

CITY COUNCIL MEETING AGENDA - VERSION 1
CITY COUNCIL CHAMBERS
FEBRUARY 24, 2020

7:30PM

(Sound Check)

- 1. MOMENT OF SILENCE**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**
- 4. LATE FILE ITEMS**
- 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

- February 10, 2020

(Approve)

8. TRANSFERS

- NONE

9. COMMUNICATIONS

- COMM229_02_24_2020 Ltr re: Implementation of Short-Term Rental Ordinance (P&D)
- APPL001_02_24_2020 2020 Class II Vehicle License - Newburyport Sunoco (L&P)
- APPL002_02_24_2020 Ride to End Alzheimer's - 6/6/2020 (PS)
- APPL003_02_24_2020 Pan Mass Challenge Kids Ride - 6/14/2020 (PS)

10. APPOINTMENTS

First Reading

- | | | | | |
|----------------------|----------------|------------|-------------------|----------|
| • APPT147_02_24_2020 | Shawn Flaherty | 32 Milk St | Disabilities Comm | 3/1/2023 |
| • APPT148_02_24_2020 | Peter McNamee | 9 Otis Pl | Historical Comm | 3/1/2023 |

Re-Appointments

- | | | | | |
|----------------------|----------------|--------------|---------------------|----------|
| • APPT149_02_24_2020 | Jennie Donahue | 18 Cherry St | Disabilities Comm | 3/1/2023 |
| • APPT150_02_24_2020 | Paul Hogg | 4 Coltin Dr | Shellfish Constable | 3/1/2023 |

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

END OF CONSENT AGENDA
REGULAR AGENDA

11. MAYOR'S UPDATE

12. APPOINTMENTS

Second Reading

- | | | | | |
|----------------------|------------------|----------------|-------------------|-----------|
| • APPT144_02_10_2020 | Kristen Farrell | 28 Spofford St | Disabilities Comm | 2/10/2023 |
| • APPT145_02_10_2020 | Mukhayo Portmann | 146 High St | Human Rights Comm | 2/10/2023 |
| • APPT146_02_10_2020 | Ken Swanton | 10 Tremont St | ZBA | 2/10/2021 |

13. ORDERS

- ORDR168_02_24_2020 Approval to Pay Prior Year Bills (Veterans, City Clerk)
- ORDR169_02_24_2020 Amendment to Political Signs Guidelines
- ORDR170_02_24_2020 Amendment Council Rules 2020
- ORDR171_02_24_2020 Amendment to Rule 17B

14. ORDINANCES

- ODNC049_02_24_2020 Automatic Doors
- ODNC050_02_24_2020 Curb Cuts and Notice of Work Involving Sidewalks
- ODNC051_02_24_2020 Fences in Downtown Overlay District
- ODNC052_02_24_2020 Designate Members of Planning Board Members as Special Employees

15. COMMITTEE ITEMS

NOTE: UNDERLINED COMMITTEE ITEMS WILL BE CONSIDERED AT THIS MEETING

Budget & Finance

In Committee:

- ORDR132_07_15_19 CPC FY2020 Recommended Appropriations (COTW)
Project No. 9 held in committee.
- ORDR136_08_19_19 Fuller Track Phase II Loan Order
- COMM189_09_09_19 CPC Revised Recommendation for FY2020 Appropriations
- TRAN068_01_27_2020 Free Cash 50K to Fire Station #2 Design/Feasibility Study
- COMM226_01_27_2020 Ltr from Jim McCarthy – Financial Inquiry
- **ORDR167_02_10_2020 Harbormaster Fees**

Education

In Committee:

-

General Government

In Committee:

- APPT143_01_27_2020 (COTW) KP Law 101 Arch St, Boston Legal 2/1/2021

License & Permits

In Committee:

- ODNC047_1_27_20 General Ordinance - Short Term Rental Units Rules

Neighborhoods & City Services

In Committee:

- COMM194_10_15_19 Ltr from Newburyport Livable Streets
- COMM197_10_28_19 Ltr re: Phillips Drive Neighborhood Drainage (COTW)

Planning & Development

In Committee:

- COMM214_01_13_2020 Ltr from Central Cong Church re: CPA Funding, Historic Pres
- COMM215_01_13_2020 Ltr re: Colby Farm Open Space Beautification
- ODNC046_1_27_20 Zoning Amendment - Short Term Rental Units Definition
- APPT142_01_27_2020 Matthew D. Pieniazek 39 Marlboro St Waterfront Trust 1/1/2025
- APPT146_02_10_2020 Ken Swanton 10 Tremont St ZBA 2/10/2021
 - ODNC048_02_10_2020 Newburyport Historical Commission

Public Safety

In Committee:

- COMM216_01_13_2020 Ltr re: Ban the Use of Glyphosate
- COMM221_01_27_2020 Letter re: Sign at 43 Pine Hill Road
- COMM227_02_10_2020 Update and Request from Waste Stream Task Force
- ORDR166_02_10_2020 Amendment to 2-Hour Zone - Harris Street

Public Utilities

In Committee:

-

Rules

In Committee:

- COMM220_01_27_2020 Proposed City Council Rule 9F

16. GOOD OF THE ORDER

17. EXECUTIVE SESSION to discuss litigation with respect to the 193 High Street Zoning Appeal (Hebbelinck)

18. ADJOURNMENT

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS
FEBRUARY 10, 2020

7:30PM

The City Council President, Jared Eigerman, called the meeting to order at 7:30pm, followed by the Pledge of Allegiance. A moment of silence was held for Barbara Cerbone, mother of City Treasurer Julie Languirand and Kathi Leo of the Auditor's Office; Thomas Harkins, father-in-law of DPS Director Tony Furnari; George Cashman; Margaret "Peg" Rice; and Albert "Doug" MacBurnie. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Lane, McCauley, Shand, Tontar, Vogel, Wallace, Zeid, Connell, Khan, Eigerman. 10 present. Devlin 7:45pm.

(Sound Check)

- 1. MOMENT OF SILENCE**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**
- 4. LATE FILE ITEMS**
- 5. PUBLIC COMMENT**

- | | | |
|---------------------|---------------|-----------------|
| 1. Mukhayo Portmann | 146 High St | HRC |
| 2. Ken Swanton | 10 Tremont St | Appointments |
| 3. Peter McNamee | 9 Otis Pl | Historical Comm |

6. MAYOR'S COMMENT

The Mayor gave an update pursuant to her written communication.

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

- January 27, 2020 (Approve)

8. TRANSFERS

- NONE

9. COMMUNICATIONS

- NONE

10. APPOINTMENTS

First Reading

- | | | | | |
|----------------------|------------------|----------------|-------------------|-----------|
| • APPT144_02_10_2020 | Kristen Farrell | 28 Spofford St | Disabilities Comm | 2/10/2023 |
| • APPT145_02_10_2020 | Mukhayo Portmann | 146 High St | Human Rights Comm | 2/10/2023 |
| • APPT146_02_10_2020 | Ken Swanton | 10 Tremont St | ZBA | 2/10/2021 |

APPT146_02_10_2020 referred to Planning & Development.

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

Budget & Finance

- TRAN067_01_27_2020 Legal Settlements \$11K to Fence Repairs \$11K
- COMM222_01_27_2020 FY 2020 Mid-Year Budget Report

Public Safety

- COMM198_10_28_19 Ltr re: Middle Street Parking/Curb Cuts
- COMM218_01_13_2020 Town & Country Half Marathon - 6/14/2020
- COMM223_01_27_2020 Newburyport Spring Half Marathon - 4/26/2020
- COMM224_01_27_2020 North Shore Tour de Cure - 5/17/2020
- COMM225_01_27_2020 1st Lt. Derek Hines Flag Day 5K - 6/13/2020
- APPT140_01_13_2020 Dr. Robert E. Slocum 38 Jefferson St Board of Health 1/13/2023

Public Utilities

- COMM206_11_25_19 Pole Hearing - Bayberry Road
- ORDR165_01_13_2020 Greener Group, LLC - Licensed Contractor

END OF CONSENT AGENDA

REGULAR AGENDA

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

11. MAYOR’S UPDATE

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

12. COMMUNICATIONS

- COMM227_02_10_2020 Update and Request from Waste Stream Task Force
Motion to refer to Public Safety by Councillor Khan, seconded by Councillor Wallace. So voted.

13. APPOINTMENTS

Second Reading

- APPT141_01_27_2020 Jean Costello 522 Merrimac St Human Rights Comm 1/1/2023
Motion to approve Second Reading Appointment by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 11 yes. Motion passed.

14. ORDERS

- ORDR166_02_10_2020 Amendment to 2-Hour Zone - Harris Street
Motion to refer to Public Safety by Councillor Devlin, seconded by Councillor Khan. So voted.
- ORDR167_02_10_2020 Harbormaster Fees
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Khan. So voted.

15. ORDINANCES

- ODNC048_02_10_2020 Newburyport Historical Commission
Motion to refer to Planning & Development by Councillor Shand, seconded by Councillor Connell.
So voted.

16. COMMITTEE ITEMS

NOTE: UNDERLINED COMMITTEE ITEMS WILL BE CONSIDERED AT THIS MEETING

Budget & Finance

In Committee:

- ORDR132_07_15_19 CPC FY2020 Recommended Appropriations (COTW)

Project No. 9 held in committee.

- ORDR136_08_19_19 Fuller Track Phase II Loan Order
- COMM189_09_09_19 CPC Revised Recommendation for FY2020 Appropriations
- **TRAN067_01_27_2020 Legal Settlements \$11K to Fence Repairs \$11K**
Motion to approve by Councillor Tontar, seconded by Councillor Khan. Roll call vote, 11 yes. Motion passed. Sponsored Councillor Tontar and Councillor Eigerman.
- **COMM222_01_27_2020 FY 2020 Mid-Year Budget Report**
Motion to receive and file by Councillor Tontar, seconded by Councillor Khan. So voted.
- TRAN068_01_27_2020 Free Cash 50K to Fire Station #2 Design/Feasibility Study
- COMM226_01_27_2020 Ltr from Jim McCarthy – Financial Inquiry

Education

Councillor Khan noted there was a meeting on February 3rd; had walk-through of Capital Improvement Plan.

In Committee:

-

General Government

Councillor Eigerman announced there would be a meeting on February 27th at 6:00pm.

In Committee:

- APPT143_01_27_2020 (COTW) KP Law 101 Arch St, Boston Legal 2/1/2021

License & Permits

In Committee:

- ODNC047_1_27_20 General Ordinance - Short Term Rental Units Rules

Neighborhoods & City Services

In Committee:

- COMM194_10_15_19 Ltr from Newburyport Livable Streets
- COMM197_10_28_19 Ltr re: Phillips Drive Neighborhood Drainage (COTW)

Planning & Development

In Committee:

- COMM214_01_13_2020 Ltr from Central Cong Church re: CPA Funding, Historic Pres
- COMM215_01_13_2020 Ltr re: Colby Farm Open Space Beautification
- ODNC046_1_27_20 Zoning Amendment - Short Term Rental Units Definition
- APPT142_01_27_2020 Matthew D. Pieniazek 39 Marlboro St Waterfront Trust 1/1/2025

Public Safety

In Committee:

- **COMM198_10_28_19 Ltr re: Middle Street Parking/Curb Cuts**
Motion to receive and file by Councillor McCarthy, seconded by Councillor Devlin. So voted. Send a copy to Planning Board and Zoning Board of Appeals.
- COMM216_01_13_2020 Ltr re: Ban the Use of Glyphosate
- **COMM218_01_13_2020 Town & Country Half Marathon - 6/14/2020**
Motion to approve by Councillor McCauley, seconded by Councillor Devlin. So voted.
- COMM221_01_27_2020 Letter re: Sign at 43 Pine Hill Road
- **COMM223_01_27_2020 Newburyport Spring Half Marathon - 4/26/2020**
Motion to approve COMM223_01_27_2020, COMM224_01_27_2020, and COMM225_01_27_2020 collectively by Councillor McCauley, seconded by Councillor Devlin. So voted.
- **COMM224_01_27_2020 North Shore Tour de Cure - 5/17/2020**
- **COMM225_01_27_2020 1st Lt. Derek Hines Flag Day 5K - 6/13/2020**

- **APPT140 01 13 2020 Dr. Robert E. Slocum 38 Jefferson St Board of Health 1/13/2023**

Motion to approve (comm vote 3-0) by Councillor McCauley, seconded by Councillor Lane. Roll call vote, 11 yes. Motion passed.

Public Utilities

In Committee:

- **COMM206 11 25 19 Pole Hearing - Bayberry Road**

Motion to approve by Councillor Zeid, seconded by Councillor Tontar. So voted.

- **ORDR165 01 13 2020 Greener Group, LLC - Licensed Contractor**

Motion to approve, subject to insurance update, by Councillor Zeid, seconded by Councillor Lane. So voted.

Rules

Councillor Vogel asked the Clerk to email the City Councillors for their suggested changes to the City Council Rules.

In Committee:

- **COMM220_01_27_2020 Proposed City Council Rule 9F**

17. GOOD OF THE ORDER

Special Council meeting Wednesday, March 4th at 7:00pm in the City Hall Auditorium for Anna Jaques Hospital special permit application.

18. ADJOURNMENT

Motion to adjourn by Councillor Vogel, seconded by Councillor Devlin. So voted. 8:32pm.

COMMUNICATIONS



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

February 10, 2020

Re: Implementation of Short Term Rental (STR) Ordinance

Dear Members of the Newburyport City Council:

Airbnb's mission is to create a world where anyone can belong anywhere by creating unique, personal travel experiences across the globe. Founded in 2008, Airbnb has grown to more than 7 million listings worldwide in 100,000 cities across more than 220 countries and regions.

Airbnb is pleased to have hosts share their homes and private rooms in Newburyport. We are especially proud of the positive economic impact our community is having on local hosts, neighborhood businesses, and the City itself.

We respect the City's interest in implementing regulations for short term rentals -- we understand that smart regulations safeguard the public welfare and ensure fair competition. However, there are some provisions in the current proposed legislation that will make it difficult for us and our hosts to continue to conduct business in Newburyport.

Mandatory Permitting Field

Section 9-305 12.(b) requires, "The Booking Agent shall permit an Operator to include the registration number issued by the City on any listings offering the Residential Unit as a Short-Term Rental." Unfortunately, because of our platform architecture, we would need to build a separate product for Newburyport. We hope we can work with the City to address our concerns around this issue.



Data Sharing

Section 9-311 2. requires platforms to enter into an agreement with the City to submit quarterly reports, including the unit address. We are concerned that this provision violates the Stored Communications Act, which prohibits us from divulging any Personally Identifiable Information about our hosts without legal process. Additionally, it is counter to recent federal rulings in New York and Boston. We would appreciate the opportunity to discuss with the City a version of a report that satisfies its interests as well as complies with federal law.

While we have outlined some significant concerns the bills present for us as they are currently drafted, we sincerely hope that we can arrive at a regulatory framework that allows us to continue to bring value to the City.

We are proud of our partnerships with communities across the country to develop and implement smart regulatory frameworks, and we hope we have the opportunity to work with you in a similarly constructive way. We also note that the bill requires us to negotiate terms under which we assist with various aspects of enforcement and collect taxes. We look forward to these discussions and to further assisting the City Council as it considers its STR Ordinance.

Please do not hesitate to contact us if you have any questions or concerns. I am happy to discuss this further in a call.

Kind Regards,

Kelley Gossett
Airbnb

CC: Mayor Donna Holaday

THE COMMONWEALTH OF MASSACHUSETTS

_____ OF _____

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 FEB -7 AM 10:28

**APPLICATION FOR A LICENSE TO BUY, SELL, EXCHANGE
OR ASSEMBLE SECOND HAND MOTOR VEHICLES
OR PARTS THEREOF**

I, the undersigned, duly authorized by the concern herein mentioned, hereby apply for a _____ class license, to Buy, Sell, Exchange or Assemble second hand motor vehicles or parts thereof, in accordance with the provisions of Chapter 140 of the General Laws.

1. What is the name of the concern? GNFD inc dba Newburyport
Sunoco

Business address of concern. No. 59 storey Ave St.,
Newburyport City — Town.

2. Is the above concern an individual, co-partnership, an association or a corporation? CORP.

3. If an individual, state full name and residential address.

4. If a co-partnership, state full names and residential addresses of the persons composing it.

5. If an association or a corporation, state full names and residential addresses of the principal officers.

President George Daaboul 234 Low street Apt 10 Newburyport MA

Secretary JOSEPH FARES 30 Fletcher Rd WINDHAM NH 03087

Treasurer JOSEPH FARES 30 Fletcher Rd WINDHAM NH 03087

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles? NO

If so, is your principal business the sale of new motor vehicles? NO

Is your principal business the buying and selling of second hand motor vehicles? NO

Is your principal business that of a motor vehicle junk dealer? NO

7. Give a complete description of all the premises to be used for the purpose of carrying on the business.

Gas station / state inspection
car repair.

8. Are you a recognized agent of a motor vehicle manufacturer? No
(Yes or No)

If so, state name of manufacturer _____

9. Have you a signed contract as required by Section 58, Class 1? _____
(Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? yes
(Yes or No)

If so, in what city — town Newburyport

Did you receive a license? yes For what year? 2019
(Yes or No)

11. Has any license issued to you in Massachusetts or any other state to deal in motor vehicles or parts thereof ever been suspended or revoked? No
(Yes or No)

Sign your name in full Joseph James
(Duly authorized to represent the concern herein mentioned)

Residence 30 Fletcher Rd WINDHAM
NH 03087

IMPORTANT

EVERY QUESTION MUST BE ANSWERED WITH FULL INFORMATION, AND FALSE STATEMENTS HEREIN MAY RESULT IN THE REJECTION OF YOUR APPLICATION OR THE SUBSEQUENT REVOCATION OF YOUR LICENSE IF ISSUED.

NOTE: If the applicant has not held a license in the year prior to this application, he must file a duplicate of the application with the registrar. (See Sec. 59)



UTICA MUTUAL INSURANCE COMPANY
 NEW HARTFORD, NEW YORK
EXECUTION REPORT FOR BOND

U/W Code

CODING SOURCE	0# Acct Number:	EFFECTIVE DATE 12/19/2019
POLICY NUMBER SU4490005		EXPIRATION DATE 12/19/2020
<input type="checkbox"/> NEW <input checked="" type="checkbox"/> RENEWAL <input type="checkbox"/> ENDORSEMENT		TRANS. EFFECTIVE DATE
INSURED		BOND AMOUNT \$25,000.00
GNFD, Inc. dba Newburyport Sunoco		TOTAL PREMIUM \$250.00
ADDRESS		CSP/POLICY TYPE
59 Storey Avenue		TRANS. 2111 POLICY CT 1 UND. 4
Newburyport MA 01950		SIC # 55211 BILL CODE 1
OBLIGEE (FULL ADDRESS REQUIRED)		LINE 2273
Commonwealth of MA, Registry of Motor Vehicles		STATE OR FOREIGN COUNTRY 20
One Copley Place		TAX TOWN (Required for AL, FL, GA, KY, LA, SC)
Boston MA 02119		PLAN 01
NATURE OF RISK Dealer Bond		PLAN WITH SURCHARGE (Required for KY)
SERIES X	COMPANY CODE 1	COMMISSION 30%
REG. OFF. 04	AGENT NO. 70135	CLASS CODE 927
AGENT		FIDELITY FORM (Col. 48)
MACDONALD & PANGIONE		SURETY TYPE OF CONTRACT (Col. 50)
ADDRESS		GROSS LIMIT 000 TREATY LIMIT
104 MAIN ST		ENDORSEMENT
RENEWAL METHOD:	<input checked="" type="checkbox"/> COLLECTION OF PREMIUM <input type="checkbox"/> CONTINUATION CERTIFICATE <input type="checkbox"/> NEW BOND	
BOND APPROVED BY:	BOND SIGNED BY: Lauri A. Emmerich (Attorney-in-Fact)	DATE 09/04/2019
REMARKS:		

8-b-44a Ed. 11-96

RECEIVED
 CITY CLERK'S OFFICE
 NEWBURYPORT, MA
 2020 FEB 12 AM 11:51

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 617-393-2017 Fax. 617-868-6726

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

NAME OF EVENT: Ride to End Alz

Date: 6/6/2020 Time: from 8am to 11AM

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

2. Location*: See attached maps

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

3. Description of Property: _____ Public _____ Private _____

4. Name of Organizer: Alzheimer's Association City Sponsored Event: Yes _____ No X

Contact Person

Address: 309 Waverley Oaks Rd Waltham, MA Telephone: 6173932017

E-Mail: STrimble@alz.org Cell Phone: _____

Day of Event Contact & Phone: Sara Trimble 631 8975457

5. Number of Attendees Expected: 500

6. MA Tax Number: 13-3039601

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

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

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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 FEB 18 PM 3:08

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 _____

If yes:

- a) How many trash receptacles will you be providing? 1
- 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 STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____ ROAD RACE _____ WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: Alzheimer's Association

2. Name, Address & Daytime Phone Number of Organizer: 309 Waverley Oaks Rd Waltham, MA 02452
Sara Trimble 617-393-2017

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

4. Date of Event: 6/6/2020 Expected Number of Participants: 500

5. Start Time: 8am Expected End Time: 11am

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

7. Locations of Water Stops (if any): 8 Graf Road

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

9. Formation Location & Time for Participants: See attached cue sheets

10. Dismissal Location & Time for Participants: See attached cue sheets

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 Dep SHB 2/11/20 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.

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

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

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

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

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

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

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

Signed: Sara Trimble

Date: 1/24/2020



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

1/20/2020

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

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

PRODUCER Lamb, Little & Co 1101 Perimeter Drive Suite 500 Schaumburg IL 60173	CONTACT NAME: Sandy Crespin PHONE (A/C, No, Ext): 847-719-7877 E-MAIL ADDRESS: screspin@lamblittle.com	FAX (A/C, No): 847-398-7077
	INSURER(S) AFFORDING COVERAGE	
INSURED Alzheimer's Disease & Related Disorders Association, Inc. 225 N. Michigan Ave Ste 1700 Chicago IL 60601	INSURER A : Philadelphia Indemnity Ins Co	
	INSURER B : Twin City Fire Insurance Co	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER: 2081243166

REVISION NUMBER:

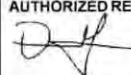
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE 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 SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Soc Serv Prof GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		PHPK1954889	3/11/2020	3/11/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 20,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 3,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		PHPK1954889	3/11/2020	3/11/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ UM/UIM \$ 1,000,000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		PHUB668047	3/11/2020	3/11/2021	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
B	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A	83WEBU6934	3/11/2020	3/11/2021	<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	D&O EPLI		PHSD1429891	3/11/2020	3/11/2021	D&O \$25/EPLI \$35K RET 10,000,000
A	PROFESSIONAL LIABILITY		PHPK1954889	3/11/2020	3/11/2021	OCC 1,000,000/AGGR 3,000,000

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

Massachusetts/New Hampshire Chapter
 RE: Ride to End Alzheimer's, Event date: June 5-6, 2020
 Certificate Holder is named as Additional Insured for operations conducted by the insured. Subject to policy terms and conditions.
 **Bounce Houses and other rebounding devices are excluded from any liability coverage on this policy.

CERTIFICATE HOLDER**CANCELLATION**

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

The Ride to End Alzheimer's is proposed as follows:

This untimed endurance event is proposed to start at 7 AM on Saturday June 6, 2019 at Hampton Beach State Park. At the start of each course riders may be grouped tightly together, but as they follow the route the distance between riders will grow, often with large gaps. We anticipate approximately 550 cyclists; 250 riders on the 30-mile course, 150 on the 62-mile course, and 100 on the 100-mile course.

Alzheimer's Association will have volunteers strategically placed along the route to assist with directions and to support the riders. All major intersections as well as traffic control for the start of the event, will be coordinated by our professional route director, Darrell Prillaman of Gran Fondo National Series. We are not requesting any road closures or police controlled intersections aside from the start of the route as riders take a right hand turn onto Route 1A North. If you feel there are safety concerns with any of the intersections on the course that would require police details please let us know. Please also provide any additional feedback or suggestions you might have.

Route Director, Darrell Prillaman will be in a lead vehicle on the course to verify all turns and intersections are visibly marked appropriately. There will also be four other support and gear vehicles on the course to assist cyclists. Event vehicles will visibly marked as such and are instructed to obey all traffic laws.

There will be five pit stops strategically placed along the route, all of which are located on privately owned properties. We have secured permission directly from these private institutions, and will be providing liability insurance certificates to them. *In towns with no pit stops, the copies of insurance binders covering riders as they pass through your town will be kept with support vehicles the day of the event, as well as at the Start/Finish line area and the Alzheimer's Association.*

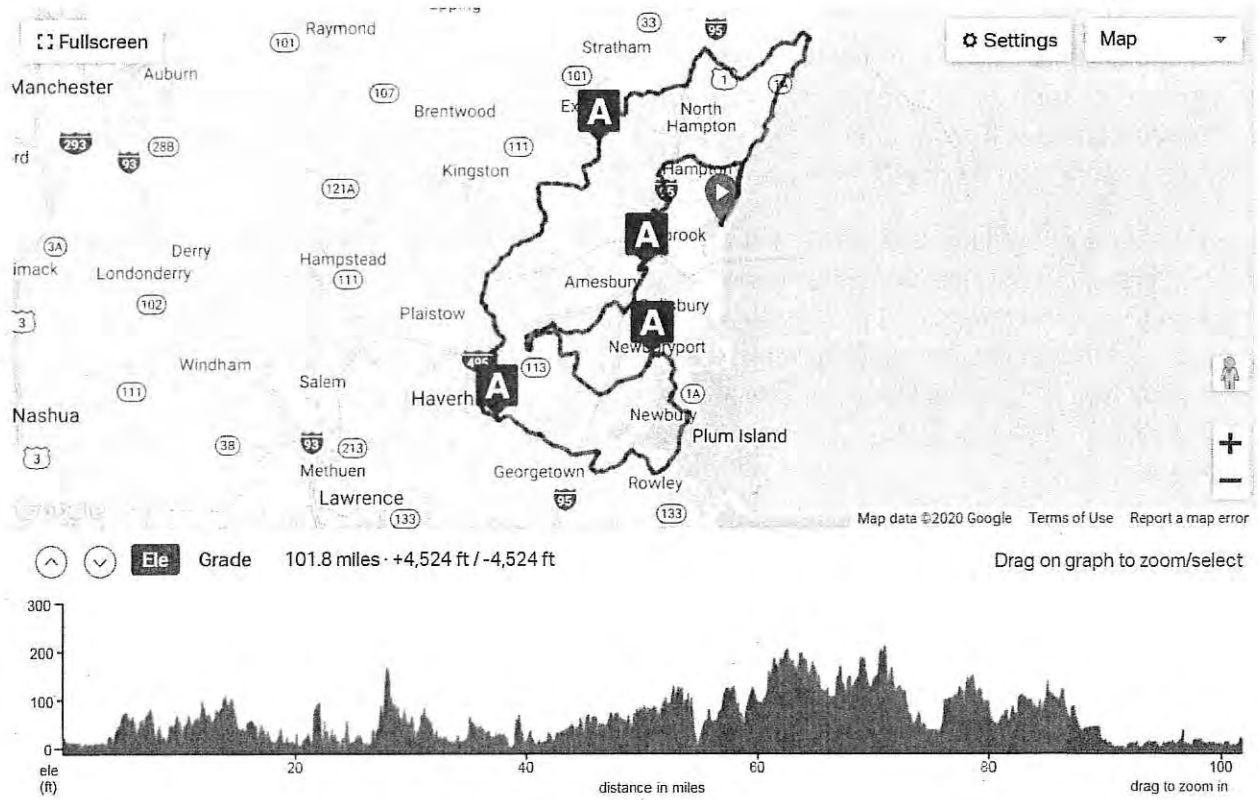
We are concerned about the environment and the local communities in proximity to this event. In order to ensure low-negative impact on the environment, the route will be marked with reusable, high-visibility signage. When marking route directions on pavement, we always use a water soluble spray chalk that has a limited environmental and visual impact. With regard to the local communities, we are dedicated to building appreciation for cycling in the community and do all we can to minimize impact on local residence.



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100 MILE ROUTE MAP

Red "A" Symbols indicate First Aid Stations



100 Mile Route - Mile to End File
 Start & Finish Line: Hampton Beach State Park- Hampton, NH

Type	Details	Town	State	Distance from Start (Miles)	Time (20 mph)	Time (10 mph)
START	Start of route	Hampton	NH	0.00	7:00:00 AM	7:00:00 AM
←	Turn left onto State Park Rd	Hampton	NH	0.08	7:00:14 AM	7:00:29 AM
→	Turn right onto NH-1A N	North Hampton	NH	0.11	7:00:20 AM	7:00:40 AM
←	Turn right to stay on NH-1A N	North Hampton	NH	0.20	7:00:36 AM	7:01:12 AM
←	Turn left onto NH-27 W/High St	Hampton	NH	3.43	7:10:17 AM	7:20:35 AM
→	Turn right onto Lafayette Rd	Hampton	NH	5.74	7:17:13 AM	7:34:26 AM
←	Turn left onto Exeter Rd	Hampton	NH	5.75	7:17:15 AM	7:34:30 AM
←	Turn left onto Towle Farm Rd	Hampton	NH	6.17	7:18:31 AM	7:37:01 AM
←	Turn left onto Brown Rd	Hampton Falls	NH	8.26	7:24:47 AM	7:49:34 AM
←	Turn left onto NH-88 E	Hampton Falls	NH	9.28	7:27:50 AM	7:55:41 AM
→	Turn right onto US-1 S	Hampton Falls	NH	9.83	7:29:29 AM	7:58:59 AM
→	Slight right after Citizens Bank (on the left)	Hampton Falls	NH	9.88	7:29:38 AM	7:59:17 AM
←	Turn left onto Stard Rd	Hampton Falls	NH	10.98	7:32:56 AM	8:05:53 AM
↑	Continue onto Batchelder Rd	Seabrook	NH	12.01	7:36:02 AM	8:12:04 AM
↑	Continue onto Locust St	Salisbury	MA	12.99	7:38:58 AM	8:17:56 AM
←	Turn left onto Congress St	Salisbury	MA	14.18	7:42:32 AM	8:25:05 AM
←	Turn left onto Main St	Salisbury	MA	14.25	7:42:45 AM	8:25:30 AM
→	Turn right onto Rabbit Rd	Salisbury	MA	14.67	7:44:01 AM	8:28:01 AM
AID	Pit Stop #1	Salisbury	MA	14.80	7:44:24 AM	8:28:48 AM
↑	Continue onto Merrill St	Salisbury	MA	16.50	7:49:30 AM	8:39:00 AM
→	Turn right toward Main St	Amesbury	MA	17.23	7:51:41 AM	8:43:23 AM
→	Turn right onto Main St	Amesbury	MA	17.25	7:51:45 AM	8:43:30 AM

↑	Continue onto Evans Pl	Amesbury	MA	17.40	7:52:12 AM	8:44:24 AM
↑	Continue onto Main St	Amesbury	MA	17.62	7:52:52 AM	8:45:43 AM
←	Turn left onto Merrimac St	Amesbury	MA	18.40	7:55:12 AM	8:50:24 AM
↑	Continue onto Pleasant Valley Rd	Amesbury	MA	18.84	7:56:31 AM	8:53:02 AM
←	Slight right onto Skunk Rd	Merrimac	MA	21.50	8:04:30 AM	9:09:00 AM
Split	100 and 62 MILE SPLIT	Merrimac	MA	21.70	8:05:06 AM	9:10:12 AM
←	Turn left onto Middle Rd	Merrimac	MA	21.86	8:05:35 AM	9:11:10 AM
↑	Continue onto River Rd	Merrimac	MA	22.28	8:06:50 AM	9:13:41 AM
←	Turn left onto E Main St	Haverhill	MA	24.13	8:12:23 AM	9:24:47 AM
←	Turn left onto River Rd	West Newbury	MA	24.37	8:13:07 AM	9:26:13 AM
→	Slight right onto Coffin St	West Newbury	MA	26.56	8:19:41 AM	9:39:22 AM
←	Turn left onto MA-113 E	West Newbury	MA	27.45	8:22:21 AM	9:44:42 AM
→	Turn right onto Chase St	West Newbury	MA	28.28	8:24:50 AM	9:49:41 AM
→	Turn right onto Middle St	West Newbury	MA	28.80	8:26:24 AM	9:52:48 AM
←	Turn left onto Indian Hill St	West Newbury	MA	29.49	8:28:28 AM	9:56:56 AM
←	Turn left onto South St	West Newbury	MA	31.13	8:33:23 AM	10:06:47 AM
↑	Continue onto Scotland Rd	Newbury	MA	31.61	8:34:50 AM	10:09:40 AM
↑	Continue onto Parker St	Newbury	MA	33.61	8:40:50 AM	10:21:40 AM
↑	Continue onto Graf Rd	Newburyport	MA	34.26	8:42:47 AM	10:25:34 AM
AID	Pit Stop #2	Newburyport	MA	34.50	8:43:30 AM	10:27:00 AM
→	Turn right onto Low St	Newburyport	MA	34.73	8:44:11 AM	10:28:23 AM
↑	Continue onto Pond St	Newburyport	MA	34.93	8:44:47 AM	10:29:35 AM
→	Turn right onto High St	Newburyport	MA	35.25	8:45:45 AM	10:31:30 AM
→	Turn right onto Hanover St	Newbury	MA	36.29	8:48:52 AM	10:37:44 AM
←	Slight left onto Green St	Newbury	MA	36.44	8:49:19 AM	10:38:38 AM
→	Turn right onto Hay St	Newbury	MA	37.28	8:51:50 AM	10:43:41 AM

←	Turn left onto Newman Rd	Newbury	MA	38.41	8:55:14 AM	10:50:28 AM
→	Turn right onto MA-1A S	Newbury	MA	39.56	8:58:41 AM	10:57:22 AM
→	Turn right onto Cross St	Rowley	MA	42.43	9:07:17 AM	11:14:35 AM
→	Slight right to stay on Cross St	Rowley	MA	42.75	9:08:15 AM	11:16:30 AM
→	Slight right to stay on Cross St	Rowley	MA	43.34	9:10:01 AM	11:20:02 AM
↑	Continue onto Central St	Rowley	MA	43.41	9:10:14 AM	11:20:28 AM
↑	Continue onto Glen St	Rowley	MA	44.86	9:14:35 AM	11:29:10 AM
↑	Continue onto Hillside St	Rowley	MA	45.41	9:16:14 AM	11:32:28 AM
→	Slight right onto Wethersfield St	Rowley	MA	46.40	9:19:12 AM	11:38:24 AM
↑	Continue onto Jewett St	Rowley	MA	47.51	9:22:32 AM	11:45:04 AM
→	Turn right onto Warren St	Georgetown	MA	47.67	9:23:01 AM	11:46:01 AM
←	Turn left onto Jackman St	Georgetown	MA	48.57	9:25:43 AM	11:51:25 AM
↑	Continue straight onto Jewett St	Georgetown	MA	49.43	9:28:17 AM	11:56:35 AM
→	Turn right onto Thurlow St	Georgetown	MA	50.00	9:30:00 AM	12:00:00 PM
↑	Continue onto Byfield Rd	Georgetown	MA	51.50	9:34:30 AM	12:09:00 PM
↑	Continue onto 7 Star Rd	Groveland	MA	51.90	9:35:42 AM	12:11:24 PM
←	Turn left onto Bare Hill Rd	Groveland	MA	51.93	9:35:47 AM	12:11:35 PM
↑	Continue onto Rollins St	Groveland	MA	53.06	9:39:11 AM	12:18:22 PM
←	Slight left onto Garrison St	Groveland	MA	53.70	9:41:06 AM	12:22:12 PM
↑	Continue onto Gardner St	Groveland	MA	54.08	9:42:14 AM	12:24:29 PM
→	Turn right onto Elm Park	Groveland	MA	54.38	9:43:08 AM	12:26:17 PM
AID	Pit Stop #3	Groveland	MA	54.45	9:43:21 AM	12:26:42 PM
→	Turn right onto MA-97 N	Groveland	MA	54.52	9:43:34 AM	12:27:07 PM
↑	Continue onto Groveland St	Haverhill	MA	54.80	9:44:24 AM	12:28:48 PM
→	Turn right onto Pine St	Haverhill	MA	55.29	9:45:52 AM	12:31:44 PM
↑	Continue straight onto Kenoza St	Haverhill	MA	55.42	9:46:16 AM	12:32:31 PM

→	Slight right onto Middle Rd	Haverhill	MA	56.78	9:50:20 AM	12:40:41 PM
→	Turn right onto Amesbury Rd	Haverhill	MA	58.54	9:55:37 AM	12:51:14 PM
←	Turn left onto Brandy Brow Rd	Haverhill	MA	59.43	9:58:17 AM	12:56:35 PM
→	Slight right onto Heath Rd	Haverhill	MA	60.04	10:00:07 AM	1:00:14 PM
←	Turn left onto Hadley Rd	Haverhill	MA	60.80	10:02:24 AM	1:04:48 PM
←	Turn left onto W Hadley Rd	Merrimac	MA	61.48	10:04:26 AM	1:08:53 PM
→	Turn right to stay on W Hadley Rd	Merrimac	MA	61.50	10:04:30 AM	1:09:00 PM
→	Keep right to continue on Wentworth Dr	Newton	NH	61.81	10:05:26 AM	1:10:52 PM
→	Slight right onto NH-108 N	Newton	NH	62.09	10:06:16 AM	1:12:32 PM
↑	Continue onto Maple Ave	Newton	NH	64.39	10:13:10 AM	1:26:20 PM
↑	Continue onto Chase Rd	Newton	NH	65.28	10:15:50 AM	1:31:41 PM
↑	Continue onto South Road	Newton	NH	66.77	10:20:19 AM	1:40:37 PM
↑	Continue straight onto NH-108 N	Newton	NH	68.86	10:26:35 AM	1:53:10 PM
→	Turn right onto Stumpfield Rd	South Hampton	NH	69.26	10:27:47 AM	1:55:34 PM
←	Turn left onto Trundlebed Ln	East Kingston	NH	71.49	10:34:28 AM	2:08:56 PM
←	Turn left onto NH-150 N	Kensington	NH	71.94	10:35:49 AM	2:11:38 PM
→	Turn right onto N Rd	Kensington	NH	72.84	10:38:31 AM	2:17:02 PM
←	Turn left onto Drinkwater Rd	Kensington	NH	73.74	10:41:13 AM	2:22:26 PM
AID	Pit Stop #4	Kensington	NH	74.10	10:42:18 AM	2:24:36 PM
→	Turn right to stay on Drinkwater Rd	Kensington	NH	76.06	10:48:11 AM	2:36:22 PM
→	Turn right onto High St	Kensington	NH	76.08	10:48:14 AM	2:36:29 PM
←	Turn left onto Guinea Rd	Exeter	NH	77.21	10:51:38 AM	2:43:16 PM
→	Slight right onto Stratham Heights Rd	Exeter	NH	78.06	10:54:11 AM	2:48:22 PM
→	Turn right onto Bunker Hill Ave	Exeter	NH	79.35	10:58:03 AM	2:56:06 PM
↑	Continue onto Walnut Ave	Stratham	NH	79.75	10:59:15 AM	2:58:30 PM
↑	Continue onto Lovering Rd	Stratham	NH	79.92	10:59:46 AM	2:59:31 PM

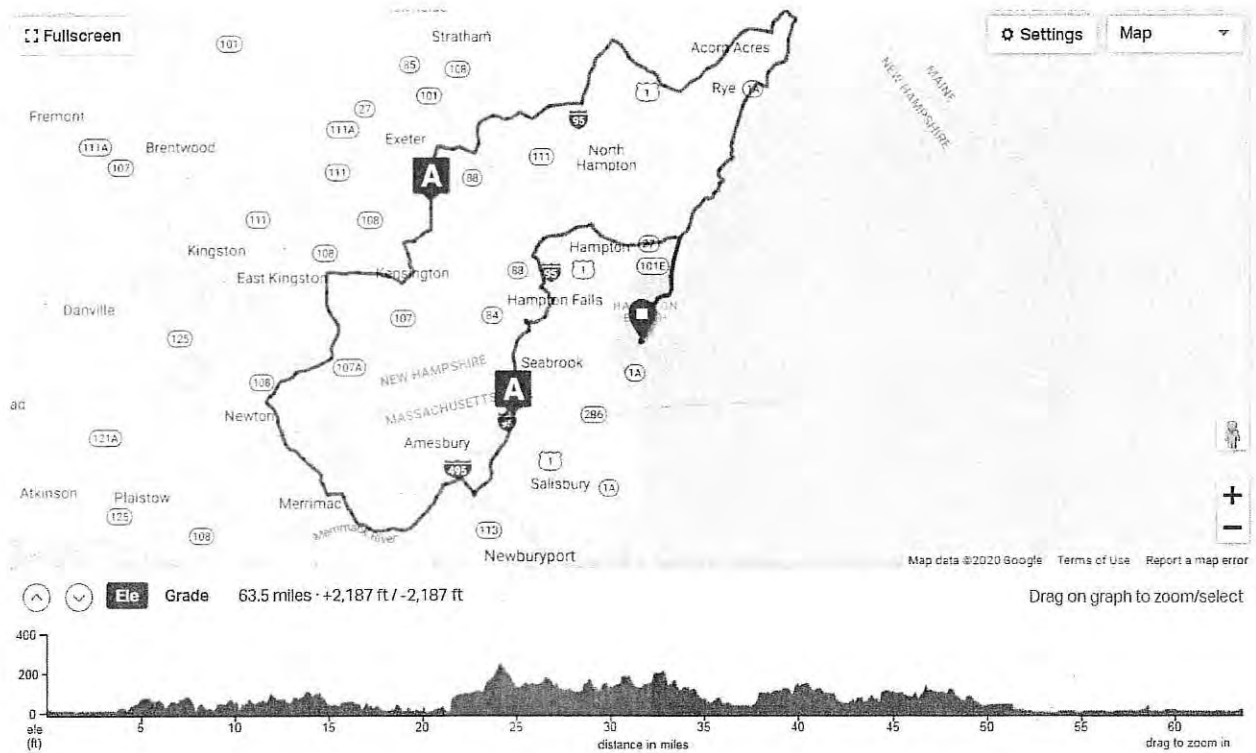
←	Turn left onto NH-151	North Hampton	NH	81.31	11:03:56 AM	3:07:52 PM
→	Turn right onto Breakfast Hill Rd	North Hampton	NH	83.34	11:10:01 AM	3:20:02 PM
↑	Continue onto Washington Rd	Greenland	NH	85.01	11:15:02 AM	3:30:04 PM
←	Slight left onto Wallis Rd	Greenland	NH	87.47	11:22:25 AM	3:44:49 PM
←	Turn left onto Brackett Rd	Rye	NH	89.22	11:27:40 AM	3:55:19 PM
→	Turn right onto Parsons Rd	Rye	NH	89.99	11:29:58 AM	3:59:56 PM
↑	Continue onto Marsh Rd	Rye	NH	90.25	11:30:45 AM	4:01:30 PM
→	Turn right onto NH-1A	Rye	NH	90.43	11:31:17 AM	4:02:35 PM
←	Turn left onto State Park Rd	Hampton	NH	101.64	12:04:55 PM	5:09:50 PM
→	Turn right	Hampton	NH	101.67	12:05:01 PM	5:10:01 PM
←	Slight left	Hampton	NH	101.71	12:05:08 PM	5:10:16 PM
END	End of route	Hampton	NH	101.75	12:05:15 PM	5:10:30 PM



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62 MILE ROUTE MAP

Red "A" Symbols indicate First Aid Stations



62 Mile Route - Ride to End ALZ

Start & Finish Line: Hampton Beach State Park- Hampton, NH

Type	Details	Town	State	Distance from Start (Miles)	Time (20 mph)	Time (10 mph)
START	Start of route	Hampton	NH	0	9:00:00 AM	9:00:00 AM
→	Turn right onto NH-1A N	Hampton	NH	0.05	9:00:09 AM	9:00:18 AM
→	Turn right to stay on NH-1A N	North Hampton	NH	0.14	9:00:25 AM	9:00:50 AM
→	Turn left onto NH-27 W	Hampton	NH	3.37	9:10:07 AM	9:20:13 AM
←	Turn right onto Lafayette Rd	Hampton	NH	5.68	9:17:02 AM	9:34:05 AM
→	Turn left onto Exeter Rd	Hampton	NH	5.69	9:17:04 AM	9:34:08 AM
←	Turn left onto Towle Farm Rd	Hampton	NH	6.11	9:18:20 AM	9:36:40 AM
←	Turn left onto Brown Rd	Hampton Falls	NH	8.20	9:24:36 AM	9:49:12 AM
←	Turn left onto NH-88 E	Hampton Falls	NH	9.22	9:27:40 AM	9:55:19 AM
←	Turn right onto US-1 S	Hampton Falls	NH	9.77	9:29:19 AM	9:58:37 AM
→	Slight right after Citizens Bank (on the left)	Hampton Falls	NH	9.82	9:29:28 AM	9:58:55 AM
→	Turn left onto Stard Rd	Hampton Falls	NH	10.92	9:32:46 AM	10:05:31 AM
←	Continue onto Batchelder Rd	Seabrook	NH	11.95	9:35:51 AM	10:11:42 AM
↑	Continue onto Locust St	Salisbury	MA	12.93	9:38:47 AM	10:17:35 AM
↑	Turn left onto Congress St	Salisbury	MA	14.12	9:42:22 AM	10:24:43 AM
←	Turn left onto Main St	Salisbury	MA	14.19	9:42:34 AM	10:25:08 AM
←	Turn right onto Rabbit Rd	Salisbury	MA	14.61	9:43:50 AM	10:27:40 AM
AID	Pit Stop #1	Salisbury	MA	14.90	9:43:50 AM	10:27:40 AM
↑	Continue onto Merrill St	Salisbury	MA	16.44	9:49:19 AM	10:38:38 AM
→	Turn right toward Main St	Amesbury	MA	17.17	9:51:31 AM	10:43:01 AM
→	Turn right onto Main St	Amesbury	MA	17.19	9:51:34 AM	10:43:08 AM
↑	Continue onto Evans Pl	Amesbury	MA	17.34	9:52:01 AM	10:44:02 AM

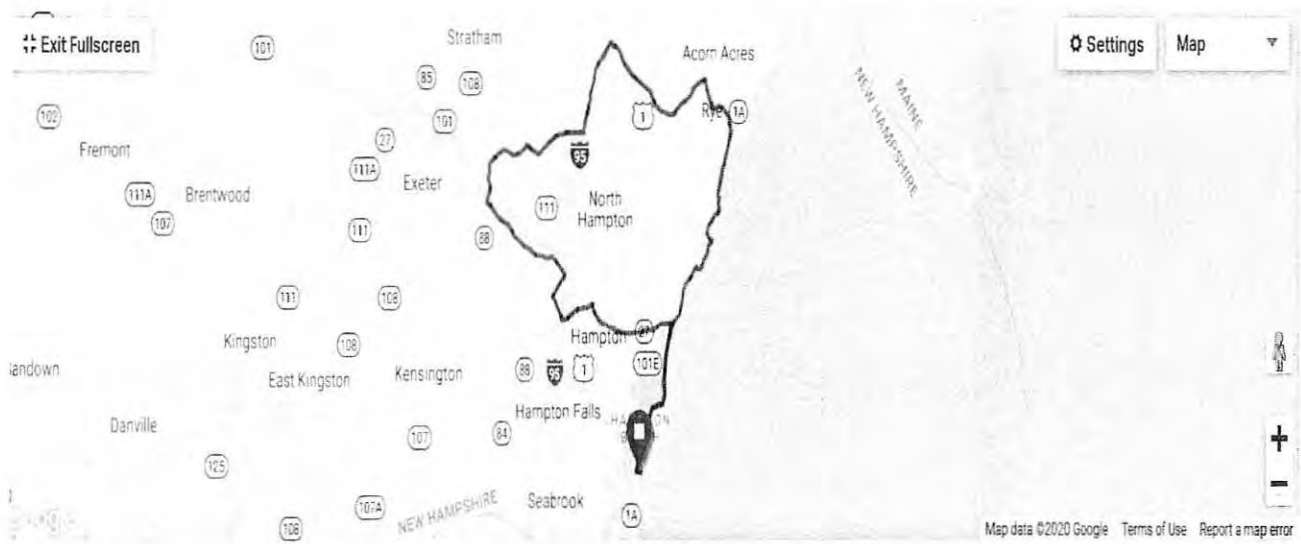
↑	Continue onto Main St	Amesbury	MA	17.56	9:52:41 AM	10:45:22 AM
←	Turn left onto Merrimac St	Amesbury	MA	18.34	9:55:01 AM	10:50:02 AM
↑	Continue onto Pleasant Valley Rd	Amesbury	MA	18.78	9:56:20 AM	10:52:41 AM
→	Slight right onto Skunk Rd	Merrimac	MA	21.44	10:04:19 AM	11:08:38 AM
SPLIT	100 and 62 MILE SPLIT	Merrimac	MA	21.50	10:04:19 AM	11:08:38 AM
↑	Continue onto Emery St	Merrimac	MA	21.80	10:05:24 AM	11:10:48 AM
←	Turn left onto MA-110 W	Merrimac	MA	22.45	10:07:21 AM	11:14:42 AM
→	Turn right onto Bear Hill Rd	Merrimac	MA	22.88	10:08:38 AM	11:17:17 AM
↑	Continue straight onto Amesbury Rd	Newton	NH	25.92	10:17:46 AM	11:35:31 AM
→	Turn right onto Maple Ave	Newton	NH	26.24	10:18:43 AM	11:37:26 AM
↑	Continue onto Chase Rd	Newton	NH	27.13	10:21:23 AM	11:42:47 AM
↑	Continue onto South Road	Newton	NH	28.62	10:25:52 AM	11:51:43 AM
↑	Continue straight onto NH-108 N	South Hampton	NH	30.72	10:32:10 AM	12:04:19 PM
→	Turn right onto Stumpfield Rd	East Kingston	NH	31.12	10:33:22 AM	12:06:43 PM
←	Turn left onto Trundlebed Ln	Kensington	NH	33.34	10:40:01 AM	12:20:02 PM
←	Turn left onto NH-150 N	Kensington	NH	33.79	10:41:22 AM	12:22:44 PM
→	Turn right onto N Rd	Kensington	NH	34.69	10:44:04 AM	12:28:08 PM
←	Turn left onto Drinkwater Rd	Kensington	NH	35.59	10:46:46 AM	12:33:32 PM
AID	Pit Stop #2	Kensington	NH	35.90	10:46:46 AM	12:33:32 PM
→	Turn right to stay on Drinkwater Rd	Kensington	NH	37.92	10:53:46 AM	12:47:31 PM
→	Turn right onto High St	Exeter	NH	37.93	10:53:47 AM	12:47:35 PM
←	Turn left onto Guinea Rd	Exeter	NH	39.06	10:57:11 AM	12:54:22 PM
→	Slight right onto Stratham Heights Rd	Exeter	NH	39.92	10:59:46 AM	12:59:31 PM
→	Turn right onto Bunker Hill Ave	Stratham	NH	41.21	11:03:38 AM	1:07:16 PM
↑	Continue onto Walnut Ave	Stratham	NH	41.60	11:04:48 AM	1:09:36 PM
↑	Continue onto Lovering Rd	North Hampton	NH	41.78	11:05:20 AM	1:10:41 PM

←	Turn left onto NH-151	North Hampton	NH	43.16	11:09:29 AM	1:18:58 PM
→	Turn right onto Breakfast Hill Rd	Greenland	NH	45.19	11:15:34 AM	1:31:08 PM
↑	Continue onto Washington Rd	Greenland	NH	46.86	11:20:35 AM	1:41:10 PM
←	Slight left onto Wallis Rd	Rye	NH	49.33	11:27:59 AM	1:55:59 PM
←	Turn left onto Brackett Rd	Rye	NH	51.07	11:33:13 AM	2:06:25 PM
→	Turn right to stay on Brackett Rd	Rye	NH	51.84	11:35:31 AM	2:11:02 PM
→	Brackett Rd turns slightly right & becomes Parsons Rd	Rye	NH	51.90	11:35:42 AM	2:11:24 PM
↑	Continue onto Marsh Rd	Rye	NH	52.11	11:36:20 AM	2:12:40 PM
→	Turn right onto NH-1A	Rye	NH	52.29	11:36:52 AM	2:13:44 PM
←	End of route	Hampton	NH	63.55	12:10:39 PM	3:21:18 PM



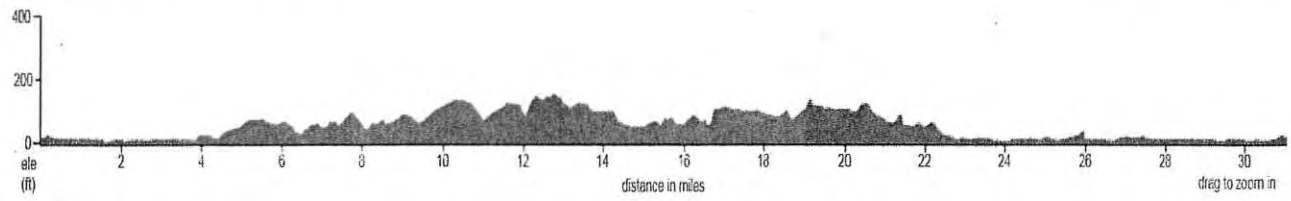
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30 MILE ROUTE MAP



Grade 31 miles +940 ft / -940 ft

Drag on graph to zoom/select



30 Mile Route - Ride to End ALZ

Start & Finish Line: Hampton Beach State Park- Hampton, NH

Type	Details	Town	State	Distance from Start (Miles)	Time (20 mph)	Time (10 mph)
START	Start of route	Hampton	NH	0	11:00:00 AM	11:00:00 AM
↑	Continue onto State Park Rd	Hampton	NH	0.07	11:00:13 AM	11:00:25 AM
→	Turn right onto NH-1A N	Hampton	NH	0.17	11:00:31 AM	11:01:01 AM
→	Turn right to stay on NH-1A N	North Hampton	NH	0.26	11:00:47 AM	11:01:34 AM
→	Slight right	Hampton	NH	3.41	11:10:14 AM	11:20:28 AM
↑	Continue onto NH-27 W	Hampton	NH	3.52	11:10:34 AM	11:21:07 AM
→	Turn right onto Lafayette Rd	Hampton	NH	5.82	11:17:28 AM	11:34:55 AM
←	Turn left onto Exeter Rd	Hampton	NH	5.83	11:17:29 AM	11:34:59 AM
←	Turn left onto Towle Farm Rd	Hampton	NH	6.25	11:18:45 AM	11:37:30 AM
→	Turn right onto Mary Batchelder Rd	Hampton	NH	7.31	11:21:56 AM	11:43:52 AM
→	Turn right onto Timber Swamp Rd	Hampton Falls	NH	7.89	11:23:40 AM	11:47:20 AM
←	Turn left onto NH-27 W	Hampton	NH	8.54	11:25:37 AM	11:51:14 AM
→	Turn right onto Guinea Rd	Exeter	NH	11.45	11:34:21 AM	12:08:42 PM
→	Slight right onto Stratham Heights Rd	Stratham	NH	12.3	11:36:54 AM	12:13:48 PM
→	Turn right onto Bunker Hill Ave	Stratham	NH	13.6	11:40:48 AM	12:21:36 PM
↑	Continue onto Walnut Ave	North Hampton	NH	13.99	11:41:58 AM	12:23:56 PM
↑	Continue onto Lovering Rd	North Hampton	NH	14.16	11:42:29 AM	12:24:58 PM
←	Turn left onto NH-151	North Hampton	NH	15.55	11:46:39 AM	12:33:18 PM
→	Turn right onto Breakfast Hill Rd	Greenland	NH	17.58	11:52:44 AM	12:45:29 PM
↑	Continue onto Washington Rd	Greenland	NH	19.25	11:57:45 AM	12:55:30 PM
→	Turn right onto Central Rd	Rye	NH	21.36	12:04:05 PM	1:08:10 PM
←	Turn left onto Locke Rd	Rye	NH	21.99	12:05:58 PM	1:11:56 PM
→	Turn right onto NH-1A S	Hampton	NH	22.88	12:08:38 PM	1:17:17 PM
←	Turn left onto State Park Rd	Hampton	NH	30.91	12:32:44 PM	2:05:28 PM
END	End of route	Hampton	NH	31.01	12:33:02 PM	2:06:04 PM



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**RIDE TO END ALZ
COURSE CONTROL PLAN**

(Based on an average speed range from 20mph to 10 mph)

100-mile course map: <https://ridewithgps.com/routes/31758364>

62-mile course map: <https://ridewithgps.com/routes/31758357>

35-mile course map: <https://ridewithgps.com/routes/31758360>

Location	Control Type	Direction of Route	Distance for 100 mile	Time Active for 100 mile riders	Distance for 62 mile	Time Active for 62 mile riders	Distance for 35 mile	Time Active for 35 mile riders
Start of all routes:								
Exit of Hampton Beach State Park & NH-1A S	Police- Hampton, NH	Right Turn		7:00 AM		9:00 AM		11:00 AM
NH-1A S & NH-27 W	Police- Hampton? or STAFF	Left Turn	Mile 3.4	7:10 to 7:20	Mile 3.4	9:10 to 9:20	Mile 3.4	11:10 to 11:20
Towle Farm Road & Mary Batchelder Road ----> 30mi Split <----		30mi go Right 100mi & 60mi go Straight	Mile 6.2	7:18 to 7:37	Mile 6.2	9:18 to 9:36	Mile 6.2	11:15 to 11:50
Rabbit Road & Merrill Street	Police- Amesbury, MA	Straight	Mile 14.6	7:44 to 8:28	Mile 14.6	9:44 to 10:27		
Skunk Road & Middle Road ----> 100mi and 60mi Split <----		100mi go Left 60 mi go Straight	Mile 21.44	8:04 to 9:09	Mile 21.44	10:04 to 11:08		
River Road & E Main Street / Rocks Village Bridge (100mi riders only)	Police- Haverhill, MA	Left Turn	Mile 24.13	8:12 to 9:24				
Rt.1 (aka Newburyport Turnpike) & Glen Street	Police- Rowley, MA	Straight	Mile 44.9	9:14 to 11:29				
Glen Street & Hillside Rd	Police- Rowley, MA	Left Turn	Mile 45.4	9:16 to 11:32				
NH-108/N Main St & Amesbury Road ----> 100mi and 60mi Merge <----	Police- Newton, NH	100mi go Straight 60 mi go Right	Mile 64.4	10:26 to 1:53	Mile 27.13	10:21 to 11:42		
Chase Road & Main Ave	Police- South Hampton, NH	Straight	Mile 66.8	10:20 to 1:50	Mile 36.8	10:00 to 11:55		
Route 108/107 Intersection	Police- East Kingston, NH	Straight	Mile 68.66	10:26 to 1:53	Mile 30.72	10:32 to 12:04		
NH-27 E/High St & Guinea Rd Merge for 30mi and 100/60mi	Police- Exeter, NH	Left Turn for 60,100 Right Turn for 30mi	Mile 77.21	10:51 to 2:43	Mile 39.06	10:57 to 12:54	Mile 11.3	11:33 to 12:07
Lovering Rd & Post Rd	Police- Stratham, NH	Left Turn	Mile 81.3	11:03 to 3:07	Mile 41.6	11:04 to 1:09	Mile 15.4	11:46 to 12:32
Breakfasthill Rd & RL-1	Police- Rye, NH	Straight	Mile 85	11:10 to 3:30	Mile 46.86	11:20 to 1:41	Mile 19	11:57 to 12:54
Marsh Rd & NH-1A N	Police- Rye, NH	Right Turn	Mile 90.4	11:31 to 4:02	Mile 52.2	11:36 to 2:13	Mile 30.13	12:30 to 2:00



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**INCIDENT ACTION PLAN:
Ride to End ALZ**

The purpose of this Incident Action Plan (**IAP**) is to identify and mitigate any potential risks associated with the planning, implementation and successful completion of the event referenced below. The parties that are planning and coordinating this event are committed to ensuring that all participants, sponsors, community members and emergency personnel are able to partake in the event in a safe and organized manner. Prior to the event on site personnel must be advised of this action plan and their duties during an actual emergency as well as given a copy. The procedural information contained herein will be strictly adhered to.

Title of Event: "Ride to End ALZ"

Date(s) of Event: June 6, 2020; Start time 7 AM

Event Description: Bicycle ride, non-competitive

Location: See attached maps

On scene person in charge of event:

Sara Trimble
631-897-5457
strimble@alz.org

Route Director:

Darrell Prillanman
828-773-8143
darrellprillaman@yahoo.com

PARTICIPANT INJURY/MEDICAL EMERGENCY

1. **In the event of a medical emergency dial 911.**
The first course of action is to seek help for the victim by calling in appropriate authorities.
2. Call NET Control. (these are the Amateur radio operator that are connected to all key event staff and SAG vehicles) Am. radio operators are located at the NET Control tent near the start/finish line area, in all SAG vehicles, and at all Pit Stop locations. If you cannot locate a Amateur radio operator call Sara Trimble directly: 631-897-5457
3. Sara to call other Senior Staff (Susan Antkowiak, Jayne Paragona, & Charlene Bemis)
4. Senior Staff member to locate emergency contact for rider from master list at NET Control tent and call contact.

IF THIS IS A LIFE-THREATENING SITUATION: follow the steps above and...

1. Tell NET Control to have SAG vehicles locate Jim Wessler on course
2. Call Jim Wessler on his cell phone: 617-775-7634
3. Jayne Paragona to call national legal counsel
4. Senior Staff to call Communications: Heather Maloney: 617-312-5338
Do not speak to the press regarding incident, refer all inquiries to Heather.

MISSING PERSON OR FOUND PERSON

FOUND PERSON:

In the event of a found person with dementia or child who is not with his/her family, please activate the following protocol:

1. Bring the person to the NET Control tent near the start/finish line area and let the Amateur radio operators know you have a missing person.
2. **DO NOT** broadcast the person's name over the walkie talkie. Instead call Jayne Paragona at 617-645-5255 to come to the NET Control tent. Jayne will work with the individual and Senior Staff on uniting the found person with their caregiver/guardian. (NET Control has the final master list with all participant contact information. If at the start/finish line area DJ can make announcement asking for caregiver/guardian to report to NET Control.)
3. **DO NOT** leave this person alone until Senior Staff arrive. If you cannot get this person to come with you to NET Control, Jayne or a Senior Staff member will meet you wherever you are. Be sure to communicate this when on the phone with Jayne.

MISSING PERSON: (Child or Person with Dementia) Reported by Family/Friends

If you come across someone that is looking for a missing person or child, please activate the following protocol:

If the missing person is out on the route (possibly lost):

1. Call NET Control. (these are the Amateur radio operators that are connected to all key event staff and SAG vehicles) Amateur radio operators are located at the NET Control tent near the start/finish line area, in all SAG vehicles, and at all Pit Stop locations. If you cannot locate an Amateur radio operator call Sara Trimble directly: 631-897-5457
2. Sara to call Senior Staff (Susan Antkowiak, Jayne Paragona, & Charlene Bemis)
3. NET Control will communicate to all SAG vehicles, key event staff, and pit stop captains that someone is missing and to report in if they are located.

If the missing person is at the start/finish line area:

1. Call Sara Trimble: 631-897-5457
2. Sara to call/radio Senior Staff
3. Senior Staff to ask DJ to make an announcement asking the missing person to report to the NET Control tent.
4. The Senior Staff Member will call 911 if the person is not at NET Control within 10 minutes.

VIOLENT EPISODE (gun violence, act of terrorism, etc.)

1. In the event of a violent episode, immediately move to safety, then call 911.
2. Notify Sara Trimble directly: 631-897-5457 and Senior Staff Members (Susan, Jayne, Charlene) who will dispatch an Emergency Call Tree (see page 3).
3. ****Do not speak to the press regarding incident, refer all inquiries to Heather or Senior Staff if Heather is not available.****
4. Police will provide direction on next steps.

MEDIA:

The Alzheimer's Association has invited a number of local media representatives to the Ride to End Alzheimer's. If you see someone who looks like a member of the press, please contact the **Communications on-site**, Heather Maloney: 617-312-5338. If a member of the media approaches you, please escort them to the Volunteer Check-In tent where they will be connected with the event spokespeople.

WEATHER EMERGENCY:

In the event of any weather emergency the Police, Sara Trimble or Darrell Prillaman may decide to halt the event for the safety of participants and the public. At no time will the decision to halt an event due to a weather related event by the Police be overridden by others.

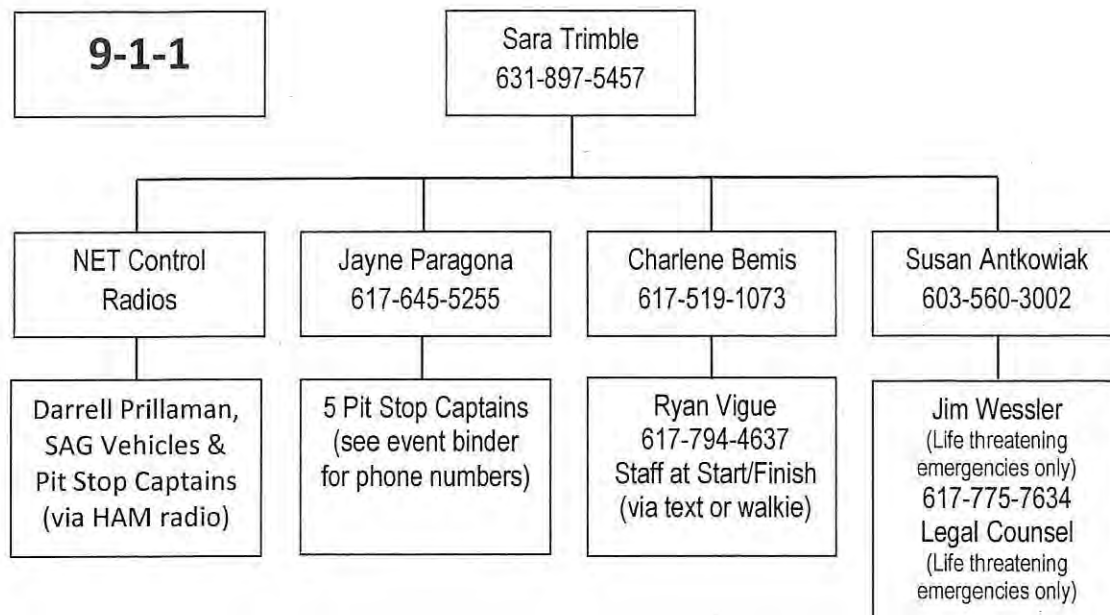
Coordination for the safety of participants and spectators will be accomplished by the event personnel verbally advising participants to seek shelter in vehicles or buildings. If and when the weather emergency has passed, a decision will be made by police personnel and the event manager as to when to allow the event to resume.

COMMUNICATION PLAN:

All on site event personnel (Event Manager, Senior Staff, EMS, Fire and Police, SAG Vehicles) will be connected via amateur radio operator, walkie talkies, and cell phones.

Direct communication with the local police will be handled by Darrell Prillaman (Course Director). Darrell will have communication with staff and volunteers whom are stationed throughout the event. The staff and volunteers shall be advised and instructed who to contact in an event related emergency.

EMERGENCY CALL TREE: (for severe weather, act of violence, and missing/found person if appropriate)



INCIDENT REPORTS:

For all incidents (including injuries, altercations, emergencies and anything out of the ordinary that requires staff or medical attention) the first staff member or volunteer on sight must complete an incident report. If the first person on sight is NOT a staff member, both the volunteer and staff member must complete an incident report.

Blank reports can be found in the event binders in all SAG vehicles and at all Pit Stops.

Important Contacts:

Sara Trimble	631-897-5457	Event Manager
Charlene Bemis	617-519-1073	Director
Darrell Prillaman	828-773-8143	Route Director
Jim Wessler	617-775-7634	CEO
Susan Antkowiak	603-560-3002	Senior Staff
Jayne Paragona	617-645-5255	Senior Staff
Ryan Vigue	617-794-4637	Senior Staff

***** DIAL 9-1-1 FOR ALL EMERGENCIES *****

Local Police along the routes:

New Hampshire State Police	603-679-3333
Massachusetts State Police	978-462-7478
Essex County Sheriff	978-750-1900
Exeter, NH Police	603-772-1212
Georgetown, MA Police	978-352-5700
Greenland, NH Police	603-431-4624
Groveland, MA Police	978-521-1212
Hampton Falls, NH Police	603-772-4716
Hampton, NH Police	603-929-4444
Haverhill, MA Police	978-373-1212
Kensington, NH Police	603-772-2929
Merrimac, MA Police	978-346-8321
Newbury, MA Police	978-462-4440
Newburyport, MA Police	978-462-4411
Newton, NH Police	603-382-5586
Rowley, MA Police	978-948-7644
Rye, NH Police	603-964-5522
Salisbury, MA Police	978-465-3121
South Hampton, NH Police	603-394-0105
Stratham, NH Police	603-778-9691
West Newbury, MA Police	978-363-1212

Local Hospitals *(EMS will determine which hospital based on patient needs)*

Anna Jaques Hospital	978-463-1000	25 Highland Avenue	Newburyport	MA
Baldpate Hospital	978-352-2131	83 Baldpate Road	Georgetown	MA
Exeter Hospital	603-778-7311	5 Alumni Drive	Exeter	NH
Hampstead Hospital	603-329-5311	218 East Road	Hampstead	NH
Holy Family Hospital	978-374-2000	140 Lincoln Avenue	Haverhill	MA
Parkland Medical Center	603-432-1500	One Parkland Drive	Derry	NH
Portsmouth Regional Hospital	603-436-5110	333 Borthwick Avenue	Portsmouth	NH
Wentworth-Douglass Hospital	603-742-5252	789 Central Avenue	Dover	NH

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 FEB 14 AM 11:52

City of Newburyport
60 Pleasant Street
Newburyport, MA 01950
February 14, 2020

Dear Newburyport City Council:

Please accept the following permit application for the 9th Annual Newburyport PMC Kids Ride.

The Pan Mass Challenge will provide an updated insurance certificate for this year's ride, which will be submitted to the City of Newburyport no later than April 15, 2020.

I have been in contact with Lise Reid at the Newburyport Parks Department about securing our date for June 14, 2020. At the City Parks meeting on February 20, 2020 Lise will bring our request to the committee for a **reduced** application/usage fee for Cashman Park, the Clipper City Rail Trail and the basketball courts. As in past years, **ALL** money raised by our young bike riders at the Newburyport PMC Kids Ride goes directly to support innovative cancer research and provide patient care at Dana Farber Cancer Institute.

Thank you to the City of Newburyport for your past support of the PMC Kids Ride! Together we make a difference in the fight against cancer.

Please feel free to reach out with any questions or concerns.

Sincerely,

Kelly Mahon
Newburyport PMC Kids Ride Coordinator & Newburyport Resident
(631)793-5776

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

2020 FEB 14 AM 11:51

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

NAME OF EVENT:

Newburyport PMC Kids Ride (Pan mass challenge)

Date: Sunday June 14 Time: from 9 AM to 12:00 PM

Rain Date: _____ Time: from _____ to _____

2. Location*: Clipper City Rail Trail, Cashman Park + basketball courts
*Please Note: If the location is a public park or the rail trail, please also contact the Parks Department

3. Description of Property: Rail trail + Cashman Park Public Private _____

4. Name of Organizer: Kelly Mahon City Sponsored Event: Yes _____ No

Contact Person

Address: 36 Beacon Ave - Nbpt Telephone: 631-793-5776

E-Mail: Kelly.mahon@comcast.net Cell Phone: _____

Day of Event Contact & Phone: 631-793-5776

5. Number of Attendees Expected: 100-150

6. MA Tax Number: _____

7. Is the Event Being Advertised? yes Where? PMC, local media,

8. What Age Group is the Event Targeted to? 4-13 years

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: Ø

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? 2
- b) How many recycling receptacles will you be providing? 2
- c) Will you be contracting for disposal of : **Trash** Yes ___ No **Recycling** Yes ___ No
- i. If yes, size of dumpster(s): **Trash** _____ **Recycling** _____
- ii. Name of disposal company: **Trash** _____ **Recycling** _____
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes No ___
- iv. If no, where will the trash & recycling be disposed ? _____

If no:

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

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

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

1 Standard # _____ ADA accessible

Name of company providing the portable toilets: TBD

FOR STREET CLOSURE OR ANY USE OF A PUBLIC WAY

PARADE _____

ROAD RACE _____

WALKATHON _____

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

PMC Kids Ride

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

Kelly Mahon
36 Beacon Avenue
Newburyport MA 01950

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

see above

4. Date of Event: 6/14/20 Expected Number of Participants: 100-150

5. Start Time: 9 AM Expected End Time: 12 pm

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

Clipper City Rail Trail

(one crossing at Washington St. will request police detail)
end of Rail Trail and Cashman Park

7. Locations of Water Stops (if any):

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

9. Formation Location & Time for Participants: Cashman Park

10. Dismissal Location & Time for Participants: Cashman Park

11. Additional Parade Information:

• Number of Floats: 0

• Locations of Viewing Stations: 0

• Are Weapons Being Carried: Yes ___ No X

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

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

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

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

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

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

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

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

(c) *Definitions.*

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

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

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

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

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

(d) *Limitations.*

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

(e) *Enforcement.*

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

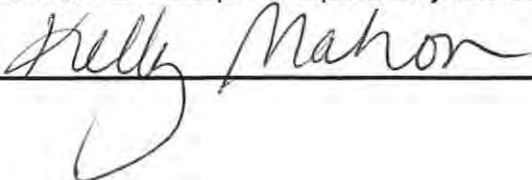
(2) *Warning.* In the circumstance that this section is violated, the enforcement may consist of a warning. Any warnings issued for violation(s) will be reported to the city clerk and city council and may be used as a factor in future application approvals and denials.

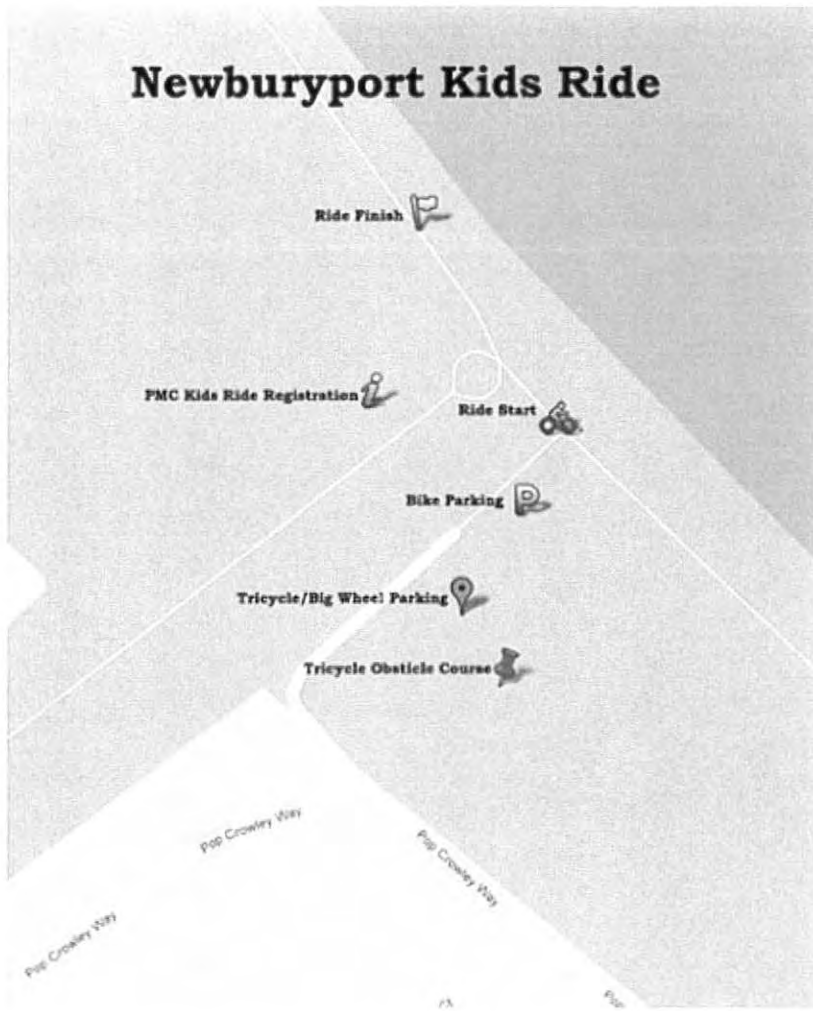
(3) *Noncriminal disposition.* If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance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

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

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

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

Signed:  Date: 2/5/2020





**APPOINTMENTS
FIRST READING**



CITY OF NEWBURYPORT CITY CLERK'S OFFICE
OFFICE OF THE MAYOR NEWBURYPORT, MA
DONNA D. HOLADAY, MAYOR 2020 FEB 18 PM 3:56

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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: February 18, 2020
Subject: Appointment

I hereby appoint, subject to your approval, the following named individual as a member of the Commission on Disabilities. This term will expire on March 1, 2023.

Shawn Flaherty
32 Milk Street
Newburyport, MA 01950

7 February 2020

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

Dear Mayor Holiday:

My wife and I have decided to move back home to Newburyport. It was nice to escape to a more quiet pace of life up here in New Hampshire, but we miss being close to our friends and family members. We also realized that, "there is no place like home."

We are renting at 32 Milk Street as of February 1 and will be fully moved in on Friday, February 14. We will be happy to return to Newburyport and to be so close to downtown.

I have been in contact with Jennie Donahue regarding sending you this letter with resume for your consideration. I would like you to consider appointing me to the Commission on Disabilities. I first served on the COD back in 2001 when Superintendent Mary Murray asked me to serve as a liaison to the school district. In short time, I became a voting member, and ended my service as Chair in 2008. I had a wonderful experience serving with George Cashman, Tom Lyons, and many others.

I believe that you are aware that I have peripheral neuropathy. This disease hastened my somewhat early retirement from the Nock. I believe that this disability has given me a greater awareness of those having disabilities. I believe that my prior experience with the COD and the HRC, along with my personal situation, would help make me an effective and empathetic member of the Commission on Disabilities.

Thank you for your consideration of this appointment. Being retired, I have plenty of time if you wish to sit with me to further discuss my candidacy.

Sincerely,

Shawn R. Flaherty
32 Milk Street
Newburyport, MA 01950
978.857.4271
srfusa@aol.com

cc: Jennie Donahue

Shawn R. Flaherty

32 Milk St.

Newburyport, Massachusetts

Education:

1979: B.A. Salem State College. Major in sociology. Minor in history.

1982: M.Ed. Northeastern University. Mental Health Counseling.

Teaching Experience:

1988-1991. The Harbor Schools, Newbury and Haverhill. Alternative/Special Education Teacher.

1992-1997. Greater Lawrence Educational Collaborative, Methuen. Alternative/Special Education Teacher.

1997-2019. Rupert Nock Middle School. Alternative/Special/History Teacher.

Related Experience: Dates are approximate.

Commission on Disabilities. 2001-2008.

Commission on Diversity and Tolerance/Human Rights Commission. 2014-2019.



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

To: President and Members of the
City Council

From: Donna D. Holaday, Mayor

Date: February 18, 2020

Subject: Appointment

A handwritten signature in cursive script that reads 'Donna D. Holaday'.

I hereby appoint, subject to your approval the following named individual as a member of the Historical Commission. This term will expire on 3/1/23.

Peter McNamee
9 Otis Place
Newburyport, MA 01950

Peter McNamee
9 Otis Place
Newburyport, MA 01950

December 16, 2019

The Honorable Donna D. Holiday, Mayor of the City of Newburyport
Newburyport City Hall
60 Pleasant Street
Newburyport, MA 01950

Dear Mayor Holiday,

Please accept the following as my submission for consideration as a candidate for the current vacancy on the Newburyport Historic Commission.

Having been a student of historic architecture for many years, I was naturally drawn to Newburyport in the late eighties and took up residence in 1991. Since that time it has been my great pleasure and pride to be a member of this community and to show it off at every opportunity.

Professionally, I serve as General Manager of the Boston and Chicago offices of Barbizon Lighting Company. Our Systems Integration Division specializes in the design and installation of lighting and rigging systems in the television, film, video, and theatrical industries. Because of our sensitive and comprehensive approach, we are frequently brought in to work on historically significant buildings such as Boston Symphony Hall, The Boston Opera House, and - among many others - The Firehouse Center for the Arts in Newburyport.

Starting as a Project Manager and progressing through the roles of Systems Integrator, Systems Group Manager, and ultimately General Manager, I am well acquainted with the construction industry. Along the way I have maintained my appreciation of New England's rich built environment so well demonstrated by the City of Newburyport.

It would give me great pleasure to be a contributor to those efforts that maintain balance between Newburyport's treasures while allowing for selective, appropriate growth. To that end, I submit this application and hope to discuss the matter with you at your convenience.

Respectfully,



Peter McNamee

PETER MCNAMEE

9 Otis Pl | Newburyport, MA 01950
(617) 803-9018 | pm_mcnamee@hotmail.com

CROSS-FUNCTIONAL LEADER SKILLED IN ARTICULATING GOALS AND DEFINING APPROPRIATE MILESTONE PRIORITIES. ADEPT AT EVALUATING, STABILIZING, AND IMPROVING OPERATIONS, POLICIES AND PROCEDURES. DEMONSTRATED ABILITY IN INCREASING PROFIT AND EXPANDING PROFIT OPPORTUNITIES WHILE CONCURRENTLY REDUCING EXPENSE, RETIRING DEBT, AND ESTABLISHING ACTIVE, PRODUCTIVE PARTNERSHIPS.

SKILLS & ATTRIBUTES

- **CALM, DECISIVE LEADERSHIP IN ALL SITUATIONS**
- **STRATEGY FORMULATION AND IMPLEMENTATION**
- **CLEAR, EFFECTIVE COMMUNICATION**
- **FUTURE-FOCUSED NEGOTIATIONS**
- **RISK MANAGEMENT**
- **MENTORING AND STAFF DEVELOPMENT**

General Manager (2006 – present)

Barbizon Light of New England / Barbizon Light of Chicago

Barbizon is an international company providing turn-key lighting and rigging systems for Broadcast, Film/Video, Educational, and Theatrical markets. The Boston/Chicago operation was underperforming, handicapped by poor cash management and growing debt. I was recognized as a leader among front-line managers and promoted to General Manager in order to deal with the challenge of rebuilding the operation.

- Manage operations and business development of a staff of twenty-five professionals in the Boston and Chicago offices of this industry leading specialty systems integrator and distributor.
- Conceived of and initiated a cultural shift using a four-point plan designed to establish a unified team objective and a clear understanding of how individual actions impact team outcomes.
- Established and communicated clear targets for each division, group, and every individual stakeholder.
- Collaborated with each team member to develop specific action plans for each stakeholder.
- Reversed negative cash flow within the first twelve months by identifying poor cash management practices.
- Implemented policies, procedures, checks, and balances resulting in increased retained profit through elimination of delay fees and increased availability of quick-pay incentives.
- Re-established weak or broken relationships with manufacturers and vendors through a strategy of honesty, partnership, and regular communication.
- Eliminated legacy debt of \$1.2 million and re-established credit worthiness with all vendor partners.

- Established financial practices allowing accurate forecasting and necessary action planning.
- Introduced inventory management practice using clear inventory target levels, turn ratios and E&O reduction of 50%
- Mentored Purchasing Manager who, on my recommendation, was promoted to National Purchasing Manager
- Increased YOY contract and national account revenues 27% with concurrent increased GP
- Implemented classification strategies which allowed market segment evaluation, trend analysis, and appropriate development efforts.
- Established policies and procedures to ensure accurate sales and use tax maintenance collection and reporting across contract, resale, and retail channels.
- Identified an unchecked pattern of lease rate escalation and negotiated a 45% reduction thereby correcting to market rate
- Established new AR collection targets and monitoring processes reducing average pay days from 76 to 43
- Implemented expense controls, financial analysis, annual budget preparation and review
- Implemented reporting transparency to eliminate profits lost through uncoordinated and often duplicated sales efforts

Systems Division Manager (1998 – 2005)

Project / Product Manager (1996 – 1998)

Barbizon Light of New England

A long-established specialty lighting distributor in the broadcast and theatrical markets, Barbizon's growing Systems Division was in need of structure and organization in the logistical disciplines needed for profitable project execution.

- Developed tools for project estimating and job costing allowing pre-project planning including projections for critical path and related resource and procurement needs.
- Built and managed Barbizon's staff of systems integrators and project managers in the development and execution of specialty lighting, rigging and control systems.
- Established standards for project lead qualification
- A key component of a successful project is to establish appropriate expectations, including budget expectations. I developed a tool to quickly establish practical budget expectations upon which to base project development.
- Established best practices for project contracting, contract management, and close-out
- Developed practical division-specific revenue forecasting models
- Oversight of over \$90,000,000 in projects including ESPN, MTV, WGBH, Boston Symphony Hall, WHDH, WCVB, WFXT WLVI, MTV, The Weather Channel, Georgia public TV, Iraqi Media Network
- Managed North American distribution channel for energy-efficient broadcast lighting
- Expanded capital acquisition offsets for customers through governmental energy efficiency incentive programs

Training Consultant

1993 – 1995

Avid Technology

Sales had been unimpressive for Avid's Unix-based Media Express product, a solution for digital non-linear video editing. I was contracted to focus on increasing sales of this product in an emerging market of editors seeking editing solutions outside of the Apple operating system.

- Evaluated North American market penetration through in-depth survey of Avid's channel partners.
- Developed and delivered training designed to provide Avid's reseller channel with effective sales strategies utilizing competitive product comparisons and professional user reviews

Training consultant 1993 – 1995

Consulted with real estate brokers and agents to increase production levels through coaching aimed at improving personal organization strategies, utilizing CRM and high-quality computer generated presentation tools.

Real Estate Broker 1991 – 1995

Recognizing that the average real estate agent operates with minimal sales or business experience, I developed a unique strategy to separate myself from the competition. This approach both eliminated 80% of my competition and succeeded in establishing an open and productive relationship with clients

Education

BA – Theatre Production and Management , William Paterson College

Other

Top 10% Fundraiser & Rider – Pan-Mass Challenge, 2012 - present

Fundraiser, AIDS action committee

Search and Rescue Boat Crew - United States Coast Guard

Small Arms Instructor – United States Coast Guard

Various Volunteer Activities, Ongoing

Building Committee & City Liaison - First Religious Society Unitarian Universalist

Parish Committee - First Religious Society Unitarian Universalist

Avid Cyclist and Hiker



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 FEB 18 PM 3:56

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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: February 18, 2020
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as a member of Commission on Disabilities. This term will expire on March 1, 2023.

Jennie Donahue
18 Cherry Street
Newburyport, MA 01950



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 FEB 18 PM 3:56

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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: February 18, 2020
Re: Re-Appointment

I hereby re-appoint, subject to your approval, the following named individual as the Shellfish Constable. This term shall expire on March 1, 2023.

Paul Hogg
4 Coltin Drive
Newburyport, MA 01950



CITY OF NEWBURYPORT OFFICE OF THE HARBORMASTER

PAUL HOGG
HARBORMASTER

NEWBURYPORT CITY HALL
60 STATE STREET
NEWBURYPORT, MA 01950

TEL: 978-462-3746

Objective To protect the safety of all boaters and management of the Newburyport Waterways. The Harbormaster works to protect life, property and the Civil rights or individuals through enforcement of laws and ordinances and regulations

Experience Harbormaster City of Newburyport 04/01 2010 – Present

Responsible for 55 employees maintaining schedules, weekly meetings and monthly trainings. I am accountable for collections of water related City approved fees and fines and keep accurate and up to date reports for the Mayor and Harbor Commission. Responsible for management and personnel at Cashman Park, Plum Island parking lot, central waterfront docks, lifeguards and City owned Harbormaster Department vessels and property.

Assistant Harbormaster 11/01 2001- 4/2010

Enforce State, Federal and local Maritime Laws
Patrol the waterways of the Merrimack River
Assist Coast Guard, Police, Fire, Environmental
Maintain safety of all vessels
Assist in the maintenance and upkeep of docks and gangways

Shellfish Constable 4/01 2016- Present

Protection of the City's shellfish. I work through a variety of environmental, ecological and law enforcement duties.
Enforce all policies, statutes, ordinances and regulations relating to shellfish, marine fisheries, lobsters, wetlands, water quality and natural resources.
Protect the public health and assist with all aspects of environmental and ecological management including administration of the shellfish propagation program and research.

Police Officer 3/2002- 5/2017
Merrimac Police Department

Patrol the streets of Merrimac and community relations
Respond to all 911 and medical calls
Accurately prepare and complete reports, records and logs
Enforce all laws in accordance with Mass law and testify in court when required



CITY OF NEWBURYPORT OFFICE OF THE HARBORMASTER

PAUL HOGG
HARBORMASTER

NEWBURYPORT CITY HALL
60 STATE STREET
NEWBURYPORT, MA 01950

TEL: 978-462-3746

Education

Newburyport High School
Northern Essex Community College
Harbormaster Training Program
Reading Police Academy
North Shore Harbormaster Training
Yamaha University
Boat wise Marine Training
Essex Tech

Certifications, Trainings and Licenses

Certified Police Officer through the Criminal Justice Training Council
United States Coast Guard Master 100 Ton Captain
Certified through FEMA for Port and Vessel Security
Nationally Certified as a Boat Operator and Crewman
Marine Firefighting and Marina Fire Training
Commercial Boat offshore safety training
United States Merchant Marine Officer
Certified Massachusetts Harbormaster
Search and Rescue Certified
CPR / First Aid and AED Certified
First Responder Certified
Taser Certified
Certified in Marine Outboard Engine Repair



CITY OF NEWBURYPORT
OFFICE OF THE HARBORMASTER

PAUL HOGG
HARBORMASTER

NEWBURYPORT CITY HALL
60 STATE STREET
NEWBURYPORT, MA 01950

TEL: 978-462-3746

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

**APPOINTMENTS
SECOND READING**

SECOND READING APPOINTMENTS

- APPT144_02_10_2020 Kristen Farrell 28 Spofford St Disabilities Comm 2/10/2023
- APPT145_02_10_2020 Mukhayo Portmann 146 High St Human Rights Comm 2/10/2023
- APPT146_02_10_2020 Ken Swanton 10 Tremont St ZBA 2/10/2021

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

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 24, 2020

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

Department	Vendor	Amount
Veterans Services	K. Hunt/G. Mello Disposal	\$12.00
Veterans Services	K. Hunt/Kelly's True Value	\$18.58
Veterans Services	K. Hunt/Kelly's True Value	\$24.74
City Clerk	Tyco SimplexGrinnell	\$527.41
	Total:	\$582.73

Councillor Charles F. Tontar

G. MELLO DISPOSAL CORP
 95 Tenney Street, P.O. Box 348
 Georgetown, MA 01833
 (978) 352-8581 FAX (978) 352-7340

HAWARD
 THANK YOU FOR SHOPPING AT
 KELLY'S TRUE VALUE
 63 STATE STREET
 NEWBURYPORT, MA 01950
 (978) 462-2951 *Flagpole*

Newbury Transfer
 DATE *06/13/19*

SOLD BY		DATE
NAME <i>Cash</i>		
ADDRESS		
CITY		
<input type="checkbox"/> CASH <input type="checkbox"/> CHARGE <input type="checkbox"/> MERCHANDISE RETURNED <input type="checkbox"/> C.O.D. <input type="checkbox"/> PAID OUT <input type="checkbox"/> PAID ON ACCOUNT		
QTY.	DESCRIPTION	AMOUNT
<i>4</i>	<i>Boxed Flags</i>	<i>12.00</i>
<i>Pd.</i>		
RECEIVED BY		TOTAL <i>12.00</i>

2225

THANK YOU

Kevin Hunt
Employee Reimbursement
Request

05/17/19 11:05AM LR 552 SALE
 231740 1 EA 17.49 EA
 1/4x100 WHI Poly Rope 17.49
 SUB TOTAL: \$ 17.49 TAX: \$ 1.09
 TOTAL: \$ 18.58
 BK CARD AMT: 18.58
 BK CARD#: XX XX 4190



====> JRN# 70090
 CUST NO: 45
 Customer Copy

www.kellystruevalue.com

CEMETERY GARBAGE

THANK YOU FOR SHOPPING AT
 KELLY'S TRUE VALUE **BAGS**
 63 STATE STREET
 NEWBURYPORT, MA 01950
 (978) 462-2951

05/16/19 8:20AM AM 558 SALE
 322642 1 EA 12.79 EA
 210CT 2x50BLK Refuse Bag 12.79
 594674 1 EA 10.49 EA
 45CT 13 GAL KITCHEN BAG 10.49
 SUB-TOTAL: \$ 23.28 TAX: \$ 1.46
 TOTAL: \$ 24.74
 BK CARD AMT: 24.74
 BK CARD#: XX1760



====> JRN# 70090
 CUST NO: 45
 Customer Copy

www.kellystruevalue.com



District # 114
 35 Progress Ave
 NASHUA, NH 03062-3301
 603-886-1100

INVOICE NO.
79661881
DATE OF INVOICE
09-01-17

INVOICE CONTRACT DETAIL

Service Plan Name	Billing Start Date	Billing End Date	Ship To Address	Covered Product	Qty	Description	Amount
Time Solutions Low End Test & Inspect - Parts and Labor	01-OCT-17	30-SEP-18	60 Pleasant St, City Clerk's Office, NEWBURYPORT, MA	SYSTEM-BL-LOW END CLOCK 1605-9051	1 1	TIME CLOCK (LOW END) SYSTEM BASE-AUTO TIME STAMP	\$527.41

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 24, 2020

Amend existing Order originally dated April 25, 2011 with deletions ~~double-stricken~~ through, and additions double-underlined:

Whereas, there is a need for some clarity on the activities on or about polling places within the City of Newburyport, and

Whereas, the Commonwealth defers to the local municipality to issue guidelines on political signs and the placement thereof;

NOW, THEREFORE, IT IS AGREED, that the City Clerk by and through the Board of Registrars, shall enforce that following guidelines during state, local and special elections on or about the entrances to the polling places, including without limitation, roadways and walkways, adjacent corners and intersections:

- Signs at the entrance to the polling places shall be no more than four feet by six feet.
- ~~There shall be only one sign per person.~~
- Unattended signs shall be placed flat on the ground.
- For public safety, there shall be no person or sign within three (3) feet from the corner of the entrance to the polling places.
- Pursuant to G.L. c. 54 § 65 and § 71, and C.M.R. regulations, polling places must be open and unobstructed and voters may not be hindered. Generally, there shall be no political activity within 150 feet of a polling place.

Councillor Barry N. Connell

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

Amend existing Newburyport City Council Rules (2020) deletions ~~double-stricken through~~, and additions double-underlined:

NEWBURYPORT CITY COUNCIL RULES (2020)**PURPOSE**

Pursuant to the City of Newburyport Home Rule Charter (Charter), except as otherwise provided by the General Laws of the Commonwealth of Massachusetts (General Laws) or by the Charter, the legislative powers of the City Council of the City of Newburyport (Council) may be exercised in a manner determined by it. The purpose of these rules of the Council (Rules) is to establish in writing the manner in which the Council shall exercise its legislative powers.

ORGANIZATION

Rule 1. No later than December 31 after each regular municipal election, the City Clerk (Clerk) shall provide written notice to each member of the Council for the coming two-year legislative session of the date, time, and place of the first meeting of the Council in the next calendar year, to be known as the Inaugural Meeting.

Rule 1A. At the Inaugural Meeting, the Council shall, by majority vote of all its 11 members, notwithstanding any vacancies (Full Council), elect a President from within its membership. The City Clerk (Clerk) shall preside at the Inaugural Meeting until such time as a President is elected. The Full Council shall vote to set the date of its next regular meeting before it may vote to adjourn the Inaugural Meeting.

Rule 1B. No later than at its next meeting after the Inaugural Meeting, the Council shall, by majority vote of the Full Council, adopt its Rules for such calendar year.

Rule 1C. No later than at its next meeting after the Inaugural Meeting, the Council shall, by majority vote of the Full Council, adopt a schedule of regular meetings of the Council for the remainder of such calendar year.

Rule 1D. In the second year of each two-year legislative session, no Inaugural Meeting shall occur. Instead, at its first meeting of such calendar year, the Council shall, by majority vote of the Full Council:

(1) elect a President from within its membership; (2) adopt its Rules for such calendar year; and (3) adopt a schedule of regular meetings of the Council for the remainder of such calendar year.

MEETINGS

Rule 2. Council meetings shall be held in the Council Chamber of City Hall unless the President, or a majority of the Full Council, determine by any means reasonable and practicable, and give written notice to all members, that such meeting will be held in an alternate location.

Rule 2A. Special meetings of the Council shall be held at the call of the President, or any six (6) or more members, for any lawful purpose, by causing a notice of such special meeting to be delivered in hand or to the place of business or residence of each member or by return receipt email. This notice shall, except in an emergency of which the President shall be the sole judge, be delivered at least forty-eight (48) hours in advance of the time set, and shall specify the purpose or purposes for which the special meeting is to be held. The Clerk shall cause a copy of each such notice to be posted immediately including on the City's Website, in accordance with applicable laws.

Rule 2B. If any meeting of the Council is in session at 11:00pm, said meeting shall be adjourned until 7:30pm of the following evening, unless another date and time is voted by a majority of the Full Council or the Council, by majority vote, suspends this rule.

HOLIDAYS

Rule 3. Except as otherwise provided in the Charter, whenever the day set by these Rules for any meeting of the Council, regular or special, shall fall upon a holiday, then such meeting shall be canceled or postponed to a date certain by majority vote of the Full Council.

PRESIDING OFFICER

Rule 4. The President, if present, shall preside at all meetings. In the absence of the President, the senior-most member in terms of consecutive, uninterrupted service on the Council shall serve during the absence of the President. If more than one member has served the same length of time, the Council shall elect a President Pro Tem by majority vote from the most senior Councillors in terms of consecutive, uninterrupted service on the Council.

DUTIES AND POWERS OF THE PRESIDING OFFICER

Rule 5. The presiding officer shall: preserve decorum and order; speak to points of order in preference to other members; decide all questions of order, subject to appeal to a super-majority of the Full Council; declare all votes, or permit the Clerk to do so; and perform any other duties consistent with the office that may be provided by charter, ordinance, or by other vote of the Council.

Rule 5A. If any member doubts a vote as declared, the presiding officer, without further debate on the question, shall require that a count be taken by roll call of the membership.

Rule 5B. During any meeting, whether regular or special, the presiding officer may, at any time, call for a five-minute recess.

RELINQUISHING THE CHAIR

Rule 6. When the presiding officer desires to relinquish the Chair, he or she may call upon any Councillor to take the Chair, but such call to the Chair shall not continue beyond the will of the presiding officer so relinquishing the Chair, or beyond an adjournment of the Council, except as hereafter provided. If the presiding officer wishes to express an opinion on any subject under debate, he or she shall relinquish the Chair as above provided, and shall not resume the Chair until he or she is through speaking, and all points of order arising therefrom have been decided by the Councillor presiding in his or her place. Notwithstanding the foregoing, the presiding officer may, however, state facts and give opinions upon questions of order without relinquishing the Chair.

COMMITTEES AND COMMITTEE BUSINESS

Rule 7. The President shall appoint all members to all City Council Committees, both standing and ad hoc, designate the Chair of each such Committee, who shall serve as its presiding officer, and fill any vacancies thereon as they arise. Likewise, the President may establish, dissolve, and/or reconfigure ad hoc Committees in his or her discretion, provided that such ad hoc Committees shall be re-established each two-year legislative session. Ad hoc committees may include members other than members of the Council for purposes of deliberation, but they may not vote. Except as otherwise provided in Rule 12, the Council shall, by a majority vote, refer each matter newly introduced through the Council agenda (Agenda) to a single Committee, either standing or ad hoc, for review at a public meeting of such Committee, before such matter may be acted upon again by the Council. Notwithstanding the foregoing, a Councillor may make all parliamentary motions, including a motion to receive and file the newly introduced matter.

Rule 7A. Pursuant to the Newburyport Code (Code), there shall be nine (9) standing committees of the Council, as follows, each consisting of three (3) members of the Council, and concerned with the matters specified for it in the Code:

- Committee on Budget & Finance
- Committee on Education
- Committee on General Government
- Committee on Licenses & Permits
- Committee on Neighborhoods & City Service;
- Committee on Planning & Development
- Committee on Public Safety
- Committee on Public Utilities
- Committee on Rules

Rule 7B. Except as provided expressly otherwise in these Rules, a matter shall not be referred to more than one Committee, either separately or jointly, nor may a matter be referred to the Full Council sitting as the Committee-of-the-Whole except by super-majority vote.

Rule 7C. Committees may meet at any time, in open and/or executive session, at any place within the City of Newburyport, subject to the Massachusetts General Laws, the City Charter, and the Newburyport Code.

Rule 7D. Committees shall meet and review each matter referred to them by the Council no later than fifteen (15) calendar days after such referral.

Rule 7E. Committee meetings shall be cancelled when scheduled during any time when a declared snow emergency is in effect.

Rule 7F. During a meeting of the Council, the Chair of a Committee, whether regular or ad hoc, may remove any matter from such Committee to bring it to the floor for discussion by the Council, upon making a motion to do so, receiving a second from any other Councillor, regardless of Committee membership, and upon affirmative vote of the Full Council. Once such matter is before the Council (on the floor), any Councillor may then make a motion regarding such matter to approve it, not approve it, or refer it back to the original or to another Committee, and all parliamentary rules, including motions to amend, to table, and so on, shall be available, subject to these Rules.

Rule 7G. In the event that either: (a) the Committee has failed to meet and review a matter within the required 15 days under Rule 7D; or (b) the Chair of a Committee has failed to remove any matter from such Committee after (6) weeks of its original referral to such Committee, such matter may be removed from such Committee to bring it to the floor for discussion by the Council, provided that a petition signed by no fewer than two Councillors has been filed with the City Clerk--with copies to both the President and the relevant Committee Chair -- in accordance with Rule 16.

Rule 7H. Any matter that remains in Committee at the end of the Council's two-year legislative session shall die, unless a majority of the Full Council votes at its last meeting of such session to carry such item into the succeeding session. Any item that remains on the table at the end of the Council's two-year legislative term shall die, and may not be carried on.

Rule 7I. For any Committee item relating to the disposition of any real property, including, without limitation, purchase or sale, an appraisal of the fair market value of said real property, performed by a duly licensed professional based upon the requirements and guidelines of the current Uniform Standards of Professional Appraisal Practice (USPAP), shall be presented to the Council no fewer than seven (7) calendar days before such Committee item can be brought to the floor. The appraisal must be dated within twelve (12) calendar months of the date the relevant item is removed from Committee. The appraisal may be presented in Executive Session and/or may otherwise remain confidential in accordance with the City's Charter, and applicable law.

Rule 7J. Any Measure to authorize the issuance of a bond in an amount over \$500,000 shall not be removed from the committee to which it is first referred until the greater of thirty (30) calendar days or one (1) regular meeting of the City Council has elapsed since such referral.

SUFFICIENCY OF VOTE

Rule 8. The affirmative vote of a majority of the members present shall be sufficient to adjourn any meeting of the Council or its Committees.

Rule 8A. Except as expressly provided in these Rules, the affirmative vote of a majority or super-majority, as may be required by law, of the Full Council, rather than of the quorum present, shall be required to adopt any ordinance, order, or other vote or proceeding adopted, or which might be adopted

(Measure). Consistent with the Charter, Measures include, without limitation, all transfers, expenditures, and acceptance of funds, which shall be put into effect by an order of the Full Council.

MANNER OF VOTING

Rule 9. The Council and each of its Committees, standing and ad hoc, shall vote at a duly noticed public meeting, unless otherwise permitted under the Open Meeting Law.

Rule 9A. A vote to confirm Mayoral Appointments on a second reading shall be by roll call of the Full Council.

Rule 9B. Approval of any ordinance shall require two (2) readings and two (2) roll-call votes to be held at separate City Council meetings, while approval of any other Measure requires one (1) reading and one (1) vote, which, except in the case of bond order, may be by voice vote. Amendments to any motion to approve, not approve, or to refer back to Committee may be recorded by voice vote, including such parliamentary motions in regard to an ordinance. Following its passage on first reading, such ordinance shall be timely posted to the City's Website, as defined in the Charter, in a manner prescribed by the City Clerk. Notwithstanding the foregoing, pursuant to the Charter, votes regarding Mayoral Appointments shall be treated specially under Rule 20.

Rule 9C. At the Inaugural Meeting, the Clerk shall begin the order of roll-call voting throughout such meeting with that Councillor whose last name is first in alphabetical order. At each successive meeting that requires a roll call vote or votes, the Clerk shall begin roll calls throughout such meeting with the Councillor whose last name follows the previous Councillor in alphabetical order until the last meeting of the two-year legislative term. ~~Notwithstanding the foregoing, the Clerk shall, for all votes at all meetings, call the President to vote last.~~

Rule 9D. In the event that a member of the Council or one of its Committees wishes to have his or her vote recorded differently after announcement of the results of a roll call vote by the Clerk or presiding officer, the member must receive unanimous consent from every other present member of the Council or the Committee, as the case may be.

Rule 9E. A motion to table once seconded is not debatable, but clarifying points of information shall be allowed for the purpose of understanding the effects of such proposed tabling.

GAINING THE FLOOR

Rule 10. All Councillors, when desiring to speak on a matter, shall raise their hands and respectfully address the President, and wait until recognized by the presiding officer.

Rule 10A. Once recognized by the President, the Councillor shall stand to speak on the matter. A Councillor shall remain standing while speaking, and shall sit down to indicate to the President the conclusion of the Councillor's speech.

Rule 10B. No Councillor shall speak a second time on any motion until each Councillor has the opportunity to speak once, however the President may permit a Councillor to speak out of turn to respond to questions directed to him or her by another Councillor.

Rule 10C. In speaking, members shall at all times confine themselves to the motion in order, shall use parliamentary language and appropriate demeanor, and shall strive to refer to all other members by their ward or as an At-Large Councillor, or as the Chair or a member of a particular Committee, etc., rather than by their first or last names.

Rule 10D. No member shall leave a Council or Committee meeting while it is in session to seek or accept counsel, nor may such member while away from such meeting exchange information pertaining to an item on the meeting agenda, nor to conduct any other city business.

Rule 10E. The Council President and Committee Chairs, as the case may be, shall have the responsibility and discretion for recognizing speakers other than Council or Committee members. Any member of the Council or a Committee may request of the presiding officer recognition of a speaker other than a member, but the presiding officer's determination whether to grant such recognition shall not be appealed.

SPONSORSHIP OF MATTERS

Rule 11. With the sole exception of a Mayoral Appointment, as described in Rule 20, no Measure or other matter beside a Communication, of any kind, shall be placed on the Agenda by any City official or other person, including, without limitation, the Mayor, nor may it be acted upon by the Council, unless it is sponsored by a member of the Council. Each such matter carried over from a previous, two-year legislative term must be sponsored by a current member of the Council.

Rule 12. Except in the case of an Emergency Measure, as regulated under the Charter, the Council shall not pass or otherwise adopt any Measure until it has first been reviewed at a public meeting of a Committee in accordance with Rule 7.

Rule 12A. Failure of by any person, including, without limitation, an applicant or a city official, to meet a deadline, specified by law, regulation, or rule shall not constitute an Emergency. For example, and without limitation, the Council shall not approve a license or permit, or otherwise authorize, any person to use public property for a road race or other event by Emergency Measure ~~solely because~~ except when such event is scheduled to occur before the Council's next meeting.

Rule 12B. Pursuant to the Charter, no Measure making a grant, renewal, or extension, whatever its kind or nature, or a franchise or special privilege, shall be passed as an emergency measure, and, except as provided by the laws of the Commonwealth, no such grant, renewal, or extension shall be made otherwise than by ordinance.

Rule 12C. Pursuant to the Charter, an Emergency Measure shall become effective immediately upon its adoption without signature by the Mayor, or at such later time as the emergency measure expressly provides.

Rule 12D. In the event that a sponsor of any Measure or other matter is not present physically ~~or telephonically~~ at a meeting of the Council when the Clerk reads such Measure or other matter, then the Council shall not consider such Measure or other matter, unless all sponsors of such measure have presented a written statement requesting the Council to proceed in the absence of such sponsor.

WITHDRAWING ITEMS FROM THE AGENDA

Rule 13. After a Measure or other matter is reached on the Agenda and read aloud by the Clerk, it shall be deemed to be in possession of the Council, and shall be disposed of in some matter by vote. At any time prior to a Measure or other matter being brought before the Council through such reading, it may be withdrawn provided all sponsors so notify the President or the Clerk.

RECONSIDERATION

Rule 14. Notwithstanding Rule 9D, after a vote has been taken on a Measure or other matter, it shall be in order for any member voting with the prevailing side to move reconsideration thereof at the same meeting at which the vote was taken, and such motion shall be disposed of accordingly. Alternatively, such member may file with the Clerk, not later than noon of the next business day following such meeting, written notice of a motion to reconsider such vote. After receiving such written notification from a member, the Clerk shall place the motion for reconsideration on the Agenda for the next regular meeting of the Council, and the Clerk shall forthwith, either verbally or in writing, notify the Full Council of such filing.

DUTIES OF THE CLERK

Rule 15. The Clerk shall attend and keep all records of all meetings of the Council, shall record the names of the members present, shall record the vote of members on roll calls, and shall have the care and custody of the City records, and all documents, plans, and papers pertaining to the business of the Council. The Clerk shall also, at the request of a member, assist in the drafting of items to be presented at the meetings of the Council. The Clerk shall cause notice to be made to each Councillor of each meeting of the Council, regular and special, and of Committee meetings, and shall also post notice on the City Website at least 48 hours prior to commencement.

DEADLINE FOR AGENDA ITEMS

Rule 16. Printed materials regarding any matter, including, without limitation, the full text of new Measures, to be considered by the Council at its next regular meeting shall be presented in complete form to the Clerk not later than 4:00pm on the Tuesday preceding such regular meeting. Notwithstanding the preceding sentence, not later than 4:00pm on the Wednesday preceding a regular meeting, Committee Chairs shall submit to the Clerk the text of any Measures they intend to remove from Committee and put into the possession of the full Council. Except as otherwise provided under Rule 18A, papers presented after these times shall be considered Late-Filed Items, which shall not be taken up without a suspension of these Rules, which requires a super-majority vote of the Council. The provisions of this Rule 16 apply to all persons, and in all cases, without exception, including to all members and other City officials, such as the Mayor and Department heads, as well as the public.

AGENDA AND PACKET

Rule 17. For each meeting of the Council, the Clerk in consultation with the President shall compile the Agenda of all matters to come before the Council at such meeting, in accordance with the order of business listed below, and shall make available to the public such Agenda and all supporting documents (together, Packet) to be considered by the Council by 5:00pm on the fourth (4th) calendar day prior to such meeting; provided, however, that in the case of a special meeting the Agenda shall be made available as otherwise provided by law and these Rules, and no Packet shall be required. The Clerk shall cause a printed copy of the Packet to be delivered to each Councillor by their individually preferred means, and to be posted on the City Website at least 48 hours prior to commencement.

Items that are to be added to the Agenda as Late-Filed Items must be submitted for approval to be placed on the Agenda immediately following the Call to Order.

The order of business for the Agenda shall be as follows:

1. Moment of Silence
2. Pledge of Allegiance
3. Call to Order
4. Late-Filed Items
5. Public Comment
6. Proclamations
7. Mayors Comment
8. Consent Agenda
 - a) Approval of Minutes
 - b) Communications (including Applications)
 - c) Orders (including Transfers/Appropriation Orders) and Resolutions
 - d) First Reading of Mayoral Appointments
7. Second Reading of Mayor's Appointments
8. Communications
9. Orders (including Transfers/Appropriation Orders) and Resolutions
10. Ordinances
11. Committee Reports (including all Measures for the Council to consider)
12. Good of the Order
13. Adjournment

Rule 17A. The Consent Agenda shall be reserved for routine and non-controversial matters that may be considered apart from the rest of the Agenda and approved collectively and without debate.

The President has the sole discretion to place matters on the Consent Agenda excepting Committee Measures. Pursuant to the deadlines set in Rule 16, Committee Chairs may ask the Clerk to place Committee Measures on the Consent Agenda. This rule shall not be construed to limit or alter other rules relating to removing measures from Committee including, without limitation, Rules 7F and 7G. The retention thereon of any measure in the Consent Agenda is subject to the unanimous consent of the members present when the Council reaches the Consent Agenda during its meeting. Committee items removed from the Consent Agenda shall be handled during the regular agenda under the measure's respective Committee report, under Rule 7F.

The Clerk shall read matters on the Consent Agenda by title only. At any time before the Council acts upon the Consent Agenda, any member of the Council may cause any matter or matters listed upon the Consent Agenda to be removed and then placed into the appropriate portion of the regular Agenda, either by providing written notice to the President and/or the Clerk, or, alternatively, by rising and so requesting by motion. The

Council shall then, without debate permitted, vote collectively on all matters remaining on the Consent Agenda, by simple majority of the Full Council. Such vote may be conducted by voice vote at the discretion of the presiding officer.

Rule 17B. Supporting copied (paper copy) documents for Council agenda items shall be placed in the packet and provided to Council members only the first time the item is introduced to the Council. Subsequently, as items are taken up for debate, whether in committee or during regular meetings, it shall be the responsibility of each Councillor to have retained the documents for reference. Notwithstanding the foregoing, the electronic version of the packet, posted on the website, shall be complete.

PUBLIC COMMENT

Rule 18. There shall be designated a Public Comment time during each meeting of the City Council. The procedure for this comment time is listed below:

1. Individuals who wish to speak before the Council, whether on their own behalf or on behalf of a group, must sign in on the door of the Council Chamber prior to the start of the Public Comment segment of the meeting. Each speaker must provide his or her name and the address where he or she resides permanently (i.e. legal domicile), and indicate which Agenda item he or she will be speaking on. The President will advise attendees of their right to speak and responsibility to sign-up.
2. Two minutes allotted to each speaker.
3. One opportunity per individual to speak.
4. Comment must be related to an Agenda item.
5. Speakers who are attorneys shall disclose the identity of all clients whose interests are materially affected by the Agenda item upon which they speak.

Rule 18A. There shall be designed a Mayor's Comment time during each regular meeting of the City Council. The procedure for this comment time is listed below:

1. To address the Council during the Mayor's Comment period, the Mayor may provide notice to the President at any time prior to the Call to Order.
2. The Mayor will be allowed to speak for a total of seven (7) minutes.
3. The Mayor will be offered reserved seating on the front bench of the Council Chambers
4. Notwithstanding the normal deadline for written materials to be submitted to the City Clerk under Rule 16, the Mayor may submit a written report to the Full City Council not later than 11:00am on the day of the Council meeting, and such report shall not be deemed a Late-Filed item.
5. Nothing in this rule prohibits the Mayor from speaking otherwise in compliance with the Charter and these Rules.

PRESENTATIONS

Rule 19. To be included on the Council Agenda, presentations by individuals or groups must be sponsored by a Councillor in writing pursuant to Rule 16, and approved by the President, in which case such presentation shall be placed in the Communications segment of the Agenda, for a period not longer than twenty (20) minutes.

MAYORAL APPOINTMENTS

Rule 20. Mayoral Appointments do not require sponsorship by a member of the Council, but shall require two (2) readings and two (2) votes by the Council, the second such vote by roll call. For its first reading, each such appointment, including reappointments, shall be accompanied by submittal to the Clerk of the appointee's resume in accordance with Rule 16. The first reading shall be placed in the Consent segment of the Council's Agenda for referral to the Council's next meeting, sitting as the Committee of the Whole.

Rule 20A. As with any Consent Agenda item, a single member of the Council may move such item to the regular Agenda. As provided in the Charter, the Council may elect to refer any proposed Mayoral Appointment to a standing or ad hoc Committee, which shall review such appointment and may make a recommendation to the Full Council not fewer than seven (7) nor more than 45 days after such referral. Such Committee may require any person whose name has been referred to it to appear before such Committee, or before the Full Council, to give any information relevant to the appointment that the Committee of the Full Council may require. Notwithstanding the optional referral of proposed appointments provided for in this Rule 20A, appointments and reappointments of the following officers shall always be referred through the Consent Agenda to the standing committee with oversight over such board or commission:

- Members of the Board of Health and Health Director;
- Building Inspector;
- City Auditor/Director of Finance;
- City Librarian;
- City Treasurer;
- Director of the Department of Public Services;
- Members of the Conservation Commission and Conservation Agent;
- Harbormaster;
- Members of the License Commission;
- Members of the Newburyport Redevelopment Authority board;
- Members of the Newburyport Waterfront Trust board;
- Members of the Planning Board, Planning Director, and Zoning Administrator;
- Members of the Water and Sewer Commission; and
- Members of the Zoning Board of Appeal.

MID-YEAR BUDGET REVIEW

Rule 21. Each calendar year, the Committee on Budget & Finance shall schedule and hold a public meeting to conduct a Mid-Year Budget Review as soon as practical after six (6) months of actual expenditures are available in written form, but no later than February 28. The Chair of the Committee shall cause the Finance Director to attend, pursuant to the Charter, the Chair shall invite all members of the Council, as well. Pursuant to the Charter, the Chair shall ask the Finance Director to distribute to the Full Council documentation in support of the Mid-Year Budget Review no less than two (2) weeks before such meeting, including a year-to-date actual budget summary. Further pursuant to the Charter, any member of the Council may request that a Department Head be present at the Mid-Year Budget Review meeting, by making a request through the Chair of Budget & Finance.

ELECTRONIC COMMUNICATION DEVICES

Rule 22. The audible use of mobile phones, radios, and other electronic communication devices by any person, including members of the Council, but excepting on-duty public safety officers, is strictly prohibited within the Council Chamber while the Council is in session, and all such devices shall be turned off or otherwise made to be silent.

Rule 22A. Members of the Council may read from or otherwise obtain information from a computer, tablet, or other electronic device within the Council Chamber while the Council is in session, such as accessing the packet, conducting computer searches online or accessing calendars.

Rule 22B. Except as otherwise permitted under the Open Meeting Law, no member of the Council shall, at any time while the Council is in session, be permitted to communicate with other people, either located within or without the Chamber, using such any electronic device, whether verbally or otherwise, audibly or inaudibly.

PARLIAMENTARY PRACTICE

Rule 23. In all matters of parliamentary practice not provided for in these rules, the Council shall use Robert's Rules of Order as a guide.

RECUSAL

Rule 24. Upon his or her recusal regarding a matter, a member of the Council or a Committee shall leave the room where the meeting is being conducted, and such member shall not be counted as part of the quorum on that matter. Notwithstanding the foregoing, a recused member may, if permitted under applicable law, remain in the room solely if he and she wishes to give testimony on the matter.

Rule 24A. If the matter is to be addressed in open session, then the recusal shall be made orally and shall be included as part of the official public record. The recused member may obtain and review any records of such public discussions and/or action by the Council or Committee on the matter.

Rule 24B. If the matter is to be addressed in executive session, then the recusal must be made orally during the open session before the Council or Committee goes into such executive session and shall be included as part of the official public record. A member so recused shall not knowingly obtain or review a recording, minutes, or any other non-public information regarding such matter, other than the fact of his or her own recusal.

REMOTE PARTICIPATION (Order of July 23, 2012)

~~**Rule 25. Media:** Telephone, internet, satellite-enabled audio/video conferencing, or other similar technology may be used for remote participation provided that the participant and all in attendance can hear each other. If videoconferencing is used, the member participating remotely must be visible to all in attendance.~~

~~**Quorum:** A quorum of the public body, including the chair or, in the chair's absence, the person authorized to chair the meeting, must be physically present at the meeting location before an absent member may participate.~~

~~remotely.~~

~~**Votes:** If any member of the public body is participating remotely, all votes of the body on orders and ordinances, are required to be by roll call and the results of the roll must be recorded in the minutes.~~

~~**Status:** A member participating remotely may vote, and is not deemed to be absent from the meeting, including for purposes of MGL Chapter 39 Section 23D.~~

~~**Reasons:** Acceptable reasons for participating remotely include one or more of the following: personal illness, personal disability, emergency, military service or geographic distance. A member cannot participate remotely for convenience.~~

~~**Notification:** A member who will not be present at a meeting must notify the chair as far in advance as possible. The chair must announce at the beginning of the meeting the name of the person participating remotely and the reason. The categories listed above under Reasons may be used for this announcement such that a member's privacy rights are protected, especially with respect to illness or disability.~~

~~**Technical Issues:** If technical issues arise with the media connection, the chair must decide how to address them. Deliberations shall be suspended while the difficulties are addressed. If the remote member is disconnected during the meeting, the minutes must reflect this fact.~~

~~**Use of Plans and Other Visuals:** The chair or, in the chair's absence, the person authorized to chair the meeting, shall distribute to remote participants, in advance of the meeting, copies of all relevant documents, exhibits, and presentation materials used during the meeting. If a member of the public body is remotely participating in a public hearing relative to the issuance of any permit involving a site plan or architectural drawings, that member must utilize video conferencing such that all maps, plans or other presentation materials used or referenced during the meeting are visible. This requirement for video conferencing is not necessary where the member has already received a copy of all relevant maps, plans, or other presentation materials and no new materials are introduced during the meeting.~~

~~**Executive Session:** There shall be no remote participation in any executive session including, but not limited to, any vote to go into or out of said executive session.~~

NOTICE

Rule 26. Wherever notice to Councillors is required under these rules notice shall be hand delivered, or by postal mail or via email. When notice is received, each recipient shall confirm delivery in whatever manner is best, including reply by email.

AMENDING THE RULES

Rule 27. Any amendment of these Rules shall require successful passage of an order by the Full Council, by simple majority, as provided in these Rules.

SUSPENDING THE RULES

Rule 28. Except as otherwise, expressly provided in these Rules, a motion to suspend the rules shall require a two-thirds super-majority vote of the Full Council.

Bruce L. Vogel, Councillor-At-Large

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

AN ORDER TO AMEND THE COUNCIL RULES 2020

Additions are Double-Underlined.

Rule 17B. Supporting copied (paper copy) documents for Council agenda items shall be placed in the packet and provided to Council members only the first time the item is introduced to the Council. Subsequently, as items are taken up for debate, whether in committee or during regular meetings, it shall be the responsibility of each Councillor to have retained the documents for reference.

Notwithstanding the foregoing:

- 1) The electronic version of the packet, posted on the website, shall be complete.
- 2) *If amended, ordinances must appear in the packet (all mediums), in their entirety, in the final form they were voted out of committee.*

Councillor Sharif I. Zeid

ORDINANCES

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 24, 2020

AN ORDINANCE TO AUTHORIZE THE INSPECTOR OF BUILDINGS TO REQUIRE AUTOMATIC DOORS IN CERTAIN SITUATIONS

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

Amend existing Article III of Chapter 5 of the Newburyport Code, as follows, with additions double-underlined and italicized, and deletions ~~stricken through~~:

Sec. 5-66. – Automatic Doors in Place of Compensating Devices.

In enforcing Section 5.26.8.2, (Compensating Devices) of Title 521 of the Code of Massachusetts Regulations (Architectural Access Board), as it may be amended from time to time, the city’s inspector of buildings may in his or her reasonable discretion require that the primary egress door that leads directly to the outside of any public building or facility subject to 521 CMR shall be an Automatic Door as that term is defined therein, as it may be amended from time to time.

Councillor Jared J. Eigerman

Councillor Sharif I Zeid

Councillor Charles F. Tontar

CITY OF NEWBURYPORT



 IN CITY COUNCIL

ORDERED:

February 24, 2020

 AN ORDINANCE TO AMEND CHAPTER 12 OF THE MUNICIPAL CODE
 REGARDING CURB CUTS AND NOTICE OF WORK INVOLVING SIDEWALKS

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

Amend existing Section 12-5 regarding altering the grade, width, sidewalk, etc. of a public way as follows, with deletions ~~double-stricken-through~~, and additions double-underlined:

Sec. 12-5. – Altering grade, width, sidewalk, curb cuts, etc.

No person shall change the grade of any such street, way or grounds, or of any sidewalk of any such street, way or grounds, or the width of any such sidewalk, including, without limitation, by installing or altering a curb cut, or in any manner alter the grade, width or direction of any curbstone of such sidewalk without permission of department of public services. All proposed curb cuts shall be limited to the minimum width for safe entering and exiting, and shall in no case exceed 24 feet in width; provided, however; that the department public services may require a curb cut to be up to 30 feet in width for commercial or industrial truck traffic. The location of driveway openings in relation to traffic and to adjacent streets must provide for the convenience and safety of vehicular and pedestrian movement within the site. The number of curb cuts on state and local roads shall be minimized.

Amend existing Section 12-55 regarding notice of work involving city-owned sidewalks, as follows, with deletions ~~double-stricken-through~~, and additions double-underlined:

Sec. 12-55. – Notice of work involving city-owned sidewalks.

- (a) *Administrative discretion.* Consistent with the city charter and the other provisions of this municipal code, the department of public services shall determine in its

discretion the proper timing for the installation, construction, maintenance, repair, replacement, and reconstruction of any and all portions of city-owned sidewalk, including, without limitation, the installation or alteration of a curb cut.

- (b) *Notice of work.* No fewer than ~~seven (7)~~fourteen (14) calendar days before undertaking the installation, construction, maintenance, repair, replacement, and reconstruction of any portion of a city-owned sidewalk, the department of public services shall cause written notice of such planned work to be posted within 20 feet of~~delivered to each residence and place of business abutting~~ the affected portion of sidewalk proposed to be affected, as well as delivered by hand to the city councillors for all wards where such area of work is located.
- (c) *Notice of brick option.* Where the department of public services intends the use of cement or asphalt surface material in the installation, construction, maintenance, repair, replacement, or reconstruction of any portion of a city-owned sidewalk that is located outside of the Downtown Overlay District but within the Newburyport Historic District, no fewer than ninety (90) calendar days before undertaking any such work, the department shall cause written notice thereof to be mailed or delivered by hand to the owner of each parcel abutting the affected portion of sidewalk, as well as to the city councillors for all wards where such area of work is located.
- (i) Such required notice shall include the estimated cost per square foot to install brick surface material instead of cement or asphalt, as the case may be. Such estimated cost shall exclude all costs that would also be incurred to use cement or asphalt surface material, as the case may be, including, without limitation, work involving grading, base material, and curbstones.
- (ii) Each owner of an abutting parcel shall have twenty (20) calendar days from the mailing or delivery of such required notice to deliver its own written notice to the department that such owner agrees to pay the incremental cost for the use of brick surface material, instead of cement or asphalt surface material, as the case may be, for the affected portion of sidewalk abutting its parcel. It shall be the responsibility of such owner to confirm delivery to the department of such owner's agreement to pay, and to render such payment at such time as is reasonably required by the department.
- (iii) No later than twenty (20) days after the expiration of the period in which an abutting owner may agree to pay the incremental cost of brick surface material, the department shall review all such responses, determine in its discretion the feasibility of using brick surface material instead of cement or asphalt surface material, as the case may be, within the area of work, and cause written notice of its determination to be mailed or delivered to each owner that responded timely, as well as to the city councillors for all wards where such area of work is located. The department's determination regarding the feasibility of using brick surface material shall be final. In all cases, work shall be performed by the department or a licensed contractor of the city supervised by the department.

Councillor Jared J. Eigerman

Councillor Christine E. Wallace

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

AN ORDINANCE TO AMEND ARTICLE XXVII (DOWNTOWN OVERLAY DISTRICT) OF THE NEWBURYPORT ZONING ORDINANCE AS TO FENCES AND SITE WALLS

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

THAT Sections XXVII-E and XXVII-F of the Zoning Ordinance be amended pursuant to Section XII-B (Adoption and Amendment) to read as follows, with deletions ~~double-stricken-through-and~~ **in bold**, and additions double-underlined and in bold:

XXVII-E - Exclusions.

Consistent with the city's intent for the DOD under subsection XXVII-A, a DOD-SP shall not be required for any of the following categories of work, which are hereby excluded from review by the SPGA under this section, upon a written determination by the zoning administrator:

...

- 3. Any (i) alteration, demolition, or replacement of windows, doors, signs, and/or awnings, or (ii) construction, alteration, demolition, or replacement of fences or site walls. that is reviewed and approved by the office of planning and development under subsection XXVII-F.5(d);

...

XXVII-F Procedure and criteria.

...

5. *Procedure, requirements, and criteria for review of proposed new construction and alterations:*

...

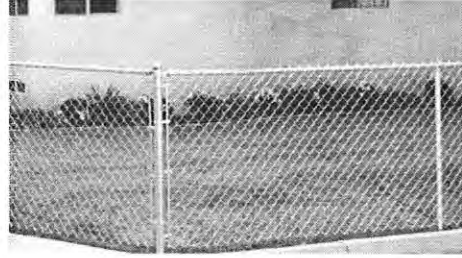
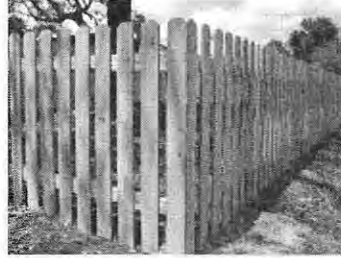
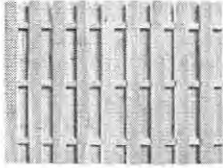
d. *Staff-level review:* The office of planning and development may review and approve for consistency with this section (i) the proposed alteration, demolition, or replacement of windows, doors, signs, and/or awnings, and (ii) the proposed construction, alteration, demolition or replacement of fences or site walls, when such work is unaccompanied by any other work subject to this section over a period of three (3) consecutive years, in which case exclusion 3 shall apply under subsection XXVII-E and no DOD-SP shall be required. Notwithstanding the foregoing, any proposed new ~~window or door~~ opening in an external wall of an historic building or structure for a window or door shall require a DOD-SP.

...

i. *Fences and site walls:* ~~New f~~Fences and site walls, whether newly constructed, altered, or replaced, shall be appropriate in scale, materials and architectural style to the historic buildings and structures located on the same lot, to the lot itself, and to its setting. Fences or site walls that will be visible from a public way or the Merrimack River warrant additional scrutiny for appropriateness. New fences and site walls shall not substantially block significant views from any street, way, or the Merrimack River, of the primary facades of historic buildings and structures located within the DOD. Placement of fences and site walls along lot lines confirms historic lot patterns of neighborhoods, as opposed to placement along arbitrary lines, and is favored. Wood, wrought-iron, masonry, or other historic materials shall be used instead of plastic, vinyl, aluminum or other contemporary materials. Where a more ornate style of fencing or site walls can be documented as having been present at the subject property, then such historic style may be replicated. In other cases, simpler historic designs, such as wood-picket, wrought-iron, or masonry shall be used instead of contemporary styles, such a unfinished, pressure-treated lumber, dog-eared, or chain-linked fencing. Fences and site walls shall be at a height from grade that is proportional to the structure(s) they accompany and the area they enclose, and, in all cases, solely the SPGA may approve heights in excess of four (4) feet for those fences or site walls visible from a public way or the Merrimack River.



(Simpler historic fence and site wall designs.)



(Unacceptable contemporary fence and site wall styles.)

Councillor Jared J. Eigerman

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 24, 2020

AN ORDINANCE TO DESIGNATE MEMBERS OF THE PLANNING BOARD AS SPECIAL MUNICIPAL EMPLOYEES

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

Amend existing Section 2-119 the Newburyport Code, as follows, with additions double-underlined and italicized, and deletions ~~double stricken through and italicized~~:

Sec. 2-119. – Members to serve without pay; powers and duties.

The members of the planning board shall serve without pay and shall have the powers and authority to perform the duties set forth in M.G.L. c. 41, §§ 81A–81J inclusive, relative to local planning boards. Members of the planning board shall be deemed to be special municipal employees for purposes of M.G.L. c. 268A.

Councillor Jared J. Eigerman

Councillor Heather L. Shand

COMMITTEE ITEMS

Committee Items-February 24, 2020

Budget & Finance

Budget & Finance

In Committee:

ORDR167_02_10_2020 - Harbormaster Fees

Removal from Committee Form

Instructions: Remit to rjones@cityofnewburyport.com; pbarker@cityofnewburyport.com; cgreen@cityofnewburyport.com by Wednesday, 5 PM preceding Council meeting

Committee Name: Budget and Finance

Committee Chair: Tontar

	Measure Identifier	Measure Title	Amended in Committee? (if yes, attach final version)	Consent Agenda or Regular Agenda?
1.	ORDR167_02_10_2020	Harbormaster Fees	Yes	Regular
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 10, 2020

THAT the City Council of the City of Newburyport hereby amends the following rates and fees for the Harbormaster Department:

Annual Permits

Waterways Permit	\$5 per foot	(increase from \$4 per foot)
Moorings	\$4 per foot	(increase from \$3 per foot)
Dinghy Dock	\$250	(increase from \$225)
Commercial Fish Pier*	\$1,700	(increase from \$1,200)

**Includes use of hoist/parking*

Councillor Charles F. Tontar

The Chair of the Committee on Budget and Finance will move to remove ORDR167_02_10_2020 from committee. He will then move to divide the question as follows for consideration:

1. Annual Permits

Waterways Permit	\$5 per foot	(increase from \$4 per foot)
Moorings	\$4 per foot	(increase from \$3 per foot)
Dinghy Dock	\$250	(increase from \$225)
Commercial Fish Pier*	\$1,700	(increase from \$1,200)

**Includes use of hoist/parking*

2. Central Waterfront Docks

Transient Rate (3 Hour Increments)	Weekday	Weekends, Holidays <u>and Special Event</u>
Under 20ft LOA	\$10 flat fee	\$10 flat fee
21to 40ft LOA	\$20 flat fee	\$20 flat fee
41to 60 ft LOA	\$30 flat fee	\$30 flat fee
*Over 60ft pays day rate		
<u>Day Rate Per Foot</u>	Weekday	<u>Weekends, Holidays and Special Event</u>
Under 50ft LOA	\$3 per foot	\$4 per foot
51to 100ft LOA	\$4 per foot	\$5 per foot
Over 101ft LOA	\$5 per foot	\$6 per foot
Dinghy up to 12 ft (up to 3 hrs)	\$5 flat fee	\$10 flat fee
Dinghy up to 12 ft with Newburyport Waterways Permit (up to 3 hrs)	No charge	No charge
<u>Mooring (overnight only)</u>	<u>Weekday, Weekends, Holiday and Special Event</u>	
All boats	\$50 flat fee	

	Weekday	<u>Weekends, Holidays and Special Events</u>
Plum Island Parking Lot		
Newburyport Resident	\$12	\$15
Non-Resident	\$15	\$20

Depending on Committee deliberation at the 6:15 meeting on Feb. 24, #1 may be considered on Monday, February 24, 2020 and #2 will be referred back to committee.

**Committee Items-
Planning & Development
February 24, 2020**

- APPT146_02_10_2020 Ken Swanton 10 Tremont St ZBA 2/10/2021

P-11



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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Subject: Appointment
Date: January 31, 2020

I hereby appoint, subject to your confirmation, the following named individual as an alternate member of the Zoning Board of Appeals. This term will expire on February 10, 2021.

Ken Swanton
10 Tremont Street
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 JAN 28 PM 1:09

Municipal Volunteer Resume

Ken Swanton

10 Tremont St. Newburyport
978-502-7899
swantonk@gmail.com

Objective: Appointment as Associate Member of the Newburyport Zoning Board of Appeals

Municipal Volunteer Experience

I have enjoyed volunteering in municipal roles while living in two similar adjacent communities, where I emphasized consensus building, as all major things were always accomplished by teams.

Town of Harvard, MA 2010-2018

- **Board of Selectman**, four years, one as chair, twice elected. Learned a lot about municipal finance and organizations and balancing budgets. Worked closely on several municipal building projects including town hall, senior center and school.
- **Historical Commission**, four years, three as chair - balanced preservation and being reasonable.

Town of Bolton MA 1982-2009

The booming industry on Route 495 greatly impacted this quiet semi-rural (like Newbury) town

- **Planning Board**, six years, twice as chair - led the crafting of much of the town's zoning bylaws
 - **School Committee**, three years, one as chair - enhanced funding for teachers
 - **Conservation Trust**, ten years, two as chair - led the permanent preservation of six large farms
 - **Master Plan Steering Committee**, two years, both as chair - led first plan update in 25 years
 - **Conservation Commission**, three years
-

Professional Experience

Now retired from a long career in the high tech industry.

- **Broadcast Pix**, 12 years, all as CEO, founder. Invented, manufactured and sold computerized live video production systems. Still serve on its Board of Directors.
- **ECHOlab**, 4 years, all as CEO. Innovative manufacturer of live video production equipment
- **Digital Equipment Corporation**, 17 years. Held senior positions in marketing, finance and planning, including Vice President, of this very large computer company.

Education

- **Harvard University** MBA 1975
- **MIT** BS 1973

January 15, 2020