

CITY COUNCIL MEETING AGENDA - VERSION 1

REMOTE –

Phone Dial-In Instructions:

Link to join Webinar

<https://zoom.us/j/97335451669>

Dial: (312) 626-6799 Webinar ID: 973 3545 1669

APRIL 27, 2020

7:30PM

(Sound Check)

- 1. MOMENT OF SILENCE**
- 2. CALL TO ORDER**
- 3. LATE FILE ITEMS - ODNC057_04_27_2020 LATE FILE Moratorium on Dog License Fines**
- 4. PUBLIC COMMENT**
- 5. 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.

6. APPROVAL OF MINUTES

- April 8, 2020 (Approve)
- April 13, 2020 (Approve)

7. COMMUNICATIONS

- COMM239_04_27_2020 Whittier Tech Approved Budget 2020-2021 (B&F)
- APPL013_04_27_2020 Chocolate Tour Central Cong. Church 5/16/2020 (PS)
- APPT166_04_13_2020 Resume of Robert Cook, Water/Sewer Commission (PU)

8. TRANSFERS

- TRAN074_04_27_2020 Free Cash 125K to Dump Truck Lease (B&F)
- TRAN075_04_27_2020 Bud Cont. \$104K to Fire SAL \$84K, Dep Ch SAL \$3,5K, Cloth \$16,5K (B&F)

9. FIRST READING APPOINTMENTS

- APPT167_04_27_2020 Madeline Nash 19 Arlington St Afford Housing Trust 5/1/2023
- APPT168_04_27_2020 Barry J. McBride 5 Pine St, Salisbury Asst Wiring Inspector 5/15/2021
- APPT169_04_27_2020 Cynthia Muir 10 Hancock St Council on Aging 5/31/2025
- APPT170_04_27_2020 Robert Dow 185 Storey Ave Harbor Comm 5/1/2023
- APPT171_04_27_2020 James Knapp 24 Cutting Dr Harbor Comm 5/1/2023

To be Referred to License & Permit

- APPT172_04_27_2020 Craig G. Holt 33 Carter St Licensing Board 6/1/2026

To be Referred to Planning & Development

- APPT173_04_27_2020 Stephen G. DeLisle 195 High St ZBA 5/31/2021

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

Budget & Finance

- TRAN072_03_09_2020 Receipts Reserved for Appr Fuel \$22.5K, Water Ret. Earn. \$7,725, Sewer Ret. Earn. \$7,725 to Tank Upgrades \$37,950
- ORDR172_03_09_2020 Brislin Scholarship Gift Acceptance \$4,793.86
- TRAN073_04_13_2020 Essex NS Tech \$4,772, Hwy Streetlights \$5,228 to Elections \$10,000

Education

- ORDR175_03_09_2020 Newburyport High School Statement of Interest - Roof and Science Labs

Neighborhoods & City Services

- COMM194_10_15_19 Ltr from Newburyport Livable Streets
- ODNC050_02_24_2020 Curb Cuts and Notice of Work Involving Sidewalks

**END OF CONSENT AGENDA
REGULAR AGENDA**

10. MAYOR'S UPDATE

11. SECOND READING APPOINTMENTS

- APPT162_04_13_2020 Lauren Healey 6 Plum Island Tpke Open Space Comm 4/1/2023
- APPT164_04_13_2020 Matt Ellsworth 38 Plummer Ave Parks Comm (Atkinson) 5/1/2025

12. ORDERS

- ORDR178_04_27_2020 Acts of 1987
- ORDR179_04_27_2020 Remote Participation Policy

13. ORDINANCES

14. 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
- TRAN070_03_09_2020 Free Cash \$25K to LIB Maint-Equipment \$25K
- TRAN072_03_09_2020 Receipts Reserved for Appr Fuel \$22.5K, Water Ret. Earn. \$7,725, Sewer Ret. Earn. \$7,725 to Tank Upgrades \$37,950
- COMM232_03_09_2020 Annual Audit of the City's FY2019 Financial Statements
- ORDR172_03_09_2020 Brislin Scholarship Gift Acceptance \$4,793.86
- ORDR173_03_09_2020 Acceptance of MGL Chapter 40, Section 5B (fourth paragraph)

- ORDR174_03_09_2020 Plum Island Beach Fee Dedication
- ODNC053_03_09_2020 Establishment of Plum Island Beach Stabilization Fund
- COMM236_03_30_2020 DLS Bulletin 2020-01 Emergency Expenditures and Borrowing
- COMM238_04_13_2020 FY2021-FY2025 Capital Improvement Program Submission
- **TRAN073 04 13 2020 Essex NS Tech \$4,772, Hwy Streetlights \$5,228 to Elections \$10,000**

Education

In Committee:

- **ORDR175 03 09 2020 Newburyport High School Statement of Interest - Roof and Science Labs**
- COMM235_03_30_2020 Ltr re: SC Apptmnt of Brett Murphy to Whittier Vo-Tech Cmte

General Government

In Committee:

-

License & Permits

In Committee:

- ODNC047_1_27_20 General Ordinance - Short Term Rental Units Rules
- COMM229_02_24_2020 Ltr re: Implementation of Short-Term Rental Ordinance
- COMM230_03_09_2020 Yearly Report, Section 16A of the Liquor Control Act

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)
- **ODNC050 02 24 2020 Curb Cuts and Notice of Work Involving Sidewalks**
- COMM233_03_09_2020 Ltr re: MVRTA State Street Bus Stop Shelter
- COMM234_03_30_2020 Ltr from Newburyport Livable Streets March 11, 2020

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
- ODNC048_02_10_2020 Newburyport Historical Commission
- ODNC051_02_24_2020 Fences in Downtown Overlay District
- COMM231_03_09_2020 Ltr re: Short-Term Rental Ordinance
- ODNC054_03_09_2020 Enforcement of the State Building Code
- APPT161_03_30_2020 Rick Taintor 10 Dexter St Planning Board 4/15/2025
- APPT163_04_13_2020 Glenn Richards 6 Kent St Historical Comm 5/1/2023

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
- APPL004_03_09_2020 Footsteps for Food - 4/14/2020
- APPL005_03_09_2020 Cultural Survival Bazaar - 7/18-19 2020
- APPL006_03_09_2020 Spring Invitation Night - 5/1/2020
- APPL007_03_09_2020 Newburyport Spring Festival - 5/24-25 2020

- APPL008_03_09_2020 Newburyport Car Show - 8/20/2020
- APPL009_03_09_2020 Newburyport Fall Harvest Festival - 10/11-12 2020
- APPL010_03_09_2020 Witches' Night Out - 10/23/2020
- APPL011_03_09_2020 Downtown Trick or Treat - 10/30/2020
- APPL012_03_09_2020 Invitation Nights - 12/4, 12/11, 12/18 2020
- ODNC055_03_09_2020 Recycling and Yard Waste Disposal by City
- COMM237_03_30_2020 21-23 Walnut St Public Safety Concern
- APPT165_04_13_2020 Dr. Robin Blair 18 Market St Board of Health 4/30/2023

Public Utilities

In Committee:

- APPT156_03_09_2020 John Tomasz 38 Storeybrooke Dr Water/Sewer Comm 3/31/2023
- APPT166_04_13_2020 Robert A. Cook 19 Everette Dr Water/Sewer Comm 3/1/2023

Rules

In Committee:

- COMM220_01_27_2020 Proposed City Council Rule 9F
- ORDR170_02_24_2020 Amendment Council Rules 2020 (COTW)
- ORDR171_02_24_2020 Amendment to Rule 17B (COTW)

15. GOOD OF THE ORDER

16. ADJOURNMENT

CONSENT AGENDA

SPECIAL CITY COUNCIL MEETING MINUTES (CONTINUED)

PURSUANT TO CHARTER SECTION 2-6(c) (ii)

REMOTE – MEETING DETAILS BELOW

MEETING RECORDING

[https://zoom.us/rec/share/ NVHda_W9UdLGLPcxUrDRL8iMq_GX6a81nAXqalPxE7YezT6BZ0nOANihCKWakFx](https://zoom.us/rec/share/NVHda_W9UdLGLPcxUrDRL8iMq_GX6a81nAXqalPxE7YezT6BZ0nOANihCKWakFx)

APRIL 08, 2020

7:30PM

Council President Eigerman called the meeting to order at 7:30pm and instructed the Clerk to call the roll. The following councilors answered present: Wallace, Zeid, Devlin, Khan, Lane, McCauley, Shand, Tontar, Vogel, Eigerman. Councillor Connell 7:50pm. 11 present.

1. Call to Order

2. Public Comment

1. Ahmer Ibrahim, 85 Prospect Street
2. John Spellman, 200 Water Street
3. Lukas Phipps, 2 Allen Street
4. Allan Jason, 4 Warren Street
5. Lisa Matas, 9 Washington Street
6. Andrew Simpson, 1½ Greenleaf Street
7. Keith Attenborough, 18 Farrell Street
8. Amy Roberts, 5 Dexter Street
9. Sarah Pawlick
10. Rick Doucette, 69 Marlboro Street
11. Jack Santos, 10 Spring Street
12. Bill Harris
13. Jane Snow, 9 Coffin Street
14. Payton Garbarino, 34 Storeybrooke Drive
15. Eric Luck, 7 Tracy Street
16. Jessica Lasky-Su, 59 Washington Street
17. Mary Baker Eaton, 3 Foster Court
18. Stephen Deffley, 6 Woodman Way
19. Meghan Kinsey, 1 Griffin Court
20. Brian Belts, 14 67th Street
21. Nikoletta Tarkan, 1 William Griffin Way
22. Eliza MacDiarmid, 18 Neptune Street
23. Elena Russo, 22 Bromfield Street
24. Elizabeth Valeriani, 29 Oak Street
25. Valerie Natoli, 19 Otis Place
26. Pat Fuller, 24 Eagle Street
27. Dr. Kay Ficht, 12 William Hall Drive
28. Preston Carey, 59 Jefferson Street
29. Tiffany Learned, 1 Oakland Street

3. ODNC056_04_06_2020 – An Ordinance to Prevent Contagion of the Covid 19 Virus in Public Places under the Jurisdiction of the City of Newburyport As Amended.

This is a continuance of the Special Council Meeting noticed on Monday, April 6, 2020 at 7:30 pm wherein the current passed Amendments are as follows:

- a) To reduce the First Violation from \$125 to \$25 in Section (c) (1) AK/BV 10 Y/ 1 N (JD) So Voted.
- b) To amend Section (a) (2) as follows: insert the word 'or' between field and court, strike 'or other area', and add after the word field the following, "however, notwithstanding the foregoing, jogging and running do not constitute a violation of this section. JE/AK 10Y/1N (JD) So Voted.
 - a. Currently there is the following Motion to Strike on the floor for discussion:

- c) Motion to Strike Section A(2), A(3) and modify (c) Violations and penalties as follows: strike 'the Parking Clerk', and 'animal control officers and parking control officers' and the remaining section (c) beginning with the words 'by penalizing violators' to the end of the section (c). JD/SZ

Motion to amend the motion to strike, insert new Section A(1): “No Group of more than 10 people shall gather in or upon any public way or upon any way to which the public has a right of access, or any place which members of the public have access as invitees or licensees, in any park, playground, or recreation area, or on school grounds owned by the City of Newburyport. This prohibition does not prevent 10 or more people from being present, but not gatherings, at any time on public land, provided they are more than 6 feet in distance from each other at all times. Emergency personnel, any personnel performing emergency services, and/or employees of the City of Newburyport in the course of their duties are exempt.” By Councillor Zeid, seconded by Councillor Khan. Roll call vote, 11 yes. Motion passed.

Motion to amend the motion to strike, insert new Section A(2): “It shall be unlawful for any person to use for active recreation any playground or play equipment, or any athletic or sports equipment, or field or court, including, without limitation, a tennis court, basketball court, baseball field, or soccer field, however, notwithstanding the foregoing, passive recreation, including, without limitation, walking, hiking, biking, jogging, and running do not constitute a violation of this section.” By Councillor Eigerman, seconded by Councillor Khan. Roll call vote, 10 yes, 1 no (Wallace). Motion passed.

Motion to amend the motion to strike, insert new Section A(3): “It shall be unlawful for any person to gather in a group of any size to be located within six (6) feet of another other person, excepting solely those persons responding to an emergency in an official capacity and in accordance with applicable law, such as personnel of the City’s Fire Department, Police Department or Department of Public Services, physicians, nurses or emergency medical technicians, and repair personal for public utilities” by Councillor Eigerman, seconded by Councillor Connell. Roll call vote, 6 yes, 5 no (Zeid, Devlin, Khan, McCauley, Shand). Motion passed.

Motion to amend the motion to strike, amend Section C; reduce first violation penalty to a warning, second violation to \$25, third violation to \$50, and fourth and subsequent violations to \$100 by Councillor Zeid, seconded by Councillor Connell. Roll call vote, 10 yes, 1 no (Devlin). Motion passed.

- d) Additionally there is an existing Motion to Approve as Amended pending. JE/AK
- e) Motion to amend the end date to May 4 2020, unless terminated earlier by the Newburyport Board of Health, by Councillor Khan, seconded by Councillor Vogel. Roll call vote, 11 yes. Motion passed.
- f) Motion to strike first paragraph

g) Motion to approve as amended by Councillor Eigerman, seconded by Councillor Khan. Roll call vote, 10 yes, 1 no (McCauley). Motion passed.

4. Good of the Order

5. Adjournment

Motion to adjourn by Councillor Tontar, seconded by Councillor Vogel. So voted. 11:25pm.

MEETING DETAILS:

Zoom Meeting info:

Here is the link:

<https://zoom.us/j/879579894>

Telephone: 1 312 626 6799 Webinar ID: 879 579 894

Motion to amend the end date to May 4 2020, unless terminated earlier by the Newburyport Board of Health, by Councillor Khan, seconded by Councillor Vogel. Roll call vote, 11 yes. Motion passed.

Motion to strike first paragraph

Motion to approve as amended (was still on floor)

CITY COUNCIL MEETING MINUTES

REMOTE –

Phone Dial-In Instructions:

Link to join Webinar

<https://zoom.us/j/282611815>

Dial: (312) 626-6799 Webinar ID: 282 611 815

MEETING RECORDING:

<https://zoom.us/rec/share/yY91CvbAqz9IT6frx1OHefJ5Bdr1eaa80CEZqaYLnks3WFNEdj4IRItMoNnqZGYu> (Access

Password: X0#.O\$55)

APRIL 13, 2020

7:30PM

The City Council President, Jared Eigerman, called the meeting to order at 7:30pm. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Zeid, Devlin, Khan, Lane, McCauley, Connell, Shand, Tontar, Vogel, Wallace, Eigerman. 11 present using Zoom as a platform.

(Sound Check)

1. MOMENT OF SILENCE

2. The Council President remembered Linda Sullivan OBrien, native of Newburyport, long-time wife of former City Councillor Thomas F. OBrien and mother of former Asst. City Treasurer Katie Chase. She passed away on April 5, 2020 at her home after a courageous battle with cancer.

3. CALL TO ORDER

4. LATE FILE ITEMS

5. PUBLIC COMMENT

6. MAYOR’S COMMENT

There was no Mayor’s Comment however Matt Coogan, CAO, answered some questions about the PCPs and the Rail Trail schedule and budget.

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

- March 30, 2020 (Approve)
- April 6, 2020 (Approve)

8. COMMUNICATIONS

- COMM238_04_13_2020 FY2021-FY2025 Capital Improvement Program Submission (B&F)

9. TRANSFERS

- TRAN073_04_13_2020 Essex NS Tech \$4,772, Hwy Streetlights \$5,228 to Elections \$10,000 (B&F)

10. FIRST READING APPOINTMENTS

- APPT162_04_13_2020 Lauren Healey 6 Plum Island Tpke Open Space Comm 4/1/2023

Re-Appointments

- APPT164_04_13_2020 Matt Ellsworth 38 Plummer Ave Parks Comm (Atkinson) 5/1/2025

To be Referred to Public Safety

- APPT165_04_13_2020 Dr. Robin Blair 18 Market St Board of Health 4/30/2023

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

Planning and Development Committee:

- APPT151_03_09_2020 Joseph Morgan 55 Hill St Historical Comm 3/31/2023
- APPT152_03_09_2020 Walter Chagnon 43 Lime St ZBA 03/31/2021

**END OF CONSENT AGENDA
REGULAR AGENDA**

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

11. APPROVAL OF MINUTES

- April 8, 2020
Council President Eigerman removed from Consent Agenda. Motion to postpone consideration until April 27, 2020 by Councillor Eigerman, seconded by Councillor Vogel. So voted.

12. APPOINTMENTS

- APPT163_04_13_2020 Glenn Richards 6 Kent St Historical Comm 5/1/2023
Councillor Shand removed from Consent Agenda. Motion to refer to Planning & Development by Councillor Shand, seconded by Councillor Khan. So voted.

- APPT166_04_13_2020 Robert A. Cook 19 Everette Dr Water/Sewer Comm 3/1/2023
Council President Eigerman removed from Consent Agenda. Motion to waive Rule 20 by Councillor Connell, seconded by Councillor Vogel. So voted. Motion to refer to Public Utilities by Councillor Zeid, seconded by Councillor Connell. So voted.

13. SECOND READING APPOINTMENTS

- APPT157_03_30_2020 Susanne F. Gallagher 3 Garnet St Board of Registrars 3/30/2023
- APPT158_03_30_2020 Kevin Hunt 14 10th St Veterans' Agent 4/1/2021
- APPT159_03_30_2020 Judy Tymon 39 Lime St Aff Housing Trust 4/30/2022
- APPT160_03_30_2020 Andrew Casson 240 Merrimac St Harbor Comm 3/31/2023

Motion to approve Second Reading appointments collectively by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 11 yes. Motion passed.

14. ORDERS

- NONE

15. ORDINANCES

- NONE

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
- TRAN070_03_09_2020 Free Cash \$25K to LIB Maint-Equipment \$25K
- TRAN072_03_09_2020 Receipts Reserved for Appr Fuel \$22.5K, Water Ret. Earn. \$7,725, Sewer Ret. Earn. \$7,725 to Tank Upgrades \$37,950
- COMM232_03_09_2020 Annual Audit of the City's FY2019 Financial Statements
- ORDR172_03_09_2020 Brislin Scholarship Gift Acceptance \$4,793.86
- ORDR173_03_09_2020 Acceptance of MGL Chapter 40, Section 5B (fourth paragraph)
- ORDR174_03_09_2020 Plum Island Beach Fee Dedication
- ODNC053_03_09_2020 Establishment of Plum Island Beach Stabilization Fund
- COMM236_03_30_2020 DLS Bulletin 2020-01 Emergency Expenditures and Borrowing

Education

Councillor Khan gave an update on remote learning. April 6th meeting recording is available online.

In Committee:

- ORDR175_03_09_2020 Newburyport High School Statement of Interest - Roof and Science Labs
- COMM235_03_30_2020 Ltr re: SC Apptmnt of Brett Murphy to Whittier Vo-Tech Cmte

General Government

In Committee:

-

License & Permits

In Committee:

- ODNC047_1_27_20 General Ordinance - Short Term Rental Units Rules
- COMM229_02_24_2020 Ltr re: Implementation of Short-Term Rental Ordinance
- COMM230_03_09_2020 Yearly Report, Section 16A of the Liquor Control Act

Neighborhoods & City Services

Next meeting is a Zoom meeting. Wednesday, April 15th, at 6:30pm.

In Committee:

- COMM194_10_15_19 Ltr from Newburyport Livable Streets
- COMM197_10_28_19 Ltr re: Phillips Drive Neighborhood Drainage (COTW)
- ODNC050_02_24_2020 Curb Cuts and Notice of Work Involving Sidewalks
- COMM233_03_09_2020 Ltr re: MVRTA State Street Bus Stop Shelter
- COMM234_03_30_2020 Ltr from Newburyport Livable Streets March 11, 2020

Planning & Development

Councillor Shand noted public hearing on zoning ordinances will be continued until June and the next meeting will be to simply continue these same hearings.

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
- ODNC048_02_10_2020 Newburyport Historical Commission
- ODNC051_02_24_2020 Fences in Downtown Overlay District
- COMM231_03_09_2020 Ltr re: Short-Term Rental Ordinance
- ODNC054_03_09_2020 Enforcement of the State Building Code
- **APPT151 03 09 2020 Joseph Morgan 55 Hill St Historical Comm 3/31/2023**

Motion to approve (comm vote 3-0) APPT151 by Councillor Shand, seconded by Councillor Wallace. Roll call vote, 11 yes. Motion passed.

- APPT152_03_09_2020 Walter Chagnon 43 Lime St ZBA 03/31/2021

Councillor Devlin recused. Motion to approve (comm vote 3-0) by Councillor Shand, seconded by Councillor Wallace. Roll call vote, 10 yes, 1 recused (Devlin). Motion passed.

- APPT161_03_30_2020 Rick Taintor 10 Dexter St Planning Board 4/15/2025

Public Safety

Councillor McCauley stated that he will have a brief meeting to address the events that are postponed or cancelled before he reports out to the Council.

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
- APPL004_03_09_2020 Footsteps for Food - 4/14/2020
- APPL005_03_09_2020 Cultural Survival Bazaar - 7/18-19 2020
- APPL006_03_09_2020 Spring Invitation Night - 5/1/2020
- APPL007_03_09_2020 Newburyport Spring Festival - 5/24-25 2020
- APPL008_03_09_2020 Newburyport Car Show - 8/20/2020
- APPL009_03_09_2020 Newburyport Fall Harvest Festival - 10/11-12 2020
- APPL010_03_09_2020 Witches' Night Out - 10/23/2020
- APPL011_03_09_2020 Downtown Trick or Treat - 10/30/2020
- APPL012_03_09_2020 Invitation Nights - 12/4, 12/11, 12/18 2020
- ODNC055_03_09_2020 Recycling and Yard Waste Disposal by City
- COMM237_03_30_2020 21-23 Walnut St Public Safety Concern

Public Utilities

In Committee:

- APPT156_03_09_2020 John Tomasz 38 Storeybrooke Dr Water/Sewer Comm 3/31/2023

Rules

In Committee:

- COMM220_01_27_2020 Proposed City Council Rule 9F
- ORDR170_02_24_2020 Amendment Council Rules 2020 (COTW)
- ORDR171_02_24_2020 Amendment to Rule 17B (COTW)

17. GOOD OF THE ORDER

Councillor Zeid gave an update from the ad hoc committee on remote participation – considering changes to public comment policy to make it more similar to in-person meetings, will bring for consideration to the Council meeting on April 27th. Councillor Connell said to contact him if you would like a lawn sign showing your support for Anna Jaques employees.

18. ADJOURNMENT

Motion to adjourn by Councillor Zeid, seconded by Councillor Vogel. So voted. 8:05pm.

COMMUNICATIONS



NEW ENGLAND
ASSOCIATION
OF SCHOOLS
AND COLLEGES
ACCREDITED MEMBER

Whittier Regional Vocational Technical High School
115 Amesbury Line Road, Haverhill, MA 01830

APPROVED BUDGET 2020 – 2021

Maureen A. Lynch
Superintendent

SCHOOL COMMITTEE

Brett Murphy, Acting Chairman
Newburyport

Garry James
Ipswich

David E. Irving
Secretary
Rowley

Paul M. Tucker
Merrimac

Lisa O'Connor
Groveland

C. Anthony LeSage
Asst. Treasurer
Amesbury

Johanna True
Newbury

Ronald Fitzgerald
Salisbury

Jo-Ann Testaverde, Ed.D
Georgetown

Chip O'Connor
West Newbury

Richard P. Early, Jr.
Haverhill

Scott Wood
Haverhill

Ben Fichera
Newburyport

Charles LaBella
Amesbury

“EQUAL EDUCATIONAL OPPORTUNITY”

Whittier Tech:

Working on your future



Whittier Regional Vocational Technical High School

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

Brett Murphy
Acting Chairman
School Committee

Maureen Lynch
Superintendent

Dear Whittier Community Officials:

I am pleased to present the recommended budget and accompanying informational documents for Whittier Regional Vocational Technical High School.

The Operating budget that was initially presented to the Executive Sub-Committee reflected a 6.98% increase over the FY20 budget. After Executive Sub-Committee, the figure was reduced to 6.50%, which is lower than the 7.57% increase in mandated Net School Spending.

As a result of the Student Opportunity Act, the district received an additional \$1,147,402 in Chapter 70 funds, which represents an 11.24 % increase over FY20. These funds will enable Whittier to hire additional teaching staff in the areas of English, Math, English Language Learners, World Language, Dental Assisting and Engineering/Electronics, while keeping total assessments to member districts at a modest average increase of 2.77%.

The total capital budget for FY21 is \$695,000 of which \$345,000 will be used to complete the final phase of the athletic field project. The remaining \$350,000 will be put towards the cost of a feasibility study for the building, which is nearly 50 years old. In December of 2019, Whittier's Statement of Interest, which outlined the need for a building renovation, was invited into the Massachusetts School Building Authority's Eligibility Period and completion of a feasibility study is one of the first steps in that process.

Whittier's FY21 budget as submitted will allow the district to continue to meet the needs of its students as we prepare them for the future. I would like to thank the School Committee for their guidance and support during this budget process. Additionally, I am grateful to the staff, department heads and administrative team for being fiscally responsible with their budget requests.

Sincerely,

Brett Murphy
Acting Chairman, School Committee

Maureen Lynch
Superintendent

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED BUDGET ACCOUNT TOTALS FY20 - FY21**

<u>FUNCT</u>	<u>FUNCTION TITLE</u>	<u>FY20 BUDGET</u>	<u>FY 21 RECOMMENDED</u>	<u>Change</u>
1000	District Leadership			
1100	School Committee	71,200	71,200	0
1200	Superintendent's Office	398,526	407,664	9,138
		<u>469,726</u>	<u>478,864</u>	<u>9,138</u>
1400	Finance & Administration	497,289	603,123	105,834
2000	Instruction			
2100	Academic Leadership	710,643	820,258	109,615
2200	School Building Leadership	775,294	789,928	14,634
2300	Instruction Teaching Services	10,314,466	11,138,823	824,357
2400	Instructional Materials	1,087,678	1,098,237	10,559
2700	Guidance	637,494	664,673	27,179
2800	Psychological Services	143,339	145,229	1,890
		<u>13,668,914</u>	<u>14,657,148</u>	<u>988,234</u>
3000	Student Services			
3100	Attendance	42,877	42,945	68
3200	Health Services	191,350	194,925	3,575
3310	Operation of School Busses	1,371,437	1,375,236	3,799
3510	Athletics	629,246	460,642	-168,604
3520	Student Body	211,100	221,730	10,630
3600	School Security	420,267	463,133	42,866
		<u>2,866,277</u>	<u>2,758,611</u>	<u>-107,666</u>
4000	Operations & Maintenance			
4110	Custodial Service	339,880	352,568	0
4120	Heating of Building	110,000	110,000	0
4130	Utility Services	708,900	708,900	0
4210	Maintenance of Grounds	40,000	40,000	0
4220	Maintenance of Building	711,398	722,799	11,401
4230	Maintenance of Equipment	76,150	73,150	-3,000
4400	Technology Infrastructure	414,331	401,225	-13,106
		<u>2,400,659</u>	<u>2,408,642</u>	<u>-4,705</u>
5000	Fixed Charges	5,129,505	5,766,228	636,723
6000	Community Services	12,000	12,000	0
7000	Replacement of Equipment	95,556	94,090	-1,466
8000	Long Term Debt	0	0	0
9000	Tuitions	85,750	85,750	0
Total Operational Budget		<u>25,225,676</u>	<u>26,864,456</u>	<u>1,638,780</u>
	Capital Outlay	695,000	695,000	0
TOTAL GROSS BUDGET		<u><u>25,920,676</u></u>	<u><u>27,559,456</u></u>	<u><u>1,638,780</u></u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

RECOMMENDED FY 2021

BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY19</u>	<u>ADJUSTED BUDGET - FY20</u>	<u>RECOMMENDED BUDGET - FY21</u>
1000	DISTRICT LEADERSHIP			
1100	School Committee			
1110.5	Supplies & Materials General Supply Items	336	500	500
1110.6	Other Expenses			
	Travel	4,075	3,500	3,500
	Memberships & Subscriptions	10,201	10,500	10,500
	Meeting Expenses	4,381	5,100	5,100
	Auditing Expenses	30,900	32,100	32,100
	Public Relations	30,846	19,500	19,500
	TOTALS 1106	80,403	70,700	70,700
	TOTALS 1100	80,739	71,200	71,200
1200	Superintendent's Office			
1210.1	Salaries, Professional Superintendent	192,754	189,379	196,075
1210.2	Salaries, Clerical Administrative Assistant	104,471	109,551	111,993
1210.4	Maintenance of Equipment	0	0	0
1210.5	Supplies & Materials			
	Postage & Office Supplies	26,674	25,715	25,715
	Printing & Reproduction	20,762	28,465	28,465
	TOTALS 1210.5	47,436	54,180	54,180

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
1210.6	Other Expenses			
	Travel & Conferences	24,350	15,700	15,700
	Memberships & Subscriptions	13,357	13,716	13,716
	Advisory Boards	11,946	9,500	9,500
	NEASC & Accreditation	4,650	6,500	6,500
	TOTALS 1210.6	54,303	45,416	45,416
	TOTALS - 1200	398,964	398,526	407,664
	TOTALS - 1000	479,703	469,726	478,864
1400	FINANCE & ADMINISTRATION			
1410	Business & Finance			
1410.1	Salaries, Professional			
	Business Manager	143,407	151,634	155,160
	Comptroller	67,008	79,232	81,003
	TOTALS 1410.1	210,415	230,866	236,163
1410.2	Salaries, Clerical			
	Accounts Payable Clerk	50,417	51,551	52,711
	Payroll Clerk (80%)	43,722	44,706	45,711
	Business Office Clerk	47,277	48,341	49,429
	Treasurer	16,396	17,100	17,142
	TOTALS 1410.2	157,812	161,698	164,993
1410.6	Travel & Conferences	2,235	1,500	1,500
	TOTAL 1410	370,462	394,064	402,656

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
1420	Human Resource & Benefits			
1420.2	Salaries, Clerical			
	Personnel Clerk	9,681	0	0
	Payroll Clerk (20%)	10,930	11,176	11,428
	TOTALS 1420.2	20,611	11,176	11,428
1420.4	Advertising	5,973	4,000	4,000
	TOTALS 1420	26,584	15,176	15,428
1430	Legal Services			
1430.4	Contracted Services			
	Legal	13,651	20,000	20,000
	TOTALS 1430	13,651	20,000	20,000
1450	Information Technology			
1450.4	District Administrative Technology			
	Contracted Services	47,185	68,049	165,039
1450.5	Other Expenses	6,787	0	0
	TOTALS 1450	53,972	68,049	165,039
	TOTALS 1400	464,669	497,289	603,123

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
2000	INSTRUCTION			
2100	Academic Leadership			
2110.1	Salaries, Professional			
	Director of Pupil Personnel	148,265	145,678	149,178
	Coord of Curriculum & Staff Development	137,387	140,456	143,844
	Coord of Cooperative Ed	0	95,292	100,691
	Vocational Technical Admin	0	0	90,000
	Vocational Coordinator	137,637	140,956	144,094
	TOTALS 2110.1	423,289	522,382	627,807
2110.2	Salaries, Clerical			
	Secretary to Student Services	57,443	58,969	60,273
	Secretary Voc. & Curr Coord.	45,691	46,719	47,770
	TOTALS 2110.2	103,134	105,688	108,043
2110.6	Travel & Conferences	804	1,000	1,000
2120.1	Salaries, Professional			
	Cluster Chairs	78,469	81,573	83,408
	TOTALS 2100	605,696	710,643	820,258
2200	School Building Leadership			
2210.1	Salaries, Professional			
	Principal	154,813	151,250	154,625
	Asst. Principals	269,860	275,932	282,141
	Coordinator of Data & Assessment	137,387	140,706	143,844
	In House Suspension	64,185	68,045	67,571

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
	TOTALS 2210.1	626,245	635,933	648,181
2210.2	Salaries, Clerical			
	Secretary to Principal	55,949	57,191	58,461
	Secretary to Asst. Principals	42,864	43,828	44,814
	TOTALS 2210.2	98,813	101,019	103,275
2210.4	Contracted Services			
	Answering Service & Maintenance	5,665	5,792	5,922
2210.5	Supplies & Materials	6,260	16,000	16,000
2210.6	Other Expenses			
	Travel & Memberships	7,902	3,000	3,000
	School Council	456	700	700
	TOTALS 2210.6	8,358	3,700	3,700
	TOTALS 2210	745,341	762,444	777,078
2250	Admin Tech/Support - Schools			
2250.4	Principals Office Technology Cont Svcs	9,944	12,850	12,850
	TOTALS 2250	9,944	12,850	12,850
	TOTALS 2200	755,285	775,294	789,928

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2300	Instruction Teaching Services			
2305.1	Salaries, Professional			
	Instructional	8,398,856	8,774,936	9,529,308
	Instructional, Special Needs	873,753	1,058,050	1,089,149
	TOTALS 2305.1	9,272,609	9,832,986	10,618,457
2315.1	Salaries, Program Advisor	0	0	0
2325.3	Salaries, Substitutes	88,580	110,000	110,000
2330.3	Salaries, Teacher Aides			
	Teacher Aides	199,659	129,925	132,629
	Teacher Aides, Special Needs	63,708	368	33,309
	TOTALS 2330.3	263,367	130,293	165,938
2340.1	Salaries, Professional			
	Instructional Media Specialist	98,417	100,870	103,373
2351.1	Salaries, Professional			
	Prof Dev Mentor Stipends	1,152	0	0
2352.1	Salaries, Professional			
	Instructional Coach/Mentor	31933	32,817	33,555
2352.4	Contracted Svcs, Prof Dev Coach/Mentor	0	0	0
2352.5	Supplies, Prof Dev Coch/Mentor	846	500	500
2352.6	Other Costs, Prof Dev Coach/Mentor	800	500	500
2354.1	Salaries, Stipends Staff Providing Prof Dev	0	7,000	7,000

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2356.1	Salaries, Staff Attending Prof Dev	0	0	0
2356.6	Expenses for Staff Attending PD	90,166	89,500	89,500
2358.4	Contract Svcs, Outside PD Providers	3,550	7,000	7,000
2358.5	Supplies, Outside PD Providers	4,880	3,000	3,000
TOTALS 2300		9,856,300	10,314,466	11,138,823
2400	Instructional Materials & Equipment			
2410.5	Supplies & Materials Textbooks	26,226	18,391	18,716
2415.5	Library Books	6,752	8,450	8,450
2415.6	Library/AV Memberships	3,200	6,010	6,010
2420.5	Instructional Equipment	42,486	61,444	41,647
2430.4	Contracted Services Shop Requests	66,677	113,916	107,383
2340.5	Supplies & Materials General Instructional	345,917	318,796	336,834
	Computer Supplies	39,046	68,600	68,600
	General Classroom	1,442	9,750	9,750
	Program Expansion	297	5,000	5,000
	TOTALS 2430.5	386,702	402,146	420,184
2430.6	Other Expenses	20,768	24,787	26,013
2451.5	Instructional Hardware/Staff & Student Devices	156,890	380,029	403,329

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY19</u>	<u>ADJUSTED BUDGET - FY20</u>	<u>RECOMMENDED BUDGET - FY21</u>
2455.5	Instructional Software & Materials	44,395	72,505	66,505
	TOTALS 2400	754,096	1,087,678	1,098,237
2700	Guidance			
2710.1	Salaries, Professional			
	Guidance Director	86,576	88,780	90,778
	Guidance Counselors	319,947	337,742	352,106
	School Adjustment Counselor	63,185	147,785	156,369
	Summer Coverage	5,075	5,400	5,400
	TOTALS 2710.1	474,783	579,707	604,653
2710.2	Salaries, Clerical	53,581	54,787	56,020
2710.5	Supplies & Materials			
	Reference & Test Materials	649	1,000	1,000
	Postage, Brochures, Supplies	1,364	2,000	2,000
	Equipment	781	0	0
	TOTALS 2710.5	2,794	3,000	3,000
2710.6	Other Expenses			
	Travel & Memberships	777	0	1,000
	TOTALS 2700	531,935	637,494	664,673
2800	Psychological Services			
2800.1	Salaries, Professional			
	School Psychologist	81,915	84,014	85,904
	Tutoring	0	4,000	4,000
	TOTALS 2800.1	81,915	88,014	89,904

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
2800.4	Contracted Services	30,676	42,275	42,275
2800.5	Supplies & Materials	15,935	12,050	12,050
2800.6	Travel & Conferences	556	1,000	1,000
	TOTALS 2800	129,082	143,339	145,229
	TOTALS 2000	12,632,394	13,668,914	14,657,148
3000	STUDENT SERVICES			
3100	Attendance			
3100.1	Salaries, Professional Attendance Monitor	41,200	42,877	42,945
	TOTALS 3100	41,200	42,877	42,945
3200	Health Services			
3200.1	Salaries, Professional School Nurses	167,299	163,928	167,503
3200.4	Contracted Services School Physician Laundry/Medical Waste	16,038 252	16,642 500	16,642 500
	TOTALS 3204.4	16,290	17,142	17,142
3200.5	Supplies & Materials	9,763	10,000	10,000
3200.6	Other Expenses Memberships	0	280	280

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
	TOTALS 3200	193,352	191,350	194,925
3310	Operation of School Buses			
3310.1	Salaries, Professional			
	Coordinator of Transportation	70,281	71,862	66,463
3310.3	Salaries, Other			
	Bus Drivers	615,856	624,116	656,565
	Mechanics	135,388	138,383	141,696
	Security/Bus Drivers (50%)	47,891	48,955	26,534
	TOTALS 3310.3	799,135	811,454	824,795
3310.4	Contracted Services	160	0	0
3310.5	Supplies & Materials			
	General Supply Items	72,963	92,000	89,000
	Fuel, Oil, Lubricants	72,150	146,200	126,200
	Equipment	0	2,500	2,500
	TOTALS 3310.5	145,113	240,700	217,700
3310.6	Other Expenses			
	Licensing & Physicals	5,007	5,000	5,000
	Insurance, Health	29,670	60,462	76,930
	Insurance, Buses	12,462	27,700	29,085
	Insurance, Workers Comp	8,090	20,089	21,093
	Leasing Expense	0	134,170	134,170
	TOTALS 3310.6	55,229	247,421	266,278
	TOTALS 3310	1,069,918	1,371,437	1,375,236

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
3510	Athletics			
3510.1	Salaries, Professional			
	Athletic Dir & Equipment Tech	29,595	30,261	30,942
	Coaches	203,192	205,073	209,687
	Trainer	29,254	29,912	30,585
	Transportation	22,018	19,000	19,428
	TOTALS 3510.1	284,059	284,246	290,642
3510.4	Contracted Services			
	Officials	34,854	42,000	42,000
	Police	2,760	3,000	3,000
	Reconditioning of Equipment	15,121	24,000	24,000
	TOTALS 3510.4	52,735	69,000	69,000
3510.5	Supplies, Sporting Goods/1st Aid	110,935	75,000	75,000
3510.6	Other			
	Memberships, Clinics & Travel	18,721	16,000	16,000
	Athletic Equipment	0	185,000	10,000
		18,721	201,000	26,000
	TOTALS 3510	466,450	629,246	460,642
3520	Student Body			
3520.1	Salaries, Class & Club Advisors, Other Stipends	53,382	52,450	53,630
	MCAS & Other Stipends	90,221	72,150	74,100
		143,603	124,600	127,730
3520.5	Supplies, Other Student Activites	30,539	10,000	10,000

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
3520.6	Other Expenses			
	Skills USA/Other	129,392	67,500	75,000
	Graduation Expenses	14,732	9,000	9,000
	TOTALS 3520.6	144,124	76,500	84,000
	TOTALS 3520	318,266	211,100	221,730
3600	School Security			
3600.1	Salaries, Professional			
	District Safety & Security Director	22,500	23,067	47,000
	Security Officer/Student Mediator	43,937	45,218	46,207
		66,437	68,285	93,207
3600.3	Salaries, Other			
	Monitors	53,127	57,826	59,123
	Security/Bus Drivers (50%)	25,392	25,949	26,534
	Security Special Events	11,227	7,000	7,000
	TOTALS 3600.3	89,746	90,775	92,657
3600.4	Contracted Services			
	Security Contract	146,288	149,600	164,030
	School Resource Officer	73,532	81,607	83,239
	TOTALS 3600.4	219,820	231,207	247,269
3600.5	Supplies & Materials	6,898	5,000	5,000
3600.6	Repairs Security Equipment	8,515	25,000	25,000
	TOTALS 3600	391,416	420,267	463,133

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
	TOTALS 3000	2,480,602	2,866,277	2,758,611
4000	OPERATIONS/MAINTENANCE			
4110	Custodial Services			
4110.3	Salaries, Summer Maintenance	0	27,880	27,568
4110.4	Contracted Services. Cleaning Contract	305,480	312,000	325,000
	TOTALS 4110	305,480	339,880	352,568
4120	Heating of Building			
4120.4	Contracted Services-Natural/Propane Gas	92,820	110,000	110,000
	TOTALS 4120	92,820	110,000	110,000
4130.4	Utility Services			
	Water	11,332	10,000	10,000
	Sewerage Treatment	40,272	35,000	35,000
	Septic Service	756	6,000	6,000
	Refuse Removal	30,435	35,000	35,000
	Telephone	70,277	67,900	67,900
	Hazardous Waste Removal	44,910	40,000	40,000
	Electrical Service	519,296	500,000	500,000
	TOTALS 4130.4	717,278	693,900	693,900
4130.5	Supplies & Materials	6,942	15,000	15,000
	TOTALS 4130	724,220	708,900	708,900

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED FY19</u>	<u>ADJUSTED BUDGET - FY20</u>	<u>RECOMMENDED BUDGET - FY21</u>
4210	Maintenance of Grounds			
4210.3	Salaries, Overtime & Snow	20,902	15,000	15,000
4210.5	Supplies & Materials			
	Ice Melt, Sand, Fertilizer	8,397	25,000	25,000
	TOTALS 4210	29,299	40,000	40,000
4220	Maintenance of Buildings			
4220.1	Salaries, Plant Facilities Manager	106,747	116,000	118,610
4220.3	Salaries, Other			
	Forer Stipend	6,144	6,282	6,423
	Maintenance "B"	322,862	348,466	357,116
	Shift Differential	7,650	7,650	7,650
	STP Stipend	0	4,500	4,500
	TOTALS 4220.3	336,656	366,898	375,689
4220.4	Contracted Services	83,573	54,000	54,000
4220.5	Supplies & Materials			
	Electrical, Paint, Plumbing, Etc	74,089	90,000	90,000
	Office Supplies	916	2,000	2,000
	Equipment	11,152	5,000	5,000
	TOTALS 4220.5	86,157	97,000	97,000
4220.6	Other Expenses			
	Repair & Replacement	72,959	75,000	75,000
	Travel & Seminars	248	2,500	2,500
	TOTALS 4220.6	73,207	77,500	77,500

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM**

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
	TOTALS 4220	686,340	711,398	722,799
4230	Maintenance of Equipment			
4230.4	Contracted Services			
	Maint/Rpr of Building & Equipment	143,107	68,150	68,150
	Maint/Rpr of Vehicles	2,673	8,000	5,000
	TOTALS 4230	145,780	76,150	73,150
4400	Tech Infrastructure, Maint & Support, Salaries			
4450.1	Technology Director	110,000	112,475	115,006
4550.3	Other	141,042	149,868	154,531
	TOTALS 4440	251,042	262,343	269,537
4450	Tech Infrastructure, Maint & Support, All Other			
4450.4	Contracted Services	95,736	139,988	119,688
4450.5	Supplies	61,061	12,000	12,000
	TOTALS 4450	156,797	151,988	131,688
	TOTALS 4000	2,391,778	2,400,659	2,408,642
5000	FIXED CHARGES			
5100.5	Other Expenses			
	Retirement Program	662,750	792,171	822,097
	Employee Separation Costs	23,992	17,820	37,755
	Annuities	27,500	22,500	22,500

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u>	<u>ADJUSTED</u>	<u>RECOMMENDED</u>
		<u>FY19</u>	<u>BUDGET - FY20</u>	<u>BUDGET - FY21</u>
	TOTALS 5100	714,242	832,491	882,352
5200.6	Other Expenses			
	Health Insurance-active employees	2,126,987	2,338,791	2,743,470
	Health Insurance - retiree	956,518	1,152,652	1,292,352
	Dental Insurance -active employees	96,118	114,055	113,698
	Medicare	215,097	211,403	219,953
	Life/Disability Insurance	2,332	4,600	4,600
	Student Accident	20,468	21,257	22,320
	Package Insurance	131,347	143,128	150,284
	Worker's Compensation	75,919	89,856	94,348
	Umbrella	24,707	9,704	11,109
	Treasurer's Bond	661	700	700
	School Board Indemnity	4,017	4,200	4,410
	Automotive	6,340	7,980	8,379
	Unemployment	25,777	100,000	100,000
	Employment Practices Liability	16,485	16,485	17,309
	Disability Insurance	3,602	3,570	3,570
		<u>3,706,375</u>	<u>4,218,381</u>	<u>4,786,502</u>
5250.6	OPEB Liability Reserve	10,000	25,000	40,000
	TOTALS 5200	3,716,375	4,243,381	4,826,502
5300.4	Rental of Equipment			
	Postage Meter	2,102	3,800	3,800
	Copy Machines	58,001	49,833	53,574
		<u>60,103</u>	<u>53,633</u>	<u>57,374</u>
	TOTALS 5300	60,103	53,633	57,374
	TOTALS 5000	4,490,720	5,129,505	5,766,228

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
 RECOMMENDED FY 2021
 BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
6000	COMMUNITY SERVICES AND STAFF DEVELOPMENT			
6200.5	Supplies & Materials Office, Flyers, Postage	8,497	12,000	12,000
	TOTALS 6000	8,497	12,000	12,000
	SITE IMPROVEMENTS			
7100.4	Acquisition and Improvement of Sites Contracted Services - Athletic Fields	750,817	0	0
	TOTALS 7100	750,817	0	0
	BUILDING IMPROVEMENTS			
7200.4	Acquisition and Improvement of Buildings Contracted Services - Allied Health	408,620	0	0
	TOTALS 7200	408,620	0	0
7000	REPLACEMENT OF EQUIPMENT			
7400	Replacement of Equipment	28,939	95,556	94,090
	TOTALS 7000	28,939	95,556	94,090

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
RECOMMENDED FY 2021
BUDGET BY LINE ITEM

<u>FUNCTION/CODE</u>	<u>CATEGORY/DESCRIPTION</u>	<u>EXPENDED</u> <u>FY19</u>	<u>ADJUSTED</u> <u>BUDGET - FY20</u>	<u>RECOMMENDED</u> <u>BUDGET - FY21</u>
9000	TUITIONS TO OTHER SCHOOLS			
9100	Tuitions to Mass Schools	0	6,750	6,750
9110	Tuition School Choice Out	0	35,000	35,000
9400	Tuitions to Collaboratives	42,905	44,000	44,000
	TOTALS 9000	42,905	85,750	85,750
STABILIZATION				
	Transfer to Stabilization	350,000	0	0
TOTAL BUDGET		24,529,644	25,225,676	26,864,456

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
TOTAL ASSESSMENTS FOR FY 2021**

Required Net School Spending		23,040,951
Other Assessments, Transportation and Community Education		1,375,236
Long Term Debt Assessment		-
Capital Assessment		695,000
Other Educational Assessment		<u>2,448,269</u>
Gross Budget		27,559,456
Less Revenues To Be Applied:		
Chapter 70 aid	11,352,261	
E and D	0	
Transportation	<u>787,618</u>	<u>12,139,879</u>
Total Assessments		<u><u>15,419,577</u></u>

	<u>Minimum Contribution</u>	<u>Other Assessments</u>	<u>Long-term Debt Assessments</u>	<u>Capital Assessments</u>	<u>Other Educational Assessments</u>	<u>Total Assessments</u>
Amesbury	1,240,419	44,588	-	71,291	185,771	1,542,069
Georgetown	471,134	15,019	-	50,941	62,576	599,669
Groveland	619,417	22,059	-	28,640	91,908	762,024
Haverhill	6,476,471	412,084	-	280,939	1,716,917	8,886,410
Ipswich	348,091	10,326	-	55,134	43,021	456,572
Merrimac	717,032	27,222	-	26,462	113,418	884,134
Newbury	363,225	11,264	-	25,227	46,932	446,648
Newburyport	499,435	15,488	-	81,564	64,531	661,018
Rowley	363,225	11,264	-	25,487	46,932	446,908
Salisbury	438,897	13,611	-	27,535	56,709	536,752
West Newbury	151,344	4,693	-	21,781	19,555	197,373
TOTALS	<u>11,688,690</u>	<u>587,618</u>	<u>-</u>	<u>695,000</u>	<u>2,448,269</u>	<u>15,419,577</u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

REQUIRED NET SCHOOL SPENDING
FY 2021

Required Net School Spending	23,040,951
Less: Chapter 70 Aid	<u>11,352,261</u>
Net Minimum Contribution	<u><u>11,688,690</u></u>
Member Municipalities:	
Amesbury	1,240,419
Georgetown	471,134
Groveland	619,417
Haverhill	6,476,471
Ipswich	348,091
Merrimac	717,032
Newbury	363,225
Newburyport	499,435
Rowley	363,225
Salisbury	438,897
West Newbury	<u>151,344</u>
TOTALS	<u><u>11,688,690</u></u>

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**OTHER ASSESSMENTS
FY 2021**

Transportation	1,375,236
Less: Transportation Revenue to be Applied	<u>787,618</u>
Net Assessment	<u><u>587,618</u></u>

	FY19 PUPILS/% OF CONTRIBUTION FOR COMPARISON ONLY				
	<u>PUPILS 10/2/2018</u>	<u>PERCENT OF CONTRIBUTION</u>	<u>PUPILS 10/1/2019</u>	<u>PERCENT OF CONTRIBUTION</u>	
MEMBER MUNICIPALITIES:					
Amesbury	90	7.17%	95	7.56%	44,446
Georgetown	33	2.63%	33	2.63%	15,439
Groveland	48	3.82%	47	3.74%	21,989
Haverhill	841	66.96%	880	70.06%	411,707
Ipswich	24	1.91%	23	1.83%	10,761
Merrimac	72	5.73%	58	4.62%	27,135
Newbury	25	1.99%	24	1.91%	11,228
Newburyport	37	2.95%	33	2.63%	15,439
Rowley	23	1.83%	24	1.91%	11,228
Salisbury	35	2.79%	29	2.31%	13,568
West Newbury	16	1.27%	10	0.80%	4,678
TOTALS	1244	99.04%	1256	100.00%	587,618

WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL

**OTHER EDUCATIONAL ASSESSMENTS
FY 2021**

Other Educational Assessments	2,448,269
Less: E and D Transfer to Reduce Assessments	<u>0</u>
Total Other Educational Assessments	<u><u>2,448,269</u></u>

	FY18 PUPILS/% OF CONTRIBUTION FOR COMPARISON ONLY				
	<u>PUPILS 10/1/2018</u>	<u>PERCENT OF CONTRIBUTION</u>	<u>PUPILS 10/1/2019</u>	<u>PERCENT OF CONTRIBUTION</u>	
MEMBER MUNICIPALITIES:					
Amesbury	90	7.17%	95	7.56%	185,180
Georgetown	33	2.63%	33	2.63%	64,326
Groveland	48	3.82%	47	3.74%	91,615
Haverhill	841	66.96%	880	70.06%	1,715,348
Ipswich	24	1.91%	23	1.83%	44,833
Merrimac	72	5.73%	58	4.62%	113,057
Newbury	25	1.99%	24	1.91%	46,782
Newburyport	37	2.95%	33	2.63%	64,326
Rowley	23	1.83%	24	1.91%	46,782
Salisbury	35	2.79%	29	2.31%	56,529
West Newbury	16	1.27%	10	0.80%	19,493
TOTALS	1244	99.04%	1256	100.00%	2,448,269

**WHITTIER REGIONAL VOCATIONAL TECHNICAL HIGH SCHOOL
CAPITAL COSTS ASSESSMENTS
FY 2021**

Assessed as a Capital Cost

7000 Asset Acquisition

Athletic Field Turf (phase 3)	345,000
MSBA Feasibility Study	350,000
Total Capital Cost Assessment	695,000

<u>MEMBER MUNICIPALITIES</u>	<u>Resident Pupils 10/1/2019</u>	<u>%</u>	<u>Capital Cost Assessment</u>
Amesbury	2193	10.26%	71,291
Georgetown	1567	7.33%	50,941
Groveland	881	4.12%	28,640
Haverhill	8642	40.42%	280,939
Ipswich	1696	7.93%	55,134
Merrimac	814	3.81%	26,462
Newbury	776	3.63%	25,227
Newburyport	2509	11.74%	81,564
Rowley	784	3.67%	25,487
Salisbury	847	3.96%	27,535
West Newbury	670	3.13%	21,781
TOTAL	21379	100.00%	695,000

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 978 729-2263 Fax. 978 462-5647

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

NAME OF EVENT: 17TH ANNUAL NEWBURYPORT CHOCOLATE TOUR

Date: MAY 16, 2020 Time: from 12 P.M. to 4:00 P.M.

Rain Date: NONE Time: from _____ to _____

2. Location*: FIRST RELIGIOUS SOCIETY CHURCH (UU) START OF TOUR

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

3. Description of Property: USE OF SOCIAL HALL & SIDEWALK Public Private

4. Name of Organizer: CENTRAL CONGREGATIONAL CHURCH City Sponsored Event: Yes No

Contact Person: DIANE HAWKINS-CLARK Telephone: 978 729-2263 Cell: CEL

Address: 14 TITCOMB ST. NEWBURYPORT E-Mail: CLARKK@COMCAST.NET Cell Phone: _____

Day of Event Contact & Phone: DIANE HAWKINS CLARK

5. Number of Attendees Expected: 100 VOLUNTEERS, 400 TICKET HOLDERS / TOUR

6. MA Tax Number: 222 520 650 Exp 1/3/29

7. Is the Event Being Advertised? YES Where? FACEBOOK, CHAMBER OF COMMERCE, FWERS

8. What Age Group is the Event Targeted to? MOSTLY ADULTS

9. Have You Notified Neighborhood Groups or Abutters? Yes No Who? NOT NEEDED

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 MAYBE 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

BALLOONS & ANY TRASH

RECEIVED
CLERK'S OFFICE
NEWBURYPORT MA
MAR 27 AM 11:20

If yes:

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

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR 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: NEWBURYPORT CHOCOLATE TOUR
CENTRAL CONGREGATIONAL CHURCH, NEWBURYPORT

2. Name, Address & Daytime Phone Number of Organizer:
DIANE HAWKINS-CLARK CO-CHAIR
ERIN KENAGA CO-CHAIR CO-CHAIR
(14 INCOMB ST.) DIANE'S # (978) 729-2263
ERIN'S # (203) 216-6827

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up
DIANE H. CLARK (978) 729-2263
ERIN KENAGA (203) 216-6827

4. Date of Event: MAY 16, 2020 Expected Number of Participants: 400 THROUGHOUT DAY
 5. Start Time: 12:00 Expected End Time: 4:00

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

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

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

9. Formation Location & Time for Participants: 11:30 1ST SHIFT OF VOLUNTEERS

10. Dismissal Location & Time for Participants: 1:30 2ND SHIFT OF VOLUNTEERS

11. Additional Parade Information: 2 4:00 PM.

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

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

CITY MARSHAL _____ 4 Green St. FIRE CHIEF Dep SHB 3/16/20 0 Greenleaf St.
 DEPUTY DIRECTOR _____ 16A Perry Way CITY CLERK _____ 60 Pleasant St.

DEPARTMENT APPROVAL (for Committee Member use only):

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

Approval Required _____ Date: _____ Signature _____

_____ 1. Special Events: _____

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

_____ 3. Traffic, Parking & Transportation: _____

_____ 4. ISD/Health: _____

_____ 5. Recycling: _____

_____ 6. ISD/Building: _____

_____ 7. Electrical: _____

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

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

_____ 10. Parks Department: _____

_____ 11. License Commission _____

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

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

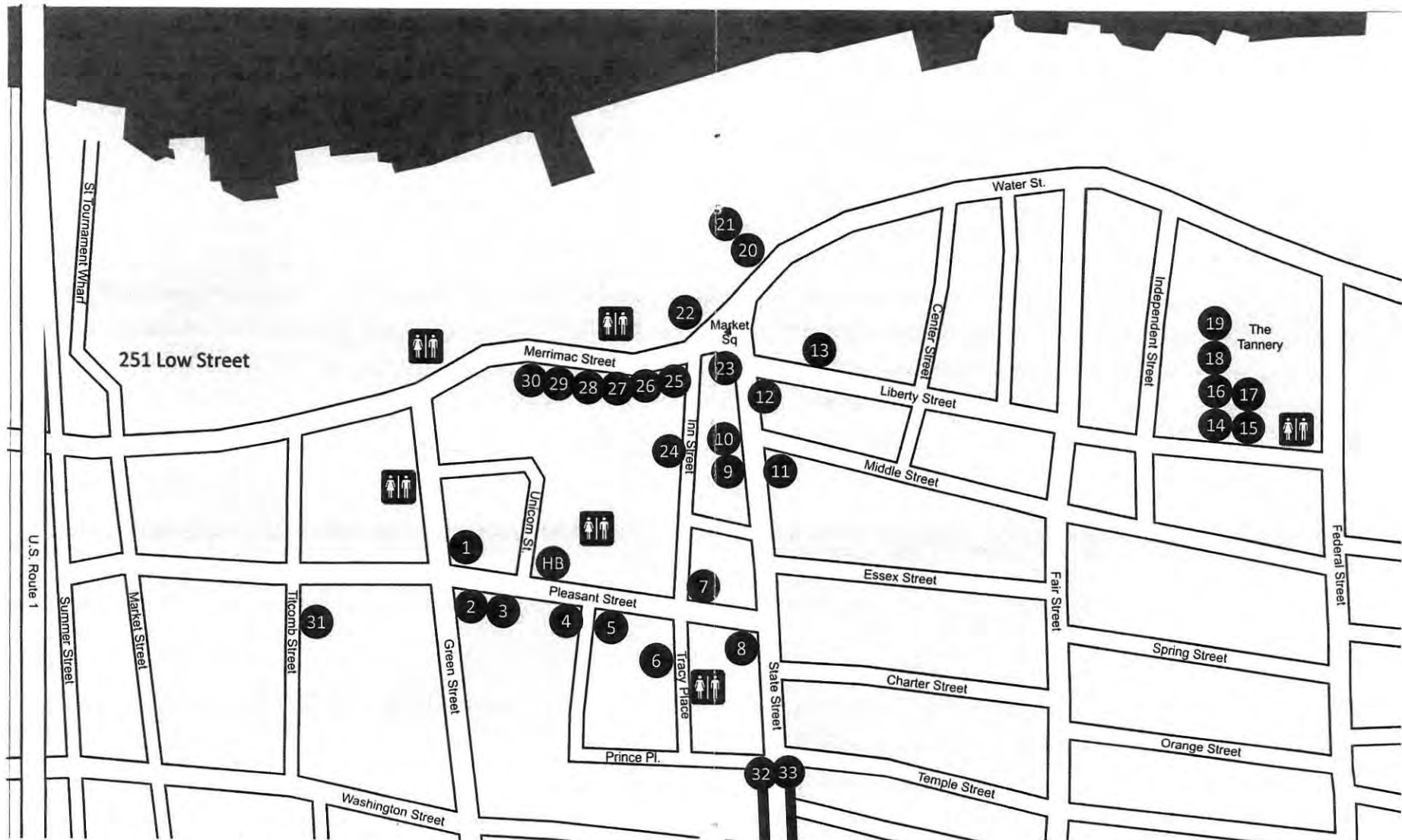
I fully understand and agree to all the terms set forth in this application. The information that I have provided is truthful and accurate. I accept all responsibility related to this event.

Signed: _____

Marie H. Clark

Date: _____

3/13/2020



- | | | | | |
|----------------------|-----------------------------|--|--------------------------|-----------------------------|
| (HB) Home Base | (7) Excentrique | (14) WishBasket | (20) Vaalbara Supply | (27) Dolce Freddo Gelato |
| (1) Polished | (8) Richdale Food Store | (15) Chococoa Baking Co. | (21) Greetings by Design | (28) When Pigs Fly |
| (2) Sisters We Three | (9) Valerie's Gallery | (16) Black Duck Market & Deli | (22) Face Food | (29) Market Hair Studio |
| (3) BC Essentials | (10) Nauti Pearl | (17) Port Plums & Newburyport
Olive Oil | (23) The Dragon's Nest | (30) Paper Moon |
| (4) Pretty Poppy | (11) Soak | (18) Quinn's Canine Café | (24) Simply Sweet | (31) Garrison Inn |
| (5) Harbor Creamery | (12) Starbucks | (19) m cacao | (25) Brass Lyon | (32) Newburyport Provisions |
| (6) Vintage Chic | (13) Figtree Kitchen Bakery | | (26) Nazarian Jewelers | (33) Jan Lorrey Flowers |

ROBERT COOK, PE, MCPPO

BACKGROUND

2012-Present
Senior Project Manager
Weston & Sampson

1986-2012
Senior Design Engineer /
Senior Project Manager
Interstate Engineering Corp.

1984-1986
Project Engineer &
Head of Specifications
Weston & Sampson

1980-1984
Environmental Engineer
Weston & Sampson

1979-1980
Environmental Engineer
Dufresne-Henry Engineering, Inc.

EDUCATION

120+ Hours of Continuing
Education Credits in Water,
Wastewater, Drainage, and other
Engineering Disciplines

1988-1989
Graduate Level Courses in
Environmental Engineering
Tufts University

1978
Bachelor of Science
Civil Engineering with an
Environmental Option
University of New Hampshire

PROFESSIONAL
REGISTRATION

Professional Engineer
New Hampshire No. 5960

Massachusetts Certified Public
Purchasing Official (MCPPO)
Certification for School Project
Designers and Owner's Project
Managers

Licensed Mechanical Contractor,
State of Florida - CMC056695

Pending License for
General Contracting, State of
Florida

OSHA 10-Hour Course

Bob has more than 40 years of experience in the design and construction of water and wastewater treatment and distribution facilities. Currently, Bob is a senior project manager with Weston & Sampson's Construction, Maintenance & Repair group.

As a process mechanical and general contractor, Bob has managed more than 100 projects ranging in size from \$50,000 to over \$30,000,000 and has managed portions of contracts valued to nearly \$100,000,000. Between his work in Massachusetts, other New England states, and Florida, he has selected and overseen more than 200 subcontractors. In passing the State of Florida general contractors exam, Bob was required to exhibit proficiency in building code requirements and all aspects of work associated with General Contracting. As a licensed mechanical contractor, Bob has over seen work with pumping systems as much as 500 horsepower. As a contractor and Professional Engineer, Bob can also effectively value engineer the construction process and determine the most effective means and methods to complete the project. He has honed these skills while also becoming proficient in dealing with municipal building, public works, permitting, and water and sewer departments, including a number of projects with State and Federal funding.

A Professional Engineer since 1985 and a contractor since 1986, Bob has worked on major wastewater treatment projects, including five projects on the Deer Island Boston Harbor Cleanup. In addition, his other major wastewater project experience includes the rehabilitation of WWTF in Fort Lauderdale, Florida and the Bonita Springs, Florida. As the former head of specifications at Weston & Sampson, Bob oversaw the upgrade of the documents.

Bob is a Water and Sewer Commissioner in the City of Newburyport. As a Sewer Commissioner for more than 35 years, he has overseen the construction of a \$30 million expansion and renovation to the city's wastewater treatment plant, and the \$35 million water and sewer project on Plum Island. Bob has been involved with many issues that face communities building large-scale municipal facilities. These issues include Administrative Consent Orders, construction procurement procedures, public participation and outreach programs, and providing information and backup to elected officials.

SPECIFIC PROJECT EXPERIENCE

- Construction manager for the utility design, construction, and operations of a WWTP for a mixed-use private development for AD Makepeace in Plymouth, Massachusetts
- Interim project field representative for the owner's engineer/project manager design-build-operate upgrade of a 16-mgd wastewater treatment facility in Woonsocket, Rhode Island
- General contractor for WWTF filter rehabilitation in Bonita Springs, Florida
- Project manager for the Boston Harbor/Deer Island primary and secondary odor control systems associated with CP-103 that included 16 large odor scrubbers and 16 carbon beds



ROBERT COOK, PE, MCPPO

- Process project manager for the digested sludge biosolids pumping from Deer Island to a fertilizer facility in Quincy, Massachusetts
- Construction manager/general contractor for seven new two-meter belt filter presses and Lohmeyer WWTP improvements for Fort Lauderdale, Florida, including (7) 2 meter belt filter presses
- Construction manager for a thermophilic egg digester and the renovation of two mesophilic digesters for the City of Lakeland, Florida
- General contractor for equipment replacement and clarifier modifications in Vero Beach, Florida
- General contractor for WWTP rehabilitation in Arcadia, Florida
- Mechanical contractor for WWTP modifications in Bangor, Maine
- Design/build upgrades for the treatment of PFAS and PFCs at the water treatment plant at the former Pease Air Force Base in Portsmouth, New Hampshire
- Constructability engineering with design/build team for upgrades to the industrial wastewater treatment plant for Perrigo Nutritionals in Milton, Vermont
- Project manager for 7.5 million project covering utilities, pump stations, and wastewater treatment facility at a private development in Plymouth, Massachusetts
- Project manager for the design and construction of an emergency treatment system for the removal of PFOA for the city of Portsmouth, New Hampshire
- Design of surface water treatment plants in Manchester, Connecticut; Amesbury, Massachusetts; and Pembroke, Massachusetts
- Design of one groundwater treatment plant in Wilmington, Massachusetts
- Construction of greensand/pressure vessel filter WTP in Holliston, Massachusetts
- Construction of greensand/pressure vessel filter water treatment systems in Cooper City and Clearwater, Florida
- Mechanical contractor for MWRA North Systems Headworks, Deer Island
- General contractor of Palm Springs WTP Improvements in Palm Springs, Florida
- Mechanical contractor for Great Sandy Bottom Pond WTP in Pembroke, Massachusetts
- Mechanical contractor of intermediate pump station & headworks for the Massachusetts Water Resources Authority (MWRA) in Weymouth, Massachusetts
- General contractor for water filtration expansion in Royal Palm, Florida
- General contractor for emergency generator and main electric gear replacement and general construction for two wellfield upgrade projects, Wells 2 & 7 and Wells 3 & 4, in Coral Springs, Florida
- General contractor for tertiary filter upgrade in Boca Raton, Florida
- General contractor for WTP expansion in Desoto County, Florida
- Quality control officer for MWRA Heat Loop 3 Deer Island in Winthrop, Massachusetts

TRANSFERS



TRAN074_04_27_2020

CITY OF NEWBURYPORT FY 2020 TRANSFER/APPROPRIATION REQUEST

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 4/27/2020

Transfer From:

Account Name:	<u>General Fund - Free Cash</u>	Balance:	<u>\$ 1,819,582.00</u>
Account Number:	<u>01-35910</u>	Category:	<u>\$ -</u>
Amount:	<u>\$125,825.12</u>	Trans I/O:	<u>\$ (53,089.00)</u>

Why Funds Are Available:

The Massachusetts Department of Revenue certified Free Cash for FY2020 at \$1,872,671. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council.

Transfer To:

Account Name:	<u>CIP Dump Truck Lease</u>	Balance:	<u>\$ -</u>
Account Number:	<u>New Account</u>	Category:	<u>\$ -</u>
Amount:	<u>\$125,825.12</u>	Trans I/O:	<u>\$ -</u>

Why Funds Are Needed:

The City procured two six-wheel dump trucks with plows in 2019. During FY2021, the third and final payment will be due totaling \$125,825.12. As this is a prior-year obligation, this is the only capital request that the Administration is making for FY2021 at this point in time. It is my hope that a subsequent capital request can be submitted once Free Cash is recertified in the Fall and we have a clearer picture of impacts of the COVID-19 pandemic on City revenue.

Donna D. Holaday, Mayor: *Donna D Holaday* Date: 4/21/20
 Ethan R. Manning, Auditor: *Ethan R Manning* Date: 4/21/2020

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR
DONNA D. HOLADAY

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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2020 APR 21 AM 11:56

To: IAFF Local 827 Newburyport Firefighters

From: Mayor Donna D. Holaday

Date: April 21, 2019

Re: Memorandum of Agreement

The following is a summary of the agreement that has been reached in principle between the City of Newburyport and the Newburyport Firefighters union - International Association of Firefighters, Local 827 for a 1-year contract for Fiscal Year 2020, retroactive to July 1, 2019

Here are the details of the changes that have been agreed to by both parties:

ARTICLE 13, SECTION I (Clothing Allowance) (Page 13):

Replace first sentence with the following:

The annual Clothing allowance for uniformed members of the Fire Department shall be increased to \$1,500.

ARTICLE 26, SECTION I (Duration of Agreement) (Page 20): Modify dates to reflect the new term of the agreement (July 1, 2019 to June 30, 2020).

APPENDIX A (Wages) (Page 21):

Replace language with following:

Cost of living adjustment (COLA)

FY20 (July 1, 2019) 2%

Increase in base pay salary

FY20 (July 1, 2019) 1%



CITY OF NEWBURYPORT FY 2020 TRANSFER/APPROPRIATION REQUEST

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 4/27/2020

Transfer From:

Account Name:	<u>Budget Contingency</u>	Balance:	\$ 155,000.00
Account Number:	<u>01129007-57805</u>	Category:	\$ 168,487.63
Amount:	<u>\$104,778.25</u>	Trans I/O:	\$ -

Why Funds Are Available:

A contingency was built into the FY2020 budget for unsettled union contracts.

Transfer To:

Account Name:	<u>FIR SAL Firefighters</u>	Balance:	\$ 439,119.83
Account Number:	<u>01220001-51142</u>	Category:	\$ 521,936.82
Amount:	<u>\$84,724.06</u>	Trans I/O:	\$ -

Why Funds Are Needed:

Funding for the one-year contract, retroactive to July 1, 2019, outlined in the attached Memorandum of Agreement.

Transfer To:

Account Name:	<u>FIR SAL Deputy Chief</u>	Balance:	\$ 23,358.11
Account Number:	<u>01220001-51102</u>	Category:	\$ 521,936.82
Amount:	<u>\$3,554.19</u>	Trans I/O:	\$ -

Why Funds Are Needed:

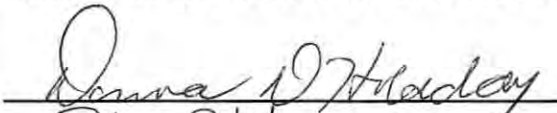

Funding for the one-year contract, retroactive to July 1, 2019, outlined in the attached Memorandum of Agreement.

Transfer To:

Account Name:	<u>FIR Clothing Allowance</u>	Balance:	\$ (12,500.00)
Account Number:	<u>01220001-51405</u>	Category:	\$ 521,936.82
Amount:	<u>\$16,500.00</u>	Trans I/O:	\$ -

Why Funds Are Needed:

Funding for the one-year contract, retroactive to July 1, 2019, outlined in the attached Memorandum of Agreement.

Donna D. Holaday, Mayor:  Date: 4/21/20
 Ethan R. Manning, Auditor:  Date: 4/21/2020

Sponsor: Charles F. Tontar, Councillor At-Large

City Council Approval:

**APPOINTMENTS
FIRST READING**



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

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

To: President and Members of the
City Council

From: Donna D. Holaday, Mayor

Date: April 21, 2020

Subject: Re-Appointment

A handwritten signature in cursive script, reading 'Donna D. Holaday', written over the 'From:' field.

I hereby re-appoint, subject to your approval, the following named individual as a member of the Affordable Housing Trust. This term will expire on May 1, 2023.

Madeline Nash
19 Arlington Street
Newburyport, MA 01950

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CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

Madeline K. Nash
19 Arlington St.
Newburyport, MA 01950
(978)499-0258 (cell phone) mknash66@gmail.com (e-mail)

Senior Project Manager, Community Economic Development Assistance Corporation, Boston, MA 2017 to present

Senior Project Manager for a public-private community development finance institution that provides financial resources and technical expertise for community-based and other non-profit organizations engaged in effective community development in Massachusetts. Responsible for underwriting acquisition and predevelopment loans to nonprofits to support the development of affordable housing that is consistent with the priorities of the Commonwealth and is designed to meet the needs of local communities.

Senior Program Manager, Local Initiatives Support Corporation, Boston MA 2014 to 2017

Developed and administered the Equitable Transit Oriented Accelerator Fund, a state-wide loan fund designed to support affordable housing development near key transit nodes. Underwrote acquisition and predevelopment loan funds for affordable housing and economic development initiatives and implemented loan fund and asset management reporting.

Director of Real Estate, Coalition for a Better Acre, Lowell, MA, 2006 to 2014

Transformed underperforming real estate development department to one with a high level of productivity and professionalism that has resulted in measurable positive community impacts. This work involved identifying new development opportunities, conducting feasibility analysis, and negotiating acquisitions; securing project financing from local, state, federal and private sources; overseeing the local permitting process; supervising the project development team and construction activities; maintaining relationships with funders and community interest groups; asset management for a portfolio of 425 residential units and 33 commercial units; facilitating the CBA Real Estate Committee comprised of members of the CBA Board of Directors and community leaders; supervision of real estate development staff.

Director of Real Estate Development, Salem Harbor Community Development Corporation, Salem, MA, 1999 - 2006

Managed all aspects of affordable housing initiatives for a nonprofit community development corporation. This work involved coordination with community leaders and CDC staff to identify properties appropriate for redevelopment as affordable rental property or for sale to first time homebuyers, initiation of SHCDC's first residential new construction project, participation in the refinancing and rehabilitation of SHCDC's rental portfolio, and creation and administration of an innovative Lease-to-Purchase Program. Responsibilities included: identifying properties for acquisition, working with community interest groups, securing funds from public and private sources, implementing the local permitting process, grant writing, financial management and reporting to funding sources, overseeing construction, marketing properties and assisting first time homebuyers in the homebuying process. Position also involved supporting activities of the Board of Directors, including serving as the Interim Executive Director and serving as a development consultant to the North Shore Housing Trust. Staff supervision.

HOME Program Director, City of Fitchburg, Fitchburg, MA, 1994 - 1999

Managed the federal HOME Program for the cities of Fitchburg and Leominster including initiation of lending programs for first time homebuyers and for the rehabilitation of distressed owner occupied and commercial properties; monitored community recipients for compliance with program regulations; completed reports to the federal Department of Housing and Urban Development and maintained financial records; developed contracts and loan closing documents; oversaw housing construction activities and approved requests for payment; supervised Housing Rehabilitation Specialists; administered a Commercial Improvement Sign and Facade Program.

**Senior Planner, Windham Regional Planning Commission, Brattleboro, Vermont,
1989 - 1992**

Served as regional housing and community development planner for 27 towns in Southeastern Vermont providing technical assistance to municipal officials and community interest groups on local and regional housing concerns; wrote grant applications, administered Housing Rehabilitation Programs, and created an innovative Community Loan Fund financed through Community Development Block Grants and local banks; as a senior staff planner provided services to municipalities for the revision of zoning by-laws, town plans, and the review of development proposals of regional impact. Staff supervision.

Education:

M.S. in Regional Planning, University of Massachusetts, Amherst, MA.

B.A., Clark University, Worcester, MA, Magna Cum Laude, Political Science concentration.

Achieving Excellence in Community Development, Harvard University Executive Education

Public Service Experience:

Affordable Housing Trust member, City of Newburyport, 2010 to present

Community Preservation Act Committee member, City of Newburyport, MA, 2003 to 2010.

Planning Board member, City of Newburyport, MA, 1999 to 2004.



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

Donna D. Holaday

To: President and Members of the
City Council
From: Donna D. Holaday, Mayor
Date: April 21, 2020
Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following
named individual as Assistant Wiring Inspector. This term
will expire on May 15, 2021.

Barry J. McBride
5 Pine Street
Salisbury, MA 01952

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

BARRY J. McBRIDE

978-423-6270 Salisbury, MA
barrymcbride14@gmail.com

LICENSURE: MA Lic. E37144 NH Lic. 9856J

SUMMARY

All aspects of electrical wiring, to include making determination if projects meet current NEC and MA codes. Experienced in all types of electrical work - residential, commercial, industrial, and electrical construction. Projects have included wiring of manufacturing businesses and continued maintenance, new home and commercial construction, as well as maintain and repair.

- Sales and Customer Service
- Invoicing and Accounting
- Blueprints
- Hiring and Training of Staff
- Proposal Writing
- Inventory Control
- Schematics
- Utility Solar Fields
- Project Management
- Estimating/Work Scheduling
- Continued Maintenance
- Layout
- Problem Resolution

EXPERIENCE:

July 2019 – October 2019	All-Pro Electric , Electrical Estimator	Bradford, MA
April 2019 – June 2019	Modern Electric , Electrical Estimator	Wilmington, MA
2001 – 2018	City of Amesbury , Inspector of Wires	Amesbury, MA
1995 – 2018	Barry J. McBride , Electrician, Owner	Salisbury, MA
2014 – Present	City of Newburyport , Asst. Inspector of Wires	Newburyport, MA

RELEVANT TRAINING

- Whittier Vocational Technical School
Electrical Journeyman/Masters Preparation **Haverhill, MA**
- Northern Essex Community College
Electrical Masters/Business Preparation **Haverhill, MA**

MEMBERSHIP: Central New England Electrical Inspectors Association

Continuing Education

CERTIFICATION:

2019-2022	Inspector of Wires 237 CMR 17.01 (1)	The Commonwealth of Massachusetts
2019-2022	Journeyman License 15 Hour	The Commonwealth of Massachusetts
2019-2022	Journeyman License 15 Hour	State of New Hampshire
2019-2022	Journeyman License 6 Hour	The Commonwealth of Massachusetts
2019-2022	Journeyman License 6 Hour	State of New Hampshire
2020	OSHA 10 – Construction	Federal
2020-2022	CPR	Emergency Care & Safety Institute



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: April 21, 2020

Subject: Re-Appointment

A handwritten signature in cursive script, appearing to read "Donna D. Holaday", written over the "From:" line.

I hereby re-appoint, subject to your approval the following named individual as a member of the Council on Aging. This term will expire on May 31, 2025.

Cynthia Muir
10 Hancock Street
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

Cynthia A. Muir
10 Hancock Street, Newburyport, MA 01950

Hon. Donna D. Holaday
Mayor of Newburyport
City Hall, 60 Pleasant Street
Newburyport, MA 01950

Re: Council on Aging Board

April 11 2020

Dear Mayor Holaday:

Thank you for giving me the opportunity to serve another term on the Board of the Council on Aging. I joined that Council on Aging Board in March of 2010 and was very involved in the Board's input to the planning and design of the Senior Community Center. It's wonderful to see how Newburyport's leaders and community came together to make that project happen and become so successful.

I worked for the Commonwealth for 18 years, with several agencies, including the Welfare Department and Department of Social Services, among others. I was a social worker and a child welfare supervisor with caseloads that included SSI services to the elderly and disabled. I served as an outreach worker to the Social Security Administration and to elderly housing placement services. I later was a systems analyst with the Department of Administration and Finance.

Prior to moving to Newburyport, I served as a board member and President of Hill House, Inc., the not-for-profit community service center for Beacon Hill. The center houses the Beacon Hill Nursery School and provides a variety of community services, including a senior citizen drop-in center, Meals on Wheels, after school programs, senior dinners, community meetings, candidate nights, a referral center for adults and outreach offices for city agencies. All of the volunteers worked to coordinate fundraising, plan and staff events, develop programs and advocate for the elderly for affordable housing, health and social services.

During the fifteen years our family has lived in Newburyport, I volunteered for four years to help catalog and organize archival materials in the City Clerk's office and served for nine years as a Board member, and Exhibits and Collections chair at the Custom House Maritime Museum. During that time, our exhibits team mounted over eighteen exhibits showcasing Newburyport's maritime history

I look forward to continuing my service with the Council on Aging.

Sincerely,


Cynthia A. Muir

Cc: Roseann Robillard



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: April 21, 2020
Subject: Re-Appointment

Donna D. Holaday

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

Robert Dow
185 Storey Avenue
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

Robert Dow

185 Story Ave
Newburyport, MA 01950
(978) 463-4982
bdowmack@comcast.net

April 16, 2020

Dear City Councilors,

I have been asked by Donna Musumeci, Executive Assistant to the Mayor, to send you a resume/bio introducing myself to the council.

Growing up in Newburyport, I have been boating on the Merrimack River all my life. In fact my great grandfather, Osmond Cummings, was in the United States Life Saving Service (USLSS)/USCG for over forty years serving at lighthouses and surf stations such as Nash Island, ME, The Isle of Shoals (Appledore Island), Provincetown, MA, Salisbury Beach Station, Plum Island, Rye Beach and the Custom House in Boston.

I have always enjoyed being involved in our community, coaching youth hockey for ten years as both an assistant and head coach, receiving an award from The Massachusetts Neighborhood Crime Watch Commission, but probably the most rewarding was being recruited by the Mayor's office and appointed by the City Council in 1992 to The Newburyport Harbor Commission.

I take pride in working closely with the Harbor Commission and other city officials to help carry out the duties of the Harbor Commission and Harbormasters Department. I am also proud of my attendance record and the many accomplishments we as a commission have achieved over the years. It was in the early 1990's when visiting Scituate by boat and seeing the Harbormaster/Transient boater's facility I realized the need for something in Newburyport.

I have always enjoyed the quality of the individuals that have served on the Harbor Commission and have had the privilege to serve on different sub-committees that have specifically been involved in projects such as:

- Patrol boat replacement
- Engine replacement from (2) stroke to (4) stroke for increased fuel efficiency, lower emissions, and lower noise levels
- Replacement of central waterfront docks
- Upgrades at Cashman park
- Upgraded central waterfront 30-amp service to 50-amp
- Design and bid new docks and aluminum strong arms for Harbormaster and commercial fishing boats.
- Harbormaster selection committee
- Help with "Coast Guard City" application
- Harbormaster and transient boater's facility committee
- Water sheet reviews
- Short term and long-term planning

Education:

Merrimack College, North Andover, MA 01845
December 1984, Bachelor of Science in Business Administration
Major-Marketing

Northern Essex Community College, Haverhill, MA 01830
December 1982, Associate in Science in Business Administration
Major-Business Administration

Employment:

October 1986-Present

Mack Trucks Inc, McDevitt Trucks Inc, Ballard Mack Sales and Service.

Oversee a specific (AOR) and customer base. Working as a Mack Sales Representative for almost 34 years, starting at factory-owned Mack Trucks Inc. on North Beacon St. in Allston, MA which was sold to McDevitt Mack and then acquired by Ballard Mack. I have enjoyed a successful career specifying Mack's in vocational, highway, municipal and commercial applications.

October 1985-October 1986

Seaboard Products Co.-Anheuser-Busch Distributor

Sales Representative responsible for a specific territory (AOR).

May 1981-September 1985

Commonwealth of Massachusetts -Department of Environmental Management.
Lifeguard, Assistant Head Lifeguard- Salisbury Beach

Responsible for the general safety of the public and beach police work.

Presented a well-respected public image, supervise specific areas of the beach as well as subordinate lifeguards.



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: April 21, 2020
Subject: Re-Appointment

Donna D. Holaday

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

James Knapp
24 Cutting Drive
Newburyport, MA 01950

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CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

JAMES KNAPP

24 Cutting Drive, Newburyport, MA 01950 | 978-500-6611 | james.knapp13@gmail.com

SUMMARY

- Over 16 years of experience in international trade and domestic transportation.
- Roles in customer service, management and pricing for air and ocean cargo
- Keen eye for attention to detail, building strong internal and external relationships, business process management

CERTIFICATES & COMPUTER SKILLS

Certificates

- IATA / FIATA – May 2009

Software

- Microsoft Office, Lotus Notes, Adobe

EXPERIENCE

July 2015 - Present Customer Relationship Manager, *BOC international Inc.*

- Oversees customer implementation and development.
- Manages customer business reviews and pricing.

September 2014 – July 2015 Import Transportation Customer Service Lead, *Expeditors International of WA*

- Ensures that the customer service team is working closely with our external and internal customers to ensure that all of their needs are being exceeded.
- Works closely with warehouse personnel to make arrangements for the receipt of ocean and air inbound cargo on a daily basis.
- Responsible for the air import pricing and route development for New England.

March 2014 – September 2014

Inbound & Outbound Truckload Lead, *Expeditors International of WA*

- Oversee several projects that included bringing in large volume shipments of construction material and finished goods for new home launches.
- Cross trained in both inbound and outbound operations to provide support to both teams with their additional personnel as well.

April 2010 – March 2014 Air Import Manager, *Expeditors International of WA*

- Responsible for the growth of the Air Import market for New England while managing the operational procedures for our team of 4.
- Worked closely with airline partners to put consol programs into place and worked closely with their local terminal operations to ensure that freight was turned around timely.

- Traveled to Hong Kong and Shanghai to form stronger operational relationships with our offices in these region and to develop pricing strategies to increase our revenue potential.
- April 2006 – April 2010 Import Transportation Supervisor, *Expeditors International of WA*

 - Worked with an experienced team to put processes in place to become a more efficient and productive department.
 - Oversaw the daily operations for the ocean and air import transportation teams that consisted of 8 members.
 - Managed the account receivables and payables on a weekly basis and reported back to the Finance Manager on the progress of collections.
 - Performed audits on our service providers to ensure that they met Expeditors standards for insurance and compliance
- Feb 2005 – April 2006 Management Trainee Program, *Expeditors International of WA*

 - Chosen from an extensive field of candidates to learned all aspects of international freight forwarding, customs compliance, distribution services, and domestic transportation.
 - Became Dangerous Goods Certified in Ocean, Air and Domestic transportation
 - Relocated to Washington DC to support a growth potential for an account and trained additional personnel in the process.
- Jan 2004 – Feb 2005 Air Export Night Operations, *Expeditors International of WA*

 - Worked within a team setting to process house air waybills for customers all over New England to ensure that these shipments moved on a nightly line haul truck to New York for consolidation
- Feb 2008 – Present Harbor Commissioner, *City of Newburyport MA*

 - Focused on supporting the Harbor Master to operate within his budget and ensure that the city's best interests are being taken into consideration.
 - Worked to have the City of Newburyport be named the 13th "Coast Guard City" as designated by the United States Coast Guard and Congress.
 - Developed plans for a new Harbor Master and transient boaters facility that is due to break ground in the fall of 2015.

EDUCATION

- June 2004 International Maritime Business, *Massachusetts Maritime Academy*



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: April 21, 2020
Subject: Re-Appointment

Donna D. Holaday

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

Craig G. Holt
33 Carter Street
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

CRAIG G. HOLT

33 Carter Street
Newburyport, MA 01950

978-465-6212 (home)
508-633-6366 (mobile)
craigholt@reotr.com

SUMMARY

An independent professional Realtor, who over the past 30 years recognized that living in this community, is not enough. I believe in giving back and making this an even better place to live in.

SPECIALIST IN THE FOLLOWING AREAS

Masters of Marketing Presentation – Antique Home Marketing Specialist – New Construction Marketing Specialist
Relocation Services – Condominium Sales – Sellers Representation – Buyers Representation
Elegant Homes Marketing Specialist

CAREER PROGRESSION

- RE/MAX On the River**, Newburyport, MA 2009 – Present
Real Estate Consultant for Sellers, Buyers, Landlords and Renters of Real Estate
- Marketing Director for New Construction at The Residences at Turner Hill, Ipswich, MA.
 - Top #10 Agent Real Estate Sales Newburyport 2012.
 - 100% Club RE/MAX 2012.
 - Executive Club RE/MAX 2011.
- Carlson Real Estate**, Newburyport, MA 1988 – 2009
Marketing Director for New Construction at Frances Drive, Newburyport, MA
- Consistent Member of Carlson GMAC Real Estate's Nationwide "Directors Club" presented to Carlson GMAC Brokers with annual sales between \$9 and \$13 Million.
- Sprint Telecommunication Sales**, Boston, MA 1986 – 1988
Sales Representative for Fiber Network Systems
- Spaulding/ NBI Computer Systems**, Waltham, MA 1985 – 1988
Sales Representative covering South Shore and Rhode Island
- Marketed stand alone and shared computer systems providing word processing, distributing sophisticated software and systems enhancements.
 - Provided the first integration of personal computers networked, or on a stand alone basis.
- Systems Automation/CPT**, Wakefield, MA 1982 – 1985
Marketing Representative
- Vertical Markets for Banks, Accountants and Financial Institutions of Standalone and Shared Systems.
 - Specialized in hardware and software capabilities to meet each industry's requirements in Massachusetts and Rhode Island.

Micom Computer Systems, Boston, MA 1979 – 1982

Marketing Representative for Word Processing Systems to companies in Eastern Massachusetts, Rhode Island and Southern New Hampshire

- Specialized in pure play word processing systems with software communications to Data Processing Systems and specialized software for the scientific community

Walsh Construction Company, a Division of Guy F. Atkinson, Darien, CT 1977 – 1979

Office Services Manager, Corporate Headquarters

- Manager of office facilities.
- Created a records retention management program for all company wide related documents to meet government regulations.

COMMUNITY INVOLVEMENT

- Member Superintendent of Schools Relocation Task Force
- Past Member School Council Rupert Nock Middle School
- Past Member Newburyport Education and Business Council
- Past Board of Director O'Neil House
- Board of Directors Historical Society of Old Newbury
- Hospitality Chair for Historical Society Of Old Newbury's Antique Show/Auction
- Founded RE/MAX On the River Charitable Foundation
- Newburyport Licensing Commission, Member since 2014 & Chairman 2016 - Present

PROFESSIONAL ACHIEVEMENTS

- President Greater Newburyport Association of Realtors 2003, 2004 & 2012
- Realtor of the Year Greater Newburyport Association of Realtors 2004 & 2013

EDUCATION

- Bachelor of Science, Marketing, Fairfield University
- Licensed to Practice Real Estate in Massachusetts



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: April 21, 2020

I hereby appoint, subject to your confirmation, the following named individual as a member of the Zoning Board of Appeals. This term will expire on May 31, 2021.

Stephen G. DeLisle
195 High Street
Newburyport, MA 01950

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2020 APR 21 PM 1:08

STEPHEN G. DELISLE

195 High Street • Newburyport, MA 01950 • (617) 620-0251 • delisle.stephen@gmail.com

EXPERIENCE

RUBIN AND RUDMAN LLP – Boston, MA

April 2003 – Present

Partner, Real Estate Department

- Represent clients in commercial leasing transactions, including retail, office and industrial uses. Clients include national retailers and regional owners as well as operators and managers of commercial real estate. Additional representation of clients in the acquisition, disposition and financing of commercial real estate.
- Counsel to debtors, creditors, creditors' committees, and trustees in complex bankruptcy matters involving real estate. Debtor and creditor clients include banks and other lending institutions, Fortune 500 companies, closely held businesses, and individuals.
- Represent banks and other lending institutions, Fortune 500 companies, closely held businesses, and individuals in commercial disputes, U.C.C. matters and specialized transactional matters.
- Bankruptcy experience includes negotiation and development of Chapter 11 plans of reorganization; acquisition and disposition of assets through Section 363 of the Bankruptcy Code; acquisition of debtor-in-possession financing; usage of cash collateral; and requests for modification of automatic stay.
- Transactional experience includes formation of business entities; and negotiation and drafting of commercial agreements, merger agreements and related documents, commercial loan documents, and modifications to commercial loan documents in connection with work-outs or restructurings.

FORD MARRIN ESPOSITO WITMEYER & GLESER – New York, NY

Sept. 2001 – April 2003

Associate, Litigation Group

- Practiced in the areas of commercial litigation, environmental litigation, and insurance coverage litigation.
- Drafted discovery documents, motions, and legal memoranda in complex litigations.

EDUCATION

WASHINGTON AND LEE UNIVERSITY SCHOOL OF LAW – Lexington, VA

Juris Doctor, May 2001

Activities: *Race and Ethnic Ancestry Law Journal*, Student Articles Editor

Moot Court, Negotiation, Client Counseling, and Mock Trial Competitions.

BLACK LUNG LEGAL PRACTICE CLINIC – Lexington, VA

Aug. 2000 – May 2001

Caseworker. Competitively selected to participate in clinical program representing coal miners suffering from pneumoconiosis in Department of Labor administrative proceedings.

BATES COLLEGE – Lewiston, ME

Bachelor of Arts, English Literature, June 1995

Senior Thesis: "The *Bildung* of the Hero: Amory Blaine and Stephen Dedalus"

Activities: Lacrosse – Four-year letter winner.

AFFILIATIONS

- Admitted in Massachusetts, New York, United States District Courts for the Districts of Massachusetts, and the Eastern and Southern Districts of New York.
- Massachusetts Bar Association and Boston Bar Association.

SKILLS AND INTERESTS

Proficient in written and spoken French. Enjoy fly-fishing, skiing, and mountain biking.

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

**APPOINTMENTS
SECOND READING**

SECOND READING APPOINTMENTS

- APPT162_04_13_2020 Lauren Healey 6 Plum Island Tpke Open Space Comm 4/1/2023
- APPT164_04_13_2020 Matt Ellsworth 38 Plummer Ave Parks Comm (Atkinson) 5/1/2025

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

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

April 27th, 2020

The City Council hereby adopts the entirety of Chapter 329 of the Acts of 1987 including, without limitation, the ability under Section 32 of Chapter 44 of the General Laws to vote by a two-thirds majority to increase the total amount appropriate for the support of the City's schools or the regional district schools on recommendation of the School Committee or the Regional District School Committee, as the case may be, and otherwise consistently with the General Laws.

Sharif I. Zeid, Ward 1 City Councillor

Joseph H. Devlin, At Large Councillor

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

City Council of the City of Newburyport Remote Participation Policy

Document Information

This Version: ~~3/16/20~~ 1.24/27/20-1.3

Next Update: ~~3/23/20~~ or on an on-demand basis as circumstances emerge.

The Committee is expected to convene Mondays at 2:30 PM to reassess and update the document.

Updates may include additions or alterations to this plan or a revocation of this plan (in whole or in part) and return to normal processes as conditions warrant.

This document was produced by the Ad-Hoc Committee on "Remote Participation" formed by Council President Jared J. Eigerman on March 13th, 2020. Members of the Committee are Councillors Sharif I. Zeid (chair), Bruce L. Vogel, Jared J. Eigerman, and ex-officio member City Clerk, Richard B. Jones.

Background and purpose:

The world is currently facing a WHO-declared pandemic in the form of COVID19, which is a novel Coronavirus. Organizations both public and private are taking different approaches to dealing with this situation that will allow the organization will be able to continue to operate while allowing for precautions to be taken to minimize the spread of the virus.

The City of Newburyport, acting through its City Council, boards, commissions, and officers, is subject to the Open Meeting Law ("OML"), which governs how meetings are conducted with the primary purpose of ensuring that the public has open access to its local government for the purposes of observing and participating.

Open access and participation are crucial to a properly functioning democracy. While the current situation will strain the ability, the purpose of this document is to outline a plan that will balance the current situation with the importance of maintaining an open and transparent government.

Finally, the Governor of Massachusetts has recognized the challenges that face municipalities with respect to OML. As a result, the Governor issued an Order on the 12th of March suspending certain provisions of OML. This Order does not completely eliminate open meeting requirements by any stretch but does offer some options provided that accommodations are made.

The full text of the Governor's Order can be found at the following link:

<https://www.mass.gov/doc/open-meeting-law-order-march-12-2020/download>

There are three paragraphs in particular that are most salient to this discussion that will be referenced by the provision number shown below this paragraph (provision number added into this document to provide clarity and reference). This Order as well as the underlying OML, other applicable state laws, regulations and executive orders, the Newburyport City Charter and Code, and City Council rules are the basis for this plan.

Provision 1:

Adequate, alternative means of public access shall mean measures that provide transparency and permit timely and effective public access to the deliberations of the public body. Such means may include, without limitation, providing public access through telephone, internet, or satellite enabled audio or video conferencing or any other technology that enables the public to clearly follow the proceedings of the public body while those activities are occurring. Where allowance for active, real-time participation by members of the public is a specific requirement of a general or special law or regulation, or a local ordinance or by-law, pursuant to which the proceeding is conducted, any alternative means of public access must provide for such participation.

Provision 2:

A municipal public body that for reasons of economic hardship and despite best efforts is unable to provide alternative means of public access that will enable the public to follow the proceedings of the municipal public body as those activities are occurring in real time may instead post on its municipal website a full and complete transcript, recording, or other comprehensive record of the proceedings as soon as practicable upon conclusion of the proceedings. This paragraph shall not apply to proceedings that are conducted pursuant to a general or special law or regulation, or a local ordinance or by-law, that requires allowance for active participation by members of the public.

Provision 3:

(2) Public bodies are hereby authorized to allow remote participation by all members in any meeting of the public body. The requirement that a quorum of the body and the chair be physically present at a specified meeting location, as provided in G. L. c. 30A, § 20(d) and in 940 CMR 29.10(4)(b), is hereby suspended.

Guiding Principal:

Even in light of these current challenges, the City Council of the City of Newburyport affirms its commitment to open and transparent government and the inclusion of any members of the public who wish to observe and/or participate and that this plan shall be a reflection of that core value. Meeting by remote access, rather than in person, while legal, is disfavored by the City Council. It is the policy of the City Council to avoid considering and acting upon complex and/or controversial matters within its jurisdiction by remote access unless necessitated by a public emergency.

Plan:

On the following pages, there are plans for each of the three primary types of meetings that the City Council engages in. There are also a section for non-City Council meetings.

Technology:

Throughout the policies shown in this document, remote participation is a central aspect. Remote participation may be as simple as a member dialing in but there will be additional tech resources provided to provide a better experience.

The City Clerk shall provide instructions to arrange remote meetings, including platform, dial-in information, etc. The City Clerk shall also keep an audio recording of such meetings, where possible, and store them as a public record.

Updates:

This document is a living document and the Ad Hoc shall convene every Monday (or on-demand if an emergency requires) to discuss and update this document as the situation evolves. The first page of this document indicates this version and the next update.

Questions:

Questions about this plan should be directed to the following:

City of Newburyport

Richard B. Jones, City Clerk

60 Pleasant St.

Newburyport, MA 01950

Phone: 978-462-7936, Fax: 978-462-7936

City Council Meetings

Description These are typically held 2x per month where all 11 members of the Council come together to deliberate and vote.

How are these meetings handled currently	How these meetings will be handled during this situation	Compliance with Governor’s OML Order
Meetings are posted in due time	A minimum of 48 hours notice given except during an emergency	✓ Provision 1 ✓ Provision 2 ✓ Provision 3
Meeting agendas include any/all City Council business in accordance with packet submission rules and removal from Committee rules	No change to City Council rules but all efforts shall collectively be made by all Councillors to minimize the amount of business by addressing only truly time-sensitive or necessary items.	
Meetings are held at City Hall in City Council Chambers.	All meetings to be held remotely.	
Meetings are open to the public.	Meetings continue to be open to the public through the remote meeting platform.	
For regular meetings, members of the public are offered time during a specified period to offer 2 minutes of comments, each. This comment is to be dedicated to a matter on the Agenda.	Members of the public may provide comment in writing to the City Clerk on matters on the Agenda. The Clerk shall read the first 2 minutes of each statement provided. No change, with the exception being that the chair shall identify, by name, at the beginning of the public comment	
Councillors attend in person (generally) and sit in designated seats.	All meetings shall be held remotely for all participants.	
Customary minutes are maintained and published in the next City Council Packet.	No Change	
Votes are generally taken orally with roll calls for specific items (e.g. Ordinances/Appointments)	Procedural votes may be taken by voice vote so long as no single Councillor objects. Other votes typically taken by Roll Call (e.g.	

	Ordinances) shall continue to be taken by Roll Call.	
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City Council Committee Meetings

Description The City Council has a committee structure with several standing Committees as well as potential Ad-Hoc meetings. It is the intention of this document that, generally, Boards and Commissions will use these same rules.

How are these meetings handled currently	How these meetings will be handled during this situation	Compliance with Governor's OML Order
Meetings are posted in due time	No Change	✓ Provision 1 ✓ Provision 2 ✓ Provision 3
Meeting agendas include all Committee business at the discretion of the Chair	Chair shall retain discretion but should make an effort to address only truly time-sensitive or necessary items.	
Meetings are held on an as-needed basis and as called by the Committee Chair	Committee meetings will be minimized unless there is pressing statutory or emergency business. This is up to and including complete cancellation of all Committee meetings.	
Meetings are held in various rooms throughout the City such as in City Hall, The Senior Community Center, Library, Police Station, etc.	All meetings shall be held remotely for all participants.	
Meetings are open to the public.	Meetings continue to be open to the public through the remote meeting platform.	
Members of the public are offered time to speak at the discretion of the Chair.	No change with the exception being that participation shall be facilitated through technology platform.	
Meetings are held in a more informal setting and Councillors and the public simply find a seat to sit in.	All meetings shall be held remotely for all participants.	
Chairs either take minutes and/or notes which are then published or provided via oral report to the full Council, respectively.	Meetings shall be recorded where technologically possible, and sufficient storage space ____.	
Votes are generally taken orally	Votes may be taken by voice vote so long as no single Councillor objects.	

Public Hearings by the Council

Description These are special types of meetings held when required by state law, such as for zoning. Hearings often times are expected to draw more people than a typical Committee meeting.

How are these meetings handled currently	How these meetings will be handled during this situation	Compliance with Governor's OML Order
Hearings are held on an as-needed basis and as called by the Committee Chair responsible.	All hearings are cancelled.	N/A

Board/Commission/Other Meetings

Description These are meetings of the many boards and Commissions that are part of the City's governance. Examples would include the Conservation Commission, Zoning Board of Appeals, Planning Board, Historic Commission, Tree Commission, etc.

How are these meetings handled currently	How these meetings will be handled during this situation	Compliance with Governor's OML Order
Meetings are held on an as-needed basis and as called by the Committee Chair responsible.	The City Council recommends that such meetings be cancelled, with the sole exception of public hearings that must be held to avoid "deemed approval" of an application under state law.	N/A

Councillor Sharif I. Zeid

ORDINANCES

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

**TEMPORARY MODIFICATION OF ORDINANCE RELATING TO THE FINES
IMPOSED AS LATE FEES ON DOG AND KENNEL LICENSES**

**ARTICLE II - DOGS
SECTION 3-27 LICENSING OF DOGS AND KENNELS**

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

WHEREAS on March 10, 2020, due to the worldwide COVID-19 virus pandemic and pursuant to the Chapter 639 of the Acts of 1950, as amended, and Section 2A of Chapter 17 of the Massachusetts General Laws, Governor Charles D. Baker issued a proclamation that there exists in the Commonwealth of Massachusetts a state of emergency;

WHEREAS as of March 19, 2020, the Mayor of Newburyport, Massachusetts has declared a State of Emergency under advisement of the Director of Public Health and the Director of the Department of Emergency Management including closure of Newburyport's City Hall to the public;

WHEREAS as of April 20, 2020 the Fines and Fees Justice Center (FFJC) provided Policy Recommendations related to state and local governments in making changes to municipal ordinance fine and fees policies to ensure that fines and fees are not a barrier to people's basic needs through this emergency;

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

NOW, THEREFORE, THE CITY COUNCIL of the City of Newburyport hereby declares a three month moratorium during the year two thousand and twenty (2020) on the imposition of fines associated with late fees by amending existing Section 3-27 (c) relating to the licensing of

dogs and kennels as follows, with additions *double-underlined and italicized*, and deletions *double-stricken through and italicized*:

Sec. 3-27(c). – Licensing of dogs and kennels.

The owner or keeper of an unlicensed dog after ~~June~~ September first shall be fined ten dollars (\$10.00) per dog in addition to the license fee. The owner or keeper of an unlicensed dog after ~~July~~ October first shall be fined twenty dollars (20.00) per dog in addition to the license fee. The owner or keeper of an unlicensed dog after ~~August~~ November first shall be fined thirty dollars (30.00) per dog in addition to the license fee. All monies collected for licenses and fines shall be retained by the city.

Councillor Afroz Khan