

CITY COUNCIL MEETING AGENDA - VERSION 1
CITY COUNCIL CHAMBERS
August 29, 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

August 8, 2016

(Approve)

8. TRANSFERS

9. COMMUNICATIONS

- **COMM084_08_29_16** Ltr RE: Amp Music Downtown, T. Stewart (L&P)
- **COMM085_08_29_16** Walk for Kenyan Girls' Education (PS)
- **COMM086_08_29_16** Walk for the Poor (PS)
- **COMM088_08_29_16** FY2016 Year-End Financial Report (B&F)

10. APPOINTMENTS

First Appointments

- | | | | | |
|---------------------------|-------------------|--------------|-----------------|-----------|
| • APPT063_08_29_16 | Renee Bourdeau | 376 High St | ZBA | 3/1/2020 |
| • APPT064_08_29_16 | Constance Preston | 18 Atwood St | Tree Commission | 10/1/2017 |

Re-Appointments

- | | | | | |
|---------------------------|-------------------|------------|-----------------------|----------|
| • APPT065_08_29_16 | Byron M. Getchell | 14 Milk St | Tree Commission (alt) | 5/1/2019 |
|---------------------------|-------------------|------------|-----------------------|----------|

END OF CONSENT AGENDA
REGULAR AGENDA

11. MAYOR'S UPDATE

12. COMMUNICATIONS

- **COMM087_08_29_16** Payson Street Block Party

13. APPOINTMENTS

Second Reading

• 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
• APPT062_08_08_16	Julie Languirand	13 Cushing St, Sal	Treasurer/Collector	8/30/2019

14. ORDERS

- **ORDR067_08_29_16** Hillside Ave, Cottage Ct – Resident Parking
- **ORDR068_08_29_16** High Street – Resident Parking
- **ORDR069_08_29_16** Hancock St, Chestnut St – Parking Restrictions
- **ORDR070_08_29_16** Bus Stop @ Water and Charles Streets Moved
- **ORDR071_08_29_16** Blind Person Sign

15. ORDINANCES

- **ODNC015_08_29_16** 25 MPH Speed Zones

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

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)
- **ODNC013_07_11_16** Amend Outdoor Seating (Two Year Renewals)
- **COMM077_08_08_16** Communications re: Seacoast Taxi
- **COMM082_08_08_16** Atria Gratitude Day
- **ORDR063_08_08_16** ACO Contract with W Newbury & Nbpt Extension to June 30, 2017

Neighborhoods and City Services

In Committee:

- **ODNC001_01_11_16** Amend Ch11 Parks and Recreation (COTW)
- **ORDR048_06_13_16** Sidewalk Order
- **COMM081_08_08_16** Marquand Lane Letter re: Tow Truck

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

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
- **COMM080_08_08_16** Special Event App Old Nbpt Day at Mall
- **COMM081_08_08_16** Marquand Lane Letter re: Tow Truck
- **COMM083_08_08_16** Special Event App Grand Tasting App Inn St 9/22/16
- **ORDR064_08_08_16** List of Crosswalks - add walk on Merrimac St near Caldwell Ct and Kent at Merrimac

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
- **ORDR065_08_08_16** Licensed Contractor Guaranteed Builders
- **ORDR066_08_08_16** Licensed Contractor Masterson Construction

Rules Committee

In Committee:

17. GOOD OF THE ORDER

18. EXECUTIVE SESSION

19. ADJOURNMENT

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS
August 8, 2016

7:30PM

The City Council President, Thomas O'Brien, called the meeting to order at 7:30pm. The Pledge of Allegiance was recited. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Cronin, Devlin, Earls, Eigerman, Giunta, Tontar, Vogel, Zeid, Cameron, Connell, O'Brien. All present.

(Sound Check)

- 1. MOMENT OF SILENCE**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**

- 4. LATE FILE ITEMS Mayor's update, APPT062_08_08_16, COMM083_08_08_16, cover letter for Maureen Pomeroy, version 2 of agenda**

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

5. PUBLIC COMMENT

- | | | |
|-------------------|---------------------|----------------|
| 1. Norman Hansen | 12 Carleton Drive | CPC Award |
| 2. Ted Epstein | 46 Warren Street | Licenses |
| 3. Ann Ormond | 38R Merrimac Street | Chamber Events |
| 4. Joe Lamb | 14 Russia Street | Planning Board |
| 5. Sheila Mullins | 7 Parsons Street | Sidewalks |

6. MAYOR'S COMMENT

The mayor gave an update pursuant to her written communication.

CONSENT AGENDA

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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, NCS)
- **COMM082_08_08_16** Atria Gratitude Day (L&P)

10. APPOINTMENTS

- **APPT057_08_08_16** Kim Kudym 44 Hale St Tree Comm (alt) 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**

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

11. MAYOR'S UPDATE

Motion to receive and file by Councillor O'Brien, seconded by Councillor Cameron. So voted.

12. COMMUNICATIONS

- **COMM078EP_08_08_16** Outdoor Seating, Loretta's - Emergency Preamble
Motion to approve by Councillor Cameron, seconded by Councillor Giunta. 10 yes, 1 present. Motion passed.
- **COMM078_08_08_16** Outdoor Seating, Loretta's Pleasant St
Motion to approve by Councillor Zeid, seconded by Councillor Cameron. So voted.
- **COMM079EP_08_08_16** Outdoor Seating, Commune/Caffe Di LLC - Emergency Preamble
Motion to approve by Councillor Cameron, seconded by Councillor Earls. 10 yes, 1 present. Motion passed.
- **COMM079_08_08_16** Outdoor Seating, Commune/Caffe Di LLC
Motion to approve by Councillor Cameron, seconded by Councillor Earls. So voted.
- **COMM083_08_08_16 LATE FILE** Grand Tasting Celebration
Motion to refer to Public Safety by Councillor Cronin, seconded by Councillor Zeid. So voted.

13. APPOINTMENTS

First Reading

- **APPT062_08_08_16** Julie Languirand 13 Cushing St, Slsbry Treasurer 8/30/19
LATE FILE

Second Reading

Motion to approve second reading appointments collectively by Councillor Zeid, seconded by Councillor Cameron. Roll call vote, 11 yes. Motion passed.

- **APPT055_07_11_16** Patricia A. Moore Newburyport CPO N/A
- **APPT056_07_11_16** MJ Verde 18 Spring St, Nbpt Planning Brd 8/1/21

14. ORDERS

- **ORDR058_08_08_16** CPC Recommendations For FY17
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Vogel. So voted.
- **ORDR059_08_08_16** \$615,000 Plum Island Sewer Valve Pit Monitoring System Capital Project
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Vogel. So voted.
- **ORDR060_08_08_16** \$835,000 is Appropriated to Various Drainage Projects
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted.

- **ORDR061_08_08_16** Spending Limit for Medicare/Medicaid Revolving Fund from \$15,000 to \$25,000
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted.
- **ORDR062_08_08_16** \$60,000 Appropriated for New Harbormaster Facility
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Vogel. So voted.
- **ORDR063_08_08_16** ACO Contract with W Newbury & Nbpt Extension to June 30, 2017
Motion to refer to License & Permits by Councillor Vogel, seconded by Councillor Cameron. So voted.
- **ORDR064_08_08_16** List of Crosswalks - add walk on Merrimac St near Caldwell Ct and Kent at Merrimac
Motion to refer to Public Safety by Councillor Cronin, seconded by Councillor Vogel. So voted.
- **ORDR065_08_08_16** Licensed Contractor Guaranteed Builders
Motion to refer to Public Utilities by Councillor Eigerman, seconded by Councillor Zeid. So voted.
- **ORDR066_08_08_16** Licensed Contractor Masterson Construction
Motion to refer to Public Utilities by Councillor Eigerman, seconded by Councillor Zeid. So voted.

15. ORDINANCES

- **ODNC014_08_08_16** Zoning Amend Sidewalks/Trees Sec XI-K et al
Motion to refer to Planning & Development by Councillor Giunta, seconded by Councillor Connell. So voted.

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
Motion to remove from License & Permits by Councillor Vogel, seconded by Councillor Zeid. Motion to receive and file by Councillor Vogel, seconded by Councillor Zeid. So voted.
- **COMM072_07_11_16** Marlboro St Block Party Aug 27, 2016
Motion to remove from License & Permits by Councillor Vogel, seconded by Councillor Cameron. Motion to approve by Councillor Vogel, seconded by Councillor Cameron. So voted.
- **COMM073_07_11_16** Pool Table App, Wolfe Tavern, 10 Center St

Motion to remove from License & Permits by Councillor Vogel, seconded by Councillor Cameron.
Motion to approve by Councillor Vogel, seconded by Councillor Cameron. Councillor Eigerman
recused himself. So voted.

- **COMM075_07_11_16** 54th Street Block Party, Aug 13, 2016
Motion to remove from License & Permits by Councillor Vogel, seconded by Councillor Earls. Motion
to approve by Councillor Vogel, seconded by Councillor Earls. So voted.
- **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
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.
- **COMM074_07_11_16** Pan Mass Challenge Kids Race, Sept 18, 2016
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Giunta. Motion
to approve by Councillor Cronin, seconded by Councillor Giunta. So voted.
- **ORDR057_06_27_16** Resident Parking Program, Orange St
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Cameron.
Motion to approve by Councillor Cronin, seconded by Councillor Tontar. 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:

17. GOOD OF THE ORDER

Councillor Zeid announced a meeting at Pita Hall on Plum Island to discuss erosion.

18. EXECUTIVE SESSION

Motion to begin the executive session to discuss pending litigation by Councillor Vogel, seconded by Councillor Cameron. So voted. President O'Brien stated the Council would not return to regular session. 8:27pm.

19. ADJOURNMENT

Motion to adjourn by Councillor Tontar, seconded by Councillor Vogel. So voted. 9:05pm.

TRANSFERS

COMMUNICATIONS

To whom it may concern:

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2016 AUG 23 A 11:55

My name is Tristan Stewart and I am a musician. I am writing in regards to the law that prohibits the use of amplification to street performers in the downtown Newburyport area. I ask that this issue be considered in the upcoming department meetings that are pertinent (i.e. Licensing Commission and/or Boardwalk Trust?).

I first came to the Newburyport boardwalk with my guitar and amp in early July on a Friday night and was met with a largely positive reception. I have returned on at least half a dozen weekend nights. I play mostly groove-oriented jazz and R&B. I greatly enjoy adding to the ambiance of this beautiful downtown area. It is obvious that those who encounter me greatly appreciate my playing.

Last weekend I was surprised to be approached by an officer who told me I had to stop playing because I was using an amp, though, according to her, I am allowed be as loud as I want. This simply makes no sense since in order for my instrument to even be heard amplification is required. I am no louder than the acoustic players I have encountered and I have never received a complaint from any civilian or fellow musician on the boardwalk. The officer I spoke with implied herself that this law makes little sense and that it only inconveniences those it effects.

In conclusion I ask that it at least be considered that a permit be made available that overrides the prohibition of amplification to the casual street musician. However, I hope that this law be replaced with one that does not so weirdly discriminate against a specific type of musician. I suggest that a decibel limit be put in place of the 'no amp' rule since this would take care of those who would abuse lawful amp usage. If there is a legitimate problem with the use of amplification of which I am unaware please inform me.

Thank you,

Tristan Stewart

Contact me at

Phone: 978-828-5655

Email: tstewart2@berklee.edu

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. _____

Fax. _____

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT

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

NAME OF EVENT: WALK FOR KENYAN GIRLS Education

Date: Sept 18 Time: from 12 to 2

Rain Date: _____ Time: from _____ to _____

2. Location: Belleville Church

3. Description of Property: Church grounds Public Private _____

4. Name of Organizer: Sue Hancock City Sponsored Event: Yes _____ No

Contact Person

Address: 281 Hilyard St Telephone: 9784658903

E-Mail: Sue Hancock@gmail.com Cell Phone: _____

Day of Event Contact & Phone: _____

5. Number of Attendees Expected: 30-50

6. MA Tax Number: 042313496

7. Is the Event Being Advertised? _____ Where? posters

8. What Age Group is the Event Targeted to? youth 6 to 18

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 _____
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 _____

by Aug. 23

If yes:

- a) How many trash receptacles will you be providing? 2
- 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) NO
_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

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:
BEADS FOR EDUCATION and
Belleville Congregational Church

2. Name, Address & Daytime Phone Number of Organizer:
Sue Heersink 9724658903
581 High St
Newburyport Ma

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

4. Date of Event: Sept 18 Expected Number of Participants: 30-50

5. Start Time: 12 NOON Expected End Time: 2:00 PM

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

7. Locations of Water Stops (if any): at church

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

9. Formation Location & Time for Participants: Belleville Church 12 NOON

10. Dismissal Location & Time for Participants: PL 2:00 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.

X

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

Limitations

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

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

13-101 Enforcement

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

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

Signed: _____ **Date:** _____

CERTIFICATE OF LIABILITY INSURANCE

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 Willis of Ohio, Inc. c/o 26 Century Blvd. P. O. Box 305191 Nashville, TN 37230-5191	CONTACT NAME: PHONE (A/C, NO, EXT): 877-945-7378 FAX (A/C, NO): 866-217-7737 E-MAIL ADDRESS: certificates@willis.com
INSURED (P025700) Belleville Congregational Church 300 High Street Newburyport, MA 01950	INSURER(S) AFFORDING COVERAGE NAIC # INSURER A: Lexington Insurance Company 19437-002 INSURER B: National Union Fire Ins. Co. of Pittsburg 19445-001 INSURER C: Starr Indemnity and Liability Company 38318-900 INSURER D: National Fire and Marine Insurance Compan 20079-001 INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: 24624203 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 NSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		11449743 & 048409888	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000
							MED EXP (Any one person) \$ 10,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
							\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			3464086	1/1/2016	1/1/2017	EACH OCCURRENCE \$ 5,000,000
							AGGREGATE \$ 5,000,000
							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$
C				1000011297	1/1/2016	1/1/2017	\$10,000,000 excess of \$5,000,000
D	Excess Liability			42XSF10012003	1/1/2016	1/1/2017	\$15,000,000 excess of \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
RE: the Walk for Kenyan Girls Education being held on 9/18/16

Please contact your Insurance Board Agent, James Stewart at (800) 501-2780, for questions regarding your Certificate of Insurance. If you would like to speak to someone at the Insurance Board, please call 800-437-8830.

The City of Newburyport is an Additional Insured with respects to General Liability as required by written contract.

CERTIFICATE HOLDER City Of Newburyport 60 Pleasant St 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
---	--

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel: 978-465-4407 Fax. 978 462 7936

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

NAME OF EVENT: "WALK For the POOL" - St Vincent de Paul Society of

Date: 9-24-2016 Time: from 9.00 to 10:30

Rain Date: --- Time: from --- to ---

2. Location: 7 Court St + 42 Green St, Newburyport, MA 0195

3. Description of Property: Church Parking Lot Public Private

4. Name of Organizer: Society of St Vincent de Paul City Sponsored Event: Yes No

Contact Person Jan Kolman

Address: 4 Carleton Dr NBPT Telephone: 978-462-3339

E-Mail: JmKMANA@Verizon.net Cell Phone: 978 270 5128

Day of Event Contact & Phone: David Olds 978-914-5443

5. Number of Attendees Expected: 100

6. MA Tax Number: 042.104.826

7. Is the Event Being Advertised? Yes Where? Signs + Newspaper, Radio

8. What Age Group is the Event Targeted to? Kids to Adults

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 0

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 N/A

RECEIVED
CLERK'S OFFICE
NEWBURYPORT, MA
AUG 11 P 1:22

N/A

If yes:

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

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

4K
2.5 miles

PARADE _____ ROAD RACE _____ WALKATHON X

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

Society of St. Vincent de Paul / Immaculate Conception Parish

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

Jan Kolman 978 462 3339 HM
4 Carleton Dr 978 290 5128 cell
Newburyport, Ma

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

Jan Kolman 978 462-3339
4 Carleton Dr 978 290-5128
N6P5

4. Date of Event: 9-24-16 Expected Number of Participants: 100

5. Start Time: 9:00 Expected End Time: 10:30

6. Road Race, Parade or Walkathon Route: (List street names & attach map of route): Court,
N.gh, Broad, Merrimac, State, to Green
Washington, Court
4K 2.5 miles

7. Locations of Water Stops (if any): N/A

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

9. Formation Location & Time for Participants: 8:15-9:00 IC Parking lot Court St N6PT

10. Dismissal Location & Time for Participants: 10:30 IC Parking lot Court St N6A

11. Additional Parade Information:

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

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: Fee for Special Events: \$45/hr/DPS employee for trash handling/staging etc. may apply	
	<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

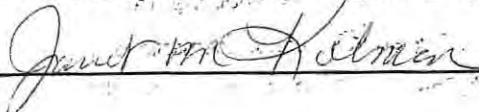
- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place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

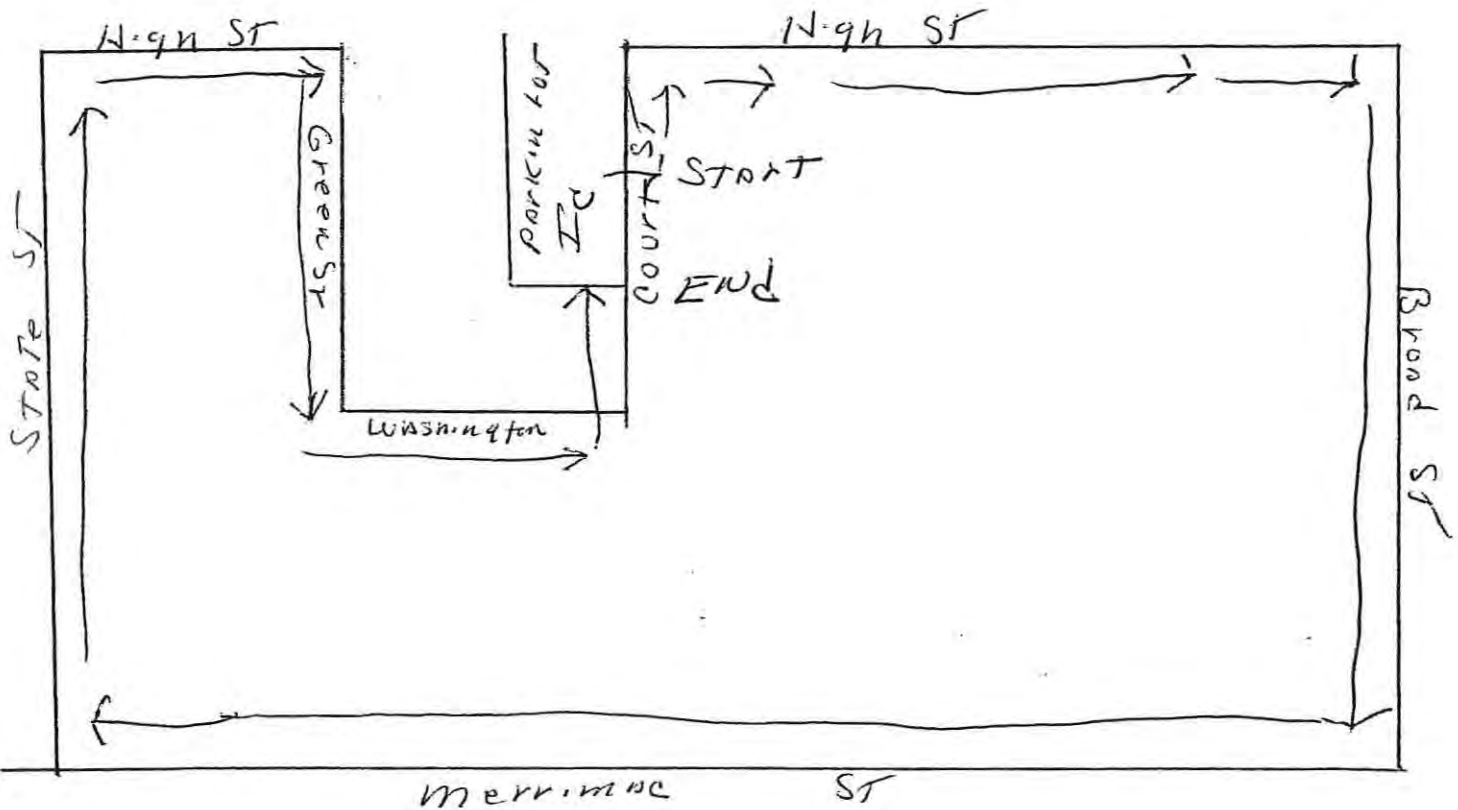
Signed: 

Date: 8-10-2016

Date: Saturday, September 24, 2016

Route:

IC parking lot; up Court St.; turn right on High St., walk to Broad St.; Take right on Broad down to Merrimac St; take right on Merrimac St to State St.; up State; take right on High St; then turn right on Green St. to Washington St.; take Left on Washington St.; back to IC parking lot.





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
08/23/2016

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.

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PRODUCER Roman Catholic Archdiocese of Boston 66 Brooks Drive Braintree, MA 02184	CONTACT NAME: PHONE (A/C, No, Ext): 617-746-5742 FAX (A/C, No): 617-779-4572 E-MAIL ADDRESS: ormadmin@rcab.org
INSURER(S) AFFORDING COVERAGE	
INSURER A : National Catholic Risk Retention Group	NAIC # 10083-001
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

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			RCAB \$250,000.00	07/01/16	07/01/17	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			RRG 10358-19 \$750,000.00			DAMAGE TO RENTED PREMISES (Ea occurrence)	\$	
	GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$	
OTHER:							GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$	
								\$	
AUTOMOBILE LIABILITY							COMBINED SINGLE LIMIT (Ea accident)	\$	
<input type="checkbox"/> ANY AUTO							BODILY INJURY (Per person)	\$	
<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS							BODILY INJURY (Per accident)	\$	
<input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY							PROPERTY DAMAGE (Per accident)	\$	
								\$	
A	<input type="checkbox"/> UMBRELLA LIAB			FM 10358-19	07/01/16	07/01/17	EACH OCCURRENCE	\$ 1,000,000	
	<input checked="" type="checkbox"/> EXCESS LIAB						AGGREGATE	\$ 1,000,000	
<input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$								\$	
WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		
ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N N/A							E.L. EACH ACCIDENT	\$	
If yes, describe under DESCRIPTION OF OPERATIONS below							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: 09/24/2016 Walk for Poor - Evidence of General Liability Insurance.
 Certificate Holder is an additional Insured where required by written contract.

CERTIFICATE HOLDER City of Newburyport Town Hall / Attn C. Green 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
--	--



CITY OF NEWBURYPORT
 FINANCE DEPARTMENT
 60 PLEASANT STREET • P.O. BOX 550
 NEWBURYPORT, MA 01950
 (978) 465-4404 • (978) 462-3257 (FAX)
 WWW.CITYOFNEWBURYPORT.COM

RECEIVED
 CITY CLERK'S OFFICE
 NEWBURYPORT, MA

2016 AUG 23 A 11: 50

DONNA D. HOLADAY
 MAYOR

ETHAN R. MANNING
 FINANCE DIRECTOR/CITY AUDITOR

To: Mayor Donna D. Holaday
 President and Members of the Newburyport City Council

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

Date: August 23, 2016

Subject: FY2016 Year-End Financial Report

The fiscal year 2016 year-end financial report is presented to the Mayor and City Council as a preliminary look at the City of Newburyport's financial performance over the past year prior to the release of the audited financial statements. This report compares original and revised appropriations/estimates to actual expenditures and collections for the General Fund, as well as, Water, Sewer and Harbormaster Enterprise Funds for the year-ending June 30, 2016.

FY2016 Expenditures

Expenditures within the General Fund and Enterprise Funds were made within the budgetary appropriations approved by the City Council. Remaining and unrestricted appropriations from fiscal year 2016, totaling \$1,619,181, will be a positive factor in the Free Cash and Retained Earnings calculations as of July 1, 2016. Below is a summary of the year-end expenditures by fund, which is broken out in greater detail in the reports that follow:

	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND	\$59,149,855	\$56,212,443	\$2,253,142	\$684,270	98.8%
060 WATER FUND	\$5,350,208	\$4,908,877	\$104,652	\$336,680	93.7%
061 SEWER FUND	\$7,353,623	\$6,719,075	\$96,870	\$537,679	92.7%
6520 HARBORMASTER FUND	\$366,794	\$299,887	\$6,355	\$60,552	83.5%
TOTAL BUDGETARY FUNDS	\$72,220,481	\$68,140,281	\$2,461,018	\$1,619,181	97.8%

FY2016 Revenue

Total revenue for the budgetary funds exceeded estimates for FY2016 with collections at 101.1% of estimated revenue. The General Fund, Water Enterprise Fund and Harbormaster Enterprise Fund all exceeded their FY2016 estimates, while the Sewer Enterprise Fund came in below their estimate at 97.2%. Below is a summary of the year-end revenue by fund, which is broken out in greater detail in the reports that follow:

	ESTIMATE	ACTUAL	OVER/ (BELOW)	% OF ESTIMATE
001 GENERAL FUND	\$59,168,657	\$59,933,165	\$764,508	101.3%
060 WATER FUND	\$5,125,208	\$5,276,136	\$150,927	102.9%
061 SEWER FUND	\$6,415,623	\$6,235,129	-\$180,494	97.2%
6520 HARBORMASTER FUND	\$366,794	\$433,542	\$66,748	118.2%
TOTAL BUDGETARY FUNDS	<u>\$71,076,282</u>	<u>\$71,877,971</u>	<u>\$801,689</u>	<u>101.1%</u>

Once the Massachusetts Department of Revenue verifies and certifies the City's year-end financial results later this fall, funds will be available for any legal expenditure at the recommendation of the Mayor and approval of a majority vote of the City Council. All financial information contained in this report is presented on an unaudited basis and, as such, is subject to further adjustment until finalized. The audited financial statements will be filed with the City Clerk no later than March 1, 2017 in accordance with the City Charter.

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

Attachments:

- Expenditure Summary (page 1)
- Expenditures by Budget Category (page 2)
- Revenue Summary (page 7)
- Revenue by Source (page 8)



City of Newburyport
FY2016 Year-End Expenditure Summary

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND							
111 CITY COUNCIL	\$69,762	\$4,165	\$73,926	\$73,926	\$0	\$0	100.0%
121 MAYOR'S DEPARTMENT	\$279,284	\$8,975	\$288,259	\$279,084	\$606	\$8,570	97.0%
129 GENERAL ADMINISTRATION	\$444,147	(\$90,059)	\$354,088	\$331,208	\$3,065	\$19,815	94.4%
135 AUDITOR'S DEPARTMENT	\$306,937	\$8,637	\$315,574	\$315,548	\$0	\$26	100.0%
141 ASSESSORS DEPARTMENT	\$272,088	\$9,354	\$281,442	\$280,072	\$1,318	\$52	100.0%
145 TREASURER'S DEPARTMENT	\$432,255	\$11,957	\$444,212	\$442,415	\$0	\$1,797	99.6%
151 INFO TECHNOLOGY DEPT	\$279,460	\$14,232	\$293,692	\$289,478	\$189	\$4,025	98.6%
152 HUMAN RESOURCES	\$270,724	\$14,521	\$285,245	\$276,954	\$746	\$7,546	97.4%
161 CITY CLERK'S DEPARTMENT	\$231,937	\$7,610	\$239,546	\$238,369	\$0	\$1,177	99.5%
163 BOARD OF REGISTRARS	\$40,081	\$6,141	\$46,222	\$45,960	\$0	\$262	99.4%
165 LICENSE COMMISSION	\$6,840	\$0	\$6,840	\$6,231	\$114	\$495	92.8%
171 CONSERVATION COMMISSION	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
175 PLANNING BOARD	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
176 ZONING BOARD	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
182 PLANNING & DEVELOPMENT	\$302,166	\$10,361	\$312,527	\$310,885	\$399	\$1,243	99.6%
191 LEGAL DEPARTMENT	\$70,000	\$0	\$70,000	\$56,003	\$4,534	\$9,463	86.5%
210 POLICE DEPARTMENT	\$3,450,068	\$59,602	\$3,509,669	\$3,442,466	\$31,682	\$35,521	99.0%
220 FIRE DEPARTMENT	\$3,468,191	\$158,382	\$3,626,573	\$3,590,899	\$6,635	\$29,039	99.2%
241 BUILDING DEPARTMENT	\$168,575	\$7,061	\$175,635	\$175,635	\$0	\$0	100.0%
291 EMERGENCY MANAGEMENT	\$27,250	\$450	\$27,700	\$25,541	\$498	\$1,661	94.0%
292 ANIMAL CONTROL	\$60,383	\$1,212	\$61,595	\$56,173	\$1,150	\$4,271	93.1%
293 PARKING CLERK DEPARTMENT	\$46,306	\$1,582	\$47,888	\$47,888	\$0	\$0	100.0%
300 SCHOOL DEPARTMENT	\$26,412,981	(\$24,485)	\$26,388,496	\$24,408,056	\$1,980,440	\$0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL	\$50,000	(\$30,171)	\$19,829	\$19,829	\$0	\$0	100.0%
399 WHITTIER VO TECH SCHOOL	\$330,403	\$0	\$330,403	\$330,403	\$0	\$0	100.0%
421 PUBLIC SERVICES DEPARTMENT	\$2,421,632	\$128,497	\$2,550,129	\$2,246,764	\$114,258	\$189,107	92.6%
423 SNOW & ICE	\$190,000	\$28,068	\$218,068	\$218,068	\$0	\$0	100.0%
510 HEALTH DEPARTMENT	\$180,050	\$5,232	\$185,283	\$179,088	\$638	\$5,557	97.0%
519 SUSTAINABILITY	\$1,190,625	\$85,940	\$1,276,565	\$1,137,533	\$88,529	\$50,504	96.0%
541 COUNCIL ON AGING	\$298,383	\$8,493	\$306,876	\$287,031	\$1,439	\$18,407	94.0%
542 YOUTH SERVICES	\$281,076	\$5,479	\$286,556	\$262,397	\$588	\$23,571	91.8%
543 VETERANS' DEPARTMENT	\$294,940	\$4,920	\$299,860	\$290,783	\$55	\$9,022	97.0%
610 LIBRARY DEPARTMENT	\$1,286,383	(\$18,342)	\$1,268,040	\$1,229,434	\$10,500	\$28,106	97.8%
630 PARKS COMMISSION	\$167,866	\$2,215	\$170,081	\$165,725	\$0	\$4,357	97.4%
691 HISTORICAL COMMISSION	\$1,800	\$0	\$1,800	\$1,650	\$0	\$150	91.7%
710 DEBT EXCLUSION	\$3,015,218	\$0	\$3,015,218	\$2,991,666	\$0	\$23,552	99.2%
720 ORDINARY DEBT SERVICE	\$841,860	\$0	\$841,860	\$723,389	\$0	\$118,470	85.9%
911 RETIREMENT BOARD	\$3,560,812	\$0	\$3,560,812	\$3,560,812	\$0	\$0	100.0%
914 INSURANCE GROUP	\$8,333,824	(\$379,511)	\$7,954,313	\$7,861,683	\$5,573	\$87,057	98.9%
921 COMMISSION ON DISABILITY	\$4,540	\$91	\$4,631	\$2,996	\$188	\$1,448	68.7%
942 STABILIZATION OUTLAY	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	100.0%
001 GENERAL FUND Total	\$59,099,246	\$50,609	\$59,149,855	\$56,212,443	\$2,253,142	\$684,270	98.8%
060 WATER FUND Total	\$5,125,208	\$225,000	\$5,350,208	\$4,908,877	\$104,652	\$336,680	93.7%
061 SEWER FUND Total	\$6,415,623	\$938,000	\$7,353,623	\$6,719,075	\$96,870	\$537,679	92.7%
6520 HARBORMASTER Total	\$366,794	\$0	\$366,794	\$299,887	\$6,355	\$60,552	83.5%
TOTAL BUDGETARY FUNDS	\$71,006,871	\$1,213,609	\$72,220,481	\$68,140,281	\$2,461,018	\$1,619,181	97.8%



City of Newburyport
FY2016 Year-End Expenditures by Budget Category

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
001 GENERAL FUND							
111 CITY COUNCIL							
001 PERSONNEL SERVICES	\$60,762	\$165	\$60,926	\$60,926	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$9,000	\$4,000	\$13,000	\$13,000	\$0	\$0	100.0%
111 CITY COUNCIL Total	\$69,762	\$4,165	\$73,926	\$73,926	\$0	\$0	100.0%
121 MAYOR'S DEPARTMENT							
001 PERSONNEL SERVICES	\$225,284	\$7,625	\$232,909	\$228,225	\$0	\$4,684	98.0%
002 PURCHASE OF SERVICES	\$39,000	\$1,350	\$40,350	\$40,350	\$0	\$0	100.0%
007 OTHER CHARGES & EXPENSES	\$15,000	\$0	\$15,000	\$10,508	\$606	\$3,886	74.1%
121 MAYOR'S DEPARTMENT Total	\$279,284	\$8,975	\$288,259	\$279,084	\$606	\$8,570	97.0%
129 GENERAL ADMINISTRATION							
001 PERSONNEL SERVICES	\$13,500	\$346	\$13,846	\$7,956	\$0	\$5,890	57.5%
002 PURCHASE OF SERVICES	\$146,700	\$0	\$146,700	\$141,570	\$3,045	\$2,085	98.6%
004 SUPPLIES	\$6,000	\$0	\$6,000	\$5,798	\$20	\$182	97.0%
007 OTHER CHARGES & EXPENSES	\$277,947	(\$90,405)	\$187,542	\$175,884	\$0	\$11,658	93.8%
129 GENERAL ADMINISTRATION Total	\$444,147	(\$90,059)	\$354,088	\$331,208	\$3,065	\$19,815	94.4%
135 AUDITOR'S DEPARTMENT							
001 PERSONNEL SERVICES	\$252,897	\$8,637	\$261,534	\$261,533	\$0	\$1	100.0%
002 PURCHASE OF SERVICES	\$52,000	\$0	\$52,000	\$52,000	\$0	\$0	100.0%
004 SUPPLIES	\$1,750	\$0	\$1,750	\$1,750	\$0	\$0	100.0%
007 OTHER CHARGES & EXPENSES	\$290	\$0	\$290	\$265	\$0	\$25	91.4%
135 AUDITOR'S DEPARTMENT Total	\$306,937	\$8,637	\$315,574	\$315,548	\$0	\$26	100.0%
141 ASSESSORS DEPARTMENT							
001 PERSONNEL SERVICES	\$202,388	\$8,334	\$210,722	\$210,722	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$65,500	\$0	\$65,500	\$64,130	\$1,318	\$52	99.9%
004 SUPPLIES	\$4,200	\$1,020	\$5,220	\$5,220	\$0	\$0	100.0%
141 ASSESSORS DEPARTMENT Total	\$272,088	\$9,354	\$281,442	\$280,072	\$1,318	\$52	100.0%
145 TREASURER'S DEPARTMENT							
001 PERSONNEL SERVICES	\$230,555	\$8,707	\$239,262	\$239,262	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$39,500	\$0	\$39,500	\$38,932	\$0	\$568	98.6%
004 SUPPLIES	\$4,350	\$0	\$4,350	\$3,349	\$0	\$1,001	77.0%
007 OTHER CHARGES & EXPENSES	\$157,850	\$3,250	\$161,100	\$160,872	\$0	\$228	99.9%
145 TREASURER'S DEPARTMENT Total	\$432,255	\$11,957	\$444,212	\$442,415	\$0	\$1,797	99.6%
151 INFO TECHNOLOGY DEPT							
001 PERSONNEL SERVICES	\$77,794	\$14,232	\$92,026	\$88,841	\$0	\$3,185	96.5%
002 PURCHASE OF SERVICES	\$199,866	\$0	\$199,866	\$198,958	\$189	\$719	99.6%
004 SUPPLIES	\$1,800	\$0	\$1,800	\$1,679	\$0	\$121	93.3%
151 INFO TECHNOLOGY DEPT Total	\$279,460	\$14,232	\$293,692	\$289,478	\$189	\$4,025	98.6%
152 HUMAN RESOURCES							
001 PERSONNEL SERVICES	\$130,610	\$4,521	\$135,131	\$135,131	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$134,514	\$10,000	\$144,514	\$138,844	\$746	\$4,925	96.6%
004 SUPPLIES	\$5,000	\$0	\$5,000	\$2,479	\$0	\$2,521	49.6%
007 OTHER CHARGES & EXPENSES	\$600	\$0	\$600	\$500	\$0	\$100	83.3%
152 HUMAN RESOURCES Total	\$270,724	\$14,521	\$285,245	\$276,954	\$746	\$7,546	97.4%
161 CITY CLERK'S DEPARTMENT							
001 PERSONNEL SERVICES	\$219,837	\$7,610	\$227,446	\$226,269	\$0	\$1,177	99.5%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
002 PURCHASE OF SERVICES	\$12,100	\$0	\$12,100	\$12,100	\$0	\$0	100.0%
161 CITY CLERK'S DEPARTMENT Total	\$231,937	\$7,610	\$239,546	\$238,369	\$0	\$1,177	99.5%
163 BOARD OF REGISTRARS							
001 PERSONNEL SERVICES	\$4,081	\$141	\$4,222	\$4,191	\$0	\$32	99.3%
007 OTHER CHARGES & EXPENSES	\$36,000	\$6,000	\$42,000	\$41,770	\$0	\$230	99.5%
163 BOARD OF REGISTRARS Total	\$40,081	\$6,141	\$46,222	\$45,960	\$0	\$262	99.4%
165 LICENSE COMMISSION							
001 PERSONNEL SERVICES	\$5,340	\$0	\$5,340	\$5,340	\$0	\$0	100.0%
007 OTHER CHARGES & EXPENSES	\$1,500	\$0	\$1,500	\$891	\$114	\$495	67.0%
165 LICENSE COMMISSION Total	\$6,840	\$0	\$6,840	\$6,231	\$114	\$495	92.8%
171 CONSERVATION COMMISSION							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
171 CONSERVATION COMMISSION Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
175 PLANNING BOARD							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
175 PLANNING BOARD Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
176 ZONING BOARD							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
176 ZONING BOARD Total	\$1,800	\$0	\$1,800	\$1,800	\$0	\$0	100.0%
182 PLANNING & DEVELOPMENT							
001 PERSONNEL SERVICES	\$286,116	\$10,361	\$296,477	\$296,477	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$10,000	\$0	\$10,000	\$9,730	\$0	\$270	97.3%
004 SUPPLIES	\$6,050	\$0	\$6,050	\$4,678	\$399	\$973	83.9%
008 CAPITAL OUTLAY	\$0	\$0	\$0	\$0	\$0	\$0	
182 PLANNING & DEVELOPMENT Total	\$302,166	\$10,361	\$312,527	\$310,885	\$399	\$1,243	99.6%
191 LEGAL DEPARTMENT							
002 PURCHASE OF SERVICES	\$70,000	\$0	\$70,000	\$56,003	\$4,534	\$9,463	86.5%
191 LEGAL DEPARTMENT Total	\$70,000	\$0	\$70,000	\$56,003	\$4,534	\$9,463	86.5%
210 POLICE DEPARTMENT							
001 PERSONNEL SERVICES	\$3,098,336	\$82,175	\$3,180,510	\$3,145,888	\$2,968	\$31,655	99.0%
002 PURCHASE OF SERVICES	\$175,359	(\$28,000)	\$147,359	\$146,076	\$247	\$1,037	99.3%
004 SUPPLIES	\$111,100	(\$45,000)	\$66,100	\$62,678	\$885	\$2,537	96.2%
007 OTHER CHARGES & EXPENSES	\$14,273	\$0	\$14,273	\$13,986	\$0	\$287	98.0%
008 CAPITAL OUTLAY	\$51,000	\$50,427	\$101,427	\$73,839	\$27,582	\$6	100.0%
210 POLICE DEPARTMENT Total	\$3,450,068	\$59,602	\$3,509,669	\$3,442,466	\$31,682	\$35,521	99.0%
220 FIRE DEPARTMENT							
001 PERSONNEL SERVICES	\$3,186,591	\$170,382	\$3,356,973	\$3,336,871	\$300	\$19,802	99.4%
002 PURCHASE OF SERVICES	\$198,250	\$10,000	\$208,250	\$202,844	\$5,335	\$71	100.0%
004 SUPPLIES	\$77,900	(\$22,000)	\$55,900	\$45,969	\$1,000	\$8,932	84.0%
007 OTHER CHARGES & EXPENSES	\$5,450	\$0	\$5,450	\$5,215	\$0	\$235	95.7%
220 FIRE DEPARTMENT Total	\$3,468,191	\$158,382	\$3,626,573	\$3,590,899	\$6,635	\$29,039	99.2%
241 BUILDING DEPARTMENT							
001 PERSONNEL SERVICES	\$167,500	\$7,061	\$174,560	\$174,560	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$1,075	\$0	\$1,075	\$1,075	\$0	\$0	100.0%
241 BUILDING DEPARTMENT Total	\$168,575	\$7,061	\$175,635	\$175,635	\$0	\$0	100.0%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
291 EMERGENCY MANAGEMENT							
001 PERSONNEL SERVICES	\$13,000	\$450	\$13,450	\$12,192	\$0	\$1,258	90.6%
002 PURCHASE OF SERVICES	\$10,000	\$0	\$10,000	\$9,997	\$0	\$3	100.0%
004 SUPPLIES	\$2,250	\$0	\$2,250	\$1,352	\$498	\$400	82.2%
007 OTHER CHARGES & EXPENSES	\$2,000	\$0	\$2,000	\$2,000	\$0	\$0	100.0%
291 EMERGENCY MANAGEMENT Total	\$27,250	\$450	\$27,700	\$25,541	\$498	\$1,661	94.0%
292 ANIMAL CONTROL							
001 PERSONNEL SERVICES	\$47,953	\$1,212	\$49,165	\$46,333	\$0	\$2,831	94.2%
002 PURCHASE OF SERVICES	\$9,840	\$0	\$9,840	\$8,130	\$1,150	\$560	94.3%
004 SUPPLIES	\$2,290	\$0	\$2,290	\$1,655	\$0	\$635	72.3%
007 OTHER CHARGES & EXPENSES	\$300	\$0	\$300	\$56	\$0	\$244	18.6%
292 ANIMAL CONTROL Total	\$60,383	\$1,212	\$61,595	\$56,173	\$1,150	\$4,271	93.1%
293 PARKING CLERK DEPARTMENT							
001 PERSONNEL SERVICES	\$46,306	\$1,582	\$47,888	\$47,888	\$0	\$0	100.0%
293 PARKING CLERK DEPARTMENT Total	\$46,306	\$1,582	\$47,888	\$47,888	\$0	\$0	100.0%
300 SCHOOL DEPARTMENT							
002 PURCHASE OF SERVICES	\$26,412,981	(\$24,485)	\$26,388,496	\$24,408,056	\$1,980,440	\$0	100.0%
300 SCHOOL DEPARTMENT Total	\$26,412,981	(\$24,485)	\$26,388,496	\$24,408,056	\$1,980,440	\$0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL							
002 PURCHASE OF SERVICES	\$50,000	(\$30,171)	\$19,829	\$19,829	\$0	\$0	100.0%
398 ESSEX NORTH SHORE TECH SCHOOL Total	\$50,000	(\$30,171)	\$19,829	\$19,829	\$0	\$0	100.0%
399 WHITTIER VO TECH SCHOOL							
002 PURCHASE OF SERVICES	\$330,403	\$0	\$330,403	\$330,403	\$0	\$0	100.0%
399 WHITTIER VO TECH SCHOOL Total	\$330,403	\$0	\$330,403	\$330,403	\$0	\$0	100.0%
421 PUBLIC SERVICES DEPARTMENT							
001 PERSONNEL SERVICES	\$1,513,974	\$32,097	\$1,546,071	\$1,393,561	\$945	\$151,565	90.2%
002 PURCHASE OF SERVICES	\$426,167	\$6,400	\$432,567	\$390,595	\$30,542	\$11,430	97.4%
004 SUPPLIES	\$231,875	\$90,000	\$321,875	\$256,964	\$38,799	\$26,112	91.9%
008 CAPITAL OUTLAY	\$249,616	\$0	\$249,616	\$205,644	\$43,972	\$0	100.0%
421 PUBLIC SERVICES DEPARTMENT Total	\$2,421,632	\$128,497	\$2,550,129	\$2,246,764	\$114,258	\$189,107	92.6%
423 SNOW & ICE							
001 PERSONNEL SERVICES	\$95,000	(\$56,723)	\$38,277	\$38,277	\$0	\$0	100.0%
002 PURCHASE OF SERVICES	\$95,000	\$84,791	\$179,791	\$179,791	\$0	\$0	100.0%
423 SNOW & ICE Total	\$190,000	\$28,068	\$218,068	\$218,068	\$0	\$0	100.0%
510 HEALTH DEPARTMENT							
001 PERSONNEL SERVICES	\$168,805	\$5,232	\$174,038	\$171,226	\$0	\$2,812	98.4%
002 PURCHASE OF SERVICES	\$4,245	\$0	\$4,245	\$3,548	\$0	\$697	83.6%
004 SUPPLIES	\$5,000	\$0	\$5,000	\$3,433	\$638	\$929	81.4%
007 OTHER CHARGES & EXPENSES	\$2,000	\$0	\$2,000	\$881	\$0	\$1,119	44.1%
510 HEALTH DEPARTMENT Total	\$180,050	\$5,232	\$185,283	\$179,088	\$638	\$5,557	97.0%
519 SUSTAINABILITY							
001 PERSONNEL SERVICES	\$73,226	\$25,240	\$98,466	\$96,466	\$0	\$2,000	98.0%
002 PURCHASE OF SERVICES	\$1,116,499	\$60,700	\$1,177,199	\$1,040,180	\$88,529	\$48,491	95.9%
004 SUPPLIES	\$900	\$0	\$900	\$887	\$0	\$13	98.6%
519 SUSTAINABILITY Total	\$1,190,625	\$85,940	\$1,276,565	\$1,137,533	\$88,529	\$50,504	96.0%
541 COUNCIL ON AGING							
001 PERSONNEL SERVICES	\$238,783	\$8,493	\$247,276	\$247,276	\$0	\$0	100.0%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
002 PURCHASE OF SERVICES	\$44,100	\$0	\$44,100	\$25,309	\$1,439	\$17,352	60.7%
004 SUPPLIES	\$15,500	\$0	\$15,500	\$14,445	\$0	\$1,055	93.2%
541 COUNCIL ON AGING Total	\$298,383	\$8,493	\$306,876	\$287,031	\$1,439	\$18,407	94.0%
542 YOUTH SERVICES							
001 PERSONNEL SERVICES	\$166,293	\$5,479	\$171,772	\$163,865	\$0	\$7,908	95.4%
002 PURCHASE OF SERVICES	\$22,550	\$0	\$22,550	\$22,083	\$0	\$467	97.9%
007 OTHER CHARGES & EXPENSES	\$92,233	\$0	\$92,233	\$76,449	\$588	\$15,196	83.5%
542 YOUTH SERVICES Total	\$281,076	\$5,479	\$286,556	\$262,397	\$588	\$23,571	91.8%
543 VETERANS' DEPARTMENT							
001 PERSONNEL SERVICES	\$111,900	\$4,920	\$116,820	\$116,820	\$0	(\$0)	100.0%
002 PURCHASE OF SERVICES	\$6,620	\$0	\$6,620	\$4,325	\$55	\$2,240	66.2%
007 OTHER CHARGES & EXPENSES	\$176,420	\$0	\$176,420	\$169,638	\$0	\$6,782	96.2%
543 VETERANS' DEPARTMENT Total	\$294,940	\$4,920	\$299,860	\$290,783	\$55	\$9,022	97.0%
610 LIBRARY DEPARTMENT							
001 PERSONNEL SERVICES	\$974,813	\$21,658	\$996,470	\$969,476	\$0	\$26,994	97.3%
002 PURCHASE OF SERVICES	\$311,570	(\$40,000)	\$271,570	\$259,958	\$10,500	\$1,112	99.6%
610 LIBRARY DEPARTMENT Total	\$1,286,383	(\$18,342)	\$1,268,040	\$1,229,434	\$10,500	\$28,106	97.8%
630 PARKS COMMISSION							
001 PERSONNEL SERVICES	\$64,000	\$5,715	\$69,715	\$66,215	\$0	\$3,500	95.0%
002 PURCHASE OF SERVICES	\$98,866	(\$3,500)	\$95,366	\$94,509	\$0	\$857	99.1%
004 SUPPLIES	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	100.0%
630 PARKS COMMISSION Total	\$167,866	\$2,215	\$170,081	\$165,725	\$0	\$4,357	97.4%
691 HISTORICAL COMMISSION							
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,650	\$0	\$150	91.7%
691 HISTORICAL COMMISSION Total	\$1,800	\$0	\$1,800	\$1,650	\$0	\$150	91.7%
710 DEBT EXCLUSION							
009 DEBT SERVICE	\$3,015,218	\$0	\$3,015,218	\$2,991,666	\$0	\$23,552	99.2%
710 DEBT EXCLUSION Total	\$3,015,218	\$0	\$3,015,218	\$2,991,666	\$0	\$23,552	99.2%
720 ORDINARY DEBT SERVICE							
009 DEBT SERVICE	\$841,860	\$0	\$841,860	\$723,389	\$0	\$118,470	85.9%
720 ORDINARY DEBT SERVICE Total	\$841,860	\$0	\$841,860	\$723,389	\$0	\$118,470	85.9%
911 RETIREMENT BOARD							
001 PERSONNEL SERVICES	\$3,560,812	\$0	\$3,560,812	\$3,560,812	\$0	\$0	100.0%
911 RETIREMENT BOARD Total	\$3,560,812	\$0	\$3,560,812	\$3,560,812	\$0	\$0	100.0%
914 INSURANCE GROUP							
001 PERSONNEL SERVICES	\$8,333,824	(\$379,511)	\$7,954,313	\$7,861,683	\$5,573	\$87,057	98.9%
914 INSURANCE GROUP Total	\$8,333,824	(\$379,511)	\$7,954,313	\$7,861,683	\$5,573	\$87,057	98.9%
921 COMMISSION ON DISABILITY							
001 PERSONNEL SERVICES	\$2,640	\$91	\$2,731	\$2,147	\$0	\$585	78.6%
004 SUPPLIES	\$1,900	\$0	\$1,900	\$849	\$188	\$863	54.6%
921 COMMISSION ON DISABILITY Total	\$4,540	\$91	\$4,631	\$2,996	\$188	\$1,448	68.7%
942 STABILIZATION OUTLAY							
007 OTHER CHARGES & EXPENSES	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	100.0%
942 STABILIZATION OUTLAY Total	\$5,000	\$0	\$5,000	\$5,000	\$0	\$0	100.0%
001 GENERAL FUND Total	\$59,099,246	\$50,609	\$59,149,855	\$56,212,443	\$2,253,142	\$684,270	98.8%

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	FY2016 ENCUMB.	REMAINING BUDGET	% USED
060 WATER FUND							
450 WATER DEPARTMENT							
001 PERSONNEL SERVICES	\$1,958,064	\$0	\$1,958,064	\$1,829,229	\$212	\$128,624	93.4%
002 PURCHASE OF SERVICES	\$844,622	\$0	\$844,622	\$671,695	\$54,351	\$118,577	86.0%
004 SUPPLIES	\$227,785	\$0	\$227,785	\$149,771	\$11,211	\$66,803	70.7%
007 OTHER CHARGES & EXPENSES	\$85,104	\$0	\$85,104	\$80,854	\$150	\$4,100	95.2%
008 CAPITAL OUTLAY	\$165,000	\$0	\$165,000	\$122,787	\$38,729	\$3,484	97.9%
009 DEBT SERVICE	\$1,844,633	\$225,000	\$2,069,633	\$2,054,541	\$0	\$15,092	99.3%
450 WATER DEPARTMENT Total	\$5,125,208	\$225,000	\$5,350,208	\$4,908,877	\$104,652	\$336,680	93.7%
060 WATER FUND Total	\$5,125,208	\$225,000	\$5,350,208	\$4,908,877	\$104,652	\$336,680	93.7%
061 SEWER FUND							
440 SEWER DEPARTMENT							
001 PERSONNEL SERVICES	\$2,099,150	\$0	\$2,099,150	\$1,974,894	\$0	\$124,256	94.1%
002 PURCHASE OF SERVICES	\$1,372,374	\$0	\$1,372,374	\$1,116,629	\$29,018	\$226,727	83.5%
004 SUPPLIES	\$355,540	\$0	\$355,540	\$224,709	\$4,656	\$126,175	64.5%
007 OTHER CHARGES & EXPENSES	\$51,123	\$0	\$51,123	\$50,942	\$0	\$181	99.6%
008 CAPITAL OUTLAY	\$281,000	\$0	\$281,000	\$197,361	\$63,196	\$20,443	92.7%
009 DEBT SERVICE	\$2,256,437	\$938,000	\$3,194,437	\$3,154,540	\$0	\$39,897	98.8%
440 SEWER DEPARTMENT Total	\$6,415,623	\$938,000	\$7,353,623	\$6,719,075	\$96,870	\$537,679	92.7%
061 SEWER FUND Total	\$6,415,623	\$938,000	\$7,353,623	\$6,719,075	\$96,870	\$537,679	92.7%
6520 HARBORMASTER							
295 HARBORMASTER DEPARTMENT							
001 PERSONNEL SERVICES	\$244,119	\$0	\$244,119	\$225,586	\$0	\$18,533	92.4%
002 PURCHASE OF SERVICES	\$42,400	\$0	\$42,400	\$26,484	\$1,081	\$14,835	65.0%
004 SUPPLIES	\$18,200	\$0	\$18,200	\$14,234	\$623	\$3,344	81.6%
007 OTHER CHARGES & EXPENSES	\$6,075	\$0	\$6,075	\$3,415	\$0	\$2,660	56.2%
008 CAPITAL OUTLAY	\$30,000	\$0	\$30,000	\$18,400	\$4,651	\$6,948	76.8%
009 DEBT SERVICE	\$26,000	\$0	\$26,000	\$11,768	\$0	\$14,232	45.3%
295 HARBORMASTER DEPARTMENT Total	\$366,794	\$0	\$366,794	\$299,887	\$6,355	\$60,552	83.5%
6520 HARBORMASTER Total	\$366,794	\$0	\$366,794	\$299,887	\$6,355	\$60,552	83.5%
TOTAL BUDGETARY FUNDS	\$71,006,871	\$1,213,609	\$72,220,481	\$68,140,281	\$2,461,018	\$1,619,181	97.8%



City of Newburyport
FY2016 Year-End Revenue Summary

	ESTIMATE	ACTUAL	OVER/(BELOW)	% OF ESTIMATE
001 GENERAL FUND				
412 REAL ESTATE TAX REVENUE	\$49,765,436	\$49,287,777	(\$477,659)	99.0%
411 PER PROP TAX REVENUE	\$649,661	\$644,788	(\$4,873)	99.2%
401 MOTOR VEHICLE EXCISE	\$2,340,000	\$2,618,936	\$278,936	111.9%
402 OTHER EXCISE	\$576,000	\$717,374	\$141,374	124.5%
403 PEN/INT ON TAX & EXCISE	\$335,000	\$331,595	(\$3,405)	99.0%
404 PAYMENT IN LIEU TAXES	\$60,000	\$100,377	\$40,377	167.3%
410 FEES	\$305,000	\$374,651	\$69,651	122.8%
416 OTHER DEPARTMENT REVENUE	\$135,000	\$145,609	\$10,609	107.9%
417 LICENSES/PERMITS	\$650,000	\$1,071,855	\$421,855	164.9%
419 FINES & FORFEITS	\$10,000	\$14,586	\$4,586	145.9%
420 INVESTMENT INCOME	\$130,000	\$177,886	\$47,886	136.8%
421 MISCELLANEOUS RECURRING	\$128,000	\$148,187	\$20,187	115.8%
422 MISCELLANEOUS NON-RECURRING	(\$0)	\$253,584	\$253,584	
460 STATE AID	\$4,084,560	\$4,045,959	(\$38,601)	99.1%
001 GENERAL FUND Total	<u>\$59,168,657</u>	<u>\$59,933,165</u>	<u>\$764,508</u>	<u>101.3%</u>
060 WATER FUND Total	<u>\$5,125,208</u>	<u>\$5,276,136</u>	<u>\$150,927</u>	<u>102.9%</u>
061 SEWER FUND Total	<u>\$6,415,623</u>	<u>\$6,235,129</u>	<u>(\$180,494)</u>	<u>97.2%</u>
6520 HARBORMASTER FUND Total	<u>\$366,794</u>	<u>\$433,542</u>	<u>\$66,748</u>	<u>118.2%</u>
TOTAL BUDGETARY FUNDS	<u>\$71,076,282</u>	<u>\$71,877,971</u>	<u>\$801,689</u>	<u>101.1%</u>



City of Newburyport
FY2016 Year-End Revenue by Source

	ESTIMATE	ACTUAL	OVER/(BELOW)	% OF ESTIMATE
001 GENERAL FUND				
412 REAL ESTATE TAX REVENUE				
REAL ESTATE TAX REVENUE	\$49,765,436	\$49,287,777	(\$477,659)	99.0%
412 REAL ESTATE TAX REVENUE Total	\$49,765,436	\$49,287,777	(\$477,659)	99.0%
411 PER PROP TAX REVENUE				
PERS PROP TAX REVENUE	\$649,661	\$644,788	(\$4,873)	99.2%
411 PER PROP TAX REVENUE Total	\$649,661	\$644,788	(\$4,873)	99.2%
401 MOTOR VEHICLE EXCISE				
MOTOR VEHICLE REVENUE	\$2,340,000	\$2,618,936	\$278,936	111.9%
401 MOTOR VEHICLE EXCISE Total	\$2,340,000	\$2,618,936	\$278,936	111.9%
402 OTHER EXCISE				
MEALS EXCISE	\$485,000	\$586,573	\$101,573	120.9%
CO MA ROOM OCCUPANCY	\$91,000	\$130,608	\$39,608	143.5%
BOAT REVENUE	(\$0)	\$194	\$194	
402 OTHER EXCISE Total	\$576,000	\$717,374	\$141,374	124.5%
403 PEN/INT ON TAX & EXCISE				
INT/PEN PP/RE TAX REV	\$185,000	\$161,205	(\$23,795)	87.1%
INT/PEN MV/BT EXCISE	\$40,000	\$66,520	\$26,520	166.3%
CO MA REG MOTOR VEHICLES	\$70,000	\$64,008	(\$5,993)	91.4%
INT ON TAX TITLES	\$40,000	\$37,841	(\$2,159)	94.6%
INT/PEN SA PI - SWR	(\$0)	\$1,083	\$1,083	
INT/PEN SA PI - WTR	(\$0)	\$861	\$861	
INT/PEN SA LOW ST	(\$0)	\$78	\$78	
403 PEN/INT ON TAX & EXCISE Total	\$335,000	\$331,595	(\$3,405)	99.0%
404 PAYMENT IN LIEU TAXES				
PAYMENT IN LIEU TAXES	\$60,000	\$100,377	\$40,377	167.3%
404 PAYMENT IN LIEU TAXES Total	\$60,000	\$100,377	\$40,377	167.3%
410 FEES				
TAX TITLE REVENUE	\$250,000	\$308,849	\$58,849	123.5%
OFF DUTY FEES	\$25,000	\$30,783	\$5,783	123.1%
MUNICIPAL LIENS	\$23,000	\$21,957	(\$1,043)	95.5%
REGISTRY FEES	\$7,000	\$8,700	\$1,700	124.3%
ROLL BACK TAX REVENUE	(\$0)	\$4,353	\$4,353	
OTHER FEES	(\$0)	\$10	\$10	
410 FEES Total	\$305,000	\$374,651	\$69,651	122.8%

	ESTIMATE	ACTUAL	OVER/(BELOW)	% OF ESTIMATE
416 OTHER DEPARTMENT REVENUE				
FIRE MASTER BOX CONNECTION FEE	\$80,000	\$87,155	\$7,155	108.9%
COPIES/RECORDINGS	\$49,000	\$47,293	(\$1,707)	96.5%
BUSINESS CERTIFICATES	\$3,000	\$7,290	\$4,290	243.0%
ZONING/ORDINANCES	\$3,000	\$3,040	\$40	101.3%
FIRE DEPT RECEIPTS	(\$0)	\$831	\$831	
416 OTHER DEPARTMENT REVENUE Total	\$135,000	\$145,609	\$10,609	107.9%
417 LICENSES/PERMITS				
BLDG DEPT ALTERATION PERMITS	\$235,000	\$372,698	\$137,698	158.6%
BUILDING PERMITS	\$60,000	\$278,023	\$218,023	463.4%
ALCOHOLIC BEVERAGES	\$190,000	\$212,640	\$22,640	111.9%
OTHER PERMITS	\$60,000	\$87,237	\$27,237	145.4%
CLK PASSPORT	\$30,000	\$41,960	\$11,960	139.9%
BLDG DEPT OTHER PERMITS	\$25,900	\$17,179	(\$8,721)	66.3%
FIRE PERMITS	\$15,000	\$17,164	\$2,164	114.4%
DOG LICENSES	\$11,500	\$14,385	\$2,885	125.1%
ROAD OPENING PERMIT DPW	\$10,000	\$11,258	\$1,258	112.6%
UTILITY CONTRACTORS LIC DPW	\$8,000	\$10,500	\$2,500	131.3%
MARRIAGE LICENSES	\$3,000	\$3,865	\$865	128.8%
LICENSES/PERMITS DPW	\$500	\$2,850	\$2,350	570.0%
UTILITY PERMITS	\$50	\$803	\$753	1606.0%
STORM WATER PERMIT FEES	(\$0)	\$533	\$533	
RAFFLE PERMITS	\$400	\$440	\$40	110.0%
AUCTION LIC/PERMITS	\$650	\$320	(\$330)	49.2%
417 LICENSES/PERMITS Total	\$650,000	\$1,071,855	\$421,855	164.9%
419 FINES & FORFEITS				
COURT FINES	\$6,000	\$8,088	\$2,088	134.8%
PARKING FINES	\$4,000	\$6,498	\$2,498	162.5%
419 FINES & FORFEITS Total	\$10,000	\$14,586	\$4,586	145.9%
420 INVESTMENT INCOME				
CO MA DIV MEDICAL ASSISTANCE	\$85,000	\$124,612	\$39,612	146.6%
INT ON INVESTMENTS	\$45,000	\$49,074	\$4,074	109.1%
CO MA EMERGENCY MANAGEMENT	(\$0)	\$2,125	\$2,125	
POL INCIDENT/ACCIDENTS	(\$0)	\$2,074	\$2,074	
420 INVESTMENT INCOME Total	\$130,000	\$177,886	\$47,886	136.8%
421 MISCELLANEOUS RECURRING Total	\$128,000	\$148,187	\$20,187	115.8% *
422 MISCELLANEOUS NON-RECURRING Total	(\$0)	\$253,584	\$253,584	**
460 STATE AID Total	\$4,084,560	\$4,045,959	(\$38,601)	99.1% ***
001 GENERAL FUND Total	<u>\$59,168,657</u>	<u>\$59,933,165</u>	<u>\$764,508</u>	<u>101.3%</u>

	ESTIMATE	ACTUAL	OVER/(BELOW)	% OF ESTIMATE
060 WATER FUND				
UTILITY BILLING/METERS	\$4,865,208	\$4,756,511	(\$108,697)	97.8%
MISC FEES	\$175,000	\$236,370	\$234,954	135.1%
PREMIUM FROM SALE OF BONDS	(\$0)	\$173,583	\$0	
WATER LIENS	\$60,000	\$75,570	\$15,570	126.0%
PENALTIES/INTEREST	\$25,000	\$23,969	(\$1,031)	95.9%
MISC NON-RECURRING	(\$0)	\$10,132	\$10,132	
060 WATER FUND Total	<u>\$5,125,208</u>	<u>\$5,276,136</u>	<u>\$150,927</u>	<u>102.9%</u>
061 SEWER FUND				
UTILITY BILLING/METERS	\$6,215,623	\$6,003,459	(\$212,164)	96.6%
SEWER LIENS	\$80,000	\$93,790	\$13,790	117.2%
MISC FEES	\$75,000	\$86,824	\$11,824	115.8%
PENALTIES/INTEREST	\$30,000	\$29,498	(\$502)	98.3%
INDUSTRIAL PRETREATMNT	\$15,000	\$12,152	(\$2,848)	81.0%
MISC NON-RECURRING	(\$0)	\$9,405	\$9,405	
061 SEWER FUND Total	<u>\$6,415,623</u>	<u>\$6,235,129</u>	<u>(\$180,494)</u>	<u>97.2%</u>
6520 HARBORMASTER				
MOORING & SLIP	\$135,000	\$136,337	\$1,337	101.0%
PLUM ISLAND PRK	\$53,000	\$77,047	\$24,047	145.4%
WATERFRONT DOCKS	\$60,000	\$74,197	\$14,197	123.7%
BOAT EXCISE	\$68,794	\$69,652	\$858	101.2%
CASHMAN PARK	\$40,000	\$40,416	\$416	101.0%
VESSEL CHARGES	\$5,000	\$23,424	\$18,424	468.5%
VIOLATIONS	(\$0)	\$4,460	\$4,460	
FISH PIER	\$2,000	\$3,200	\$1,200	160.0%
PENALTIES/INTEREST	\$3,000	\$3,044	\$44	101.5%
SHELLFISH PERMITS	(\$0)	\$1,766	\$1,766	
6520 HARBORMASTER Total	<u>\$366,794</u>	<u>\$433,542</u>	<u>\$66,748</u>	<u>118.2%</u>
TOTAL BUDGETARY FUNDS	<u>\$71,076,282</u>	<u>\$71,877,971</u>	<u>\$801,689</u>	<u>101.1%</u>

* 421 Miscellaneous Recurring Revenue: Cell tower lease payments (\$27,600), Veterans Services (\$83,172), Animal Control (\$25,000), FWS Refuge Revenue Sharing (\$12,154).

** 422 Miscellaneous Non-Recurring Revenue: Prior Year Bond Premiums (\$156,967), National Grid Prior Year Refund (\$53,614), 4 Belcher Street Discontinuance (\$27,000), MIIA Reimbursement (\$4,940), Residual Fund Balances (\$4,496), Other Small One-Time Receipts (\$6,566).

*** Difference due to payments received after June 30.

**APPOINTMENTS
FIRST READING**



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

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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 AUG 23 P 2: 18

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Subject: Appointment
Date: August 22, 2016

I hereby appoint, subject to your confirmation, the following named individual as a full time member of the Zoning Board of Appeals. This term will expire on March 1, 2020.

Renee Bourdeau
376 High Street
Newburyport, MA 01950



CITY OF NEWBURYPORT

OFFICE OF THE MAYOR
DONNA D. HOLADAY, Mayor

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

60 PLEASANT STREET - P.O. Box
NEWBURYPORT, MA 01950

978-465-4413 PHONE

978-465-4402 FAX

2016 AUG 23 A 11:30

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: August 23, 2016
Re: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Tree Commission. This term shall expire on October 1, 2017.

Constance Preston
18 Atwood Street
Newburyport, MA 01950

23 August, 2016

Honorable Mayor Donna Holaday
60 Pleasant Street
Newburyport, MA 01950

Dear Mayor Holaday,

I would like to become a member of the Newburyport Tree Commission. Since I retired in May, I have been looking for ways to get myself more involved in the community. I have recently spent a good deal of time advocating for the development of Atwood Park and the process has been very rewarding for me. I feel I could be a valuable asset to the commission as I am energetic, have a strong business acumen (including years of managing a P&L) and am skilled at relationship building. I hope that you agree that I could add value to an already strong commission.

Enclosed is my resume for your consideration.

Please let me know if you have any questions.

Sincerely,

A handwritten signature in blue ink that reads "Constance Preston". The signature is written in a cursive, flowing style.

Constance Preston

Constance Preston

18 Atwood St. Newburyport, MA 01950
Mobile: (617) 230.4133
Email: constancepreston@yahoo.com

PROFILE

Rare diseases expert with extensive global development and commercial experience across a wide array of rare diseases. Focused commitment to a patient-centric culture. Proven track record of building relationships internally and externally that deliver success. Scientific background with deep knowledge of FDA, EMA and International regulatory guidelines and pathways.

Proven Expertise In:

- Commercial Development
- Strategic Commercialization
- Alliance Management
- Team Leadership
- Market Assessment, Research & Analysis
- Market/KOL Development
- Operational Execution
- Pricing/Market Access Strategy
- Product Launch
- Early Access/Humanitarian Programs
- Patient Advocacy
- Lifecycle Management
- Portfolio Management
- Program Management

EXPERIENCE

GENZYME CORPORATION, Cambridge, MA

Head of New Product Planning

2013-2016

- Oversee strategic commercial development for early and mid-stage programs
- Develop and refine commercialization, market access and medical affairs plans for development programs
- Provide commercial consultation to business development teams
- Serve as strategic business alliance partner on Alnylam partnership

Sr. Director of Japan/Asia Pacific, Rare Diseases Business Unit

2011-2013

- Served as liaison to the Asia Pacific region for the rare disease portfolio. Developed key strategies and priorities to drive market development and revenue growth. Guided local markets to ensure they compete effectively. Analyzed key market data to determine strategies for new markets entry.
- Responsible for all aspects of the commercialization of Elaprase for Hunter syndrome. Activities included brand strategy as well as alliance management. Continued market growth despite introduction of first biosimilar competitor.

Director of Strategic Marketing, Rare Diseases Business Unit

2009-2011

- Led the strategic commercial development of eliglustat, a novel, game-changing oral therapy for Gaucher disease. Developed market access, pricing and distribution strategies. Informed the clinical development and life cycle management plans to ensure commercial success for the entire Gaucher portfolio.
- Forged relationships with key opinion leaders and patient advocacy groups.

Associate Director, Rare Diseases Business Unit

2006-2009

- Led the market development, launch and commercialization of Fabrazyme in Asia Pacific and Latin America. Gained market approval in 20 countries and led Fabrazyme to an 85% market share in the regions.
- Key Activities included development of brand positioning and strategy, campaign development advocacy development and maintenance, developing and interpreting market research, training development, forecasting, and life cycle management.

Sr. Product Manager, Rare Diseases Business Unit**2003-2006**

- Managed the launch of Fabrazyme in Europe and the US. Key activities included brand creation, messaging and concept development, campaign implementation and training of internal staff.
- Received Genzyme's highest recognition (Alpine Award) for outstanding efforts.

Sr. Portfolio Manager, Program Management Department**2001-2003**

- Managed Fabrazyme program to FDA & EMA approval. Successfully managed a difficult regulatory environment while competitor was not granted US approval. Gained superior label in EU.
- Managed the Portfolio Management Committee (PMC) for the rare disease business. Developed content, prepared speakers and managed participants to ensure successful meetings. Assessed risk and risk mitigation strategies.
- Assisted corporate development on the assessment of portfolio opportunities.

Program Manager, Program Management Department**1999-2001**

- Managed 3 programs ranging from pre-clinical to marketing approval with a total budget of \$450M
- Established and led cross functional business sub-teams to ensure commercial strategies were aligned and integrated into clinical development and regulatory plans. Ensured that critical thinking and decision management mitigated financial and timeline risks
- Key activities included budget management, forecasting, publication planning and life cycle management

GENZYME CORPORATION, Cambridge, MA**Research Scientist****1994-1998**

- Pre-clinical biology with expertise in assay development
- Managed staff of 5

EDUCATION**Sloan School of Management, MIT****2009-2010**

Greater Boston Executive Program

BOSTON UNIVERSITY, Boston, MA**1998-1999**

Program Management Certification, Management Development Program

Brown University, Providence, RI**1991 -1993****M.S.** – Biochemistry with a concentration in Microbiology*anguillarum* Thesis project – Characterization of Heat Shock Proteins in**CLARKSON UNIVERSITY, Potsdam, NY****1987 -1991****B.S.** – Biology & Chemistry**INTERESTS:**

- Involvement in local charitable organizations
- Running/Marathons/ Cycling/Triathlons
- Snowboarding/Skiing

PROFESSIONAL AFFILIATIONS:

- Boston Chapter of Healthcare Businesswomen's Association
- Massachusetts Biotech Council – Marketing Committee
- WISE: Women in Sanofi Excellence



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

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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 AUG 23 P 3: 23

A handwritten signature in cursive script, appearing to read 'Donna D. Holaday', written in dark ink.

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: August 23, 2016
Re: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as an alternate member of the Tree Commission. This term shall expire on May 1, 2019.

Byron M. Getchell
14 Milk Street
Newburyport, MA 01950

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

COMMUNICATIONS



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: ~~September 3, 2016~~ August 9, 2016

CONTACT INFORMATION

FIRST AND LAST NAMES: Lauren True

MAILING ADDRESS: 6 Payson Street

PHONE NUMBER: 603-401-8355

E-MAIL ADDRESS: bluetruelj1@gmail.com

BLOCK PARTY INFORMATION

BLOCK PARTY DATE: September 3, 2016

DESIRED STREET CLOSING LOCATION: Woodland @ Payson Street, Beacon @ Payson St.
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Payson Street

DESIRED STREET CLOSING TIME: 3 PM

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

REGULATIONS

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

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

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

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

1. All residents living on the street or block for which the party is planned request the block party, or have been contacted and do not object to the Block Party.
2. To be responsible for placement, maintenance and removal of barricades.
3. A block party permit does not allow the sale of alcohol or the consumption of alcohol on public property (in city streets, sidewalks, parks, etc.) alcohol is allowed only on private property. All state and city alcohol laws still apply during Block Parties.
4. Amplified music shall be permitted with permission of the City Council.
5. To leave **AT LEAST A TWELVE (12) FOOT AISLE** in the street to permit passage of emergency vehicles or vehicles of residents. Failure to maintain a ten (10) foot aisle during the entire period of the party will necessitate denial of requests for subsequent block parties. **Public safety personnel will monitor the party for strict adherence to this rule.**
6. To maintain adult supervision at all times during the party.
7. Applicant(s) shall be responsible for the pick-up of trash and garbage within two (2) hours of the end of the party.
8. Streets may not be barricaded later than 10:00 P.M.
9. No residents of the area designated shall be prohibited from attending the party.
10. No such activity may e 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: Lan a True Date: 8/9/16

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

[Handwritten signatures for City Marshal, Fire Chief, Deputy Director, and City Clerk]

City use only:

Approved _____ Denied _____ Date _____

**APPOINTMENTS
SECOND READING**

APPOINTMENTS

Second Reading

• 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
• APPT062_08_08_16	Julie Languirand	13 Cushing St, Sal	Treasurer/Collector	8/30/2019

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

ORDERS



CITY OF NEWBURYPORT

CITY COUNCIL

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

IN CITY COUNCIL:

ORDERED:

Date: August 22, 2016

THAT the CITY COUNCIL of the CITY OF NEWBURYPORT amends the established list of parking restrictions per the Newburyport City Council to include:

Sec. 13-180. - Resident parking.

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

ADD Resident Parking only:

Hillside Av
Cottage Court

Submitted,

Councillor Robert J. Cronin, Public Safety Chair



CITY OF NEWBURYPORT

CITY COUNCIL

60 PLEASANT STREET -- P.O. BOX 550

NEWBURYPORT, MASSACHUSETTS 01950

978 465 4407

IN CITY COUNCIL:

ORDERED:

Date: August 22, 2016

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Create: One hour parking restricted zone

ADD: High Street, southerly, for a distance of 105 feet in an easterly direction from Vernon Court

Post as: Resident Parking – All others One hour parking

AND further post this list on the city website

Submitted,

Councillor Robert J. Cronin, Public Safety Chair



CITY OF NEWBURYPORT

CITY COUNCIL

60 PLEASANT STREET -- P.O. BOX 550

NEWBURYPORT, MASSACHUSETTS 01950

978 465 4407

IN CITY COUNCIL:

ORDERED:

Date: August 22, 2016

THAT the CITY COUNCIL of the CITY OF NEWBURYPORT amends the established list of parking restrictions per the Newburyport City Council to include:

Hancock Street: Northeasterly side, Marlboro Street to Lunt Street,
Southeasterly side, twenty feet (20') of the Clipper City Rail Trail II crosswalk (the Rail trail) in a northwesterly direction and thirty feet of the Rail trail crosswalk in a southeasterly direction

Chestnut Street: Southwesterly side, at the Rail trail crosswalk in both directions for a distance of twenty feet (20').

Northwesterly side, at the Rail trail crosswalk for a distance of thirty-five feet (35') southeasterly and twenty feet (20') northeasterly.

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

Submitted,

Councillor Robert J. Cronin, Public Safety Chair

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

THAT the City Council of the City of Newburyport hereby amends the table of bus stops and associated parking restrictions.

Amend Section 13-169(c). – Bus stops; parking restricted, with deletions ~~struckthrough~~ and additions double-underlined:

(c) The following streets or portions of streets shall be designated as a bus stop:

Street	Extent
Water Street	Water Street, North Side, Opposite Charles Street; designated area 80 feet in length.
<u>Water Street</u>	<u>Water Street, North Side, Opposite Salem Street; designated area 80 feet in length.</u>

Sharif Zeid
Ward One Councilor

CITY OF NEWBURYPORT



IN CITY COUNCIL

August 24, 2016

ORDERED:

AN ORDINANCE TO AMEND CHAPTER 13 (TRAFFIC AND MOTOR VEHICLES) OF THE MUNICIPAL CODE

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

Chapter 13	Traffic and Motor Vehicles
Article 4	Specific Street Schedules
Division 4	Stop and Yield Intersections, Slow Signs
Section 13-139	Signs

Insert the following new row into the table regarding Lafayette Street, as follows, with deletions ~~double stricken through~~, and additions double-underlined:

<u>Lafayette</u>	<u>A blind person sign on the northerly and southerly sides of the street</u>
------------------	---

Councillor Charles F. Tontar

ORDINANCES

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

AN ORDINANCE TO AMEND REGULATED SPEED LIMITS

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

General ordinance:

Article IV, Division 7, section 13-186: Twenty-five mile per hour speed zones

Short Title: Twenty-five miles per hour

Purpose and intent

The Commonwealth of Massachusetts under Massachusetts General Law Chapter 90 Section 17A has ceded certain jurisdiction to the local authority to regulate twenty-five mile per hour speed zones in existing "Thickly Settled" zones as defined by Massachusetts General Law Chapter 90 section 1. The local authority in the City of Newburyport is defined as the City Council.

The public ways of the city have in many cases existed for centuries and are narrow, congested and lined with both residential and business structures that meet and exceed the definition of a "Thickly Settled" or "Business" zone. It is therefore in the interest of public safety to the motoring public as well as those residents and visitors that use our streets to bike, walk or otherwise recreate to establish a uniform twenty-five (25) mile per hour speed limit uniformly all streets that meet this criteria unless otherwise posted.

Definitions

- (a) "Thickly settled or business district", the territory contiguous to any way which is built up with structures devoted to business, or the territory

contiguous to any way where the dwelling houses are situated at such distances as will average less than two hundred feet between them for a distance of a quarter of a mile or over.

- (b) "Police officer" or "officer", any constable or other officer authorized to make arrest or serve process, provided he is in uniform or displays his badge of office.
- (c) "Way", any public highway, private way laid out under authority of statute, way dedicated to public use, or way under the control of park commissioners or body having like powers.
- (d) "Motor vehicles", all vehicles constructed and designed for propulsion by power other than muscular power including such vehicles when pulled or towed by another motor vehicle, except railroad and railway cars, vehicles operated by the system known as trolley motor or trackless trolley under chapter one hundred and sixty-three or section ten of chapter five hundred and forty-four of the acts of nineteen hundred and forty-seven, vehicles running only upon rails or tracks, vehicles used for other purposes than the transportation of property and incapable of being driven at a speed exceeding twelve miles per hour and which are used exclusively for the building, repair and maintenance of highways or designed especially for use elsewhere than on the travelled part of ways, wheelchairs owned and operated by invalids and vehicles which are operated or guided by a person on foot; provided, however, that the exception for trackless trolleys provided herein shall not apply to sections seventeen, twenty-one, twenty-four, twenty-four I, twenty-five and twenty-six. The definition of "Motor vehicles" shall not include motorized bicycles. In doubtful cases, the registrar may determine whether or not any particular vehicle is a motor vehicle as herein defined. If he determines that it should be so classified, he may require that it be registered under this chapter, but such determination shall not be admissible as evidence in any action at law arising out of the use or operation of such vehicle previous to such determination.

Acceptance

Pursuant to G.L., c. 4, s. 4. the City Council of the City of Newburyport hereby accepts the provisions of G.L., c. 90, s. 17C.

Limitations

- (a) No person shall operate a motor vehicle on a public way in the City of Newburyport that is Thickly Settled or a business district that is not posted with regulatory speed (speed limit) signs in excess of 25 Miles per hour.
- (b) Duly sworn Police Officers of the City of Newburyport or other Police Officers acting under authority of law shall be empowered to enforce this regulation on any public way meeting these requirements.
- (c) Police Officers shall notify the violator in a manner that is accepted by the Commonwealth of Massachusetts as proper notification.
- (d) Police Officers shall notify the violator in a manner that is accepted by the Commonwealth of Massachusetts as proper notification.
- (e) The City of Newburyport shall post this speed limit on all public ways entering the city which are under the jurisdiction of the city, or at a location as near to an entry point that is under jurisdiction of the city to alert motorists of the speed limit.

9-172 Enforcement

- (a) *The* City of Newburyport Police Department or Officers of other agencies acting under authority of law are the enforcement authority of this ordinance.
- (b) Police Officers shall notify the violator in a manner that is accepted by the Commonwealth of Massachusetts as proper notification.
- (c) Police Officers shall notify the violator in a manner that is accepted by the Commonwealth of Massachusetts as proper notification.
- (d) Police Officers, may in the alternative to issuing a Commonwealth of Massachusetts Uniform Traffic Citation, utilize a City of Newburyport Code of City Ordinance violation
- (e) Any person who violates any provision of this section shall be subject to a fine of up to \$100.00 when issued a Code of Ordinance violation.

Submitted

Councillor Robert J Cronin, Public Safety Chair

Councillor Sharif Zeid, Ward 1

COMMITTEE ITEMS

BUDGET & FINANCE COMMITTEE

1. **TRAN023_08_8_16** – Solid Waste Fee (40,000) to HHWaste (20,000) and Chipper (20,000).
2. **TRAN024_08_8_16** – Parks, Maintenance (10,000) to P-T Emp (10,000).
3. **ORDR058_08_08_16** – CPC Recommendations for FY17.
4. **ORDR059_08_08_16** – \$615,000 Plum Island Sewer Valve Pit .Monitoring System Capital Project.
5. **ORDR060_08_08_16** – \$835,000 is Appropriated to Various Drainage Projects.
6. **ORDR061_08_08_16** – Spending Limit for Medicare/Medicaid Revolving Fund from \$15,000 to \$25,000.
7. **ORDR062_08_08_16** – \$60,000 Appropriated for New Harbormaster Facility.

BFF



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

Department: Sustainability 2016 AUG -2 A 9:30
Submitted by: Molly Ettenborough **Date Submitted:** 8/8/2016

Transfer From:

Account Name	<u>Solid Waste Fee</u>	YTD Bal:	<u>\$ 284,216.84</u>
Account Number:	<u>2747-59600</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$40,000.00</u>	Trans Out:	<u>\$ -</u>
Why are Funds Available:	<u>Funded through compost sticker fees and recycling rebate.</u>		
<u>This transfer is the standard method for moving funds from Reserve for Appropriations accounts into General Fund accounts.</u>			

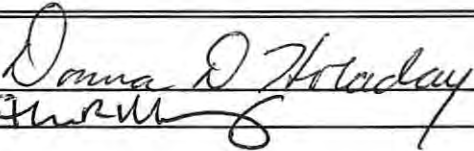
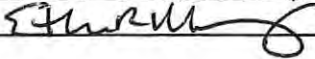
Transfer To:

Account Name	<u>Household Hazardous Waste</u>	YTD Bal:	<u>\$ -</u>
Account Number:	<u>01519002-53424</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$20,000.00</u>	Trans Out:	<u>\$ -</u>
Why are Funds Required:	<u>Estimated costs to cover hazardous and solid waste materials.</u>		

Transfer To:

Account Name	<u>Chipper</u>	YTD Bal:	<u>\$ -</u>
Account Number:	<u>01519002-52813</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$20,000.00</u>	Trans Out:	<u>\$ -</u>
Why are Funds Required:	<u>Estimated costs for yard waste removal and yard waste facility management.</u>		

Donna D. Holaday, Mayor
 Ethan R. Manning, Auditor
 City Council Approval: (Stamp)


Donna D. Holaday

Ethan R. Manning

Date: 8/1/16
 Date: 8/1/16



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2016 AUG -2 A 9:31

Department: Parks

Submitted by: Lisé Reid

Date Submitted: 8/8/2016

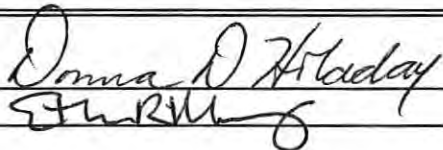
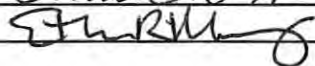
Transfer From:

Account Name	PRK Parks Maintenance	YTD Bal:	\$ 17,000.00
Account Number:	01630002-52420	Trans In:	\$ -
Amount:	\$10,000.00	Trans Out:	\$ -
Why are Funds Available:	<i>The Parks Department is no longer outsourcing pet waste collection, which costs the City approximately \$12,000 per year. The contractor was paid approximately \$1,000 for July and we estimate in-house supplies to cost no more than \$1,000 for the year, leaving a balance of \$10,000.</i>		

Transfer To:

Account Name	PRK Part-Time Employees	YTD Bal:	\$ 15,004.23
Account Number:	01630001-51190	Trans In:	\$ -
Amount:	\$10,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>Funds will allow the Parks Department to hire a part-time, year-round staff person who can perform the pet waste management function, as well as, other much needed tasks. See attached explanatory memorandum from the Parks Director.</i>		

Donna D. Holaday, Mayor
Ethan R. Manning, Auditor
City Council Approval: (Stamp)

Date: 8/1/16
Date: 8/1/16



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.

**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

B&F
CT/EC
SV

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

Councillor Charles F. Tontar

Approve:

Attest:

Date:

**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 and 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
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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

Handwritten initials:
C.F. / JP
CT

RECEIVED
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NEWBURYPORT, MA

2016 06-2 P 2:59

AIRVAC[®]

Plum Island, MA

**AIRVAC Estimate
#2016-16151**

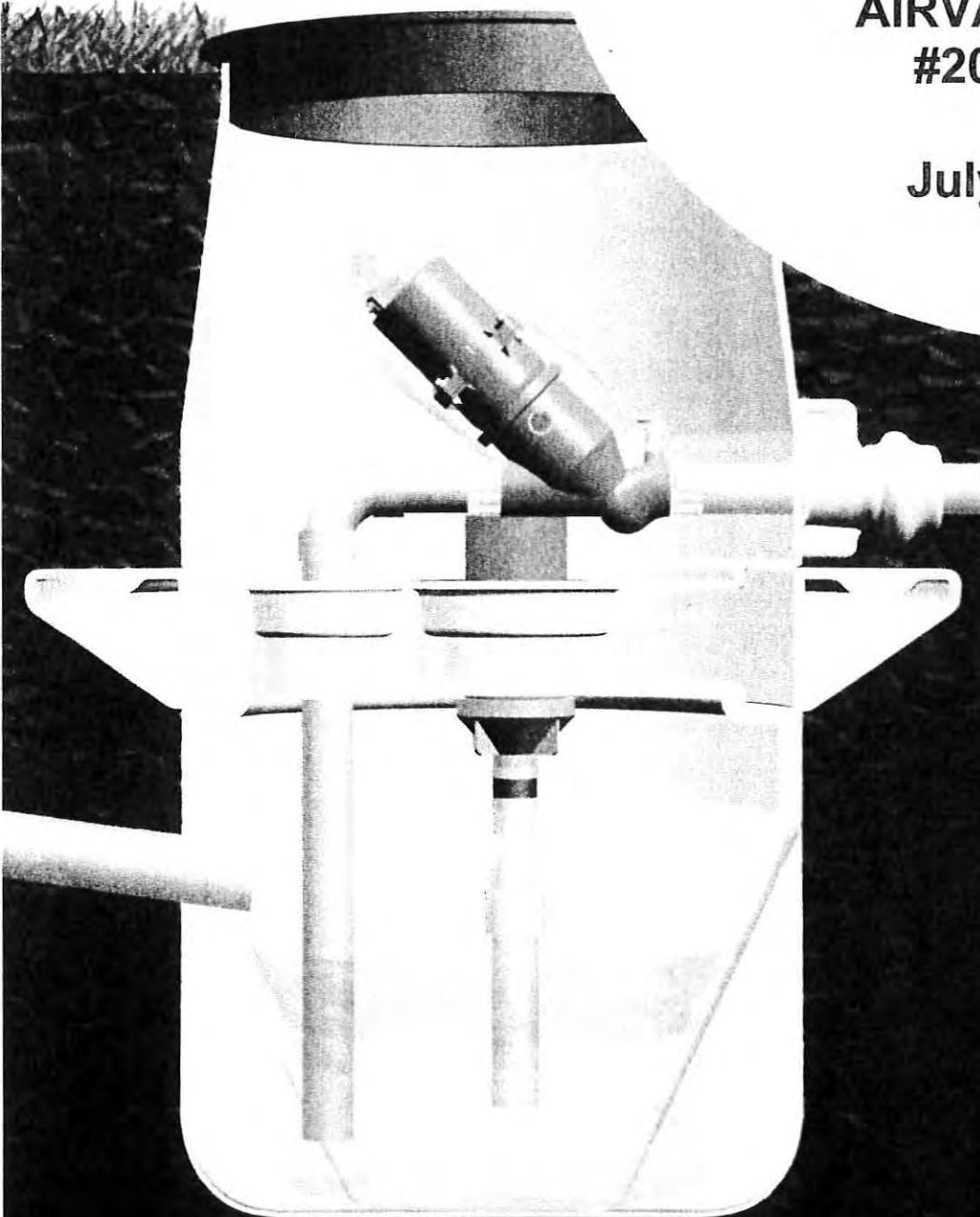
July 26, 2016

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**



AIRVAC

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.

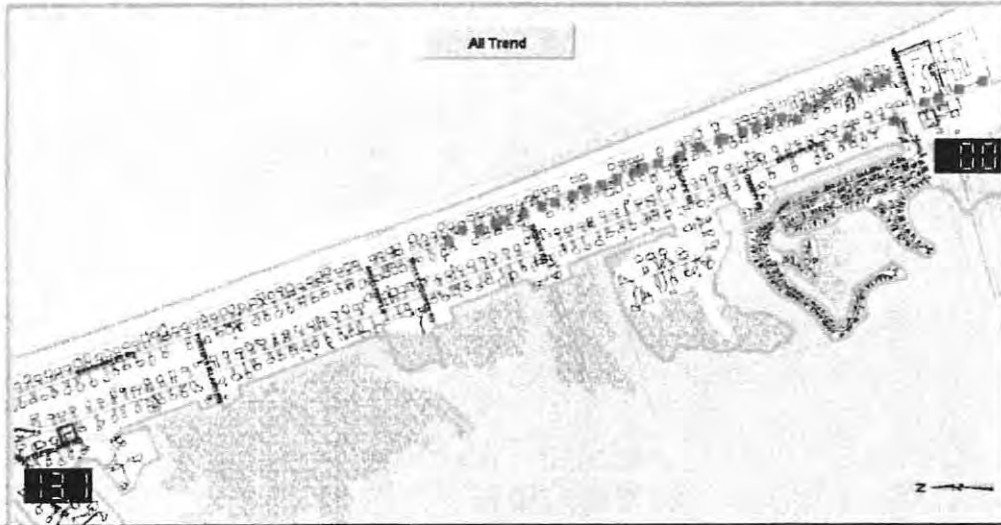
One of the key design criteria's, which was taken into consideration during the development of the AIRVAC Wireless Valve Pit Monitoring System was transmitting a signal from inside the existing valve pits. This design does not require additional external antennas at each valve pit or cutting the road 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:

AIRVAC

Project Map & Status Indicator Screen



Alarm Status Screen

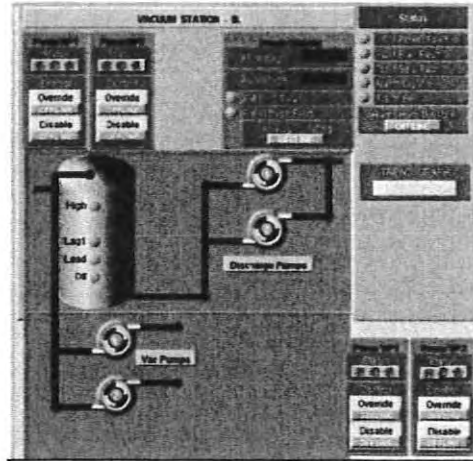
View Reports Tools Configure Mail Logout Help																				
Home Page Status Alarm List Trends Data Manager Alarm List/View/Print																				
View	PEP	Status	Map	Trend	View	PEP	Status	Map	Trend	View	PEP	Status	Map	Trend	View	PEP	Status	Map	Trend	
7s	E-01NC01 AM	0s			5s	E-01NC13 AM	0s			10s	E-01NC22 AM	0s								
4s	E-01NC07 AM	0s			6s	E-01NC14 AM	0s			8s	E-01NC22 AM	0s								
	E-01NC08 AM	0s			7s	E-01NC19 AM	0s				E-01NC21 AM	0s			14s	E-01NC18 AM	0s			
	E-01NC05 AM	0s			8s	E-01NC17 AM	0s			10s	E-01NC20 AM	0s			0s	E-01NC09 AM	16s			
5s	E-01NC04 AM	0s				E-01NC11 AM	0s			10s	E-01NC19 AM	0s			4s	E-01NC08 AM	0s			
1s	E-01NC02 AM	0s			11s	E-01NC10 AM	0s			5s	E-01NC09 AM	0s			9s	E-01NC07 AM	0s			
0s	E-01NC03 AM	0s			8s	E-01NC09 AM	0s			8s	E-01NC05 AM	0s			12s	E-01NC06 AM	0s			
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5s	E-01NC03 AM	0s			11s	E-01NC06 AM	0s			7s	E-01NC06 AM	0s				E-01NC04 AM	0s	0s		
7s	E-01NC23 AM	0s				E-01NC05 AM	0s			10s	E-01NC06 AM	0s			0s	E-01NC03 AM	0s	0s		
0s	E-01NC20 AM	0s			8s	E-01NC04 AM	0s			5s	E-01NC24 AM	0s			0s	E-01NC04 AM	0s	0s		
5s	E-01NC17 AM	0s			0s	E-01NC03 AM	0s				E-01NC03 AM	0s			5s	E-01NC04 AM	0s	0s		

AIRVAC

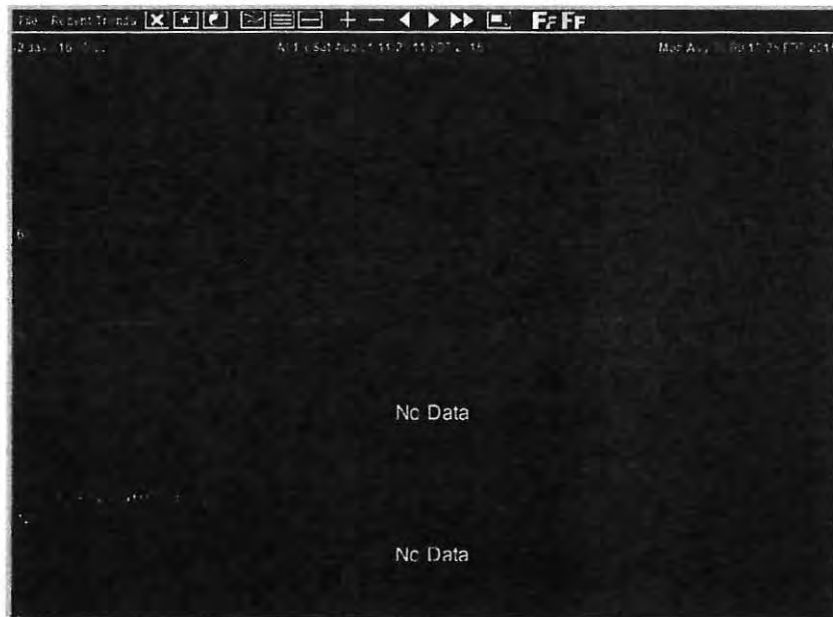
Vacuum Station Vacuum Data Logger Screen



Vacuum Station Activity Screen



AIRVAC Valve Trend Screen





Material & Labor Cost
350 Connections

AIRVAC Wireless Valve Pit Monitoring System

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

**94000010 – 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
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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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 NEWBURYPORT, MA

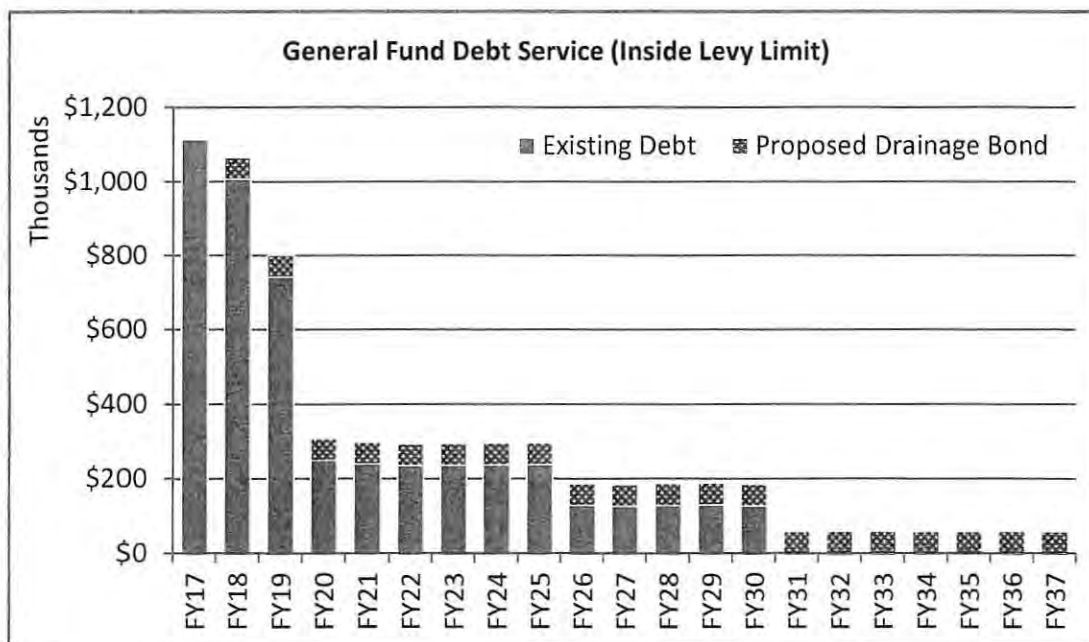
2016 AUG -2 P 2:59

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

*CF
CT/LG
SV*



CITY OF NEWBURYPORT BOARD OF HEALTH

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

NEWBURYPORT CITY HALL • 60 BEECHAMPTON STREET • NEWBURYPORT, MA • 01950
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

Handwritten initials:
CFT
SW



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

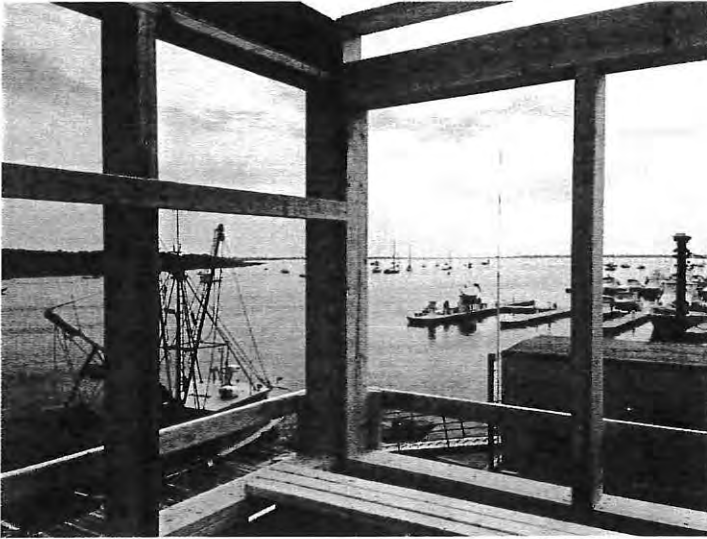
We are writing to respectfully request the City Council's authorization of a supplemental bond serviced by revenues from the Harbor Enterprise Fund to support completing construction of the Harbormaster Visiting Boater Facility.

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.

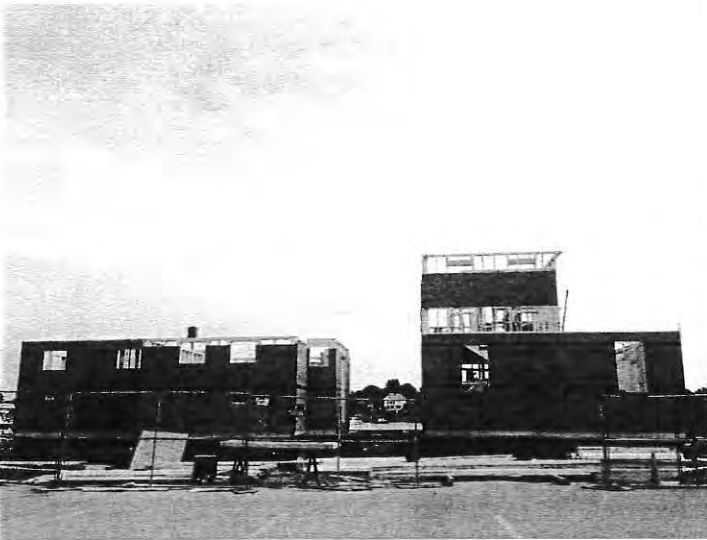
Harbormaster Visiting Boater Facility
Construction Progress Photographs 8/2/16



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

LICENSE & PERMITS COMMITTEE

- COMM059_05_31_16 Letter re: Sign Committee
- COMM082_08_08_16 Atria Gratitude Day
- COMM077-08-08-16 Communications re: Seacoast Taxi

Bruce L. Vogel
Newburyport City Councilor At Large
90 Bromfield St. Newburyport, MA 01950
978-828-0711 (m) bruce@vogelatlarge.com

May 16, 2016

Dear Mayor Donna Holaday and Building Commissioner Peter Binette,

As mentioned, the ad hoc sign committee of myself, Councilor Bob Cronin and Newburyport Chamber of Commerce President Ann Ormond are pleased to ask for your review of our proposed sign ordinance.

Your candid and critical input will be greatly appreciated. Our goal is to have clear, workable and easily enforced signage and merchandising guidelines that will leave our sidewalks and thoroughfares safe and clear of "ragtag", cumbersome and prolific signage.

We also hope this effort will lead to the implementation of a "wayfinding" initiative. We picture permanent wayfinding signage in the public way on corners such as Middle and State, Liberty and State, the entrance to Tracey Place open area on Pleasant Street, Inn and Pleasant Street, the entrance to the Waterfront Trust parking area and others throughout the community.

In addition, we seek your input on enforcement. The current legislation clause as "either / or" the police or building department seems to lead to "neither". One suggestion is to "deputize" a few community members, allowing them to remove improperly placed or unsafe signs. Potential candidates could be city councilors, planning board members, or DPS employees.

You may recall, in addition to the proliferation of sidewalk signs, the overuse and illegal placement of real estate signs in the public way was a contributing factor that led to the ad hoc committee being formed. We have addressed these signs as well.

Again, we greatly appreciate your time and input - please feel free to markup the language as you see necessary. I await your response and look forward to moving this process forward.

I will follow up with you on Monday, May 23rd.

Respectfully,

Bruce L. Vogel

LHP



RECEIVED
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 cursive script, appearing to read "Jill Ramsdell".

Jill Ramsdell
Engage Life Director
Atria Merrimack Place

ATRIA MERRIMACK PLACE

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 Rebecca 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:rebeccahpearson@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 showed. 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..

PUBLIC SAFETY COMMITTEE

- **ORDR011_02_29_16** Parking – Section 13-168, Winter Hours Restrictions, Certain Streets
- **COMM062_06_13_16** Newburyport Half Marathon
- **COMM080_08_08_16** Special Event App Old Nbpt Day at Mall
- **COMM081_08_08_16** Marquand Lane Letter re: Tow Truck
- **COMM083_08_08_16** Special Event App Grant Tasting App Inn st 09/22/16
- **ORDR064_08_08_16** List of Crosswalks - add walk on Merrimac St near Caldwell Ct and Kent at Merrimac

repeal OS
SZ/LG
SV

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 25, 2016

THAT the City Council of the City of Newburyport hereby adds locations to the table of parking restrictions at Section 13-168. The purpose of the additions to the table is to seasonally restrict parking on certain streets in order to maintain a ten foot clearance of roadway for public safety and delivery of other City services during the winter months.

Boardman St to Strong St: No parking on the north side, even-numbered side of the street from Atkinson January 1 to March 15

No parking on the even-numbered side of the street from 20' north and 20' south of Atkinson St Boardman from January 1 to March 15

Water St to Liberty St: No parking on the east side, odd-numbered side of the street from Center January 1 to March 15

Plum Street to Merrimac Street: No parking on the west side, even-numbered side of the street Elm from January 1 to March 15

State Street to Fair Street: No parking on the south side, even-numbered side of the street from Essex January 1 to March 15

Purchase St to Water Street: No parking on either side of the street from January 1 to March 15 Franklin

High St to Fair St: No parking on the east side, off-numbered side of the street from January 1 to March 15 Fruit

State Street to Otis Place: No parking on either side of the street from January 1 to March 15 Garden

A point 289' east of Auburn St to opposite Vernon St on Auburn St Greenleaf

High Street to Merrimac Street: No parking on the east side, even-numbered side of the street from January 1 to March 15 Lime

Merrill	Merrimac Street to Russia Street: No parking on the west side, even-numbered side of the street from January 1 to March 15
Middle	State Street to Fair Street: No parking on the south side, even-numbered side of the street from January 1 to March 15
Orange	Fair Street to Federal Street: No parking on the north side, odd-numbered side of the street from January 1 to March 15
Otis Place	Prospect Street to Dead End: No parking on the north side, odd-numbered side of the street from January 1 to March 15
Pike	Water Street to Liberty Street: No parking on the east side, odd numbered side of the street from January 1 to March 15
Plum	Olive Street to Elm Street: No parking on either side of the street from January 1 to March 15
Prospect	Federal Street to Bromfield Street: No parking on the north side, odd-numbered side of the street from January 1 to March 15
Salem Street	Purchase Street to Water Street: No parking on the west side, even-numbered side of the street from January 1 to March 15
Ship	Beck Street to #17 Beck Street: No parking on the west side, even-numbered side of the street from January 1 to March 15
Temple	State Street to 100' east of State Street: No parking on the south side, even-numbered side of the street from January 1 to March 15

Robert J. Cronin

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

RECEIVED
 OCT 24 2016
 COMMUNITY DEVELOPMENT
 100 STATE ST
 NEWBURYPORT, MA 01960

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 Baulin 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 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:** 5/22/16

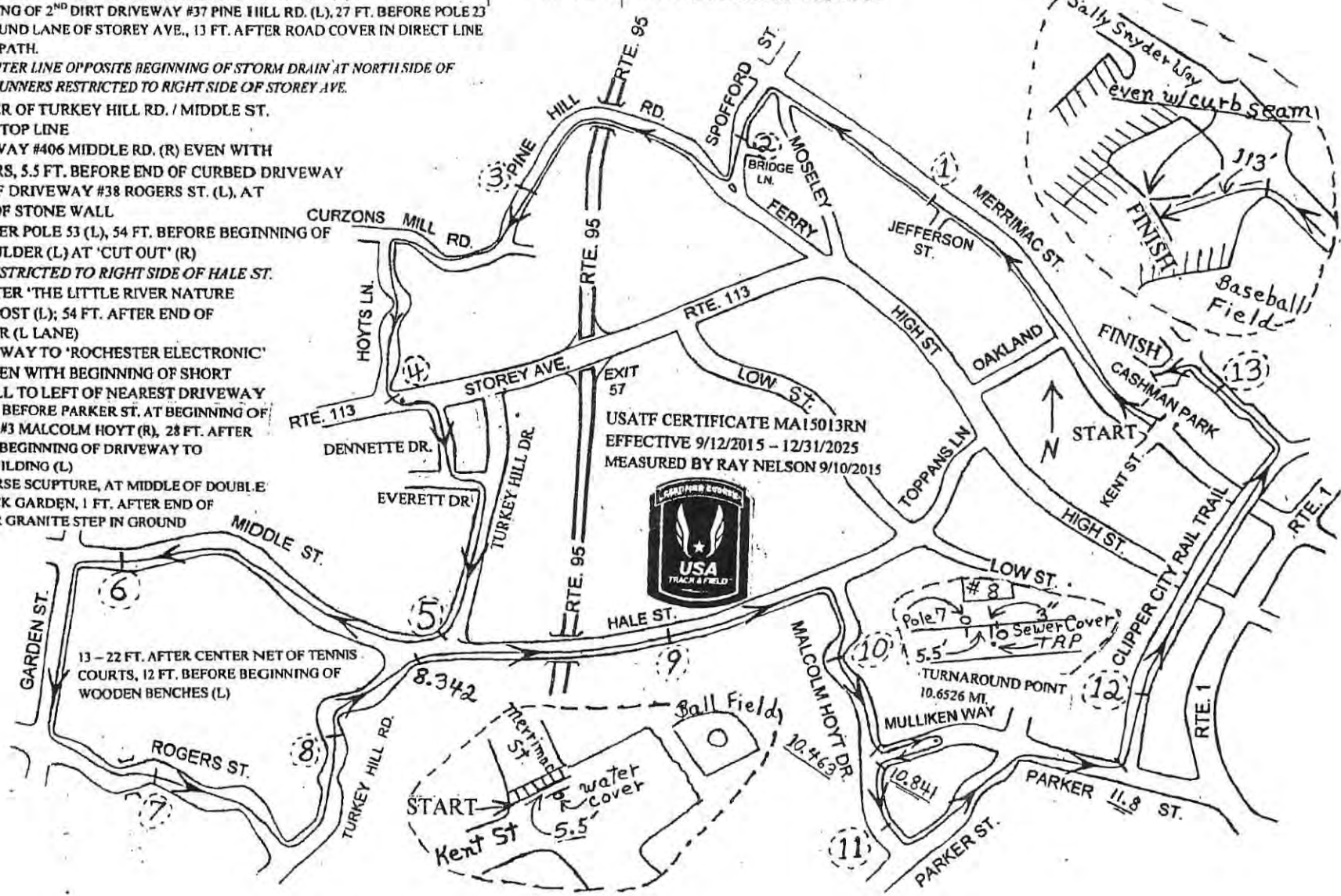
COURSE DESCRIPTION

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

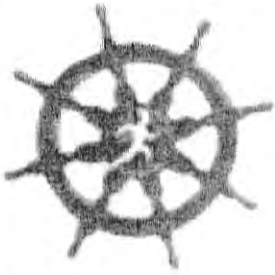
NEWBURYPORT, MASSACHUSETTS

- 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.
*COME 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

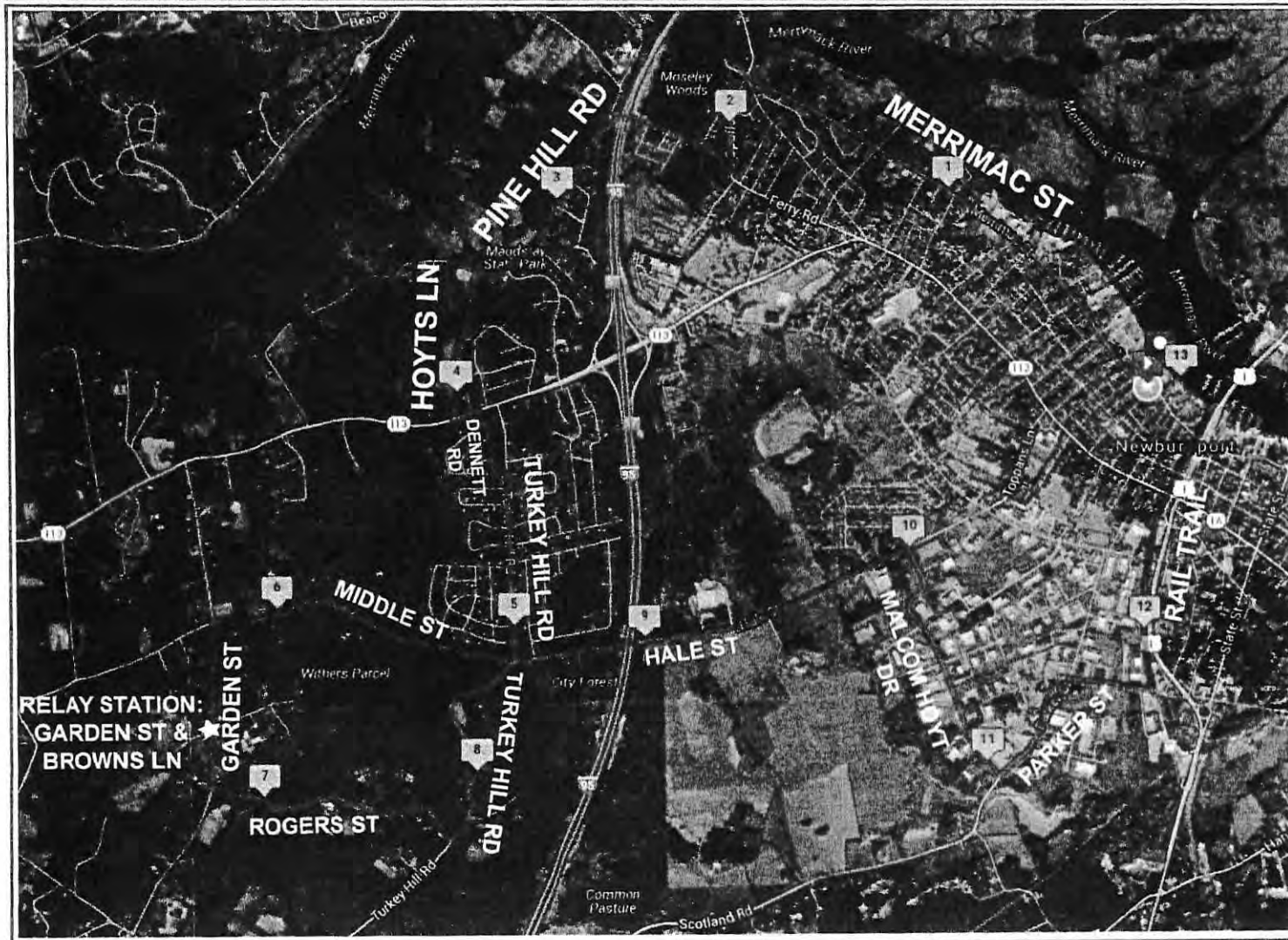
23rd, 2016

COURSE MAP

Prepared by:
DMISE
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	

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	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	8:30
Start time:	10:00 AM	9:00
Orthopedic support		
Staff arrival:	10:30 AM	9:30
Estimated end time:	2:00 PM	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

Sunday,

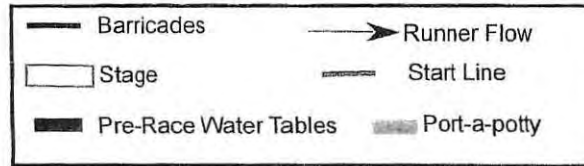
October 25th, 2015

23rd, 2016

Start Area

Prepared by:

DMSE
DAVE MCGILLIVRAY SPORTS ENTERPRISES
SPORTS



v. 10/13/2015



Newburyport
Half Marathon
Sunday,

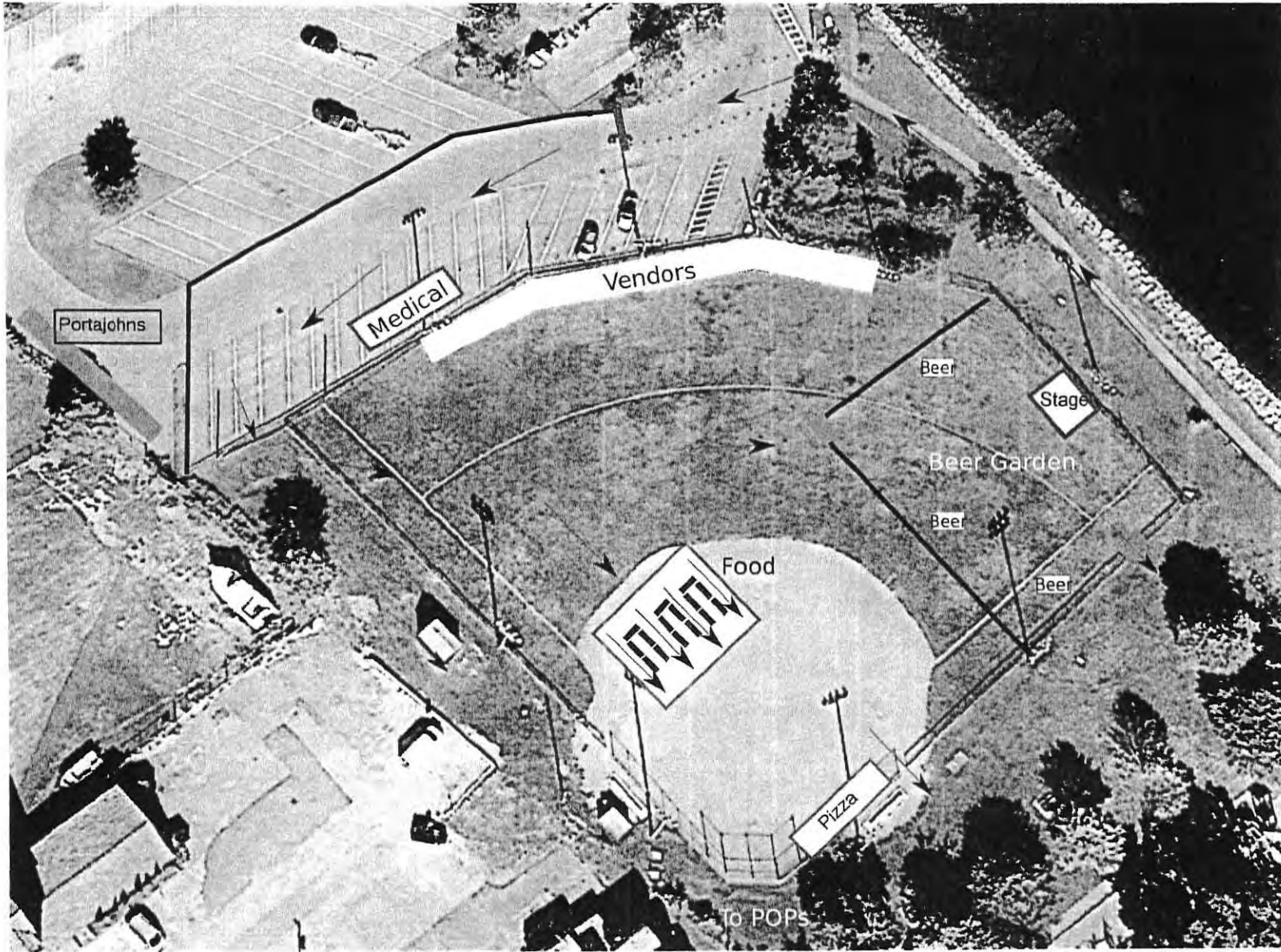
October 25, 2015 *23rd, 2016*

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

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 **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 ? 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: _____

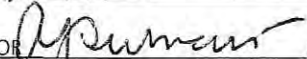

• Locations of Viewing Stations: _____

• 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: <u>Molly Math</u>	
___	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.

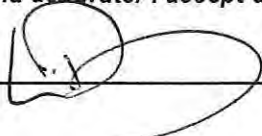
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers 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 2 trucks parked on the street.

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RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

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.

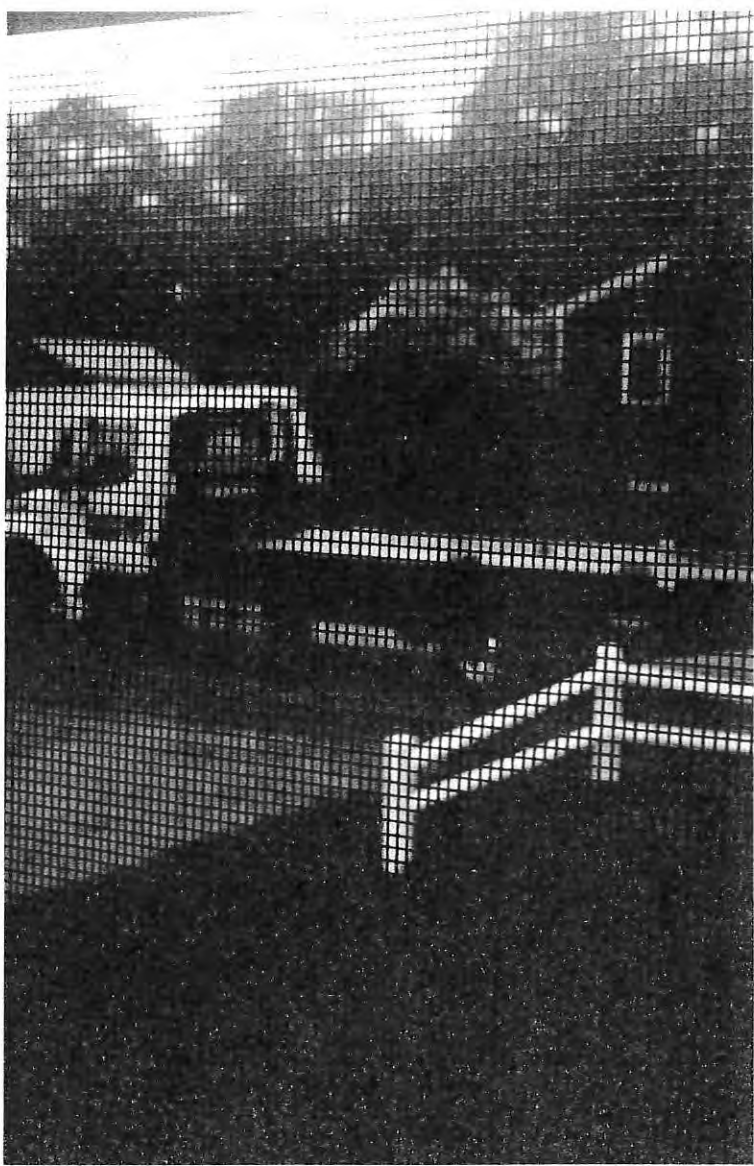
A truck parked in a kid friendly neighborhood with a name Happy Hooker written on the side of it is inappropriate. This is an eye soar and detracts from our property values.

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







NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT: Gr. Newburyport Grand Tasting Celebration

Date: Thurs 9/22/16 Time: from 5:30 pm to 8:30 pm

Rain Date: Fri 9/23/16 Time: from 5:30 pm to 8:30 pm

2. Location: Inn Street

3. Description of Property: See attached map Public Private

4. Name of Organizer: Gr. Newburyport Chamber + overview City Sponsored Event: Yes No

Contact Person: Ann Ormond

Address: 38 R Merrimac St. Newburyport Telephone: 978-462-6680

E-Mail: aormond@newburyportchamber.org Cell Phone: 617-590-2057

Day of Event Contact & Phone: Same

5. Number of Attendees Expected: 200

6. MA Tax Number: 04-2384695

7. Is the Event Being Advertised? yes Where? WNBP, Chamber and Social Media

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

9. Have You Notified Neighborhood Groups or Abutters? Yes No Who? We will be notifying

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

A. Vending: Food Beverages Alcohol Goods Total # of Vendors 25

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 None 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

75

If yes:

- a) How many trash receptacles will you be providing? 10
- b) How many recycling receptacles will you be providing? 5
- 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 DPW Recycling _____
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes _____ No _____
we will hire staff
- 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: P. A. Wilkinson

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 *[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

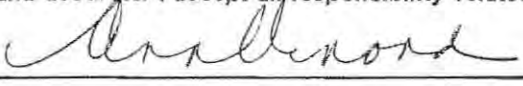
- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place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

- (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: 8/8/16



Applicant Information

Name of organization Greater Newburyport Chamber of Commerce
Contact name Ann Ormond
Address 38 R Merrimac Street
City Newburyport
State MA Zip 01950
Phone 978-462-6680 Fax 978-465-4145
Email aormond@newburyportchamber.org

Scheduling information

Date of Application 7/13/16

We request use of: Inn Street

- | | | |
|--|---|--|
| <input type="checkbox"/> Atwood Park - South End | <input type="checkbox"/> Cushing Park | <input type="checkbox"/> Perkins Park - South End |
| <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Basketball Courts | <i>(For ball field please use "Field Use Permit Form")</i> |
| <input type="checkbox"/> Tennis Court | <input type="checkbox"/> Joppa Park at the Sea Wall - South End | <input type="checkbox"/> Basketball Courts |
| <input type="checkbox"/> Brown Square | <input type="checkbox"/> Jason Sawyer Playground - Plum Island | <input type="checkbox"/> Tennis Courts |
| <input type="checkbox"/> Cashman Park - North End | <input type="checkbox"/> Basketball Court | <input type="checkbox"/> Moseley Woods Pavilion |
| <i>(For ball field please use "Field Use Permit Form")</i> | <input type="checkbox"/> Pavilion | <input type="checkbox"/> Bartlet Mall |
| <input type="checkbox"/> Basketball Courts | <input type="checkbox"/> March's Hill | <input type="checkbox"/> Rail Trail |
| <input type="checkbox"/> Tennis Courts | <input type="checkbox"/> Basketball Court | |

Dates/days requested THURS 9/22/16 Rain date Fri. 9/23/16

Time slot requested 3 - 9 PM
(1 1/2 hour blocks)

Activity Gr. Newburyport Grand Tasting Celebration Number of attendees 300

Authorized Applicant Signature *Ann Ormond*

FOR INTERNAL USE ONLY

Approval is contingent upon approval from the following authorities:

- Health Department
- Fire Department
- Police Department
- Licensing Commission
- City Council
- Harbormaster
- No further approvals needed

ADDITIONAL COMMENTS:

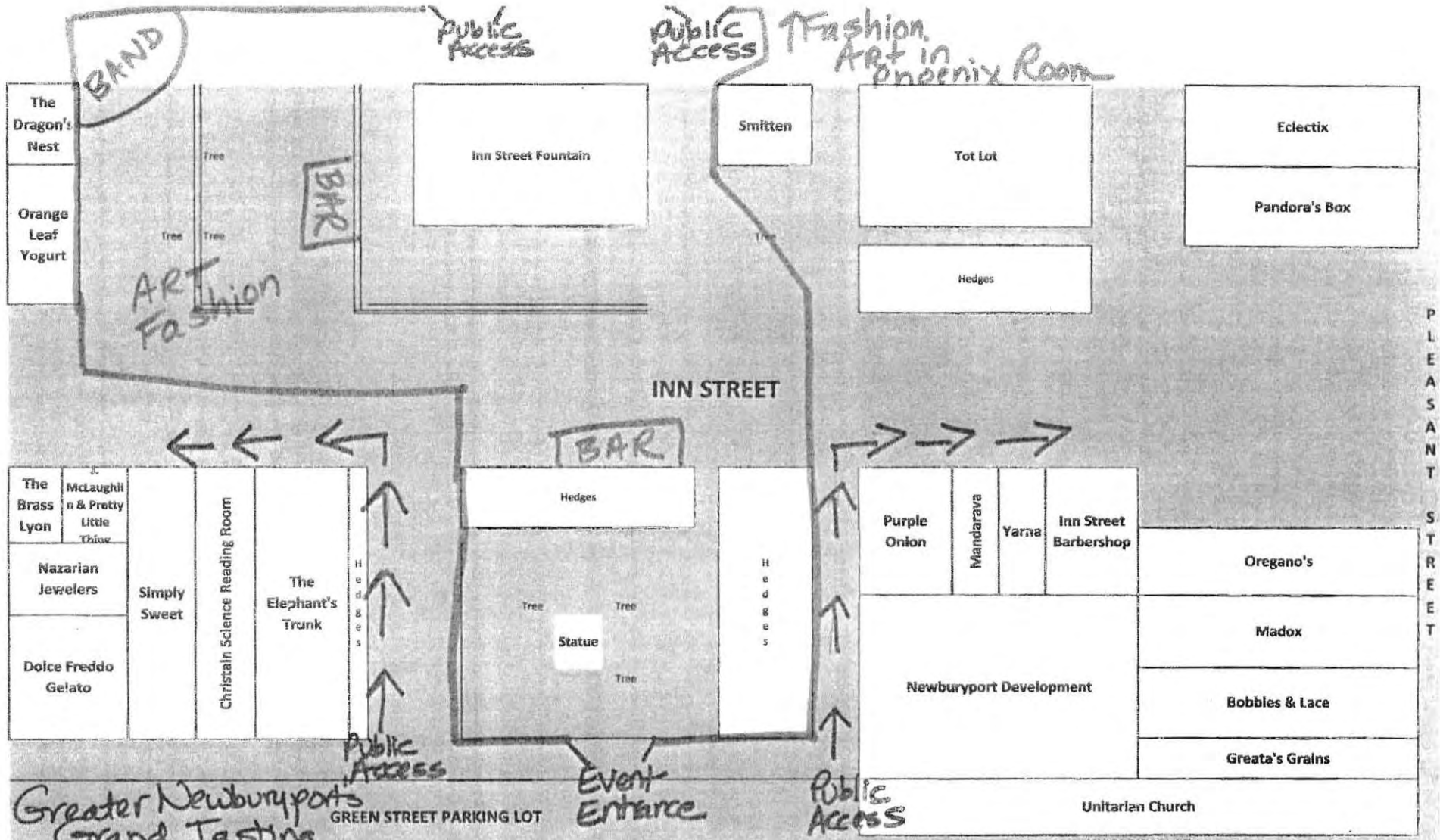
Please

- remove all event trash from area
- organizer is responsible for any damage to the site
- ensure a quick re-opening of the area after event

Submit completed form to
Newburyport Parks
Newburyport City Hall
60 Pleasant Street
Newburyport, MA 01950
parks@cityofnewburyport.com
978-465-4462

See page 2 for Rules and Regulations and contacts for use of other parks and recreational facilities

For Parks Commission Use
Date reviewed <u>8-8-16</u>
Approved <input checked="" type="checkbox"/>
Rejected <input type="checkbox"/>
Comments <u><i>(Signature)</i></u>
Donation received <u> </u>



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Greater Newburyport's Grand Tasting on Inn street - Food, Fashion + Art 9/22/16 5:30 - 8:30 PM



***Greater Newburyport's Grand Tasting on Inn Street
Thursday, September 22, 2016
5:30 – 8:30 PM***

Join us for a one-of-a-kind event in beautiful downtown Newburyport. Inn Street's stunningly refurbished fountain will be the centerpiece for an evening of food, fashion and art brought to you by greater Newburyport's purveyors of food, beer, wine, art and fashion.

You will enjoy generous tastings of locally prepared cuisine by some of the area's best chefs, local beer and wine coupled and paired with a fashion show and amazing art featuring local artisans from around the greater Newburyport region.

This grand tasting event kicks off a 10 day celebration where local restaurants will offer Dine Out restaurant week showcase. Participating restaurants will create exceptional dining opportunities for restaurant week attendees for lunch and dinner. We expect the region to come alive with the sights, aromas and flavors of our wonderful restaurant and specialty food offerings!

Tickets to the Grand Tasting - \$50 per person

Beer and Wine – will be provided by Mill River Winery, Newburyport Brewing and Riverwalk Brewing Co. TIPS trained servers will be provided by North Shore Bartending.

A complete list of participating restaurants will be available in the next few weeks.

Fashion Show will be coordinated by Smitten and Elephant's Trunk

The Art Show will be coordinated by the ArtWalk Committee



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

07/01/2016

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 Select Business Unit	CONTACT NAME: Select Business Unit	FAX (A/C, No): 978-465-6204
	PHONE (A/C, No, Ext): 978-462-4434	E-MAIL ADDRESS:
INSURED Greater Newburyport Chamber of Commerce & Industry Inc. 38 R. Merrimac Street Newburyport, MA 01950	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Philadelphia Insurance Company	NAIC #
	INSURER B: Guard Insurance Group	
	INSURER C: Mount Vernon Fire Ins Co	
	INSURER D:	
	INSURER E:	

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			PHPK1375911	08/05/2015	08/05/2016	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/CP AGG \$ included
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:						
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below			GRWC647961	04/23/2016	04/23/2017	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
C	Liquor			TBA	09/03/2016	09/05/2016	per occur 1,000,000 aggregate 2,000,000

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

The following are recognized as Additional Insureds, with respect to General Liability and Liquor Liability, if such coverage is required of the Insured in a written permit, contract or agreement: City of Newburyport, The Newburyport Redevelopment Authority, the Newburyport Waterfront Trust and Seaboard Products, Inc.

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 <i>James J. Havelitt III</i>

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**Greater Newburyport Chamber of Commerce
38 R Merrimac Street
Newburyport, MA 01950**

August 8, 2016

Dear Clerk Jones:

I have attached a copy of our Certificate of Insurance (COI) for Riverfront so that the City Council will see that we do hold insurance for our events. I have applied for the Grand Tasting event but have not received the COI as of today.

This copy will prove that we do indeed have insurance through Chase & Lunt Insurance and as always add the City of Newburyport as an additional insured.

Thank you.

A handwritten signature in cursive script, appearing to read 'Ann Ormond'.

Ann Ormond
President



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

*Notes
to PS
/ RC*