

**CITY COUNCIL MEETING AGENDA - VERSION 1**  
**CITY COUNCIL CHAMBERS**  
**JANUARY 28, 2019**

**7:30PM**

**(Sound Check)**

- 1. MOMENT OF SILENCE**
- 2. PLEDGE OF ALLEGIANCE**
- 3. CALL TO ORDER**
- 4. LATE FILE ITEMS**
- 5. POLICE OFFICER RECOGNITION**
- 6. PUBLIC COMMENT**
- 7. MAYOR'S COMMENT**
- 8. NRA CHAIRMAN UHLIG ON NRA PROPERTY DISPOSITION**

**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.

**9. APPROVAL OF MINUTES**

January 14, 2019

(Approve)

**10. TRANSFERS**

- **TRAN037\_01\_28\_19** Pd Parking Fund \$130K to Parking Rev Collect Sys \$130K (B&F)

**11. COMMUNICATIONS**

- **COMM107\_01\_28\_19** FY2019 Mid-Year Budget Report (R&F)
- **COMM108\_01\_28\_19** 2019 Class II Vehicle License – Great Bay Autobody (L&P)

**12. APPOINTMENTS**

- **NONE**

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

**13. MAYOR'S UPDATE**

**14. COMMUNICATIONS**

- **COMM106\_01\_28\_19** Ad Hoc Committee on Waterfront West: Report to Full Council
- **COMM109\_01\_28\_19** 2019 Election Calendar

**15. APPOINTMENTS**

**Second Reading**

- |                           |                       |             |                          |          |
|---------------------------|-----------------------|-------------|--------------------------|----------|
| • <b>APPT076_01_14_19</b> | Susanne Marzi Cameron | 5 Milk St   | Affordable Housing Trust | 1/1/2021 |
| • <b>APPT077_01_14_19</b> | David Zinck           | 6 Laurel Rd | Electrical Inspector     | 1/1/2020 |
| • <b>APPT078_01_14_19</b> | Justin Dutcher        | 7 Morin Rd  | Harbor Commission        | 1/1/2022 |

16. ORDERS

- ORDR083\_01\_28\_19 Custom House Grant of Easement
- ORDR084\_01\_28\_19 15-Minute Parking - Liberty Street
- ORDR085\_01\_28\_19 Parking - Hours of Operation in Lots

17. ORDINANCES

- ODNC027\_11\_13\_18 Zoning Map Amendment – Storey Ave (**2<sup>nd</sup> Reading**)
- ODNC029\_01\_28\_19 Zoning Map Amendment – Storey Ave South

16. COMMITTEE ITEMS

**Budget & Finance**

*In Committee:*

- ORDR007\_01\_29\_18 41C Amendment
- ORDR071\_10\_29\_18 CPC FY2019 Custom House Slate Roof
- ORDR082\_01\_14\_19 Fire Department Fees FY2019

**Education**

*In Committee:*

- 

**General Government**

*In Committee:*

- 

**License & Permits**

*In Committee:*

- COMM029\_04\_30\_18 Outdoor Seating – West Row Café
- COMM100\_12\_10\_18 2019 Class II Vehicle License – RL Currie Corp.
- COMM104\_01\_14\_19 Seacoast Taxi - Application by Richard Hewlett for 2019

**Neighborhoods and City Services**

*In Committee:*

- ORDR048\_06\_13\_16 Sidewalk Order
- COMM111\_10\_10\_17 Petition for Road Repairs and Repaving – Squires Glen
- ODNC028\_11\_26\_18 Parks & Recreation Fees

**Planning & Development**

*In Committee:*

- ODNC003\_01\_29\_18 Zoning - Amendment to Table of Use Regulations
- ODNC008\_02\_12\_18 Disposition of G. W. Brown School
- ORDR024\_04\_09\_18 Special Act to Dissolve Newburyport Redevelopment Authority (**COTW**)
- ODNC014\_04\_30\_18 Amendment to Demolition Delay
- APPT074\_12\_10\_18 Stephen J. Moore    10 N Atkinson St    Conservation Comm    12/1/2021
  - COMM105\_01\_14\_19 Ltr re: Newport Condominiums
- APPT079\_01\_14\_19 Tania Hartford    22 Jackson St    Planning Board    1/31/2024
- APPT080\_01\_14\_19 Andrew R. Port    61 Water St #5    Director, Planning & Dev    1/31/2021

**Public Safety**

*In Committee:*

- **ODNC009\_02\_12\_18** Floating Homes, Houseboats, and Related Marinas
- **ORDR031\_04\_30\_18** No Parking Titcomb from Pleasant to Merrimac
- **ORDR032\_04\_30\_18** No Parking Merrimac St from Titcomb St Running Westerly
- **ORDR059\_08\_27\_18** Parking Hales Court, Waterfront Trust
- **COMM086\_09\_24\_18** Ltr from Residents of East Boylston Street
- **COMM087\_09\_24\_18** Ltr re: Coffin Street
- **COMM103\_01\_14\_19** Walk MS - 4/27/2019

**Public Utilities**

*In Committee:*

- **COMM122\_11\_27\_17** Mobilitie Application/Small Cell Utility Petition (re-file)
- **ODNC022\_05\_29\_18** Addition to Chapter 5, Article 6 - Small Cell Sites

**Rules Committee**

*In Committee:*

- **ORDR057\_08\_27\_18** Amendment to Council Rule 12A
- **ORDR077\_11\_26\_18** Amendment to Council Rule 20

**17. GOOD OF THE ORDER**

**18. ADJOURNMENT**

## **CONSENT AGENDA**

**CITY COUNCIL MEETING MINUTES**  
**CITY COUNCIL CHAMBERS**  
**JANUARY 14, 2019**

**7:30PM**

The City Council President, Barry Connell, called the meeting to order at 7:30pm, followed by the Pledge of Allegiance. A moment of silence was held for Lloyd Dyson and James Shand. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Khan, Shand, Tontar, Vogel, Zeid, Earls, Eigerman, Giunta, Connell. 9 present, Devlin 7:55pm, 1 absent (OBrien).

**(Sound Check)**

**1. ELECTION OF CITY COUNCIL PRESIDENT**

Roll call vote, 9 votes for Councillor Connell 2 absent (Devlin, OBrien). Councillor Connell to continue serving as Council President.

**2. MOMENT OF SILENCE**

**3. PLEDGE OF ALLEGIANCE**

**4. CALL TO ORDER**

**5. LATE FILE ITEMS – COMM105\_01\_14\_19 Ltr re: Newport Condominiums**

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

**6. MAYOR'S COMMENT**

The Mayor gave an update pursuant to her written communication.

**CONSENT AGENDA**

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

**7. APPROVAL OF MINUTES**

December 10, 2018

(Approve)

**8. TRANSFERS**

- NONE

**9. COMMUNICATIONS**

- **COMM103\_01\_14\_19** Walk MS - 4/27/2019 (PS)
- **COMM104\_01\_14\_19** Seacoast Taxi - Application by Richard Hewlett for 2019 (L&P)

**10. APPOINTMENTS**

**Re-Appointments**

- |                           |                       |               |                          |          |
|---------------------------|-----------------------|---------------|--------------------------|----------|
| • <b>APPT076_01_14_19</b> | Susanne Marzi Cameron | 17 Oakland St | Affordable Housing Trust | 1/1/2021 |
| • <b>APPT077_01_14_19</b> | David Zinck           | 6 Laurel Rd   | Electrical Inspector     | 1/1/2020 |
| • <b>APPT078_01_14_19</b> | Justin Dutcher        | 7 Morin Rd    | Harbor Commission        | 1/1/2022 |

**To be Referred to Committee on Planning & Development**

- |                           |                |                |                          |           |
|---------------------------|----------------|----------------|--------------------------|-----------|
| • <b>APPT079_01_14_19</b> | Tania Hartford | 22 Jackson St  | Planning Board           | 1/31/2024 |
| • <b>APPT080_01_14_19</b> | Andrew R. Port | 61 Water St #5 | Director, Planning & Dev | 1/31/2021 |

**END OF CONSENT AGENDA**

## REGULAR AGENDA

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

### 11. MAYOR'S UPDATE

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

### 12. COMMUNICATIONS

- **COMM105\_01\_14\_19** LATE FILE Ltr re: Newport Condominiums  
Motion to refer to Planning & Development by Councillor Eigerman, seconded by Councillor Tontar. So voted.

### 13. ORDERS

- **ORDR081\_12\_10\_18** 2019 City Council Schedule (**TABLED**)  
Motion to remove from table by Councillor Zeid, seconded by Councillor Giunta. So voted. Motion to amend, to strike August 12<sup>th</sup> and August 26<sup>th</sup> meetings and replace with August 19<sup>th</sup>, by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 9 yes, 1 no (Earls), 1 absent (OBrien). Motion passed. Motion to approve by Councillor Eigerman, seconded by Councillor Zeid. Roll call vote, 9 yes, 1 no (Earls), 1 absent (OBrien). Motion passed.
- **ORDR082\_01\_14\_19** Fire Department Fees FY2019  
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Khan. So voted.

### 14. ORDINANCES

- NONE

### 16. COMMITTEE ITEMS

#### Budget & Finance

##### *In Committee:*

- **ORDR007\_01\_29\_18** 41C Amendment
- **ORDR071\_10\_29\_18** CPC FY2019 Custom House Slate Roof
- **TRAN036\_12\_10\_18** HR Sal Dir \$2000 to HR Ad \$500, HR Supplies \$1500  
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

#### Education

Councillor Giunta noted an upcoming meeting at the Senior Center at 5:30pm on February 5<sup>th</sup> on MCAS and NEF.

##### *In Committee:*

- 

#### General Government

##### *In Committee:*

- 

#### License & Permits

##### *In Committee:*

- **COMM029\_04\_30\_18** Outdoor Seating – West Row Café
- **COMM099\_12\_10\_18** 2019 Class II Vehicle License – Plum Autoworks, Inc.  
Motion to remove from License & Permit by Councillor Earls, seconded by Councillor Zeid. So voted. Motion to approve (Comm vote 2-0) by Councillor Earls, seconded by Councillor Zeid. So voted.
- **COMM100\_12\_10\_18** 2019 Class II Vehicle License – RL Currie Corp.

- **COMM101\_12\_10\_18** 2019 Class II Vehicle License – LCA Motors  
Motion to remove from License & Permit by Councillor Earls, seconded by Councillor Zeid. So voted. Motion to approve, contingent on updated insurance, by Councillor Earls, seconded by Councillor Vogel. So voted.
- **COMM102\_12\_10\_18** 2019 Class II Vehicle License – State Automotive Repair  
Motion to remove from License & Permit by Councillor Earls, seconded by Councillor Zeid. So voted. Motion to approve, subject to insurance, by Councillor Earls, seconded by Councillor Zeid. So voted.

## Neighborhoods and City Services

### *In Committee:*

- **ORDR048\_06\_13\_16** Sidewalk Order
- **COMM111\_10\_10\_17** Petition for Road Repairs and Repaving – Squires Glen
- **ODNC028\_11\_26\_18** Parks & Recreation Fees

## Planning & Development

Planning Director Andrew Port gave an update on zoning regulations.

### *In Committee:*

- **ODNC003\_01\_29\_18** Zoning - Amendment to Table of Use Regulations
  - **ODNC008\_02\_12\_18** Disposition of G. W. Brown School
  - **ORDR024\_04\_09\_18** Special Act to Dissolve Newburyport Redevelopment Authority (**COTW**)
  - **ODNC014\_04\_30\_18** Amendment to Demolition Delay
  - **ODNC027\_11\_13\_18** Zoning Map Amendment – Storey Ave  
Councillor Devlin recused. Motion to remove from Planning & Development by Councillor Eigerman, seconded by Councillor Zeid. So voted. Motion to approve as amended in committee (3-0) by Councillor Eigerman, seconded by Councillor Tontar. Withdrawn. Motion to approve in part, the portion north of Route 113 as R3, by Councillor Eigerman, seconded by Councillor Tontar. Roll call vote, 9 yes, 1 recused (Devlin), 1 absent (OBrien). Motion passed. Motion to refer remaining part, the portion South of Route 113, back to Planning & Development by Councillor Eigerman, seconded by Councillor Giunta. So voted.
  - **APPT074\_12\_10\_18** Stephen J. Moore 10 N Atkinson St Conservation Comm 12/1/2021
  - **APPT075\_12\_10\_18** Jennifer Blanchet 4 Island Ln, Newbury Zoning Admin 12/31/2020
- Motion to remove from Planning & Development by Councillor Eigerman, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Eigerman, seconded by Councillor Zeid. Roll call vote, 10 yes, 1 absent (OBrien). Motion passed.

## Public Safety

### *In Committee:*

- **ODNC009\_02\_12\_18** Floating Homes, Houseboats, and Related Marinas
- **ORDR031\_04\_30\_18** No Parking Titcomb from Pleasant to Merrimac
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### *In Committee:*

- **COMM122\_11\_27\_17** Mobilitie Application/Small Cell Utility Petition (re-file)
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## Rules Committee

*In Committee:*

- **ORDR057\_08\_27\_18** Amendment to Council Rule 12A
- **ORDR077\_11\_26\_18** Amendment to Council Rule 20

**17. GOOD OF THE ORDER**

Councillor Zeid request Special Event Applicants to be notified in January for upcoming event submissions.

**18. ADJOURNMENT**

Motion to adjourn by Councillor Tontar, seconded by Councillor Zeid. So voted. 8:38pm.



## TRANSFERS



# City of Newburyport

## FY 2019

### BUDGET TRANSFER REQUEST

CITY CLERK'S OFFICE  
NEWBURYPORT, MA

JAN 17 PM 4:29

**Department:** Parking

**Submitted by:** Richard B. Jones, Parking Clerk

**Date Submitted:** 1/28/2019

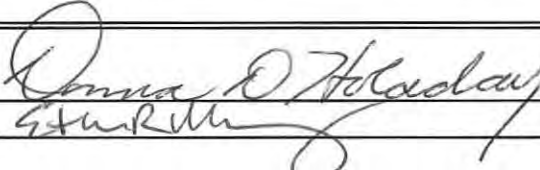
**Transfer From:**

Account Name	<u>Paid Parking Fund</u>	YTD Bal:	<u>\$ 1,198,143.09</u>
Account Number:	<u>2739-59600</u>	Category:	<u>\$ -</u>
Amount:	<u>\$130,000.00</u>	Trans I/O:	<u>\$ -</u>
Why are Funds Available:	<u>This fund is a receipts reserved for appropriation account. Funding sources include parking fees, violations and parking permits.</u>		

**Transfer To:**

Account Name	<u>Parking Revenue Collection System</u>	YTD Bal:	<u>\$ 33,841.52</u>
Account Number:	<u>3517-49700</u>	Category:	<u>\$ -</u>
Amount:	<u>\$130,000.00</u>	Trans I/O:	<u>\$ -</u>
Why are Funds Available:	<u>To purchase fourteen (14) pay stations as detailed on the attached quote.</u>		

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

  
Donna D. Holaday  
Ethan R. Manning

Date: 1/22/19  
Date: 1/17/19

# CITY OF NEWBURYPORT



*Office of Parking Clerk*  
City Hall  
P.O. Box 550  
Newburyport, MA 01950

January 22, 2019

President and Members of the City Council  
City Hall  
60 Pleasant Street  
Newburyport, MA 01950

Re: Transfer #37 relating to Kiosks Monies

Dear President and Members,

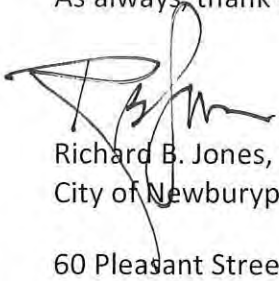
Our 13 kiosks in the surface lots are made by Parkeon which recently changed its name to Flowbird. They are old and problematic and have caused much customer dissatisfaction. We have tested a replacement kiosk by T2 called Luke 2 in the Green St lot and it has proved more than satisfactory.

The customer interface at the kiosk is more intuitive, better lighted, and the keypad is much simpler and easier to use than the Flowbirds. These same kiosks are used in Salem, MA and Plymouth, MA. Our parking consultant John Burke (who manages the Plymouth, MA system) stated it was a 'good decision' to switch out to the T2 kiosk. The Mayor is fully in support.

It is critical that the parking experience in Newburyport be as 'painless' as possible for the visitors and these new kiosks will make a noticeable difference. Pay-By-Phone has increased each year however the kiosks are still the most popular method of payment.

From the beginning of the program we expected to replace the kiosks on or about the end of their life expectancy – that is 10 years. We have set aside some monies to help with this purchase but need to transfer the rest from the paid parking fund. We would like to add a second kiosk in the Waterfront Trust Lot and we would like to keep the additional kiosks we have tested in the Green St lot. This would make a total purchase of 14 new T2/Luke2 kiosks. If approved, they could be operational in six to eight weeks.

As always, thank you.

A handwritten signature in black ink, appearing to read 'Richard B. Jones', written over a faint, illegible stamp or background.

Richard B. Jones, Parking Clerk  
City of Newburyport

60 Pleasant Street  
Newburyport, MA 01950  
978.465.4407



# QUOTATION

Name Richard Jones  
 Department City of Newburyport, MA  
 Address  
 City, State

1/15/2019  
 Rep: David Brunell  
 203-314-7338

Integrated Technical Systems, Inc. is pleased to submit the following proposal:  
 Purchase of T2 evaluation meter

Qty	Model	Description	Price Each	Total
14	900.0019	LUKE II - Solar, Coins, Bill, & Credit Card	\$10,280.00	\$143,920.00
14	880.4104	Verizon 4G modem		\$0.00
14	460.0074	Verizon SIM card		\$0.00
14	100.0106	Digital Connect activation fee		\$0.00
14	880.4030	Maintenance Lock Standard-L2		\$0.00
1	450.0018	Key-Green Maintenance Door		\$0.00
0	450.0019	Key-Yellow Maintenance Door		\$0.00
14	880.4036	Collection Lock Standard		\$0.00
1	450.0018	Key-Green Collection Door		\$0.00
0	450.0019	Key-Yellow Collection Door		\$0.00
1	450.0033	Key-Bill Stacker Access		\$0.00
1	450.0006	Key-Coin Canister Access		\$0.00
28	115.0108	Coin Canister		\$0.00
28	115.0132	1K-Note Bill Stacker w/ Lock		\$0.00
14	663.0027P	Paper Thermal-2in-L/S/L2	\$31.00	\$434.00
14		Installation	\$600.00	\$8,400.00
14		Shipping	\$450.00	\$6,300.00
			<b>TOTAL</b>	<b>\$159,054.00</b>

Included with each base meter:

- 2 bill vaults
- 2 coin vaults
- Cellular Communications Modem (service fees paid separately)
- Basic Installation and training
- Color LCD Screen
- 38 Key keypad for use with Pay by License mode
- 1st Year Warranty Parts and Labor

**NOTES:**

- Site work, including Concrete Pads by Others.
- Customer accepts their responsibility in the installation process, delays in this area should not effect payment
- Quotation valid for 30 days
- Shipping & Handling Included as one (1) complete shipment
- Required Computer Hardware is to be provided by customer
- Proper grounding to rod or system ground required (by others).

Accepted By:

\_\_\_\_\_

## COMMUNICATIONS



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

CITY OF NEWBURYPORT  
 NEWBURYPORT, MA  
 2019 JAN 18 AM 11:48

DONNA D. HOLADAY  
 MAYOR

ETHAN R. MANNING  
 FINANCE DIRECTOR/CITY AUDITOR

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

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

Date: January 18, 2019

Subject: FY2019 Mid-Year Budget Report

Attached is the FY2019 Mid-Year Budget Report that includes a summary of budget expenditures for the period of July 1, 2018 through December 31, 2018. The report covers expenditures within the General Fund and the Water, Sewer, and Harbormaster Enterprise Funds. Also included is an update on the City's revenue collections.

**FY2019 Mid-Year Expenditures**

Mid-year expenditures were at 48.8% of budget for the General Fund, 50.2% for the Water Enterprise Fund, 43.9% for the Sewer Enterprise Fund and 62.1% for the Harbormaster Enterprise Fund. It is typical that expenditure levels are not exactly 50% at mid-year as major expenditures occur during various times of the year depending on the department or cost center. Below is a summary of the mid-year expenditures by fund, which is broken out in greater detail in the reports that follow.

	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
001 GENERAL FUND	\$67,633,552	\$33,016,601	\$34,669,347	48.8%
060 WATER ENTERPRISE FUND	\$5,472,514	\$2,745,216	\$2,726,778	50.2%
061 SEWER ENTERPRISE FUND	\$7,406,393	\$3,251,382	\$4,155,011	43.9%
6520 HARBORMASTER ENTERPRISE FUND	\$524,040	\$325,670	\$198,370	62.1%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$81,036,498</b>	<b>\$39,338,870</b>	<b>\$41,749,506</b>	<b>48.5%</b>

While most department/cost centers show expenses below or near 50% of appropriations, those that were higher than 60% included:

- **General Administration (67.5%)**: A large component of this cost center is municipal insurance premiums, which are paid at the start of the fiscal year.
- **Information Technology (64.1%)**: Licenses, including the license for the City's MUNIS financial software, are paid in July, resulting in higher expenditures in the first half.
- **Board of Registrar's (91.0%)**: Elections work during the first half of the fiscal year largely expended this cost center.
- **License Commission (62.9%)**: Expenses for the Licensing Commission are driven by the number of meetings held each month. The Commission met more frequently during the first half of the fiscal year.
- **Planning Board (83.3%)**: Funding for minute takers is drawn first from the General Fund budget and then from the revolving fund.
- **Zoning Board (77.8%)**: Funding for minute takers is drawn first from the General Fund budget and then from the revolving fund.
- **Parking Clerk (68.4%)**: During FY19, there was an extension of enforcement hours, as well as, contractual pay increases for Parking Enforcement Officers. As a result personnel costs have trended higher than budget.
- **Essex North Shore Technical School (73.7%)**: Tuition and transportation is paid in the first half of the fiscal year.
- **Historical Commission (91.7%)**: Funding for minute takers is drawn first from the General Fund budget and then from the revolving fund.
- **Retirement Board (100.0%)**: The City's appropriation to the Newburyport Retirement System is paid on July 1<sup>st</sup>.

Additional funding may be required in some accounts, such as snow and ice and overtime, due to the unpredictability of those line items. In accordance with state law, the City is allowed to exceed the budgetary appropriation for snow and ice removal as it is a matter of public safety. However, any deficit must be removed prior to year-end through the use of reserves or other available funds. If the deficit is not removed prior to year-end, then the shortage must be made-up in the next fiscal year's tax rate. In past years, Free Cash has been the primary source of funding to cover snow and ice deficits.

### **FY2019 Mid-Year Revenue**

Mid-year revenue was at 47.3% of the FY19 estimate for the General Fund, 55.8% for the Water Enterprise Fund, 54.9% for the Sewer Enterprise Fund and 45.4% for the Harbormaster Enterprise Fund. On the following page is a summary of the mid-year revenue by fund, which is broken out in greater detail in the reports that follow.



	<b>ESTIMATE</b>	<b>ACTUAL</b>	<b>REMAINING</b>	<b>% COLL.</b>
001 GENERAL FUND	\$66,711,206	\$31,545,757	\$35,165,449	47.3%
060 WATER ENTERPRISE FUND	\$5,360,014	\$2,989,116	\$2,370,898	55.8%
061 SEWER ENTERPRISE FUND	\$7,018,893	\$3,855,631	\$3,163,262	54.9%
6520 HARBORMASTER ENTERPRISE FUND	\$482,829	\$219,341	\$263,489	45.4%
<b>TOTAL BUDGETARY FUNDS</b>	<b>\$79,572,941</b>	<b>\$38,609,844</b>	<b>\$40,963,097</b>	<b>48.5%</b>

A full copy of this report is available in the Financial Reports Center, located at:

<https://www.cityofnewburyport.com/financials>

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



**City of Newburyport**  
**FY2019 Mid-Year Expenditure Summary**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>001 GENERAL FUND</b>						
111 CITY COUNCIL	\$72,543	\$0	\$72,543	\$35,012	\$37,531	48.3%
121 MAYOR'S DEPARTMENT	\$296,023	\$0	\$296,023	\$129,552	\$166,470	43.8%
129 GENERAL ADMINISTRATION	\$409,412	(\$33,488)	\$375,924	\$253,579	\$122,344	67.5%
135 AUDITOR'S DEPARTMENT	\$327,856	\$0	\$327,856	\$162,736	\$165,119	49.6%
141 ASSESSORS DEPARTMENT	\$234,121	\$1,696	\$235,817	\$117,793	\$118,024	50.0%
145 TREASURER'S DEPARTMENT	\$306,181	\$4,961	\$311,142	\$149,200	\$161,942	48.0%
151 INFO TECHNOLOGY DEPT	\$320,817	\$7,000	\$327,817	\$210,282	\$117,536	64.1%
152 HUMAN RESOURCES	\$320,267	\$0	\$320,267	\$189,882	\$130,385	59.3%
161 CITY CLERK'S DEPARTMENT	\$258,732	\$0	\$258,732	\$132,956	\$178,173	51.4%
163 BOARD OF REGISTRARS	\$44,260	\$0	\$44,260	\$40,269	\$3,991	91.0%
165 LICENSE COMMISSION	\$6,340	\$0	\$6,340	\$3,988	\$2,352	62.9%
171 CONSERVATION COMMISSION	\$1,800	\$0	\$1,800	\$1,050	\$750	58.3%
175 PLANNING BOARD	\$1,800	\$0	\$1,800	\$1,500	\$300	83.3%
176 ZONING BOARD	\$1,800	\$0	\$1,800	\$1,400	\$400	77.8%
182 PLANNING & DEVELOPMENT	\$314,511	\$2,366	\$316,877	\$158,690	\$158,187	50.1%
191 LEGAL DEPARTMENT	\$100,000	\$0	\$100,000	\$28,186	\$71,814	28.2%
210 POLICE DEPARTMENT	\$3,959,748	\$0	\$3,959,748	\$2,044,100	\$1,915,648	51.6%
220 FIRE DEPARTMENT	\$3,731,744	\$0	\$3,731,744	\$1,997,870	\$1,733,874	53.5%
241 BUILDING DEPARTMENT	\$180,313	\$3,204	\$183,516	\$88,663	\$94,854	48.3%
291 EMERGENCY MANAGEMENT	\$31,100	\$0	\$31,100	\$10,650	\$20,450	34.2%
292 ANIMAL CONTROL	\$66,052	\$0	\$66,052	\$27,443	\$38,609	41.5%
293 PARKING CLERK DEPARTMENT	\$409,586	\$0	\$409,586	\$280,269	\$129,317	68.4%
300 SCHOOL DEPARTMENT	\$29,850,374	\$0	\$29,850,374	\$12,214,535	\$17,635,839	40.9%
398 ESSEX NORTH SHORE TECH SCHOOL	\$73,000	\$0	\$73,000	\$53,832	\$19,168	73.7%
399 WHITTIER VO TECH SCHOOL	\$622,252	\$0	\$622,252	\$311,126	\$311,126	50.0%
421 PUBLIC SERVICES DEPARTMENT	\$3,054,696	\$106,563	\$3,161,259	\$1,344,242	\$1,817,017	42.5%
423 SNOW & ICE	\$210,000	\$0	\$210,000	\$55,180	\$154,820	26.3%
510 HEALTH DEPARTMENT	\$247,909	\$1,519	\$249,428	\$109,033	\$140,395	43.7%
519 SUSTAINABILITY	\$1,541,906	\$15,000	\$1,556,906	\$738,219	\$818,687	47.4%
541 COUNCIL ON AGING	\$298,226	\$3,149	\$301,374	\$146,952	\$154,423	48.8%
542 YOUTH SERVICES	\$294,368	\$0	\$294,368	\$132,473	\$161,895	45.0%
543 VETERANS' DEPARTMENT	\$286,761	\$1,401	\$288,161	\$113,167	\$174,994	39.3%
610 LIBRARY DEPARTMENT	\$1,384,162	\$1,380	\$1,385,542	\$714,797	\$670,745	51.6%
630 PARKS COMMISSION	\$238,050	\$0	\$238,050	\$138,191	\$99,859	58.1%
691 HISTORICAL COMMISSION	\$1,800	\$0	\$1,800	\$1,650	\$150	91.7%
710 DEBT EXCLUSION	\$3,178,737	\$0	\$3,178,737	\$1,335,975	\$1,842,762	42.0%
720 ORDINARY DEBT SERVICE	\$954,098	\$0	\$954,098	\$614,495	\$339,603	64.4%
911 RETIREMENT BOARD	\$4,132,415	\$0	\$4,132,415	\$4,131,876	\$539	100.0%
914 INSURANCE GROUP	\$9,719,304	\$0	\$9,719,304	\$4,761,861	\$4,957,444	49.0%
921 COMMISSION ON DISABILITY	\$2,640	\$0	\$2,640	\$830	\$1,810	31.4%
990 INTERFUND TRANSFERS OUT	\$0	\$33,100	\$33,100	\$33,100	\$0	100.0%
<b>001 GENERAL FUND Total</b>	<b>\$67,485,702</b>	<b>\$147,850</b>	<b>\$67,633,552</b>	<b>\$33,016,601</b>	<b>\$34,669,347</b>	<b>48.8%</b>
<b>060 WATER ENTERPRISE FUND Total</b>	<b>\$5,460,014</b>	<b>\$12,500</b>	<b>\$5,472,514</b>	<b>\$2,745,216</b>	<b>\$2,726,778</b>	<b>50.2%</b>
<b>061 SEWER ENTERPRISE FUND Total</b>	<b>\$7,393,893</b>	<b>\$12,500</b>	<b>\$7,406,393</b>	<b>\$3,251,382</b>	<b>\$4,155,011</b>	<b>43.9%</b>
<b>6520 HARBORMASTER ENTERPRISE FUND Total</b>	<b>\$482,829</b>	<b>\$41,211</b>	<b>\$524,040</b>	<b>\$325,670</b>	<b>\$198,370</b>	<b>62.1%</b>
<b>Grand Total</b>	<b>\$80,822,437</b>	<b>\$214,061</b>	<b>\$81,036,498</b>	<b>\$39,338,870</b>	<b>\$41,749,506</b>	<b>48.5%</b>



**City of Newburyport**  
**FY2019 Mid-Year Expenditures by Category**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>001 GENERAL FUND</b>						
<b>111 CITY COUNCIL</b>						
001 PERSONNEL SERVICES	\$61,043	\$0	\$61,043	\$30,509	\$30,534	50.0%
002 PURCHASE OF SERVICES	\$11,500	\$0	\$11,500	\$4,503	\$6,997	39.2%
<b>111 CITY COUNCIL Total</b>	<b>\$72,543</b>	<b>\$0</b>	<b>\$72,543</b>	<b>\$35,012</b>	<b>\$37,531</b>	<b>48.3%</b>
<b>121 MAYOR'S DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$240,023	\$0	\$240,023	\$106,477	\$133,546	44.4%
002 PURCHASE OF SERVICES	\$40,000	\$0	\$40,000	\$20,000	\$20,000	50.0%
007 OTHER CHARGES & EXPENSES	\$16,000	\$0	\$16,000	\$3,076	\$12,924	19.2%
<b>121 MAYOR'S DEPARTMENT Total</b>	<b>\$296,023</b>	<b>\$0</b>	<b>\$296,023</b>	<b>\$129,552</b>	<b>\$166,470</b>	<b>43.8%</b>
<b>129 GENERAL ADMINISTRATION</b>						
001 PERSONNEL SERVICES	\$28,500	\$2,250	\$30,750	\$13,386	\$17,364	43.5%
002 PURCHASE OF SERVICES	\$154,500	\$0	\$154,500	\$68,535	\$85,965	44.4%
004 SUPPLIES	\$9,000	\$0	\$9,000	\$1,333	\$7,667	14.8%
007 OTHER CHARGES & EXPENSES	\$217,412	(\$35,738)	\$181,674	\$170,326	\$11,348	93.8%
<b>129 GENERAL ADMINISTRATION Total</b>	<b>\$409,412</b>	<b>(\$33,488)</b>	<b>\$375,924</b>	<b>\$253,579</b>	<b>\$122,344</b>	<b>67.5%</b>
<b>135 AUDITOR'S DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$279,401	\$0	\$279,401	\$137,769	\$141,631	49.3%
002 PURCHASE OF SERVICES	\$46,500	\$0	\$46,500	\$23,652	\$22,848	50.9%
004 SUPPLIES	\$1,500	\$0	\$1,500	\$860	\$640	57.4%
007 OTHER CHARGES & EXPENSES	\$455	\$0	\$455	\$455	\$0	100.0%
<b>135 AUDITOR'S DEPARTMENT Total</b>	<b>\$327,856</b>	<b>\$0</b>	<b>\$327,856</b>	<b>\$162,736</b>	<b>\$165,119</b>	<b>49.6%</b>
<b>141 ASSESSORS DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$204,581	\$1,696	\$206,277	\$103,139	\$103,139	50.0%
002 PURCHASE OF SERVICES	\$25,990	\$0	\$25,990	\$13,040	\$12,950	50.2%
004 SUPPLIES	\$3,000	\$0	\$3,000	\$1,134	\$1,866	37.8%
007 OTHER CHARGES & EXPENSES	\$550	\$0	\$550	\$480	\$70	87.3%
<b>141 ASSESSORS DEPARTMENT Total</b>	<b>\$234,121</b>	<b>\$1,696</b>	<b>\$235,817</b>	<b>\$117,793</b>	<b>\$118,024</b>	<b>50.0%</b>
<b>145 TREASURER'S DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$261,881	\$4,961	\$266,842	\$128,938	\$137,904	48.3%
002 PURCHASE OF SERVICES	\$38,700	\$0	\$38,700	\$17,541	\$21,159	45.3%
004 SUPPLIES	\$3,800	\$0	\$3,800	\$1,421	\$2,379	37.4%
007 OTHER CHARGES & EXPENSES	\$1,800	\$0	\$1,800	\$1,300	\$500	72.2%
<b>145 TREASURER'S DEPARTMENT Total</b>	<b>\$306,181</b>	<b>\$4,961</b>	<b>\$311,142</b>	<b>\$149,200</b>	<b>\$161,942</b>	<b>48.0%</b>
<b>151 INFO TECHNOLOGY DEPT</b>						
001 PERSONNEL SERVICES	\$92,928	\$7,000	\$99,928	\$49,964	\$49,964	50.0%
002 PURCHASE OF SERVICES	\$225,890	\$0	\$225,890	\$159,668	\$66,222	70.7%
004 SUPPLIES	\$2,000	\$0	\$2,000	\$650	\$1,350	32.5%
<b>151 INFO TECHNOLOGY DEPT Total</b>	<b>\$320,817</b>	<b>\$7,000</b>	<b>\$327,817</b>	<b>\$210,282</b>	<b>\$117,536</b>	<b>64.1%</b>



**City of Newburyport**  
**FY2019 Mid-Year Expenditures by Category**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>152 HUMAN RESOURCES</b>						
001 PERSONNEL SERVICES	\$169,056	(\$2,000)	\$167,056	\$69,260	\$97,796	41.5%
002 PURCHASE OF SERVICES	\$149,511	\$500	\$150,011	\$118,443	\$31,568	79.0%
004 SUPPLIES	\$1,500	\$1,500	\$3,000	\$2,179	\$821	72.6%
007 OTHER CHARGES & EXPENSES	\$200	\$0	\$200	\$0	\$200	0.0%
<b>152 HUMAN RESOURCES Total</b>	<b>\$320,267</b>	<b>\$0</b>	<b>\$320,267</b>	<b>\$189,882</b>	<b>\$130,385</b>	<b>59.3%</b>
<b>161 CITY CLERK'S DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$246,632	\$0	\$246,632	\$125,647	\$173,381	50.9%
002 PURCHASE OF SERVICES	\$12,100	\$0	\$12,100	\$7,309	\$4,791	60.4%
<b>161 CITY CLERK'S DEPARTMENT Total</b>	<b>\$258,732</b>	<b>\$0</b>	<b>\$258,732</b>	<b>\$132,956</b>	<b>\$178,173</b>	<b>51.4%</b>
<b>163 BOARD OF REGISTRARS</b>						
001 PERSONNEL SERVICES	\$4,260	\$0	\$4,260	\$2,130	\$2,130	50.0%
007 OTHER CHARGES & EXPENSES	\$40,000	\$0	\$40,000	\$38,139	\$1,861	95.3%
<b>163 BOARD OF REGISTRARS Total</b>	<b>\$44,260</b>	<b>\$0</b>	<b>\$44,260</b>	<b>\$40,269</b>	<b>\$3,991</b>	<b>91.0%</b>
<b>165 LICENSE COMMISSION</b>						
001 PERSONNEL SERVICES	\$5,340	\$0	\$5,340	\$3,750	\$1,590	70.2%
007 OTHER CHARGES & EXPENSES	\$1,000	\$0	\$1,000	\$238	\$762	23.8%
<b>165 LICENSE COMMISSION Total</b>	<b>\$6,340</b>	<b>\$0</b>	<b>\$6,340</b>	<b>\$3,988</b>	<b>\$2,352</b>	<b>62.9%</b>
<b>171 CONSERVATION COMMISSION</b>						
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,050	\$750	58.3%
<b>171 CONSERVATION COMMISSION Total</b>	<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$1,050</b>	<b>\$750</b>	<b>58.3%</b>
<b>175 PLANNING BOARD</b>						
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,500	\$300	83.3%
<b>175 PLANNING BOARD Total</b>	<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$1,500</b>	<b>\$300</b>	<b>83.3%</b>
<b>176 ZONING BOARD</b>						
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,400	\$400	77.8%
<b>176 ZONING BOARD Total</b>	<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$1,400</b>	<b>\$400</b>	<b>77.8%</b>
<b>182 PLANNING &amp; DEVELOPMENT</b>						
001 PERSONNEL SERVICES	\$297,461	\$2,366	\$299,827	\$151,987	\$147,840	50.7%
002 PURCHASE OF SERVICES	\$12,000	\$0	\$12,000	\$5,148	\$6,853	42.9%
004 SUPPLIES	\$5,050	\$0	\$5,050	\$1,556	\$3,494	30.8%
<b>182 PLANNING &amp; DEVELOPMENT Total</b>	<b>\$314,511</b>	<b>\$2,366</b>	<b>\$316,877</b>	<b>\$158,690</b>	<b>\$158,187</b>	<b>50.1%</b>
<b>191 LEGAL DEPARTMENT</b>						
002 PURCHASE OF SERVICES	\$100,000	\$0	\$100,000	\$28,186	\$71,814	28.2%
<b>191 LEGAL DEPARTMENT Total</b>	<b>\$100,000</b>	<b>\$0</b>	<b>\$100,000</b>	<b>\$28,186</b>	<b>\$71,814</b>	<b>28.2%</b>



**City of Newburyport**  
**FY2019 Mid-Year Expenditures by Category**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>210 POLICE DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$3,616,739	\$0	\$3,616,739	\$1,864,804	\$1,751,935	51.6%
002 PURCHASE OF SERVICES	\$167,459	\$0	\$167,459	\$77,343	\$90,116	46.2%
004 SUPPLIES	\$84,100	\$0	\$84,100	\$30,370	\$53,730	36.1%
007 OTHER CHARGES & EXPENSES	\$20,450	\$0	\$20,450	\$12,841	\$7,609	62.8%
008 CAPITAL OUTLAY	\$71,000	\$0	\$71,000	\$58,741	\$12,259	82.7%
<b>210 POLICE DEPARTMENT Total</b>	<b>\$3,959,748</b>	<b>\$0</b>	<b>\$3,959,748</b>	<b>\$2,044,100</b>	<b>\$1,915,648</b>	<b>51.6%</b>
<b>220 FIRE DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$3,492,294	\$0	\$3,492,294	\$1,850,250	\$1,642,044	53.0%
002 PURCHASE OF SERVICES	\$177,500	\$0	\$177,500	\$96,442	\$81,058	54.3%
004 SUPPLIES	\$56,500	\$0	\$56,500	\$48,654	\$7,846	86.1%
007 OTHER CHARGES & EXPENSES	\$5,450	\$0	\$5,450	\$2,524	\$2,926	46.3%
<b>220 FIRE DEPARTMENT Total</b>	<b>\$3,731,744</b>	<b>\$0</b>	<b>\$3,731,744</b>	<b>\$1,997,870</b>	<b>\$1,733,874</b>	<b>53.5%</b>
<b>241 BUILDING DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$179,313	\$3,204	\$182,516	\$87,932	\$94,584	48.2%
002 PURCHASE OF SERVICES	\$1,000	\$0	\$1,000	\$731	\$269	73.1%
<b>241 BUILDING DEPARTMENT Total</b>	<b>\$180,313</b>	<b>\$3,204</b>	<b>\$183,516</b>	<b>\$88,663</b>	<b>\$94,854</b>	<b>48.3%</b>
<b>291 EMERGENCY MANAGEMENT</b>						
001 PERSONNEL SERVICES	\$16,000	\$0	\$16,000	\$8,000	\$8,000	50.0%
002 PURCHASE OF SERVICES	\$12,000	\$0	\$12,000	\$2,651	\$9,349	22.1%
004 SUPPLIES	\$1,100	\$0	\$1,100	\$0	\$1,100	0.0%
007 OTHER CHARGES & EXPENSES	\$2,000	\$0	\$2,000	\$0	\$2,000	0.0%
<b>291 EMERGENCY MANAGEMENT Total</b>	<b>\$31,100</b>	<b>\$0</b>	<b>\$31,100</b>	<b>\$10,650</b>	<b>\$20,450</b>	<b>34.2%</b>
<b>292 ANIMAL CONTROL</b>						
001 PERSONNEL SERVICES	\$57,072	\$0	\$57,072	\$25,283	\$31,789	44.3%
002 PURCHASE OF SERVICES	\$6,340	\$0	\$6,340	\$633	\$5,707	10.0%
004 SUPPLIES	\$2,290	\$0	\$2,290	\$1,277	\$1,013	55.7%
007 OTHER CHARGES & EXPENSES	\$350	\$0	\$350	\$251	\$99	71.7%
<b>292 ANIMAL CONTROL Total</b>	<b>\$66,052</b>	<b>\$0</b>	<b>\$66,052</b>	<b>\$27,443</b>	<b>\$38,609</b>	<b>41.5%</b>
<b>293 PARKING CLERK DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$157,886	\$0	\$157,886	\$117,356	\$40,530	74.3%
002 PURCHASE OF SERVICES	\$165,900	\$0	\$165,900	\$112,456	\$53,444	67.8%
004 SUPPLIES	\$85,800	\$0	\$85,800	\$50,457	\$35,343	58.8%
<b>293 PARKING CLERK DEPARTMENT Total</b>	<b>\$409,586</b>	<b>\$0</b>	<b>\$409,586</b>	<b>\$280,269</b>	<b>\$129,317</b>	<b>68.4%</b>
<b>300 SCHOOL DEPARTMENT</b>						
002 PURCHASE OF SERVICES	\$29,850,374	\$0	\$29,850,374	\$12,214,535	\$17,635,839	40.9%
<b>300 SCHOOL DEPARTMENT Total</b>	<b>\$29,850,374</b>	<b>\$0</b>	<b>\$29,850,374</b>	<b>\$12,214,535</b>	<b>\$17,635,839</b>	<b>40.9%</b>
<b>398 ESSEX NORTH SHORE TECH SCHOOL</b>						
002 PURCHASE OF SERVICES	\$73,000	\$0	\$73,000	\$53,832	\$19,168	73.7%
<b>398 ESSEX NORTH SHORE TECH SCHOOL Total</b>	<b>\$73,000</b>	<b>\$0</b>	<b>\$73,000</b>	<b>\$53,832</b>	<b>\$19,168</b>	<b>73.7%</b>



**City of Newburyport**  
**FY2019 Mid-Year Expenditures by Category**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>399 WHITTIER VO TECH SCHOOL</b>						
002 PURCHASE OF SERVICES	\$622,252	\$0	\$622,252	\$311,126	\$311,126	50.0%
<b>399 WHITTIER VO TECH SCHOOL Total</b>	<b>\$622,252</b>	<b>\$0</b>	<b>\$622,252</b>	<b>\$311,126</b>	<b>\$311,126</b>	<b>50.0%</b>
<b>421 PUBLIC SERVICES DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$1,939,338	\$6,813	\$1,946,152	\$913,467	\$1,032,685	46.9%
002 PURCHASE OF SERVICES	\$561,237	\$19,750	\$580,987	\$243,079	\$337,908	41.8%
004 SUPPLIES	\$258,475	\$80,000	\$338,475	\$167,355	\$171,120	49.4%
008 CAPITAL OUTLAY	\$295,646	\$0	\$295,646	\$20,342	\$275,304	6.9%
<b>421 PUBLIC SERVICES DEPARTMENT Total</b>	<b>\$3,054,696</b>	<b>\$106,563</b>	<b>\$3,161,259</b>	<b>\$1,344,242</b>	<b>\$1,817,017</b>	<b>42.5%</b>
<b>423 SNOW &amp; ICE</b>						
001 PERSONNEL SERVICES	\$105,000	\$0	\$105,000	\$9,875	\$95,125	9.4%
002 PURCHASE OF SERVICES	\$105,000	\$0	\$105,000	\$45,304	\$59,696	43.1%
<b>423 SNOW &amp; ICE Total</b>	<b>\$210,000</b>	<b>\$0</b>	<b>\$210,000</b>	<b>\$55,180</b>	<b>\$154,820</b>	<b>26.3%</b>
<b>510 HEALTH DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$207,125	\$1,519	\$208,644	\$100,976	\$107,668	48.4%
002 PURCHASE OF SERVICES	\$35,284	\$0	\$35,284	\$6,493	\$28,791	18.4%
004 SUPPLIES	\$4,500	\$0	\$4,500	\$913	\$3,587	20.3%
007 OTHER CHARGES & EXPENSES	\$1,000	\$0	\$1,000	\$650	\$350	65.0%
<b>510 HEALTH DEPARTMENT Total</b>	<b>\$247,909</b>	<b>\$1,519</b>	<b>\$249,428</b>	<b>\$109,033</b>	<b>\$140,395</b>	<b>43.7%</b>
<b>519 SUSTAINABILITY</b>						
001 PERSONNEL SERVICES	\$100,406	\$0	\$100,406	\$53,685	\$46,721	53.5%
002 PURCHASE OF SERVICES	\$1,440,500	\$15,000	\$1,455,500	\$684,010	\$771,490	47.0%
004 SUPPLIES	\$1,000	\$0	\$1,000	\$525	\$475	52.5%
<b>519 SUSTAINABILITY Total</b>	<b>\$1,541,906</b>	<b>\$15,000</b>	<b>\$1,556,906</b>	<b>\$738,219</b>	<b>\$818,687</b>	<b>47.4%</b>
<b>541 COUNCIL ON AGING</b>						
001 PERSONNEL SERVICES	\$259,726	\$3,149	\$262,874	\$128,492	\$134,382	48.9%
002 PURCHASE OF SERVICES	\$24,500	\$0	\$24,500	\$10,759	\$13,741	43.9%
004 SUPPLIES	\$14,000	\$0	\$14,000	\$7,700	\$6,300	55.0%
<b>541 COUNCIL ON AGING Total</b>	<b>\$298,226</b>	<b>\$3,149</b>	<b>\$301,374</b>	<b>\$146,952</b>	<b>\$154,423</b>	<b>48.8%</b>
<b>542 YOUTH SERVICES</b>						
001 PERSONNEL SERVICES	\$212,718	\$0	\$212,718	\$99,815	\$112,903	46.9%
002 PURCHASE OF SERVICES	\$25,300	\$0	\$25,300	\$8,595	\$16,705	34.0%
007 OTHER CHARGES & EXPENSES	\$56,350	\$0	\$56,350	\$24,063	\$32,287	42.7%
<b>542 YOUTH SERVICES Total</b>	<b>\$294,368</b>	<b>\$0</b>	<b>\$294,368</b>	<b>\$132,473</b>	<b>\$161,895</b>	<b>45.0%</b>
<b>543 VETERANS' DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$126,621	\$1,401	\$128,021	\$57,573	\$70,448	45.0%
002 PURCHASE OF SERVICES	\$5,720	\$0	\$5,720	\$836	\$4,884	14.6%
007 OTHER CHARGES & EXPENSES	\$154,420	\$0	\$154,420	\$54,758	\$99,662	35.5%
<b>543 VETERANS' DEPARTMENT Total</b>	<b>\$286,761</b>	<b>\$1,401</b>	<b>\$288,161</b>	<b>\$113,167</b>	<b>\$174,994</b>	<b>39.3%</b>



**City of Newburyport**  
**FY2019 Mid-Year Expenditures by Category**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>610 LIBRARY DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$1,041,550	\$1,380	\$1,042,930	\$505,784	\$537,146	48.5%
002 PURCHASE OF SERVICES	\$342,612	\$0	\$342,612	\$209,013	\$133,599	61.0%
<b>610 LIBRARY DEPARTMENT Total</b>	<b>\$1,384,162</b>	<b>\$1,380</b>	<b>\$1,385,542</b>	<b>\$714,797</b>	<b>\$670,745</b>	<b>51.6%</b>
<b>630 PARKS COMMISSION</b>						
001 PERSONNEL SERVICES	\$192,550	\$0	\$192,550	\$102,744	\$89,806	53.4%
002 PURCHASE OF SERVICES	\$40,500	\$0	\$40,500	\$31,602	\$8,898	78.0%
004 SUPPLIES	\$5,000	\$0	\$5,000	\$3,845	\$1,155	76.9%
<b>630 PARKS COMMISSION Total</b>	<b>\$238,050</b>	<b>\$0</b>	<b>\$238,050</b>	<b>\$138,191</b>	<b>\$99,859</b>	<b>58.1%</b>
<b>691 HISTORICAL COMMISSION</b>						
001 PERSONNEL SERVICES	\$1,800	\$0	\$1,800	\$1,650	\$150	91.7%
<b>691 HISTORICAL COMMISSION Total</b>	<b>\$1,800</b>	<b>\$0</b>	<b>\$1,800</b>	<b>\$1,650</b>	<b>\$150</b>	<b>91.7%</b>
<b>710 DEBT EXCLUSION</b>						
009 DEBT SERVICE	\$3,178,737	\$0	\$3,178,737	\$1,335,975	\$1,842,762	42.0%
<b>710 DEBT EXCLUSION Total</b>	<b>\$3,178,737</b>	<b>\$0</b>	<b>\$3,178,737</b>	<b>\$1,335,975</b>	<b>\$1,842,762</b>	<b>42.0%</b>
<b>720 ORDINARY DEBT SERVICE</b>						
009 DEBT SERVICE	\$954,098	\$0	\$954,098	\$614,495	\$339,603	64.4%
<b>720 ORDINARY DEBT SERVICE Total</b>	<b>\$954,098</b>	<b>\$0</b>	<b>\$954,098</b>	<b>\$614,495</b>	<b>\$339,603</b>	<b>64.4%</b>
<b>911 RETIREMENT BOARD</b>						
001 PERSONNEL SERVICES	\$4,132,415	\$0	\$4,132,415	\$4,131,876	\$539	100.0%
<b>911 RETIREMENT BOARD Total</b>	<b>\$4,132,415</b>	<b>\$0</b>	<b>\$4,132,415</b>	<b>\$4,131,876</b>	<b>\$539</b>	<b>100.0%</b>
<b>914 INSURANCE GROUP</b>						
001 PERSONNEL SERVICES	\$9,719,304	\$0	\$9,719,304	\$4,761,861	\$4,957,444	49.0%
<b>914 INSURANCE GROUP Total</b>	<b>\$9,719,304</b>	<b>\$0</b>	<b>\$9,719,304</b>	<b>\$4,761,861</b>	<b>\$4,957,444</b>	<b>49.0%</b>
<b>921 COMMISSION ON DISABILITY</b>						
001 PERSONNEL SERVICES	\$2,640	\$0	\$2,640	\$830	\$1,810	31.4%
<b>921 COMMISSION ON DISABILITY Total</b>	<b>\$2,640</b>	<b>\$0</b>	<b>\$2,640</b>	<b>\$830</b>	<b>\$1,810</b>	<b>31.4%</b>
<b>990 INTERFUND TRANSFERS OUT</b>						
010 OTHER FINANCING USES	\$0	\$33,100	\$33,100	\$33,100	\$0	100.0%
<b>990 INTERFUND TRANSFERS OUT Total</b>	<b>\$0</b>	<b>\$33,100</b>	<b>\$33,100</b>	<b>\$33,100</b>	<b>\$0</b>	<b>100.0%</b>
<b>001 GENERAL FUND Total</b>	<b>\$67,485,702</b>	<b>\$147,850</b>	<b>\$67,633,552</b>	<b>\$33,016,601</b>	<b>\$34,669,347</b>	<b>48.8%</b>



**City of Newburyport  
FY2019 Mid-Year Expenditures by Category**

	ORIGINAL APPROP.	TRANSFERS/ ADJUST.	REVISED BUDGET	YTD EXPENDED	REMAINING BUDGET	% USED
<b>060 WATER ENTERPRISE FUND</b>						
<b>450 WATER DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$2,175,572	\$0	\$2,175,572	\$1,187,547	\$988,024	54.6%
002 PURCHASE OF SERVICES	\$898,351	\$0	\$898,351	\$390,211	\$507,621	43.5%
004 SUPPLIES	\$185,845	\$0	\$185,845	\$93,087	\$92,759	50.1%
007 OTHER CHARGES & EXPENSES	\$106,107	\$0	\$106,107	\$79,116	\$26,991	74.6%
008 CAPITAL OUTLAY	\$240,000	\$0	\$240,000	\$101,333	\$138,667	42.2%
009 DEBT SERVICE	\$1,854,139	\$0	\$1,854,139	\$881,422	\$972,717	47.5%
010 OTHER FINANCING USES	\$0	\$12,500	\$12,500	\$12,500	\$0	100.0%
<b>450 WATER DEPARTMENT Total</b>	<b><u>\$5,460,014</u></b>	<b><u>\$12,500</u></b>	<b><u>\$5,472,514</u></b>	<b><u>\$2,745,216</u></b>	<b><u>\$2,726,778</u></b>	<b><u>50.2%</u></b>
<b>060 WATER ENTERPRISE FUND Total</b>	<b><u>\$5,460,014</u></b>	<b><u>\$12,500</u></b>	<b><u>\$5,472,514</u></b>	<b><u>\$2,745,216</u></b>	<b><u>\$2,726,778</u></b>	<b><u>50.2%</u></b>
<b>061 SEWER ENTERPRISE FUND</b>						
<b>440 SEWER DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$2,317,272	\$0	\$2,317,272	\$1,307,300	\$1,009,973	56.4%
002 PURCHASE OF SERVICES	\$1,277,607	\$0	\$1,277,607	\$497,125	\$780,483	38.9%
004 SUPPLIES	\$402,128	\$0	\$402,128	\$207,990	\$194,138	51.7%
007 OTHER CHARGES & EXPENSES	\$91,321	\$0	\$91,321	\$76,857	\$14,464	84.2%
008 CAPITAL OUTLAY	\$271,000	\$0	\$271,000	\$58,774	\$212,226	21.7%
009 DEBT SERVICE	\$3,034,564	\$0	\$3,034,564	\$1,090,837	\$1,943,727	35.9%
010 OTHER FINANCING USES	\$0	\$12,500	\$12,500	\$12,500	\$0	100.0%
<b>440 SEWER DEPARTMENT Total</b>	<b><u>\$7,393,893</u></b>	<b><u>\$12,500</u></b>	<b><u>\$7,406,393</u></b>	<b><u>\$3,251,382</u></b>	<b><u>\$4,155,011</u></b>	<b><u>43.9%</u></b>
<b>061 SEWER ENTERPRISE FUND Total</b>	<b><u>\$7,393,893</u></b>	<b><u>\$12,500</u></b>	<b><u>\$7,406,393</u></b>	<b><u>\$3,251,382</u></b>	<b><u>\$4,155,011</u></b>	<b><u>43.9%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND</b>						
<b>295 HARBORMASTER DEPARTMENT</b>						
001 PERSONNEL SERVICES	\$279,044	\$0	\$279,044	\$183,813	\$95,231	65.9%
002 PURCHASE OF SERVICES	\$47,250	\$0	\$47,250	\$19,041	\$28,209	40.3%
004 SUPPLIES	\$18,700	\$0	\$18,700	\$7,746	\$10,954	41.4%
007 OTHER CHARGES & EXPENSES	\$11,000	\$0	\$11,000	\$7,633	\$3,367	69.4%
008 CAPITAL OUTLAY	\$50,000	\$0	\$50,000	\$7,563	\$42,437	15.1%
009 DEBT SERVICE	\$76,835	\$0	\$76,835	\$58,661	\$18,174	76.3%
010 OTHER FINANCING USES	\$0	\$41,211	\$41,211	\$41,211	\$0	100.0%
<b>295 HARBORMASTER DEPARTMENT Total</b>	<b><u>\$482,829</u></b>	<b><u>\$41,211</u></b>	<b><u>\$524,040</u></b>	<b><u>\$325,670</u></b>	<b><u>\$198,370</u></b>	<b><u>62.1%</u></b>
<b>6520 HARBORMASTER ENTERPRISE FUND Total</b>	<b><u>\$482,829</u></b>	<b><u>\$41,211</u></b>	<b><u>\$524,040</u></b>	<b><u>\$325,670</u></b>	<b><u>\$198,370</u></b>	<b><u>62.1%</u></b>
<b>Grand Total</b>	<b><u>\$80,822,437</u></b>	<b><u>\$214,061</u></b>	<b><u>\$81,036,498</u></b>	<b><u>\$39,338,870</u></b>	<b><u>\$41,749,506</u></b>	<b><u>48.5%</u></b>





**City of Newburyport**  
**FY2019 Mid-Year Revenue Summary**

CATEGORY	FY2018 Mid-Year Revenue				FY2019 Mid-Year Revenue				FY18 vs. FY19 +/-		
	ESTIMATE	6MO ACTUAL	REMAINING	% COLL	ESTIMATE	6MO ACTUAL	REMAINING	% COLL	\$	%	
<b>Tax Revenue</b>											
Real Estate Tax	54,348,166	26,378,107	27,970,059	48.5%	56,146,562	26,731,012	29,415,550	47.6%	352,905	1.3%	↑
Personal Property Tax	663,951	345,662	318,289	52.1%	657,872	320,177	337,695	48.7%	(25,485)	-7.4%	↓
<b>Total Tax Revenue</b>	<b>55,012,117</b>	<b>26,723,769</b>	<b>28,288,348</b>	<b>48.6%</b>	<b>56,804,435</b>	<b>27,051,189</b>	<b>29,753,246</b>	<b>47.6%</b>	<b>327,420</b>	<b>1.2%</b>	<b>↑</b>
<b>Local Receipts</b>											
Motor Vehicle Excise (1)	2,450,000	360,175	2,089,825	14.7%	2,600,000	393,618	2,206,382	15.1%	33,443	9.3%	↑
Room Occupancy Excise	220,000	152,952	67,048	69.5%	225,000	155,178	69,822	69.0%	2,226	1.5%	↑
Meals Excise	525,000	361,605	163,395	68.9%	625,000	369,648	255,352	59.1%	8,043	2.2%	↑
Other Excise (2)	100,000	0	100,000	0.0%	110,000	53	109,947	0.0%	53	0.0%	↔
Pen & Int on Tax & Exc	290,000	169,576	120,424	58.5%	300,000	162,071	137,929	54.0%	(7,506)	-4.4%	↓
Payments in Lieu of Taxes (3)	60,000	0	60,000	0.0%	60,000	0	60,000	0.0%	0	0.0%	↔
Fees (4)	340,000	209,462	130,538	61.6%	352,500	170,599	181,901	48.4%	(38,864)	-18.6%	↓
Other Dept. Revenue (5)	55,000	30,260	24,740	55.0%	60,000	32,906	27,094	54.8%	2,645	8.7%	↑
Licenses and Permits	700,000	548,310	151,690	78.3%	897,500	718,269	179,231	80.0%	169,959	31.0%	↑
Fines & Forfeits	10,000	5,620	4,380	56.2%	10,000	5,320	4,680	53.2%	(300)	-5.3%	↓
Investment Income	45,000	60,541	(15,541)	134.5%	50,000	84,287	(34,287)	168.6%	23,746	39.2%	↑
Medicaid Reimbursement	100,000	14,526	85,474	14.5%	100,000	21,276	78,724	21.3%	6,750	46.5%	↑
Miscellaneous Recurring (6)	138,000	30,506	107,494	22.1%	175,000	44,312	130,688	25.3%	13,805	45.3%	↑
Miscellaneous Non-Recurring	0	46,328	(46,328)	100.0%	0	63,510	(63,510)	100.0%	17,182	37.1%	↑
<b>Total Local Receipts</b>	<b>5,033,000</b>	<b>1,989,862</b>	<b>3,043,138</b>	<b>39.5%</b>	<b>5,565,000</b>	<b>2,221,046</b>	<b>3,343,954</b>	<b>39.9%</b>	<b>231,184</b>	<b>11.6%</b>	<b>↑</b>
<i>Local Receipts Excluding MV Excise</i>	<i>2,583,000</i>	<i>1,629,687</i>	<i>953,313</i>	<i>63.1%</i>	<i>2,965,000</i>	<i>1,827,428</i>	<i>1,137,572</i>	<i>61.6%</i>	<i>197,741</i>	<i>12.1%</i>	<i>↑</i>
<b>Net State Aid</b>	<b>4,265,776</b>	<b>2,240,298</b>	<b>2,025,478</b>	<b>52.5%</b>	<b>4,341,771</b>	<b>2,273,522</b>	<b>2,068,249</b>	<b>52.4%</b>	<b>33,224</b>	<b>1.5%</b>	<b>↑</b>
<b>Total General Fund Revenue</b>	<b>64,310,893</b>	<b>30,953,929</b>	<b>33,356,963</b>	<b>48.1%</b>	<b>66,711,206</b>	<b>31,545,757</b>	<b>35,165,449</b>	<b>47.3%</b>	<b>591,827</b>	<b>1.9%</b>	<b>↑</b>
<b>Enterprise Funds</b>											
Water Fund Revenue	5,107,870	2,834,986	2,272,884	55.5%	5,360,014	2,989,116	2,370,898	55.8%	154,130	5.4%	↑
Sewer Fund Revenue	6,385,654	3,497,849	2,887,805	54.8%	7,018,893	3,855,631	3,163,262	54.9%	357,782	10.2%	↑
Harbormaster Fund Revenue	467,830	244,095	223,735	52.2%	482,829	235,130	247,699	48.7%	(8,965)	-3.7%	↓
<b>Total Budgetary Funds</b>	<b>76,272,247</b>	<b>37,530,860</b>	<b>38,741,388</b>	<b>49.2%</b>	<b>79,572,941</b>	<b>38,625,634</b>	<b>40,947,307</b>	<b>48.5%</b>	<b>1,094,774</b>	<b>2.9%</b>	<b>↑</b>

- (1) Motor vehicle excise tax bills mailed out by end of February.
- (2) Urban redevelopment excise tax (MGL Ch. 121A); distributed by state at year-end.
- (3) Payments in lieu of taxes paid in March; category includes any roll back taxes as well.
- (4) Municipal liens, off duty fees, registry fees, tax title, fire alarm box fees.
- (5) Copies/recordings, zoning/ordinances, business certificates.
- (6) Police incident/accident, cell tower lease payments, Animal Control (\$22K), Veterans' Services (\$89K), FWS refuge revenue sharing.

**CITY OF NEWBURYPORT  
DEPARTMENTAL REVOLVING FUNDS**

FY2019 YEAR-TO-DATE ACTIVITY  
(AS OF DECEMBER 31, 2018)

<u>Account Name</u>	<u>Fund Code</u>	<u>Beginning Balance</u>	<u>YTD Revenue</u>	<u>YTD Expended</u>	<u>Transfers Out</u>	<u>Current Balance</u>	<u>FY18 Spending Limit</u>	<u>% Spent</u>
Council on Aging	2802	\$30,618	\$16,155	(\$17,030)		\$29,743	\$40,000	42.6%
Recreational Services	2803	\$143,264	\$285,337	(\$198,565)		\$230,035	\$370,000	53.7%
Historical Commission	2804	\$8,222	\$600	(\$150)		\$8,672	\$2,500	6.0%
Electrical Inspector	2806	\$19,452	\$66,066	(\$38,752)		\$46,767	\$60,000	64.6%
Plumbing Inspector	2807	\$1,988	\$25,716	(\$27,015)		\$689	\$65,000	41.6%
Gas Inspector	2808	\$9,337	\$19,370	(\$20,561)		\$8,146	\$40,000	51.4%
Disabilities Commission	2809	\$19,317	\$2,610	\$0	(\$3,300)	\$18,627	\$3,000	0.0%
Emma Andrews Library	2810	\$37,349	\$4,500	(\$10,241)		\$31,608	\$30,000	34.1%
Transient Vendors	2812	\$12,040	\$8,200	(\$3,429)		\$16,812	\$20,000	17.1%
Planning & Zoning	2813	\$52,535	\$25,650	(\$18,960)		\$59,225	\$70,000	27.1%
Animal Control	2817	\$14,144	\$555	\$0		\$14,699	\$6,000	0.0%
Tree Commission	2818	\$4,926	\$1,035	(\$33)		\$5,928	\$10,000	0.3%
Medicare/Medicaid	2835	\$35,083	\$10,072	(\$12,458)		\$32,696	\$25,000	49.8%
Veterans Services	2836	\$1,283	\$50	\$0		\$1,333	\$2,000	0.0%
City Hall Maintenance	2840	\$2,003	\$1,000	\$0		\$3,003	\$5,000	0.0%
Senior Comm. Ctr. Maint.	2841	\$27,628	\$13,993	(\$4,080)		\$37,541	\$15,000	27.2%
Parks Maint.	2842	\$0	\$1,175	(\$1,148)		\$27	\$15,000	7.7%
Solid Waste	2843	\$0	\$42,526	\$0		\$42,526	\$80,000	0.0%
Assessor	2844	\$0	\$120	\$0		\$120	\$2,000	0.0%
<b>Total Revolving Funds</b>		<b><u>\$419,190</u></b>	<b><u>\$482,083</u></b>	<b><u>(\$352,421)</u></b>	<b><u>(\$3,300)</u></b>	<b><u>\$545,553</u></b>	<b><u>\$778,500</u></b>	<b><u>45.3%</u></b>

**CITY OF NEWBURYPORT  
RECEIPTS RESERVED FOR APPROPRIATION FUNDS**

FY2019 YEAR-TO-DATE ACTIVITY  
(AS OF DECEMBER 31, 2018)

<u>Account Name</u>	<u>Fund Code</u>	<u>Beginning Balance</u>	<u>YTD Revenue</u>	<u>Transfers Out</u>	<u>Current Balance</u>
Cemetery Receipts	2721	\$11,399	\$928	\$0	\$12,327
Gasoline	2722	\$93,257	\$59,569	(\$80,000)	\$72,826
Inflow/Infiltration Fees	2723	\$428,893	\$51,612	\$0	\$480,505
Assessor Fees	2724	\$2,520	\$0	\$0	\$2,520
Paid Parking	2739	\$1,069,737	\$653,759	(\$525,353)	\$1,198,143
Insurance Claims	2741	\$51,864	\$0	\$0	\$51,864
Settlements	2745	\$109,323	\$0	(\$22,500)	\$86,823
Solid Waste Fees	2747	\$320,631	\$0	(\$15,000)	\$305,631
Green Initiatives	2755	\$161,910	\$0	\$0	\$161,910
Sale of Muni. Buildings/Equipment	2760	\$748,000	\$0	\$0	\$748,000
<b>Total</b>		<b><u>\$2,997,534</u></b>	<b><u>\$765,868</u></b>	<b><u>(\$642,853)</u></b>	<b><u>\$3,120,549</u></b>

THE COMMONWEALTH OF MASSACHUSETTS

OF

2019 JAN 16 AM 11:18

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

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

1. What is the name of the concern? Stephen K. Jayne - Great Bay Autobody-Marine

Business address of concern. No. 2 Melvin Court St., Newburyport City - Town.

2. Is the above concern an individual, co-partnership, an association or a corporation? Limited Liability Partnership (LLP)

3. If an individual, state full name and residential address. Stephen K. Jayne, 2 Melvin Ct., Newburyport, MA 01950

4. If a co-partnership, state full names and residential addresses of the persons composing it. Stephen K. Jayne, 2 Melvin Ct., Newburyport, MA 01950 Cynthia L. Jayne, 2 Melvin Ct., Newburyport MA 01950

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

6. Are you engaged principally in the business of buying, selling or exchanging motor vehicles?

If so, is your principal business the sale of new motor vehicles?

Is your principal business the buying and selling of second hand motor vehicles?

Is your principal business that of a motor vehicle junk dealer?

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

Purchase and sell motor vehicles online. No vehicles will be on premises at anytime.

8. Are you a recognized agent of a motor vehicle manufacturer? No

(Yes or No)

If so, state name of manufacturer \_\_\_\_\_

9. Have you a signed contract as required by Section 58, Class 1? No

(Yes or No)

10. Have you ever applied for a license to deal in second hand motor vehicles or parts thereof? yes

(Yes or No)

If so, in what city — town Newburyport

Did you receive a license? yes

(Yes or No)

For what year? 2014 and previous years.

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

(Yes or No)

Sign your name in full \_\_\_\_\_

(Duly authorized to represent the concern herein mentioned)

Residence 2 Melvin Ct. Newburyport, MA.

### IMPORTANT

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

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

BOND DEPARTMENT

AGENCY: 20-1112 Hub International Ne Llc

CONTINUATION CERTIFICATE	BOND	S-109882
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**Principal:**

Great Bay Auto And Marine Co Llp  
PO Box 726  
Newburyport, MA 01950

**Obligee:**

Massachusetts Division of Standards  
1 Ashburton Pl Rm 1115  
Boston MA 02108

**Bond Term in Months:** 12

**Effective Date:** 11/1/2018

**Expiration Date:** 11/1/2019

**Penalty Amount:** \$10,000

**Type of Bond:** License

**Classification:** Motor Vehicle Repairer - 1 or 2 Year Term

**Remarks:**


It is hereby agreed that the captioned numbered Bond is continued in force in the above amount for the period of the continued term stated above and is subject to all the covenants and conditions of said Bond.

This continuation shall be deemed a part of the original Bond, and not a new obligation, no matter how long the Bond has been in force or how many premiums are paid for the Bond, unless otherwise provided for by statute or ordinance applicable.

In witness whereof, the company has caused this instrument to be duly signed, sealed and dated as of the above "continuation effective date".

NGM INSURANCE COMPANY  
\*formerly known as National Grange Mutual Ins. Co.

By:

  
Attorney-in-fact



This Continuation Certificate needs to be filed with the obligee. No other proof of renewal has been sent to any other party.

Direct Bill

NGM Insurance Company  
 4601 Touchton Rd East Ste 3400  
 P.O. Box 16000  
 Jacksonville, FL 32245-6000

## Report of Execution - Renewal

*Thank you for choosing NGM Insurance Company for your Surety needs*

Hub International Ne Llc  
 299 Ballardvale St  
 Wilmington, MA 01887

Agency Code: 20-1112  
 Bond Number: S-01-109882-N  
 Bond Effective Date: 11/1/2018  
 Bond Expiration Date: 11/1/2019  
 Type of Renewal: Continuation Certificate

<b>Principal:</b> Great Bay Auto And Marine Co Llp  Po Box 726 Newburyport, MA 01950	<b>Obligee:</b> Massachusetts Division of Standards 1 Ashburton Pl Rm 1115 Boston, MA 02108
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Type of Bond	Classification	Penalty Amt	Premium Amt	Comm Rate
License	Motor Vehicle Repairer - 1 or 2 Year Term	\$10,000	\$100	0.300
<b>TOTAL PREMIUM</b>			<b>\$100</b>	<b>\$100</b>

Remarks:

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



# COMMUNICATIONS

*Ad Hoc Committee on Waterfront West*  
**Report to the Newburyport City Council**

**January 28, 2019**

**A. Introduction:**

On October 29, 2018, Newburyport City Council President Barry N. Connell announced the formation of an “*Ad Hoc* Committee on Waterfront West:”

1. To review relevant portions of the following key City documents: (i) 2003 Waterfront Strategic Plan; (ii) 2017 Master Plan; and (iii) Newburyport Zoning Ordinance, especially Section XXIV (Waterfront West Overlay District).
2. To consider the following land use issues: (i) flooding and resilience; (ii) land uses, including “facilities of public accommodation,” such as retail, restaurant, and hotel; (iii) dimensions, including residential density, building massing, building height, lot coverage, etc.; (iv) open space; (v) vehicular, pedestrian, and other access; (vi) parking and loading; (vii) inclusionary affordable housing; (viii) design standards; (ix) permitting mechanism; and (x) public benefits.
3. To confer with City staff, special legal counsel Rebecca Lee, landowner New England Development, and other key stakeholders; and
4. To report (“Report”) key findings to the full City Council at its meeting of December 10, 2018, including: (i) any recommended further studies, such of traffic or utilities impacts, photosimulation, etc.; (ii) any recommended amendments to the Newburyport Zoning Code Section XXIV (WWOD); and/or (iii) any recommended terms of a development agreement with a future project sponsor.

President Connell has since extended the deadline for the *Ad Hoc* Committee to submit its report to the City Council’s regular meeting scheduled for January 28, 2019. This is the Report.



Figure 1: Waterfront West Overlay District (WWOD) area

**Ad Hoc Committee on Waterfront West**  
**Report to the Newburyport City Council**  
**January 28, 2019**

**B. Membership of the Ad Hoc Committee:**

As directed by the President, the *Ad Hoc* Committee had the following voting and non-voting members:

Voting Members:

- Jared Eigerman (Chair), City Council, Ward 2 (Cmte. on Planning & Development, joint Zoning Advisory Committee)
- Larry Giunta, City Council, Ward 5 (Cmte. on Planning & Development)
- Heather Shand, City Council, Ward 3 (Cmte. on Planning & Development)
- Joe Devlin, City Council, At Large
- Afroz Khan, City Council, At Large (joint Zoning Advisory Committee)

Ex Officio, Non-Voting Members:

- Andy Port, Office of Planning & Development, Planning Director (joint Zoning Advisory Committee)
- Leah McGavern, Planning Board, Vice Chair

In addition, as directed by the President, all other members of the City Council were eligible to participate in the meetings of the *Ad Hoc* Committee: Barry Connell (At Large); Tom O'Brien (Ward 6); Greg Earls (At Large); Charlie Tontar (Ward 4); and Sharif Zeid (Ward 1).<sup>1</sup>

**C. Proceedings of the Ad Hoc Committee:**

The *Ad Hoc* Committee met six (6) times: November 8, 2018; November 15, 2018; November 20, 2018; November 29, 2018; December 6, 2018; and December 17, 2018. In conjunction with the introductory November 8 meeting, an agenda was posted for the first five meetings. The Chair later caused notice and an agenda to be posted for the sixth and final meeting, on December 17, 2018.

The introductory meeting lasted one hour, and each subsequent meeting took 90 minutes, or longer. For some meetings of the *Ad Hoc* Committee, Planning Board members Anne Gardner or Rishi Nandi served in place of Leah McGavern. Councillor Shand could not attend the final meeting on December 17, 2018.

The Chair circulated memoranda, including to interested members of the public, before each meeting. Copies are appended to this Report at Appendix A. The memoranda normally included a recitation of the agenda for the upcoming meeting, suggested goals for the discussion that night, and relevant documents, such as written testimony from stakeholders.

Except at the introductory meeting, verbal comments from members of the public were allowed at each meeting of the *Ad Hoc* Committee. Written comments from the public were accepted throughout the life of the committee

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<sup>1</sup> City Councillor Bruce Vogel (At Large) is recused from this matter.

**Ad Hoc Committee on Waterfront West**  
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**January 28, 2019**

The Office of Planning & Development maintains a webpage regarding planning and zoning issues around Waterfront West at <https://www.cityofnewburyport.com/planning-board/pages/waterfront-west>. All documents distributed by the Chair of the *Ad Hoc* Committee, including written public comment, were also posted on this webpage, where they remain available to the public.

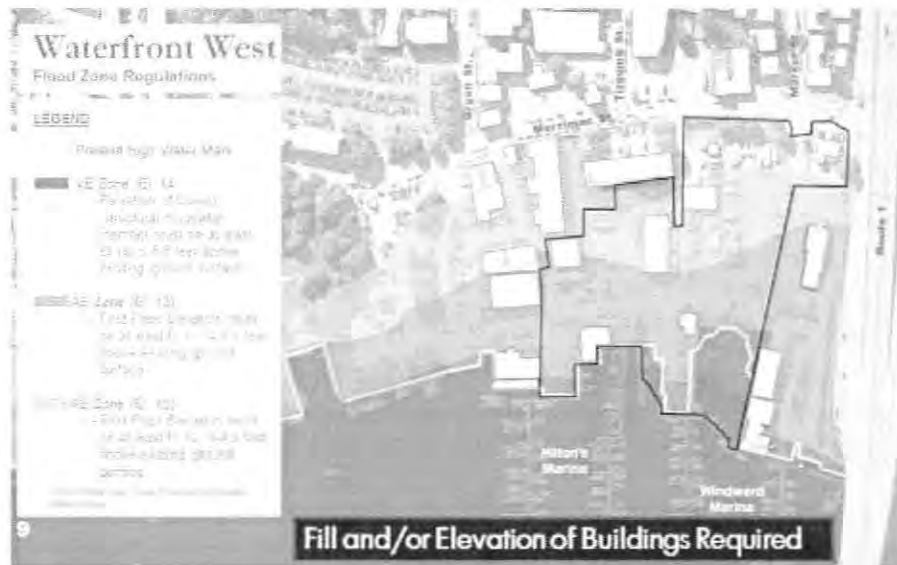
To aid deliberations by members, the Chair provided Committee members with a matrix (tabular grid) that reprinted relevant provisions from the 2003 Waterfront Strategic Plan and the current version of Newburyport Zoning Ordinance Section XXIV as to the ten (10) *key land use considerations* for the *Ad Hoc* Committee in connection with Waterfront West. A copy is appended to this Report at Appendix B.

**D. Summary of Recommendations by Land Use Consideration**

The various recommendations of the *Ad Hoc* Committee by land use consideration were as follows:

**1. Recommendations re Flooding and Resilience**

- a. Zoning Provision: Require lowest residential floors to begin two feet (2'-0") above the mapped FEMA Flood Plain, meaning 14'-0" and 13'-0" above grade in the AE (13'-0") and AE (12'-0") Flood Plain Zones as shown on FIRM Panel 25009C0136G effective July 16, 2014, and FIRM Panel 25009C0128F effective July 3, 2012, as they may be further amended by FEMA.
- b. Zoning Provision: Require WWOD-SP applications to be accompanied by a flood-mitigation study and action plan (e.g. shelter in place by residents and relocation of parked cars), to be "peer reviewed" by a City consultant at the applicant's cost.



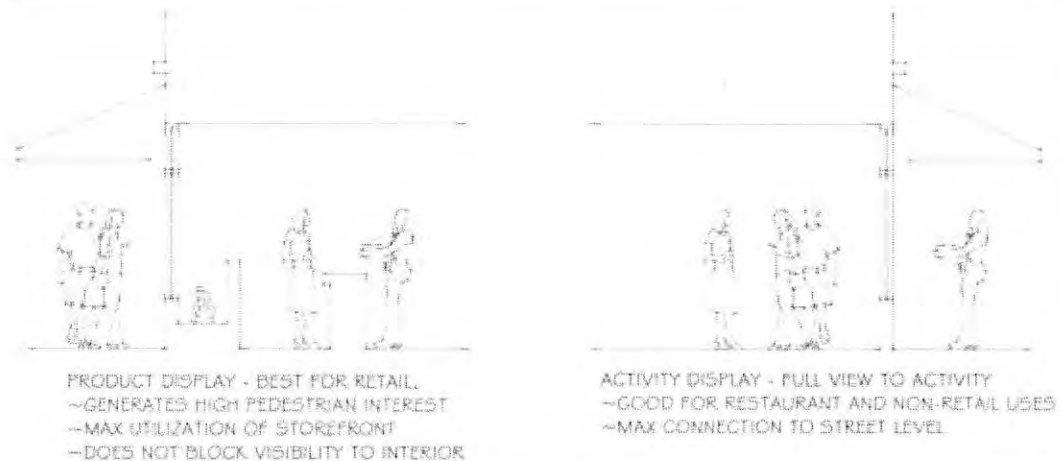
*Figure 2: 2014 Revisions to Flood Zone Mapping*

**2. Recommendations re Land Uses**

The existing Waterfront West Overlay District (WWOD) requires compliance with certain unique conditions prior to Planning Board grant of a Waterfront West Overlay District Special Permit (WWOD-SP) to construct an overall development plan. Following are the Committee's recommendations with respect to existing or proposed zoning provisions:

- a. Zoning Provision: Maintain four-acre minimum site area, as a prerequisite for Planning Board review and approval of any proposed project under the WWOD.
- b. Zoning Provision: Require hotel use.
- c. Zoning Provision: Dwellings may be short-term rentals.
- d. Zoning Provision: Permit Office uses by right.
- e. Zoning Provision: Permit Residential uses by right.
- f. Zoning Provision: Require no less than 5,000 sq. ft. and no more than 10,000 sq. ft. of retail / restaurant / services use.
- g. Zoning Provision: Set a maximum square footage for each retail / restaurant / services establishment.
- h. Zoning Provision: Consider maximum size requirements for retail / restaurant / services establishments in order to limit or prohibit "big box" chain stores.
- i. Zoning Provision: As in 2003 Plan, require "healthy mix of uses" that "support vibrant mix of activities year round."
- j. Zoning Provision: As in 2003 Plan, require that active ground-floor uses (*i.e.* Facilities of Public Accommodation) front main streets and anchor corners, but such uses are not required along the ground floor of secondary streets (which are typically residential).

Ad Hoc Committee on Waterfront West  
Report to the Newburyport City Council  
January 28, 2019



**Figure 3: Traditional ground-level commercial uses activate the streetscape.**

- k. **Zoning Provision:** As in 2003 Plan, allow residential uses and screened parking and loading at ground floor of secondary streets.
- l. **Zoning Provision:** Unlike in 2003 Plan, do not specify types of goods and services that must be offered.
- m. **Zoning Provision:** As in 2003 Plan, require public pedestrian route paralleling river, except that configuration may adapt to elevated storefronts, alignment of harborwalk extension, *etc.*
- n. **Zoning Provision:** As in 2003 Plan, require public pedestrian areas to be accessible and inviting day and night, and in every season.

**3. Recommendations re Dimensions**

- a. Zoning Provision: Unlike in 2003 Plan, new architecture need not “conform” to the Federal-style buildings along lower State Street and Market Square, but must still demonstrate compatibility with its character and quality.
- b. Zoning Provision: Maintain current zero-lot-line minimum front setback with up to 6'-0" maximum to allow for traffic visibility across corners and driveways and design articulations, such as protruding architectural features, provided that such front setbacks do not affect more than 40% of street walls.
- c. Zoning Provision: Maintain current zero-lot-line minimum side and rear setbacks, except for 20'-0" from existing residential uses above the first level outside of the WWOD-SP area.
- d. Zoning Provision: Require WWOD-SP applications to be accompanied by a three-dimensional computer model of building massing, to be reviewed by the Office of Planning & Development and an urban design consultant providing “peer review” services to the City at the applicant’s expense.
- e. Further Study: Need for 33% minimum open space excluding streets.
- f. Further Study: Need for minimum lot coverage given City’s design goals.
- g. Further Study: Need for minimum street frontage given City’s design goals.
- h. Further Study: Need for minimum lot area given required ways, open spaces, *etc.*
- i. Further Study: (i) 35'-0" maximum building height (measured to mid-point of sloped roof) northerly of Wharf Street; (ii) 55'-0" maximum building height (measured to mid-point of sloped roof) solely for buildings with frontage along Merrimac Street, with top floor to include required step-back; and (iii) 45'-0" maximum building height (measured to mid-point of sloped roof) for all other buildings, with top floor to include required step-back.

Ad Hoc Committee on Waterfront West  
 Report to the Newburyport City Council  
 January 28, 2019

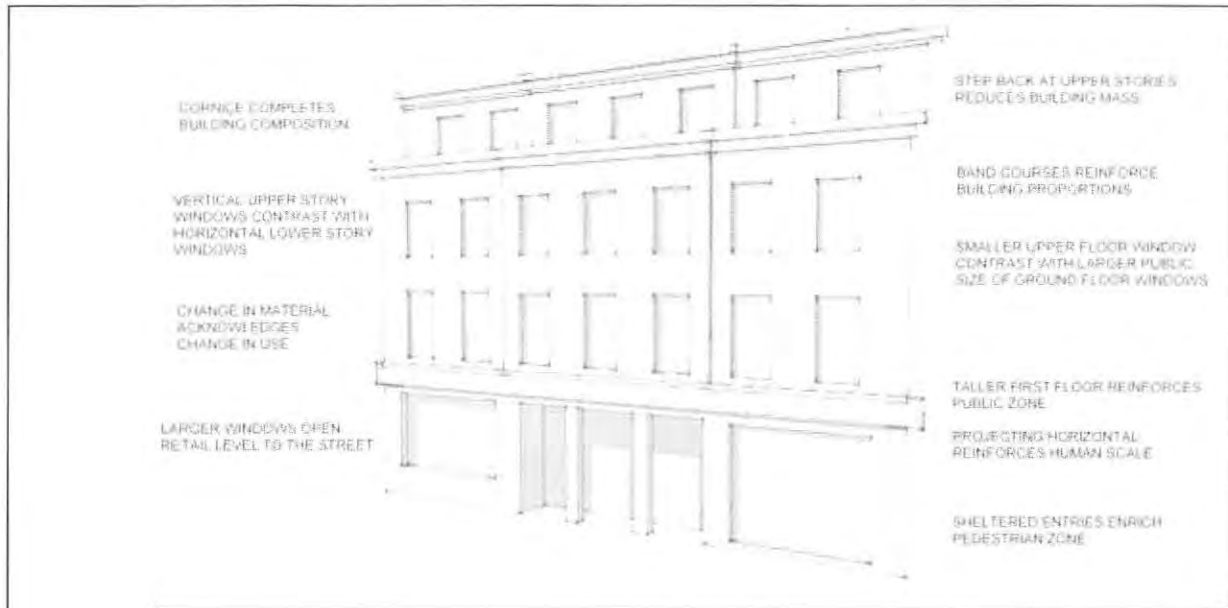


Figure 11: Upper floors must be set back from lower level building façade to ensure that taller buildings still present a comfortable and compatible scale to pedestrians.

- j. Further Study: Requiring building setbacks above ground level that are greater than 10'-0" from the existing Hortons Yard building at 58 Merrimac Street.



**4. Recommendations re Open Space**

- a. Zoning Provision: As in 2003 Plan, require dedication to City of public access easements across streets, walks, and squares.
- b. Zoning Provision: As in 2003 Plan, require a “public [square]”<sup>2</sup> lined with publicly oriented uses (i.e. Facilities of Public Accommodation), that should be a “well designed urban space” and a “public destination.”



*Figure 4: Outdoor seating and pedestrian amenities ensure a vibrant public space.*

- c. Zoning Provision: Require the following unbuilt (i.e. open) areas: (i) “Wharf Street” + “Market Street Extension” (aka “Tournament Wharf Way”) + “McKay’s Wharf Way” + “Brown’s Wharf Way;” (ii) perimeter Harborwalk along riverfront; and (iii) one centrally located “public [square].”
- d. Zoning Provision: As in 2003 Plan, allow exterior parking within “Wharf Street,” in this case to serve marina uses, but with surface materials, bollards, and other urban design features to emphasize the importance of pedestrians, with subordinate vehicular access available to parking spaces.

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<sup>2</sup> In response to a public comment that the term “plaza” carried too-certain connotations, the sense of the *Ad Hoc* Committee was to substitute a new word for it.



*Figure 9: Changing color-coded Paver materials, landscaping, and other site amenities ensure that pedestrians know where they are safe, and advise drivers to give deference to pedestrians and bicyclists along Wharf Street, public square, and other public spaces.*

- e. Zoning Provision: Revise existing Section XXIV-D(C) for consistency with current MGL c. 91 requirements as to setbacks from high-water mark, Water-Dependent Use Zone (WDUZ) *etc.*
- f. Further Study: Consider requiring a financial contribution (mitigation fee) towards the City's adjacent Central Waterfront Park Expansion in lieu of on-site open space.
- g. Further Study: Unlike in 2003 Plan, require "public [square]" to exceed 10,000 sq. ft. in area, accounting for "Wharf Street" passing through it.

**5. Recommendations re Vehicular, Pedestrian, and Other Access**

- a. Zoning Provision: Require character of internal streets, especially surface materials, to indicate that vehicles are secondary in importance to pedestrians and bicyclists.
- b. Zoning Provision: As in 2003 Plan, require continuous Harborwalk through the WWOD-SP area at a width of 10 to 12 feet on average, predominately following the Merrimack River shoreline.

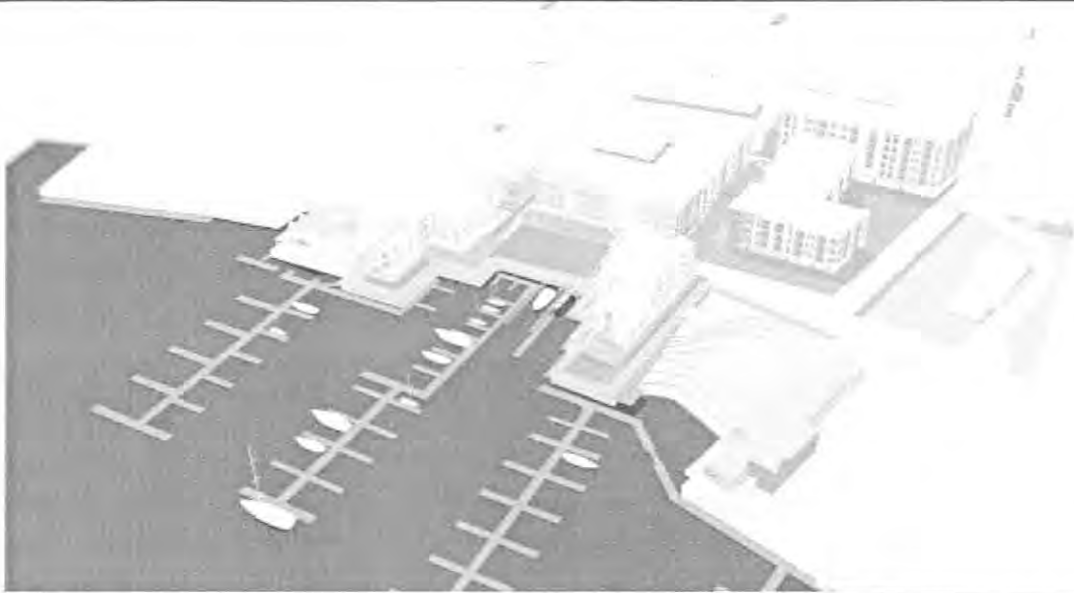


Figure 12: Public Harborwalk, public square, and interconnecting ways provide public access to and throughout Waterfront West.

- c. Zoning Provision: As in 2003 Plan, “lateral” (*i.e.* north-south) public access must be provided along “Brown’s Wharf Way,” “McKay’s Wharf Way,” and “Tournament Wharf Way” (aka “Market Street Extension”).
- d. Zoning Provision: As in 2003 Plan, require dedication to City of public access easements across streets, walks, and squares.
- e. Zoning Provision: As in 2003 Plan, building should not be set back from streets, as customary in downtown Newburyport.
- f. Zoning Provision: As in 2003 Plan, continue to “encourage” mid-block alleys, but do not require them.
- g. Zoning Provision: As in 2003 Plan, “Wharf Street” should be “completely public in nature and have public parking along it for increased waterfront access;” continue to require it to be lined with public uses (*i.e.* Facilities of Public Accommodation), and require connection to, and integration with the central public square, however the conceptual design contemplated for “Wharf Street” in 2003 Plan must be revised and adapted to address current floodplain considerations.
- h. Further Study: Review, revise and optimize cross-sectional dimensions for internal streets, based on those originally included in 2003 Plan. For example, vehicular traffic lanes in 2003 Plan appear overly wide for downtown Newburyport, but sidewalks remain desirable, as well as sufficient width for a seating area (perhaps elevated) at “Wharf Street.”

## 6. Recommendations re Parking and Loading

**Ad Hoc Committee on Waterfront West**  
**Report to the Newburyport City Council**  
**January 28, 2019**

- a. Zoning Provision: As in 2003 Plan, large, surface parking lots must be avoided. For example, parking should be encouraged within building ground floors to the maximum extent possible, recessed and properly screened from public view.
- b. Zoning Provision: As under current zoning, parking should be provided within or in close proximity to WWOD “without the use of municipal parking lots or structures or Newburyport Redevelopment authority parking lots or structures.”
- c. Zoning Provision: Require parking to support principal uses in the following ratios: (i) Hotel = 1.0 guestroom; (ii) Marina = 0.5 per slip; and (iii) Residential = 1.0 per studio, 1.25 per 1BR, 1.5 per 2BR, and 2.0 per 3BR+.
- d. Zoning Provision: Allow remote parking to support retail by setting a minimum number of spaces (including handicapped accessible spaces) and then allowing payment into Intermodal Transportation Improvement Fund (ITIF) per Zoning Ordinance sec. VII-A, but see Recommendation 6.b, above.
- e. Zoning Provision: As under current zoning, permit “shared” parking by WWOD special permit, but must be justified based upon an analysis and projection of summer peak demand.<sup>3</sup>
- f. Zoning Provision: Require post-occupancy parking studies for each phase of development, and allow refinement of parking requirements for subsequent phases of development.
- g. Zoning Provision: As under current zoning, allow on-street parking within the WWOD-special permit area. However, design detail must be strictly controlled to ensure pedestrian precedence over automobiles.
- h. Further Study: Consider allowing remote parking to be located 500 feet from residential uses, instead of merely 300 feet.

**7. Recommendations re Inclusionary Affordable Housing**

- a. Zoning Provision: Require the number of affordable housing units to be no fewer than 12% of the total number of residential units, rounding all fractions upward.
- b. Zoning Provision: Forbid in-lieu cash payments for required affordable housing units, and require all such units to be located within the WWOD-SP area.<sup>4</sup>
- c. Further Study: Consider requiring some units to be made affordable to households making no more than 50% of area median income (AMI) instead of all such units being made affordable to households making no more than 80% of AMI (typical). Alternatively, require the share of affordable units to be 15% instead of 12%.

<sup>3</sup> City Councilor Sharif Zeid (Ward 1), a non-voting member of the *Ad Hoc* Committee, proposed that shared parking not be permitted for principal residential uses.

<sup>4</sup> City Councilor Barry Connell (At Large), a non-voting member of the *Ad Hoc* Committee, proposed that required affordable housing units be allowed outside of the WWOD-special permit area.

**8. Recommendations re Design Standards**

- a. Zoning Provision: Development need not “conform” to downtown Newburyport designs, however, as in 2003 Plan, encourage “continuous street faces” and discouraging “long monotonous façades.”
- b. Zoning Provision: Require “high-quality” design.
- c. Zoning Provision: Forbid flat roofs.
- d. Zoning Provision: Encourage varied architecture to give the appearance of multiple architects, even if undertaken by a single developer.
- e. Zoning Provision: As in 2003 Plan, require buildings to have “fronts” and “backs.”
- f. Zoning Provision: Discourage blank façades (e.g. garage doors).
- g. Further Study: Encouraging traditional fenestration patterns.
- h. Further Study: As in 2003 Plan, consider whether to encourage traditional materials (red brick and slate-colored roofing), except, perhaps, directly next to the riverfront where wooden siding would be encouraged.
- i. Zoning Provision: Incorporate minimum architectural and site design standards as baseline requirements considered during Planning Board review and approval, similar to those contained within Newburyport’s 40R Smart Growth District (Zoning Ordinance Section XXIX).

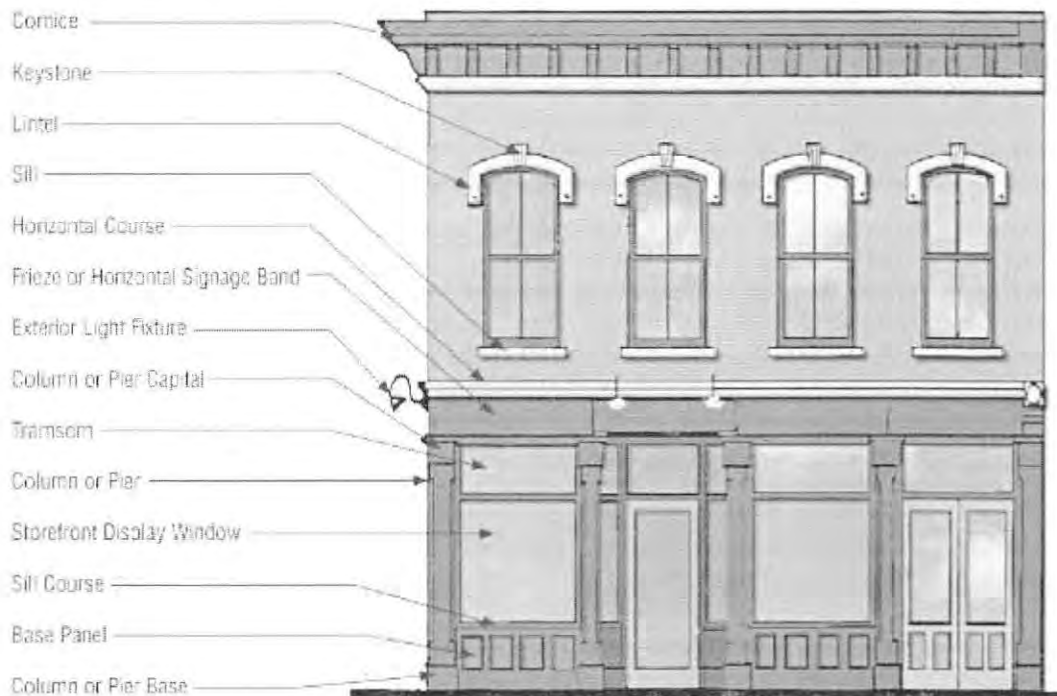


Figure 10: Sample architectural design standards (text) are illustrated with graphics in the Smart Growth Overlay District.

**9. Recommendations re Permitting Mechanism**

- a. Zoning Provision: Require an area-wide special permit from the Planning Board, with all details specified above. All buildings and site improvements must undergo individual architectural and site design review by the Planning Board.
- b. Zoning Provision: As under current zoning, after area-wide special permit is granted allow diverse ownership/control of individual uses and/or buildings, with land use approvals “running with the land.”
- c. Zoning Provision: Require Development Agreement between applicant and City to ensure predictable and enforceable phasing, mitigation measures, and public benefits.
- d. Zoning Provision: Require all WWOD-SP applications to include the following studies: (i) traffic impacts; (ii) (shared) parking; (iii) water/wastewater impacts [Hilton sewer lift station must be replaced by applicant]; (iv) storm water runoff [on-site oil separation]; (v) three-dimensional (3D) computer-based model of building massing; (vi) photosimulations from key publicly accessible vantage points [from either end of harborwalk, down each “lateral” public way, from Bossy Gillis Bridge, from Ring’s Island (Salisbury), from Merrimack River watershed itself, Clipper City Rail Trail I, *etc.*]; (vii) flood-mitigation [building resilience to storms, wave attenuation, shelter in place by project residents, relocation of parked vehicles]; (viii) soils; and (ix) sustainability measures [LEED, LID, energy and water conservation measures, *etc.*].

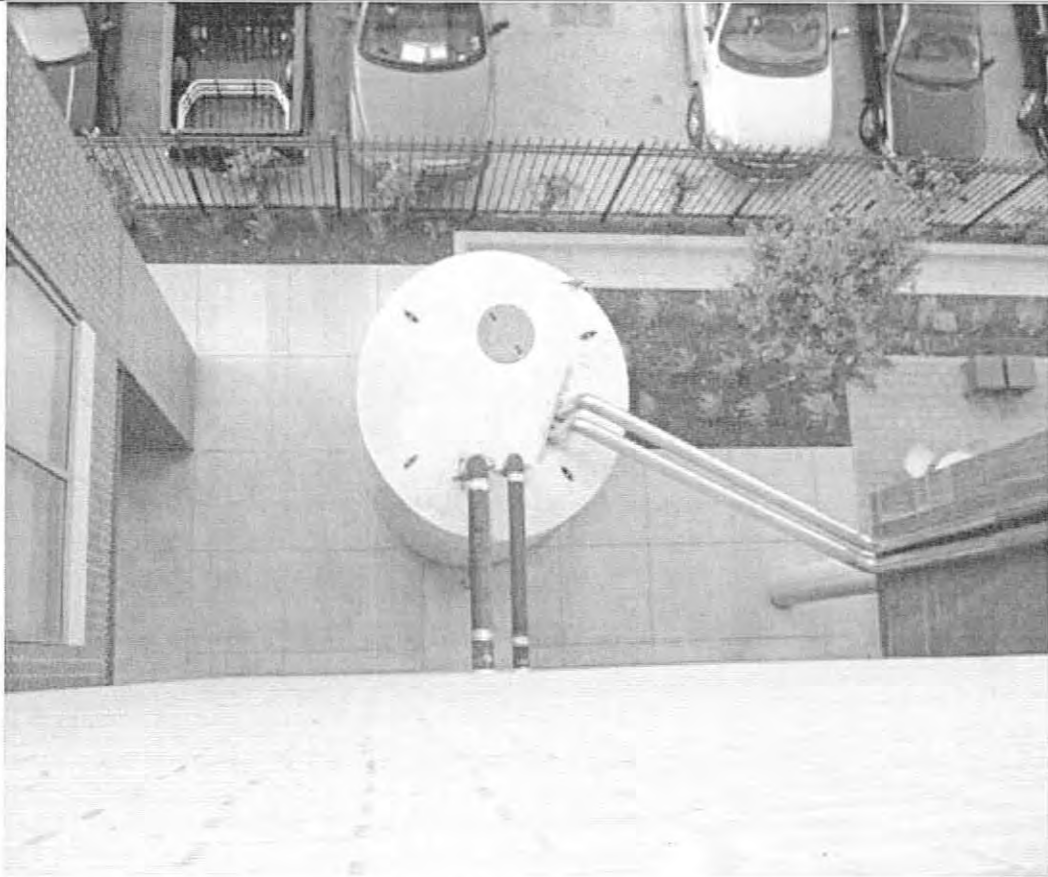
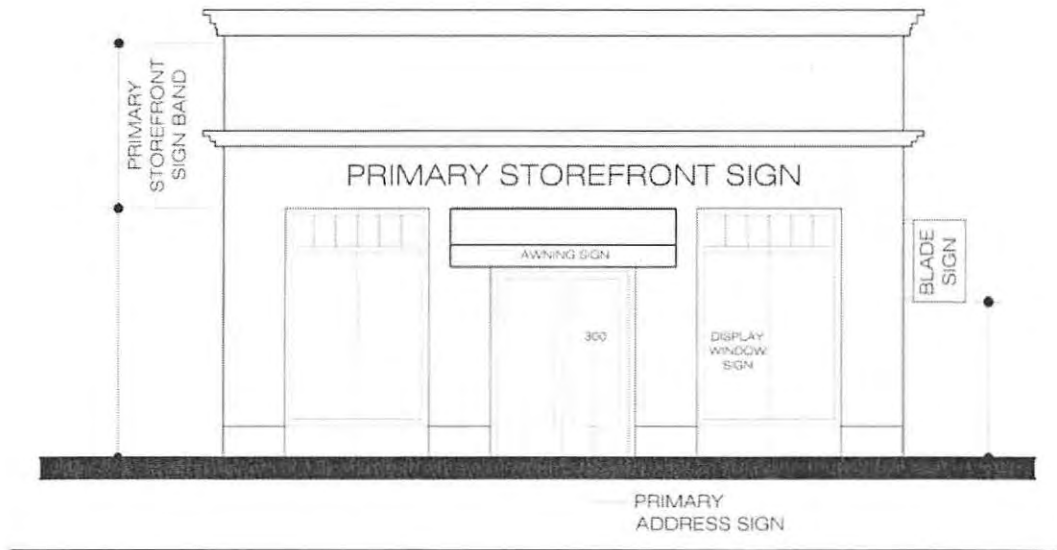


Figure 7: Stormwater from roof runoff can be collected and stored in cisterns for reuse in landscape irrigation systems.



Figure 8: Attractively vegetated stormwater collection “bioretention” swales can reduce flooding and improve water quality in lieu of traditional closed-pipe drainage systems.

- e. Zoning Provision: Unlike in 2003 Plan, mandate design standards as under Zoning Ordinance Section XXIX (Smart Growth District), such that area-wide special permit could not be approved without demonstrating compliance.





**Ad Hoc Committee on Waterfront West**  
**Report to the Newburyport City Council**  
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*Figure 5: Sample Design Standards (graphics) from Smart Growth District*

- f. Zoning Provision: As under current zoning, each phase of development must meet key requirements in its own right (e.g. accessory / remote parking).
- g. Zoning Provision: As under current zoning, require WWOD special permit to be accompanied by a master common interest regime (cross-easements) to regulate relationship amongst various owners such as condominium residents, and, perhaps, the City.
- h. Zoning Provision: As under current zoning, distinguish “major changes” from “minor changes,” for the purposes of Planning Board review, but revisit calibration to ensure that street pattern, building heights, building design quality open space, and parking and circulation are as envisioned under the zoning provisions adopted by the City Council.

**10. Recommendations re Public Benefits**

The sense of the *Ad Hoc* Committee, both voting and non-voting members was to recommend seeking public benefits in the following rough order of priority:

- a. Cash contribution to expand Market Landing Park (Central Waterfront)
- b. Signalization of Bossy Gillis Bridge / Merrimac St. / Winter St. / Summer St.
- c. Greater inclusionary affordable housing

Additional ideas included:

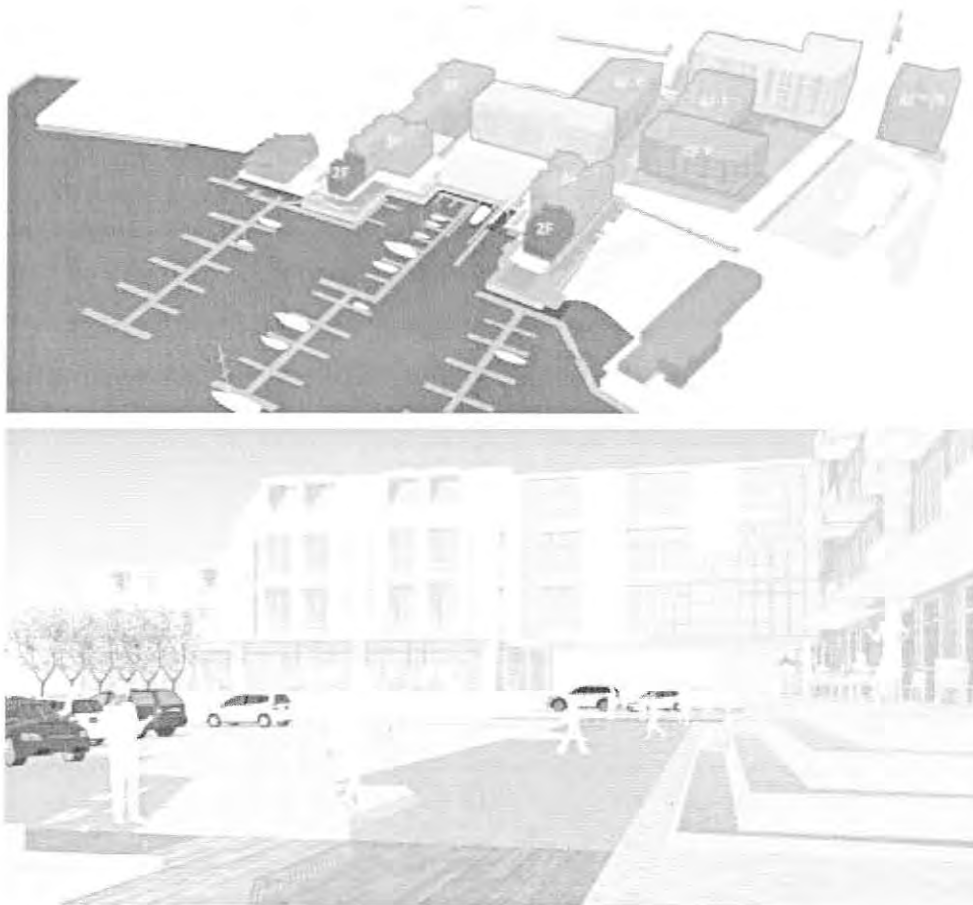
- d. Subsidized artist workspace
- e. Subsidized public meeting space (doubles as hotel conference room?)\
- f. Require relocation of large boat lift upriver
- g. Cash contribution to repair / maintain Central Waterfront Bulkhead
- h. Cash contribution to repair / maintain Mayor Peter Mathews Boardwalk (Central Waterfront)
- i. Deed to entirety of Lower Custom House Way
- j. Cash contribution to repair / maintain Market Square brickwork
- k. Deed to former Lombardi Oil lot on Titcomb Street for City employee parking

**E. Recommended Next Steps**

Having received this Report of the *Ad Hoc* Committee, the City Council may wish to consider the following next steps:

- Evaluate three-dimensional (3D) computer-based model of 35’-0” / 45’-0” and 55’-0” building heights, consistent with the recommendations of this Report.

Ad Hoc Committee on Waterfront West  
Report to the Newburyport City Council  
January 28, 2019



*Figure 5: 3D Massing Model for Waterfront West Development (initially submitted by New England Development (NED, subsequently debated and revised)*

- Authorize Office of Planning and Development to draft proposed revision to Newburyport Zoning Ordinance Section XXIV, consistent with the recommendations of this Report.
- Authorize special legal counsel Rebecca Lee, Mintz Levin (Boston, Mass.), to draft a form of development agreement for Waterfront West, consistent with the recommendations of this Report.

**EXHIBIT A**

Pre-Meeting Memoranda

*(inserted behind)*



Jared Eigerman &lt;jeigerman@gmail.com&gt;

**Re: Ad Hoc Committee on Waterfront West -- Nov. 8, 2018, Agenda**

1 message

**Jared Eigerman** <jeigerman@gmail.com>

Tue, Nov 6, 2018 at 6:55 PM

To: JR Larry Giunta <larrygiunta12@gmail.com>, Joseph Devlin <jdevlinnbpt@gmail.com>, Heather Shand <heather.shand@gmail.com>, Afroz Khan <AfrozK@cityofnewburyport.com>, Andrew Port <APort@cityofnewburyport.com>, Anne Gardner <annearc@comcast.net>  
Cc: Barry Connell <envirocom@comcast.net>, Gregory Earls <GEarls25@comcast.net>, Charles Tontar <tontarc@gmail.com>, Sharif <Sharif@reachsharif.com>, Leah McGavern <lmcgavern@gmail.com>, NBPT Mayor <Mayor@cityofnewburyport.com>, mcoogan@cityofnewburyport.com, Rebecca Lee <RALee@mintz.com>, Rick Taintor <rtaintor@gmail.com>

Here are the three documents we are aiming to discuss on Thursday night, picking up where we left off on October 22.:

- 2003 Waterfront Strategic Plan (especially pp. 21-28 of the .PDF)
- 2017 Master Plan (See Land Use Goals, p. 44 of the .PDF, and Action 4 at top of p. 178 of .PDF)
- Nbypt. Zoning Ord. sec. XXIV (Waterfront West Overlay District)

Please note that Anne Gardner (copied) will sit in for Leah McGavern, who will be unavailable, that night.  
See you, then.

- Jared

**3 attachments****Newburyport Waterfront Strategic Plan - December 2003.pdf**  
16363K**Nbypt Zoning Ord -- Sec XXIV (WWOD).pdf**  
83K**2017-master-plan-final-printed-version-w-adoption-dates.pdf**  
5578K



Jared Eigerman &lt;jeigerman@gmail.com&gt;

## Ad Hoc Committee on Waterfront West -- Nov. 15

1 message

Jared Eigerman &lt;jeigerman@gmail.com&gt;

Wed, Nov 14, 2018 at 2:17 AM

To: JR Larry Giunta <larrygiunta12@gmail.com>, Heather Shand <heather.shand@gmail.com>, Joseph Devlin <jdevlinbpt@gmail.com>, Afroz Khan <AKhan@cityofnewburyport.com>, Andrew Port <APort@cityofnewburyport.com>, Leah McGavern <lmcgavern@gmail.com>  
 Cc: NBPT Mayor <Mayor@cityofnewburyport.com>, Matthew Coogan <mcoogan@cityofnewburyport.com>, "Richard B. Jones" <rjones@cityofnewburyport.com>, Charles Tontar <tontarc@gmail.com>, Gregory Earls <GEarls25@comcast.net>, "Tom O'Brien" <thomasobrien11@aol.com>, Sharif <Sharif@reachsharif.com>, Barry Connell <envirocom@comcast.net>, Rick Taintor <rtaintor@gmail.com>

1. Topic for Our Next Meeting: For our next meeting, please recall that we are scheduled to focus on flooding and resilience issues, and segue into open space and dimensions, if there is time. (There is no new agenda to post, because it was all posted on Nov. 8. I'm attaching it again.)

2. Format for Our Next Meeting: We get a full 90 minutes, this time. I plan to start off by taking some public comment, but I will not let it dominate the session. Then City staff and committee members with expertise regarding flooding and resilience will present their thoughts about Waterfront West. Rick Taintor (copied) has been lending a hand as an unpaid, private citizen. He put together the attached graphics that I encourage you to review and bring this Thursday night. He is also figuring out for me which City staffer / committee member will speak in what order. So far, we're expecting City Engineer Jon-Eric White, someone from the Resiliency Committee (perhaps, co-Chair Michael Morris) and Conservation Commission Chair Joe Teixeira. As I mentioned last time, the property owner New England Development, not surprisingly, has a lot of information of its own about the site, and applicable floodplain regulations. I have invited them to speak after the City staffers and committee members. The rest of the meeting will be for the Committee/Committee-of-the-Whole to deliberate.

3. What's the Point of Our Next Meeting?: So, you ask, \_what\_ will we deliberate about? Well, as Councillor Connell averred last week, the 2003 Waterfront Strategic Plan was not focused on flooding and resilience issues. The point of our Nov. 15 discussion is to explore how zoning regulations at Waterfront West might be revised to account for what our experts and the landowner tell us about flooding and resilience.

- 3.A. Floodplain Considerations: What legal \_mandates\_ exist under the State Building Code? FEMA regulations? Other? Should buildings "retreat" from the shoreline? Should the owner be able to place fill at the site to raise its overall grade? What land uses are feasible at the first level of development (assume 12' floor-to-ceiling): retail/restaurant? accessory parking? empty space? What are the implications for \_overall\_ building heights?
- 3.B. Resilience Considerations: What is the expectation for project residents in an extreme weather event: Does State Building Code already account for hurricanes? What about energy efficiency and on-site power generation? Should we require a "green building" standard? Net-zero energy usage? What are the costs?

4. Draft Minutes from Our Last Meeting: I apologize for the draft minutes being so sketchy. Please send in your corrections and additions before Thursday night, if possible. I'll try to dragoon someone from the Clerk's office into take minutes from now on, but I cannot promise that I will succeed.


5. The 10 Zoning Considerations: Naturally, each Committee / Committee-of-the-Whole member will organize his or her thoughts differently. However, some may find it helpful to take notes during our meetings in reference to the 10 zoning considerations listed during our first meeting: (i) flooding and resilience; (ii) land uses, including "facilities of public accommodation," such as retail, restaurant, and hotel; (iii) dimensions, including residential density, building massing, building height, lot coverage, etc.; (iv) open space; (v) vehicular, pedestrian, and other access; (vi) parking and loading; (vii) inclusionary affordable housing; (viii) design standards; (ix) permitting mechanism; (x) public benefits. These considerations are interrelated, but think of them as potential subsections to a new Section XXIV of the Zoning Ordinance. I'm attaching a grid that should be self-explanatory.




I am out of gas for now, so I will have to fill in the third column (current zoning) another time. The fourth column is for each of you to fill out.

-- Jared

jeigerman@gmail.com

### 4 attachments

 AHC on WW -- Minutes for November 8.docx  
33K

-  **Flood Zone Graphics from Rick Taintor -- 11-07-2018.pdf**  
1233K
-  **Ad Hoc Cmte on WW -- Agenda for 11-08-2018.pdf**  
119K
-  **10 Zoning Considerations Grid.docx**  
23K



Jared Eigerman &lt;jeigerman@gmail.com&gt;

## Re: Ad Hoc Cmte. on Waterfront West -- Meeting on Tues., Nov. 20, 6:30 pm - 8:00 pm

1 message

Jared Eigerman &lt;jeigerman@gmail.com&gt;

Tue, Nov 20, 2018 at 2:24 PM

To: JR Larry Giunta <larrygiunta12@gmail.com>, Heather Shand <heather.shand@gmail.com>, Joseph Devlin <jdevlinnbpt@gmail.com>, Afroz Khan <afroz414@gmail.com>, Barry Connell <envirocom@comcast.net>, "Tom O'Brien" <thomasobrien11@aol.com>, Gregory Earls <GEarls25@comcast.net>, Charles Tontar <tontarc@gmail.com>, Sharif <Sharif@reachsharif.com>

Cc: Andrew Port <APort@cityofnewburyport.com>, Leah McGavern <lmcgavern@gmail.com>, Rishi Nandi <r7nandi@yahoo.com>, Rick Taintor <rtaintor@gmail.com>, Donna Holaday <dholaday@cityofnewburyport.com>, Matthew Coogan <mcoogan@cityofnewburyport.com>, "Richard B. Jones" <rjones@cityofnewburyport.com>

And, there's more:

1. DRAFT minutes from Nov. 15
2. Written testimony from Rick Taintor re viewsheds and building heights

So, there are three emails to mine for attachments: (a) mine dated Nov. 18; (b) Director Port's dated Nov. 19; and (c) this one.

See you all, soon.

On Sun, Nov 18, 2018 at 3:08 PM Jared Eigerman <jeigerman@gmail.com> wrote:

1. Topics for Nov. 20 Meeting: (A) Dimensions; (B) Land Uses; and (C) Inclusionary Affordable Housing

2. Format for Nov. 20 Meeting: 90 minutes. We'll start by taking some public comment. The rest of the meeting we'll discuss the meat of any zoning ordinance: (A) Dimensions; and (B) Land Uses. Because residential uses are likely, we will address (C) inclusion of affordable units.

3. What's the Point of Nov. 20 Meeting?:

- 3.A. Dimensions:
  - On Nov. 8, we established that WW development need not replicate dimensions of 1811-12 commercial rows around Market Square / lower State Street, but must be consistent with same design principles.
  - On Nov. 15, we established that WW development should account for both current flood levels and expected sea-level rise to 2100 A.D., and that barring residential uses (sometimes called "habitable" space) until ca. 24'-0" [to be verified] above North American Vertical Datum of 1988 (NAV 88) matches "best practice."
  - Questions for Nov. 20: What does it *mean qualitatively* to be consistent with design principles of historic Downtown in terms of: (i) site coverage, (ii) set backs, (iii) street frontage, and (iv) building heights? Just as an example, one goal of Planning Board / City Council group was: "The existing skyline still dominates the view scape from across the river." What more *information* do we need?
- 3.B. Land Uses:
  - On Nov. 8, we established that mixed uses would be consistent with Downtown.
  - On Nov. 15, we established that appropriate ground-level uses include facilities of public accommodation (e.g. retail, restaurant, and hotel), and parking, but *not* residential due to flood plain and sea-level rise.
  - Questions for Nov. 20: What are the right *proportions* of ground-level FPAs, upper-level residential and/or office, as well as "maritime uses such as marinas" called for in 2003 Waterfront Strategic Plan? Just as examples, goals of Planning Board / City Council group included: "There are an appropriate number of commercial/retail/ office spaces along the water between *Michaels* and the *Black Cow* to ensure a vibrant public experience," "NED has committed to the hotel," and "[Harbormaster] Paul Hogg is confident that the marina activity will not be negatively impacted."
- 3.C. Inclusionary Affordable Housing:
  - Questions for Nov 20: Given that citywide requirement is 12% of total dwelling unit count for projects of six or more units, should we: (i) require higher percentage?; (ii) allow provision off site and/or in-lieu cash payments?; (iii) require deeper affordability? (Please see AHT letter, attached.)

4. Draft Minutes from Nov. 15 Meeting: Still pending.

5. Attachments: (A) Ten Zoning Considerations grid (see rows 2., 3., and 7., all columns); (B) Sample View of WW from Gillis Bridge; (C) Sample Photosimulation; (D) NED diagram of State law (Chapter 91) constraints; and (E) Letter from Affordable Housing Trust.

Thank you.


jeigerman@gmail.com


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jeigerman@gmail.com

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**2 attachments**

 **AHC on WW -- Minutes for November 15.docx**  
40K

 **Memo 181119 height.pdf**  
895K





Jared Eigerman &lt;jeigerman@gmail.com&gt;

## Re: Ad Hoc Cmte. on Waterfront West -- Meeting on Thurs., Nov. 29, 6:30 pm - 8:00 pm

1 message

Jared Eigerman &lt;jeigerman@gmail.com&gt;

Wed, Nov 28, 2018 at 4:46 PM

To: JR Larry Giunta <larrygiunta12@gmail.com>, Heather Shand <heather.shand@gmail.com>, Joseph Devlin <jdevlinnbpt@gmail.com>, Afroz Khan <AKhan@cityofnewburyport.com>, Barry Connell <envirocom@comcast.net>, "Tom O'Brien" <thomasobrien11@aol.com>, Gregory Earls <GEarls25@comcast.net>, Charles Tontar <tontarc@gmail.com>, Sharif <Sharif@reachsharif.com>

Cc: Andrew Port <APort@cityofnewburyport.com>, Leah McGavern <lmcgavern@gmail.com>, Surajit Nandi <r7nandi@icloud.com>, Rick Taintor <rtaintor@gmail.com>, "Richard B. Jones" <rjones@cityofnewburyport.com>, NBPT Mayor <Mayor@cityofnewburyport.com>, Matthew Coogan <mcoogan@cityofnewburyport.com>, Jim McCarthy <jimmacnbpt@comcast.net>, Clare Keller <clarekeller@comcast.net>, Linda Lambert <Lambertlindamarie@gmail.com>

Dear All:

Here is more material for tomorrow night:

- (E) further written testimony from resident Rick Taintor (Nov. 27, 2018)
- (F) written testimony from landowner NED (Nov. 28, 2018)
- (G) NED diagram re marina access (August 2018)
- (H) written testimony from abutting resident Linda Lambert (Sept. 27, 2018)
- (I) draft minutes from Nov. 20, 2018, committee meeting

Thanks.

- Jared

On Mon, Nov 26, 2018 at 6:38 PM Jared Eigerman &lt;jeigerman@gmail.com&gt; wrote:

1. Topics for Nov. 29 Meeting: No change from agenda posted early this month:

- (A) Access;
- (B) Parking and loading; and
- (C) Design standards pt. 1.

2. Format for Nov. 29 Meeting: 90 minutes. Public comment followed by Committee deliberation.

3. What's the Point of the Nov. 29 Meeting?:

(A) How should the zoning overlay district account for access to, from, and through WW for vehicles, bicycles, pedestrians, etc.? *For example*, should the road cross-sections in the 2003 Waterfront Strategic Plan be adjusted and/or codified? Where should the shoreline public access (MGL Chapter 91) be located, and what are desirable characteristics for it? Is there enough room for boats to go into (spring) and out of (fall) the water for use of the marina?

(B) What should the parking and loading standards be for WW? *For example*, what is the right ratio of parking spaces to dwelling units? to hotel guest rooms? to gross square footage of retail space? to boat slips? Should shared parking continue to be allowed? Should off-site parking be newly allowed?

(C) Separate from dimensional limitations, what is the City's design vision for WW? *For example*, should the overlay zoning require or encourage traditional tripartite building forms (base-middle-top), as implied from our discussion on Nov. 8? Should there be a required, forbidden, favored, and/or disfavored palette of materials (brick, steel, glass, etc.) or colors? Separate from their heights, must/should/could the various buildings differ in style?

4. Attachments:






- (A) written testimony by resident Jim McCarthy re Open Space;
- (B) written testimony by resident Rick Taintor dated 11-26-2018;
- (C) written testimony by Planning Board member Don Walters re parking + spreadsheet; and
- (D) written testimony by resident Clare Keller re urban design.

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jeigerman@gmail.com

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**5 attachments**

-  **Rick Taintor Memo of 11-27-2018.pdf**  
1000K
-  **NED Marina Access Diagram.pdf**  
1697K
-  **Lambert -- McKays Wharf Way -- 09-27-2018.pdf**  
3713K
-  **AHC on WW -- Minutes for November 20 v1.docx**  
21K
-  **NED\_CC Subcommittee meeting #4\_Parking.pdf**  
832K



Jared Eigerman &lt;jeigerman@gmail.com&gt;

## Ad Hoc Cmte. on Waterfront West -- Meeting on Thurs., Dec. 7, 6:30 pm - 8:00 pm

1 message

Jared Eigerman &lt;jeigerman@gmail.com&gt;

Wed, Dec 5, 2018 at 5:36 PM

To: JR Larry Giunta <larrygiunta12@gmail.com>, Heather Shand <heather.shand@gmail.com>, Joseph Devlin <jdevlinnbpt@gmail.com>, Afroz Khan <AKhan@cityofnewburyport.com>, Barry Connell <envirocom@comcast.net>, "Tom O'Brien" <thomasobrien11@aol.com>, Gregory Earls <GEarls25@comcast.net>, Charles Tontar <tontarc@gmail.com>, Sharif <Sharif@reachsharif.com>

Cc: Andrew Port <APort@cityofnewburyport.com>, Leah McGavern <lmcgavern@gmail.com>, Surajit Nandi <r7nandi@icloud.com>, Rick Taintor <rtaintor@gmail.com>, "Richard B. Jones" <rjones@cityofnewburyport.com>, NBPT Mayor <Mayor@cityofnewburyport.com>, Matthew Coogan <mcoogan@cityofnewburyport.com>, Jim McCarthy <jimmacnbpt@comcast.net>, Jane Snow <jsnowcat@gmail.com>, Jack Shea <jshea@newburyportnews.com>

N.B. I will be posting a sixth (6th) committee meeting for either Dec. 11 or 12. We will need more time to wrap up. Attorney Rebecca Lee will join us for that last meeting, rather than tomorrow night.

1. Topics for Dec. 6 Meeting: No change from agenda posted Nov. 8:

- (A) Design standards pt. II;
- (B) Permitting; and
- (C) Public benefits.

2. Format for Dec. 6 Meeting: 90 minutes. Public comment followed by Committee deliberation.

3. What's the Point of the Dec. 6 Meeting?:

(A) **Design Stds. pt. II:** Separate from dimensional limitations, what is the City's design vision for WW? *For example*, should the overlay zoning require or encourage traditional tripartite building forms (base-middle-top), as implied from our discussion on Nov. 8? Should there be a required, forbidden, favored, and/or disfavored palette of materials (brick, steel, glass, etc.) or colors? Separate from their heights, must/should/could the various buildings differ in style?

(B) **Permitting:** How do should the City process applications for projects that use WW Overlay Zoning District? Do we require certain studies (e.g. traffic, parking, photosimulations)? How detailed should the ordinance be? How much discretion should be left to the Planning Board? What about project changes: "major" vs. "minor"? How does the development agreement fit in?


(C) **Public Benefits:** Any project in the WW Overlay Zoning District would be required to mitigate its impacts. "Public benefits" are different. These are contributions that the City is entitled to require in exchange for entering into a development agreement to vest the developer's rights. For example, the City might require extra affordable housing, improvements to offsite public areas (open space and/or streets and sidewalks), and/or signalization of the Gills Bridge on- and off-ramps, none of which would be needed to "mitigate" a direct impact from the project per se.


4. Attachments:

- (A) written testimony by Planning Board member Rishi Nandi dated 12-04-2018;
- (B) written testimony (two memoranda) by resident Rick Taintor dated 12-05-2018.; and
- (C) written testimony by Planning Board member Jim Brugger dated 12-05-2018.

Thank you.  
Jared Eigerman


### 4 attachments


 **Nandi -- Written Testimony -- 12-04-2018.pdf**  
123K

 **Taintor -- Written Testimony pt 1 of 2 -- 12-05-2018.pdf**  
59K

1/15/2019

Gmail - Ad Hoc Cmte. on Waterfront West – Meeting on Thurs., Dec. 7, 6:30 pm - 8:00 pm

 **Taintor -- Written Testimony pt 2 of 2 -- 12-05-2018.pdf**  
548K

 **Brugger -- Wrtnen Testimony -- 12-05-2018.pdf**  
1156K



Jared Eigerman &lt;jeigerman@gmail.com&gt;

## Re: Ad Hoc Cmte on Waterfront West -- Mtg. Mon., Dec. 17, 6:30 pm - 8:00 pm

1 message

Jared Eigerman <jeigerman@gmail.com>

Mon, Dec 17, 2018 at 12:31 PM

To: JR Larry Giunta <larrygiunta12@gmail.com>, Heather Shand <heather.shand@gmail.com>, Joseph Devlin <jdevlinnbpt@gmail.com>, Afroz Khan <AKhan@cityofnewburyport.com>, Barry Connell <envirocom@comcast.net>, "Tom O'Brien" <thomasobrien11@aol.com>, Gregory Earls <GEarls25@comcast.net>, Charles Tontar <tontarc@gmail.com>, Sharif <Sharif@reachsharif.com>

Cc: Andrew Port <APort@cityofnewburyport.com>, Leah McGavern <lmcgavern@gmail.com>, Surajit Nandi <r7nandi@icloud.com>, Rick Taintor <rtaintor@gmail.com>, "Richard B. Jones" <rjones@cityofnewburyport.com>, NBPT Mayor <Mayor@cityofnewburyport.com>, Matthew Coogan <mcoogan@cityofnewburyport.com>, Jim McCarthy <jimmacnbpt@comcast.net>, Jane Snow <jsnowcat@gmail.com>

I have one more attachment.

(C) Written testimony by Planning Board member Rishi Nandi, dated 12-16-2018

On Sat, Dec 15, 2018 at 5:06 PM Jared Eigerman <jeigerman@gmail.com> wrote:

Dear All:

### 1. Topics for Dec. 17 Meeting:

- (A) Any recommended further studies, such of traffic or utilities impacts, photosimulation, etc.;
- (B) Any recommended amendments to the Newburyport Zoning Code Section XXIV (WWOD); and/or
- (C) Any recommended terms of a development agreement with a future project sponsor.

### 2. Format for Dec. 17 Meeting:

- (A) 90 minutes
- (B) Public comment followed by Committee deliberation

### 3. What's the Point of the Dec. 17 Meeting?:

- (A) Give direction to *Ad Hoc* Committee Chair and Planning Director Andy Port for report to full City Council on January 14, 2019.
- (B) How would you fill out the *Ten Zoning Considerations Grid*? The Chair has attached his, to get the discussion going.


### 4. Attachments:

- (A) For Discussion -- Ten Zoning Considerations Grid, dated 12-17-2018
- (B) Written testimony by resident Rick Taintor, dated 12-14-2018

Thank you.

Jared Eigerman

jeigerman@gmail.com

 **Nandi -- Written Testimony -- 12-16-2018.pdf**  
3892K

**EXHIBIT B**

10 Key Land Use Considerations Grid

*(inserted behind)*

<b>10 ZONING CONSIDERATIONS</b>	<b>2003 WATERFRONT STRATEGIC PLAN</b> “The Strategic Plan focuses primarily on the task of reconnecting city and harbor by means of parks, public streets, walkways, bike trails, architecture, and a vibrant mix of community uses.” (p. 2.)	<b>CURRENT SEC. XXIV (WWOD)</b> “...established ... to encourage implementation of the recommendations of the ... 2003 Waterfront Strategic Plan, as amended and supplemented from time to time...”	<b>REVISED? SEC. XXIV (WWOD)</b>
<b>1. Flooding and resilience</b>	1. [Not mentioned.]	1. [Not mentioned.]	1.
<b>2. Land [and marine] uses</b>	2. “Reinforce and extend the historic downtown to the waterfront with a new harborside neighborhood.” (Chart)	2. Uses permitted in the WMU district by right or by special permit, and also the following by special permit from the Planning Board:	2.

	<p>“Preserve adequate room for maritime uses such as marinas in the Waterfront Mixed Use (WMU) zone while promoting a mix of non-marine dependent uses that are set back from and compatible with the working edge of the waterfront” (p. 9.)</p> <p>“Ensure a healthy mix of uses that serve the downtown community and support a vibrant mix of activities year round.” (p. 18.)</p> <p>“Ensure that active ground floor public uses front onto major streets (Merrimac, Green, and “Wharf”) and anchor the corners of blocks.” (Id.)</p> <p>“Allow residential uses on upper floors above these public uses.” (Id.)</p> <p>“Allow some ground floor residential uses along secondary streets leading to the waterfront (Market and “McKay”).” (Id.)</p> <p>“Consider ground floor uses such as a small green grocer, a hardware store, and a chandlery (nautical supplies) that will serve the residential as well as</p>	<ul style="list-style-type: none"> <li>• Multifamily</li> <li>• Congregate elderly housing</li> <li>• Specialty shopping center (only if part of mixed use)</li> <li>• Health/recreation</li> <li>• Parking structure</li> <li>• Retail/service kiosk ATM</li> <li>• Fast food/carry out (carry out of prepared food only)</li> <li>• Corporate headquarters</li> </ul> <p>(sec. XXIV-C.)</p>	
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	<p>boating community.” (Id.)</p> <p>“Create a 400-foot sidewalk extension along the south side of Wharf Street and line it with active public uses facing the harbor. This portion of the harbor walk should be accessible and inviting day and night and in every season.” (p. 23.)</p>		
<p><b>3. Dimensions</b></p>	<p>3. “Extend the scale and character of downtown Newburyport to the waterfront by establishing a vibrant harbor-side neighborhood.” (Chart)</p> <p>“Require all new development to conform to and reflect the historic character and quality of downtown Newburyport.” (p. 18.)</p> <p>“Require zero front yard set backs and allow zero side and back yard set backs to achieve the look and feel of the downtown. Allow 5’ front yard set backs by special permit to encourage some variety at key locations along the street.” (p. 24.)</p> <p>“Maintain height restrictions of 34 feet to the mid point of sloped roofs. This should</p>	<p>3. All uses shall comply with the following requirements as applied to the WWOD special permit area, notwithstanding any subdivision of such area into separate lots:</p> <ul style="list-style-type: none"> <li>• <u>Min. open space</u> = 33%, excluding public streets</li> <li>• <u>Min. lot coverage</u> = 50% of portion of WWOD-SP area not within 100 ft. of Merrimack River</li> <li>• <u>Min. street frontage of each lot and bldgs. on each lot</u> = 60 ft.</li> <li>• <u>Front yard setbacks</u> = 0 ft. min. with up to 6-ft. max. to allow for traffic visibility across corners and driveways and design articulations such as protruding arch. Features,</li> </ul>	<p>3.</p>

	<p>result in the 2 ½ to 3 story buildings typical of the downtown. Where buildings are sited on sloping terrain allow the height measurement to be taken at the highest grade to permit greater building heights facing down slope towards the water. This will permit underground parking in these instances.” (Id.)</p>	<p>provided such front setbacks do not affect more than 40% of street wall of any block</p> <ul style="list-style-type: none"> <li>• <u>Min. side and rear yard setbacks of bldgs. on each lot</u> = 0 ft. except for 20 ft. from existing residential uses above the first level outside the WWOD-SP area</li> <li>• <u>Min. lot area</u> = 5,000 sq. ft.</li> <li>• <u>Max. bldg. height</u> = 35 ft. feet, except as follows: (a) 40 ft. for parking structures located directly along Route 1, but not directly along Merrimac Street; and (b) 40 ft. for buildings located on streets perpendicular to the Merrimack River between Route 1 and Titcomb St. that include design layout and floor height suitable for ground floor commercial uses or other areas of public accommodation.</li> </ul> <p>(sec. XXIV-D(A).)</p>	
<p><b>4. Open Space</b></p>	<p>4. “Create a framework of streets, walks and squares that are clearly public and controlled by the City.” (p. 18.)</p> <p>“At the heart of [Waterfront West] create a public plaza for</p>	<p>4. At least 33% of WWOD-SP area shall be open space, excluding public streets. All sidewalks adjacent to a public street layout shall be dedicated by easement or deed for public access. 50% of required</p>	<p>4.</p>

	<p>public events, activities, and vendors. This plaza should be lined with public uses such as a public market, shops, a hotel, and the like. Consider locating his plaza between Market and McKay Street with an opening view of the river and embayment between McKay Wharf and Tournament Wharf. A well designed urban space such as this would provide a public destination and anchor for the west side of the downtown waterfront” (p. 23.)</p>	<p>minimum open space shall be so dedicated. All open space dedicated by easement or deed for public access shall be improved by the project applicant to quality standards and configurations suitable for their intended uses and acceptable to the planning board. (sec. XXIV-D(B).)</p> <p>“Open space” means usable areas devoted exclusively for outdoor active or passive recreation, pedestrian alleys, walkways, sidewalks (other than the existing Merrimac Street sidewalks), public parks, plazas, outdoor public markets, public restrooms, boardwalks, outdoor cafe space on private property or licensed from the city if located on a sidewalk, and suitably designed and accessible space on roofs of a parking garage with at grade public access on at least two sides and alleyway connections to the abutting streets, or other similar outdoor public open space areas. At least one public open space area within each WWOD-SP area shall be at least 10,000 sq. ft. in area excluding any adjacent parking, driveway, sidewalk or pedestrian walkways. (Id.)</p>	
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		<p>No more than 50% of required open space area shall be part of the public open space required under MGL Chapter 91 within the 100 buffer area of the Merrimack River. No building or structure including a non-water dependent/related use shall be permitted within the lesser of (i) fifty (50) feet of the high water mark of the Merrimack River, or (ii) the limits of the water dependent use zone under Chapter 91. (Id., subd. (C).)</p>	
<p><b>5. Vehic., ped., and other access</b></p>	<p>5. “Establish a system of public ways extending the historic street pattern of Newburyport to the water.” (Chart)</p> <p>“Establish a continuous harbor walk accessible to all between Joppa Park and Cashman Park.” (p. 13.)</p> <p>“Provide clearly marked lateral paths linking the harbor walk back to Merrimac and Water Streets.” (Id.)</p> <p>“Ensure that the harbor walk is sufficiently wide for multiple uses (10 to 12’ on average), handicapped accessible (5% grade or less), and safe.” (Id.)</p> <p>“Create a framework of streets.</p>	<p>5. [Not mentioned.]</p>	<p>5.</p>

	<p>walks and squares that are clearly public and controlled by the City.” (p. 18.)</p> <p>[Three street sections: Market Street extension (7’ sidewalk + 28’ roadway + 7’ sidewalk); “McKay Street” (7’ sidewalk + 16’ roadway + 7’ sidewalk); and “Wharf Street” (8’ seating + 7’ sidewalk + 18’ diagonal parking + 22’ roadway + boatyard) (pp. 20-21)</p> <p>“[L]ateral streets should be tightly framed by buildings similar to the other streets in Newburyport (i.e. Inn Street) and should frame views of the water wherever possible.” (p. 22.)</p> <p>“in addition to ... three streets, encourage a system of mid block alleys and pedestrian passageways reminiscent of those found in the downtown core” (p. 22.)</p> <p>“Wharf Street should be completely public in nature and have public parking along it for increased waterfront access. Line the south side of Wharf Street with public uses that support pedestrian activity along the waterfront. Provide a wider sidewalk to</p>		
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	<p>accommodate café tables and consider a raised angled parking zone with specialty paving that can be used for special events such as sidewalk art shows.” (pp. 22-23.)</p>		
<p><b>6. Parking and loading</b></p>	<p>6. “Ensure that there is sufficient parking for all new uses and encourage structured and underground parking to avoid large surface parking lots.” (p. 18.)</p> <p>“Remote parking should be allowed within 500’ of new buildings in order to avoid extensive surface parking lots that would interrupt the historic development pattern. Underground or structured parking should be encouraged to consolidate parking lots” (p. 25.)</p> <p>“Where parking garages front on public streets, 50% of their ground floor should be occupied by active public uses such as retail shops and the design of their facade should harmonize with abutting buildings.” (p. 25.)</p>	<p>6. All required parking within the WWOD-SP Area shall be provided by the applicant without the use of municipal parking lots or structures or Newburyport Redevelopment Authority parking lots or structures. The off-street parking requirements for (i) non-residential uses, including hotel /inns, shall be within 500 ft of the principal building, structure or use on the premises; and (ii) residential uses, excluding hotel /inns, shall be within 300 ft. of the principal building, structure or use on the premises; and (iii) parking for hotel/inns shall not be required to be on the same or contiguous lots.</p> <p>The WWOD-SP may allow "shared" reduced parking requirements for uses having different peak times of parking demand requirements, as determined based on the report of a traffic engineer engaged by the applicant and approved by</p>	<p>6.</p>

		<p>the planning board.</p> <p>Within the WWOD-SP area, parking requirements may be met by off-street parking and by proposed on-street parking within the WWOD-SP area. (sec. XXIV-E.)</p>	
<b>7. Inclusionary afford. housing</b>	7. [Not mentioned]	<p>7. At least 10% percent of all proposed residential dwelling units in the WWOD-SP area shall be affordable as defined under M.G.L.A. 40B s.20 and 760 CMR 45 (except that such units shall not be required to be subsidized and may be built and operated by a private entity) for a period of at least 40 years. (sec. XXIV-G(B).)  <b>[N.B. Superseded by sec. XXX, which requires 12%.]</b></p>	7.
<b>8. Design standards</b>	<p>8. "Require all new development to conform to and reflect the historic character and quality of downtown Newburyport." (p. 18.)</p> <p>"Encourage continuous street facades with firewalls between adjacent buildings. Discourage long monotonous facades by limiting the apparent length of buildings and changing the fenestration. Encourage the use of arched passageways to provide access to rear lots</p>	<p>8. Deeded preservation restrictions shall be provided governing the rehabilitation of any buildings located within the WWOD-SP area that are listed on the National Register of Historic Places and are contributing structures to Newburyport's National Register Historic District. Historic rehabilitation standards for these buildings shall conform to the Federal Secretary of the Interior's "Guidelines for Preserving, Rehabilitating, Restoring and</p>	8.

	<p>similar to State Street and Inn Street.” (p. 24.)</p> <p>“All buildings should front on the public streets with front doors. Service access should be provided to the rear wherever possible.” (Id.)</p> <p>“Where buildings front on sloping streets they should step down the slope and have entrances at grade. There should be no blank basement walls emerging from the slope.” (Id.)</p> <p>“A traditional pattern of framed windows and doors facing all public ways should characterize buildings.” (Id.)</p> <p>“The use of red brick and slate colored roofing should predominate, and may be supplemented with other materials for a contemporary treatment” (Id.)</p>	<p>Reconstructing Historic Buildings” (sec. XXIV-G(C).)</p>	
<p><b>9. Permitting mechanism</b></p>	<p>9. “Adopt zoning and subdivision regulations to support this strategic waterfront vision.” (p. 23.)</p> <p>“Establish general design guidelines enforced by municipal site plan review.”</p>	<p>9. The minimum land area eligible for a WWOD-SP in a single or consolidated ownership or control at the time of application is four (4) contiguous acres. Land divided by public and private streets and public and private open space shall be deemed to be</p>	<p>9.</p>



	(Id.)	<p>contiguous. (sec. XXIV-G(A).)</p> <p>Subsequent to the issuance of a WWOD-SP, applications for amendments or additions to the WWOD-SP shall not require that the land be in a single or consolidated ownership or control. (Id.)</p> <p>An amendment to the WWOD-SP to add land to the WWOD-SP area that is not in consolidated ownership or control of the original applicant(s) or its/their successor(s), may not utilize any of the open space, utilities, streets, parking or any other requirements of the WWOD-SP to meet the requirements of zoning unless authorized by the planning board and the original applicant(s) or its/their successor(s). (Id.)</p> <p>The planning board may issue a WWOD-SP for a project located within the WWOD if it determines that the project meets the requirements of section XXIV and the normal special permit criteria. (sec. XXIV-F.)</p> <p>Minimum lot area coverage, open space, affordable housing, off-street parking requirements</p>	
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and other required mitigation, shall correspond with the sequence of development implemented in the WWOD-SP Area, so that at all times such requirements shall be met as applied only to those portions of the WWOD-SP Area for which building permits have been issued; such requirements shall be met prior to the issuance of certificates of occupancy for such buildings. (sec. XXIV-D(D).)

Prior to issuance of a building permit for any land within the WWOD-SP area, a declaration of covenants, conditions and restrictions shall be recorded by the owner(s) against all the land in the WWOD-SP area containing provisions consistent with the requirements and restrictions of the WWOD-SP. (sec. XXIV-G(D).)

All WWOD-SP projects require site plan review (SPR) of the master plan by the planning board before any building permit is issued. (sec. XXIV-H(A).)

Major changes are subject to the planning board's approval of (1) an amendment to the WWOD-SP and (2) an amendment to the

initial SPR decision, administratively reviewed by the planning board as part of a "major project" review under section XV-D(c), SPR. (sec. XXIV-I(A).)

Amendments to the WWOD-SP and the SPR decision shall be based upon the zoning provisions in effect at the time of issuance of the approved WWOD-SP unless the applicant and the planning board agree that such amendment shall be based upon the zoning provisions in effect at the time of application for such amendment. Any resulting amended plan must meet all of the applicable open space, utilities, parking and other requirements. (Id.)

Major changes or alterations shall be defined as those that:  
(a) Increase the aggregate approved amount of development by greater than 10% of the approved gross floor area in the WWOD-SP area; or  
(b) Increase the approved density of multi-family uses, alter the approved location and/or increase the gross floor area of all hotel uses, and/or increase the approved gross floor area of business and food

		<p>service uses by greater than 20% of the aggregate approved amount of development for each such applicable use categories in the WWOD-SP area, excluding from such 20% limit the increase in any use category which is attributable to conversion of ground floor residential use to another use;</p> <p>(c) Substantially change the pattern of streets, substantially change the building design standards, or substantially alter the distribution or use of open space within the WWOD-SP area; or (d) Are based on a request by the applicant that a change or alteration be based upon the zoning provisions in effect at the time of application for the change or alteration.</p> <p>(Id.)</p>	
<b>10. Public Benefits</b>	10. [Not mentioned.]	10. [Not mentioned.]	10.

**CITY OF NEWBURYPORT  
2019 ELECTION CALENDAR**

1. Monday, July 29, 2019 at 5:00 p.m.– Last day and hour to obtain nomination papers (**MGL Ch53,Section 9A**).
2. \*Tuesday, July 30, 2019 at 5:00 p.m. – Last day and hour to submit nomination papers to the Board of Registrars of Voters for certification of signatures (**M.G.L.Ch.53Section 7A**).
3. Friday August 09, 2019 at 10:00 a.m. – Drawing by lot, of positions on ballot for **Preliminary Election of September 17, 2019** in Council Chamber
4. Tuesday, August 13, 2019 at 5:00 p.m. –Last day and hour to submit nomination papers certified by Board of Registrars to City Clerk (**M.G.L.Ch.53,Section 10**).
5. Thursday, August 15, 2019 at 5:00 p.m. – Last day and hour to file withdrawals of/or objections to nomination papers with the City Clerk. (**M.G.L. Ch. 55B, Section 7**).
6. Wednesday, August 28, 2019 at 8:00 p.m. – Last day and hour to register voters for **Preliminary Election (M.G.L. Ch. 51, Sections 26, 28)**.
7. **Tuesday, September 17, 2019 – Preliminary Election** (if necessary) – (**M.G.L. Ch. 54, Section 103P**)
8. Monday, September 23, 2019 at 5:00 p.m. – Last day and hour to file recount petition with City Clerk for **Preliminary Election (M.G.L.Ch.54, Section 135)**.
9. Friday, Sept. 27,2019 at 10:00 a.m. – Drawing by lot, of positions on ballot for **Municipal Election of November 5, 2019** in Council Chamber
10. Wednesday, October 16, 2019 at 8:00 p.m. – Last day and hour to register voters for **Biennial Municipal Election (M.G.L. Ch.51 Sections 26, 28)**.
11. Tuesday, October 29, 2019 – Last day to post warrant (**MGL Ch.54 Sec. 64**)
12. **Tuesday, November 5, 2019 – Biennial Municipal Election**
13. Friday, November 15, 2019 at 5:00 p.m. – Last day and hour to file recount petition with City Clerk (**M.G.L. Ch. 54, Section 135**).

\*Board of Registrars need not certify more names than required plus 20%.  
**Certified signatures of at least fifty (50) voters are the minimum necessary for placement on the preliminary ballot (M.G.L. Ch. 43, Section 44C).**

**APPOINTMENTS  
SECOND READING**

## SECOND READING APPOINTMENTS

- APPT076\_01\_14\_19 Susanne Marzi Cameron 17 Oakland St Affordable Housing Trust 1/1/2021
- APPT077\_01\_14\_19 David Zinck 6 Laurel Rd Electrical Inspector 1/1/2020
- APPT078\_01\_14\_19 Justin Dutcher 7 Morin Rd Harbor Commission 1/1/2022

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

**ORDERS**



CITY OF NEWBURYPORT



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IN CITY COUNCIL

ORDERED:

January 28, 2019

**Acceptance of Grant and Assignment of Easements and Restrictions from Newburyport Maritime Society, Inc., and Newburyport Redevelopment Authority**

THAT the City Council of the City of Newburyport hereby authorizes the Mayor, or her designated representative, to accept on behalf of the City, upon such terms and conditions as the Mayor deems in the best interest of the City, a grant and assignment of those easements and restrictions reserved to the City in that deed of land and the buildings thereon at 25 Water Street in the City, from the Newburyport Redevelopment Authority to the Newburyport Maritime Society, Inc. filed with the Essex South Registry District of the Land Court as Document No. 598271 and noted on Transfer Certificate of Title No. 92140, and to execute any and all documents and take all related actions necessary or appropriate to carry out the foregoing, or take any other action relative thereto.

---

Councillor Barry N. Connell

## GRANT AND ASSIGNMENT OF EASEMENTS AND RESTRICTIONS

The NEWBURYPORT MARITIME SOCIETY, INC., a Massachusetts non-profit corporation, having its principal place of business at 25 Water Street, Newburyport, MA 01950, and the NEWBURYPORT REDEVELOPMENT AUTHORITY, a public body, corporate and politic, duly organized and existing pursuant to M.G.L. c. 121B, having its usual place of business at City Hall, 60 Pleasant Street, Newburyport, MA 01950 (hereinafter, together, "Grantors"), for consideration of One and 00/100 (\$1.00) Dollars paid, hereby GRANT AND ASSIGN to the CITY OF NEWBURYPORT, a municipal corporation, with an address c/o Mayor of the City of Newburyport, Newburyport City Hall, 60 Pleasant Street, Newburyport, Massachusetts, those interests in land reserved to the City in that deed from the Maritime Society to the NRA dated December 14, 2018 and filed with the Essex South Registry District of the Land Court as Document No. 598271 and noted on Transfer Certificate of Title No. 92140 pertaining to certain parcels of land with the buildings thereon situated in Newburyport, Essex County, Massachusetts ("the Premises") more particularly described therein.

The interests in land reserved to the City by said deed by and through the Newburyport Redevelopment Authority as grantor, and granted and assigned herein are as follows, where "Grantee" is the Newburyport Maritime Society, Inc.:

Reserving for the benefit of the City of Newburyport (hereinafter referred to as the "City") the right to maintain, repair and replace the existing encroachments on the northeast corner of Lot B shown on the attached sketch plan.

1. The use of the Premises is restricted to the operation of a maritime museum, open to the public, together with related ancillary fundraising activities and for no other purpose.
2. By the acceptance and filing of this Deed, the Grantee agrees that, notwithstanding the merger of its leasehold interest with the fee interest, it shall continue to be bound by the terms and provisions of the Preservation Restriction Agreement between it and the Newburyport Historical Society dated September 13, 2002 and filed with said Registry District as Document No. 415394.
3. The open space on lots B, E and D shall be kept free of permanent structures and open to the public except for special events hosted by the Grantee.
4. The Premises, or any part thereof or interest therein, shall not be conveyed, transferred, leased or mortgaged without the prior written consent of the City. In the event that a conveyance, transfer, lease or mortgage is made to a person or entity other than the City in violation of this paragraph 4, then that person or entity shall hold the Premises in trust for the City for the purposes set forth herein, and such person or entity shall convey the Premises to the City upon the City's direction.

5. In the event that the Grantee, its successors and assigns, fails to comply with any of the restrictions and conditions enumerated in Paragraph 1, 3 and 4 for a period of ninety (90) consecutive days without cure or terminates operation of the maritime museum for a period exceeding 365 consecutive days, the City shall have the option to purchase the Premises for consideration of One Hundred Dollars (\$100) and Grantee shall convey the premises to the City upon the City's written exercise of the option. Failure to exercise the option for any specific event is not a waiver of the City's right to exercise the option for future events.
6. The NRA, or the City as its successor in interest, shall have the right to enter the Premises and revert title back to itself or the City upon the Grantee's ceasing to exist or function as a non-profit corporation or other non-profit entity. Notwithstanding the foregoing, no such entry shall occur until such time as the NRA or the City as its successor in interest has notified the Grantee of such occurrence and the Grantee fails to cure such event to the reasonable satisfaction the NRA or its successor in interest within ninety (90) days of the receipt of such notice or such further period as the NRA or the City as its successor in interest may allow.

These restrictions and conditions shall be binding upon and may be enforced against the Grantee and its successors and assigns by the NRA, the City, and their successors and assigns as holders of these restrictions. The rights and obligations created or imposed herein are deemed to be an "other restriction held by a governmental body" as that term is used in G.L. c. 184 Section 26 and as such, shall be exempt from the time limitations set forth in G.L. c. 184 Sections 26-30. In the event that such limitations shall be deemed by a court of competent jurisdiction to apply to these restrictions, these restrictions and conditions shall be binding for a period of no less than 999 years from the recording hereof.

These restrictions and conditions are appurtenant to and benefit the abutting land owned by the Newburyport Redevelopment Authority and the City of Newburyport.

All rights and privileges herein granted, including all benefits and burdens, shall run with the land and shall be binding upon and inure to the benefit of the parties hereto, their respective heirs, executives, administrators, successors, assigns and legal representatives.

For Grantors' title see deed dated December 14, 2018 and filed with the Essex South Registry District of the Land Court as Document No. 598271 and noted on Transfer Certificate of Title No. 92140.

*[signatures on following pages]*

In Witness Whereof, the said Newburyport Maritime Society, Inc. has caused these presents to be signed in its name and behalf on this \_\_\_ day of \_\_\_\_\_, 2019 by Douglas Muir, its President, duly authorized, and by Timothy Felter, its Treasurer, and under seal.

NEWBURYPORT MARITIME SOCIETY, INC.

\_\_\_\_\_  
By: Douglas Muir  
Its: President

\_\_\_\_\_  
By: Timothy Felter  
Its: Treasurer

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss.

On this \_\_\_ day of \_\_\_\_\_, 2019, before me, the undersigned notary public, personally appeared Douglas Muir, President of Newburyport Maritime Society, Inc., duly authorized, who proved to me through satisfactory evidence of identification which was personal knowledge, to be the person whose name is signed on the preceding or attached document and acknowledged to me that he signed the document as President voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My commission expires:

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss.

On this \_\_\_ day of \_\_\_\_\_, 2019, before me, the undersigned notary public, personally appeared Timothy Felter, Treasurer of the Newburyport Maritime Society, Inc., duly authorized, who proved to me through satisfactory evidence of identification which was personal knowledge, to be the person whose name is signed on the preceding or attached document and acknowledged to me that he signed the document as Treasurer voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My commission expires:

In Witness Whereof, the said Newburyport Redevelopment Authority has caused these presents to be signed in its name and behalf on this \_\_\_ day of \_\_\_\_\_, 2019 by Robert Uhlig, its Chairman duly authorized, attested by David St. Cyr, its Secretary, and under seal.

NEWBURYPORT REDEVELOPMENT AUTHORITY

By \_\_\_\_\_  
Robert Uhlig, Chairman

Attest:

By \_\_\_\_\_  
David St. Cyr, Secretary

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss.

On this \_\_\_ day of \_\_\_\_\_, 2019, before me, the undersigned notary public, personally appeared Robert Uhlig, Chairman of Newburyport Redevelopment Authority, duly authorized, who proved to me through satisfactory evidence of identification which was personal knowledge, to be the person whose name is signed on the preceding or attached document and acknowledged to me that he signed the document as Chairman voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public:  
My commission expires:

ACCEPTANCE OF DEED

The foregoing Grant and Assignment of Easements and Restrictions from Newburyport Maritime Society, Inc., and Newburyport Redevelopment Authority, is hereby accepted pursuant to the authority granted by the vote of the Newburyport City Council dated \_\_\_\_\_, 2019, an attested copy of which is recorded herewith and any other authority in any way appertaining.

EXECUTED as of this \_\_\_\_ day of \_\_\_\_\_, 2019.

CITY OF NEWBURYPORT  
By its Mayor,

\_\_\_\_\_  
Donna D. Holaday

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this \_\_\_\_ day of \_\_\_\_\_, 2019, before me, the undersigned notary public, personally appeared Donna D. Holaday, Mayor of the City of Newburyport as aforesaid, proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding or attached document, and acknowledged to me that she signed it voluntarily for its stated purpose on behalf of the City of Newburyport.

\_\_\_\_\_  
Notary Public:  
My Commission Expires:



DEED

The Newburyport Redevelopment Authority, a public body, corporate and politic, duly organized and existing pursuant to M.G.L. c. 121B (hereinafter the "NRA") having its usual place of business at City Hall, 60 Pleasant Street, Newburyport, MA 01950

For Consideration of One Hundred and 00/100 (\$100.00) Dollars paid hereby grants to

The Newburyport Maritime Society, Inc., a Massachusetts non-profit corporation, having its principal place of business at 25 Water Street, Newburyport, MA 01950

With QUITCLAIM COVENANTS

All those certain parcels of land with the buildings thereon situated located in Newburyport, Essex County, Massachusetts, (together "the Premises") bounded and described as follows:

First Parcel:

- SOUTHWESTERLY by Water Street forty four (44) feet;
- NORTHWESTERLY by the Southeasterly line of a "Public Way", as shown on plan hereinafter mention one hundred forty five (145) feet;
- NORTHEASTERLY by lot E as shown on said plan, forty eight and 42/100 (48.42) feet;
- SOUTHEASTERLY by the Northwesterly line of another "Public Way" as shown on said plan, one hundred forty five (145) feet

All of said boundaries are determined by the Court to be located as shown upon plan numbered 4588-C, drawn by John T. Desmond, Civil Engineer, dated October 28, 1922, as modified and approved by the Court, filed in the Land Registration Office, a copy of a portion of which is filed with Certificate of Title 4249 in the Essex South Registry District of the Land Court, and the above described land is shown as lot D, on last mentioned plan.

Second Parcel:

- NORTHWESTERLY by the Southeasterly line of a Public Way, as shown on above mentioned plan, fifty nine and 03/10 (59.03) feet;
- NORTHEASTERLY by lot B, as shown on said plan, fifty and 66/100 (50.66) feet;
- SOUTHEASTERLY by the Northwesterly line of another Public Way, as shown on said plan, sixty four and 68/100 (64.68) feet; and

25 Water Street, Newburyport, MA 01950

SOUTHWESTERLY by Lot D, as shown on said plan, forty eight and 42/100 (48.42) feet.

Being shown as Lot E, on said plan. Said Lot E together with the benefit of and is subject to rights of way and easements appurtenant thereto.

The above described land is subject to and with the benefit of Taking Document 126719, as recited in Order of Court Document No. 17181.

For Grantor's Title, see Certificate of Title No. 49161

Third Parcel:

SOUTHWESTERLY by Lot A, as shown on plan hereinafter mentioned, fifty and 66/100 (50.66) feet;

NORTHWESTERLY by land now or formerly of the Newburyport City Railroad, thirty two and 43/100 (32.43) feet;

NORTHEASTERLY by Lot C, as shown on said plan, fifty two and 21/100 (52.21) feet; and

SOUTHEASTERLY by other land of the said Newburyport City Railroad, thirty five and 80/100 (35.80) feet.

All of said boundaries are determined by the Court to be located as shown upon plan numbered 4588-B, drawn by C. B. Humphrey, Surveyor for Court, dated June 16, 1914, as modified and approved by the Court, filed in the Land Registration Office, a copy of which is filed with Certificate of Title 1581 in said Registry, and the above described land is shown as lot B on last mentioned plan.

The above described land is subject to a right in favor of said lot C as described in deed from William E. Chase et al to Boston and Maine Railroad, dated August 6, 1914, and filed as Document 3116 in said Registry.

For Grantor's Title, see Certificate of Title No. 37533

Together with an easement for access and maintenance to and from the lawn area on Lot C on Land Court Plan No. 4588-C as shown on the sketch plan attached hereto and made a part hereof and

Reserving for the benefit of the City of Newburyport (hereinafter referred to as "City") the right to maintain, repair and replace the existing encroachments on the northeast corner of Lot B shown on the attached sketch plan.



Title is hereby conveyed subject to the following restrictions and conditions established:

1. The use of the Premises is restricted to the operation of a maritime museum, open to the public, together with related ancillary fundraising activities and for no other purpose.
2. By the acceptance and filing of this Deed, the Grantee agrees that, notwithstanding the merger of its leasehold interest with the fee interest, it shall continue to be bound by the terms and provisions of the Preservation Restriction Agreement between it and the Newburyport Historical Society dated September 13, 2002 and filed with said Registry District as Document No. 415394.
3. The open space on lots B, E and D shall be kept free of permanent structures and open to the public except for special events hosted by the Grantee.
4. The Premises, or any part thereof or interest therein, shall not be conveyed, transferred, leased or mortgaged without the prior written consent of the City. In the event that a conveyance, transfer, lease or mortgage is made to a person or entity other than the City in violation of this paragraph 4, then that person or entity shall hold the Premises in trust for the City for the purposes set forth herein, and such person or entity shall convey the Premises to the City upon the City's direction.
5. In the event that the Grantee, its successors and assigns, fails to comply with any of the restrictions and conditions enumerated in Paragraph 1, 3 and 4 for a period of ninety (90) consecutive days without cure or terminates operation of the maritime museum for a period exceeding 365 consecutive days, the City shall have the option to purchase the Premises for consideration of One Hundred Dollars (\$100) and Grantee shall convey the premises to the City upon the City's written exercise of the option. Failure to exercise the option for any specific event is not a waiver of the City's right to exercise the option for future events.
6. The NRA, or the City as its successor in interest, shall have the right to enter the Premises and revert title back to itself or the City upon the Grantee's ceasing to exist or function as a non-profit corporation or other non-profit entity. Notwithstanding the foregoing, no such entry shall occur until such time as the NRA or the City as its successor in interest has notified the Grantee of such occurrence and the Grantee fails to cure such event to the reasonable satisfaction the NRA or its successor in interest within ninety (90) days of the receipt of such notice or such further period as the NRA or the City as its successor in interest may allow.

These restrictions and conditions shall be binding upon and may be enforced against the Grantee and its successors and assigns by the NRA, the City, and their successors and assigns as holders of these restrictions. The rights and obligations created or imposed herein are deemed to be an

"other restriction held by a governmental body" as that term is used in G.L. c. 184 Section 26 and as such, shall be exempt from the time limitations set forth in G.L. c. 184 Sections 26-30. In the event that such limitations shall be deemed by a court of competent jurisdiction to apply to these restrictions, these restrictions and conditions shall be binding for a period of no less than 999 years from the recording hereof.

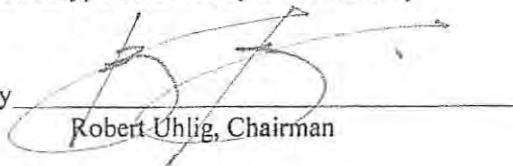
These restrictions and conditions are appurtenant to and benefit the abutting land owned by the Newburyport Redevelopment Authority and the City of Newburyport.

Grantee, and as may be required, Grantor, shall confirm and assign by separate instrument the rights reserved to the City herein, which instrument may be filed with Grantee's title together with the City's written acceptance of such rights.

In Witness Whereof, the said Newburyport Redevelopment Authority has caused these presents to be signed in its name and behalf on this 13<sup>th</sup> of December, 2018 by Robert Uhlig, its Chairman duly authorized, attested by David St. Cyr, its Secretary, and under seal.

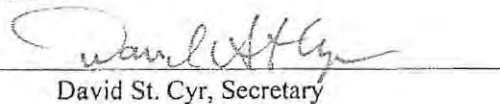
Newburyport Redevelopment Authority

By

  
Robert Uhlig, Chairman

Attest:

By

  
David St. Cyr, Secretary

COMMONWEALTH OF MASSACHUSETTS

Essex County, ss.

On this 13<sup>th</sup> day of December, 2018, before me, the undersigned notary public, personally appeared Robert Uhlig, Chairman of Newburyport Redevelopment Authority, duly authorized, who proved to me through satisfactory evidence of identification which was personal knowledge, to be the person whose name is signed on the preceding or attached document and acknowledged to me that he signed the document as Chairman voluntarily for its stated purpose.





Kathleen M. O'Donnell  
Notary Public

My commission expires: 11/19/21

SKETCH PLAN



Document: 598271

DEED

ESSEX SOUTHERN DISTRICT REGISTRY OF DEEDS  
RECEIVED FOR REGISTRATION

On: 12/14/2018 10:00 AM

CREATED CERT: 92140 Book: 555

CANCELLED CERT: 37533 Book: 165

CANCELLED CERT: 49161 Book: 224

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

Amended as follows, with deletions ~~double-stricken and italicized~~, and additions double-underlined and italicized:

Date: January 28, 2019

THAT pursuant to the CITY OF NEWBURYPORT Code of Ordinances Section 13-180.1 and Section 13-166 the CITY COUNCIL of the CITY OF NEWBURYPORT hereby amends and approves as follows:

Chapter 13	Traffic and Motor Vehicles
Article 4	Specific Street Schedules
Division 6	Stopping, Standing and Parking
Section 13-176.2	Fifteen minutes

***Amend existing Section as follows, with deletions ~~double-stricken through~~, and additions double-underlined:***

No person shall park a vehicle for longer than fifteen (15) minutes in the following described streets or parts thereof:

**Street**  
Liberty

**Extent**  
Two spaces on the south side beginning from State Street running in an easterly direction  
One space on the north side located west of the entrance to the Daily News parking lot

\_\_\_\_\_  
Councillor Jared J. Eigerman

CITY OF NEWBURYPORT



IN CITY COUNCIL

**ORDERED:**

Amended as follows, with deletions ~~double-stricken and italicized~~, and additions double-underlined and italicized:

Date: January 28, 2019

**THAT** pursuant to the CITY OF NEWBURYPORT Code of Ordinances Section 13-180.1 and Section 13-166 the CITY COUNCIL of the CITY OF NEWBURYPORT hereby amends and approves as follows:

Chapter 13	Traffic and Motor Vehicles
Article 4	Specific Street Schedules
Division 6	Stopping, Standing and Parking
Section 13-181	Paid Parking Lots

**Amend existing Section as follows, with deletions ~~double-stricken through~~, and additions double-underlined:**

No person shall park a vehicle between the hours of 8:00 a.m. to 8:00 p.m. (6:00 pm from January 1<sup>st</sup> through April 1<sup>st</sup>) Monday through Saturday, and Sunday between the hours of noon to 6:00 p.m. in the following described lots without first satisfying the payment required by the City of Newburyport.

\_\_\_\_\_  
Councillor Jared J. Eigerman

## ORDINANCES

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

November 13, 2018

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF NEWBURYPORT,  
MASSACHUSETTS**

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

**APPENDIX A: ZONING ORDINANCE OF THE CITY OF NEWBURYPORT**

**Section III-C -- Zoning map.**

**THAT** the Zoning Map of said Zoning Ordinance entitled "Zoning Map of the City of Newburyport" be amended pursuant to Section III-D "Changes to Zoning Map" such that all parcels located within the green shaded areas of the City are changed from the Business One (B-1) District to the Residential Three (R-3) District, as depicted on the attached map entitled "Proposed Zoning Change - B1 to R3 (as approved on 1/14/19)."

\_\_\_\_\_  
Councillor Larry G. Giunta

\_\_\_\_\_  
Councillor Thomas F. OBrien

**In City Council January 14, 2019:**

Councillor Devlin recused. Motion to remove from Planning & Development by Councillor Eigerman, seconded by Councillor Zeid. So voted. Motion to approve as amended in committee (3-0) by Councillor Eigerman, seconded by Councillor Tontar. Withdrawn. Motion to approve in part, the portion north of Route 113 as R3, by Councillor Eigerman, seconded by Councillor Tontar. Roll call vote, 9 yes, 1 recused (Devlin), 1 absent (OBrien). Motion passed. Motion to refer remaining part, the portion South of Route 113, back to Planning & Development by Councillor Eigerman, seconded by Councillor Giunta. So voted.

*North of Route 113*





Proposed Zoning Change - B1 to R3 (as approved on 1/14/19)

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

January 28, 2019

**AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF  
NEWBURYPORT, MASSACHUSETTS**

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

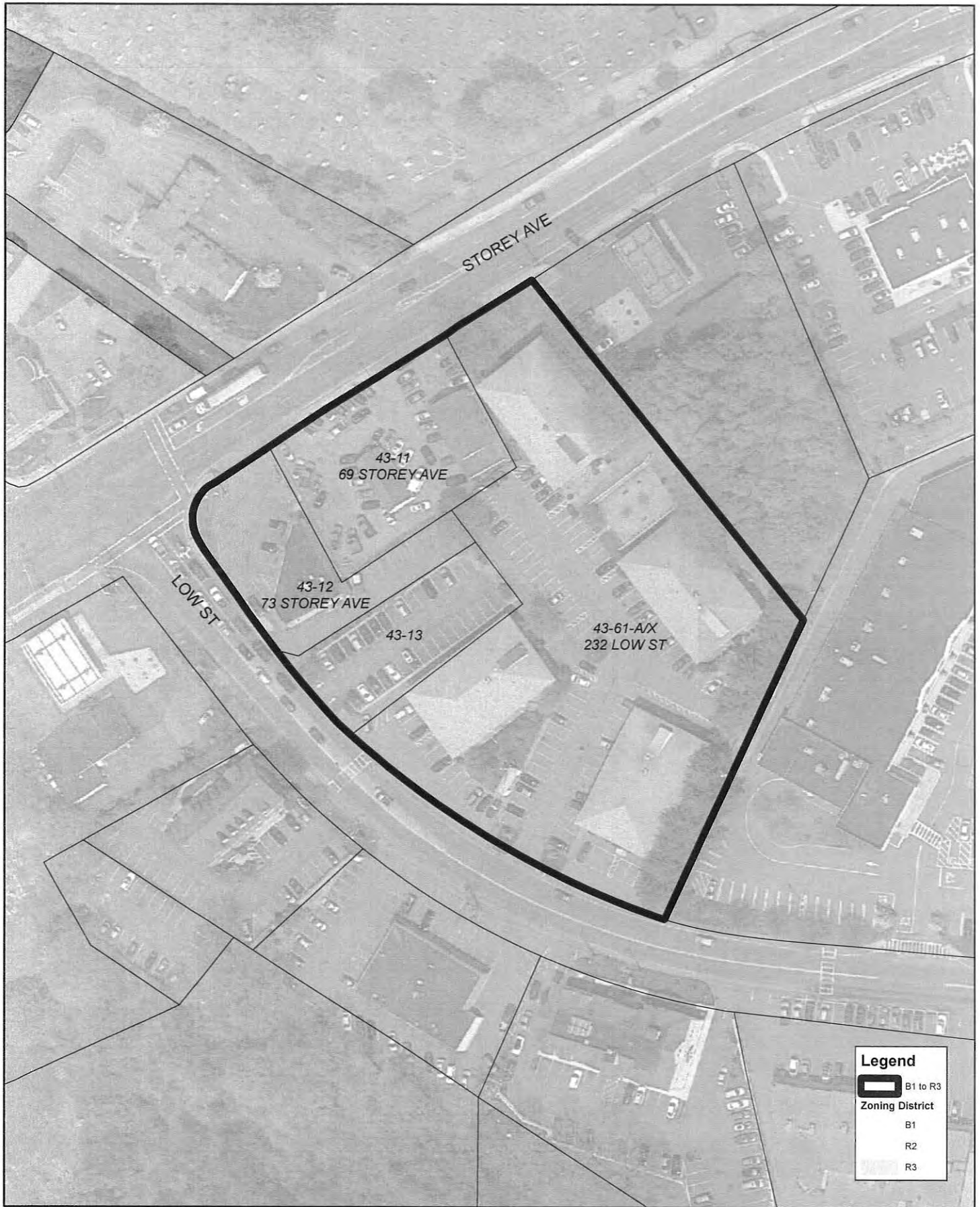
**APPENDIX A: ZONING ORDINANCE OF THE CITY OF NEWBURYPORT**

**Section III-C -- Zoning map.**

**THAT** the Zoning Map of said Zoning Ordinance entitled "Zoning Map of the City of Newburyport" be amended pursuant to Section III-D "Changes to Zoning Map" such that all parcels located within the green shaded areas of the City are changed from the Business One (B-1) District to the Residential Three (R-3) District, as depicted on the attached map entitled "Proposed Zoning Change - B1 to R3 South Side of Storey Avenue"

\_\_\_\_\_  
Councillor Larry G. Giunta

\_\_\_\_\_  
Councillor Thomas F. O'Brien



Proposed Zoning Change - B1 to R3  
South Side of Storey Avenue

**COMMITTEE ITEMS**

**January 28, 2019**  
**Committee Items Budget & Finance**

- **ORDR082\_01\_14\_19** – Fire Department Fees FY2019

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

January 14, 2019

THAT the City Council of the City of Newburyport hereby amends the following fees for fire department permits and services, with deletions ~~double-stricken and italicized~~ and additions double-underlined and italicized:

Smoke Detectors

Home/Unit Safety Inspection	<del>\$20</del>	<u>\$50</u>
Installation Single Family	<del>\$20</del>	<u>\$50</u>
Installation Multi-Family	<del>\$20/unit</del>	<u>\$50/unit</u>

Fire Alarm Systems (Panels)

Without Master Box	<del>\$25</del>	<u>\$50</u>
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Sprinkler Systems

Residential	<del>\$25</del>	<u>\$50</u>
Commercial	<del>\$50</del>	<u>\$100</u>

Oil Burner Installation/Repair

	<del>\$25</del>	<u>\$50</u>
--	-----------------	-------------

Storage Tanks

Up to 1,100 gallons	<del>\$25</del>	<u>\$50</u>
Over 1,100 gallons	<del>\$50</del>	<u>\$100</u>

Propane Tank Installation

Up to 999 gallons	<del>\$25</del>	<u>\$50</u>
Over 1,000 gallons	<del>\$50</del>	<u>\$100</u>

LP Gas Storage

	<del>\$0</del>	<u>\$50</u>
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<u>Flammable Liquids Storage Up to 165 gallons</u>	<del>\$25</del>	<u>\$50</u>
<u>Maintain Underground Storage Tanks</u>	<del>\$50</del>	<u>\$60</u>
<u>Removal of Tanks</u>		
Above Ground Tank	<del>\$25</del>	<u>\$50</u>
Below Ground Tank	<del>\$50</del>	<u>\$50</u>
<u>Tank Truck Permits</u>	<del>\$25</del>	<u>\$50</u>
<u>Welding</u>	<del>\$0</del>	<u>\$50</u>
<u>Blasting</u>	<del>\$25</del>	<u>\$50</u>
<u>Fireworks</u>	<del>\$25</del>	<u>\$50</u>
<u>Black Powder</u>	<del>\$0</del>	<u>\$50</u>
<u>Model Rockets</u>	<del>\$10</del>	<u>\$25</u>
<u>Tent - Commercial</u>	<del>\$0</del>	<u>\$50</u>
<u>Combustible Fibers/ Dust</u>	<del>\$0</del>	<u>\$50</u>
<u>Hazardous Materials Processing</u>	<del>\$0</del>	<u>\$50</u>
<u>Unvented Gas Appliance</u>	<del>\$0</del>	<u>\$50</u>
<u>Commercial Cooking</u>	<del>\$0</del>	<u>\$50</u>
<u>Outside Burning</u>	<del>\$0</del>	<u>\$10</u>
<u>Reports</u>	<del>\$0</del>	<u>\$10</u>

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 Councillor Charles F. Tontar

# Newburyport Fire Department

## *Office of the Fire Chief*

**To:** Mayor Holaday & Members of the City Council  
**From:** Chief Christopher J. LeClaire, CFO  
**Date:** December 28, 2018  
**Re:** **NFD Fee Update**

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The Newburyport Fire Department charges fees for a number of permits, licenses and inspections. This list of fees has not been updated since it was enacted twenty years ago.

As we conduct our Community Risk Reduction (Fire Prevention) activities across the city, both in commercial and residential occupancies, we are continually receiving feedback that our rates are significantly less than what other communities in the Commonwealth are charging. Real estate agents, for example, are amazed that our rates for inspections are more than 50% less than what they are charged elsewhere.

As you can see from the attached fee schedule comparison, we should be charging as much as twice what we are now. This represents a significant change in revenue created for the city. The 1,000 annual inspections currently generate \$17,134.00. With the adoption of the updated fee schedule, the revenue could approach \$35,000.00 each year.

It is my recommendation, and my request, that the city council adopt the recommended fee schedule for NFD permits, licenses and inspections.

As always, I am available to answer any questions you may have.

*Department Memorandum*



Permit Type	Recommended				
	Newburyport	Fee - Nbpt	Wilmington	Marblehead	Chemsford
Annual MB Fee	\$300.00	<b>\$300.00</b>	\$250.00	\$175.00	
Black Powder		<b>\$50.00</b>	\$25.00		
Blasting Permit	\$25.00	<b>\$50.00</b>	\$50.00	\$50.00	
Cannon		<b>\$0.00</b>			
Combustible Fibers/Dust		<b>\$50.00</b>			
Copies	\$0.00	<b>\$10.00</b>	\$0.25		
CPR +7500'	\$100.00	<b>\$100.00</b>			\$100.00
New Fire/CO Insp	\$20.00	<b>\$50.00</b>		\$50.00	\$50.00
Fire Alarm	\$25.00	<b>\$50.00</b>	\$50.00		
Fireworks	\$25.00	<b>\$50.00</b>	\$50.00	\$50.00	
Flammable	\$25.00	<b>\$50.00</b>	\$50.00	\$12.50	
HM Processing		<b>\$50.00</b>	\$50.00		
Commerican Cooking		<b>\$50.00</b>	\$25.00		
LP Gas Storage		<b>\$50.00</b>		\$50.00	
Oil Burner	\$25.00	<b>\$50.00</b>	\$25.00	\$50.00	
Oil Tank Storage		<b>\$50.00</b>		\$50.00	
Outside Burning		<b>\$10.00</b>			
Propane	25-50	<b>\$50.00</b>	\$25.00		
Reports		<b>\$10.00</b>	\$5.00	\$5.00	
Sprinkler	25-50	<b>\$50.00</b>	\$25.00	\$50.00	
Tank Install	25-50	<b>\$50.00</b>			
Tank Removal	\$25.00	<b>\$50.00</b>	\$25.00	\$50.00	
Tank Truck	\$25.00	<b>\$50.00</b>	\$50.00		
Tent		<b>\$50.00</b>		\$50.00	
Unvented Gas Appliance		<b>\$50.00</b>			
Welding		<b>\$50.00</b>	\$25.00	\$50.00	

**Part I** ADMINISTRATION OF THE GOVERNMENT**Title XX** PUBLIC SAFETY AND GOOD ORDER**Chapter 148** FIRE PREVENTION**Section 10A** HEADS OF FIRE DEPARTMENTS; PERMITS; INSPECTIONS;  
RECORDS; FEES; LIST OF FIRE DEPARTMENT HEADS

Section 10A. The head of the fire department in each city, town or fire district shall grant, in accordance with the rules and regulations of the board, such permits for use in such city, town or fire district as may be required by such rules and regulations, and make such inspections therein, and have and exercise such powers and duties in connection therewith, as the marshal may direct. The head of the fire department shall keep a record of every permit so issued, and shall furnish the marshal with such information in respect to such permits as he may require. The head of the fire department or the marshal may revoke any such permit for cause. A fee of \$25 may be charged by the head of the fire department for any permit granted under this section, unless otherwise set in a town by the board of selectmen or town council, or in a city by the mayor, but such fee shall not exceed \$50 except as provided in this paragraph. If a smoke detector inspection, conducted pursuant to section 26F, and a carbon monoxide alarm inspection, conducted pursuant to section 26F1/2, are conducted simultaneously, the owner shall not be subject to an additional fee for the carbon monoxide alarm

inspection. The fee for either a carbon monoxide alarm inspection or a smoke detector inspection, conducted separately, shall not exceed: \$50 for a single-family dwelling or a single dwelling unit; \$100 for a 2-family dwelling; \$150 for any building or structure with 6 or fewer residential units; and \$500 for any building or structure with more than 6 units.

The clerk of each city and town shall annually, not later than April first, transmit to the marshal in writing the name and official address of the head of the fire department in his city or town, or in the fire district or districts in which his town is located or which is or are established within his town.



# Salisbury Fire Department

37 Lafayette Road  
Salisbury, MA 01952  
978-465-3631  
Chief Scott Carrigan



## Permit Fee Propose Increase 2019

Residential Plan Review		\$25.00 to \$50.00*
Commercial Plan Review	Under 7,500 Sq. Ft. Over 7,500 Sq. Ft	\$25.00 to \$50.00* \$100.00 no increase*
Sprinkler System Plan Review	Under 15,000 Sq. Ft Over 15,000 Sq. Ft	\$25.00 to \$50.00 \$75.00 to \$100.00
Underground Storage Tank Install	Under 5,000 Gallon Over 5,000 Gallon	\$25.00 to \$50.00* \$200.00 no increase*
Underground Storage Tank Removal	1,000 Gallons to 5,000	\$25.00 to \$50.00*
Aboveground Storage Tank Removal	Under 330 Over 330	\$25.00 to \$50.00* \$50.00 no increase*
Underground Storage Permit		
Oil Burner		
Tank Truck		
Blasting		
Flammable Liquid Storage Permit		\$25.00 to \$50.00*
Fireworks		
Portable Heating		
Spray Booth Paint Storage		
Cutting and Welding		
Propane Installation		
Burning Permit		\$10.00 no increase

\*Inspection required

**January 28, 2019**  
**Committee Items-License & Permits**

**COMM104\_01\_14\_19 Seacoast Taxi - Application by Richard Hewlett  
for 2019**



CITY OF NEWBURYPORT  
MASSACHUSETTS  
CITY CLERK'S OFFICE  
NEWBURYPORT CITY HALL  
60 PLEASANT STREET • P.O. BOX 550  
NEWBURYPORT, MA 01950  
TEL: 978-465-4407 • FAX: 978-462-7936

2018 DEC 27 AM 11:29

RICHARD B. JONES  
CITY CLERK

APPLICATION FOR TAXI DRIVER LICENSE

NAME Richard Hewlett

ADDRESS Po Box 1004

CITY Sea Brook STATE NH ZIP 03874

\*SOCIAL SECURITY # 020-42-6106 \*BIRTH DATE 1 1

LICENSE # AND EXPIRATION DATE 094TR51161 09/16/19

COMPANY EMPLOYED BY Richard Hewlett

HAVE YOU EVER BEEN CONVICTED OF PROCURING ALCOHOLIC BEVERAGES FOR A MINOR?

YES ( ) NO () IF SO, WHEN? \_\_\_\_\_

HAVE YOU EVER BEEN ISSUED A CITATION AND/OR CONVICTED OF A MOTOR VEHICLE VIOLATION?

YES ( ) NO () IF SO, WHEN? \_\_\_\_\_

HAVE YOU EVER BEEN CONVICTED OF A CRIME (i.e. FELONY/MISDEMEANOR)?

YES ( ) NO () IF SO, WHEN? \_\_\_\_\_

SIGNATURE Richard Hewlett DATE 12/27/18

DO NOT WRITE BELOW THIS LINE

DATE APPROVED \_\_\_\_\_ LICENSE # \_\_\_\_\_

FEE PAID \_\_\_\_\_ DATE ISSUED \_\_\_\_\_

\_\_\_\_\_  
CITY CLERK/ASST. CITY CLERK

\*REQUIRED

• **Sec. 15-30. - Licenses required.**

- (a) No person shall operate any vehicle used as a taxicab business in the City of Newburyport without first having obtained a license from the city clerk.
- (b) When a licensee changes his/her address, he/she will, within seven (7) days of such change, notify the city clerk in writing.
- (c) The city clerk shall issue a taxi operator's license for any individual who shall satisfy the following criteria:
- (1) Provide evidence of possession of a valid motor vehicle operator's license.
  - (2) Provide written notification from the owner of a permitted taxi that the potential licensee has been offered employment as a taxi operator.
  - (3) Provide written recommendation from the city marshal or his/her designee which will not be issued by the police department prior to the performance by the police department of a criminal and motor vehicle records examination of the application. A taxi operator's license shall not be authorized for any individual who is shown to have any of the following disqualifications:
    - a. The individual has three (3) or more convictions for moving violations, in this or any state, in the past twelve (12) months.
    - b. The privilege of the individual to operate a motor vehicle has been suspended or revoked in this or any state in the past twenty-four (24) months, for any reason related to operation of a motor vehicle.
    - c. The individual has been convicted of a felony or a violation of parole or probation in the past seven (7) years. A court disposition of a "continued without a finding" is considered a conviction.
    - d. The individual has been convicted of a misdemeanor or violation of a restraining order in this state or any other state in the past two (2) years.
    - e. The individual has been convicted of a sex offense, is a registered sex offender, or awaiting classification as a sex offender.
    - f. The city marshal or his/her designee shall have the authority to immediately suspend the taxi operator's license or any individual who performs any act or makes any statement which creates an imminent threat or risk to the safety of any person. In the event of a suspension for this reason, the person whose license has been suspended shall have the right to appeal to the city council pursuant to the applicable provisions of this article.

(Ord. of 9-11-06)

• **Sec. 15-31. - Mandatory self-reporting of taxi operator motor vehicle and criminal violations.**

Any person holding a taxi operator's license shall report each and every driver's license suspension/revocation, prosecution, and any criminal or motor vehicle offense to the city clerk within seven (7) days of conviction or prosecution. In the event of suspension for this reason, the person whose license has been suspended shall have a right of appeal to the city council pursuant to the applicable provisions of this article.

(Ord. of 9-11-06)

• **Sec. 15-32. - Fees and terms for permits/licenses.**

All permits and licenses granted under this chapter shall continue and remain in full force and effect for a period from the first day of October each year until midnight on the September 31 of the year in which said permit or license was granted.

- (1) The fee for a permit shall be fifty dollars (\$50.00) each year or any part of a year for each taxicab payable in advance of the application for a permit.
- (2) The fee for a license shall be twenty-five dollars (\$25.00) per year or any part of a year.

(3) The fee for restoration of any permit that has been suspended or revoked shall be fifty dollars (\$50.00).

(Ord. of 9-11-06; Ord. of 10-26-15(2))

• **Sec. 15-33. - Permit/license suspension or revocation and hearing.**

The city council shall have the authority to suspend or revoke any permit or license issued pursuant to this article in the event that the commission finds that the permittee or licensee has violated any provision of the ordinance.

Prior to the suspension or revocation of any permit or license, the city council shall notify the affected permittee or licensee of the pending suspension or revocation and the reason therefore. The city council shall also provide the affected permittee or licensee with a reasonable opportunity to be heard by the city council prior to the suspension or revocation.

(Ord. of 9-11-06)

• **Sec. 15-34. - Application for renewal of permit or licenses.**

All applications for renewal of permits or licenses must be filed with the city clerk no later than the first day of August of any year in order to keep the renewal privilege. The city clerk may issue renewal permits or licenses at any time thereafter.

(Ord. of 9-11-06; Ord. of 10-26-15(2))

• **Sec. 15-43. - Operator's license to be displayed.**

Each operator of any taxicab shall keep his/her taxi operator's license which shall contain a clear photograph of the operator in a conspicuous place and in plain view of the passengers.

(Ord. of 9-11-06)

SIGNATURE

Richard Hewlett  
Acknowledgement by Applicant

DATE

12/27/18





**CITY OF NEWBURYPORT  
VEHICLES FOR HIRE  
BUSINESS OWNERS'S APPLICATION**

*Please Type or Print Clearly*

**APPLICANT INFORMATION:**

Name of Applicant: Last: Howlett First Richard Middle Initial: \_\_\_\_\_  
 Address: Po Box 1004 City: Seabrook State NH Zip 03874  
 Phone Number: (978) 417-9974 Message or work phone: (978) 912-2265  
 Driver's License Number: 09HTR51161 State: NH Expiration Date: 09/16/19

**BUSINESS INFORMATION:**

Business Name: Seacoast Taxi Business Phone Number: (978) 912-2265  
 Business Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Business Mailing Address: Po Box 1004 City: Seabrook State: NH Zip: 03874  
 Number of vehicles to be operated under this permit: 1 vehicles

**FOR EACH VEHICLE, PLEASE LIST**

Reg. # 7A19261 Expires: 11/19 Year: 2003 Make: MERC Model: MARQU  
 Reg. # \_\_\_\_\_ Expires: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_  
 Reg. # \_\_\_\_\_ Expires: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_  
 Reg. # \_\_\_\_\_ Expires: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_  
 Reg. # \_\_\_\_\_ Expires: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_  
 Reg. # \_\_\_\_\_ Expires: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

**VEHICLE REGISTRATION INFORMATION:**

Proof of evidence of legal and registered ownership of the vehicle(s) to be used by the applicant must be provided. Attach one (1) copy of each to this application.

**INSURANCE INFORMATION:**

Must provide proof of personal injury and property damage liability insurance coverage for each permitted taxi for the full time period of the permit, The personal injury coverage shall no be less than one hundred thousand dollars (\$100,000) for injury to one person with a total coverage of not less than three hundred thousand dollars (\$300,000) for each accident. The property damage coverage shall be not less than fifty thousand dollars (\$50,000) per occurrence. Attach one (1) copy to this application.

I, the undersigned, hereby declare that I have carefully read the Ordinance relating to this business; that I understand it thoroughly and will carry out every provision thereof; that to the best of my knowledge, I have complied with the regulations as outlined. I further state that the statements and answers contained in this application are true to the best of my knowledge and belief, knowing that false statement will be sufficient cause for denial or revocation of said license.

\_\_\_\_\_ Date: \_\_\_\_\_  
(Signature of Applicant)

**Official Use Only**

Office of the City Clerk

Initial Application Fee \$ \_\_\_\_\_ Date Received \_\_\_\_\_ By \_\_\_\_\_

Date sent to Police Department \_\_\_\_\_ New  Renewal

Police Department Use Only

Inspection Recommendation for each Vehicle

Cab # \_\_\_ License Plate#: \_\_\_\_\_ VIN# \_\_\_\_\_  Approved  Denied

Comments: \_\_\_\_\_

Cab # \_\_\_ License Plate#: \_\_\_\_\_ VIN# \_\_\_\_\_  Approved  Denied

Comments: \_\_\_\_\_

Cab# \_\_\_ License Plate#: \_\_\_\_\_ VIN# \_\_\_\_\_  Approved  Denied

Comments: \_\_\_\_\_

Cab# \_\_\_ License Plate#: \_\_\_\_\_ VIN# \_\_\_\_\_  Approved  Denied

Comments: \_\_\_\_\_

Cab # \_\_\_ License Plate#: \_\_\_\_\_ VIN# \_\_\_\_\_  Approved  Denied

Comments: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
12/7/2018

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

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

<b>PRODUCER</b> Lighthouse Insurance Agency, Ltd 470 West Broadway South Boston MA 02127		<b>CONTACT NAME:</b> House Account <b>PHONE:</b> (617) 464-3777 <b>FAX:</b> (617) 464-8888 <b>EMAIL ADDRESS:</b>	
<b>INSURED</b> Richard Howlett Bx 1004 Seabrook NH 03674		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: National Continental Ins Co. NAIC # 10243 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	


COVERAGES      CERTIFICATE NUMBER: CL18121736967      REVISION NUMBER:

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

ISS LTR	TYPE OF INSURANCE	AGGREGATE LIMIT	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LEADS
	<b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any and all persons) \$ PERSONAL & ADJ INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY <input type="checkbox"/> AUTOS ONLY		08076826-0	08/29/2018	08/26/2019	COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ 20,000 BODILY INJURY (Per accident) \$ 40,000 PROPERTY DAMAGE (Per accident) \$ 50,000 \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED (Refer to 44 in 44) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	Y/N			PER STATUTE    OTHER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Certificate is provided to Holder as proof of active coverage for above named insured.

<b>CERTIFICATE HOLDER</b> Newburyport City Hall 60 Pleasant St Newburyport MA 01850	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
--	--

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PLATE TYPE <b>TAN</b>	REGISTRATION NUMBER <b>TA19361</b>	REGISTRATION TYPE <b>TAXI</b>	EFFECTIVE DATE <b>12/01/18</b>	EXPIRES LAST DAY OF →	MONTH <b>11</b>	YEAR <b>19</b>	TRANSACTION NUMBER <b>02831969090106</b>										
MFPS MODEL YEAR <b>2003</b>	MAKE <b>MERC</b>	MODEL <b>MARQUI</b>	BODY STYLE/TYPE <b>SEDAN</b>	COLOR <b>BROWN</b>	Not valid without official signature of Registrar		IF VEHICLE CARRYING PASSENGERS FOR HIRE: MAXIMUM NUMBER OF PASSENGERS THAT CAN BE SEATED.										
VEHICLE IDENTIFICATION NUMBER <b>2MEFM74W33X703022</b>		INSURANCE COMPANY <b>NATIONAL CONTINENT</b>		TITLE NUMBER <b>BU020537</b>	REGISTRAR <i>Chw C. Dewney</i>		TOTAL REGISTERED WEIGHT FOR A COMMERCIAL VEHICLE OR TRAILER.										
RESIDENTIAL ADDRESS (IF DIFFERENT) <b>37 ELMIRA DRIVE NEWBURYPORT, MA 01950-1759</b>					NAME(S) OF OWNER(S) AND MAILING ADDRESS <b>HEWLETT, RICHARD BX 1004 SEABROOK, NH 03874</b>												
					<b>FEES</b> <table style="width: 100%;"> <tr><td>REGISTRATION</td><td style="text-align: right;">60.00</td></tr> <tr><td>TITLE</td><td style="text-align: right;">0.00</td></tr> <tr><td>SPECIAL PLATES</td><td style="text-align: right;">0.00</td></tr> <tr><td>SALES TAX</td><td style="text-align: right;">0.00</td></tr> <tr><td><b>TOTAL</b></td><td style="text-align: right;"><b>60.00</b></td></tr> </table>			REGISTRATION	60.00	TITLE	0.00	SPECIAL PLATES	0.00	SALES TAX	0.00	<b>TOTAL</b>	<b>60.00</b>
REGISTRATION	60.00																
TITLE	0.00																
SPECIAL PLATES	0.00																
SALES TAX	0.00																
<b>TOTAL</b>	<b>60.00</b>																
<b>MASSACHUSETTS DEPARTMENT OF TRANSPORTATION REGISTRY OF MOTOR VEHICLES DIVISION</b> The records of the RMV database constitute the official status of the vehicle registration.																	

SPECIAL MESSAGE IF THIS VEHICLE IS NEWLY ACQUIRED, IT MUST BE INSPECTED WITHIN SEVEN (7) DAYS OF REGISTRATION.	CHANGE OF ADDRESS STREET ADDRESS _____ _____ CITY, STATE, ZIP CODE _____
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### Important Information for Vehicle Owners

- |   |   |
|---|---|
| <ul style="list-style-type: none"> <li>• Every person operating a motor vehicle shall have the Certificate of Registration for the motor vehicle and for the trailer, if any, and his/her license to operate, upon his/her person or in the vehicle, in some easily accessible place.</li> <li>• By law, you must report any change of address to the RMV within 30 days in writing. Address changes can be made on the RMV website: <a href="http://www.mass.gov/rmv">www.mass.gov/rmv</a> or by mail to: RMV, P.O. Box 55889, Boston, MA 02205-5889. Once you have reported the address change to the RMV, please write corrected address in box provided above.</li> </ul> | <ul style="list-style-type: none"> <li>• Return the registration plates to the RMV immediately if:             <ul style="list-style-type: none"> <li>- The vehicle has been sold or junked and the registration is not going to be transferred to another vehicle. Keep a copy of the <i>Bill of Sale</i>, <i>Title</i>, and completed <i>Reassignment of Title</i> for your records to document the transfer.</li> <li>- You move to another state and you register the vehicle in that state.</li> <li>- The insurance policy is not renewed or is cancelled and there is no plan to obtain a new policy.</li> </ul> </li> </ul> |
|---|---|

**Transferring Your Plates:** Massachusetts law (M.G.L. Chapter 90, Section 2) allows you to transfer **valid registration plates from this vehicle to a newly acquired new or used motor vehicle or trailer** while you obtain insurance and a new registration. **All** of the following must be met: **1.** You are at least 18 years of age and you own the motor vehicle or trailer identified on this *Registration Certificate*; **2.** You transfer ownership of this vehicle to another person or permanently lose possession of it (such as through repossession, etc.); **3.** The newly acquired vehicle is of the **same vehicle type** (passenger vehicle to passenger vehicle, trailer to trailer, etc.); the **same registration type** (passenger to passenger, commercial to commercial); and has the **same number of wheels**; and, **4.** The **seller and buyer** properly complete the Assignment of the Certificate of Title (for the newly acquired "used" vehicle) or Certificate of Origin (if a "new" vehicle). If **all** of the above are met, you may operate the newly acquired vehicle with the transferred plates **up to 5:00 pm of the 7th calendar day** following the date of transfer (or loss of possession). The day of transfer or loss is day #1. During those 7 days, you **must** carry the *Bill of Sale* (or the dealer's *Purchase Contract*) for the newly acquired vehicle **and** this *Registration Certificate* when operating the vehicle. See *FAQs About the Seven-Day Registration Transfer Law* on the RMV's website at [www.mass.gov/rmv](http://www.mass.gov/rmv).

**No Insurance Card Required:** Massachusetts's law does **not** require an insurance card. The law, M.G.L. Chapter 90, Section 34A and Chapter 175, Section 113A requires the vehicle's owner to maintain a compulsory motor vehicle liability insurance policy or bond for bodily injury coverage and property damage insurance. If an insurer is identified on the face of this *Registration Certificate*, it is required by law to electronically notify the RMV (Registry of Motor Vehicles) if coverage lapses. The vehicle owner is then notified by the RMV to obtain new insurance within 10 days or the registration will be revoked. Bonds are filed with the State Treasurer's office.

### Be first in line by going online at [www.mass.gov/rmv](http://www.mass.gov/rmv)

- |                                 |                                  |
|---------------------------------|----------------------------------|
| Schedule a Road Test            | Request a Duplicate Title        |
| Renew Your Driver's License     | Request a Duplicate Registration |
| Renew Your Registration         | Change Your Address              |
| Pay Citations/Court Hearing Fee | Cancel My Plate/Registration     |
| Replace Your Driver's License   | Order a Special Plate            |

**NEED TO VISIT AN RMV OFFICE?**  
**SAVE TIME**  
**Complete Your**  
**Application Online!**

**VISIT OUR WEBSITE FOR A FULL LIST OF AVAILABLE TRANSACTIONS**

**January 28, 2019**  
**Committee Items-**  
**Planning & Development**

- **APPT074\_12\_10\_18** Stephen J. Moore      10 N Atkinson St      Conservation Comm      12/1/2021
  
- **APPT079\_01\_14\_19** Tania Hartford      22 Jackson St      Planning Board      1/31/2024
  
- **APPT080\_01\_14\_19** Andrew R. Port      61 Water St #5      Director, Planning & Dev      1/31/2021



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

CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2018 DEC -5 PM 2:05

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: November 28, 2018  
RE: Re-Appointment

-----  
I hereby re-appoint, subject to your approval, the following named individual as a member of the Conservation Commission. This term will expire on December 1, 2021.

Stephen J. Moore  
10 North Atkinson Street  
Newburyport, MA 01950

**Stephen J. Moore**  
**10 North Atkinson St.**  
**Newburyport, MA 01950**  
**(978) 462-8059**  
**scan-moores@juno.com**

## **PROFESSIONAL EXPERIENCE**

**Measured Progress, Inc., Dover, NH** **2002 – 2014**  
Responsible for creating and maintaining schedules for large scale educational assessments.

**AT&T Bell Laboratories/Lucent Technologies, N Andover, MA** **1985 - 2001**  
Held many positions over the years of employment, starting as a Technical Trainer and progressing to System Tester, Software Developer, Project Manager and ending as a Systems Engineer.

**Essex Technical Institute, Hathorne, MA** **1978 - 1984**  
Taught courses in Botany, Geology and Coastal Ecology at the Junior College level.

**Texas Instruments, Inc. Dallas, Texas** **1976 - 1978**  
Senior Marine Biologist for 2 projects at power plants and 2 oceanographic cruises

## **EDUCATION**

MS, Software Engineering, Boston University  
AS, Computer Technology, Northern Essex Community College  
MS, Marine Science, University of South Florida  
BA, Botany, Minor in Geology, University of New Hampshire

## **COMMUNITY SERVICE**

Vice Chairman Newburyport Conservation Commission, 2006 - Present  
Vice Chairman Newburyport Open Space Committee, 2002 - 2006  
Newburyport Public Library Board of Directors, 1999 - Present  
Technology Task Force, Newburyport Public Schools, 1992-1993

*DD*



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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2018 DEC -6 AM 10:52

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: December 6, 2018  
  
Subject: Re-Appointment

*Donna D. Holaday*

-----  
I hereby re-appoint, subject to your approval, the following  
named individual as a member of Planning Board. This  
term will expire on January 31, 2024.

Tania Hartford  
22 Jackson Street  
Newburyport, MA 01950



# TANIA HARTFORD, AICP

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22 Jackson Street  
Newburyport, MA 01950  
(617) 797-7392  
[taniahartford@gmail.com](mailto:taniahartford@gmail.com)

## PROFESSIONAL EXPERIENCE

**RCG LLC, Somerville, MA** 2016 to Present  
DEVELOPMENT MANAGER

- Manage the master planned development at the East/West Mills in North Andover, a mixed-use project consisting of residential, commercial and retail uses.
- Lead the permitting and development of three new mixed-use building at Wadsworth Village in Danvers.
- Identify new development opportunities.

**MassDevelopment, Boston, MA** 2013 to 2016  
DIRECTOR, REAL ESTATE SERVICES

- Managed the Real Estate Services programs which offer a range of planning and development services to municipalities, including district master plans, economic/market analysis, site feasibility studies, and urban design plans. Work focused on guiding municipalities to foster better planning, community engagement, and incremental strategies for economic revitalization and growth.
- Worked on the core team that developed and implemented the Transformative Development Initiative (TDI), a Massachusetts Gateway Cities program that works to advance revitalization efforts in cities through a strategic district focus, public/private partnership and enhanced community engagement
- Lead efforts to better coordinate services to municipalities at the state and regional level through the launch of TA Connect. The initiative expanded local practical learning opportunities with a workshop series and peer learning group as well connecting communities to resources in a “one stop” online portal.
- Developed the Commonwealth Places program, a new \$1 million placemaking program that utilizes crowdfunding to engage communities in supporting projects as well as leveraging resources
- Partnered with the Urban Land Institute to sponsor Technical Assistance Panels (TAPs) in communities throughout the state

**MassDevelopment, Northeast Region, Lawrence, MA** 2007 to 2013  
VICE PRESIDENT, COMMUNITY DEVELOPMENT

- Worked with governmental entities, nonprofit organizations, and private developers to promote and advance programs offered and managed by MassDevelopment
- Managed portfolio of projects funded through the Brownfields Redevelopment Fund, Predevelopment program and the Massachusetts Cultural Facilities Fund
- Worked with public agencies, at the local, regional, state and federal level, and lending institutions to help secure financing and incentives for local community and economic development projects

- Assisted municipalities in refining reuse goals for municipally-owned properties and creating a plan of action on redevelopment including identifying financial and technical resources available
- Lead the Brownfield Support Team (BST) projects in Haverhill, Chelmsford, and Amesbury

**City of Salem, Planning and Community Development, Salem, MA**

2002 to 2007

**ECONOMIC DEVELOPMENT PROGRAM DIRECTOR/PLANNER**

- Managed Salem Redevelopment Authority Projects that included: adaptive reuse of the former Salem Jail and Salem Police Station; Old Town Hall Reuse; Market Area Redevelopment Project; and Downtown Retail Market Plan
- Developed, coordinated, and managed the city economic development programs, including the Salem Business Loan Programs, Tax Increment Finance (TIF) Agreements, Salem Main Street Programs, Storefront Improvement Programs, and Microenterprise Initiatives
- Worked with public agencies, nonprofits, and lending institutions to help secure technical assistance, financing, and incentives for businesses expanding or locating in Salem
- Developed the "Doing Business in Salem" Guide, which has been recognized as a model for other communities and is still utilized today
- Worked on the development of the North River Canal Corridor Canal Neighborhood Master Plan which provided a plan for the redevelopment of a former industrial area in Salem
- Served as the department liaison to the Workforce Investment Board (WIB) and Salem Main Streets Board of Directors/ Executive Committee
- Assisted in the administration of \$1.4 million federal CDBG and HOME programs and projects including ensuring compliance with federal eligibility regulations and drafting of all HUD required reports
- Managed housing programs including the First Time Homebuyers Program, Housing Rehabilitation Program, and Affordable Housing Development Projects

**City of Newton, Planning and Development, Newton, MA**

2000 to 2002

**COMMUNITY DEVELOPMENT SENIOR PLANNER**

- Administered \$2.7 million federal CDBG, HOME, and ESG grant programs including ensuring compliance with federal eligibility regulations, environmental reviews, and drafting HUD required reports
- Coordinated public relations for the Housing and Community Development Program as the liaison to the community on the grant program activity
- Developed, coordinated, and managed all CDBG funded economic development activity in the City, including the Community Development Business Loan Programs and Village Business Development Focus Study
- Promoted from **COMMUNITY DEVELOPMENT PLANNER** in February 2001 where served primarily as public facility improvements project manager and economic development project manager
- Managed neighborhood improvement, construction projects, which required coordination between various other City departments, contracted architects, and citizen advisory bodies

**Third Sector New England, Boston, MA**

1999 to 2000

**RESEARCH ASSISTANT/EDITORIAL INTERN**

- Assisted in the planning, research, writing, and copy-editing of the Nonprofit Quarterly (NPQ), a publication of Third Sector New England

- Authored three articles in *The Nonprofit Quarterly*: “The Digital Divide” Summer 2000; “Learning Communities – The Wave of the Future” Winter 1999; and “Leaders Share How Peer Learning Changes Their Organizations” Winter 1999

**Michigan House of Representatives, Lansing, MI**

1997 to 1998

LEGISLATIVE ASSISTANT

- Assisted state representative with district relations and constituent services

## **EDUCATION**

**Tufts University – Department of Urban and Environmental Policy and Planning**

M.A. in Urban and Social Policy (2000)

Thesis: “Understanding the Dynamics of Nonprofit Collaborations”

**Michigan State University – James Madison College**

B.A. in International Relations, Environmental Public Policy (1997)

## **PROFESSIONAL AFFILIATIONS**

- American Institute of Certified Planners
- American Planning Association – national and state chapters

## **VOLUNTEER ACTIVITY**

- Girl Scouts of Eastern MA member/Co-Leader
- Newburyport Planning Board Member

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2018 DEC -6 AM 10:52



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: December 6, 2018  
  
Subject: Re-Appointment

*Donna D. Holaday*

-----  
I hereby re-appoint, subject to your approval, the following  
named individual as Director Planning and Development.  
This term will expire on January 31, 2021.

Andrew R. Port  
61 Water Street #5  
Newburyport, MA 01950

# ANDREW R. PORT, AICP



12 Central Place, Saugus, MA 01906

617-680-3621

port@alum.mit.edu

## OBJECTIVES

### Planning & Development Director for the City of Newburyport, MA

- Increase the efficiency of municipal planning, permitting, inspectional services and administration and ensure proper development of the community.
- Improve the physical form of communities through increased provisions for a mix of land uses, greenway networks, recreation and open space, affordable housing, economic development, multi-modal transportation, civic spaces, and preserved cultural and historical resources.
- Raise social capital and further a sense of community and place, through public engagement and education in the issues of community development and planning.

## PROFESSIONAL ASSOCIATIONS

American Institute of Certified Planners (AICP)

American Planning Association (APA)

Massachusetts Association of Planning Directors (MAPD)

Massachusetts Certified Public Purchasing Official Program (MCPPO):

- Certified for Supplies & Services Contracting and Design & Construction Contracting

## EDUCATION

### MASSACHUSETTS INSTITUTE OF TECHNOLOGY (MIT)

Department of Urban Studies & Planning (DUSP)

Master of City Planning (MCP) Degree - June 2004 (Concentration: Community & Land Use Planning)

### UNIVERSITY OF MASSACHUSETTS, AMHERST, MA

Department of Landscape Architecture & Regional Planning

Bachelor of Science - Landscape Architecture (BSLA) Degree - May 1999

## RESEARCH PROJECTS & PRESENTATIONS

THESIS: "APPLICATION OF SELECTED NEW URBANIST PRINCIPLES TO RESIDENTIAL INFILL DEVELOPMENTS IN MATURE SUBURBS OF GREATER BOSTON" (MIT)

THESIS: "RENOVATION & REVITALIZATION OF THE CAMPUS LANDSCAPE: A LANDSCAPE FOR LEARNING." (UMASS AMHERST)

SPEAKER: "MAKING THE CASE FOR SMART GROWTH: CONVINCING LOCAL COMMUNITIES."  
(CITIZEN PLANNER TRAINING COLLABORATIVE - 2007 ANNUAL CONFERENCE  
"ADVANCED TOOLS & TECHNIQUES FOR PLANNING AND ZONING")

SPEAKER: "DEPLOYING A MUNICIPAL GEOGRAPHIC INFORMATION SYSTEM WITH LIMITED RESOURCES."  
(SOUTHERN NEW ENGLAND PLANNING CONFERENCE - 2009)  
(NORTHEAST ARC USERS GROUP - 2008 ANNUAL CONFERENCE)

## RELEVANT COURSEWORK

City & Regional Planning	History of Architecture & Landscape Architecture
Planning Action & Economics	Urban Design Policy & Action
Urban Design & Development	Law & Politics of Land Use
Comm Growth & Land Use Planning	Legal Issues in the Development Process
Geographic Information Systems	Information & Comm. Tech. in Community Development
Site Engineering & Structures	Theory in Environmental Design & Human Habitation
Landscape Planning & Design	Natural & Cultural Factors in Planning

## PROFESSIONAL EXPERIENCE

### TOWN OF HANOVER, DEPARTMENT OF MUNICIPAL INSPECTIONS Sept 04 - Present

Town Planner & Assistant Town Administrator - Responsibilities:

#### Administration of Planning Projects:

- Master Plan Update - Principal Author, GIS Mapping, Project Manager, Public Participation
- Recreation & Open Space Plan - Project Manager, Developed RFP & Contract with Selected Firm
- Historic Preservation Plan - Project Manager, Developed RFP & Contract with Selected Firm
- Affordable Housing Plan - Project Manager, Developed RFP & Contract with Selected Firm
- Recreation Facilities Master Plan - Project Manager, Developed RFP & Contract with Selected Firm
- GIS Development - Developed Mapping & Data for Town-wide GIS Accessible to all Town Agencies
- Community Preservation Act (CPA) - Bylaw Development, Town Meeting Articles, Project RFPs, Scopes of Work, Contracts Project Management for multiple Contracts simultaneously.
- Transportation Improvement Program (TIP) - Support & Background for Funding Requests from MPO
- Grant Writing - Obtained Grant from MassGIS to upgrade Town Parcel Maps to "Level II" Standards

#### Project Review & Administration:

- Subdivisions - Recommendations Pursuant to Subdivision Control Law, Rules & Regulations.
- Special Permit & Site Plan Reviews - Recommendations Pursuant to Zoning Act, Zoning Bylaw.
- Develop Legally Defensible Decisions - For all Projects (Approved & Disapproved)
- Monitor Development Projects - From Approval through Construction, Compliance with Special Conditions, Site Plan Signoffs / Occupancy Permits & Reduction of Financial Guarantees.
- Interpretations of Land Use Regulations - In General & As Applied to Specific Projects
- Draft Various Request for Proposals (RFPs) - See above
- Zoning & General Bylaw Amendments - Recommendations & Draft Bylaws adopted by Town Meeting & Approved by Attorney General

#### Town Mapping & Geographic Information System (GIS):

- For All Town Agencies (see <http://www.hanover-ma.gov/maps-gis/gis-viewer/gis-viewer.htm>)
- Various Town Maps & Assessors Maps Viewable Online
- Development of Town Layers (roads, subdivisions, development projects, voting precincts, municipal facilities, natural resources, zoning, etc.)

#### Website Design & Webmaster: ([www.hanover-ma.gov](http://www.hanover-ma.gov))

- Announcements & Calendar of Events - Board Meetings, Agendas & Minutes, Town Meeting, etc.
- Bylaws & Regulations - Zoning Bylaw, Zoning Maps, General Bylaws, Various Rules & Regulations.
- Reports & Publications - Master Plan, Open Space Plan, Various Documents
- Town Maps & GIS - Various Maps (see <http://www.hanover-ma.gov/wmaps.shtml>)
- Forms & Permits - Planning, Building, Conservation, Various Other Departments
- Town Directory - Descriptions & Contact Info for All Town Departments & Boards
- Online Payment Center - Utilization of Unibank/Unipay Services through Town Website
- Online Feedback Forms & Surveys - General Purpose, Department Specific, Master Plan Surveys
- Search Feature, Links, Local Papers, Community Resources

Town Representative to the Metropolitan Area Planning Council (MAPC)

Representative: Daily interaction with elected & appointed officials, general public, media, local/state/federal agencies, Presentations & Facilitation of Public Meetings

Department Head

- Administration of \$150,000 budget (Salaries & Line-Item Expenses)
- Administration of Project Budgets in excess of \$500,000 (Community Preservation, GIS, Master Plan, etc.)
- Administration and oversight of Procurement Processes
- Administration of Small Planning Office (Department of Municipal Inspections) & Coordination with other Permitting & Inspection Departments
- Attendance and Representation at Department Head Meetings, Annual State of the Town Meeting, etc.

CITY OF PEABODY, DEPARTMENT OF COMMUNITY DEVELOPMENT & PLANNING June '99 - September '04

Senior Planner - Responsibilities:

Administration of Planning Projects:

- Recreation & Open Space Plan - Principal Author, GIS Mapping, Project Manager
- Downtown Riverwalk & Historic Trail Master Plan - Principal Author, GIS Mapping, Project Manager
- Plan of City Owned Land - Principal Author, GIS Mapping, Project Manager
- Flood Hazard Mitigation Plan - Principal Author, Project Manager
- Stormwater Management Plan - Principal Author
- Wetlands & Rivers Protection Regulations - Principal Author, Agent/Administrator
- 2001 Comprehensive Master Plan Update - One of Principal Authors, Full GIS Mapping, & Website
- Comprehensive Re-Zoning Project - Project Management, Research, Ordinances, Regulations, Maps
- Comprehensive Emergency Management Plan for Hazardous Materials - GIS Mapping
- Downtown 2005 Plan - Graphics
- Massachusetts Community Preservation Act (CPA) - Education, Enactment, & Implementation. Successfully applied for and received funding for the following projects: Peabody Bikeway Design (\$162,000) and Riverwalk Park (\$62,000). Principal author of local bylaws, regulations, and application procedures.
- Census Recounting (2001) - Mapping & Data in accordance with State & Federal requirements.

Staff Review & Administration:

- Special Permit Applications & Site Plan Review - Pursuant to Peabody Zoning Ordinance.
- Request for Proposals & Bids for Capital Improvement Projects
- Zoning Amendments - Responsible for department-initiated recommendations as well as review of proposals and Council requests.

Project Management & Construction Administration:

For Capital Improvement Projects, including the following: Administration of construction services, from notice to proceed to project completion. Research, Preparation of request for proposals, design and construction drawings, details, specs for public bid, grant applications, and public presentation. Coordination between Architect, General Contractors, Sub-Contractors, and Director of facilities. Clerk of works, Attendance at job meetings, review of requisitions, work orders, change orders, selection of furnishings, and reports to the Mayor.

- Community Life Center Addition/Renovation & Parking Lot (plans & specifications for construction)
- Riverwalk Park (prepared plans & specifications for construction)
- Golf Course Maintenance Building
- Traffic Intersection Design
- Gateways Program ("Welcome to Peabody" Arches)
- Transportation Improvement Program (TIP) Applications

Supervision / Guidance for Planning Staff & Projects

Website Design & Webmaster (www.peabody-ma.gov)

Conservation Commission Administrator & Agent:

- Project review subject to local & state Wetlands & Rivers Protection Regulations.

- Site-inspection, public relations, issuance of Enforcement Orders & Criminal Complaints.

Representative: Daily interaction with elected & appointed officials, general public, media, local/state/federal agencies. Presentations & Facilitation of Public Meetings

CITY OF SPRINGFIELD, MA, PLANNING COMMISSION Sept '98 - Nov '98

Project Manager / Urban Planning Design Team - Responsibilities:

- Production of streetscape revitalization proposals and implementation maps to illustrate phased increases of connection between downtown Springfield & Connecticut River. Presentations to Mayor & City officials

LANDSDOWN QUADRANGLE, UNIVERSITY PARK AT MIT, CAMBRIDGE, MA Oct '98 - Dec '98

Project Manager / Urban Planning Design Team - Responsibilities:

- Design for urban park. AutoCAD plans and Photoshop renderings to represent design intentions in the context of the architectural environment. Presentation of a final design report and proposal.

NEW ENGLAND GREENWAY VISION PROJECT, UMASS, AMHERST, MA Jan '99 - May '99

Project Manager / Greenway Planning Design Team - Responsibilities:

- Production of written reports, plans, and proposals. GIS maps, and Photoshop images to represent town-wide and site-specific designs for pedestrian trail systems in Norwich Vermont.
- Presentation of a final design report and website illustrating the design process from concept through design.
- Work Featured in *Landscape Architecture Magazine*, Feb. 2000 issue. Web Site: [www.umass.edu/greenway](http://www.umass.edu/greenway)

COMPUTER PROFICIENCY

Windows XP, Microsoft Word, Excel, Outlook, Access, Publisher, FrontPage, PowerPoint, Project, Photoshop, PaintShop Pro, ArcView GIS 9.5, Pictometry (Electronic Field Study), Illustrator, Adobe Acrobat Professional, Website Design & Webmaster.

PERSONAL INTERESTS

Writing, Graphic Design, Web Design, Photography, Trail-Running, Biking, Rowing, Hiking, Camping.

REFERENCES

Available upon request.