNICATIONS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

EMERGENCY PREAMBLE

Pursuant to Charter Section 2-9 (b) and as further defined in Section 1-7(7) an emergency exists due to the city council meeting once in July and once in August and the short outdoor seating season. The next scheduled Council meeting is August 29, 2016

Therefore, the City Council hereby affirmatively declares that an emergency exists such that this COMM078_08_08_16 may be voted upon at its first introduction to this Council.

Councillor Joseph H. Devlin



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CITY CLERK'S OFFICE
NEWBURYPORT, MA

City of Newburyport

2016 JUL 25 P 12: 06

NEW FILING
RENEW

Application

Food Establishment Outdoor Seating on Public Property

Date: 7/20/2016

Name of Business Owner: TED EPSTEIN

Name of Property Owner: STEVE FOUNTIS

Business Name: LORETTA RESTAURANT

Business Address: 15 PLEASANT STREET Business Phone: 978-463-0000

Number of Tables Requested: 4 Dimensions: 2 ROUND @ 3' 2 SQUARE @ 2' Material: METAL

Number of Chairs Requested: 12 Dimensions: 1'6" Material: METAL

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

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

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

Application Requirements

Please submit the following documents with the completed application to:

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

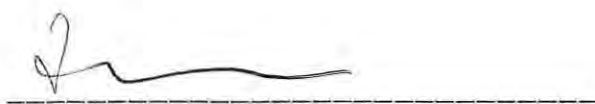
- 1) Applicants must provide evidence of liability insurance to the City Clerk with minimum coverage in the amount of one million dollars, naming the City of Newburyport as co-insured. This insurance coverage must be in force for the duration of the approved period.

Application - Food Establishment Outdoor Seating on Public Property

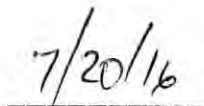
- 2) 8 ½ x 11 sketch of outdoor seating detailing: a) measurements of tables and chairs; b) total width of sidewalk; and c) distance between proposed seating and sidewalk
- 3) Obstacles such as streetlights, signs, trees, benches, and garbage barrels.
- 4) Applicants seeking approval of outdoor seating for food and alcohol consumption must also submit:
- 5) Written and dated approval of the Newburyport License Commission for the outdoor service of alcohol, including the information and sketch used for the basis of the License Commission approval.
- 6) 8 ½ x 11 sketch of outdoor seating cited above must also include a depiction and information on the placement, dimensions, and materials used to create a demarcated area for the service of alcohol.

RELEASE AND INDEMNITY AGREEMENT TO ENCUMBER A PUBLIC WAY

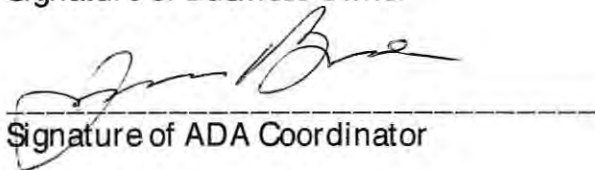
I, the undersigned Applicant or Duly Authorized Agent, hereby agree to RELEASE, DISCHARGE, and HOLD HARMLESS, the City of Newburyport, a municipal corporation of the Commonwealth of Massachusetts, and its officers, employees, agents, and servants from all actions, causes of action, claims, demands, damages,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



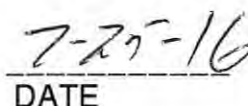
Signature of Business Owner



DATE

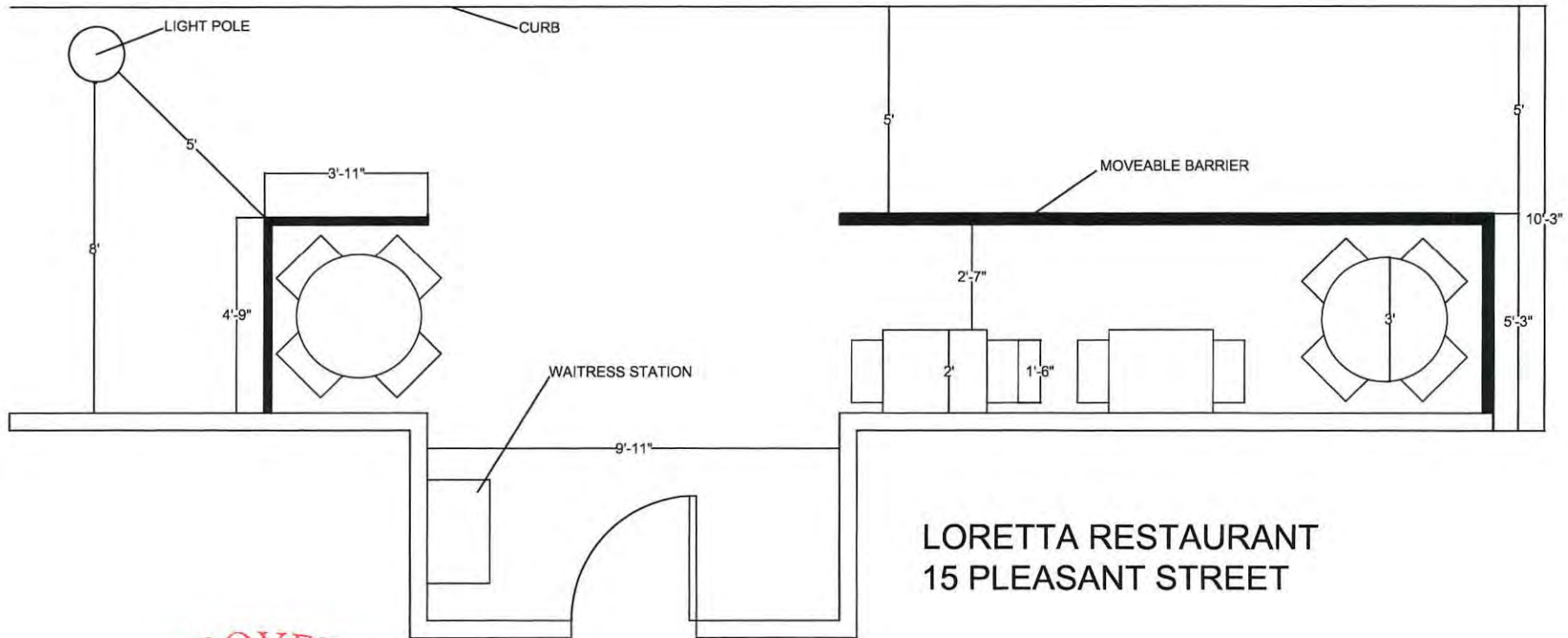


Signature of ADA Coordinator



DATE

PLEASANT STREET



LORETTA RESTAURANT
15 PLEASANT STREET

APPROVED

Date 7.25.16

BUILDING DEPT.
CITY OF NEWBURYPORT

James Bone
Local Inspector

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

EMERGENCY PREAMBLE

Pursuant to Charter Section 2-9 (b) and as further defined in Section 1-7(7) an emergency exists due to the city council meeting once in July and once in August and the short outdoor seating season. The next scheduled Council meeting is August 29, 2016

Therefore, the City Council hereby affirmatively declares that an emergency exists such that this COMM079_08_08_16 may be voted upon at its first introduction to this Council.

Councillor Joseph H. Devlin

NEW FILING _____
RENEW _____

City of Newburyport RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Application

2016 AUG -2 P 2:33

Food Establishment Outdoor Seating on Public Property

Date: 8/2/16Name of Business Owner: Bruce L VogelName of Property Owner: TRACY PLACE LIMITED PARTNERSHIPBusiness Name: Commune / Caffe Di LLCBusiness Address: 33 Pleasant Business Telephone: 978-462-3190Number of Tables Requested: 3 Dimensions: 3' DIA Material: SteelNumber of Chairs Requested: 9-12 Dimensions: _____ Material: STEEL

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

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

Application Requirements

Please submit the following documents with the completed application to:

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

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

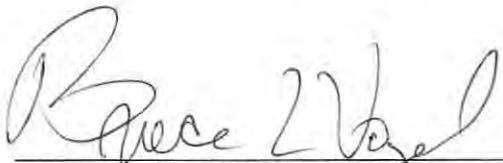
2) 8 1/2 x 11 sketch of outdoor seating detailing: a) measurements of tables and chairs
b) total width of sidewalk and c) distance between proposed seating and sidewalk

Application - Food Establishment Outdoor Seating on Public Property

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

RELEASE AND INDEMNITY AGREEMENT TO ENCUMBER A PUBLIC WAY

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



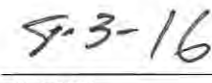
Signature of Business Owner



DATE

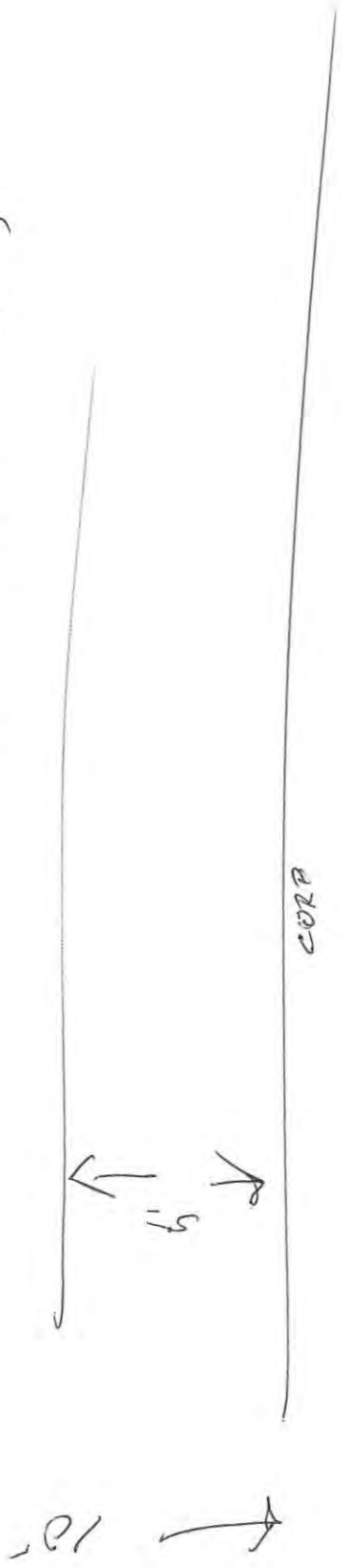
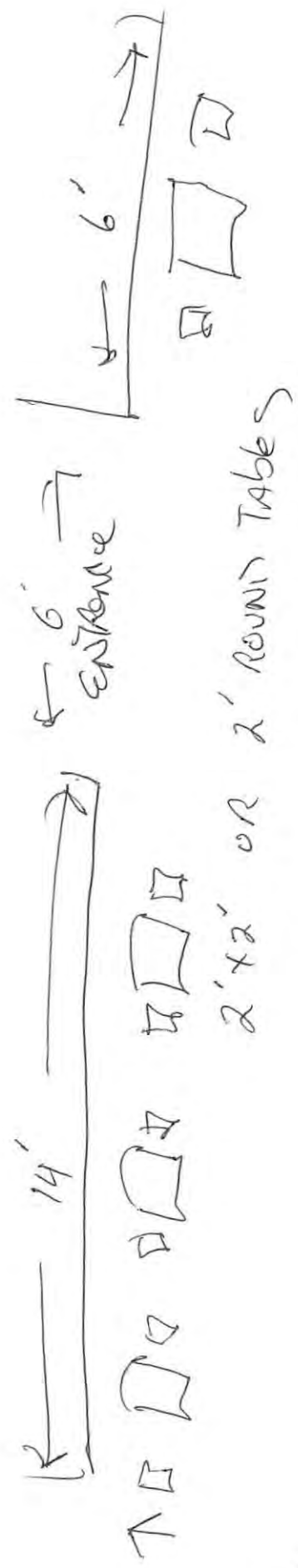


Signature of ADA Coordinator
(Building Department)



DATE

COMMUNE 33 Pleasant St



**APPOINTMENTS
SECOND READING**

APPOINTMENTS
Second Reading

- **APPT055_07_11_16** Patricia A. Moore Newburyport Chief Procurement Off. N/A
- **APPT056_07_11_16** MJ Verde 18 Spring St, Nbpt Planning Board 8/1/2021

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

ORDERS

**NEWBURYPORT COMMUNITY PRESERVATION COMMITTEE
RECOMMENDATIONS FOR FY17 APPROPRIATIONS**

The Newburyport Community Preservation Committee recommends that the City Council appropriate \$1,085,356.31 from Community Preservation Fund Revenues for the projects, in the amounts, in the categories, and subject to the conditions hereinafter described.

The following CONDITIONS are common to recommended projects #1 through #10:

- A. Each recipient of funds is required to submit to the CPC a written report on the status of the project by each October 15, January 15, April 15 and July 15 following appropriation and until final completion of the project.
- B. If a project is not completed within twelve (12) months of appropriation, the grantee must submit a written request to the CPC for an extension of the grant. Otherwise, funds may be subject to rescission and returned to Community Preservation Fund Reserves (applicable to appropriations, not to reservations).
- C. Full funding is conditioned upon the receipt of state matching funds, estimated to be 19% of local revenue, expected in November 2016.

Attached are:

1. One page summary spreadsheet of all CPC recommendations.
2. Recommendations for appropriation numbers 1-15, with project summaries for each.
3. Criteria for project evaluation adopted and published by the CPC.

Estimated Community Preservation Fund Revenues available for appropriation or reservation in FY 2017 total approximately \$1,108,020.89. This figure includes estimated receipts of the local CPA surcharge through fiscal year end 2016, accumulated interest, the anticipated 19% state matching funds anticipated to be received in November 2016, current uncommitted funds and returned funds from completed and closed-out projects.

Applications for all projects are available for review in the Office of Planning & Development.

Respectfully submitted by:

Community Preservation Committee Members

Michael Dissette, Chair	Jane Healey, Vice Chair
Paul Healy	Leah McGavern
Daniel Koen	Steven Sawyer
Don Little	Sarah White

CITY OF NEWBURYPORT

ORDR058_08_08_16



IN CITY COUNCIL

ORDERED:

That the City Council appropriates from the Community Preservation Act FY 2017 estimated revenues, in accordance with the provisions of M.G.L. Chapter 44B, for the following projects, based upon the Community Preservation Committee's recommendation, the total amount of **\$1,085,356.31**. The source of funds shall be FY2017 estimated revenues in the amount of \$944,080.58 and Community Preservation Fund Balance in the amount of \$141,275.73. Each project listed below shall be considered a separate appropriation in the amount indicated for that project.

No.	Project Title	Requested Amount	Category	Recommendation
1	YWCA at Hillside	\$150,000	Community Housing	\$150,000
2	Clipper City Rail Trail and Harborwalk, Phase II	\$160,000	Recreation	\$100,000
3	Newburyport Affordable Housing Trust	\$88,500	Community Housing	\$50,000
4	Historic Structure Survey Update Project	\$15,000	Historic Resources	\$15,000
5	The Track at Fuller Field – Improvement & Renovation Project	\$150,000	Recreation	\$150,000
6	Joppa Park Renovation Project, Phase II	\$25,000	Open Space, Recreation	\$25,000
7	Open Space Reserve Fund	\$150,000	Open Space	\$100,000
8	Belleville Congregational Church Restoration	\$52,900	Historic Resources	\$39,000
9	Rehabilitation of the Perkins Printing and Engraving Plant	\$14,082	Historic Resources	\$14,000

10	Newburyport Harbor Light Plum Island	\$12,000	Historic Resources	\$12,000
11	City Hall Bond Payment	\$168,187.50	Historic Resources	\$168,187.50
12	Open Space Bond Payment	\$104,591.31	Open Space	\$104,591.31
13	Stadium Bond Payment	\$132,368.75	Recreation	\$132,368.75
14	Cherry Hill Parcel B Bond Payment	\$13,208.75	Recreation	\$13,208.75
15	Administrative Costs	\$12,000	Administration	\$12,000

Approve:

Date:

Attest:

Councillor Charles F. Tontar

**PROJECT NO. 1
YWCA AT HILLSIDE**

The CPC recommends the appropriation of \$150,000 from the FY 2017 Estimated Revenues to the YWCA Greater Newburyport to support the creation of ten (10) affordable housing units, two of which will be handicap accessible.

The CPA category for this appropriation is Community Housing.

Project Summary

These ten affordable units, located in one structure, will be a part of the larger Hillside Center for Sustainable Living residential community. Of these ten units, six (6) will be reserved for individuals whose income falls at or below 30% Area Median Income (AMI) and four (4) units will be for individuals whose income falls at or below 50% AMI. Two (2) units will be created for handicap accessibility. Tenants at the YWCA at Hillside will be encouraged to volunteer working on Hillside's organic farm and participate in community events to ensure that they are connected to and incorporated into the larger Hillside Center community.

**PROJECT NO. 2
CLIPPER CITY RAIL TRAIL AND HARBORWALK, PHASE II**

The CPC recommends the appropriation of \$100,000 from the FY 2017 Estimated Revenues to the City of Newburyport through its Office of Planning & Community Development to support the construction administration costs for Phase II of the Clipper City Rail Trail and Harborwalk.

The CPA category for this appropriation is Recreation.

Project Summary

The City of Newburyport has been working on the Clipper City Rail Trail for well over a decade, but conversion of the old Eastern Line railroad corridor into a multiuse, recreation trail was finally completed 2010. This first phase of the Rail Trail Project now allows people to walk, run and bike between the commuter rail station and the Merrimack River.

Phase II of the Rail Trail will extend 1 ½ miles between the eastern edge of Newburyport's central waterfront and Parker Street in Newbury, travelling along the shoreline of the Merrimack River, through the South End residential neighborhood, and through a woodland. The trail will primarily run along the corridor of the old City Branch Rail Line. This funding will be used toward the construction management administrative costs associated with overseeing the physical construction of Phase II.

**PROJECT NO. 3
NEWBURYPORT AFFORDABLE HOUSING TRUST**

The CPC recommends the appropriation of \$50,000 from the FY 2017 Estimated Revenues to the Newburyport Affordable Housing Trust (NAHT) to be placed in its Affordable Housing Trust Fund (the "Fund") so the NAHT may continue its efforts to support and develop affordable housing for low and moderate income households

The CPA category for this project is Community Housing.

Project Summary

The NAHT has been entrusted by the community to watch over the Fund and judiciously allocate funding to projects and initiatives that promote affordable housing in Newburyport, educate the community on the benefits of having a diverse housing stock, and advocate for both public and private housing development projects that include affordable units. This funding will allow the NAHT to grow the Fund to allow for prompt action when affordable housing opportunities present themselves, in a similar way as when open space purchase opportunities arise. Funding may be used to incentivize affordable housing developers to provide deeper levels of affordability to meet a variety of local housing needs, prevent the loss of income-restricted units, support individuals and families in Newburyport with low to moderate incomes, and also to provide a local financial match for a housing development project.

**PROJECT NO. 4
HISTORIC STRUCTURE SURVEY UPDATE PROJECT**

The CPC recommends the appropriation of \$15,000 from the FY 2017 Estimated Revenues to the Newburyport Historical Commission to update the City's historic structure surveys so that all of the contributing buildings within the National Register Historic District, along with the historic outbuildings, have proper documentation that will aid in the long term preservation of Newburyport's historic built environment.

The CPA category for this project is Historic Resources.

Project Summary

Newburyport finds itself in a challenging situation with regard to historic preservation. Local ordinances aimed at preserving the City's historic structures depend on building surveys known as 'Form B's'. This project will (1) capture principal structures that are within the National Register District, but which lack Form B's; (2) survey historic accessory structures, such as carriage houses, barns and the like, and prepare a Form B for each; and (3) update existing survey forms whose historic or architectural information is known to be incorrect.

**PROJECT NO. 5
THE TRACK AT FULLER FIELD
IMPROVEMENT & RENOVATION PROJECT**

The CPC recommends the appropriation of \$150,000 from the FY 2017 Estimated Revenues to the City of Newburyport Parks Department for the renovation of the track and field facility at the Bradley Fuller Athletic Field on Low Street.

The CPA category for this project is Recreation.

Project Summary

Since the spring of 2014, the City has deemed the track at Fuller Field unsafe and off-limits for competitive events due to crumbling subsurface, erosion of top surface, and poor drainage leaving a void to the entire fitness and sports community of Newburyport. This improvement and renovation project includes a reconfigured, 8-lane, all-weather, 400-meter, oval running track with new long jump, triple jump, pole vault systems, shot-put landing area, shot-put pad, and discus pad with cage. Additionally, this project will improve the parking and drop-off area, enlarge the natural grass field in the center of the track, install wiring for future lighting and scoreboard, construct a 500-seat grandstand and press box, install new fencing and concrete walkways, and improve overall drainage of the site.

**PROJECT NO. 6
JOPPA PARK RENOVATION PROJECT, PHASE II**

The CPC recommends the appropriation of \$25,000 from the FY 2017 Estimated Revenues to the City of Newburyport Parks Department to complete Phase II of the larger improvement project at Joppa Park on Water Street.

The CPA category for this project is Recreation.

Project Summary

Phase I of the Joppa Park Renovation Project, completed in Spring 2012, included the installation of a granite bollard and chain fence accompanied by a rose hedge along Water Street with four cobblestone pedestrian entry points leading from the Water Street sidewalk to the park. Phase II of this project involves the installation of new benches and interpretive panels as well as a redesign of the public boat ramp and parking area. The installation of the benches is complete; a portion of FY 2017 funding, approximately \$8,000, will be used to complete the installation of the interpretive panels. The remaining \$17,000 will be used for the design and creation of bid documents for the boat ramp and parking area. These documents are required in order to access the State's reimbursement funding program for the physical construction of the boat ramp and parking area.

**PROJECT NO. 7
OPEN SPACE RESERVE FUND**

The CPC recommends the reservation of \$100,000 from the FY 2017 Estimated Revenues to the Community Preservation Open Space Reserve Fund. Use of reserve funds are subject to future CPC recommendation and City Council appropriation for specific projects.

The CPA category for this reservation is Open Space.

Project Summary

This recommendation is in response to an application from the City's Open Space Committee indicating there are potential opportunities for open space acquisitions and/or conservation restrictions of land. These potential projects require confidentiality. Supplemental information will be submitted as individual projects enter more public phases and are presented to the CPC and the City Council for project specific funding from the reserve.

**PROJECT NO. 8
BELLEVILLE CONGREGATIONAL CHURCH RESTORATION PROJECT**

The CPC recommends the appropriation of \$39,000 from the FY 2017 Estimated Revenues to the Belleville Congregational Church to continue the repair and restoration of the windows and paint portions of the Fiske Chapel and Parish Hall of the Belleville Congregational Church.

The CPA category for this project is Historic Preservation.

Project Summary

The Belleville Congregational Church has served the community in many ways – as a place of religious worship and also as a community space that hosts a variety of cultural events throughout the year. The congregation has made significant strides in fundraising for capital improvements, which is supported by

this recommended appropriation. This funding shall be utilized to repair and restore the windows, including the replacement as necessary of storm windows, on the west and rear sides of the Fiske Chapel and Parish Hall and to paint the front of the main parish hall, including the steeples.

**PROJECT NO. 9
REHABILITATION OF THE PERKINS PRINTING AND ENGRAVING PLANT**

The CPC recommends the appropriation of \$14,000 from the FY 2017 Estimated Revenues to the Historical Society of Old Newbury for the rehabilitation of the Perkins Engraving and Printing Plant located at the rear of 98 High Street.

The CPA category for this project is Historic Preservation.

Project Summary

The Perkins Engraving and Printing Plant, a three-story brick building, was constructed in 1808 during the height of Newburyport's prosperity. In 2008, community preservation funds were used to restore the building's brick façade and repair interior structural elements, resulting in a structurally-stable and weather-tight building. This year's funding will be used toward installing an HVAC system so that the building can be used for programs, exhibitions, and meetings for community use. The HVAC system will allow the building to be used from March through December and will be designed to maintain the architectural integrity of the interior of the historic structure.

**PROJECT NO. 10
NEWBURYPORT HARBOR LIGHT PLUM ISLAND**

The CPC recommends the appropriation of \$12,000 from the FY 2017 Estimated Revenues to the Friends (the 'Friends') of Plum Island Light for the restorative painting of the exterior of the Newburyport Harbor Light Plum Island.

The CPA category for this project is Historic Preservation.

Project Summary

This historic resource is located on land owned by the City of Newburyport at 263 Northern Boulevard and leased to the Friends on May 29, 2012 for a period of ten years for the operation, care and maintenance of the facility. CPA funds will go toward painting of the exterior façade and the replacement of the lighthouse's windows. The Friends have received permission from the Mayor to perform this work, which will protect, preserve and enhance this city-owned historic structure and extend its useful life.

**PROJECT NO. 11
CITY HALL BOND DEBT PAYMENT**

The CPC recommends the appropriation of \$168,187.50 from the FY 2017 Estimated Revenues to the City of Newburyport for the tenth annual payment of interest and principal on the City Hall Restoration Bond.

The CPA category is Historic Preservation.

Project Summary

In December 2005, the City Council authorized issuance of a \$1,950,000 bond against future CPA revenue for the City Hall Restoration Project. Work on City Hall is now complete, though debt payments will continue through 2019. The CPC is advised that it is necessary to appropriate the debt service payments on an annual basis.

**PROJECT NO. 12
OPEN SPACE ACQUISITIONS BOND DEBT PAYMENT**

The CPC recommends the appropriation of \$104,591.31 from the FY 2017 Estimated Revenues to the City of Newburyport for the tenth annual payment of interest and principal on the Open Space Acquisitions Bond.

The CPA category is Open Space.

Project Summary

In December 2005, the City Council authorized bonding up to \$1,775,000 against future CPA revenue for open space acquisitions, including the Cooper North Pasture and the former Guilford properties. Under this authorization, the City Treasurer conservatively borrowed \$1,275,000 to fund the acquisition costs. Debt payments on the bond will continue through 2019. The CPC is advised that it is necessary to appropriate the debt service payments on an annual basis.

**PROJECT NO. 13
NEWBURYPORT HIGH SCHOOL WORLD WAR MEMORIAL STADIUM MULTI-PURPOSE
FIELD PROJECT**

The CPC recommends the appropriation of \$132,368.75 from the FY 2017 Estimated Revenues to the City of Newburyport for the first annual payment of interest and principal on the World War Memorial Stadium Multi-Purpose Field Project Bond.

The CPA category is Recreation.

Project Summary

In April 2014, the City Council authorized bonding up to \$1,500,000 against future CPA revenue for the renovation and improvement of the Newburyport High School's World War Memorial Stadium athletic field. This project is largely complete with only a 'punch list' of items remaining, though debt payments will continue through 2030. The CPC is advised that it is necessary to appropriate the debt service payments on an annual basis.

**PROJECT NO. 14
CHERRY HILL PARCEL B SOCCER FIELD IMPROVEMENT PROJECT**

The CPC recommends the appropriate of \$13,208.75 from the FY 2017 Estimated Revenues to the City of Newburyport for the first annual payment of interest and principal on the Cherry Hill Parcel B Soccer Field Improvement Project Bond.

The CPA category is Recreation.

Project Summary

In April 2014, the City Council authorized the bonding of up to \$134,000 against future CPA revenue for the redesign and construction of the Cherry Hill Parcel B athletic field. The project is largely complete with only a 'punch list' of items remaining, though debt payments will continue through 2030. The CPC is advised that it is necessary to appropriate the debt service payments on an annual basis.

**PROJECT NO. 15
ADMINISTRATIVE COSTS**

The CPC recommends the appropriation of \$12,000 from the FY 2017 Estimated Revenues to fund the Community Preservation Committee's expected administrative costs. These costs include a stipend for the CPC administration liaison position in the Planning Office, annual membership dues in the statewide community preservation coalition, and other recurring expenses including note taking at meetings, legal advertising, and city solicitor review of legal documents when necessary. Excess funds remaining in this account at the end of the fiscal year revert to the general Community Preservation Fund.

The CPA category for this appropriation is Administration.

COMMUNITY PRESERVATION COMMITTEE – EVALUATION CRITERIA

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

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

CATEGORY SPECIFIC CRITERIA

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

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

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



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

2016 AUG -2 P 3:47

IN CITY COUNCIL

ORDERED:

August 8, 2016

THAT, the CITY COUNCIL of the CITY OF NEWBURYPORT hereby appropriates \$615,000 to the Plum Island Sewer Valve Pit Monitoring System Capital Project in accordance with the Federal Emergency Management Agency's (FEMA) hazard mitigation proposal to prevent future failures of the system. The federal funding component through FEMA's Public Assistance program is 75% of costs incurred, or a maximum cost of \$461,250. The remaining 25% of the project, or a maximum cost of \$153,700, will be funded by an approved \$242,512.22 payment from FEMA for prior reimbursable costs incurred to restore the Plum Island sewer system back in February and March of 2015.

Councillor Charles F. Tontar
Chair, Budget & Finance Committee

RECEIVED
CLERK'S OFFICE
BURYPORT, MA

2016 AUG -2 P 2:59

AIRVAC[®]

Plum Island, MA

**AIRVAC Estimate
#2016-16151**

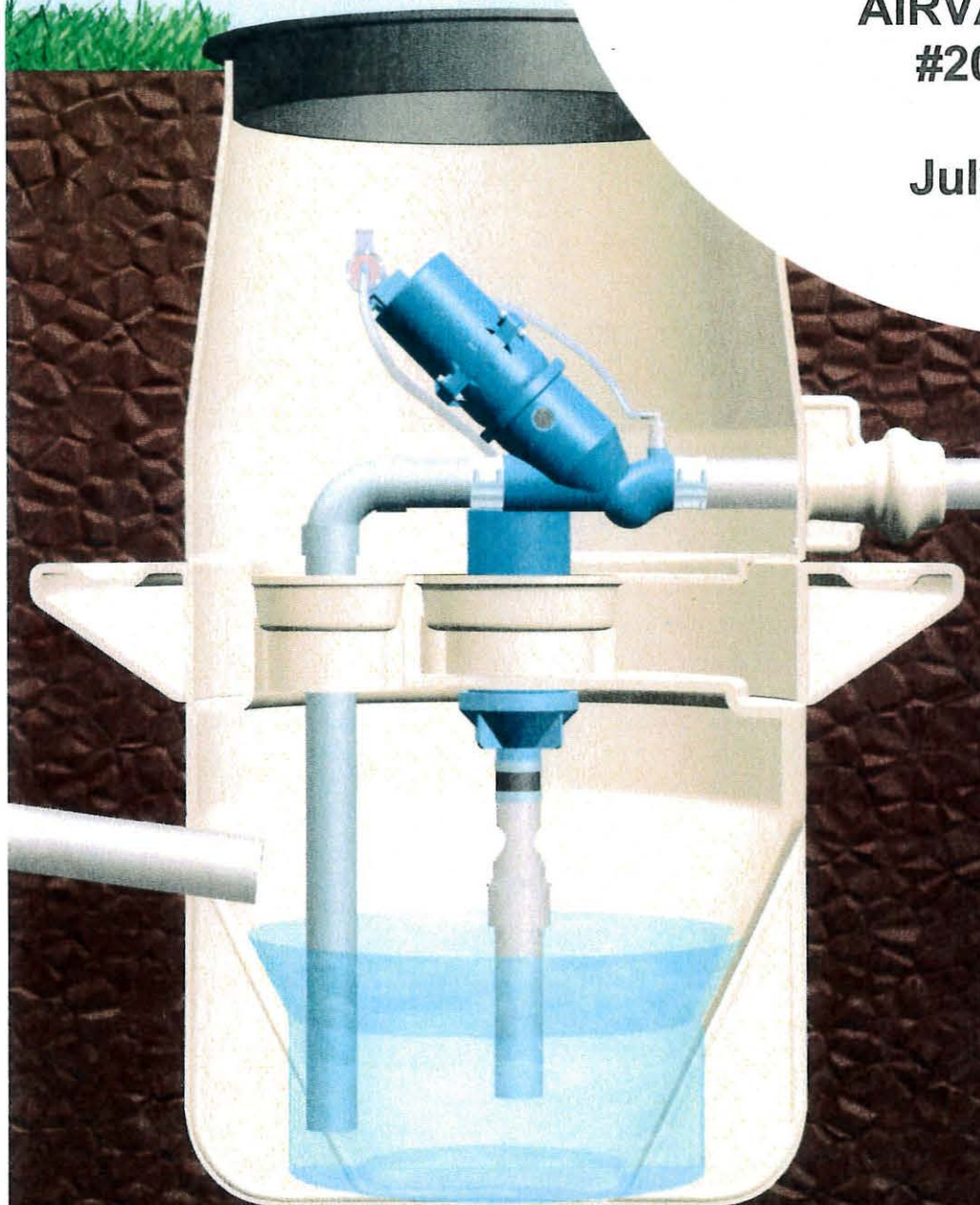
July 26, 2016

Prepared for:

**City of
Newburyport,
MA**

**AIRVAC
Corporate Office
4217 N. Old US 31
Rochester, IN 46975
574.223.3980**

**Sales Office
200 Tower Drive
Suite A
Oldsmar, FL 34677
813.855.6297
813.855.9093**





GENERAL PROJECT SUMMARY

The purpose of this proposal is to provide an AIRVAC Wireless Valve Pit Monitoring System for **350** AIRVAC valve pits along ***Northern Inner and Outer Blvd. in Plum Island, MA.***

The AIRVAC Wireless Valve Pit Monitoring System offers municipalities the ability to easily maintain an efficient and effective vacuum sewer system. The “trend” feature tracks the operation of each valve pit and notifies the operator of imbalances within the system. This notification will provide the operator the opportunity to proactively address potential problems before they occur.

An additional feature of the AIRVAC Wireless Monitoring System is its ability to pin point a problem when it occurs. An alert will be sent to the operator and the exact location of the failure will be identified. Therefore, the operator’s response time will improve and homeowner disruptions and O&M costs will decrease.

Software Web Interface Screen





EXPLANATION OF AIRVAC COMPONENTS & MATERIAL

The AIRVAC Wireless Valve Pit Monitoring System transmits valve pit data and end of line vacuum levels (opt.) to a central Scada system, which is typically housed within the vacuum station. The wireless data is transmitted by Zigbee wireless radios with a proprietary program of 900 mhz frequencies. The Zigbee radio communication uses a mesh system to communicate between wireless units. The proposed Zigbee radios are the latest design, longest range, lowest power consumption models available.

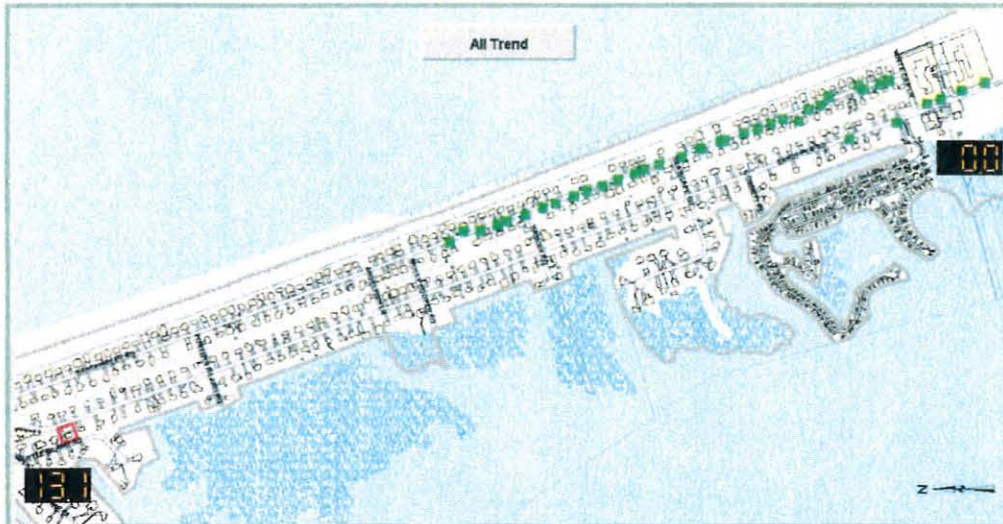
Within the valve pit, a factory supplied quick wiring harness is easily connected from the existing AIRVAC valve to the transmitter. Within the transmitter, battery conserving methods have been developed to quickly transmit signals without sacrificing battery life. The selected battery is designed to withstand temperatures fluctuations, which are encountered at *Plum Island* and they have a useful life of ~3 years.

One of the key design criteria's, which was taken into consideration during the development of the AIRVAC Wireless Valve Pit Monitoring System was transmitting a signal from inside the existing valve pits. This design does not require additional external antennas at each valve pit or cutting the road to install wires from the valve pit to the side of the road. In this case, a light weight composite transmitting lid, which is traffic rated, will transmit the valve pit data to the mesh communication loop. To refresh and strengthen the signal, **25** signal repeaters are included within this proposal.

THEORY OF OPERATION

The AIRVAC Wireless Valve Pit Monitoring System will be connected to **350** AIRVAC valve pits along *Northern Inner and Outer Blvd. in Plum Island, MA*. As a signal is produced, it is transmitted via a wireless mesh communication loop to the central Scada system, which is typically housed within the vacuum station. If a problem occurs, an alert is generated and the operators notified. A variety of conditions can be monitored and a few examples include a valve which stays open longer than normal (e.g. hung open valve or a valve which stays open for a period of time and fixes itself), a valve which cycles more frequently than normal (i.e. infiltration or excessive flow) or high sewage level inside the lower sump chamber, which can cause backups within homes. Each of these alarms can be configured to fit your specific requirements and maintenance protocols. Below are sample screen shots:

Project Map & Status Indicator Screen

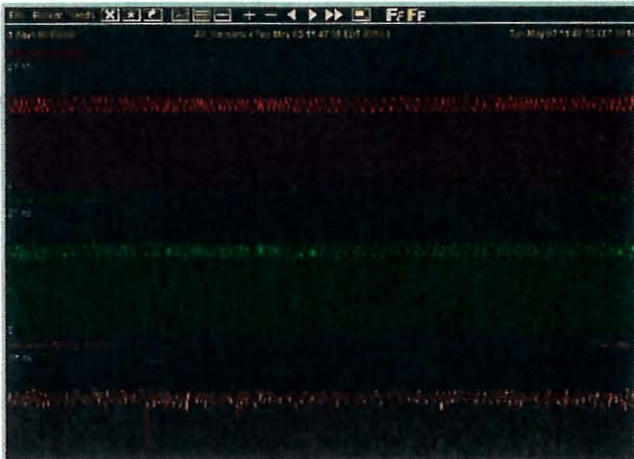


Alarm Status Screen

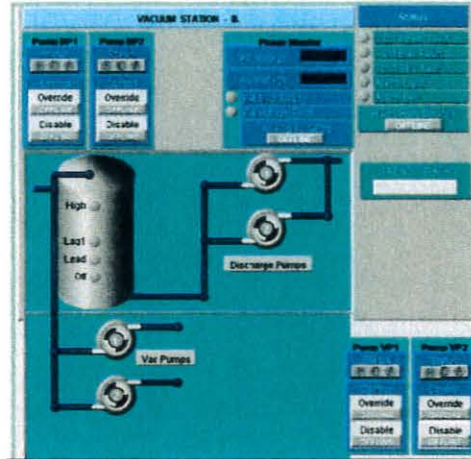
View	Map	Trend	View	Map	Trend	View	Map	Trend	View	Map	Trend
7 s	K-0140543 A01	0 s	5 s	K-015C126 A14	0 s	10 s	K-015C127 A17	0 s	10 s	K-P150212 A40	0 s
4 s	K-014C57 A02	0 s	6 s	K-015C134 A15	0 s	6 s	K-015C222 A26	0 s	14 s	K-P150211 A41	0 s
0 s	K-014C56 A03	0 s	7 s	K-015C133 A16	0 s	0 s	K-015C221 A28	0 s	15 s	K-P150210 A42	0 s
0 s	K-014C55 A04	0 s	8 s	K-015C132 A17	0 s	10 s	K-015C220 A30	0 s	5 s	K-P150209 A43	15 s
0 s	K-014C48 A05	0 s	0 s	K-015C131 A16	0 s	12 s	K-015C219 A31	0 s	4 s	K-P150208 A44	0 s
1 s	K-014C38 A06	0 s	11 s	K-015C128 A19	0 s	9 s	K-P150208 A32	0 s	9 s	K-P15027 A45	0 s
0 s	K-014C35 A07	0 s	8 s	K-015C129 A20	0 s	2 s	K-P15025 A33	0 s	17 s	K-P150310 A46	0 s
5 s	K-014C31 A08	0 s	10 s	K-015C128 A21	0 s	4 s	K-P150218 A34	0 s	0 s	K-P15038 A47	0 s
7 s	K-014C29 A09	0 s	10 s	K-015C127 A22	0 s	10 s	K-P150217 A35	0 s	5 s	K-P15037 A48	0 s
6 s	K-014C28 A10	0 s	11 s	K-015C126 A23	0 s	7 s	K-P150216 A36	0 s	0 s	K-P1503011 A49	0 s
7 s	K-014C23 A11	0 s	0 s	K-015C125 A24	0 s	15 s	K-P150215 A37	0 s	0 s	K-P1503012 A50	0 s
8 s	K-014C20 A12	0 s	9 s	K-015C124 A25	0 s	5 s	K-P150214 A38	4 s	10 s	K-P1503013 A01	0 s
5 s	K-015C137 A13	0 s	0 s	K-015C123 A26	0 s	0 s	K-P150213 A39	0 s	5 s	K-P1503014 A02	0 s

AIRVAC

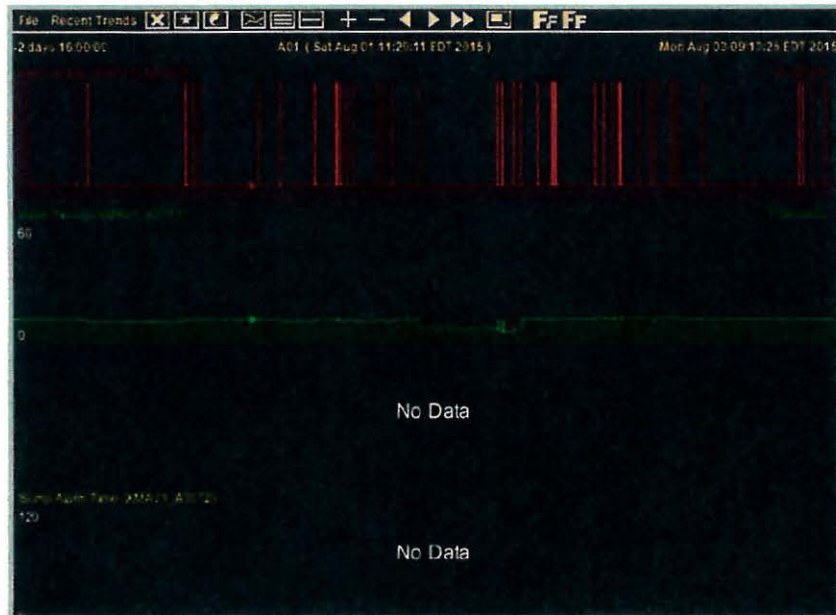
Vacuum Station Vacuum Data Logger Screen



Vacuum Station Activity Screen



AIRVAC Valve Trend Screen





AIRVAC Wireless Valve Pit Monitoring System

Material & Labor Cost

350 Connections

Quote #: 2016-16151

Date: 7/26/2016

Prepared for: City of Newburyport

SUMMARY			
Responsible Party	Material	Labor	Total
AIRVAC Equipment, Programming & Onsite Training	\$329,250	\$9,520	\$338,770
TOTAL	\$329,250	\$9,520	\$338,770

Estimated contractor installation cost is 10% of total

AIRVAC EQUIPMENT SUPPLY

QTY	Description
350	AVMS pit parts bags w/35' cable
350	*AVMS wireless nodes
350	Composite covers w/Scada mounting
25	Repeater AVMS wireless nodes w/enclosure
350	AIRVAC 3" valve update kits
1	Scada units and coordinator units
1	Scada antenna
1	Laptop w/programming
1	Air conditioned enclosure
2	Installation accessories for AVMS
80	Installation labor hours
80	Software configuration & Programming
1	Onsite software training

**940000010 – Wireless node ASM, Complete (Proprietary to AIRVAC)*

Estimated delivery time

Station Scada 90 days

Valve Pit 120 days

Clint Hawn
AIRVAC Technical Director

7/26/2016

Date

Donna Holaday
City of Newburyport

Date

Tony and Jamie,

Thanks again for visiting with us today and it was great to get an opportunity to show you our new products and to spend time with you. As discussed, attached is our proposal for the AIRVAC Wireless Monitoring System and if you have questions please let me know.

I have indicated the propriety product information and lead times on the last page. If we receive the order within the next week (August 5, 2016), we should be able to have the system installed by mid-November. If there are delays, then the lead time will be extended proportionately.

Sincerely,

Clint Hawn
Plant Manager
Global Business Unit - Vacuum Technology

Bilfinger Water Technologies

4217 N. Old U.S. Highway 31
P.O. Box 528
Rochester, IN 46975
USA

Phone +1 574 223-3980 Ext.3903
Direct +1 574 208-5903
Mobile +1 574 242-9086
clint.hawn@bilfinger.com
www.water.bilfinger.com

Trademarks of reliable technology:
AIRVAC®

Bilfinger Water Technologies, Inc.

Board of Directors:
John Ollech (CEO)
Ralf Taube (CFO)

Disclaimer

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

2016 AUG -2 P 3:47

IN CITY COUNCIL

ORDERED:

August 8, 2016

THAT, \$835,000 is appropriated to pay costs of various drainage projects throughout the City, including the payment of all costs incidental and related thereto, and that to meet this appropriation, the Treasurer with the approval of the Mayor, is authorized to borrow \$835,000 under and pursuant to M.G.L. c.44, s.7(1) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the City therefor; and that the Mayor and the Treasurer are authorized to take any other action necessary or convenient to carry out this vote.

Councillor Charles F. Tontar
Chair, Budget & Finance Committee



CITY OF NEWBURYPORT
 OFFICE OF THE MAYOR
 DONNA D. HOLADAY

60 PLEASANT STREET • P.O. BOX 550
 NEWBURYPORT, MA 01950
 (978) 465-4413 • (978) 465-4402 (FAX)
 WWW.CITYOFNEWBURYPORT.COM

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 CITY CLERK'S OFFICE
 NEWBURYPORT, MA

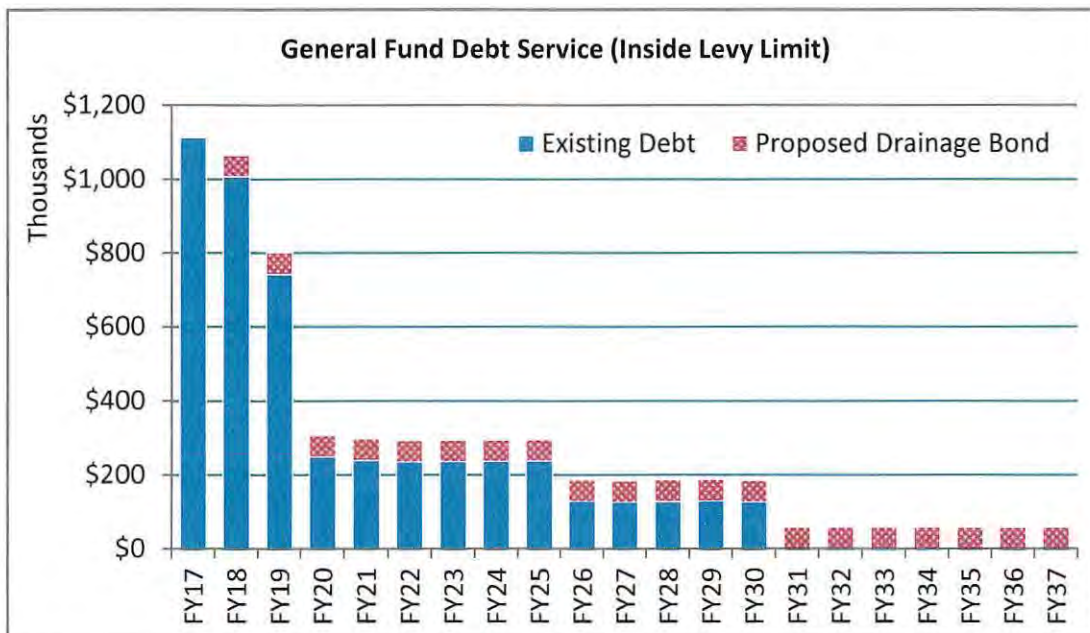
2016 AUG -2 P 2:59

To: President and Members of the City Council
 From: Donna D. Holaday, Mayor
 Date: August 2, 2016
 Subject: Drainage Projects Loan Order

Over the years, DPS has heard complaints regarding major drainage concerns throughout the city. These complaints are all regularly reviewed by staff and, if funds and staff are available, many of these are addressed in-house with minor repairs and/or alterations to our infrastructure.

There are, however, a number of drainage issues that are beyond our construction capability, due to staffing and equipment. Additionally, some of these projects may require an outside engineering firm to design if our Engineering Division is unavailable from a scheduling standpoint; it is our goal to utilize our in-house City Engineer and Assistant Engineer whenever possible. As a result, we have added the cost of outside consultants to these projects to be conservative.

I, therefore, respectfully request your approval for an \$835,000 loan order, which will allow the City to complete much-needed and long overdue drainage projects through the City. The City last went out to borrow for drainage work in 2007, which will be fully paid off next fiscal year. That factor, combined with other debt rolling of the books over the next three years, puts the City in a good position to service this debt over the next twenty years; the annual debt service is estimated at \$59,000.



The following is a summary of the seven projects we anticipate completing based on current cost estimates:

1. Tilton Street - Engineering and Construction
Estimated Cost \$150,000

Residential flooding is occurring many times a year at #5 Tilton Street, due to lack of adequate drainage on the street. This project needs to be designed and will likely require a new closed drainage system (piping and manholes). However, the design options will determine the proper remediation for this flooding.

If a new closed drainage system is required, an estimated 650 feet of pipe would be installed on Tilton Street and McClintock Avenue to connect to the existing drain on Charron Drive. An estimated six to eight manholes may also be needed for such a project.

2. Malcolm Hoyt Road – Engineering and Construction
Estimated Cost \$400,000

Malcolm Hoyt Road floods to the point of road closure during heavy rains. This road has closed a number of times over the past few years, which has impacted businesses and gives the illusion that the Business Park is a flooding nightmare. This perception will go away if the road is raised and the property owners gain assurance that the new road can withstand heavy rains. Businesses will then feel confident that the flooding problem has been greatly reduced.

Once the engineering has been completed, a plan will be developed to rebuild a roadway with adequate drainage infrastructure.

3. East Boylston Street – Construction Only
Estimated Cost \$65,000

The middle and bottom sections of East Boylston Street are experiencing roadway flooding. There is no drainage on the street and connecting to High Street drainage is not an option due to the roadway elevation of High Street.

The existing roadway will require regrading and a drainage structure may need to be installed at the end of the roadway to drain rainwater into Fulton Pit. The engineering will be done in-house.

4. Market Square / Ferry Wharf Drainage Bypass Project – Construction Only (Phase 1)
Estimated Cost \$80,000

The roadway floods in Market Square at the intersection of State Street. First phase plan would be to install a walkway and flood bypass on Ferry Wharf (the alley to the right of ReMax By The River) and, at roadway, grade with Merrimac Street to allow a secondary bypass to convey heavy rains in Market Square to flow into the NRA East lot behind market square, where we have an underutilized catch basin. Design was completed in-house.

Flooding will continue to occur in this area until all the existing drainage is evaluated and a new drainage infrastructure system is designed and built. This by-pass project will greatly reduce the

amount of flooding, but not eliminate it. A full scale drainage improvement project in Market Square and up State Street may be needed if we determine that the existing system has collapsed or is simply inadequate to handle the necessary flows.

5. Noble Street @ Coombs Circle – Construction Only
Estimated Cost \$65,000

Many times a year, the roadway floods in front of and onto the property of 2 Noble Street. There is no drainage on Noble Street and any improvements must be connected to the existing Ferry Road drainage system.

New drain piping and manholes would need to be constructed to connect into the Ferry Road system. Major utility structures are in path of this connection, as a result, a deeper system may have to be designed and built. The design will be done in-house.

6. Coltin Drive – Construction Only
Estimated Cost \$25,000

The northern properties on Coltin Street observe flooding in both their yards and basements as a result of rainwater from Low Street. This rainwater runs off the side of the roadway and into the properties south of Low Street, east of Coltin Drive.

To reduce this flooding city staff can install curbing and catch basins on Low Street and direct this rainwater into the existing drainage on Low Street.

7. High Street Bridge at the Rail Trail – Engineering and Construction
Estimated Cost \$50,000

Roadway drainage in High Street between Bromfield and Barton Streets is collected by catch basins that discharge through the granite block abutment to the old railroad bridge and onto the rail trail twenty feet below. Erosion in and around the outlet pipes has occurred over the years and, if not repaired, will eventually undermine the integrity of High Street.

An engineering solution is required and not until it is complete will the proposed repair options be known.

These projects are long outstanding drainage issues that require attention; a majority of which cause damage to private and public property on a yearly basis, if not more frequently. Upgrading the drainage at these locations will greatly reduce or eliminate future property damage and significantly improve our city-wide drainage infrastructure.

Thank you for your consideration.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

August 8, 2016

THAT, the City Council of the City of Newburyport authorizes an increase to the spending limit for the Medicare/Medicaid Revolving Fund from \$15,000 to \$25,000 for fiscal year 2017 in accordance with MGL, Chapter 44 Section 53E1/2.

Councillor Charles F. Tontar
Chair, Budget & Finance Committee



CITY OF NEWBURYPORT BOARD OF HEALTH

RECEIVED
CITY CLERK'S OFFICE
FRANK GIACALONE, R.S.
DIRECTOR OF PUBLIC HEALTH

NEWBURYPORT CITY HALL • 60 PLEASANT STREET • NEWBURYPORT, MA • 01950
2016 AUG 2 2:59
TEL: 978-465-4410

FAX: 978-465-9958

FGIACALONE@CITYOFNEWBURYPORT.COM

NEWBURYPORT
HEALTH DEPARTMENT



To: President and Members of the City Council

From: Frank P. Giacalone, Director of Public Health

Date: August 1, 2016

Re: FY17 Medicare/Medicaid revolving account spending limit

I am requesting the spending limit for the Medicare/Medicaid revolving account be raised to **\$25,000**. The spending limit was reduced from \$50,000 in FY16 to \$15,000 in FY17. I request the increase for the following reasons:

- The Health department will be purchasing a different flu vaccine for seniors 65 and older. This vaccine is more potent for seniors and recommended by the Department of Public Health. We had requests for this last year. The cost of this vaccine is more than double the price of the standard vaccine. (See attached cost sheet)
- This year we plan on having our flu clinics earlier. We have pre-ordered vaccine and will get an early delivery this year. We anticipate more people attending the clinics since we will be holding earlier clinics and more seniors attending when we have our clinic at the Senior Center.
- Higher attendance at the City Wide Flu Clinic is expected since it will be held on a Saturday
- Payroll expense for part-time nurses hired to assist at Flu Clinics will increase because there are no student nurses that will be working in the City this year
- Equipment failure (vaccine freezer) will necessitate the purchase of replacement doses (2) of Shingles Vaccine in order to continue the Shingles Vaccine program. The program is self-sustaining because the pharmaceutical company will provide the Health Department with a replacement dose at no charge for each dose administered. The Health Department is required to provide the initial doses of vaccine.
- New freezer will have to be purchased
- Cost for supplies for anticipated participation in the Chamber Wellness fair held at the Senior Center.
- Other supplies needed for defibrillator classes, syringes for clinics and other medical costs.

***Please note that the cost of the vaccine is reimbursed through Medicare and insurance companies. We get reimbursed for the cost of the vaccine and an administrative cost for administering the vaccine. See attached sheet for anticipated net income.

Anticipated Costs for Med. Revolving Account	
For Flu Clinics (High Dose and Regular Dose)*	\$14,700.00
Salary for extra nursing staff at Senior Clinics (\$100/nurse x3 Clinics)	\$300.00
Salary for extra nursing staff at Community Wide Clinics (\$150 x 3 nurses x 2 Clinics)	\$900.00
Supplies for Flu Clinics - Syringes, gloves, alcohol prep pads etc. (Estimate)	\$300.00
Publicity for Flu Clinics / Printing etc.	\$175.00
CPR Supplies	\$350.00
Epi Pens Pedi & Adult - 2 Pkg x \$400	\$800.00
Portable Thermometers (2 year shelf life)	\$70.00
Shingles Vaccine \$185 per dose - 2 doses (replaceable after administration at no cost to the City. Self-Sustaining Program)	\$370.00
Clinical Grade Freezer for Shingles vaccine storage	\$1,500.00
Community Education & Wellness - Participation in Chamber Wellness Fair	\$1,000.00
Total	\$20,465.00

FY2017 ANTICIPATED FLU VACCINE EXPENSES & REIMBURSEMENTS

Cost of Vaccine				Reimbursement Amounts for Vaccine					
Type of Vaccine	Doses Ordered	Cost per Dose	Total Cost	Doses Ordered	PER DOSE Average Reimbursement FOR Cost of Vaccine	PER DOSE Average Reimbursement FOR Administration of Vaccine	Total of Cost & Administration Reimbursement	FOR ALL DOSES ORDERED: Total Reimbursement for Vaccine Cost PLUS Administration	Net Income if ALL doses are Administered AND Reimbursed
INFLUENZA									
High Dose	200	\$37.60	\$7,520.00	200	\$31.93	\$26.25	\$58.18	\$11,636.00	\$4,116.00
Regular Dose	400	\$17.95	\$7,180.00	400	\$16.66	\$26.25	\$42.91	\$17,164.00	\$9,984.00
		Total	\$14,700.00				Total:	\$28,800.00	
								Projected Net Income:	\$14,100.00



CITY OF NEWBURYPORT

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NEWBURYPORT, MA

2016 AUG -2 P 3:13

IN CITY COUNCIL

ORDERED:

August 8, 2016

THAT, \$60,000.00 is appropriated for costs of a new harbormaster visiting boater facility project, including all costs incidental or related thereto, in addition to the \$1,082,601.60 previously appropriated for the project, bringing the total appropriation to \$1,142,601.60; that to meet this appropriation the Treasurer with the approval of the Mayor is authorized to borrow said amount under G.L. c.44, §7(3), or any other enabling authority; that the Mayor is authorized to contract for and expend any federal or state aid or any other funds available for the project; and that the Mayor and the Treasurer are authorized to take any other action necessary or convenient to carry out this vote. While all notes and bonds issued under this loan order shall be general obligations of the City, it is the intent that the debt service on such notes and bonds be paid from Harbormaster Enterprise Fund revenues.

Councillor Charles F. Tontar
Chair, Budget & Finance Committee



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

DONNA D. HOLADAY
MAYOR

MEMORANDUM

TO: NEWBURYPORT CITY COUNCIL

FROM: GEORDIE VINING, SENIOR PROJECT MANAGER

CC: MAYOR DONNA HOLADAY; FINANCE DIRECTOR ETHAN MANNING; TREASURER JULIE LANGUIRAND;
HARBORMASTER PAUL HOGG; HARBOR COMMISSION CHAIR ANDREW CASSON

SUBJECT: BOND AUTHORIZATION REQUEST: HARBORMASTER AND VISITING BOATER FACILITY

DATE: 8/2/16

We are writing to respectfully request the City Council's authorization of a supplemental bond serviced by revenues from the Harbor Enterprise Fund to support completing construction of the Harbormaster Visiting Boater Facility.

The project is currently supported by a bond of \$1,082,602 (\$1 million in a long-term bond plus \$82,602 in a short-term bond) which is supported by revenues from the Harbor Enterprise Fund, as well as a \$448,059 federal Boating Infrastructure Grant. We started the construction project with a small construction contingency of a little under 3% of the baseline contract, and that contingency fund has been used to address a number of unexpected underground utility and obstruction issues. We need additional resources to ensure that the City has the financial capacity to correct any potential issues that may arise during the next three to four months of construction. Therefore, we would like to respectfully request authorization to borrow an additional \$60,000 supported by revenues from the Harbor Enterprise Fund, which would bring the overall construction contingency to approximately 7%. That amount is well within the typical range of 5-10% for such projects. If all the funding is not ultimately required to complete construction, then the City will reduce the final permanent bonding accordingly.

The debt service for this small supplemental bond is well within the average annual amount available for additional capital investment and debt service based on the analysis done by the City's Finance Department and Harbor Commission Treasurer of seven years of Harbor Enterprise Fund revenues. A 20-year bond for \$60,000 at a conservative rate of 3.5% would be serviced by approximately \$4200 per year. The Harbor Enterprise has had an annual average of over \$98,000 available for capital investment and debt service, and the currently authorized 20-year bond at a conservative rate of 3.5% will be serviced by approximately \$76,000, leaving an average of over \$22,000 available for additional capital investment and debt service each year. There is also well over \$300,000 in the Harbor Enterprise retained earnings account as a reserve. However, that retained earnings account is currently waiting certification for the last fiscal year, so the borrowing approach is the most viable due to the timing of the project.

The project continues to be on track for substantial completion in November 2016. As outlined previously, one side of the building will provide a customer service and reception area, office space, staff lockers, staff bathroom, and a storage area. The other side, connected by the breezeway, will provide much-needed toilet facilities for the general public, plus showers and other facilities for visiting boaters. Please see the attached construction progress photos. Thank you for your consideration.

Harbormaster Visiting Boater Facility
Construction Progress Photographs 8/2/16



Looking east towards mouth of river from 2nd floor office



Looking east from boardwalk towards building



Looking north from new Rail Trail corridor



Looking west from customer service area

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NEWBURYPORT, MA
2016 AUG -2 P 2: 08

CITY OF NEWBURYPORT



IN CITY COUNCIL

August 8, 2016

ORDERED:

THAT the City Council of the City of Newburyport approves the extension through June 30, 2017 of the attached Addendum to the Intermunicipal Agreement between the Town of West Newbury and the City of Newburyport for Shared Animal Control Services.


Councilor Vogel
License & Permits Chairperson



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY

60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4413 • (978) 465-4402 (FAX)
WWW.CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Patricia Moore, Chief Administrative Officer
Date: August 8, 2016
Subject: Intermunicipal Agreement Extension with West Newbury for Animal Control Services



Attached is the Intermunicipal agreement with the Town of West Newbury for animal control services. As you recall, the original contract renewal generated some discussion, so the City Council approved a three month renewal, with the option to extend through the end of the fiscal year.

Per the attached Amendment, the current arrangement will expire on September 30, 2016 and will need to be renewed through the end of fiscal year 2016, after which it can be renewed annually with approval of the Newburyport City Council and the West Newbury Board of Selectmen.

During the discussion regarding this arrangement there were many requests for information and follow-up, all of which were provided to the City Council. The discussions focused on the City Council's impression that issues were not being addressed when, in actuality, none of the issues discussed were brought to the attention of the Health Department and Animal Control. In essence, City Councilors were hearing about issues, but the Health Department was not. Since that time, communication is much improved and the Animal Control Officer and Health Director have been addressing and responding to the many issues that have surfaced, particularly in the Plum Island area. During this time they have demonstrated their continued focus and excellent service to the City, all while continuing to support West Newbury. Mayor Holaday and I met with Chief Reed on August 1st and West Newbury is content with the contract and services provided.

West Newbury pays the City \$20,000 annually for the service and provides a vehicle for the Animal Control officer which, at the City Council's request, was inspected and deemed to be in excellent working order.

Let me know if you require further information regarding this arrangement.

Amendment to Contract

City of Newburyport and

Town of West Newbury

INTERMUNICIPAL AGREEMENT FOR THE ADMINISTRATION OF SHARED ANIMAL CONTROL SERVICES

This amendment (the "Amendment") is made by the City of Newburyport and the Town of West Newbury, parties to the agreement INTERMUNICIPAL AGREEMENT FOR THE ADMINISTRATION OF SHARED ANIMAL CONTROL SERVICES dated July 1, 2016.

The Agreement is amended as follows:

Article 3. Term – Replace with the following:

This Agreement shall take effect on July 1, 2016, for a three month term ending September 30, 2016. At the end of the initial three month term the Agreement may be extended through June 30, 2017 by the Newburyport City Council and West Newbury Board of Selectmen. If extended through June 30, 2017, upon expiration, the agreement may be extended by up to two additional one year terms commencing on July 1, 2017 and July 1, 2018. Any such extension term shall be subject to the approval of the City of Newburyport, as authorized by its City Council and approved by its Mayor, and the Town of West Newbury, as authorized by its Board of Selectmen. Should either of the Participating Governmental Units fail to extend the agreement after the initial three month term expiring on September 30, 2016, or anytime thereafter, a mutually agreeable transition plan will be developed and implemented within 30 days, including the return of the ACO vehicle to West Newbury or other disposition as agreed upon between both municipalities. During the transition, the Town of West Newbury will continue to make payments to the City of Newburyport, pro-rated if applicable, until such time the Inter-municipal Agreement is terminated and Newburyport is no longer providing Animal Control Services to West Newbury.

Except as set forth in this Amendment, the Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is conflict between this amendment and the Agreement or any earlier amendment, the terms of this amendment will prevail.



Town of West Newbury
By Board of Selectmen

Dated:

City of Newburyport
By City Council

By Mayor Donna Holaday

Dated:



CITY OF NEWBURYPORT

CITY COUNCIL

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

IN CITY COUNCIL:

ORDERED:

Date: July 26, 2016

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

Merrimac Street from Caldwell Court to Pop Crowley Way

Kent Street at Merrimac

AND that the City Clerk and Department of Public Services maintain this list, available to the public

AND further post this list on the city website

AND to better define the crosswalk and make entry and exit from Cashman Park and the new comfort station being constructed therein that the Department of Public Services employ crosswalk style markings of their choosing to the Merrimac Street sidewalk from Leary's wine and Spirits to the beginning of the sidewalk abutting Cashman Park, i.e. across the open curb cuts of the so-called Lombardi Oil building.

Submitted,

Councillor Robert J. Cronin, Public Safety Chair

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

August 3, 2016

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

Guaranteed Builders & Developers
14 West Street
Douglas, MA 01516

Paperwork on file in the City Clerk's office.

Councillor Eigerman
Public Utilities Chairperson




CITY OF NEWBURYPORT

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

WAYNE S. AMARAL
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

TO: Richard Jones, City Clerk
FROM: Wayne S. Amaral, DPS Deputy Director 
DATE: July 13, 2016
RE: License Contractor Application and recommendation 2016 Season

16A PERRY WAY
NEWBURYPORT, MA 01950

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

Guaranteed Builders & Developers Inc.
14 West St.
Douglas, MA 01516

TEL: 978-465-4464

FAX: 978-465-1623

CITYOFNEWBURYPORT.COM

For the following work;

Water Service
Sewer Service
Roadway

Thank you for your attention to this matter.



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

ANTHONY J. FURNARI, DIRECTOR
 ANDREW LAFFERTY, DEPUTY DIRECTOR

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

Licensed Contractor Application

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

Name of Company: Guaranteed Builders & Developers Inc.

Name of Owner: Louis C. Tuxino

Contact Person: Fred C. Larock, Jr.

Street Address: 14 West Street City: Douglas State: Ma Zip Code: 01516

Phone #: 508-476-1500 Cell #: _____ Fax #: 508-476-1392

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

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

Submit the Following with this completed Application:

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



The Ohio Casualty Insurance Company
62 Maple Avenue, Keene, New Hampshire 03431

BOND

Bond #601107297

KNOW ALL MEN BY THESE PRESENTS: That we
Guaranteed Builders & Developers, Inc.

14 West Street East Douglas MA 01516
Street Address City State ZIP Code

(Full Name [top line] and Address [bottom line] of Principal)

(hereinafter called the Principal) as Principal, and, The Ohio Casualty Insurance Company with principal offices at
Keene, New Hampshire (hereinafter called the Surety) as Surety, are held and firmly bound unto
City of Newburyport, Department of Public Services

16A Perry Way Newburyport MA 01950
Street Address City State ZIP Code

(Full Name [top line] and Address [bottom line] of Obligee)

(hereinafter called the Obligee), in the penal sum of

Five Thousand Dollars and no/100 (Dollars) \$ 5,000.00

for the payment of which well and truly to made, we do hereby bind ourselves, our heirs, executors, administrators, successors
and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has made or is about to make application to the Obligee for a License to
Drainlayers Permit Bond

for a term beginning on June 30, 2016 and ending on* *****
(*strike out if license or permit is for an indefinite term)

NOW, THEREFORE, if the Principal shall indemnify the Obligee against any loss directly arising by reason of failure of said
Principal to comply with the laws or ordinances under which said license or permit is granted, or any lawful rules or regulations
pertaining thereto, then this obligation shall be void; otherwise to remain in full force and effect.

PROVIDED, HOWEVER, AND UPON THE FOLLOWING EXPRESS CONDITIONS:

- 1. This bond shall be and remain in full force during the term of said license or permit unless canceled in accordance with
paragraph 2 below; but if said license or permit was issued for a specific term, and is renewed for one or more specific terms, this
bond will be extended to cover such additional term(s) upon the execution by the Surety of a Continuation Certificate, provided
such certificate is acceptable to the Obligee. In no event, however, shall the liability of the Surety be cumulative from year to
year or from period to period, nor exceed the penal sum written in this first paragraph of this bond.
2. The Surety shall have the right to terminate its liability by notifying the Obligee in writing ten (10) days in advance of its
intention to do so.

SIGNED, SEALED AND DATED June 30, 2016

Guaranteed Builders & Developers, Inc.

By: [Signature] Controller G&D

The Ohio Casualty Insurance Company

By: [Signature] Laurie A. Penniman, Attorney-in-fact

POWER OF ATTORNEY
The Ohio Casualty Insurance Company

Bond Number: **601107297**

Principal: Guaranteed Builders & Developers, Inc.

Agency Name: Marsh & McLennan Agency LLC

Obligee: City of Newburyport, Department of Public Services

Agent Code: **206164**

Know All Men by These Presents: That The Ohio Casualty Insurance Company, pursuant to the authority granted by Article IV, Section 12 of the Code of Regulations and By-Laws of The Ohio Casualty Insurance Company, do hereby nominate, constitute and appoint: Joseph B. Battaini, Darlene F. Beshaw, Laurie A. Penniman of WORCESTER, Massachusetts its true and lawful agent(s) and attorney(ies)-in-fact, to make, execute, seal and deliver for and on its behalf as surety, and as its act and deed **any and all BONDS, UNDERTAKINGS, and RECOGNIZANCES**, excluding, however, any bond(s) or undertaking(s) guaranteeing the payment of notes and interest thereon.

And the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Company, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of said Company at their administrative offices in Keene, New Hampshire, in their own proper persons. The authority granted hereunder supersedes any previous authority heretofore granted the above named attorney(ies)-in-fact.

In WITNESS WHEREOF, the undersigned officer of the said The Ohio Casualty Insurance Company has hereunto subscribed his name and affixed the Corporate Seal of said Company this 18th day of November, 2013.



David M. Carey, Assistant Secretary

STATE OF PENNSYLVANIA
COUNTY OF MONTGOMERY

On this 18th day of November, 2013 before the subscriber, a Notary Public of the State of Pennsylvania, in and for the County of Montgomery, duly commissioned and qualified, came David M. Carey, Assistant Secretary of The Ohio Casualty Insurance Company, to me personally known to be the individual and officer described in, and who executed the preceding instrument, and he acknowledged the execution of the same, and being by me duly sworn deposes and says that he is the officer of the Company aforesaid, and that the seal affixed to the preceding instrument is the Corporate Seal of said Company, and the said Corporate Seal and his signature as officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporation.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal at the City of Plymouth Meeting, State of Pennsylvania, the day and year first above written.



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

Notary Public in and for County of Montgomery, State of Pennsylvania
My Commission expires March 28, 2017

This power of attorney is granted under and by authority of Article IV, Section 12 of the By-Laws of The Ohio Casualty Insurance Company, extracts from which read:

ARTICLE IV - Officers: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bond, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary.

Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

This certificate and the above power of attorney may be signed by facsimile or mechanically reproduced signatures under and by authority of the following vote of the board of directors of The Ohio Casualty Insurance Company effective on the 15th day of February, 2011:

VOTED that the facsimile or mechanically reproduced signature of any assistant secretary of the company, wherever appearing upon a certified copy of any power of attorney issued by the company in connection with surety bonds, shall be valid and binding upon the company with the same force and effect as though manually affixed.

CERTIFICATE

I, the undersigned Assistant Secretary of The Ohio Casualty Insurance Company, do hereby certify that the foregoing power of attorney, the referenced By-Laws of the Company and the above resolution of their Board of Directors are true and correct copies and are in full force and effect on this date.

IN WITNESS WHEREOF, I have hereunto set my hand and the seal of the Company this 30th day of June, 2016



Gregory W. Davenport, Assistant Secretary

Client#: 211259

GUARABUILD3

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/30/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER: Marsh & McLennan Agency LLC, 100 Front Street, Suite 800, Worcester, MA 01608, 888 850-9400. CONTACT NAME: [Blank], PHONE: 888 850-9400, FAX: 866-795-8016. INSURER(S) AFFORDING COVERAGE: INSURER A: Utica Mutual Insurance Company, NAIC #: 25976. INSURED: Guaranteed Builders & Developers, Inc., 14 West Street, East Douglas, MA 01516.

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.

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability (CPP4051108), Automobile Liability (BAC4051109), Umbrella Liability (CULP4051112), Workers Compensation and Employers' Liability (WC4045631), and Equipment Floater (CPP4051108).

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

CERTIFICATE HOLDER: Town of Newburyport, 60 Pleasant Street, Newburyport, MA 01950. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Jerry Anderson

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No: 967

THE COMMONWEALTH OF MASSACHUSETTS
TOWN OF MILLBURY

FEE
\$40.00

This is to Certify thatGuaranteed Builders & Developers, Inc.....
NAME

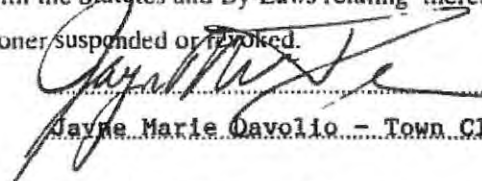
.....14 West Street Douglas, MA 01516.....
ADDRESS

IS HEREBY GRANTED A LICENSE TO LAY DRAINS IN THE
TOWN OF MILLBURY

.....To Lay Sewer Drains.....
SPECIFY AND GIVE ACCURATE DESCRIPTION

.....
.....
.....
This permit is granted in conformity with the Statutes and By-Laws relating thereto,
and expires December 31, 2016...unless sooner suspended or revoked.

.....January 20..... 20 16.....


Jayne Marie Davolio - Town Clerk

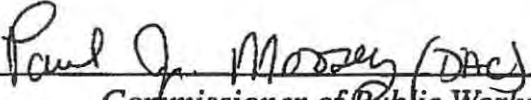
No 2199

**City of Worcester
Department of Public Works
DRAINLAYERS LICENSE**

By approval of the Commissioner of the Department of Public Works, a License is hereby granted to DUANE HEERDT
GUARANTEED BUILDERS & DEVELOPERS, INC.
14 WEST STREET
EAST DOUGLAS, MA 01516

to lay drains in the said City of Worcester, until the thirty-first day of December, 20__16__, unless the same shall be sooner revoked.

granted this 1 *day of* JANUARY 20 16.



Commissioner of Public Works



Cheryl A. Jenkins
TOWN CLERK

TOWN OF HOLDEN
MASSACHUSETTS
OFFICE OF THE TOWN CLERK

2016-50

DRAINLAYER'S LICENSE

TO: Guaranteed Builders & Developers, Inc.

ADDRESS: 14 West Street Douglas, MA 01516

A License to carry on the business of Drainlaying in the Town of Holden, Massachusetts subject to the provisions of the Massachusetts General Laws and the Town of Holden By-Laws.

This License expires December 31, 2016 unless sooner revoked.

Cheryl A. Jenkins
Town Clerk

Dated: 1/4/2016

Insurance expires: 4/2/2016

Bond expires: Indefinite

Workers' Compensation: 04/02/2016



**TOWN OF WEBSTER
DEPARTMENT OF PUBLIC WORKS
WATER - SEWER DIVISION
PO BOX 793 WEBSTER, MA 01570**

January 12, 2012

To Whom It May Concern:

GBI Builders of Douglas Massachusetts has installed water and sewer mains in projects and has worked with individual homeowners to complete the required connections for the residents of Webster MA.

GBI Builders is a licensed drain layer and has completed the jobs with professionalism and always in accordance with the town's regulations.

If you require any further information please contact our office at 508-949-3865 or e-mail jduval@webster-ma.gov or dkasik@webster-ma.gov

Sincerely,

Debra A. Kasik
Administrative Assistant
Webster Sewer Department



**TOWN OF DOUGLAS
BOARD OF HEALTH
29 DEPOT STREET
DOUGLAS, MA 01516**

(508) 476-4000 Ext. 352
mbacon@douglasma.org

508-476-0023 FAX
508-476-1619 TTY

July 20, 2011

TO WHOM IT MAY CONCERN:

Please be advised that **DUANE HEERDT, GUARANTEE BUILDERS, INC., DOUGLAS, MA** holds a Disposal Works Installer license in the Town of Douglas for the year 2011. Mr. Heerd has held an installer's license since 2002.

There are no complaints concerning his work on file with the Board of Health.

If I can be of further assistance, please feel free to contact me at the telephone number listed above.

Very truly yours,

Marleen R. Bacon, Administrative Supervisor
for the Douglas Board of Health



Town of Hopkinton

18 Main St., Hopkinton, MA 01748

Board of Health

Telephone 508-497-9725 FAX 508-497-9702

Professional Reference for Duane Heerd of GBI Inc. Douglas, MA. July 20,2011

Mr. Heerd of GBI Inc. of Douglas MA is a licensed Septic Installer in the Town of Hopkinton MA, For the License period 2011/2012. In order to become a licensed installer in our town an applicant must successfully pass a written examination on Town of Hopkinton Regulations as well as 310 CMR 15.00 and additionally survive an interview by the Health Agent.

I have inspected Mr. Heerd's work and find it to be technically correct and done in a professional manner. In addition no complaints formal or informal appear in his license file. Based on this information, I recommend Mr. Heerd as a septic Installer in your community.

If I may be of further assistance in this matter please do not hesitate to call my office at 508-497-9725

Bryan J. Besso
Health Agent

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

August 3, 2016

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

Masterson Construction
46 Prince Street
Danvers, MA 01923

Paperwork on file in the City Clerk's office.

Councillor Eigerman
Public Utilities Chairperson



CITY OF NEWBURYPORT

DEPARTMENT
OF
PUBLIC SERVICES

MEMORANDUM

ANTHONY J. FURNARI
DIRECTOR

TO: Richard Jones, City Clerk
FROM: Wayne S. Amaral, DPS Deputy Director *WSA*
DATE: July 7, 2016
RE: License Contractor Application and recommendation for 2016 Season

WAYNE S. AMARAL
DEPUTY DIRECTOR /
DIRECTOR OF OPERATIONS

16A PERRY WAY
NEWBURYPORT, MA 01950

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

CITYOFNEWBURYPORT.COM

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

J. Masterson Construction
46 Prince St.
Danvers, MA 01923

For the following work;

Water
Sewer
Drain Laying
Roadway
Sidewalk

Thank you for your attention to this matter.

RECEIVED
JUL 14 2016
11:11 AM



CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES

16A PERRY WAY
 NEWBURYPORT, MA 01950

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

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

**Application to become a
 Licensed Contractor**

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

Name of Company: J. Masterson Construction
 Name of Owner: Jeff Masterson
 Contact Person: Bill Peach
 Street Address: 46 Prince St City: Danvers State: MA Zip Code: 01923
 Phone #: 978-774-8780 Cell #: 978-815-4805 Fax #: 978-750-8040
 Insurance Certificate #: 8500064510 Policy Expiration Date: 7/1/16
 Name and Contact Information of Insurer: Gilbert Insurance 781-942-2225
 Bond # 08BSBGQ3874 Bond Expiration Date: 6/20/17

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

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

Submit the Following with this completed Application:

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



**CITY OF NEWBURYPORT
DEPARTMENT OF PUBLIC SERVICES**

16A PERRY WAY
NEWBURYPORT, MA 01950

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

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

**Licensed Contractor
Right of Way / Utility /Trench Permit
Information**

Any excavation in a sidewalk, street, grass strip or right of way, including easements requires ROW/ Utility / Trench permit. This includes but is not limited to water, sewer, gas, electric, paving, communications including cable and telephone. Construction of driveways, sidewalks, grass strips, driveways over the sidewalk, planting of trees also require a permit.

All work done in the City of Newburyport in the Right of Way (ROW) requires a Contractor licensed by the City of Newburyport Department of Public Services (DPS).

An annual fee of \$500 (non-refundable), \$5000 or \$10000 Bond (see Application), Insurance Certificate and references is required. This annual license allows you to work in the city for one year January 1 to December 31. No references are required for renewals unless requested by the DPS.

A ROW / Utility / Trench permit is required IN ADDITION to being licensed by the City of Newburyport

Any occupancy of the ROW, sidewalk, or street requires a permit by a licensed contractor. The \$500 fee is not required for ROW occupancy only. Any other work will require a \$500 annual fee and 3 municipal references

Permits are issued at the DPS Facility at 16A Perry Way in Newburyport.

Licensed Contractor Annual Fee	\$500
Street Opening/Trench Permit	\$100 excavation fee plus \$2.00/sq.ft.
Sidewalk Permit	\$100
Curb Cut	\$100 application review; owner performs work; DPS reviews work after completion
ROW Occupancy	\$50 per week
Special events (trash handling, staging)	\$45/hr/employee DPS determines the number of EEs needed

Fees for Water and Sewer vary depending on type of work

No Excavations are allowed between November 15th and April 1st.

Bond

BOND NO. 08BSBGQ3874

Know All Men By These Presents,

That we, J. Masterson Construction Corporation
of 46 Prince St., Danvers, MA 01923
and Hartford Casualty Insurance Company
under the laws of the State of Indiana
the City of Hartford, CT
bound unto City of Newburyport

as Principal.
, a corporation organized
, having its principal office in
, as Surety, are held and firmly

in the sum of Five thousand and 00/100 Dollars (\$ 5,000.00)
lawful money of the United States, for which payment well and truly to be made, we bind ourselves, our heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

Whereas, the above bounden Principal has been granted a Street Permit

Now, Therefore, the Condition of this Obligation is Such, that if the above Principal shall indemnify and save
harmless the City of Newburyport

against loss to which the City of Newburyport
may be subject by reason of said Principal's breach of any ordinance, rule or regulation relating to the above described
license or permit, then this obligation shall be null and void, otherwise to remain in full force and effect.

This obligation may be canceled by said Surety by giving thirty (30) days notice in writing of its intention so to do
to said

and the said Surety shall be relieved of any further liability under this bond thirty (30) days after receipt of said notice
by the said

No cause of action shall lie against the surety unless commenced within two years from the date the cause of action
accrues against the principal.

Regardless of the number of years this bond shall continue in force and the number of premiums which shall be payable
or paid, the surety's total limit of liability shall not be cumulative from year to year or period to period.

Signed, sealed and dated this 20th day of June, 2016

Principal J. Masterson Construction Corporation (Seal)
By: _____ (Seal) Surety Hartford Casualty Insurance Company
By:  (Seal) Thomas E. DiGiuseppe Attorney-in-Fact

POWER OF ATTORNEY

Direct Inquiries/Claims to:

THE HARTFORD
 Bond T-4
 One Hartford Plaza
 Hartford, Connecticut 06155
 call 888-266-3488 or fax: 860-757-5835)

KNOW ALL PERSONS BY THESE PRESENTS THAT:

Agency Code: 08-083460

- Hartford Fire Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Casualty Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Accident and Indemnity Company, a corporation duly organized under the laws of the State of Connecticut
- Hartford Underwriters Insurance Company, a corporation duly organized under the laws of the State of Connecticut
- Twin City Fire Insurance Company, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of Illinois, a corporation duly organized under the laws of the State of Illinois
- Hartford Insurance Company of the Midwest, a corporation duly organized under the laws of the State of Indiana
- Hartford Insurance Company of the Southeast, a corporation duly organized under the laws of the State of Florida

having their home office in Hartford, Connecticut (hereinafter collectively referred to as the "Companies") do hereby make, constitute and appoint, **up to the amount of Unlimited** :

Mary M. Kinchla, Thomas E. DiGiuseppe, Laurence R. Hall, Frances McEvoy, Audrey A. McMahon, Lee A. McNelly, Robert Poulin, Peter F. Sennott, Robert E. Sennott of TOPSFIELD, Massachusetts

their true and lawful Attorney(s)-in-Fact, each in their separate capacity if more than one is named above, to sign its name as surety(ies) only as delineated above by , and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

In Witness Whereof, and as authorized by a Resolution of the Board of Directors of the Companies on August 1, 2009, the Companies have caused these presents to be signed by its Vice President and its corporate seals to be hereto affixed, duly attested by its Assistant Secretary. Further, pursuant to Resolution of the Board of Directors of the Companies, the Companies hereby unambiguously affirm that they are and will be bound by any mechanically applied signatures applied to this Power of Attorney.



John Gray

John Gray, Assistant Secretary

M. Ross Fisher

M. Ross Fisher, Vice President

STATE OF CONNECTICUT }
 COUNTY OF HARTFORD } ss. Hartford

On this 12th day of July, 2012, before me personally came M. Ross Fisher, to me known, who being by me duly sworn, did depose and say: that he resides in the County of Hartford, State of Connecticut; that he is the Vice President of the Companies, the corporations described in and which executed the above instrument; that he knows the seals of the said corporations; that the seals affixed to the said instrument are such corporate seals; that they were so affixed by authority of the Boards of Directors of said corporations and that he signed his name thereto by like authority.



CERTIFICATE

Kathleen T. Maynard

Kathleen T. Maynard
 Notary Public

My Commission Expires July 31, 2016

I, the undersigned, Vice President of the Companies, DO HEREBY CERTIFY that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which is still in full force effective as of June 20, 2016
 Signed and sealed at the City of Hartford.



Kevin Heckman

Kevin Heckman, Assistant Vice President



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/21/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER Gilbert Insurance Agency, Inc. 137 Main Street Reading MA 01867-3922		CONTACT NAME: Barbara McDonough PHONE (A/C, No, Ext): (781) 942-2225 FAX (A/C, No): (781) 942-2226 E-MAIL ADDRESS: bmcdonough@gilbertinsurance.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Arbella Mutual Ins. Co.	17000
		INSURER B: Nautilus Insurance Company	17371
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** CL1562301855 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EBL: \$1M/\$2M <input checked="" type="checkbox"/> GL Enhancement Endmt GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			8500064510 XCU Hazards Not Excluded	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS <input checked="" type="checkbox"/> Anchor Plus			1020004177	7/1/2015	7/1/2016	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Broadened Pollution \$ 100,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			4600064511	7/1/2015	7/1/2016	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 OTHER: \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Pollution Liability			CPL2005721-12	7/1/2015	7/1/2016	\$1,000,000 Agg/Each Limit \$10,000 Deductible

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

CERTIFICATE HOLDER City of Newburyport Department of Public Services 16A Perry Way Newburyport, MA 01950	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE M Gilbert, CIC/LINDSE <i>Mark S. Gilbert</i>
---	--

City of Beverly
DEPARTMENT OF PUBLIC SERVICES AND ENGINEERING

ENGINEERING DIVISION
Eric Barber, P.E.
ebarber@beverlyma.gov

WATER DIVISION
James Turcotte
jturcotte@beverlyma.gov

HIGHWAY DIVISION
Paul Ruggiero
pruggiero@beverlyma.gov

COMMISSIONER
Michael P. Collins, P.E.
mcollins@beverlyma.gov

FORESTRY AND GROUNDS
Phil Klimowicz
pklimowicz@beverlyma.gov

FLEET MAINTENANCE
Frank Alleruzzo
falleruzzo@beverlyma.gov

BUILDING MAINTENANCE
Mike Bouchard
mbouchard@beverlyma.gov

November 7, 2013

To Whom It May Concern:

This letter is being written in regards to the quality of work performed by J. Masterson Construction Co. in the City of Beverly.

J. Masterson Construction Co. has performed work in the City of Beverly for over 5 years now and has always met our standards and specifications while delivering quality work in a responsible manner. Work completed in the City has included the installation of sewer & water service connections/repairs to residential and commercial properties as well as a large subdivision. They have also perform other utility and site work within the City. They have provided us with all the necessary documentation and paperwork in a timely fashion and in an organized manner.

If you have any questions please feel free to call myself or Eric Barber @ 978-921-6000.

Sincerely,



Sean Ciancarelli
Assistant City Engineer

www.beverlyma.gov

Public Works Division: 148 Park St - (p) 978.921.6053 (f) 978.921.8534
Engineering Division: 191 Cabot St - (p) 978.921.6000 (f) 978.921.6003

TOWN OF DANVERS
Department of Public Works



Street Division
95 Hobart Street
Danvers, MA 01923

Tel. (978) 762-0231
Fax (978) 777-4007

August 31, 2015

Dear Sir/Madam:

J. Masterson Construction is currently on the Town of Danvers list of approved and licensed drain layers. They have successfully completed utility work within the Town with no outstanding issues or complaints. Additionally during the winter season, they supply heavy equipment to our Public Works Division for snow removal and have performed their tasks in a professional and efficient manner.

I would highly recommend them to any prospective client, to be able to fulfill their needs.

If you have any further questions, please don't hesitate to give me a call at 978-762-0231, between the hours of 7am-3pm, Monday – Friday.

Sincerely,

A handwritten signature in cursive script that reads "Paul Kirby".

Paul Kirby
Street Supervisor



August 31, 2015

Topsfield Water Department

279 Boston Street
Topsfield, MA 01983

To Whom It May Concern:

J. Masterson Construction Corporation has completed multiple public and private projects in the Town of Topsfield over the past twenty years. They have worked on projects ranging in size from small parcel redevelopments to the construction of large subdivisions.

Their experience includes water main & service installation, septic system installation and site development including utilities and stormwater infrastructure. J Masterson has also been one of our emergency repair contractors for many years.

Their work is excellent. Please do not hesitate to contact me if you have any questions or need more information. I highly recommend them. Thank you.

Sincerely,

Greg Krom
Water Superintendent
(978) 887-1517
gkrom@topsfeldpublicworks.org

ORDINANCES

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF NEWBURYPORT

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

Zoning Ordinance Amendment:

THAT the Zoning Ordinance be amended pursuant to Section XII-B "Adoption and Amendment" as follows:

Strike Section II-B.46a entirely

Replace existing Section X-H.6.Q., within "Variances" with the following:

Q. In all cases where the board grants a variance from the strict application of the requirements of this chapter, the board shall also adhere to Section XI-K regarding sidewalks and trees.

Replace existing Section X-H.7.B.10, within "Special permit conditions," with the following:

(10) The board shall also adhere to Section XI-K regarding sidewalks and trees.

Replace existing Section XV-H.a.6, with the following:

6. Sidewalks, crosswalks, walkways, bike racks, or other pedestrian access may be required to allow access to adjacent properties and between individual businesses within a development. The board shall also adhere to Section XI-K regarding sidewalks and trees.

Add the following new Section:

XI-K Provision for Sidewalks and Trees

In all cases where a Variance, Special Permit or Site Plan Approval is granted for a project the board shall consider and may require the applicant to install, repair and/or replace City-owned sidewalks adjoining the site in accordance with the Newburyport Code of Ordinances, Section 12-54, entitled "Sidewalk materials" and any design specification promulgated by the Department of Public Services thereunder. In addition, the board shall consider and may require street trees to be planted, preserved and/or replaced along all public rights-of-way adjoining the site. Street tree requirements may be based upon the recommendations from the City's Tree Warden,

Replace existing Section XV-L.f, with the following:

No building permit shall be issued unless the applicant certifies on the application therefor that "All related construction and utilities installation for this project has been reviewed and approved by the respective City departments and will be completed in accordance with approved plans."

Replace the title of Section X-D., entitled "Permits," with the words "Building Permits and Certificates of Occupancy" and add the following new provision at the end of said Section:

No Certificate of Occupancy shall be issued unless the application or request therefor has first been signed or approved by both the Office of Planning and Development and Department of Public Services as certification that the proposed project as constructed complies with any Special Permits, Variances or Site Plan Approvals applicable to the project, and that all utilities, sidewalks and tree plantings have been installed in accordance with applicable requirements.

Councillor Giunta

COMMITTEE ITEMS

LICENSE & PERMITS COMMITTEE

COMM070_07_11_16 When Pigs Fly Table at 1 Merrimac Street

COMM072_07_11_16 Marlboro Street Block Party

COMM073_07_11_16 Pool Table App, Wolfe Tavern, 10 Center St

COMM075_07_11_16 54th Street Block Party

LAP



Mr. Richard Jones
City Clerk
City of Newburyport
cc. Jared Eigerman Ward 2 City Councilor

July 1, 2016

Dear Mr. Jones,

When Pigs Fly Bread Bakeries has recently opened at 1 Merrimac Street in Newburyport. We are pleased and excited to be part of a very vibrant Newburyport business environment. Our Bread Store sells 35 varieties of Artisan made breads baked daily in York, Maine. We also sell freshly baked Soft Bavarian Pretzels served with mustard.

I am asking permission to sell these pretzels at a table on the sidewalk in front of our building or somewhere in the city that might be acceptable to the Town. The pretzels would sell for \$4.00 and be offered on Saturdays and Sundays from 11 am to 6 pm for a 60 day period beginning July 15th.

We would need a small, 4 foot folding table, a basket with sneeze guard for the pretzels, mustard and small signage. We have no requirement for any type of power or refrigeration so our space requirements are minimal. I have talked with Frank Giacalone, the Health Inspector and he sees it as an extension of our current license and as long as we take care of the food to Health Standards, he would have no issues.

I am asking for the City's support in allowing us to introduce our concept to the City and stimulate new business.

Thank you,

Fred Fleisher
Director of Retail Operations
When Pigs Fly Bread Bakeries
617-692-0040
ffleisher1@gmail.com

www.sendbread.com

40 Brickyard Court • York, ME 03909 • Ph: 207.363.0612 • Fx: 207.363.2511

284



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: _____

7/6/2016

CONTACT INFORMATION

FIRST AND LAST NAMES: _____

Michael Bartlett

MAILING ADDRESS: _____

10 Marlboro St

PHONE NUMBER: _____

(978) 518-7221

E-MAIL ADDRESS: _____

michael.bartlett64@yahoo.com

BLOCK PARTY INFORMATION

BLOCK PARTY DATE: _____

8/27/2016

DESIRED STREET CLOSING LOCATION: _____

Marlboro St

Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: _____

Marlboro St. (Union to Lincoln)

DESIRED STREET CLOSING TIME: _____

3pm to 9pm

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. *Live Band*
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: *[Signature]* Date: 7/6/2016

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHALL
4 Green Street

FIRE CHIEF
Greenleaf Street

DEPUTY DIRECTOR
1 Perry Way

CITY CLERK
60 Pleasant Street

[Signature]

Dep STB 7/6/16

[Signature]

[Signature]

City use only:

Approved _____ Denied _____ Date _____

LJP

Law Office
of
MARK L. JANOS, P.C.
6 HARRIS STREET
NEWBURYPORT, MASSACHUSETTS 01950
www.janoslaw.com

MARK L. JANOS*
JEFFREY MERRILL*
JOCELYN GAFFNY
*ADMITTED IN MA & NH

(978) 465-2043
(603) 239-3148
FAX: (978) 465-6321

June 30, 2016

City of Newburyport
Council Members and City Clerk
60 Pleasant Street
Newburyport, MA 01950

Re: Pool Tables at 10 Center Street, Newburyport, MA 01950

Dear Council Members and City Clerk:

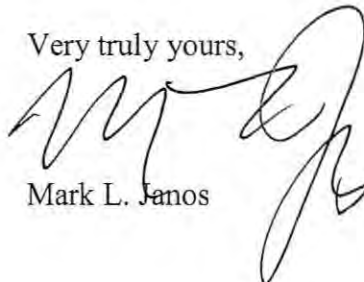
In accordance with the Code of Ordinances, Article IV, Division 2, §§ 9-41 to 9-44 this letter is written to formally request that the Council Members and/or City Clerk grant a license for two (2) Pool Tables, granted to Wolfe Tavern, LLC for the premises located at 10 Center Street, Newburyport, MA 01950, pursuant to M.G.L.A. c. 140 § 170 et seq. and c. 140 §177A.

Wolfe Tavern, LLC is currently applying for a §12 All Alcoholic Beverage License and Common Victualler's License for the premises, pursuant to a lease arrangement with 2-18 Center Street Nominee Trust, owners of the property.

I look forward, as are the owners of Wolfe Tavern, LLC, to working with you and your Council on the granting of an annual license for two (2) Pool Tables.

Should any questions arise pertaining to this request, please feel free to contact me at your convenience. Meanwhile, my thanks to you and your Council for your assistance in this regard.

Very truly yours,



Mark L. Janos

MLJ/jl

Wolfey's Pool Table Rules

-Valid Identification & Payment

All players **MUST** be over 21 years of age. Valid ID **MUST** be verified to play pool. Valid identification is defined as a current driver's license, passport or military ID. Current credit/debit card to be HELD by Pool Assistant/Server as security and payment.

-Pool Table Reservations

Between the hours of 6pm and 10pm the tables can be reserved for **UP TO a 2 hour period max. for \$20 an hour.**

All other business hours of operation will be "**First come, Play first**"; Then a wait list will be implemented to control the demand (IPad with a app similar to No Wait)

-Pool Table Items

Pool table items will consist of fifteen (15) solid and striped pool balls, one (1) cue ball, one (1) chalk, one (1) bridge and one (1) triangle. This will be given to the player once they have been through the valid Identification and payment process.

Wall racks with multiple sized pool cues will be available to all players.

-Pool Play Policy

By providing a valid ID and payment for the use of the pool table and items, the identification and payment bearer assumes all responsibility for care and maintenance of the pool table and items. Care and maintenance includes, but is not limited to, returning all pool items in the same condition as when they were checked out, and the pool table is clean and undamaged.

Identification and payment bearer will sign a Disclaimer acknowledging the Pool Play Policy.

-Violations

The pool table is not to be moved from its location. Food, drink or items not required for the playing of pool will not be placed on the table. Broken or lost items will be paid for by the bearer of the identification and payment obtained at checkout.

There is a strict "Do Not Over Serve" policy regarding the service of alcoholic beverages to guests. Patrons safety is paramount at all times.

idk



CITY OF NEWBURYPORT
60 PLEASANT STREET
NEWBURYPORT, MA 01950



BLOCK PARTY APPLICATION

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

DATE OF REQUEST: 6/29/16

CONTACT INFORMATION

FIRST AND LAST NAME: Lynne Murray

MAILING ADDRESS: 8 54th Street Nbpt. MA

PHONE NUMBER: 978-462-4240

E-MAIL ADDRESS: sndipte@aol.com

BLOCK PARTY INFORMATION

BLOCK PARTY DATE: August 13, 2016

DESIRED STREET CLOSING LOCATION: 54th Street
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: NO Barricades

DESIRED STREET CLOSING TIME: 5:00 - 10:00 P.M.
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 weeks to process.

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

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

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

Applicant Signature *Debra M. Murray* Date 10/29/16

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHAL
4 Green Street
FIRE CHIEF
Greenleaf Street
DEPUTY DIRECTOR
1 Perry Way
CITY CLERK
60 Pleasant St.

[Signature]
[Signature]
[Signature]
[Signature]

City use only:

Approved *[Signature]* Denied _____ Date 10-29-16

PLANNING & DEVELOPMENT COMMITTEE

COMM020_02_08_16 Memo re: hiring process for Building Commissioner



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY
60 PLEASANT STREET • P.O. BOX 550
NEWBURYPORT, MA 01950
(978) 465-4413 • (978) 465-4402 (FAX)
WWW.CITYOFNEWBURYPORT.COM

COMM020_02_08_16

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 FEB -2 P 1:31

TO: President and Members of the City Council

FROM: Donna D. Holaday

DATE: 2/2/16

RE: Hiring Process for the City's Next Building Commissioner

Donna D. Holaday

As most of you are aware, I will be commencing a hiring process in the next couple of months to fill a critical position within our local government—that of the City's Building Commissioner. With the impending retirement of a long-time, dedicated employee, I have asked our Human Resources Department to update the position's job description and draft a job advertisement.

Given that a key part of serving in this role requires coordination and communication with many boards, commissions, employees, developers and members of the public, I wish to inform you of my intention to convene a search committee to review resumes of qualified applicants, conduct interviews and make recommendations of not fewer than three (3) final candidates to me.

The Search Committee will have ten (10) members consisting of the Chief Administrative Officer who shall serve as chair; the Human Resources Director; a representative from the Planning Department; a representative from the Fire Department; the Health Department Director; one member each from the City Council, Planning Board, Zoning Board of Appeals, and Historical Commission or Newburyport Preservation Trust, each of whom shall be named by the President/Chair of those bodies; and one member of the public chosen by me.

It is my intention to start this process by the end of this month.

Public Safety Committee Items

- **COMM062_06_13_16** Newburyport Half Marathon
- **COMM071_07_11_16** Geiger Walk Against Violence Oct. 2, 2016
- **COMM074_07_11_16** Pan Mass Challenge Kids Race, Sept 18, 2016
- **ORDR057_06_27_16** Resident Parking Program, Orange St

NEWBURYPORT SPECIAL EVENT APPLICATION

2005

Tel. _____

Fax. _____

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

NAME OF EVENT: Newburyport Half Marathon

Date: 10/23/16 Time: from 9:00 to 2:00pm

Rain Date: 10/30/16 Time: from 9:00 to 2:00pm

2. Location: Cushman Softball Field

3. Description of Property: ↑ Public Private

4. Name of Organizer: Eli Baulin / Green Stride City Sponsored Event: Yes No

Contact Person Eli Baulin

Address: 55 Prospect St Amesbury Telephone: 978 270 2026

E-Mail: Elibaulin@hotmail.com Cell Phone: Same

Day of Event Contact & Phone: Eli - 978 270 2026

5. Number of Attendees Expected: 3,500

6. MA Tax Number: 47-0987984

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

8. What Age Group is the Event Targeted to? Adults 18-70+, Runners

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

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

A. Vending: Food Beverages Alcohol Goods Total # of Vendors 12-15

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

10/23/16
3:33
02/10/2016

If yes:

- a) How many trash receptacles will you be providing? Up to 10
- b) How many recycling receptacles will you be providing? Up to 10
- c) Will you be contracting for disposal of : **Trash** Yes No **Recycling** Yes No
- i. If yes, size of dumpster(s): **Trash** 20 yard **Recycling** 20 yard
- ii. Name of disposal company: **Trash** Mello **Recycling** Mello
- 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 as many as they will provide
- 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)

60 Standard # 5 ADA accessible

Name of company providing the portable toilets: PA Wilkinson / Dave's Septic

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE

WALKATHON _____

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

Green Stride

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

978-270-2026

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

Green Stride,

Eli Baillin 978 270 2026

55 Prospect St

Amesbury, MA

4. Date of Event:

10/23/16

Expected Number of Participants:

3,500

5. Start Time:

9:00 am

Expected End Time:

2:00 pm

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

Merrimack St, Spofford, Pine Hill, Hoyts, Dennett, Turkey Hill, Middle St*,
Garden*, Rogers*, Hale St, Malcolm Hoyt, Parker, Rail Trail
* West Newbury

7. Locations of Water Stops (if any):

See attached

8. Will Detours for Motor Vehicles Be Required? _____

If so, where? See attached

9. Formation Location & Time for Participants:

202 Merrimack st. 8:30 a.m.

10. Dismissal Location & Time for Participants:

Cashman Park ball field 11:00 a.m. - 2:00 pm

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

[Signature]

4 Green St.

FIRE CHIEF

[Signature]

0 Greenleaf St.

DEPUTY DIRECTOR

[Signature]

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

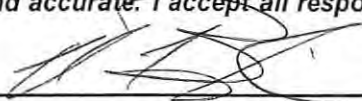
- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place 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 bin 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:** 5/22/16

COURSE DESCRIPTION

START: Merrimac & Kent St intersection

Continue Merrimac St- 1 mile Jefferson St before Atkinson Common

Left on Spofford St- 2 miles

Right on Ferry Rd

Across bridge over Route 95

Continue to Pine Hill Rd- 3miles

Bear right onto Curzon Mill Rd

Left on Hoyts Ln

Left on Storey Ave, Route 113- 4 miles

Right on Dennette DR

Left on Everett DR

Right on Turkey Hill Rd

Right on Plummer Spring Rd- 5 miles

Continues to Middle St

Left on Garden St- 6 miles

Left on Rogers St- 7 miles

Left on Turkey Hill Rd- 8 miles

Right on Hale St- 8.34 miles; 9 miles after RT 95 overpass

Right on Malcolm K Hoyt Rd- 10 miles

Left on Milliken Way to reverse direction at turn around point

Left on Malcolm K Hoyt Rd -10.84 miles; 11 miles before Parker St turn

Left on Parker St

Continue right on Parker St

Left on Clipper City Rail Trail- 11.8 miles; 12 miles on Trail

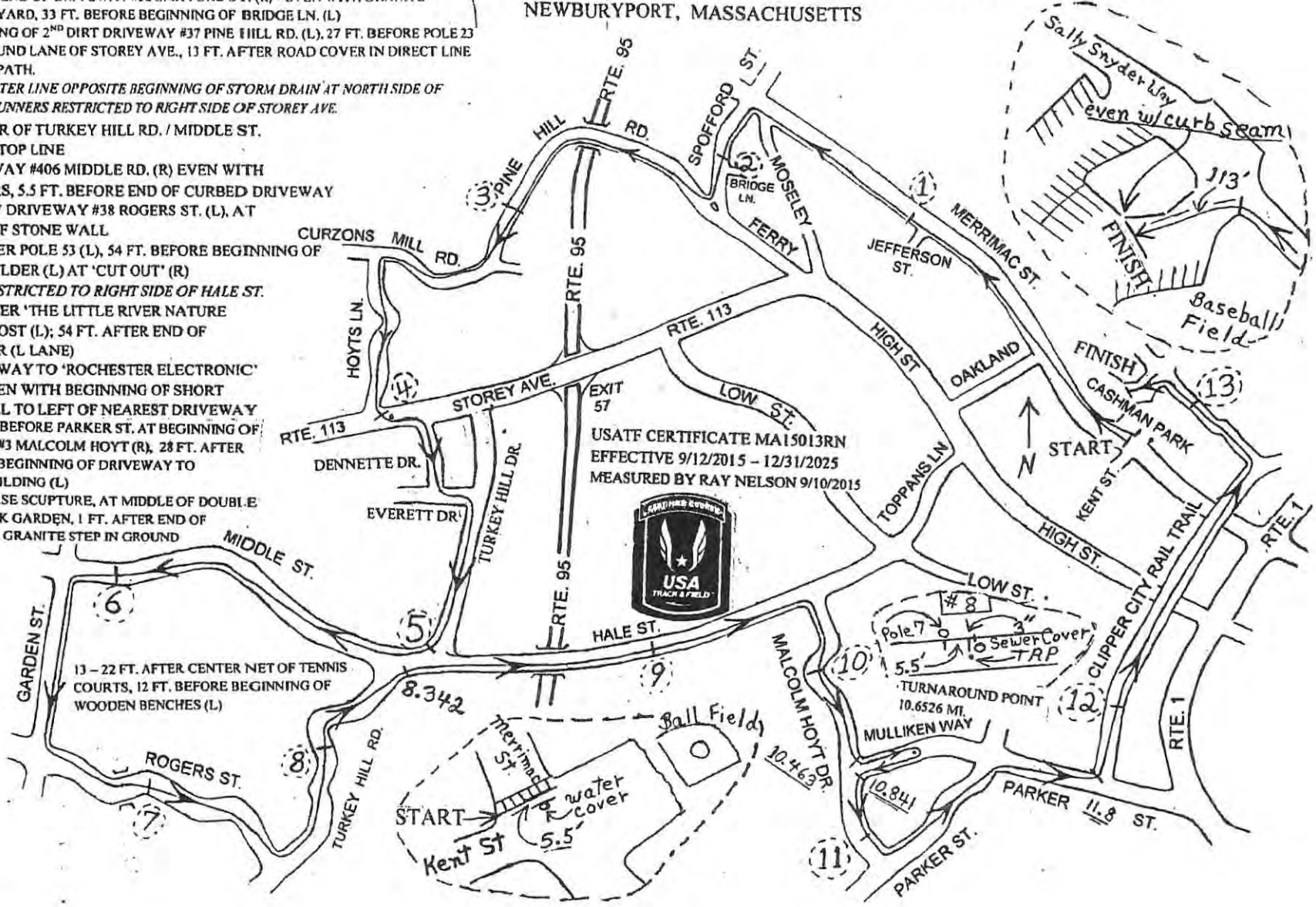
Continue Trail to before boat ramp & left to

Finish: adjacent to Cashman Park parking lot

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 2ND 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



USATF CERTIFICATE MA15013RN
EFFECTIVE 9/12/2015 - 12/31/2025
MEASURED BY RAY NELSON 9/10/2015





Newburyport Half Marathon

Sunday, October 25th, 2015

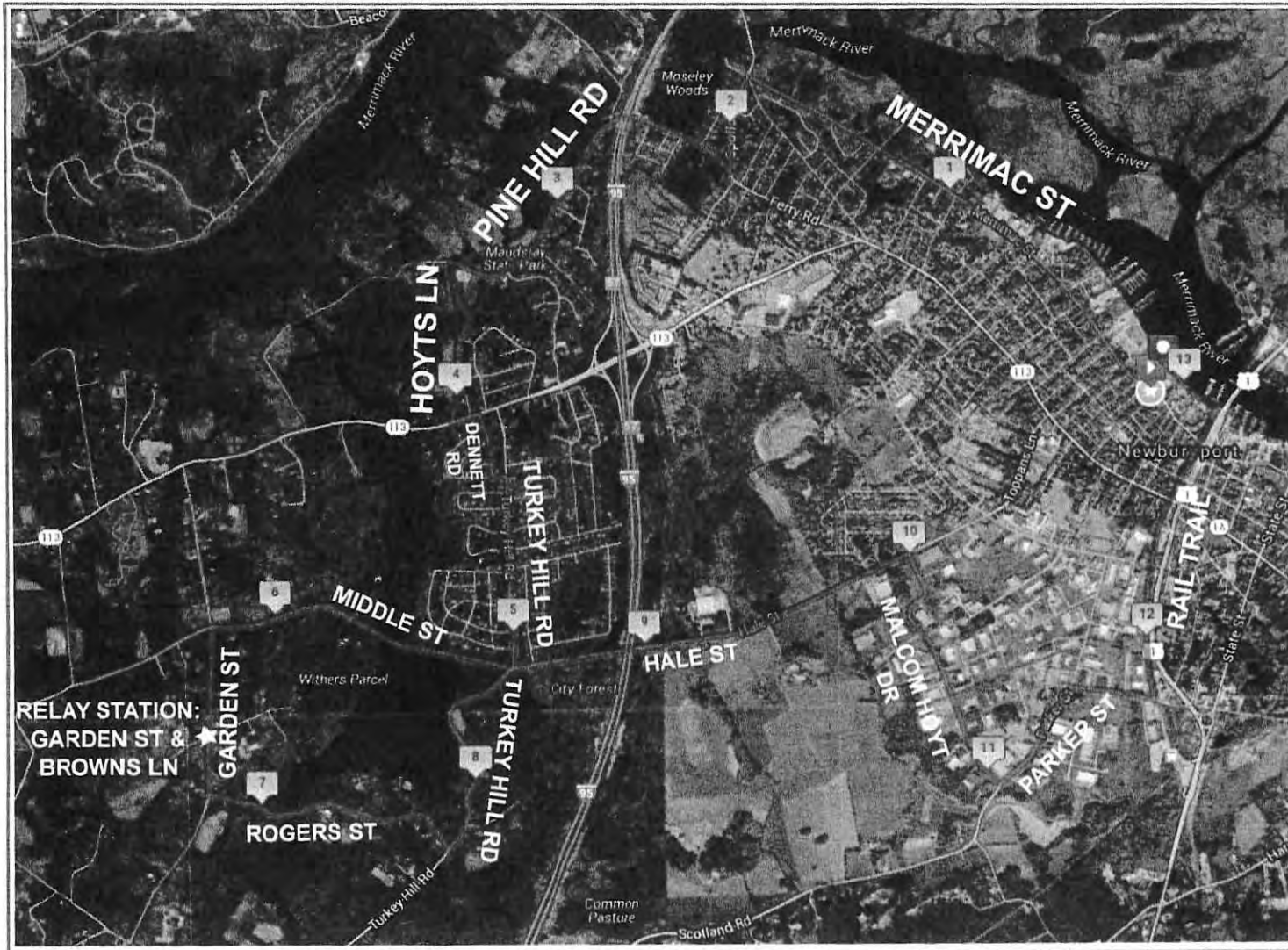
23rd, 2016

COURSE MAP

Prepared by:
DMSE
DAVE MCGILLIVRAY SPORTS ENTERPRISES
SPORTS

START: ON MERRIMAC ST @ KENT ST
FINISH: IN PARKING LOT AT CASHMAN PARK

v. 10/13/2015



RUNNER PACE TIMELINE		PACE: 4:59/MILE	PACE: 10:00/MILE	PACE: 18:19/MILE
MILE	LOCATION	Cross start line: LEAD	Plus 2 min MIDDLE PACK	Plus 4 min. LAST
START	MERRIMAC ST & KENT ST INTERSECTION	10:00:00	10:02:00	10:04:00
1	MERRIMAC ST AFTER JEFFERSON ST	10:04:59	10:12:00	10:22:19
1.8	MERRIMAC ST & SPOFFORD ST INTERSECTION	10:09:00	10:20:00	10:37:00
2	#32 SPOFFORD ST	10:10:00	10:22:00	10:40:38
2.2	SPOFFORD ST & FERRY RD	10:12:00	10:24:00	10:41:18
3	#37 PINE HILL RD	10:14:57	10:32:00	10:58:57
3.4	CURZONS MILL RD & HOYTS LN	10:16:00	10:36:00	11:06:17
4	ON STOREY AVE/RTE 113 JUST AFTER HOYTS LN TURN	10:19:56	10:42:00	11:17:16
4.1	STOREY AVE & DENNETTE DR	10:20:26	10:43:00	11:19:06
4.3	DENNETTE DR & EVERETT DR	10:21:26	10:43:00	11:22:46
4.5	EVERETT DR & TURKEY HILL RD	10:23:56	10:47:00	11:26:26
4.6	EVERETT DR & TURKEY HILL RD	10:24:26	10:48:00	11:28:16
5	TURKEY HILL RD & MIDDLE ST	10:24:55	10:52:00	11:35:35
6	3406 MIDDLE ST BEFORE GARDEN ST TURN	10:29:54	11:02:00	11:53:54
7	#38 ROGERS ST	10:34:53	11:12:00	12:12:13
8	ON TURKEY HILL RD BEFORE HALE ST	10:39:52	11:22:00	12:30:45
8.34	TURKEY HILL & HALE ST INTERESECTION	10:40:30	11:22:40	12:30:32
9	ON HALE ST AFTER "LITTLE RIVER NATURE CENTER SIGNPOST	10:44:51	11:32:00	12:48:51
9.8	HALE ST & MALCOLM HOYT DR INTERSECTION	10:48:51	11:40:00	12:52:30
10	AFTER CURVE ADJACENT TO ROCHESTER ELECTRONIC BLDG	10:49:50	11:42:00	1:07:10
10.5	MALCOML HOYT DR & MULLIKEN WAY	10:52:20	11:47:00	1:16:20
10.84	TURNAROUND ON MULLIKEN WAY	10:53:20	11:51:00	1:22:00
11	0.1 BEFORE LEFT TURN ON PARKER ST	10:54:49	11:52:00	1:25:29
11.5	RIGHT TURN ON PARKER ST	10:56:30	11:54:30	1:34:40
11.8	PARKER ST & ENTRANCE TO CLIPPER CITY RAIL TRAIL	10:58:50	11:56:00	1:40:10
12	ON CLIPPER CITY RAIL TRAIL AFTER HORSE SCULPTURE	10:59:48	12:02:00	1:43:48
13	AFTER LEFT TURN ON TRAIL ALONG THE MERRIMAC RIVER	11:04:57	12:22:00	2:02:07
13.1	PARKING LOT BEFORE THE BOAT RAMP	11:05:20	12:13:05	2:04:00

* Please note that a 9:00am start time has been requested for 2016. All times listed above will be one hour earlier if granted.

POLICE ASSIGNMENTS

1. OIC
2. Lead vehicle
3. Merrimac and Carter
4. Merrimac and Kent
5. Merrimac and Oakland
6. Merrimac & Route 1
7. Merrimac & Route 1
8. Merrimac and Ashland (beer tent)
9. Merrimac and Jefferson (beer tent)
10. Merrimac and Spofford
11. Merrimac and Spofford
12. 113 & Hoyts Lane
13. Dennett & 113
14. Turkey Hill & 113
15. Turkey Hill & Crow
16. Turkey Hill & Hale
17. Turkey Hill & Hale
18. High & Mosely
19. High & Ferry
20. Low & Hale
21. Hale and Malcolm Hoyt
22. Mullikan & Parker
23. Malcolm Hoyt and Parker
24. Malcolm Hoyt & Parker
25. Parker and Parker
26. Rail Trail Parker
27. Rail Trail Washington

Barricades Locations List for ½ Marathon Sunday 1000 hrs

1. Pine Hill & Hallisey
2. Pine Hill & Daniel Lucey
3. Hale & Toppans
4. Hale & Turkey Hill
5. Hale & Lavalley
6. Parker & Malcolm Hoyt
7. Graf & Parker
8. Rt1 & Parker by Haley's

COURSE MONITOR PLAN

LOCATION	RACE MONITORS	NEWBURYPORT POLICE	
Merrimac & Route 1		2	
Merrimac & Kent [Race start]	2	1	
Merrimac & Carter	1	1	
Merrimac & Oakland	1	1	
Merrimac & Ashland	1	1	Beer Tent
Merrimac & Jefferson	1	1	Beer Tent
Merrimac & Spofford	1	2	
Spofford & Ferry	1		
High & Mosely		1	
High & Ferry		1	
Ferry & Briggs	1		
Ferry & Laurel	1		
Pine Hill & Whitcomb Ln	1		
Pine Hill & Curzon Mill	1		
Curzon Mill & Daniel Lucy Way	1		
Curzon Mill & Hoyts Ln	1		
Hoyts Ln & Drew	1		
113 & Hoyts Ln	1	1	
113 & Dennett Dr	1	1	
113 & Turkey Hill		1	
Dennett & Everett	1		
Turkey Hill & Everett Dr	2		
Turkey Hill & Bourbeau Terrace	2		
Turkey Hill & Windward Dr	2		
Turkey Hill & Longfellow Dr	2		
Turkey Hill & Newhall Ln	2		
Turkey Hill & Marquard Ln	2		
Turkey Hill & Longfellow Dr	2		
Turkey Hill & Crow		1	
Turkey Hill & Hale		2	
Low & Hale		1	
Middle & Garden	1		
Garden & Browns Ln	2		
Garden & Rogers	1		
Garden & Turkey Hill	1		
Hale & Malcolm Hoyt	1	1	
Malcolm Hoyt & Parker		2	
Mulliken & Parker		1	
Parker & Parker		1	
Parker & Rail Trail	2	1	
Rail Trail & Washington	1	1	
	41	25	

Newburyport Half Marathon

Start/Finish Equipment

Qty	Item	Location	Provided	Comments
2	2 Wheeler	Start/Finish	DMSE	Ballfield-1, Start-1
1	Airhorn	Start	DMSE	
1	American Flag	Start	DMSE	
1	Announcer Platform	Start	DMSE/IRS	Ron to pick up from IRS
2	Ballast Water Barrel	Start	DMSE	NEED COAT HANGER
2	Banner	Start	ELI	2 - Single Sided Start Banners, back to back
1	Bullhorn	Start	DMSE	
2	Garden Hose	Start	DMSE	
2	Scaffolding Tower Scrim Set	Start	DMSE	Blue/White
2	Scaffolding Towers (4' x 7' x 12')	Start	DMSE	
150	Steel Barricade - Feet	Start	DMSE	All on trailer plus 30 from warehouse
120	Steel Barricade (10' x 44")	Start	DMSE	Start-80, Finish-20, Ballfield-20
4	Straps	Start	DMSE	
30	Traffic Cones (18")	Start	DMSE	
9	Veratruss System (Per Meter)	Start	DMSE	3 - 3M
1	Zip Ties - 8" (bag)	Start	DMSE	

Water Station Equipment

Qty	Item	Location	Provided By	Comments
8	UCAN Concentrate Mix (case)	Water Stations	Eli	
4	UCAN Cups (case)	Water Stations	Eli	
4	UCAN Stirrers	Water Stations	DMSE	
8	Gloves	Water Stations	DMSE	
4	Gotts	Water Stations	DMSE	
1	Pallet Jack	Water Stations	DMSE	
4	Pitchers	Water Stations	DMSE	
16	Rakes	Water Stations	DMSE	
16	Shovels	Water Stations	DMSE	
32	Tables	Water Stations	Eli	
28	Trash Barrels	Water Stations	DMSE	
105	Trash Liners	Water Stations	DMSE	
132	Water - Gallon (case)	Water Stations	Eli	
15	Water Cups (case)	Water Stations	Eli	

Newburyport Half Marathon
DMSE Equipment

Qty	Item	Location	Provided By	Comments	Truck
2	Wheeler	Start/Finish	DMSE	Ballfield-1, Start-1	DMSE
1	Airhorn	Start	DMSE		DMSE
1	American Flag	Start	DMSE		DMSE
1	Announcer Platform	Start	DMSE/IRS	Ron to pick up from IRS	DMSE
2	Ballast Water Barrel	Start	DMSE	NEED COAT HANGER	DMSE
1	Bullhorn	Start	DMSE		DMSE
2	Garden Hose	Start	DMSE		DMSE
8	Gloves	Water Stations	DMSE		16' Water
4	Gotts	Water Stations	DMSE		16' Water
1	Pallet Jack	Water Stations	DMSE		26' Water
30	Parking Flags	Course	DMSE	Aaron to give to volunteers Thurs before	
4	Pitchers	Water Stations	DMSE		16' Water
16	Rakes	Water Stations	DMSE		16' Water
45	Safety Vests	Course	DMSE	One for every course monitor	
33	Sandwich Boards (2'x3')	Course	DMSE	20 Directional, 13 Mile Markers	16' Course
2	Scaffolding Tower Scrim Set	Start	DMSE	Blue/White	DMSE
2	Scaffolding Towers (4' x 7' x 12')	Start	DMSE		DMSE
16	Shovels	Water Stations	DMSE		16' Water
20	Signs - Course Directional	Course	DMSE		16' Course
150	Steel Barricade - Feet	Start	DMSE	All on trailer plus 30 from warehouse	26' Water
120	Steel Barricade (10' x 44")	Start	DMSE	Start-80, Finish-20, Ballfield-20	26' Water & TRAILER
4	Straps	Start	DMSE		DMSE
32	Tables	Water Stations	Eli		26' Water
30	Traffic Cones (18")	Start	DMSE		DMSE
100	Traffic Cones (18")	Course	DMSE		16' Course
28	Trash Barrels	Water Stations	DMSE		16' Water
105	Trash Liners	Water Stations	DMSE		16' Water
2	Velcro	Course	DMSE		16' Course
9	Veratruss System (Per Meter)	Start	DMSE	3 - 3M	DMSE
1	Zip Ties - 8" (bag)	Start	DMSE		DMSE

MEDICAL PROGRAM

Medical Plan and Layout: Sunday 10/25/15 ½ Marathon and Relay

Medical staff arrival: 9:30 AM
Start time: 10:00 AM
Orthopedic support
Staff arrival: 10:30 AM
Estimated end time: 2:00 PM

8:30
 9:00
 9:30
 1:00

> If 9:00am start is granted

Medical Plan Details:

- Dedicated BLS ambulance at finish line next to tent
 - With AEDx2
- Tent staff including:
 - Medical
 - NP (Pam)
 - 3 BLS EMTs
 - (possibly) PA (Dixie)
 - Musculoskeletal
 - DC (Adam) – orthopedic complaints
 - PT (Chris)
 - PT (James)
- ½ way tent staff including:
 - 2 EMTs with bags and truck
- 5 Volunteer spotters on course at following intervals from finish (equipped with cell phone and/or radio)
 - ¼ mile
 - ½ mile
 - ¾ mile
 - Finish (2)

Tent contents:

1. 4-6 medical cots
2. 2 portable massage tables
3. 5 25ct boxes instant ice packs
4. Mueller M tape, White athletic tape
5. Ace wraps
6. Vaseline
7. 5 EMS bags (red)
 - a. Contents include:
 - i. Airway & CPR mask
 - ii. Wound care bandages
 1. Various sized band aids
 2. Sterile gauze pads
 3. Sterile gauze wraps
 4. Waterproof tape

MEDICAL PROGRAM

- iii. Wound cleaning supplies
 - 1. Iodine swabs
 - 2. Alcohol prep swabs
 - 3. Bacitracin
 - iv. SAM splint
 - v. Moleskin
 - vi. Sunscreen
 - vii. Glucose tabs
 - viii. Acetaminophen tabs
8. Nitrile gloves size L
 9. Nitrile gloves size M
 10. Glucometer
 - a. Lancets
 - b. Test strips
 11. 10 gallons concentrated electrolyte solution (Gatorade)

Medical Tent Organization:

1. Prior to entering tent, all conscious, ambulatory patients sign consent form
 2. Adam and/or Pam triages complaint to either staff accordingly
 - i. ** suspicion of EAC or non-ambulatory persons are priority
 1. EAC with LOC requires immediate transport via ambulance
 - a. Assume hyponatremia unless otherwise indicated
 - ii. ** all staff are required to dawn personal protection (i.e. gloves and/or glasses) when human blood is visible
 - iii. ** all staff are to practice hand sanitization when in contact with bodily fluids
 - b. Medical
 - c. Orthopedic
3. Event encounter form completed by tent staff as patient is discharged with documented instructions



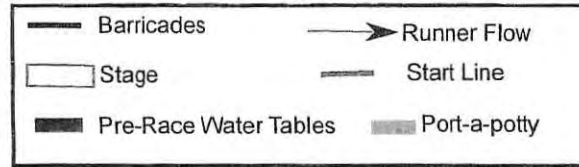
Newburyport Half Marathon

Start Area

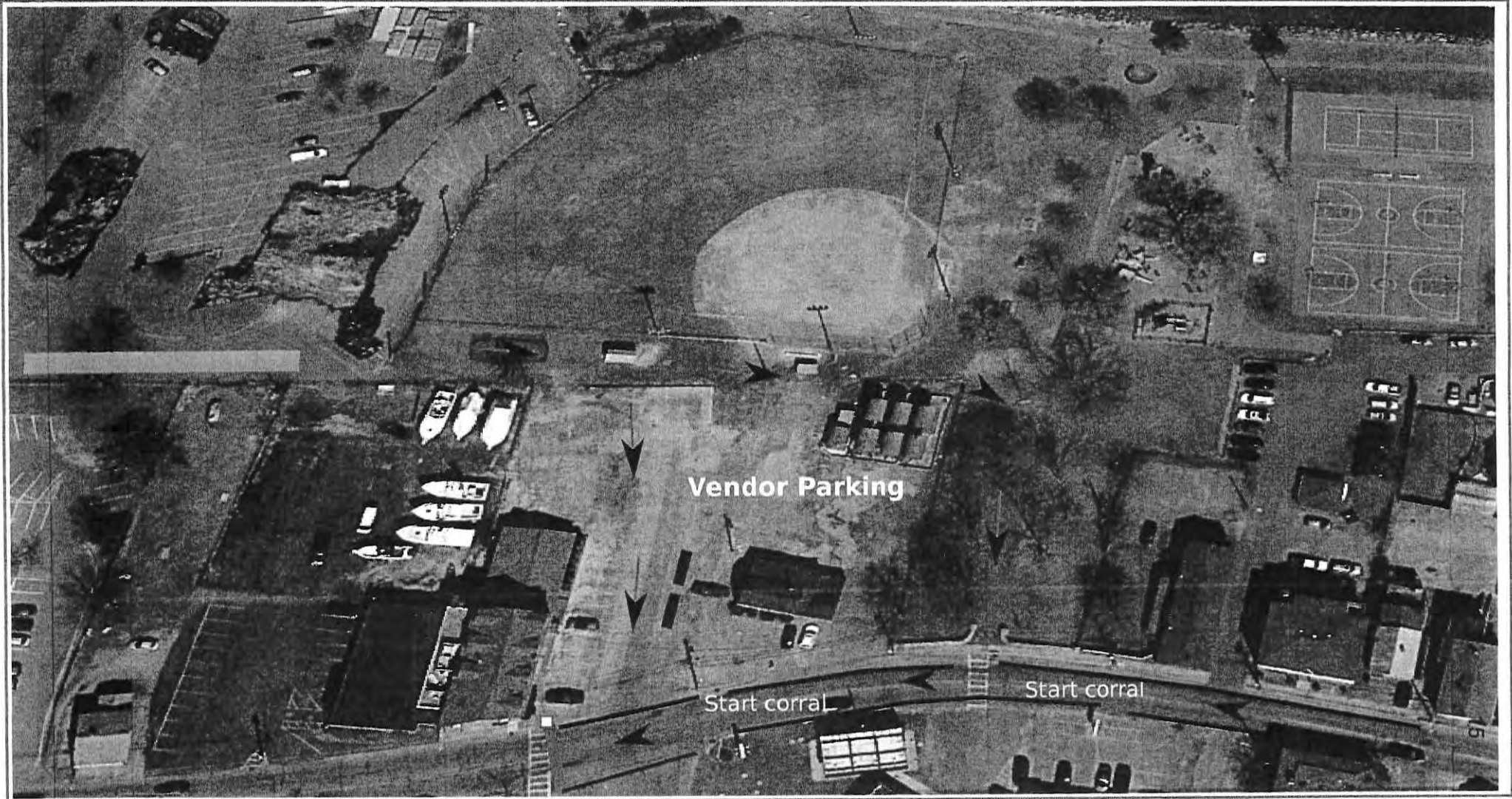
Prepared by:

DMSE
DAVE MCGILLIVRAY SPORTS ENTERPRISES
SPORTS

Sunday,
October 25th, 2015
23rd, 2016



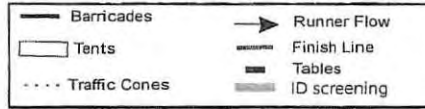
v. 10/13/2015



Newburyport
Half Marathon
Sunday,

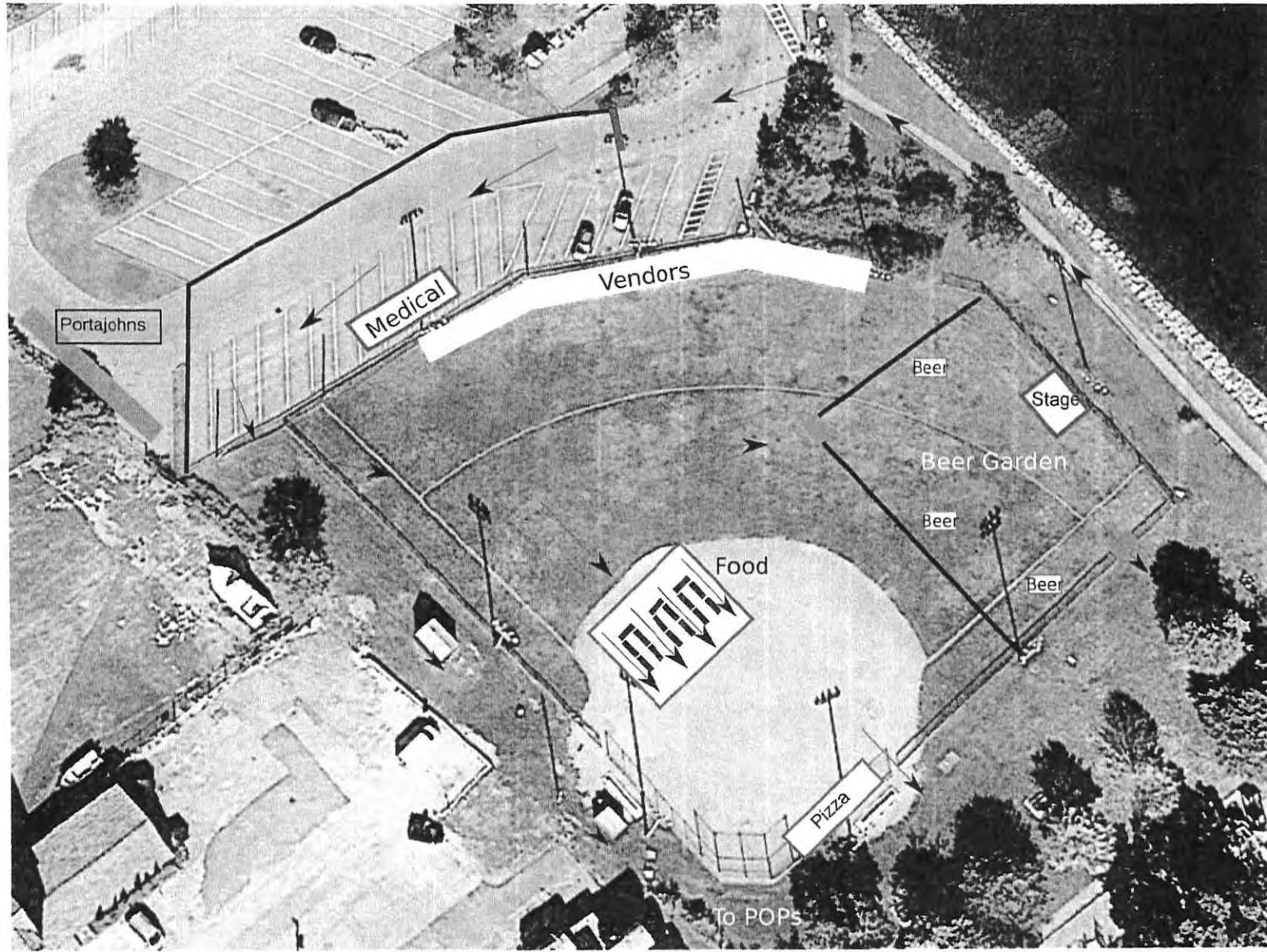
October 25, 2015 *23rd, 2016*

Finish Area



Prepared by:

DMSE
DAVE MCGILLIVRAY SPORTS ENTERPRISES
SPORTS
v. 09/09/2015





Arthur S. Page Insurance

57 State Street · PO Box 391
Newburyport MA 01950

Phone (978) 465-5301 · Fax (978) 462-0890

www.ArthurPage.com

May 26, 2016

Green Stride Newburyport Half
Eli Bailin
55 Prospect St.
Amesbury, MA 01950

Dear City of Newburyport,

For the past five years Page Insurance has insured Eli Bailin and the Green Stride Newburyport Half Marathon. As part of this insurance we will name the City of Newburyport as additional Insured.

Where the date of the next race is potentially going to be October 23, 2016 it is too early to obtain insurance. When the race is within a month away we will work with Eli to obtain coverage for 1million to protect himself along with the City of Newburyport.

If you have any questions please feel free to contact me directly. I have added a copy of last year's coverage for your review.

Sincerely,

Jacqueline Page
Jackie@arthurpage.com

NEWBURYPORT SPECIAL EVENT APPLICATION

ps

Tel.

Fax.

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

NAME OF EVENT: Jeanne Geiger Crisis Center Walk Against Domestic Violence

Date: 10/2/16 Time: from 8AM to 11AM

Rain Date: _____ Time: from _____ to _____

2. Location: Waterfront Park, (see attached map for walk route)
Rail Trail 1/2 Walk Route

3. Description of Property: _____ Public Private

4. Name of Organizer: Jeanne Geiger Crisis Center City Sponsored Event: Yes _____ No

Contact Person Meredith Tierney

Address: 2 Harris St. NBPT, MA Telephone: 978-465-0999

E-Mail: Mtierney@jeannegeigercrisiscenter.org Cell Phone: 781-424-6402

Day of Event Contact & Phone: Meredith Tierney - 781-424-6402

5. Number of Attendees Expected: 500

6. MA Tax Number: 22-2474823

7. Is the Event Being Advertised? Yes Where? Local Media, Radio, Social Media

8. What Age Group is the Event Targeted to? 25-60

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

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

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

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

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

Name of Carnival Operator: _____

Address: _____

Telephone: _____

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

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

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE _____

WALKATHON X

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

Jeanne Geiger Crisis Center

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

Jeanne Geiger Crisis Center - Meredith Tierney
2 Harris St. Newburyport, MA 01950
978-465-0999

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

Meredith Tierney
2 Harris St. Newburyport, MA 01950
781-424-6402

4. Date of Event: 10/2/16 Expected Number of Participants: 500

5. Start Time: 8AM Registration Expected End Time: 11:00AM

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

Rail Trail, Hight St, Bromfield St, Merrimac St

7. Locations of Water Stops (if any): March's Hill

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

9. Formation Location & Time for Participants: Waterfront Park - 8AM

10. Dismissal Location & Time for Participants: Waterfront Park - 11AM

11. Additional Parade Information:

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

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

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

- (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.
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- (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: Heedeth Treen **Date:** 6/29/10



JEANN-1

OP ID: LK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/24/2016

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER Chase & Lunt LLC 65 Parker Street Newburyport, MA 01950 James J Howlett III	CONTACT NAME: Jim Aitchison PHONE (A/C, No, Ext): 978-462-4434 FAX (A/C, No): 978-465-6204 E-MAIL ADDRESS: <table style="width: 100%;"> <tr> <th style="width: 80%;">INSURER(S) AFFORDING COVERAGE</th> <th style="width: 20%;">NAIC #</th> </tr> <tr> <td>INSURER A : Philadelphia Insurance Company</td> <td></td> </tr> <tr> <td>INSURER B : American Zurich Ins.</td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Philadelphia Insurance Company		INSURER B : American Zurich Ins.		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															
INSURED Jeanne Geiger Crisis Center Suzanne Dubus 2 Harris Street Newburyport, MA 01950															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		PHPK1491103	05/07/2016	05/07/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			PHUB539576	05/07/2016	05/07/2017	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	TO BE ISSUED BY CARRIER			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

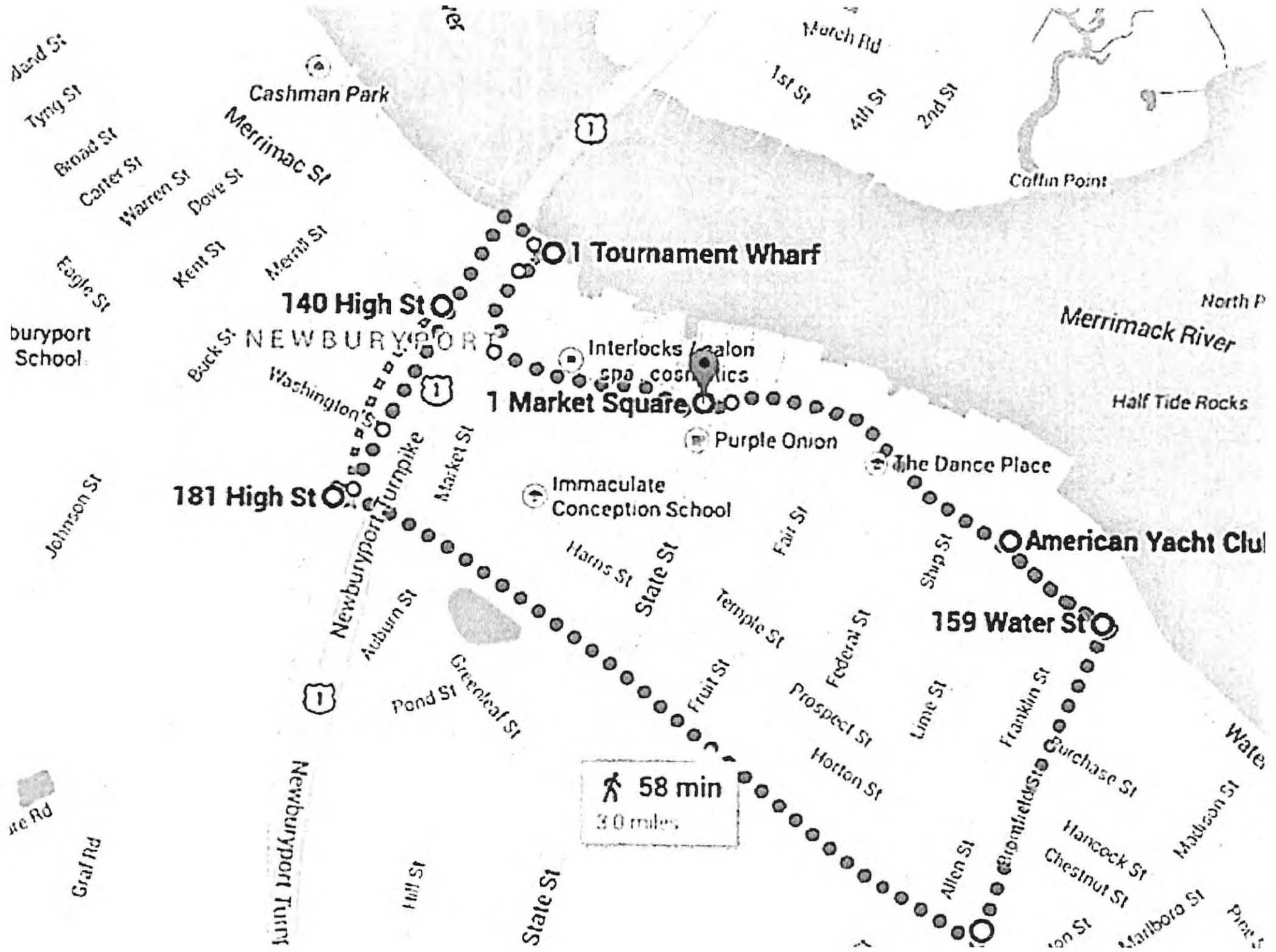
RE: Walk Against Domestic Violence
 Location: Water Front Park, Newburyport, MA, located behind the firehouse
 Center for Arts, 1 Market Square, Newburyport MA 01950
 Date: Sunday, October 2, 2016, from 8:00 AM - Noon
 The City of Newburyport is additional insured for general Liability

CERTIFICATE HOLDER

CANCELLATION

City of Newburyport 60 Pleasant Street Newburyport, MA 01950	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	---

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Cashman Park

1

March Rd

1st St

4th St

2nd St

Coffin Point

1 Tournament Wharf

140 High St

NEWBURYPORT

Interlocks Salon
spa cosmetics

1 Market Square

Purple Onion

The Dance Place

Immaculate
Conception School

American Yacht Club

181 High St

159 Water St

58 min
3.0 miles

Acad St

Tyng St

Broad St

Carter St

Warren St

Dove St

Kent St

Merrim St

Eagle St

Newburyport School

Buck St

Washington St

Newburyport Turnpike

Market St

Johnson St

Newburyport Turnpike

Auburn St

Hans St

State St

Fair St

Ship St

1

Pond St

Greenleaf St

Hans St

State St

Temple St

Federal St

Prospect St

Horton St

Lime St

Franklin St

Purchase St

Hancock St

Chestnut St

Water St

Madison St

Marlboro St

Pine St

Ice Rd

Graf Rd

Newburyport Turnpike

Hill St

State St

Allen St

Bromfield St

Hancock St

Marlboro St

Pine St



PS

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

April 25, 2016

Dear City Council Members,

I am writing to you to request authorization to hold the 5th Annual Pan Mass Challenge Greater Newburyport Kids Ride in Newburyport on Sunday, September 18, 2016. The event would take place between 9am-1pm and involve the Clipper City Rail Trail as well as Cashman Park (the basketball court area and the area between the basketball court and the baseball field). Last year's event raised several thousand dollars for Dana Farber Cancer Institute while involving kids, their families, and volunteers in a very positive experience. In November 2015, the Pan Mass Challenge presented Dana Farber Cancer Institute with an unprecedented donation of \$45,000,000.00 as a result of last year's fundraising efforts! This donation is funding innovative patient care and critical research which will bring us "closer by the mile" to a cure for cancer. We are proud to be "a spoke in the wheel" of the Pan Mass Challenge and would like to continue to support these efforts in our own community. Thank you for your consideration.

Respectfully,

Tara Mahon McQuaid and Kelly Mahon
PMC Greater Newburyport Kids Ride Coordinators
(978)809-1241
tnmmcquaid@comcast.net
kellymahon@comcast.net

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. (978) 809-1241 Fax.

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

NAME OF EVENT: PMC Greater Newburyport Kids Ride

Date: 9/18/16 Time: from 9:00am to 12:00 pm

Rain Date: _____ Time: from _____ to _____

2. Location: Clipper City Rail Trail and Cashman Park

3. Description of Property: area between baseball field and basketball/tennis courts, including basketball court, and length of rail trail Public Private _____

4. Name of Organizer: Pan Mass Challenge City Sponsored Event: Yes _____ No

Contact Person Tara McQuaid

Address: 5 Silver Ledge Rd. Newbury Telephone: (978) 809-1241

E-Mail: tnmmcquaid@comcast.net Cell Phone: (978) 809-1241

Day of Event Contact & Phone: Tara McQuaid (978) 809-1241

5. Number of Attendees Expected: ~150

6. MA Tax Number: _____

7. Is the Event Being Advertised? Yes Where? PMC Kids Rides website local newspapers and events calendars

8. What Age Group is the Event Targeted to? 3 and up

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

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

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

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

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

1 Standard # 1 ADA accessible

Name of company providing the portable toilets: United Site Services

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE _____

WALKATHON _____

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

Pan Mass Challenge Kids Ride
Tara McQuaid

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

Tara McQuaid
5 Silver Ledge Rd. Newbury, MA 01951
(978) 809-1241

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

Tara McQuaid
5 Silver Ledge Rd. Newbury, MA 01951
(978) 809-1241

4. Date of Event: 9/18/16 Expected Number of Participants: 50-100

5. Start Time: 9:00 am Expected End Time: 12:00 pm

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

7. Locations of Water Stops (if any): Parker Street end of rail trail

8. Will Detours for Motor Vehicles Be Required? Yes If so, where? Washington St. / rail trail

9. Formation Location & Time for Participants: Cashman Park 9:00 am

10. Dismissal Location & Time for Participants: Cashman Park 12:00 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] 4 Green St. FIRE CHIEF [Signature] 0 Greenleaf St.

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

DEPARTMENT APPROVAL (for Committee Member use only):

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

Approval Required	Date: _____	Signature _____	
___	1. Special Events:	_____	
___	2. Police:	_____	
	Is Police Detail Required:	_____	# of Details Assigned: _____
___	3. Traffic, Parking & Transportation:	_____	
___	4. ISD/Health:	_____	
___	5. Recycling:	_____	
___	6. ISD/Building:	_____	
___	7. Electrical:	_____	
___	8. Fire:	_____	
	Is Fire Detail Required:	_____	# of Details Assigned: _____
___	9. Public Works: <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.

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

Professional/Commercial General Liability Policy

Additional Insured Endorsement

Named Insured: DANA-FARBER CANCER INSTITUTE, INC. Effective Date: 01/01/2016

Policy No: DFCI-CRICO-C-GLPL-1428-2016 Endorsement No: E2-1833

Endorsement Effective Date: 09/18/2016 Policy Period: 01/01/2016 to 12/31/2016

Additional Insured: City of Newburyport

CITY OF NEWBURYPORT
CITY CLERK'S OFFICE
60 PLEASANT STREET
NEWBURYPORT, MA 01950

This Endorsement modifies the General Liability Policy.

- I. Section III of the General Liability Policy, PERSONS INSURED, is amended for the purposes of this Endorsement only to include as an Additional Insured the person(s), organization(s) or entities set forth above, but only with respect to liability for "Bodily Injury" or "Property Damage" or "Advertising Injury" or "Personal Injury" caused by:
1. the negligence of the "Named Insured"; or
 2. the negligence of others acting on behalf of the "Named Insured"
- and, in either case of 1 or 2 above, only arising out of Dana-Farber Cancer Institute's participation in the Newburyport Kids Ride event taking place on September 18, 2016 in the city of Newburyport, MA.

For purposes of this Endorsement only, Section I.C "LIMITS OF LIABILITY" is deleted and replaced with the following:

- II. Limits of Liability
- Regardless of the number of "Claims" made, "Suits" brought, "Insureds", persons injured, or persons asserting "Claims", the "Company's" liability is limited as follows:
- a. The limit of liability applicable to each "Claim" against the Additional Insured is \$2,000,000 (Two Million Dollars). That amount is the most the "Company" will pay for all "Damages" as well as all "Claims Expense" arising out of each "Event".
 - b. The limit of liability applicable to all "Claims" against the Additional Insured is \$2,000,000 (Two Million Dollars). That amount is the most the "Company" will pay for all "Damages" as well as all "Claims Expense" arising out of all "Events" and arising out of all "Advertising Injury" and all "Personal Injury," combined.
 - c. Subject to the limits of liability stated in a and b above, the most the "Company" will pay on behalf of the "Additional Insured" and the "Named Insured" combined for all "Damages" and all "Claims Expense" for any one "Claim" is \$5,000,000.

III. Section V "CONDITIONS", Subsection E "OTHER INSURANCE" of the General Liability policy is deleted for purposes of this endorsement only and replaced with the following:

If any "Claim" or "Damages" or "Claims Expense" payable by the Additional Insured pursuant to this endorsement is insured under any other valid insurance issued by an insurer other than the "Company," whether prior or current, then the insurance provided by this endorsement shall cover such "Damages" and "Claims Expense" subject to its limitations, conditions, provisions, and other terms hereof, only to the extent that the amount of such "Damages" or "Claims Expense" is in excess of the amount of such other insurance whether such other insurance is stated to be primary, contributory, excess, contingent or otherwise, and regardless of whether such insurance provides for defending a "Claim" or reimbursing the "Insured" for "Claims Expense" and regardless of whether such other insurance is subject to a deductible or self-insured retention, unless such other insurance is written only as specific excess insurance over the limits provided in this policy.

IV. With respect to the "Additional Insured", the following additional exclusions apply:

This insurance does not apply to "Bodily Injury" or "Property Damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured at the location of the covered operations has been completed; or
2. That portion of your work out of which the "Claim" arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as part of the same project.

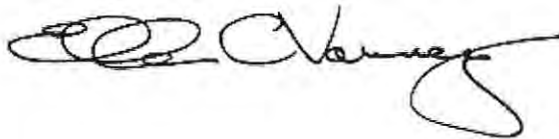
The inclusion in this Endorsement of more than one "Insured" shall not operate to increase the limits of the "Company's" liability.

Should the above described policy be canceled before the expiration date thereof, the "Company" will endeavor to mail 30 days written notice to the "Additional Insured", but failure to mail such notice shall impose no obligation or liability of any kind upon the "Company".

All other terms and conditions of the policy shall remain unchanged by this Endorsement.

Terms appearing in quotation marks in this Endorsement shall have the same meaning as the definition of that term in the policy which this Endorsement modifies.

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



PS

ORDR057_07_11_16

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

July 11, 2016

AN ORDER TO ADD ORANGE STREET TO THE TWO-HOUR RESIDENTIAL PARKING PROGRAM

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 13-180	Resident parking.

Amend subsection (g)(2) regarding the designation of streets within two-hour residential parking permit zones, as follows, with deletions ~~double-stricken through~~, and additions double-underlined:

(2) *Zone 2:* Includes the following streets between Fair and Federal:

- Middle Street.
- Temple Street.
- Spring Street.
- Orange Street.

Councillor Jared J. Eigerman