

CITY COUNCIL MEETING AGENDA - VERSION 1
CITY COUNCIL CHAMBERS
APRIL 24, 2017

7:30PM

(Sound Check)

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

CONSENT AGENDA

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

7. APPROVAL OF MINUTES

April 10, 2017

(Approve)

8. TRANSFERS

- **TRAN021_04_24_17** General Fund \$20K to Ins FICA Payroll Taxes \$20K (B&F)
- **TRAN022_04_24_17** PI Utility Fund \$2,030,765 to PI Hydrant Replacement 1.9M, SEW Municipal Insurance \$130,765 (B&F)
- **TRAN023_04_24_17** General Fund \$15,735.83, Wtr Retained Earnings 7,224.95, Swr Retained Earnings 3,945.12 to Retire Approp \$26,905.90 (B&F)

9. COMMUNICATIONS

- **COMM048_04_24_17** Ltr from Merchants re: Downtown Events (PS)
- **COMM049_04_24_17** Coast to the Cure Bike Ride - 9/9/17 (PS)

10. APPOINTMENTS

- **APPT032_04_24_17** David St. Cyr 25 Tyng St NRA 4/1/2018

Re-Appointments

- **APPT033_04_24_17** Kevin Hunt 14 10th St Veterans Agent 4/1/2018
- **APPT034_04_24_17** Barry J. McBride 5 Pine St Asst Wiring Inspector 5/1/2018

END OF CONSENT AGENDA
REGULAR AGENDA

11. MAYOR'S UPDATE

12. APPOINTMENTS

Second Reading

- APPT031_04_10_17 Sean Bradley 31 Wildwood Dr Waterfront Trust 12/31/2017

13. ORDERS

- ORDR018_04_24_17 Parking License between the City and the USPS
- ORDR019_04_24_17 Stop Signs at Temple and Fair
- ORDR020_04_24_17 No Parking, Plum Island Turnpike, Right Turning Lane
- ORDR021_04_24_17 Bond Premium Order
- ORDR022_04_24_17 Resolution Recognizing NHS 2017 Valedictorian and Salutatorian

14. ORDINANCES

- NONE

15. COMMITTEE ITEMS

Budget & Finance

In Committee:

- ORDR002_01_25_16 Accept Gift of \$25,000 Repairing Brown's Wharf Culvert (COW)
- ORDR009_02_08_16 Increase Fees for Fire Dept.
- ORDR010_02_08_16 Increase Fines Parking Violations
- ORDR039_05_31_16 Increase Hourly Parking Rate to \$1.50
- ORDR079_09_26_16 Movie Location Order (L&P)
- ORDR080_09_26_16 LATE FILE Order of Taking Parking Facility (P&D)
- TRAN005_02_27_17 Free Cash 25K to Dog Park Project 25K
- ORDR010_02_27_17 Dog Park Grant Acceptance
- COMM031_03_28_17 FY17-FY21 Capital Improvement Program Submission (COW)
- COMM032_03_28_17 Line Items Reduced in FY17 Adopted Budget
- TRAN012_04_10_17 Sewer Ret. Earn. 66,625.19, CIP WWTF Fence 12,358.05, CIP WWTF Improvements 11,016.76 to Pump&Valve Replacements 90K (PU)
- TRAN013_04_10_17 Rsv Appr I/I Fees 250K to Sewer & Manhole 250K (PU)
- TRAN014_04_10_17 Water Ret. Earn. 115K to WTP Sump Pump Repair 50K, Artichoke Pump Station Roof Repairs 25K, Sludge Removal in Lagoons 40K (PU)
- TRAN015_04_10_17 Free Cash 45K to Medicare Part B Reimbursement 45K
- TRAN016_04_10_17 Free Cash 46,830 to Purchase of Pickup w/ Plow 46,830
- COMM041_04_10_17 Annual Audit of FY16 Financial Statements
- TRAN018_04_10_17 Multiple Accounts \$300K to Nock/Molin Parking Lot Repairs \$300K
- TRAN019_04_10_17 Multiple Accounts \$88.5K to Communication System \$88.5K
- TRAN020_04_10_17 Multiple Accounts \$52.5K to Information Technology Hardware \$52.5K

General Government

In Committee:

- ORDR005_01_30_17 Human Rights Commission Resolution (COW)
- APPT025_03_13_17 Leah McGavern | 21 Marlboro St | Planning Board | 5/31/2022 (P&D)
- APPT027_03_13_17 Bonnie Sontag | 10 Upland Rd | Planning Board | 5/31/2022 (P&D)
- ORDR016_04_10_17 Extension of Intermunicipal Agreement for Shared Animal Control

Joint Education

In Committee:

License & Permits

In Committee:

- **COMM010_01_25_16** Licensing Commission Acoustic & Amplified Entertainment
- **ODNC011_05_31_16** Amend Transient Vendors for Cashman (**COW**)
- **ORDR079_09_26_16** Movie Location Order (**B&F**)
- **ODNC001_01_30_17** BYOB Ordinance
- **COMM028_03_13_17** **LATE FILE** Ltr from Smitten LLC re: A-Frames
- **COMM0042_04_10_17** Outdoor Seating Application - Harbor Creamery

Neighborhoods and City Services

In Committee:

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

Planning & Development

In Committee:

- **COMM076_07_11_16** **LATE FILE** Boyd Drive Petition
- **ORDR080_09_26_16** **LATE FILE** Order of Taking Parking Facility (**B&F**)
- **COMM091_10_11_16** Ltr to Council from J. Sweet on ZBA
- **COMM096_10_31_16** Draft of Newburyport's Master Plan
- **COMM114_12_12_16** Memo on Master Plan - Work Plan and Appendix XX
- **COMM023_02_27_17** Zoning Changes to Waterfront West (**COW**)
- **COMM024_03_13_17** Newburyport's Master Plan - Final Document (**COW**)
- **APPT025_03_13_17** Leah McGavern | 21 Marlboro St | Planning Board | 5/31/2022 (**GG**)
- **APPT027_03_13_17** Bonnie Sontag | 10 Upland Rd | Planning Board | 5/31/2022 (**GG**)
- **COMM030_03_28_17** Pres. Trust Ltr to City Council re: 1690 House
- **COMM034_03_28_17** Evergreen Special Permit Issued by Planning Board
- **COMM035_03_28_17** Rules of Professional Conduct Rule 3.9
- **COMM038_03_28_17** Lower Custom House Way
- **ORDR015_04_10_17** Complete Streets Policy (**PU**)
- **ODNC003_04_10_17** Zoning Amendment - Hardship for Variances
- **ODNC004_04_10_17** Zoning Amendment - Zoning Administrator

Public Safety

In Committee:

- **ODNC015_08_29_16** 25 MPH Speed Zones
- **ORDR077_09_12_16** Parking Restricted on Daniel Lucy Way
- **ORDR012_02_27_17** Update of Rules for Special Events
- **COMM036_03_28_17** Unicorn Street Block Party - 6/3/2017
- **COMM037_03_28_17** 7th Annual GNOCA 5K Walk - 9/24/17
- **COMM0044_04_10_17** PMC Greater Newburyport Kids' Ride - 6/11/17
- **COMM0045_04_10_17** Flag Day 5K - 6/10/17
- **COMM0046_04_10_17** 60th Yankee Homecoming - 7/29-8/6

Public Utilities

In Committee:

- **COMM060_05_31_16** Mobilite, LLC Highway Access Permit
- **ODNC002_03_28_17** Amend Sec 2 – 368, 14 – 32, Water and Sewer Board
- **TRAN012_04_10_17** Sewer Ret. Earn. 66,625.19, CIP WWTF Fence 12,358.05, CIP WWTF Improvements 11,016.76 to Pump&Valve Replacements 90K **(B&F)**
- **TRAN013_04_10_17** Rsv Appr I/I Fees 250K to Sewer & Manhole 250K **(B&F)**
- **TRAN014_04_10_17** Water Ret. Earn. 115K to WTP Sump Pump Repair 50K, Artichoke Pump Station Roof Repairs 25K, Sludge Removal in Lagoons 40K **(B&F)**
- **ORDR015_04_10_17** Complete Streets Policy **(P&D)**

Rules Committee

In Committee:

- **ORDR013_02_27_17** Amend City Council Rules Relating to Bonding Funds **(COW)**

16. GOOD OF THE ORDER

17. EXECUTIVE SESSION

18. ADJOURNMENT

CONSENT AGENDA

CITY COUNCIL MEETING MINUTES
CITY COUNCIL CHAMBERS
APRIL 10, 2017

7:30PM

The City Council President called the meeting to order at 7:30pm. A moment of silence was held for Mary Labadini Lucy and the eight year old boy who died in the San Bernadino School shooting, followed by the Pledge of Allegiance. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Tontar, Vogel, Zeid, Cameron, Connell, Cronin, Devlin, Earls, Eigerman, Giunta, OBrien. 11 present, 0 absent.

(Sound Check)

1. MOMENT OF SILENCE

2. PLEDGE OF ALLEGIANCE

3. CALL TO ORDER

4. LATE FILE ITEMS Mayor's Update, TRAN017_04_10_17

Motion to waive the rules to allow late files. EC/CT All

5. PUBLIC COMMENT

1. Mary Cummings/Olivia Gustafson	Elm & Merrill St	Service Table
2. Sean Bradley	31 Wildwood Dr	WFT
3. Robin Johnson	156 Boston Rd, Byfld	YH
4. Kenneth Dufresne	22 Sawyer Ave, Atknsn NH	Clean River
5. Richard Ross	498 Lowell St, Mthn	Clean River
6. Rocky Morrison	498 Lowell St, Mthn	Clean River
7. Wilbur Shenk	1 Beck St	Clean River
8. Juliet Walker	13 Eagle St	Complete St Policy
9. Kim Turner	27 High St	Parks Truck
10. Rick Taintor	10 Dexter St	Complete St Policy
11. John Manuel	27 Broad St	Clean River
12. Art Currier	100 State St	Processes/Values
13. Judy Mouradian	46 Liberty St	Zoning
14. Esther Sayer	10 Ship St	Parks

6. MAYOR'S COMMENT

The mayor gave an update pursuant to her written communication.

CONSENT AGENDA

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7. APPROVAL OF MINUTES

March 28, 2017

(Approve)

8. TRANSFERS

- **TRAN012_04_10_17** Sewer Ret. Earn. 66,625.19, CIP WWTF Fence 12,358.05, CIP WWTF Improvements 11,016.76 to Pump&Valve Replacements 90K (B&F, PU)
- **TRAN013_04_10_17** Rsv Appr I/I Fees 250K to Sewer & Manhole 250K (B&F, PU)
- **TRAN014_04_10_17** Water Ret. Earn. 115K to WTP Sump Pump Repair 50K, Artichoke Pump Station Roof Repairs 25K, Sludge Removal in Lagoons 40K (B&F, PU)

- **TRAN015_04_10_17** Free Cash 45K to Medicare Part B Reimbursement 45K (B&F)
- **TRAN016_04_10_17** Free Cash 46,830 to Purchase of Pickup w/ Plow 46,830 (B&F)

9. COMMUNICATION

- **COMM0040_04_10_17** Gathering to Honor Israel's Independence Day - 4/30/17 (R&F)
- **COMM0041_04_10_17** Annual Audit of FY16 Financial Statements (B&F)
- **COMM0042_04_10_17** Outdoor Seating Application - Harbor Creamery (L&P)
- **COMM0043_04_10_17** Outdoor Seating Application - Port Tavern (L&P)
Removed Councillor Vogel
- **COMM0044_04_10_17** PMC Greater Newburyport Kids' Ride - 6/11/17 (PS)
- **COMM0045_04_10_17** Flag Day 5K - 6/10/17 (PS)
- **COMM0046_04_10_17** 60th Yankee Homecoming - 7/29-8/6 (PS)
- **COMM0047_04_10_17** KP Law Correspondence re: Health Insurance Reform (R&F)

10. APPOINTMENTS

- **APPT031_04_10_17** Sean Bradley 31 Wildwood Dr Waterfront Trust 12/31/2017

**END OF CONSENT AGENDA
REGULAR AGENDA**

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

11. MAYOR'S UPDATE

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

12. COMMUNICATIONS

- **COMM039_04_10_17** Table for Cocoa Bean Labor Awareness - 4/18/17
Emergency Preamble Councillor O'Brien/BV Roll call 11 yes. Motion to approve by Councillor Vogel, seconded by Councillor O'Brien. Roll call 11 yes, So voted.

13. APPOINTMENTS

**Second Reading
Appointments**

- **APPT029_03_28_17** James McCarthy 17 Russia St Community Pres Act Comm 5/1/2020
Motion to approve by Councillor Zeid, seconded by Councillor Tontar, Roll call 11 yes. So voted

Re-Appointments

- **APPT030_03_28_17** Robert Uhlig 10 Ocean St NRA 4/1/2018
Motion to approve by Councillor Zeid, seconded by Councillor Tontar Roll call 11 yes. So voted

14. ORDERS

- **ORDR015_04_10_17** Complete Streets Policy
Motion to refer to Planning & Development and Public Utilities by Councillor Connell, seconded by Councillor Cameron. So voted. Roll call 11 yes. So voted.
- **ORDR016_04_10_17** Extension of Intermunicipal Agreement for Shared Animal Control
Motion to refer to General Government by Councillor Vogel, seconded by Councillor Tontar. So voted.

15. ORDINANCES

- **ODNC003_04_10_17** Zoning Amendment - Hardship for Variances
Motion to refer to Planning & Development by Councillor Eigerman, seconded by Councillor Zeid. So voted.
- **ODNC004_04_10_17** Zoning Amendment - Zoning Administrator
Motion to refer to Planning & Development by Councillor Eigerman, seconded by Councillor Zeid. So voted.

15. COMMITTEE ITEMS

Budget & Finance

In Committee:

- **ORDR002_01_25_16** Accept Gift of \$25,000 Repairing Brown’s Wharf Culvert (**COW**)
- **ORDR009_02_08_16** Increase Fees for Fire Dept.
- **ORDR010_02_08_16** Increase Fines Parking Violations
- **ORDR039_05_31_16** Increase Hourly Parking Rate to \$1.50
- **ORDR079_09_26_16** Movie Location Order (**L&P**)
- **ORDR080_09_26_16** **LATE FILE** Order of Taking Parking Facility (**P&D**)
- **TRAN005_02_27_17** Free Cash 25K to Dog Park Project 25K
- **ORDR010_02_27_17** Dog Park Grant Acceptance
- **TRAN009_03_28_17** Mult Acnts \$1,578,044 to Mult Acnts \$1,578,044 (**COW**)
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Cameron.
Votes on individual transfer requests were as follows:

Stabilization Trust Fund **\$150,000**
Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.

Capital Stabilization Fund **\$84,044**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. Roll call vote, 11 yes, 0 no.
Motion passed.

Other Post-Employment Benefits (OPEB) Trust Fund **\$25,000**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

Compensated Absences Fund **\$250,000**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

Groundskeeper/Landscaping Equipment **\$25,000**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

Sidewalk Improvements **\$60,000**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

Purchase of 2-Ton Dump Truck with Plow **\$55,000**
Motion to amend, to lower amount to \$40,000, by Councillor Tontar, seconded by Councillor Zeid.
Roll call vote, 11 yes, 0 no. Motion passed. Motion to approve as amended by Councillor Tontar,
seconded by Councillor Zeid. So voted.

Nock/Molin Parking Lot Repairs and Repaving **\$300,000**
Motion to Approve, CT/BV, (Withdrawn) Motion to Table SZ/JE (3N-EC,CT,BV) (withdrawn) Motion
to refer to Budget & Finance SZ/CT So Voted

Nock/Molin Elevator Controls Modernization **\$140,000**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

Multipurpose Tractor **\$35,000**
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.

Purchase of ¾-Ton Pickup Truck with Plow	\$43,000
Motion to approve by Councillor Tontar, seconded by Councillor Vogel. So voted.	
Purchase of 1 ½-Ton Dump Truck with Plow	\$85,000
Motion to approve by Councillor Tontar, seconded by Councillor Vogel. So voted.	
Replace/Update Radio Equipment	\$100,000
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.	
Communication System	\$88,500
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted.	
Information Technology Hardware	\$52,500
Motion to refer to Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted.	
High School Fire Alarm Panel Replacement	\$60,000
Motion to approve by Councillor Tontar, seconded by Councillor Cameron. So voted.	
Nock/Molin Furniture Replacement	\$25,000
Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.	
• TRAN010_03_28_17 Free Cash \$18,162 Clean River Project \$18,162	
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Connell.	
Motion to approve by Councillor Tontar subject to Newburyport and 5 other communities contributing and subject to an intermunicipal contract signed. Seconded by BV. Motion to replace intermunicipal contract with memo of understanding, JE/BV, All; Motion to Strike first of two 'Subject Tos', BC/BV, Roll Call 6Yes, 5No (CT,SZ, EC, JD, JE), Motion to Approve subject to a memorandum of understanding only, CT/ Roll call vote, 6 yes, 5 no (Zeid, Cameron, Devlin, Eigerman, OBrien). Motion passed.	
• TRAN011_03_28_17 DPS Gas \$30,000 to Fuel/Oil \$30,000	
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. Motion to approve by Councillor Tontar, seconded by Councillor Zeid. So voted.	
• COMM031_03_28_17 FY17-FY21 Capital Improvement Program Submission (COW)	
• COMM032_03_28_17 Line Items Reduced in FY17 Adopted Budget	
• ORDR014_03_28_17 Excess Bond Proceeds Transfer	
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. Motion to approve by Councillor Tontar, seconded by Councillor Zeid. Roll call vote, 11 yes. Motion passed.	

General Government

In Committee:

- **ORDR005_01_30_17** Human Rights Commission Resolution (COW)
- **APPT025_03_13_17** Leah McGavern | 21 Marlboro St | Planning Board | 5/31/2022 (P&D)
- **APPT027_03_13_17** Bonnie Sontag | 10 Upland Rd | Planning Board | 5/31/2022 (P&D)

Joint Education

In Committee:

License & Permits

In Committee:

- **COMM010_01_25_16** Licensing Commission Acoustic & Amplified Entertainment
- **ODNC011_05_31_16** Amend Transient Vendors for Cashman (COW)
- **ORDR079_09_26_16** Movie Location Order (B&F)
- **ODNC001_01_30_17** BYOB Ordinance
- **COMM028_03_13_17** LATE FILE Ltr from Smitten LLC re: A-Frames
- **COMM029_03_13_17** LATE FILE Outdoor Seating Application - West Row Café

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

Neighborhoods and City Services

In Committee:

- **ODNC001_01_11_16** Amend Ch11 Parks and Recreation (**COW**)
- **ORDR048_06_13_16** Sidewalk Order
- **COMM099_10_31_16** Proposed Improvement in Our Scenic Byway
Motion to remove from Neighborhood & City Services by Councillor Connell, seconded by Councillor Giunta. Motion to receive and file by Councillor Connell, seconded by Councillor Giunta. So voted.
- **ORDR007_02_13_17** Change the Name of Park Circle to Kelleher Way (**PU**)
Motion to remove **ORDR007_02_13_17** and **ORDR008_02_27_17** collectively from Neighborhood & City Services and Public Utilities by Councillor Connell, seconded by Councillor Vogel. Motion to approve **ORDR007_02_13_17** and **ORDR008_02_27_17** collectively by Councillor Connell, seconded by Councillor Giunta. Roll call vote, 10 yes, 1 no (OBrien). Motion passed.
- **ORDR008_02_27_17** Change the Name of Crow Lane to Colby Farm Lane (**PU**)

Planning & Development

Councillor Cameron noted there would be a joint General Government and Planning & Development meeting on Thursday, April 13th, at 7:00pm in the Council Chamber at City Hall.

In Committee:

- **COMM076_07_11_16** LATE FILE Boyd Drive Petition
- **ORDR080_09_26_16** LATE FILE Order of Taking Parking Facility (**B&F**)
- **COMM091_10_11_16** Ltr to Council from J. Sweet on ZBA
- **COMM096_10_31_16** Draft of Newburyport's Master Plan
- **COMM114_12_12_16** Memo on Master Plan - Work Plan and Appendix XX
- **COMM023_02_27_17** Zoning Changes to Waterfront West (**COW**)
- **COMM024_03_13_17** Newburyport's Master Plan - Final Document (**COW**)
- **APPT025_03_13_17** Leah McGavern | 21 Marlboro St | Planning Board | 5/31/2022 (**GG**)
- **APPT027_03_13_17** Bonnie Sontag | 10 Upland Rd | Planning Board | 5/31/2022 (**GG**)
- **COMM030_03_28_17** Pres. Trust Ltr to City Council re: 1690 House
- **COMM034_03_28_17** Evergreen Special Permit Issued by Planning Board
- **COMM035_03_28_17** Rules of Professional Conduct Rule 3.9
- **COMM038_03_28_17** Lower Custom House Way

Public Safety

In Committee:

- **ODNC015_08_29_16** 25 MPH Speed Zones
- **ORDR077_09_12_16** Parking Restricted on Daniel Lucy Way
- **ORDR012_02_27_17** Update of Rules for Special Events
- **COMM036_03_28_17** Unicorn Street Block Party - 6/3/2017
- **COMM037_03_28_17** 7th Annual GNOCA 5K Walk - 9/24/17

Public Utilities

In Committee:

- **COMM060_05_31_16** Mobilitie, LLC Highway Access Permit
- **ORDR006_2_13_17** TW Excavating & Dev, Newbury, Licensed Contractor

Motion to remove from Public Utilities by Councillor Eigerman, seconded by Councillor Zeid. Motion to approve by Councillor Eigerman, seconded by Councillor Zeid. So voted.

- **ORDR007_02_13_17** Change the Name of Park Circle to Kelleher Way (NCS)
- **ORDR008_02_27_17** Change the Name of Crow Lane to Colby Farm Lane (NCS)
- **ODNC002_03_28_17** Amend Sec 2 – 368, 14 – 32, Water and Sewer Board

Rules Committee

In Committee:

- **ORDR013_02_27_17** Amend City Council Rules Relating to Bonding Funds (COW)

16. GOOD OF THE ORDER

17. EXECUTIVE SESSION

Motion to go in to Executive Session, for the purpose of discussing real estate, by Councillor Tontar, seconded by Councillor Cameron. Roll call vote, 11 yes, 0 no. Motion passed. The Council President stated the Council would come back in to regular session following the executive session. 9:45pm.

18. TRAN017_04_10_17 Water Retained Earnings \$114,500 to Payment of Damages \$114,500

ORDR017_04_10_17 Order of Taking, 18 Boyd Drive, **LATE FILEs**

Motion to approve Emergency Preamble and Waive the Rules for both Transfer and Order by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 11 yes, 0 no. Motion passed. Motion to approve both Transfer and Order by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 11 yes, 0 no. Motion passed.

19. ADJOURNMENT

Motion to adjourn by Councillor Tontar, seconded by Councillor Cameron. Roll call vote, 11 yes. 10:50pm.

TRANSFERS



City of Newburyport FY 2017 BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA
2017 APR 18 AM 11:59

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 4/24/2017

Transfer From:

Account Name	General Fund - Free Cash	YTD Bal:	\$ 1,283,489.34
Account Number:	01-35910	Trans In:	\$ -
Amount:	\$20,000.00	Trans Out:	\$ 1,090,512.66
Why are Funds Available:	<i>The Massachusetts Department of Revenue certified Free Cash for</i>		
	<i>FY2017 at \$2,374,002. These funds are available for any legal expenditure with the approval of the</i>		
	<i>Mayor and a vote of the City Council.</i>		

Transfer To:

Account Name	INS FICA Payroll Taxes	YTD Bal:	\$ 18,783.02
Account Number:	01914001-51707	Trans In:	\$ -
Amount:	\$20,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>The FICA payroll taxes are the Federal Insurance Contributions Act tax,</i>		
	<i>which is imposed on employees and employers by the US government. Municipalities are exempt from the</i>		
	<i>social security portion, but must pay the Medicare portion, which is 1.45% of wages paid. A deficit is</i>		
	<i>anticipated by year-end.</i>		

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

Date: 4/18/17
 Date: 4/18/17



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

APR 18 AM 11:58

Department: Department of Public Services
Submitted by: Anthony Furnari, DPS Director **Date Submitted:** 4/24/2017

Transfer From:

Account Name	Plum Island Utility Fund	YTD Bal:	\$ 4,551,604.37
Account Number:	8287-59600	Trans In:	\$ -
Amount:	\$2,030,765.00	Trans Out:	\$ -
Why are Funds Available:	<i>Proceeds from CDM Smith Inc. Settlement Agreement. Must be approved by a two-thirds vote of the City Council in accordance with M.G.L. c. 40, sec. 5B.</i>		

Transfer To:

Account Name	Plum Island Hydrant Replacement	YTD Bal:	\$ -
Account Number:	New	Trans In:	\$ -
Amount:	\$1,900,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>See attached explanatory memorandum.</i>		

Transfer To:

Account Name	SEW Municipal Insurance	YTD Bal:	\$ -
Account Number:	61440007-57401	Trans In:	\$ -
Amount:	\$130,765.00	Trans Out:	\$ -
Why are Funds Required:	<i>Deductible balance owed to MIIA per CDM Smith settlement agreement.</i>		

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

Date: 4/18/17
 Date: 4/18/17



CITY OF NEWBURYPORT
OFFICE OF THE MAYOR

DONNA D. HOLADAY

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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2017 APR 18 AM 11:59

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: April 18, 2017
Subject: Request for Transfer to Fund Plum Island Hydrant Replacement Project

I am writing to respectfully request approval of an appropriation from the Plum Island Utility Fund in the amount of \$1,900,000 to fund the Plum Island Hydrant Replacement Project.

At the March 22, 2017 Water and Sewer Commission meeting, the Commissioners discussed schedule and funding approval dates for the Plum Island Hydrant Replacement Project. The attached transfer will position the Water and Sewer Commission to move forward within the necessary timeline.

Due to the advanced corrosion that is occurring to our underground water distribution system on Plum Island (Newburyport and Newbury), the City plans to replace all of the fire hydrants and associated valves and fittings on Plum Island. Project design was performed in-house and construction plans and specs will be put out to bid this month. It is anticipated that construction will begin in June and continue through 2019.

General Project Information

As part of the repairs to the corroding water distribution system on the Island, the first priority is to replace all of the hydrants. This project replaces 145 hydrant assemblies on the Island as well as all of the hydrants along the Turnpike. Each assembly consists of a hydrant, a valve, piping, and fittings. In addition, while certain zones are shutdown, existing isolation valves will be replaced and 63 new valves will be installed at critical locations to provide the isolation necessary for operations.

All ductile iron piping will be wrapped in polyethylene and all new nuts and bolts will be stainless steel and tape-wrapped to provide maximum corrosion protection.

In order to provide control and minimize the number of hydrants being inoperable at any one time, we are limiting the number of hydrants to be worked on (i.e. out of commission) as well as limit the number of zones being shut down. We created 67 zones to minimize the total number of homes per zone.

The Project may take more than one construction season to complete the installations and the contractor will return one year later to repair the temporary roadway patches with a final repaving. While this Project will make substantial improvements to the system, there still remains a large number of valves, fittings, and restraints that will need to be replaced.

I strongly support the Department of Public Services and Water and Sewer Commission with the attached transfer request. We look forward to answering any questions you may have and discuss the project in further detail as it is considered in the appropriate committees.



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2017 APR 18 PM 3:17

Department: Mayor's Office

Submitted by: Donna D. Holaday, Mayor

Date Submitted: 4/24/2017

Transfer From:

Account Name	<u>General Fund - Free Cash</u>	YTD Bal:	<u>\$ 1,283,489.34</u>
Account Number:	<u>01-35910</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$15,735.83</u>	Trans Out:	<u>\$ 1,090,512.66</u>
Why are Funds Available:	<u>The Massachusetts Department of Revenue certified Free Cash for FY2017 at \$2,374,002. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council.</u>		

Transfer From:

Account Name	<u>Water Retained Earnings</u>	YTD Bal:	<u>\$ 1,795,692.00</u>
Account Number:	<u>60-35920</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$7,224.95</u>	Trans Out:	<u>\$ 174,500.00</u>
Why are Funds Available:	<u>The Massachusetts Department of Revenue certified Retained Earnings for the Water Enterprise Fund for FY2017 at \$1,970,192. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council.</u>		

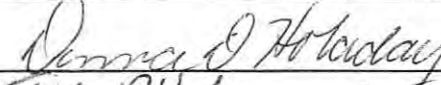
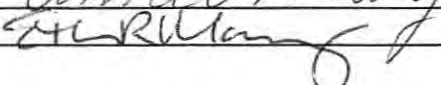
Transfer From:

Account Name	<u>Sewer Retained Earnings</u>	YTD Bal:	<u>\$ 1,339,115.00</u>
Account Number:	<u>61-35920</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$3,945.12</u>	Trans Out:	<u>\$ 80,000.00</u>
Why are Funds Available:	<u>The Massachusetts Department of Revenue certified Retained Earnings for the Sewer Enterprise Fund for FY2017 at \$1,419,115. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council.</u>		

Transfer To:

Account Name	<u>Retirement Appropriation</u>	YTD Bal:	<u>\$ -</u>
Account Number:	<u>01911001-51740</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$26,905.90</u>	Trans Out:	<u>\$ -</u>
Why are Funds Required:	<u>Military service fund appropriation as per PERAC including interest through May 31, 2017. The Special Fund for Military Service Credit contains contributions and interest for members while on a military leave for service in the Armed Forces who will receive creditable service for the period of that leave; in accordance with MGL Ch 32, Sec 22.</u>		

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

Date: 4/15/17
Date: 4/18/17

Military Service Fund Appropriation by Employee

Employee	Service Years	Balance	Interest	Total	Department
Jeffrey Page	2004-2014	\$13,858.60	\$173.28	\$14,031.88	DPS - Highway
Mark Collyer	2003-2004	\$6,931.30	\$293.65	\$7,224.95	DPS - Water
Andrew Lafferty	2009-2011	\$5,065.40	\$46.44	\$5,111.84	DPS - Highway/Water/Sewer
Joshua Messina	2003	\$514.46	\$22.77	\$537.23	DPS - Sewer
Total		\$26,369.76	\$536.14	\$26,905.90	

Military Service Fund Appropriation by Funding Source

Funding Source	Amount
General Fund	\$15,735.83
Water Enterprise Fund	\$7,224.95
Sewer Enterprise Fund	\$3,945.12
Total	\$26,905.90

PERAC

(L)

COMMONWEALTH OF MASSACHUSETTS | PUBLIC EMPLOYEE RETIREMENT ADMINISTRATION COMMISSION

PHILIP Y. BROWN, ESQ., *Chairman*

JOSEPH E. CONNARTON, *Executive Director*

Auditor SUZANNE M. BUMP | KATHLEEN M. FALLON | KATE FITZPATRICK | ELIZABETH FONTAINE | JAMES M. MACHADO | ROBERT B. McCARTHY

MEMORANDUM

TO: Newburyport Retirement Board
FROM: *Joseph E. Connarton*
Joseph E. Connarton, Executive Director
RE: Military Service Appropriation (excluding interest)
DATE: April 27, 2016

This Commission is hereby furnishing you with the additional amount to be appropriated for your retirement system to reflect the military service fund appropriation for the members shown below. The total additional appropriation amount is \$26,369.76 excluding interest. This appropriation, including interest, should be paid as soon as possible. This figure is based on the information you provided to us.

Jeffrey Page	\$13,858.60
Mark Collyer	6,931.30
Andrew Lafferty	5,065.40
Joshua Mesina	514.46

If you have any questions, please contact PERAC's Actuary, Jim Lamenzo, at (617) 666-4446 extension 921.

JEC/jrl

P:\actuarial\APPROP\Militaryfund\newburyport 4-16.doc



MGL Chapter 32 Section 22

(4) *Special Fund for Military Service Credit.* -- (a) The special fund for military service credit shall be the fund provided in each system under the provisions of sections nine and nine A of chapter seven hundred and eight of the acts of nineteen hundred and forty-one, as amended by chapter four hundred and nineteen of the acts of nineteen hundred and forty-three and as may be further amended, to which shall be credited the amount appropriated for any fiscal year, as provided for in subdivision (7) of this section, for the purpose of establishing the amounts which would have been paid into such system as regular deductions by members thereof on military leave of absence from the governmental unit by which they were employed had such members remained in the active service of such governmental unit. Regular interest shall be transferred to the special fund for military service credit as provided for in subdivision (6) of this section.

If a city or town notifies the teachers' retirement board that all teachers referred to in section one of chapter seven hundred and eight of the acts of nineteen hundred and forty-one, as amended, have either returned to the public school service of Massachusetts, or that the period has expired during which they were permitted to return and have military assessments credited to their accounts, and that there are no other members who were formerly employed by the city or town who will be entitled to have military assessments credited to their accounts, the said board shall, during the month of January following the receipt of such notice, refund to the city or town any amount standing to its credit in the special fund for military service credit provided for in this section.

(b) In the event of the retirement of any member, or in the event a member-survivor benefit under the provisions of option (d) of subdivision (2) of section twelve becomes effective on account of any member whose last discharge or release from military service as set forth in said chapter seven hundred and eight of the acts of nineteen hundred and forty-one, as amended, and as may be further amended, was under honorable conditions as defined in defense department regulations, for whom a liability has been established in the special fund for military service credit, an amount equal to the value of the regular deductions credited to his account under the provisions of sections nine and nine A of said chapter seven hundred and eight for the period of his military leave of absence, together with regular interest thereon to the date his retirement allowance becomes effective, shall be transferred from his account in such fund to the annuity reserve fund of such system and shall be added to and merged with the amount of his accumulated regular deductions being transferred as of such date from the annuity savings fund of such system to the annuity reserve fund thereof. The total of such amounts transferred on his account shall be used in determining the amount of the regular annuity provided for him under the provisions of subdivision (2) of section twelve, and the aggregate of his regular deductions, including the amount thereof transferred from the special fund for military service credit, shall be used in determining the normal yearly amount of his retirement allowance to the extent such allowance is dependent upon the amount of his regular deductions.

(c) In the event of the withdrawal from the system of any member, whose last discharge or release from military service as set forth in said chapter seven hundred and eight, as amended, and as may be further amended, was under honorable conditions as defined in defense department regulations, for whom a liability has been established in the special fund for military service credit, or in the event of his death before any retirement allowance becomes effective for him, and without a member-survivor benefit under the provisions of option (d) of subdivision (2) of section twelve or payment of allowances under the provisions of section twelve B becoming effective on account of the death of such member, any amount being held to the credit of his account in the special fund for military service credit shall be released and shall be used to reduce the amount of the next appropriation for the pension fund of the governmental unit or units which paid to establish the military service credit for him, in the proportions originally paid by each unit for that purpose; provided, that if such member

shall later be reinstated in the system or become a member of another retirement system, and shall deposit in full the amount he withdrew with accumulated interest, said governmental unit or units shall add the amount of such reduction, with regular interest, to the amount of its or their next appropriation for the special fund for military service credit; and further provided, that if the person is a member of the teachers' retirement system, the whole or portion of the said amount, as the case may be, which was paid by a city or town shall be returned to the city or town with accumulated interest, and the portion, if any, of the said amount which was paid by the commonwealth shall be transferred to the pension fund of said system. If a former member of said system, on whose account such an adjustment has been made, is later reinstated a member of said system, and returns in full the amount he withdrew with accumulated interest, the city or town which received the refund as provided above shall be notified, and it shall pay to the special fund for military service credit of said system the amount it received from said fund, with accumulated interest at three per cent to the date of payment to said fund, and the portion, if any, which was transferred to the pension fund of said system shall be transferred from said pension fund with three per cent accumulated interest to the said special fund for military service credit, and these amounts shall again be held for the credit of the member, to be used only for retirement purposes.

(d) If any member, whose last discharge or release from military service as set forth in said chapter seven hundred and eight, as amended, and as may be further amended, was under honorable conditions as defined in defense department regulations, for whom a liability had previously been established in the special fund for military service credit of one system for any period of his military leave of absence while a member of such system, is retired while a member of a second system, or in the event a member survivor benefit under the provisions of option (d) of subdivision (2) of section twelve, or payment of allowances under the provisions of section twelve B becomes effective on account of his death while a member of a second system, an amount equal to the value of the regular deductions with which he was credited under the provisions of sections nine and nine A of said chapter seven hundred and eight for such period of his military leave of absence, together with regular interest thereon to the date his retirement allowance, member survivor benefit, or allowances provided for under the provisions of section twelve B becomes effective, shall be paid from the pension fund of the first system at the date on which said retirement, member survivor benefit, or allowances under the provisions of section twelve B becomes effective and transferred to the special fund for military service credit of the second system to be credited to his account therein, and thereafter such account shall be handled in the manner set forth in paragraph (b) of this subdivision; provided, that such transfer shall be made and credit for such period of his military leave of absence allowed only if he has transferred his membership from the first system to the second system as provided for in paragraph (8) (a) of section three, or only if and only to the extent he has re-established credit for his former membership by paying into the annuity savings fund of the second system the make-up payments provided for in paragraph (8) (b) of such section.

COMMUNICATIONS

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

3 April 2017

2017 APR 18 PM 2: 10

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

Hon. Thomas F. O'Brien, President,
and Members
Newburyport City Council
60 Pleasant Street
Newburyport, MA 01950

Dear Mayor Holaday, President O'Brien, and City Councilors:

We are long-time merchants, based in downtown Newburyport. We are writing to voice our deep concern over the on going closing of downtown streets for events run by The Greater Newburyport Chamber of Commerce & Industry and the Yankee Homecoming organization.

We understand that most of these events were originally intended to draw new people to Newburyport, and to increase commerce for downtown businesses. Unfortunately, these events have changed over time, becoming both more intense and more common. They now have a negative impact on a majority of Newburyport's downtown businesses.

As you well know, small brick & mortar local retailers have quite a few challenges. With the emergence of ecommerce and nearby malls and big box stores, the viability and sustainability of the local merchant is in serious jeopardy. In Newburyport we have the added challenge of snow parking bans, with residents moving cars into the town lots, and the streets lined with snow banks. In winter, we sometimes lose customer parking for days. All of this, combined with the many Chamber and YHC events, makes it very challenging to succeed as a small business in Newburyport.

We have many cultural events, Tall Ship visits, the Eagle Festival, and the Literary Festival, to name a few, that take away parking and harm commerce, but we realize that these are important to the integrity of the City. They are part of what makes Newburyport special, and we would not want to lose these types of events.

We also realize that every business has challenges to face. Some we simply have to live with, but others we can try to fix. The fix we are asking you to consider is to stop allowing the Chamber and Yankee Homecoming Committee to close our streets and rent tents to out-of-town vendors for so many of the key shopping days of the year. It is fundamentally unfair to harm the very businesses that support the city and state year-round.

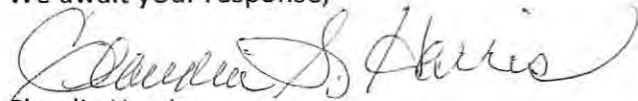
The major events that we can be certain will disrupt business in 2017 include:

- Spring Festival, May 28 & 29
- Yankee Homecoming July 29 – August 6
- Cruisin the 50's, August 17;
- Riverfront Music Festival September 2
- Fall Harvest Festival October 8 & 9

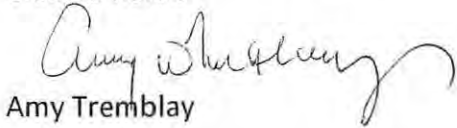
Our goal is not to discontinue these events, but for the City to find less disruptive locations, such as the Bartlet Mall, Cashman Park, Atkinson Common, or other open areas that do not interfere with your rent- paying, tax- paying business community. We count on you to protect us, as an important part of the community. Please help.

We look forward to working with you on a solution that will help support these visitor-oriented events, while not damaging the successes of your local businesses.

We await your response,



Claudia Harris



Amy Tremblay

cc Ann Ormond (Newburyport Chamber of Commerce)
Robin Johnson (Yankee Homecoming)

Business

Shelly Marinucci

Name

Signature

New England Grooming Salon

Name of business

50 Pleasant St NBPT

Business or home Address

Circle one Business NBPT Resident

Beith Gerwig

Name

Signature

Name of business

78 Pleasant St-

Business or home Address

Circle one Business NBPT Resident

Greg Payne LMT

Name

Signature

Name of business

54 Pleasant

Business or home Address

Circle one Business NBPT Resident

ESTHER DE HOLLANDER

Name

Signature

Name of business

40 PLEASANT STREET NBPT

Business or home Address

Circle one Business NBPT Resident

Kate Fini

Name

Signature

Name of business

6 Inn street

Business or home Address

Circle one Business NBPT Resident

MARKING PARKER

Name

Signature

Name of business

Nantucket Stock Exchange

Business or home Address

Business

CHRISTOPHER H. MOSE

Name

Signature

Harbor Frames

Name of business

50 Pleasant St NBPT

Business or home Address

Circle one Business NBPT Resident

Beverly Buccheri

Name

Signature

Name of business

55 Pleasant St.

Business or home Address

Circle one Business NBPT Resident

ANGELA KICKPATRICK

Name

Signature

Name of business

53 PLEASANT ST.

Business or home Address

Circle one Business NBPT Resident

RICK BAYKO

Name

Signature

Name of business

49 PLEASANT ST

Business or home Address

Circle one Business NBPT Resident

Judy Curtin

Name

Signature

Name of business

47 Pleasant St

Business or home Address

Circle one Business NBPT Resident

Judy Hoover

Name

Signature

Name of business

37 Pleasant St

Business or home Address

Circle one Business NBPT Resident

The Cuckoo's Nest
Name
Karen Fletcher
Signature

Name of business
13 Pleasant St.
Business or home Address

Circle one Business NBPT Resident

Jennifer Wall
Name
Jennifer Wall
Signature

Name of business
6 Neptune St. Newburyport
Business or home Address

Circle one Business NBPT Resident

Amy McLaughlin-Veno
Name
Amy McLaughlin
Signature

Name of business
Amy McLaughlin Lifestyles
23 Middle St. Nbpt. MA 01950
Business or home Address

Circle one Business NBPT Resident

Paula Older
Name
P. Older
Signature

Name of business
Paul Older Designs
42 Merrimac St. 10950.
Business or home Address

Circle one Business NBPT Resident

Michael Veno
Name
Michael Veno
Signature

Name of business
254 High Street, Nbpt, MA 01950
Business or home Address

Circle one Business NBPT Resident

Jordan Cashman
Name
J. Cashman
Signature

Name of business
SAGE
58 MERRIMAC ST. NBPT, MA
Business or home Address

Circle one Business NBPT Resident

Amanda Prescott
Name
Amanda Prescott
Signature

Name of business
Vanhorn Supply
1 Water St. NBPT, MA 01950
Business or home Address

Circle one Business NBPT Resident

Bonna Caras
Name
Bonna Caras
Signature

Name of business
1 Federal St. Newburyport, MA
Business or home Address

Circle one Business NBPT Resident

Kim Tenenbaum
Name
Kim Tenenbaum
Signature

Name of business
Urban Elements
19 Water St.
Business or home Address

Circle one Business NBPT Resident

Mark Ferguson
Name
Mark Ferguson
Signature

Name of business
Paper Moon
1 Merrimac St #9 + #10
Business or home Address

Circle one Business NBPT Resident

GREG VIKAS
Name
Greg Vikas
Signature

Name of business
SWEETHAVEN STUDIO + GALLERY
256 INN ST. NBPT, MA
Business or home Address

Circle one Business NBPT Resident

Judy Berges
Name
Judy Berges
Signature

Name of business
Arthur Welch Br.
Nbpt. MA 01950
Business or home Address

Circle one Business NBPT Resident

Name Thomas Collins
Signature [Signature]
Name of business MARRET SQ OPTICAL
Business or home Address 15 MARRET SQ

Circle one Business NBPT Resident

Name JAMIE BURNS
Signature [Signature]
Name of business FARLEY'S
Business or home Address State St.

Circle one Business NBPT Resident

Name Danne Siro
Signature [Signature]
Name of business SOAK
Business or home Address 2 State Street

Circle one Business NBPT Resident

Name Ann Marie M'Carthy
Signature [Signature]
Name of business Lab 5
Business or home Address 42 Pleasant St. #6

Circle one Business NBPT Resident

Name Sharon Burke
Signature [Signature]
Name of business STUPE
Business or home Address 16 FRANKLIN ST

Circle one Business NBPT Resident

Name JR SKIDON
Signature [Signature]
Name of business POD SO.
Business or home Address 48 Pleasant St.

Circle one Business NBPT Resident

Name Elizabeth Carey
Signature [Signature]
Name of business 3512 High Street Nbrt
Business or home Address [Address]

Circle one Business NBPT Resident

Name Timothy Leakes
Signature [Signature]
Name of business 45 BROADMAN ST
Business or home Address [Address]

Circle one Business NBPT Resident

Name [Signature]
Signature [Signature]
Name of business Matter Communications
Business or home Address 50 Water Street, Mill #3

Circle one Business NBPT Resident

Name Robin Pendergast
Signature [Signature]
Name of business Polishan
Business or home Address 19 Green St.

Circle one Business NBPT Resident

Name Sally Cole
Signature [Signature]
Name of business SALLY COLE
Business or home Address 62 Warren St Newburyport MA 01950

Circle one Business NBPT Resident

Name [Signature]
Signature [Signature]
Name of business [Business Name]
Business or home Address [Address]

Circle one Business NBPT Resident
Name MARIAN LEIGHTON LEVY
Signature Marian Leighton Levy
Name of business
Business or home Address 323 Merrimac St. NBPT.
(Ward 4)

Circle one Business NBPT Resident
Name April Livermore
Signature April
Name of business
Business or home Address 21 Green St Newburyport
Photography

Circle one Business NBPT Resident
Name Janice Tangney
Signature Janice Tangney
Name of business
Business or home Address 39 D Bromfield ST NBPT
01950

Circle one Business NBPT Resident
Name Laurie Hayer
Signature Laurie Hayer
Name of business
Business or home Address Port Pkates Studio
52 Pleasant St NBPT MA 01950

Circle one Business NBPT Resident
Name MEG STEWART
Signature Meg Stewart
Name of business
Business or home Address 183 HIGH ST NBPT

Circle one Business NBPT Resident
Name Karla Emmerling
Signature Karla Emmerling
Name of business
Business or home Address emmerlingdesign
4 Prince Place, Newburyport

Circle one Business NBPT Resident
Name Mr. Buzza
Signature Mr. Buzza
Name of business
Business or home Address 70 Bromfield St.

Circle one Business NBPT Resident
Name CAROL CASEY
Signature Carol Casey
Name of business
Business or home Address 23 Pleasant St Unit 304 Newburyport Ma
01950

Circle one Business NBPT Resident
Name Bridges
Signature Robin Bridge
Name of business
Business or home Address 70 Bromfield St

Circle one Business NBPT Resident
Name The Bueck
Signature The Bueck
Name of business
Business or home Address Seneca Massage
66 Pleasant St. NBPT

Circle one Business NBPT Resident
Name CHANN LIVERMORE PHOTOGRAPHY
Signature Chann Livermore
Name of business
Business or home Address CHANN LIVERMORE PHOTOGRAPHY
12 TORCHASE ST NEWBURYPORT

Circle one Business NBPT Resident
Name Linda Zirin
Signature Linda Zirin
Name of business
Business or home Address resident
Federal St

Circle one Business NBPT Resident

Name: Pat Cannon
Signature: [Signature]
Name of business: Beach Plum Flower Shop
Business or home Address: 50 Water St

Circle one Business NBPT Resident

Name: Rene Bernard
Signature: [Signature]
Name of business: VITA TEA /
Business or home Address: 48 Merrimac St.

Circle one Business NBPT Resident

Name: Kari Bernard
Signature: [Signature]
Name of business: Wal Singham
Business or home Address: 45 Merrimac St Nbrpt MA

Circle one Business NBPT Resident

Name: Sandra Lepore
Signature: [Signature]
Name of business: Lepore Tree Arts
Business or home Address: 37 Liberty St

Circle one Business NBPT Resident

Name: Kevin Murphy
Signature: [Signature]
Name of business: i2 verity
Business or home Address: 54 Pleasant St. Nbrpt

Circle one Business NBPT Resident

Name: Aidy de Hollander
Signature: [Signature]
Name of business: ISA
Business or home Address: Tremont St., Newburyport, MA

Circle one Business NBPT Resident

Name: Andrea Tolosko
Signature: [Signature]
Name of business: Andrea Raymond Apparel
Business or home Address: 189 Merrimac St Newburyport, MA

Circle one Business NBPT Resident

Name: Laura Ausrant
Signature: [Signature]
Name of business: [Blank]
Business or home Address: 7 Salem Street Newburyport MA 01950

Circle one Business NBPT Resident

Name: _____
Signature: _____
Name of business: _____
Business or home Address: _____

Circle one Business NBPT Resident

Name: _____
Signature: _____
Name of business: _____
Business or home Address: _____

Circle one Business NBPT Resident

Name: _____
Signature: _____
Name of business: _____
Business or home Address: _____

Circle one Business NBPT Resident

Name: _____
Signature: _____
Name of business: _____
Business or home Address: _____

Circle one

Business

NBPT Resident

Circle one

Business

NBPT Resident

Name PATRICK Phelan

Name _____

Signature [Signature]

Signature _____

Name of business TUES EEG

Name of business _____

Business or home Address _____

Business or home Address _____

Circle one

Business

NBPT Resident

Circle one

Business

NBPT Resident

Name Onalee Cooke

Name _____

Signature [Signature]

Signature _____

Name of business _____

Name of business _____

Business or home Address _____

Business or home Address _____

Circle one

Business

NBPT Resident

Circle one

Business

NBPT Resident

Name David Rezek

Name _____

Signature [Signature]

Signature _____

Name of business Newburyport Family Dental

Name of business _____

Business or home Address One Inn Street

Business or home Address _____

Circle one

Business

NBPT Resident

Circle one

Business

NBPT Resident

Name MARSHALL HARRIS

Name _____

Signature [Signature]

Signature _____

Name of business ELEPHANT'S TRUNK

Name of business _____

Business or home Address 28 INN ST, NBPT

Business or home Address _____

Circle one

Business

NBPT Resident

Circle one

Business

NBPT Resident

Name _____

Name _____

Signature _____

Signature _____

Name of business _____

Name of business _____

Business or home Address _____

Business or home Address _____

Circle one

Business

NBPT Resident

Circle one

Business

NBPT Resident

Name _____

Name _____

Signature _____

Signature _____

Name of business _____

Name of business _____

Business or home Address _____

Business or home Address _____

Circle one Business NBPT Resident

Name Nan Appleyard
Signature Nan Appleyard

Name of business 24 Casey Street NAPT
Business or home Address

Circle one Business NBPT Resident

Name _____
Signature _____

Name of business _____
Business or home Address _____

Circle one Business NBPT Resident

Name Erin Jones
Signature Erin Jones

Name of business Erin D. Jones Fitness Studio
Business or home Address 314 Pleasant St. NAPT

Circle one Business NBPT Resident

Name _____
Signature _____

Name of business _____
Business or home Address _____

Circle one Business NBPT Resident

Name Ginny Estimo
Signature Ginny Estimo

Name of business INTERLOCKS, Salon + Spa
Business or home Address 58 MERIDIAN ST, NAPT

Circle one Business NBPT Resident

Name _____
Signature _____

Name of business _____
Business or home Address _____

Circle one Business NBPT Resident

Name _____
Signature _____
Name of business _____
Business or home Address _____

Circle one Business NBPT Resident

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Business or home Address _____

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Business or home Address _____

Circle one Business NBPT Resident

Name _____
Signature _____
Name of business _____
Business or home Address _____

Circle one Business NBPT Resident

Circle one Business NBPT Resident

Michelle Graham

Name

Michelle Graham

Signature

Pretty Little Things

Name of business

8 Inn street Newburyport

Business or home Address

Business or home Address

Circle one Business NBPT Resident

Circle one Business NBPT Resident

Name

Name

Signature

Signature

Name of business

Name of business

Business or home Address

Business or home Address

Circle one Business NBPT Resident

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Signature

Name of business

Name of business

Business or home Address

Business or home Address



Neurofibromatosis, Northeast

9 Bedford Street ~ Burlington, MA 01803

781-272-9936 ~ info@nfincne.org

www.nfincne.org

Ben Buttrick &
Kevin McKelvey
Co-Chairpersons

Jeff Capobianco
Alex Cellucci
Michelle Donovan
John Duff
Kate Duff
Megan Duff
Jill Tozza Feeney
Peter Gentile
Chanda McKee
Elaine Powers
John Roy

April 12, 2017

Richard Jones
City Clerk
City of Newburyport
60 Pleasant Street
Newburyport, MA 01950

Dear Mr. Jones,

On behalf of Neurofibromatosis Northeast, I am seeking permission once again to include your city in our route for the upcoming 7th Annual Coast to the Cure bike ride. Coast to the Cure takes place on Saturday, September 9, 2017. The ride starts and finishes from Stage Fort Park in Gloucester. The event consists of three prescribed routes (24, 66 and 100 miles) encompassing 18 communities: Beverly, Ipswich, Wenham, Hamilton, Essex, Manchester, Georgetown, Groveland, North Andover, Boxford, Middleton, Topsfield, Rowley, Haverhill, Amesbury, Merrimac, Newbury and Newburyport.

I can assure you that all participants will wear helmets, travel in an organized fashion on public roads, never on private property, and will obey the rules of the road. We anticipate approximately 50 participants biking through the city over a four hour period.

The route through Newburyport involves the following roads: Cross Chain Bridge, left on Merrimack Street, right on Kent Street, stop at rest stop, turn around, right on Kent Street, right on Merrimack Street/Water Street, right on Ocean Street.

Attached please find a special events application in need of your final signature, route map and turn-by-turn course.

Proceeds from the event benefit Neurofibromatosis Northeast and support our mission of finding a cure and treatment for neurofibromatosis by promoting scientific research, creating awareness, and supporting those who are affected by NF.

Thanks so much for your consideration.

Sincerely,

Diana Flahive
Director of Special Events

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 781-272-9936 Fax. 781-272-9937

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

NAME OF EVENT: Coast to the Cure NF Bike Ride

Date: 9/9/17 Time: from 6AM to 4PM

Rain Date: n/a Time: from to

2. Location: starts + ends at Stage Fort Park, Gloucester route goes through Newburyport

3. Description of Property: public roads in Newburyport Public [checked] Private

4. Name of Organizer: Neurofibromatosis Northeast City Sponsored Event: Yes No [checked]

Contact Person: Diana Flahive

Address: 9 Bedford St. Burlington, MA 01803 Telephone: 781-272-9936

E-Mail: dflahive@nfinco.org Cell Phone: 617 777 5397

Day of Event Contact & Phone: Diana Flahive, 617 777 5397

5. Number of Attendees Expected: 50 people riding over 4 hour period

6. MA Tax Number: 04-3013709

7. Is the Event Being Advertised? yes Where? Facebook, posters, Radio

8. What Age Group is the Event Targeted to? 25-50

9. Have You Notified Neighborhood Groups or Abutters? Yes [checked] No, Who? all 18 communities the route goes through

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

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

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

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

Name of Carnival Operator:

Address:

Telephone:

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

Will you be conducting the clean-up for this event? Yes No [checked]

If yes:

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

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE _____

WALKATHON _____
Bike Ride

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

New England Biolabs - main sponsor
NF Northeast

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

9 Bedford St, Burlington, MA 01803, 781-272-9936

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

9 Bedford St, Burlington, MA, 617-777-5397

4. Date of Event: 9/9/17 Expected Number of Participants: 50

5. Start Time: 8AM Expected End Time: 4PM

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

chain bridge, Merrimack, Kent, Water, ocean

7. Locations of Water Stops (if any): n/a

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

9. Formation Location & Time for Participants: start/finish Stage Fort Park, Gloucester

10. Dismissal Location & Time for Participants: ride should be over by 4PM

11. Additional Parade Information: n/a

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

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

CITY MARSHAL [Signature] 4 Green St. 3 FIRE CHIEF [Signature] 0 Greenleaf St. 2
 DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK [Signature] 60 Pleasant St. 4

DEPARTMENT APPROVAL (for Committee Member use only):

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

Approval
Required

Date: 3/10/17 Signature: [Signature]

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

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

Limitations

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

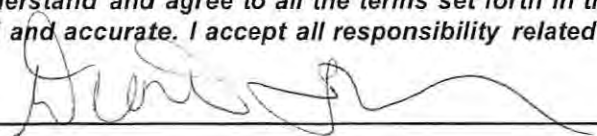
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers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

13-101 Enforcement

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

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

Signed: _____



Date: _____

3/10/17



CERTIFICATE OF LIABILITY INSURANCE

NEURO-2

OP ID: ST

DATE (MM/DD/YYYY)
06/02/2016

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

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

PRODUCER T F Ward Insurance Agency, Inc 403 Franklin Street Melrose, MA 02176 Thomas Ward Insurance	Phone: 781-665-2990 Fax: 781-665-8703	CONTACT NAME: PHONE (A/C, No, Ext): E-MAIL ADDRESS: FAX (A/C, No):
INSURER(S) AFFORDING COVERAGE		
INSURER A: The Hartford		NAIC #
INSURER B: Foremost Insurance Company		
INSURER C: Travelers		40282
INSURER D:		
INSURER E:		
INSURER F:		

INSURED NEUROFIBROMATOSIS, INC. Karen Peluso 9 Bedford St Burlington, MA 01803

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

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR LTR	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
B	GENERAL LIABILITY			PPS40720634	06/27/2016	06/27/2017	EACH OCCURRENCE \$ 2,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	<input checked="" type="checkbox"/>					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR						MED EXP (Any one person) \$ 10,000
	<input type="checkbox"/> Business Owners						PERSONAL & ADV INJURY \$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 4,000,000
<input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC			PRODUCTS - COMP/OP AGG \$ 4,000,000				
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
B	UMBRELLA LIAB			PPS40720634	06/27/2016	06/27/2017	EACH OCCURRENCE \$ 1,000,000
	EXCESS LIAB	<input type="checkbox"/> OCCUR	<input checked="" type="checkbox"/>				AGGREGATE \$
	<input type="checkbox"/> CLAIMS-MADE						\$
	<input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 0						\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			08WECKH3323	06/27/2016	06/27/2017	WC STATUTORY LIMITS \$ 1,000,000
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y <input type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Directors/Officers			106101201	05/13/2015	05/13/2018	1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 City of Newburyport is listed as additional insured.
 Coast to the Cure Bike Ride 9/10/2016

CERTIFICATE HOLDER <p style="text-align: center;">NEWBURY</p> Town of Newburyport 60 Pleasant Street Newburyport, MA 01950	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

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Route Name	Location	Distance (mi...)	Ele. Gain (f...)	Publi...	Created on	VIEW
Coast to the Cure - 100M	Gloucester, MA	100.1	4218	Yes	08-25-2016	VIEW
Coast to the Cure - 66M	Gloucester, MA	67.1	2798	Yes	08-22-2016	VIEW
Coast to the Cure - 24M	Gloucester, MA	23.4	1200	Yes	08-26-2015	VIEW

COAST TO THE CURE - 100M

189 [SHARE](#)

Export: [\(gpx\) track](#) - [\(kml\)](#) - [\(kml\)](#) - [\(kml\)](#)

Created: Aug 25, '16, 07:35PM

Starts in: Gloucester, MA, US

Distance: 100.1 mi

Elevation: + 4218 / - 421 / ft

Max Grade:



**APPOINTMENTS
FIRST READING**



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

RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2017 APR 18 PM 1:10

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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: April 18, 2017
Subject: Appointment

Donna D. Holaday

I hereby appoint, subject to your approval, the following named individual as a member of the Newburyport Redevelopment Authority. This term will expire on April 1, 2018.

David St. Cyr
25 Tyng Street
Newburyport, MA 01950

March 17, 2017

Dear Mayor Holaday,

I writing to express my interest in serving on the Newburyport Redevelopment Authority. My wife and I moved to Newburyport last April to raise our new family. We felt Newburyport fit well with our lifestyle, values and long-term plans. Shortly after our move, I met and became friends with Bruce Vogel. In our many conversations, we discussed my interest in contributing to the town. A life-long ambition of mine has been to help build the future of a city with sustainable economic growth and policies that support the long-term health of its citizens. For these reasons, Bruce suggested the NRA to me. If there are no openings available within the NRA, however, I am open to other opportunities within the town.

From a professional standpoint, I have extensive, relevant experience I can lend to the NRA and the city of Newburyport: From hiring and leading people and to building organizations from the ground up. Personally, my wife and I just completed our third home renovation: You can say we are both well-versed and vested in the concept of form and function.

I enclose my resume to offer you a broader understanding of my background and experience. I am confident the skills I developed through my operational, project management, and Human Resource experience will translate well when reaching decisions on complicated city matters.

I welcome the opportunity to speak with you or with anyone you suggest can guide me in this pursuit.

I look forward to your response.



David St. Cyr

David.stcyr@yahoo.com

978-289-8039

DAVID ST. CYR

DAVID.STCYR@YAHOO.COM, 978-289-8039

Strategic and consultative Human Resource leader whose international operational and program management experience includes start-ups and fortune 50 organizations. Successfully led transformation efforts by leveraging my motivational and collaborative management style - thrives on change and driving results in fast-paced and high-pressure environments. Excellent team building, people management, presentation, problem solving, and analytical skills.

PROFESSIONAL EXPERIENCE

Exa Corporation, Burlington, MA (2015-present)

Exa is one of the leading developers of visualization and simulation software that helps designers and engineers in ground transportation, passenger train, and aerospace to design and produce better vehicles, including equipment.

Managing Director, Global Human Resources

- Recruited to build and lead the global Human Resource
- Oversee a 6+M budget covering HR activities in the US, Japan, China, Korea, Germany, France, Italy and the UK
- Implemented a Learning Development program for all positions levels
- Implemented a Human Resource Information System to manage global employee records
- Improved health benefits program while reducing overall cost by 10% to the business (2-year average Medical Insurance increase 3.5% versus industry averages of 10%-12%)

Smith & Nephew, Andover, MA – London (2013-present)

Smith & Nephew, a 4.6B leader in Orthopaedic Reconstruction, Advanced Wound Management, Sports Medicine and Trauma, operates in 90 countries with 14,000+ employees.

Sr. Director, Global Talent Acquisition

- Recruited to lead a Global Talent Acquisition function of 25 and support 2,500+ hires annually.
- Transformed divisional and country-based recruitment activities into a globally integration Talent Acquisition function.
- Restructured US operations to align with newly created HR Shared Service Center
- Worked with HR Executive Team to align talent strategy and programs to business priorities
- Worked with Compensation to deliver a Global Career Framework (salary ranges by job class)
- Represented HR in a corporate-wide reinvestment/cost-savings program - achieved 2.3M in savings against \$2M target.
- Developed and implemented a Global Contingent Labor Program.
- Personally authored global policies (SOPs) and standardized global end-to-end recruitment processes and standards.

Covidien, Mansfield, MA (2012-2013) – Vascular Therapy Division

Covidien (now Medtronic) is a global healthcare products company that manufactures and sells a diverse range of industry-leading medical device and supply products. Vascular Therapies had 1B in revenue and employed 4,500 employees worldwide.

Global Talent Acquisition - Vascular Therapy

- Member of global Talent Acquisition leadership team.
- Led recruitment for Commercial, Operations, R&D, Manufacturing and business support roles.
- Implemented Shared Services in the US for transactional HR activities.
- Introduced pre-hire assessments for commercial roles (implemented following departure).

BIAGEN IDEC, Cambridge, MA (2010 –2012)

Biogen Idec is one of the world's largest Biotech Companies with over 7,500 employees and 9.7B in revenue.

Associate Director, Talent Acquisition (Pharma Operations & Technology)

Manage recruitment across Manufacturing, Quality, Operations (Supply Chain), Engineering & Facilities.

- Rebuilt recruitment team to support hiring in Cambridge/Weston, MA, Raleigh, NC, Zug Switzerland, and Hillerod, Denmark.
- Partnered with department heads, HR Business Partners and Finance to develop Workforce Planning Process.
- Developed an executive dashboard / monthly reporting system to manage headcount and hiring plans.
- Supported the team to developed sourcing and selection processes to attract recent graduates.
- Managed job rotational program for Manufacturing Operations.
- Personally recruited Director-level and above hiring.

IBM, Dubai, UAE (CEEMEA / MENA) (Feb 2009 – July 2010)

CEEMEA (Central Eastern Europe, Middle East, Africa, and Russia) consists of 30 countries and over 90 languages. MENA consists of the Middle East and North Africa.

GTS Recruitment Leader and CEEMEA & MENA Recruitment Operations Leader

Global Technical Services is one of the world's largest IT service providers.

- Managed 10 recruiters throughout the Middle East region including the Recruiting Manager for CEE (Central Eastern Europe/Russia) and the Recruitment Marketing Manager for CEEMEA.
- Supported the CEEMEA region's planned 450 hires and graduate recruiting in MENA
- Built a new team and oversaw the planned hiring of 1,500-2,000 (mostly recent graduates) for a newly developed Global Delivery Center in Cairo, Egypt.
- Led MENA and supported the CEEMEA HR organization integrating a newly shared recruitment service delivery model.
- Personally responsible for providing senior-level recruitment across CEEMEA.
- Traveled extensively throughout the region

COGNOS CORPORATION, AMERICAS, Burlington, MA (May 2002 – January 2009)

Cognos a 1B Business Intelligence and Corporate Performance Management software company, was acquired by IBM in 2008.

Recruiting Manager, Americas

- Hired a team of 6 to deliver recruitment solutions supporting to 125+ hiring managers and executives in Sales, Technical-Sales, Professional Services, Marketing, and F&A.
- Transitioned the hiring function from an in-house recruitment model to an RPO vendor program.
- Established Hiring Excellence, an internal hiring certification program for managers focusing on behavioral interviewing skills, job profiling, and pre-hire assessment testing.
- Implemented Adler Group's Performance-based Interviewing and Selection methodology.
- Revamped 3rd-party vendor program by reducing the number of vendors from over 100 to 20.
- Improved time-hire metrics and recruiter/hiring manager relationships through targeted hiring events - 45% success rate.
- Achieved highest recorded level of sales hires in 2008. (98% of headcount plan)
- Spearheaded and launched newly created global Employee Referral Program covering 2000+ employees.
- Participated in a board-sponsored project to address sales attrition and recruitment.
- Represented the Americas Field Operations during the launch of a global ATS, PeopleSoft eRecruit.
- Selected by Sr. HR Management to develop a recruitment strategy integrated Corporate (CAN), LatAM, and US recruitment.
- Led integration with IBM – harmonized processes, policies, programs, vendor management, and recruitment technology.

NORTHERN LIGHT TECHNOLOGY, Cambridge, MA (May 1999 – September 2001)

Consumer and corporate search engine with an emphasis on corporate search and content management solutions.

Lead Recruiter

- Managed company-wide recruiting efforts during period of high-growth (40 -250 employees across Sales, R/D and Operations)
- Personally hired 90 technical and non-technical candidates over a two-year period.

THE SINCLAIR GROUP, Boston, MA (September 1997 – May 1999)

The Sinclair Group provided on-site "Managed Recruitment" services to high-growth technology companies.

Technical Recruiter

- Retained by Northern Light Technology to recruit Software Engineers, IS & IT and G&A.

EDUCATION

MS, Leadership (HR Concentration), Northeastern University, Boston, MA, 2008 - Summa Cum Laude

BS, Political Science, University of Massachusetts, Boston, MA,

- Selected to participate in a one-month intensive study on the historical and contemporary culture and political economy of Mexico at the Universal Institute in Cuernavaca, Mexico.

PROFESSIONAL CERTIFICATIONS AND ASSOCIATIONS

Certifications: Performance-based Hiring (The Adler Group), Behavioral-based Structured Interviewing methodology
DDI, HCI – Strategic Workforce Planning

HR Applications: Workday HCM, Taleo, BrassRing, PeopleSoft eRecruit, NetSuite Human Capital Management



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

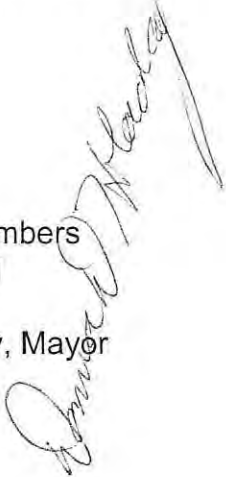
60 PLEASANT STREET - P.O. BOX 550
NEWBURYPORT, MA 01950
978-465-4413 PHONE
978-465-4402 FAX

To: President and Members
of the City Council

From: Donna D. Holaday, Mayor

Date: April 6, 2017

Subject: Re-Appointment



I hereby re-appoint, subject to your approval, the following named individual as Veterans Agent for Newburyport. This term will expire on April 1, 2018.

Kevin Hunt
14 Tenth Street
Newburyport, MA 01950



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

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

To: President and Members of the
City Council

From: Donna D. Holaday, Mayor

Date: April 6, 2017

Subject: Re-Appointment

I hereby re-appoint, subject to your approval, the following
named individual as Assistant Wiring Inspector. This term
will expire on May 1, 2018.

Barry J. McBride
5 Pine Street
Salisbury, MA 01952

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

**APPOINTMENTS
SECOND READING**

SECOND READING APPOINTMENTS

- **APPT031_04_10_17** Sean Bradley 31 Wildwood Dr Waterfront Trust 12/31/2017

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

ORDERS

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

THAT the City Council of the City of Newburyport authorizes the Mayor to execute and sign a Parking Space License agreement by and between the City of Newburyport and The United States Postal Service for a term of ten years commencing on or about June 1, 2017 and running until May 31, 2027 on the terms and conditions described in the license agreement marked "A" and attached hereto.

Jared J. Eigerman, Councillor



United States Postal Service as Owner
 Parking OR Temporary Space License

A.	LICENSOR:	<p>The United States Postal Service, an independent establishment of the Executive Branch of the United States Government</p> <p>Trade Name: The United States Postal Service Notice Address: 475 L'Enfant PL SW Washington, DC 20260-1862</p> <p>Attention: Sean Ford Telephone: 202 268 6167 E-mail address: sean.m.ford@usps.gov</p> <p>Payment address: Disbursing Office PO Box 21888 Eagan, MN 55121-0888</p> <p>Note: Annotate the following identification number: 245083-G01 on each payment.</p>									
B.	LICENSEE	<p>Name: City of Newburyport</p> <p>Notice Address: 60 Pleasant Street, Newburyport, MA 01950</p> <p>Attention: Richard Jones</p> <p>Telephone: 978.465.4408</p> <p>e-mail address: rjones@cityofnewburyport.com</p>									
C.	PROPERTY:	Newburyport-Main Office, 61 Pleasant St, Newburyport, MA 01950-9998									
D.	LICENSE AREA:	Exclusive use of the area that includes eighteen (18) assigned parking space(s) as designated in Exhibit A.									
E.	TERM:	Commencing June 1, 2017 and expiring May 31, 2027									
F.	LICENSE FEE:	<table border="1" data-bbox="490 1535 1523 1633"> <thead> <tr> <th>Months</th> <th>Monthly Fee</th> <th>Annual Fee</th> </tr> </thead> <tbody> <tr> <td>6/1/2017 – 5/31/2022</td> <td>\$666.67</td> <td>\$8,000.00</td> </tr> <tr> <td>6/1/2022 – 5/31/2027</td> <td>\$750.00</td> <td>\$9,000.00</td> </tr> </tbody> </table>	Months	Monthly Fee	Annual Fee	6/1/2017 – 5/31/2022	\$666.67	\$8,000.00	6/1/2022 – 5/31/2027	\$750.00	\$9,000.00
Months	Monthly Fee	Annual Fee									
6/1/2017 – 5/31/2022	\$666.67	\$8,000.00									
6/1/2022 – 5/31/2027	\$750.00	\$9,000.00									
G.	PERMITTED USE:	The License Area shall be used for a commercial parking lot for Vehicle Parking ONLY.									

EXHIBIT A
LICENSE AREA

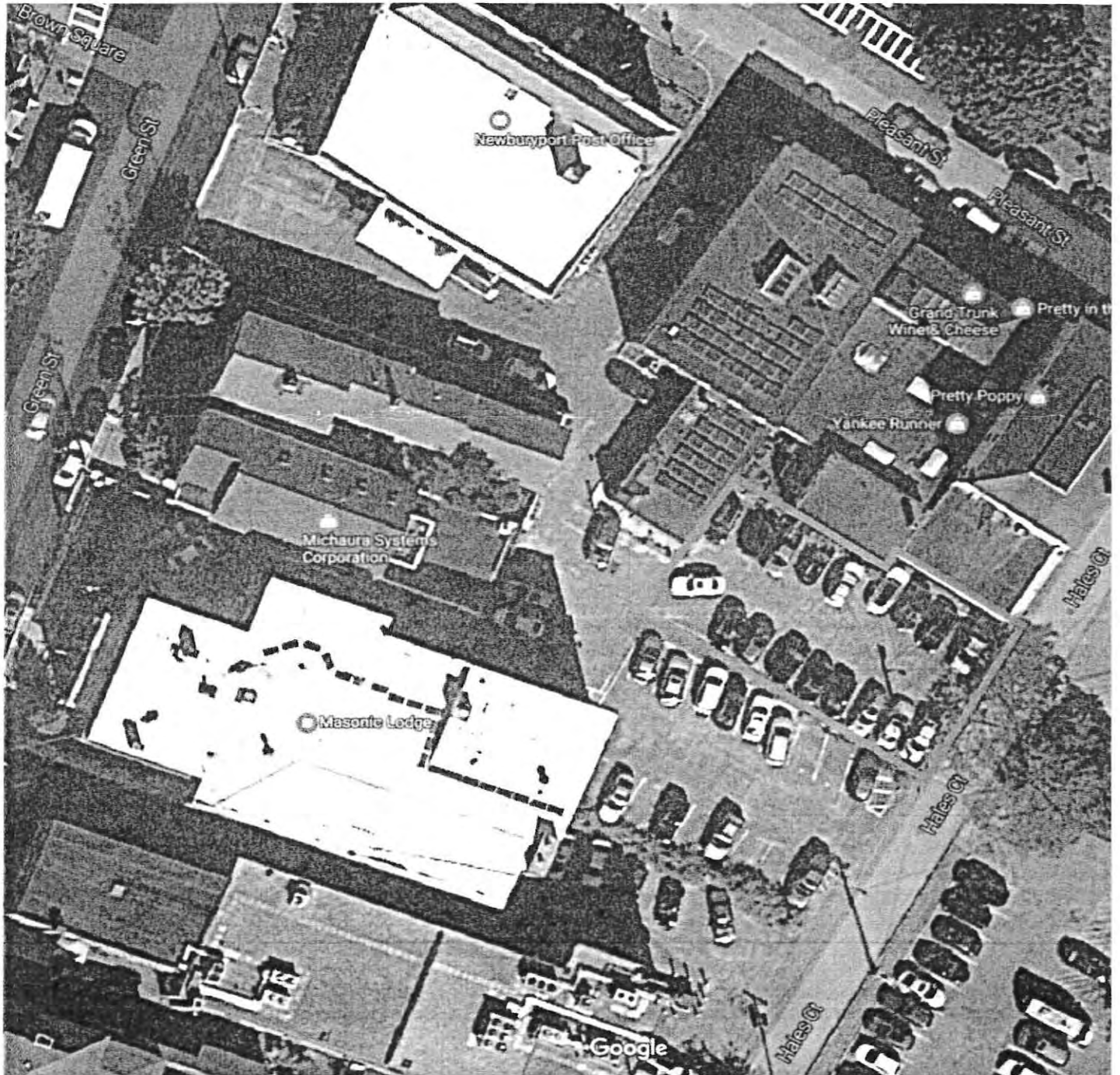


EXHIBIT C

Scope of Work

The City of Newburyport would like to lease the property located at #2-#4 Hale's Court (Lot / Map 2-4) within the City of Newburyport. This 15,600 square foot parking lot will be used for paid public parking. To bring this property into compliance for a paid public parking lot we would be doing the following:

1. Pavement Markings – Stripe the parking lot in white paint to delineate all the legal parking spaces. A van accessible handicap parking space will also be striped.
2. Kiosk - Install solar power Parkeon Pay by Display Kiosk at the entrance to the lot. This kiosk will be installed onto a 3' x 3' x 6" concrete pad as shown on the slide entitled 'Improvements'.
3. Bollards – There will be three bollards installed around the kiosk for protection from vehicles.
4. Signage – Signs regulating parking stating "Pay-at-Kiosk" will be installed in property onto sign poles that will be drilled into the ground (as shown on next slide). A 3' by 3' informational sign will also be installed on two sign posts at the entrance to the property. A Dig Safe order will be placed before any digging occurs.
5. Removal of US Government No Parking sign to avoid confusion.
6. Compact Car sign – Two compact cars only signs toward the rear of the lot.

Improvements

Plan showing the placement of the HP Van Accessible space, the kiosk pad for the kiosk, the proposed location of the new Parking sign, three bollards and two Pay at Kiosk signs & posts



CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

April 24, 2017

AN ORDER TO DESIGNATE STOP SIGNS AT THE INTERSECTION OF TEMPLE STREET AND FAIR STREET

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

Chapter 13	Traffic and Motor Vehicles
Article 4	Specific Street Schedules
Division 4	Stop and Yield Intersections
Section 13-136	Stop signs designated.

Pursuant to Section 13-136 of the Newburyport Code, the intersection of Temple Street (one-way northwesterly) and Fair Street (two-way, running southwest and northeasterly) shall be a three-way stop, with stop signs at the northerly, easterly, and southerly corners.

Councillor Jared J. Eigerman

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

April 24, 2017

THAT the City Council of the City of Newburyport hereby orders, pursuant to Code Section 13-166, that no person shall park any vehicle on the following streets or portions thereof as follows:

Street: Plum Island Turnpike

Restriction: No parking in the right turning lane immediately preceding the entrance to the headquarters for the Parker River National Wildlife Refuge located at 6 Plum Island Turnpike, Newburyport, MA and running north-westerly from said entrance for an approximate distance of 200 feet.

Councillor Zeid

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

April 24, 2017

THAT, the City votes to supplement each prior order of this Council that authorizes the borrowing of money to pay costs of capital projects to provide that, in accordance with Chapter 44, Section 20 of the General Laws, the premium received by the City upon the sale of any bonds or notes thereunder, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to pay project costs and the amount authorized to be borrowed for each such project shall be reduced by the amount of any such premium so applied.

Councillor Charles F. Tontar
Chair, Budget & Finance Committee



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

DONNA D. HOLADAY
MAYOR

ETHAN R. MANNING
FINANCE DIRECTOR/CITY AUDITOR

To: President and Members of the Newburyport City Council

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

Date: April 18, 2017

Subject: Application of Bond Premium

The Municipal Modernization Act made changes to Chapter 44, Section 20 regarding the permitted use of bond and note premiums. The law was amended to allow communities an option to appropriate premiums to pay project costs, thereby reducing the amount needed to borrow, which was only previously allowed for excluded debt projects.

Bond counsel requires approval of the enclosed order to supplement all prior outstanding borrowing orders (that have already been approved but not yet permanently financed) of the City to allow for the use of premium received on bonds and notes to pay for project costs (thereby reducing the par amount of the bonds to be issued for the projects). Attached is an excerpt from a Frequently Asked Questions (FAQ) document put together by the Department of Revenue regarding the impact of the Municipal Modernization Act on the application of bond and note premiums.

8. How does the Municipal Modernization Act change in the treatment of premiums received when issuing debt under MGL c. 44, sec. 20 apply to premiums received for borrowings authorized before November 7, 2016, the effective date of the Act?

Section 67 of the Municipal Modernization Act amends MGL c. 44, sec. 20 which governs the treatment of premiums received in connection with the sale of bonds or notes. Currently, premiums (net of issuance costs) are general fund revenue. As of November 7, 2016, premiums (net of issuance costs) are: (1) used to pay project costs and to reduce the amount of the borrowing authorization by the same amount when the borrowing vote so authorizes; or (2) reserved for appropriation for capital projects for which a loan has been, or may be, authorized for an equal or longer period of time than the loan for which the premiums were received.

Bonds or notes sold before November 7, 2016. Premiums received on bonds or notes authorized and sold before the effective date of the Municipal Modernization Act are general fund revenue that may not be spent without appropriation. MGL c. 44, sec. 53. However, if the borrowing is the subject of an approved Proposition 2½ debt exclusion, MGL c. 44, sec. 20 requires that the amount excluded be adjusted to reflect the true interest cost of the borrowing. Therefore, general fund premiums received for debt excluded borrowings must either be (1) reserved for appropriation to offset budgeted debt service in future years for the loan, or (2) appropriated to pay project costs. In the second option, the borrowing authorization must also be reduced by the same amount. The appropriation for project costs and commensurate reduction in borrowing authorization must be included in the original legislative body vote authorizing the loan, or a subsequent vote before or after the sale.

Bond or notes sold on or after November 7, 2016. Regardless of when the city or town authorized the loan, premiums received on bonds or notes sold on or after the effective date of the Municipal Modernization Act must be: (1) used to pay project costs and to reduce the amount of the borrowing authorization by the same amount when the borrowing vote so authorizes; or (2) reserved for appropriation for capital projects for which a loan has been, or may be, authorized for an equal or longer period of time than the loan for which the premiums were received. Note, however, that a city or town receiving premiums for debt excluded bonds or notes sold on or after November 7, 2016 will need to use the option to pay project costs and reduce the borrowing authorization in order to make the required interest cost adjustment. The authorization to use that option should be included in the original legislative body vote authorizing the loan, but may also be included by an amendment of the loan authorization that is voted before the sale.

Bond and municipal counsel should be consulted for language to be used to amend existing borrowing authorizations and to include in future authorizations in order to use premiums for project costs and reduce the amount authorized.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

April 24, 2017

A RESOLUTION CONGRATULATING ALL NEWBURYPORT STUDENTS ON 2016-2017 SCHOOL YEAR ACCOMPLISHMENTS WITH SPECIAL RECOGNITION OF JACKSON KEALEY, THIS YEAR'S NEWBURYPORT HIGH SCHOOL GRADUATING CLASS VALEDICTORIAN AND KATERINA CONNOR THIS YEAR'S NEWBURYPORT HIGH SCHOOL GRADUATING CLASS SALUTATORIAN

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

WHEREAS, The City of Newburyport highly values education as the ultimate investment in our collective futures

WHEREAS, The City's students have worked extremely hard throughout this school year to achieve excellence in all pursuits and deserve recognition for doing so

WHEREAS, The City seeks to recognize the achievements of the all of the City's students and the hard work of all those who work towards educating our children

NOW, THEREFORE, BE IT RESOLVED that:

1. Recognition of achievements. The City of Newburyport acknowledges and recognizes all students for their hard work and dedication towards their studies, extracurricular activities, sports, volunteer, work and all other pursuits
2. Sincere Congratulations. The City of Newburyport congratulates all students that received awards at Award Night held on April 12th, 2017, a listing of which is attached to this Resolution.
3. Special Congratulations. The City of Newburyport offers special congratulations to Jackson Kealey, Newburyport High School's Class of 2017 Valedictorian AND Katerina Connor, Newburyport High School's Class of 2017 Salutatorian for their superior academic achievement.
4. Expression of Gratitude. The City wishes to extend its gratitude and appreciation to teachers, administrators, staff, coaches and other staff who work towards the education of our children
5. Best Wishes. The City of Newburyport wishes the entire Class of 2017 its best as its students move onto their next endeavors and pursuits. Know that an entire City is behind you and proud of you.

Councillor Sharif I. Zeid

Councillor Joseph H. Devlin

Invited Guests (grades 9-10-11-12)

Aaliyah Abad	Ryan Archie	Nathan Armano	Hanna Ashe
Kiara Ashe	Lena Ashe	Molly Balentine	Calvin Barraclough
Ethan Basson	Spencer Bedard	Sarah Bellerose	Stefan Berling
Matthew Berube	Russell Bleau	Caroline Bortz	Sophie Boynton
Kevin Brennan	Emma Buxbaum	Jack Carleo	Owen Cavallaro
Samantha Cavanaugh	John Chambers	Nolan Chapman	Avery Clark
Trevor Cody	Page Cole	Olivia Coletti	Alivia Collette
Elsa Comparone-Barre	Isabella Costello	James Couturier	Aidan Crouzet-Pascal
Anna Cutrone	Peter D'Ambrosio	Marcelly daSilva	Ann deKanter
Lillian Dissette	Anna Doucette	Katherine Downey	Kaili Doyle
Sarah Durkee	Zachary Elias	Molly Elmore	Lucia Eramo
Abigail Fehlner	Alyese Ferreira	Sidney Ficht	Ciana Fleming
Trevor Foley	Maxwell Foltz	Olivia Frisch	Lucille Gagnon
Devyn Gallagher	Harleigh Gastman	Madeline Graf	Jacob Greco
Dillon Green	Ava Hazo	Julianne Heath	Zachary Hogan
Gianna Holt-DeStefano	Tyler Hoover	Lindsey Hunt	Stephen Jean
Camden Johnson	Sofia Juste	Martina Justiniano	Alyssa Keith
Noah Keller	Ellie Kerns	Justin Knight	Tyler Koglin
Lucy Kozan	Josef LaFranchise	Bridget Lane	Chloe Langley
Katherine Larson	Ashlyn Lasson	Samson LeBlanc	Brian Linehan
Camilia Loignon-Gagnon	John Lucey	Matthew Lyman	Brianna MacAskill
Abigail Maines	Owen Marshall	Juliana Martin	Cameron McDermott
Alexander McDougall	Reid McIntire	Parker McLaren	Diego Menegaz
Violet Merrill	Aidan Mone	Andrew Moreland	Carmela Murphy
Thomas Murphy	Zackary Naughton	Caitlin Neilson	Cassandra Nercessian
Ellen Nickodemus	Daniele Nogueira	Joshua O'Connor	Christopher O'Donnell
Meaghan O'Leary	Lance Olsen	Cole Olson	Julia Olson
Mary Osazuwa	Alexander Parr	Angela Patric	Laura Peicott
Hannah Pierce	Maggie Pons	Lauren Portalla	Cameron Richmond
Lindsey Roberts	Sarah Robinson	Hannah Rogers	Lucas Rollins
Bretton Ross	Austin Rosseau	Jessica Rosseau	Gabe Rundlett
Alexandra Sadowski	Madison Schmidt	Nicole Shoffner	Olivia Silverio
Alexandra Sirek	Skylar Sneider	Kelsey Soule	Olivia Sousa
John Spalding	Emma Speck-Wayne	Jillian Stallard	Karen Stetson
Cullen Sullivan	Declan Sullivan	Olivia Sullivan	Patrick Sullivan
Claire Thibeault	Sydney Thirkell	Caroline Tiernan	Tiegan Trach
Adrian Tran	Alexandra Trecartin	Julia Tribastone	Bruce Truesdale
Alexander van Vliet	Sadie Vandenberg	Madeleine Vincent	Stephanie Webster
Finnian Whalen	Luke Young	Delia Zaleski	Gabriel Zarkadcs

*59th Annual
Celebration of
Academic Excellence*

Newburyport High School



Thank you

Student Volunteers

Staff Volunteers

Parent Volunteers

April 12, 2017

PROGRAM

WELCOME	Elizabeth Cullen President, National Honor Society
REMARKS	Michael Parent Principal
INTRODUCTION OF GUEST SPEAKER	Elizabeth Cullen
SPEAKER	John Sokol Francis T. Bresnahan Scholar Athlete
AWARD TO SALUTATORIAN	Michael Parent Katerina Connor Principal
AWARD TO VALEDICTORIAN	Michael Parent Jackson Kealey Principal
AWARDING OF THE KEYS	Elizabeth Cullen Bronze Keys Silver Keys Gold Keys Mike Testa and Michael Parent
REFLECTION	Elizabeth Cullen

Music: Sam Losh & Max Faigen

Gold Keys ("B" average in every subject for seven semesters)

Nicholas Acquaviva	Kaitlin Ahern	Daniel Bennett	Olivia Blackman	Kaiti Blazon
Emma Bodwell	John Cahalane	Quinn Campbell	Sophia Carlat	Scott Childs
Katerina Connor	Elizabeth Cullen	Sophie Fagerquist	Emma Fitch	Sean Foley
Elizabeth Fortier	Thomas Furlong	Nicholas Gardner	Samantha Gardner	Harrison Good
Charlotte Graf	Kaylee Hawkes	Nicholas Hawley	Cullen Heath	Grace Johnston
Jackson Kealey	Kathleen Lacey	Charlie Lake	Sally Little	Alexandra Mackie
Olivia Maimaron	Julia Marchette	Dominic Noce	Olivia Olson	Charles Onsz
Emma O'Rourke	Lukas Phipps	Maev Power	Siobhan Powers	Mallory Robertson
Meghan Rogers	Alicia Ross	Isabelle Sarra	John Sokol	Julia Sousa
Samuel Spaulding	Ryan Tamayoshi	Olivia Thirkell	Rebecca Turi	Nicholas Washington
Liane Wilson	Sarina Wilson	Katherine Winn	Joy Zaniboni	Mirabel Zarkades

Silver Keys ("B" average in every subject for five semesters)

Rebecca Adams	Daniel Balentine	Sophie Balkind	Maia Battis-Wyatt	Riley Bleau
Andre Bonacorisi	Paige Bouchard	Benjamin Campbell	Jade Carpenter	Madeleine Clement
Cofin Cody	Ethan Coir	Carson Cole	Matthew Costello	Margaret Cote
Nicholas Cummins	William Cutrone	Ana Cyr	Grace Demeritt	Margaret Dener
Sean Doucette	Mark Doyle	Cameron Dunn	Hannah Durkee	Natalie Edwards
Grace Ellsworth	Spencer Emmith	Emma Filipancic	Emma Fisher	Noah Gillingham
Olivia Giunta	Rhea Givas	Elijah Gobbi	Paige Gouldthorpe	Ava Gridley
Jedidiah Groff	Anastasia Hansen	Kenneth Hodge	Maria Hogan	Stewart Hoover
William Hunt	Victoria Justiniano	Olivia Katavolos	Samantha Kelleher	Annaliese Keller
Emily Laliberty	Molly Laliberty	Samuel Losh	Isabella Maida	Myles Maloof
Emily Marino-Babcock	Matthew Martiu	Noah Menin	Elijah Miller	Kaitlin Morris
Liliana Morris	Cameron Obuchowski	Madeline O'Donnell	Malcolm Okaya	Caelin Olson
Amy O'Rourke	Berit Palma	Ryan Partlan	Alison Peterson	James Pflingst
Alexa Proctor	Liam Rees	Skyler Ribicandria	Dylan Rogers	Sydney Rogers
Ashley Roy	Hannah Schilling	Gretel St. Lawrence	Emma Steeves	Silja Steinmann
Jennifer Stuart	Brian Toolan	Meredith Vartabedian	Maev Whelan	Michael Wilkinson

Bronze Keys ("B" average in every subject for three semesters)

Samuel Acquaviva	Allison Bartlett	Matthew Bean	Caroline Bell	Nicholas Bennett
Ava Black	Harry Blackman	Christopher Blangiardi	Nicole Blangiandi	Harry Bovee
Kassandra Boylan	Meagan Bragole	Colleen Byron	Eric Capri	Zachary Childs
Olivia Clegg	Jacob Cole	Kyle Colwell	Christopher Connor	Matthew Cottone
Emily Coulombe	Meaghan Crowley	Caroline Cullen	Zachary Cutter	Lauren Dawe
Emilie deKanter	Karl Dorogy	Joshua Doyle	Thomas Doyle	Cavan Dunn
Tess Eagan	Avery Elmore	Donya England	Lilian Fichera	Hannah Ford
Grayson Fountain	Maya Gastman	John Gendron	Karalyn Georgopoulos	Emma Gimbrere
Paul Goguen	Ava Grady	Jillian Gray	Olivia Gretz	Jaedin Guldenstern
Aiden Guthro	Victoria Hackett	Jack Hatley	Christopher Halliday	Jacqueline Hancock
Chloe Hansen	Kasey Hansen	Skylar Harrington	Shay Hawley	Anna Hickman
Jane Hillhouse	Matthew Holmes	Crystal Huang	Olivia Iannini	Amanda Ives
Madison Johnston	Alexander Kelleher	Rebecca Kench	Nicholas Khraibi	Roger Korpias
Jeevan Kowalski	Emily Kress	Gregory Lagasse	Han Lambert	Jake Lane
Maximus Langis	Logan Lattime	Caroline Laughlin	Amanda Linchan	Caroline Link
Amanda Lucci	Samantha Lucy	Cameron MacRae	Trent Markey	Mateo McDermott
Savannah McDonald	Eamon McElhinney	Ashley McIntire	Casey McLaren	Katherine Mead
Bradley Moore	Ciana O'Malley	Krysta Padellaro	Lillian Page	Sophia Page
Chase Pantelis	Lila Piacquad	Abigail Picciano	Jared Picciano	Jack Reeves
Olivia Salvatore	River Sava	Emma Schonemann	Isabel Schonemann	Isabella Schwind
Julia Shactman	Katherine Sheehy	Grace Shelley	Anne Siemasko	Alexi Silverio
Joel Skaff	Connor Smith	Madison Smith	Richard Smith	Cole Spence
Zachary Stevenson	Katherine Strauss	Callan Sullivan	Julia Tieman	Nicholas Toolan
Juliet Truesdale	Michael Twomey	Noah Van Schalkwyk	Isabella Vega	Drew Ventura
Courtney Walsh	Seamus Webster	Henry Weese	Cameron White	Julie Wilmot
				Kendall Woods

COMMITTEE ITEMS

BUDGET & FINANCE COMMITTEE ITEMS

1. **TRAN012_04_10_17** - Sewer Ret. Earn. 66,625.19, CIP WWTF Fence 12,358.05, CIP WWTF Improvements 11,016.76 to Pump&Valve Replacements 90K (with Public Utilities)
2. **TRAN013_04_10_17** - Rsv Appr I/I Fees 250K to Sewer & Manhole 250K (with Public Utilities)
3. **TRAN014_04_10_17** - Water Ret. Earn. 115K to WTP Sump Pump Repair 50K, Artichoke Pump Station Roof Repairs 25K, Sludge Removal in Lagoons 40K (with Public Utilities)
4. **TRAN015-04-10-17** - Free Cash 45K to Medicare Part B Reimbursement 45K
5. **TRAN016_04_10_17** - Free Cash 46,830 to Purchase of jkPickup w/ Plow 46,830
6. **COMM041_04_10_17** – Annual Audit of FY16 Financial Statements
7. **TRAN018_04_10_17** - Mult. Acnts to (Nock/Molin Parking Lot Repairs and Repaving \$300,000
8. **TRAN019_04_10_17** -Mult Acnts to Communication System,\$88,500
9. **TRAN020_04_10_17** Mult Acnts to Information Technology Hardware \$52,500 (w/COW)



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

Department: Department of Public Services

Submitted by: Anthony Furnari, DPS Director

Date Submitted: 4/10/2017

Transfer From:

Account Name	Sewer Retained Earnings	YTD Bal:	\$	1,339,115.00
Account Number:	61-35920	Trans In:	\$	-
Amount:	\$66,625.19	Trans Out:	\$	80,000.00
Why are Funds Available:	<i>The Massachusetts Department of Revenue certified Retained Earnings for the Sewer Enterprise Fund for FY2017 at \$1,419,115. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council.</i>			

Transfer From:

Account Name	CIP WWTF Fence	YTD Bal:	\$	12,358.05
Account Number:	3414-59600	Trans In:	\$	-
Amount:	\$12,358.05	Trans Out:	\$	-
Why are Funds Available:	<i>Residual balance remaining in the capital project account to replace the fence at the Wastewater Treatment Facility.</i>			

Transfer From:

Account Name	CIP WWTF Improvements	YTD Bal:	\$	11,016.76
Account Number:	3201-59600	Trans In:	\$	-
Amount:	\$11,016.76	Trans Out:	\$	-
Why are Funds Available:	<i>Residual balance remaining in the capital project account to design the Wastewater Treatment Facility.</i>			

Transfer To:

Account Name	Pump and Valve Replacements	YTD Bal:	\$	-
Account Number:	New	Trans In:	\$	-
Amount:	\$90,000.00	Trans Out:	\$	-
Why are Funds Required:	<i>See attached explanatory memorandum.</i>			

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

Date: 4/4/17
 Date: 4/4/17



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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: April 4, 2017
Subject: Request for Transfer to fund Pumps and Valves/Actuators

I am writing to respectfully request approval of an appropriation to fund the replacement of pumps, valves and actuators at the City's Wastewater Treatment Facility.

The request was submitted in the Capital Improvement Program (CIP): FY2017-FY2021 for the Sewer Enterprise Fund. This project was reviewed by the Water and Sewer Commission and recommended for funding from the following sources:

Funding Source	Amount
Sewer Enterprise Fund Retained Earnings	\$66,625.19
CIP WWTF Fence	\$12,358.05
CIP WWTF Improvements	\$11,016.76
Total	\$90,000.00

The return activated sludge (RAS) and waste activated sludge (WAS) pumps currently in place were installed in 1976 with an anticipated lifespan of 30 years. During the recent Wastewater Treatment Facility Improvement projects, the motors were replaced but not the actual pumps. The pumps are used for pumping waste, moving sludge and are an integral part of the Wastewater Treatment Facility. They are badly worn, highly inefficient and failure is eminent.

I strongly support the Department of Public Services and Water and Sewer Commission with the attached transfer request. I thank you for your consideration.



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

Department: Department of Public Services
Submitted by: Anthony Furnari, DPS Director **Date Submitted:** 4/10/2017

Transfer From:

Account Name	<u>Rsv for Appr I/I Fees</u>	YTD Bal:	<u>\$ 575,363.01</u>
Account Number:	<u>2723-59600</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$250,000.00</u>	Trans Out:	<u>\$ -</u>
Why are Funds Available:	<u>The Inflow/Infiltration ("I/I") Fee was created in 1999 as a one-time charge of \$3/gallon when a user connects or adds to the wastewater collection system. This is a Reserve for Appropriation account with the designated purpose of financing I/I identification, elimination and rehabilitation efforts.</u>		

Transfer To:

Account Name	<u>Sewer & Manhole Replacement Project</u>	YTD Bal:	<u>\$ -</u>
Account Number:	<u>New</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$250,000.00</u>	Trans Out:	<u>\$ -</u>
Why are Funds Required:	<u>See attached explanatory memorandum.</u>		

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

Donna D. Holaday
Ethan R. Manning

Date: 4/4/17
 Date: 4/4/17



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

To: President and Members of the City Council
From: Donna D. Holaday, Mayor
Date: April 4, 2017
Subject: Request for Transfer Funds to I/Inflow Sewer Replacement and Manhole Project

I am writing to respectfully request approval of an appropriation from the Sewer Inflow and Infiltration (I/I) receipts reserved for appropriation fund in the amount of \$250,000 to fund the first phase of the I/I Sewer Main and Manhole Replacement/Rehab Project.

The following request was submitted in the Capital Improvement Program (CIP): FY2017-FY2021 for the Sewer Enterprise Fund. This project was reviewed by the Water and Sewer Commission and recommended for funding from I/I funds.

At the March 22, 2017 Water and Sewer Commission meeting, Jamie Tuccolo presented the I/I Sewer Main and Manhole Replacement/Rehab Project. Currently, portions of the City have older sewer mains, which are aging clay pipe; some areas are in good condition, others areas are not so good. The goal of this project is to replace the aging lines with PVC, thereby reducing the amount of ground water, commonly referred to as I/I, from entering the collection system, ultimately reducing the amount of inflow to the Wastewater Treatment Facility.

The I/I account is funded through fees paid by property owners when permitted construction results in increased flows to the wastewater system. This is a reserve for appropriation account with the designated purpose of financing I/I identification, elimination and rehabilitation efforts; the current balance is \$575,363.

Thank you in advance for your consideration.



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

Department: Department of Public Services
Submitted by: Anthony Furnari, DPS Director **Date Submitted:** 4/10/2017

Transfer From:

Account Name	Water Retained Earnings	YTD Bal:	\$ 1,910,192.00
Account Number:	60-35920	Trans In:	\$ -
Amount:	\$115,000.00	Trans Out:	\$ 60,000.00
Why are Funds Available:	<i>The Massachusetts Department of Revenue certified Retained Earnings for the Water Enterprise Fund for FY2017 at \$1,970,192. These funds are available for any legal expenditure with the approval of the Mayor and a majority vote of the City Council.</i>		

Transfer To:

Account Name	WTP Sump Pump Repair	YTD Bal:	\$ -
Account Number:	New	Trans In:	\$ -
Amount:	\$50,000.00	Trans Out:	\$ -
Why are Funds Required:	<i>See explanatory memo from Mayor Holaday.</i>		

Transfer To:

Account Name	Artichoke Pump Station Skylight/Roof Repairs	YTD Bal:	\$ -
Account Number:	N/A	Trans In:	\$ -
Amount:	New	Trans Out:	\$ -
Why are Funds Required:	<i>See explanatory memo from Mayor Holaday.</i>		

Transfer To:

Account Name	Sludge Removal in the Lagoons	YTD Bal:	\$ -
Account Number:	N/A	Trans In:	\$ -
Amount:	New	Trans Out:	\$ -
Why are Funds Required:	<i>See explanatory memo from Mayor Holaday.</i>		

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

Donna D. Holaday
Ethan R. Manning

Date: 4/4/17
 Date: 4/4/17



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WWW.CITYOFNEWBURYPORT.COM

To: President and Members of the City Council
From: Mayor Donna D. Holaday
Date: April 4, 2017
Subject: FY17 Capital Transfer Request - Water Enterprise Funds

The following requests were submitted in the five-year capital improvement program for the Water Enterprise Fund. These capital needs were reviewed by the Water and Sewer Commission and recommended for appropriation from enterprise fund retained earnings.

Project	Amount
WTP Sump Pump Repair	\$50,000
Artichoke Pump Station Skylight/Roof Repairs	\$25,000
Sludge Removal in the Lagoons	\$40,000
Total	\$115,000

- **WTP Sump Pump Repair**

Cost: \$50,000

Rationale: The backup sump pump for the Water Treatment Plant has broken its main impellor shaft. The repair will require that the motor and pump assembly are removed and replaced. The location of the large pump assembly under the existing concrete stairs will require special rigging to execute the work. This equipment was not replaced during the most recent Water Improvement Program.

- **Artichoke Pump Station Skylight/Roof Repairs**

Cost: \$25,000

Rationale: The roof skylight hatches which are located directly over the raw water pumps and motors are leaking. The inside ceilings and skylight access hatchways are showing water damage and large sections of the ceilings are starting to fall apart. Repairs to the roof, hatches and ceilings should be done before sections of the ceiling materials fall onto the pumps, motors, and related electrical gear. The Artichoke Pump Station was constructed in 2004.

- **Sludge Removal in the Lagoons**

Cost: \$25,000.00

Rationale: The sludge levels in lagoons has continually increased as the yearly sludge pumping removal and drying process only allows a limited quantity of sludge to be dried and shipped. The excess sludge levels in the lagoon cannot be pumped due to its hardened nature and mechanical methods will be required to transfer the material to the drying bed. Allowing the excess sludge levels to continually build up in the lagoons could result in sludge carryover.

At the start of FY2017, the Department of Revenue certified a retained earnings balance of \$1,970,192 for the Water Enterprise Fund. Previously a transfer request of \$60,000 was approved. The attached transfer request totals \$115,000, leaving a balance of \$1,795,192.

I strongly support the Department of Public Services and Water and Sewer Commission with the attached transfer request. I thank you for your consideration.



City of Newburyport

FY 2017

BUDGET TRANSFER REQUEST

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 4/10/2017

Transfer From:

Account Name	<u>General Fund - Free Cash</u>	YTD Bal:	<u>\$ 2,154,652.00</u>
Account Number:	<u>01-35910</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$45,000.00</u>	Trans Out:	<u>\$ 219,350.00</u>
Why are Funds Available:	<u>The Massachusetts Department of Revenue certified Free Cash for</u>		
	<u>FY2017 at \$2,374,002. These funds are available for any legal expenditure with the approval of the</u>		
	<u>Mayor and a vote of the City Council.</u>		

Transfer To:

Account Name	<u>Medicare Part B Reimbursement</u>	YTD Bal:	<u>\$ -</u>
Account Number:	<u>01914001-51703</u>	Category:	<u>\$ -</u>
Amount:	<u>\$45,000.00</u>	Trans I/O:	<u>\$ -</u>
Why are Funds Required:	<u>See attached explanatory memorandum.</u>		

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

Donna D. Holaday
Ethan R. Manning

Date: 4/4/17
 Date: 4/4/17



CITY OF NEWBURYPORT, MASSACHUSETTS

Human Resources Office
60 Pleasant Street
Newburyport, MA 01950
Phone: 978-465-5896 • Fax: 978-463-2892

To: President and Members of the City Council

From: Tracy Maynard, Human Resources Director

Date: March 29, 2017

Re: Budget Transfer Request of \$45,000 for Medicare Reimbursement Payments

The original Public Employee Committee (PEC) Memorandum of Agreement (MOA) in FY2010 stated that all subscribers who became eligible for Medicare would transfer to Medicare and the City would pay the Part B premium penalty and 15% of the enrollment cost. This was intended to address the initial necessary migration from retirees from the City's Active Plan to Medicare and the City's Medex II Supplement Plan with the adoption of the Section 18A of Ch. 32B of M.G.L in 2009.

Subsequent Appendixes to the MOA, outlined the Medicare Part B reimbursement payments (\$240.00 in FY13; \$250.00 in FY14 to include payment for retirees not Medicare eligible on the City's Active Insurance Plan; \$187.50 in FY15; \$125 in FY16). In FY2016 the City paid out \$125.00 per eligible subscriber and their spouses totaling \$59,625.00.

It was our understanding that FY2016 was the final year of this payment; therefore, it was not included in the FY17 budget. The PEC presented the City with an FY2017 Appendix to the MOU in February of 2017 (eight months into the fiscal year) which included the Medicare reimbursement of \$125.00 per retiree (this time not including spouses). The PEC presented this Appendix to the Mayor on March 23, 2017 stating that because the PEC never voted to remove the payment from the MOU, it needs to remain in effect. The total cost of the payment for the City is \$45,000.

Please contact me with any questions.

Thank you.



City of Newburyport FY 2017 BUDGET TRANSFER REQUEST

Department: Mayor's Office
Submitted by: Donna D. Holaday, Mayor **Date Submitted:** 4/10/2017

Transfer From:

Account Name	<u>General Fund - Free Cash</u>	YTD Bal:	<u>\$ 2,154,652.00</u>
Account Number:	<u>01-35910</u>	Trans In:	<u>\$ -</u>
Amount:	<u>\$46,830.00</u>	Trans Out:	<u>\$ 219,350.00</u>

Why are Funds Available: The Massachusetts Department of Revenue certified Free Cash for FY2017 at \$2,374,002. These funds are available for any legal expenditure with the approval of the Mayor and a vote of the City Council.

Transfer To:

Account Name	<u>Purchase of 1 Ton Pickup with Plow</u>	YTD Bal:	<u>\$ -</u>
Account Number:	<u>New</u>	Category:	<u>\$ -</u>
Amount:	<u>\$46,830.00</u>	Trans I/O:	<u>\$ -</u>

Why are Funds Required: The purchase of a 1 ton pickup truck with plow and utility body appears in the five-year capital plan for FY2017 (SC025). The schools explored the option of financing the truck through a 3 year lease to purchase agreement, which is why this did not appear in the original FY2017 capital funding request. After looking at the financing costs for a lease to purchase, the more feasible option was finance with cash. This replaces a 15 year old truck that is well beyond its useful life and cannot pass inspection.

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

Donna D. Holaday
Ethan R. Manning

Date: 4/4/17
Date: 4/4/17



QUOTE

CUSTOMER

Contact Name: Steve Bergholm
 Company/Dept: Newburyport Public Schools
 Street Address: _____
 City, State, Zip: _____
 Phone: 978-465-4440
 E-Mail: sbergholm@newburyport.k12.ma.us

Date: March 21, 2017
 Valid for: 6/30/2017
 Customer #: _____
 Contract: PCC 15-16-17-18-19
 Sales Rep: Jay Matisko

CONTRACT LINE REFERENCE	LINE DESCRIPTION	UNIT PRICE	QTY.	EXTENDED PRICE
F3H	F350 SRW Pickup Truck, 8' bed			\$ 23,652.00
	4X4			3,773.00
	Color: Oxford White			Incl.
	6.2L V-8 gasoline engine			Incl.
	6 Speed automatic transmission			Incl.
	Air conditioning			Incl.
	AM/FM Stereo with digital clock			Incl.
	Class III Receiver Hitch			Incl.
	Heavy duty Vinyl Seats & Floor			Incl.
66D	Bed Delete			(525.00)
512	Spare Tire and jack w/ bed delete			285.00
473	Snow plow prep			85.00
213	Electric Shift 4X4			180.00
90L	Power Equipment Group			900.00
TBM	All Terrain tires			160.00
18B	Factory Cab Steps (Running Boards)			310.00
66S	Factory Upfitter switches			160.00
8.02	8' Utility body (Match)			6,995.00
8.20	Overhead Ladder rack system			795.00
8.22	Master Locking System			525.00
8.27	Inside Compartment rope lighting			595.00
7.05	Trailer plug (7- RV)			175.00
22.16	Slide in Pintle Ball combo			135.00
2.18	Fisher 8 HD snow plow w/ edge			5,795.00
2.28	Fisher Steel Sno Foil			445.00
4.09	Whelen LED Hideaways (2) front Amber			220.00
1.06	Whelen Mini Liberty LED Lightbar Amber			895.00
1.23	Whelen M7AC LED Lights (2) rear Amber			405.00
1.16	Electronic back-up alarm			80.00
22.03	Rhino spray on bed, sides, and tops			790.00
*****Contract expires 6-30-17*****				
				TAX:
TOTAL:				\$46,830.00

TERMS AND CONDITIONS

*This quote is valid for 60 days from the date of quote. Any purchase orders or approved quotes received outside of the 60 day quote period will be subject to price adjustments. By signing this quote, the customer is agreeing to pay, in full, for all items listed above. Any requests for changes, modifications, replacements, removals or additional items may be subject to additional fees and/or adjusted delivery dates.

M.G.L c. 30B applies to the procurement of all commodities quoted. Contract items have been collectively purchased pursuant to M.G.L c 30B sec 1c and M.G.L c.7 sec 22B. The government body is responsible to determine the applicability of M.G.L. c30B to off contract items, but not limited to, off contract items that have already been properly procured under M.G.L. c30B sec 1c and M.G.L. c7 sec 22A (purchases from a vendor on contract with the Commonwealth), other contracts procured under M.G.L. c30B sec 1c and M.G.L. c. 30B contract between the vendor and the jurisdiction. All off contract items must be procured under M.G.L. c. 30B.

The terms and conditions stated herein and the provisions of any agreement between MHQ and Buyer, if applicable, shall constitute the complete and only terms and conditions applicable to any and all purchases by Buyer from MHQ. Any additional and/or different terms and/or conditions printed anywhere including on, or with, Buyer's order shall be inapplicable in regard to any purchase by Buyer from MHQ.

ORDER ACKNOWLEDGEMENT

By signing this document you are agreeing to the above terms and conditions of this order from MHQ, Inc.

x

PRINT NAME

x

TITLE

x

SIGNATURE

Quote provided by Jay Matisko , Account Manager at MHQ
(508) 573-2622 or jmatisko@mhq.com



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

DONNA D. HOLADAY
MAYOR

ETHAN R. MANNING
FINANCE DIRECTOR/CITY AUDITOR

To: President and Members of the Newburyport City Council
From: Ethan R. Manning, Finance Director/City Auditor
Date: March 29, 2017
Subject: Annual Audit of the City's FY 2016 Financial Statements

The certified public accounting firm of Melanson, Heath & Company has completed the annual audit of the City's FY 2016 financial statements. This audit must be performed by an independent CPA firm and is required by bond rating agencies, financial institutions, and various state and federal government entities. A copy of the audit is on file in the City Clerk's Office for your review.

The audit was conducted in accordance with auditing standards generally accepted in the United States and standards applicable to financial audits contained in the publication, Government Auditing Standards, issued by the Comptroller General of the United States. These standards require that the audit be performed to obtain a reasonable assurance that the City's financial statements are free of material misstatements. In addition, the audit assesses the accounting principles used and significant estimates made by City management.

The audit indicates that the City's Financial Statements and Schedule of Expenditures of Federal Awards, as required by OMB Circular A-133, are presented fairly, in all material respects, and are in conformity with accounting principles generally accepted in the United States of America.

The audit also includes a management report that contains recommendations for strengthening internal controls and operating efficiency. Overall, it was a favorable audit that did not result in any materials weaknesses or significant deficiencies for the second year in a row. The City continues to work to address the current and prior year recommendations contained in the FY 2016 management letter.

These recommendations include 1) making improvements to the accounting for compensated absences by tracking vacation and sick leaves on employee's pay stubs, 2) continuing work with the City's Trust Fund Commission on a formalizing policies and procedures for the expenditure of trust fund monies, 3) creating a spreadsheet to centralize

the tracking of unapportioned betterments that are currently tracked at the parcel level in the software system, 4) formalizing a fund balance/net position policy, 5) improving the funding and timing of payroll and vendor warrants, and 6) preparing for new Governmental Accounting Standards Board (GASB) statements related to Other Postemployment Benefits (OPEB), as well as, 7) new requirements for all federal grants received over \$750,000.

Current year recommendations include 8) implementing changes resulting from the passage of the Municipal Modernization Act and 9) continuing to make improvements to the bank account reconciliation process. Over the past three years, the City has made substantial progress in improving the cash reconciliation process, including a daily reconciliation of the City general ledger to the Treasurer's cashbook. There are, however, a number of old reconciling items, as the independent auditors note, that are being carried on the Treasurer's reconciliation between the bank statements and cashbook, which should be resolved in a more timely manner.

The City established a Financial Policies and Procedures manual back in 2012 and continues to adapt the document to address many of the recommendations contained in the report. Additionally, given the inclusion of the Newburyport Contributory Retirement System as part of the City's annual audit, Melanson, Heath & Company was able to issue an unqualified or "clean" opinion of the City's FY2016 financial statements for the fourth year in a row.

Please feel free to contact me if you have any questions. A copy of the full audit report is on file in the City Clerk's Office. The City's financial statements can also be found on the City's website under the Finance Department.

TRAN018_04_10_17

- **Nock/Molin Parking Lot Repairs and Repaving**

Cost: \$300,000

Rationale: The Nocks Molin parking lot is in extremely poor condition and needs a total replacement. Lighting is also poor in most areas of the parking lot and needs to be improved for safety reasons. The estimated cost comes from quotes provided during the recent renovation project. This project was considered to be included as part of that project, but there was insufficient budget to do so.

TRAN019_04_10_17

- **Communication System**

Cost: \$88,500

Rationale: The purpose of this project is to upgrade all networked phone systems that were initially installed in 2011. The scope of work is to upgrade all locations to latest Vertical telephony software releases, replace phone systems' server hardware and add more storage capacity including 5.0 upgrade enhanced feature sets. Currently we are unable to add new manufacturer phone sets to our older systems and software and older phone sets that do still work with existing older systems are hard to find and are increasingly more expensive to purchase. The need to perform this upgrade is *also* a public safety need as our police and fire communications rely on this platform. The cost of the project also includes support and maintenance for 5 years going forward; similar to the initial installation in 2011.

TRAN020_04_10_17

- **Information Technology Hardware**

Cost: \$52,500

Rationale: Replaces 30 computers, 4 networking switches and 2 multifunction large volume copier/scanners. The City's Computer Inventory is being replaced on a 48 month cycle to ensure that equipment is maintained within warranty, performs adequately with sufficient specification to run all required applications as efficiently as possible. The City's networking Switch infrastructure is being replaced on a similar cycle so as to maintain network performance and integrity upon which the server, computer and communications systems rely. Lastly, every year we schedule two of our large volume multifunction copier/scanners to be replaced due to wear and tear. This schedule is working well and serves to maintain an efficient functioning printing environment.

GENERAL GOVERNMENT COMMITTEE ITEMS

- **ORDR005_01_30_17** Human Rights Commission Resolution (**COW**)

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

January 30, 2017

**RESOLUTION CONFIRMING FAITH AND CONFIDENCE IN NEWBURYPORT'S
COMMITMENT TO CIVIL RIGHTS,
AND GRATITUDE TO ITS HUMAN RIGHTS COMMISSION**

WHEREAS, Newburyport's formal commitment to civil rights predates both the Massachusetts Constitution of 1780 and the United States Constitution of 1789, through endorsement by its delegates of *The Essex Result*, dated April 29, 1778, drafted by Newburyport jurist Theophilus Parsons, and providing, in part:

"All men are born equally free. The rights they possess at their births are equal, and of the same kind;"

"Over the class of unalienable rights the supreme power hath no control, and they ought to be clearly defined and ascertained in a BILL OF RIGHTS, previous to the ratification of any constitution;" and

"[The committee] aimed that all the members of the state should enjoy political liberty, and that their civil liberties should have equal care taken of them – in fine, that they should be a free and an happy people;"

WHEREAS, Newburyport native William Lloyd Garrison, once unpopular in his hometown but whose statue stands in honor outside our City Hall, advocated tirelessly for the equality of all Americans, men and women, for which history has vindicated him;

WHEREAS, through our nation's wars, Newburyport residents have pledged, and many have sacrificed, their lives to combat tyranny, end slavery, and protect civil liberties; and

WHEREAS, the Newburyport Code provides that "It is the policy of the City of Newburyport to promote and support a sense of welcome, inclusion, and worth for all and the elimination of prejudice, intolerance, discrimination, and acts of hate in our community," and establishes a Human Rights Commission to further such policy.

Gen Gow
Gow
Full 10 yrs 1pb

NOW, THEREFORE, the Newburyport City Council confirms its faith and confidence in our city's commitment to civil rights, as well as its gratitude to the Newburyport Human Rights Commission as it works to ensure that our commitment benefits all residents.

Respectfully Submitted,

Councillor Edward C. Cameron, Jr.

Councillor Jared J. Eigerman

Councillor Bruce L. Vogel

LICENSE & PERMIT COMMITTEE ITEMS

COMM0042 04 1 0 17 Outdoor Seating Application - Harbor Creamery

ODNC001_01_30_17 BYOB Ordinance



NEW FILING
 RENEW

City of Newburyport

Application

Food Establishment Outdoor Seating on Public Property

Date: 3/31/2017

Name of Business Owner: Merrilee Steeves

Name of Property Owner: Dan Abdulla

Business Name: Harbor Creamery

Business Address: 39 Pleasant Street Business Phone: 978-519-3093

Number of Tables Requested: 0 Dimensions: _____ Material: _____
 Number of ^{BENCHES} Chairs Requested: 2 Dimensions: 35" H x 48 1/2" W x 24" D Material: White/All weather high-density composite

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

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

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

Application Requirements

Please submit the following documents with the completed application to:

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

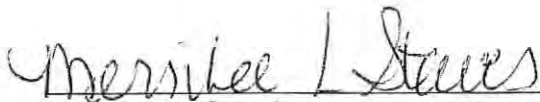
- 1) Applicants must provide evidence of liability insurance to the City Clerk with minimum coverage in the amount of one million dollars, naming the City of Newburyport as co-insured. This insurance coverage must be in force for the duration of the approved period.


Application - Food Establishment Outdoor Seating on Public Property

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

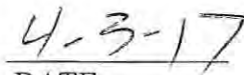
RELEASE AND INDEMNITY AGREEMENT TO ENCUMBER A PUBLIC WAY

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


Signature of Business Owner


DATE


Signature of ADA Coordinator
(Building Department)


DATE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/31/2017

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

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

PRODUCER Eastern Insurance Group LLC 233 West Central St Natick MA 01760		CONTACT NAME: Lori Keiffer PHONE (A/C, No, Ext): (800) 333-7234 FAX (A/C, No): E-MAIL ADDRESS: LKeiffer@easterninsurance.com	
INSURED Harbor Creamery, LLC 39 Pleasant street Newburyport MA 01950		INSURER(S) AFFORDING COVERAGE INSURER A: Hartford Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC #

COVERAGES **CERTIFICATE NUMBER:** Master 17-18 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR. INSD. WVD.	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRG. JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER		08SBAIX2414	3/31/2017	3/31/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 50,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Employee Benefits \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Ex accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A			PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Property		08SBAIX2414	3/31/2017	3/31/2018	BUS Prop 90000 DED 1000

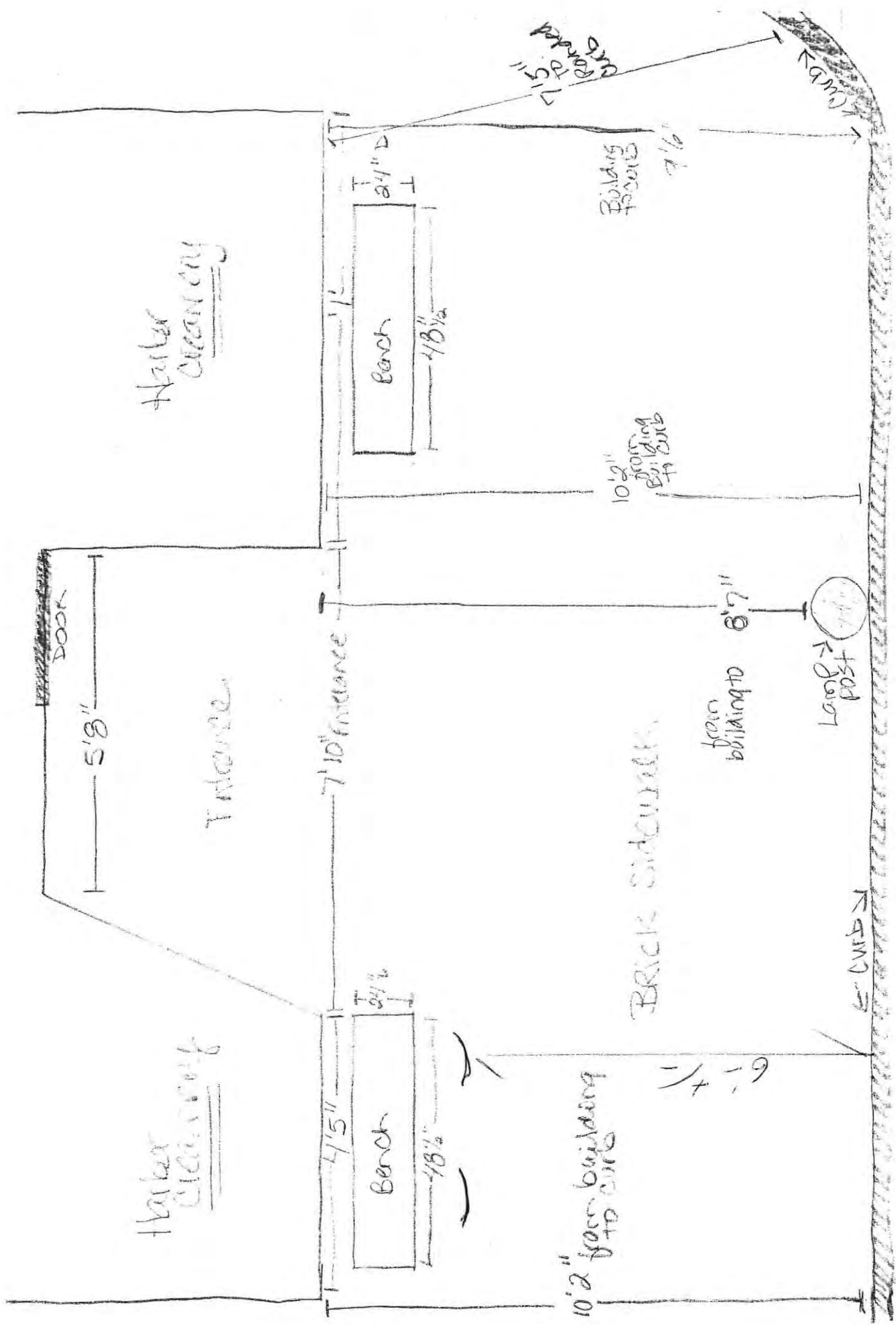
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The City of Newburyport is named as additionally insured with respect to general liability for bench adjacent to property

CERTIFICATE HOLDER**CANCELLATION**

City Of Newburyport 60 Pleasant Street Newburyport, MA 01950	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE John Koegel/SMORRI
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ALL-WEATHER FURNITURE

When we say "all weather," we mean it. From the hottest sun to the fiercest storm, this collection of American-made furniture won't rot, splinter, warp, crack or ever need to be painted.



USA Bean's All-Weather Furniture

Tested to withstand any weather. Built to last season after season.

A-J. We built this high-quality, low-maintenance furniture from partially recycled materials and it's virtually maintenance free. Each piece is heavy enough to withstand wind. Roomy slat seats shed rain. Rocker posts are angled for support and good posture. Presidential Rocker has woven back and seat; due to the woven fabrication we suggest storing indoors for the winter. Glider seats two and has a smooth and quiet gliding motion. Garden Bench offers comfortable seating for two. 100% high-density polyethylene, with coated stainless-steel hardware. Assembly required. Pair with our Casco Bay Cushions, page 10. USA. Colors Side Table, Garden Chair, Garden Bench, Porch Rocker, Glider: Green. White. Sand (view online). Round Side Table: Green. White. Sand. Classic Navy. Classic Red. Slate Gray. Presidential Rocker: Green. White/White. Black/Black (view online). Patio Side Table, Settee, Chair, Coffee Table: White.

6 SHOP ANYTIME AT LLBEAN.COM OR 800-221-4221

A. GARDEN CHAIR	35¼"H X 25½"W X 24"D	JR269698	\$299 (\$15)*†
B. GARDEN BENCH	35¼"H X 48½"W X 24"D	JR269699	\$449 (\$15)*†
C. SIDE TABLE	15¼"H X 18"W X 21"D	JR233959	\$169
D. ROUND SIDE TABLE	18"H X 18" DIAMETER	JR269918	\$109
E. PRESIDENTIAL ROCKER	47"H X 26½"W X 34"D	JR269948	\$349 (\$15)*†
F. PORCH ROCKER	42½"H X 26¼"W X 33¾"D	JR269949	\$329 (\$15)*†
GLIDER (VIEW ONLINE)	35"H X 47½"W X 24½"D	JR281386	\$649 (\$15)*†

G. NEW PATIO SIDE TABLE 17"H X 18"W X 18"D JR304744 \$169

H. NEW PATIO SETTEE 32¾" H X 51½"W X 33¼"D

NAVY CUSHION JR304748 \$989 (\$30)*†

GRANITE CUSHION (VIEW ONLINE) JR304749 \$989 (\$30)*†

I. NEW PATIO CHAIR 32¾"H X 28½"W X 33¼"D

NAVY CUSHION JR304746 \$569 (\$15)*†

GRANITE CUSHION (VIEW ONLINE) JR304747 \$569 (\$15)*†

J. NEW PATIO COFFEE TABLE 17"H X 36"W X 22¼"D JR304745 \$299 (\$30)*†

* Oversized delivery and handling charge per US address.

† This item may require additional shipping time. Please inquire.

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

January 25, 2017

AN ORDINANCE AMENDING CONSUMPTION OF ALCOHOLIC BEVERAGES:

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

Chapter 9	Licenses, Permits, and Business Regulations
Article IX	Food Service Establishments
Division 2	Alcohol Beverages
Section 9 – 221	Consumption of Alcoholic Beverages

Delete Section 9 - 221

Add New Section 9 – 221

No licensed food service establishment with seating over 35 shall allow any patron to consume alcoholic beverages of any sort, whether purchased or brown-bagged, so-called, on its premises unless such food service establishment is in possession of a valid license to sell and serve alcoholic beverages, as duly issued by the Newburyport License Commission.

A licensed food service establishment with seating of 35 or less can choose to allow patrons to bring their own beer and wine beverages onto the premises, a practice known as "bring your own bottle" or "BYOB," and shall be subject to the regulations promulgated by the Licensing Board for the City of Newburyport. The Licensing Board for the City of Newburyport shall have the authority to enforce the provisions of this ordinance and shall promulgate regulations that will allow patrons of these establishments to bring their own alcoholic beverages onto the premises. The Board shall file the regulations and any amendments thereof with the Office of the City Clerk. The Clerk shall include the regulations on the agenda of the next occurring meeting of the Newburyport City Council.

*Licenses
Commission*

*Rev. 1/25/17
EC/LG
LAP*

Councillor Edward C. Cameron, Jr.

Councillor Robert J. Cronin

PUBLIC SAFETY COMMITTEE ITEMS

- **ORDR012_02_27_17** Update of Rules for Special Events
- **COMM036_03_28_17** Unicorn Street Block Party - 6/3/2017
- **COMM037_03_28_17** 7th Annual GNOCA 5K Walk - 9/24/17
- **COMM0044_04_10_17** PMC Greater Newburyport Kids' Ride - 6/11/17
- **COMM0045_04_10_17** Flag Day 5K - 6/10/17
- **COMM0046_04_10_17** 60th Yankee Homecoming - 7/29-8/6
-

CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

February 27, 2017

AN ORDER RELATING TO UPDATING EVENT RULES:

BE IT ORDERED, that:

The following updated shall be made to Section 13-97 of the Newburyport Municipal Code

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

(a)

Short title. [This ordinance may be cited as the] "road races, walkathons and bicycle events."

(b)

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

(c)

Definitions.

(1)

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

(2)

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

(3)

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

(4)

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

- (5) *Event.* Any Road race, Walkathon, Bicycle Race, Multidisciplined event as defined above

(d)

Limitations.

(1)

Procedure. All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee ("organizer") apply for City Council authorization to hold the event through the office of the city clerk no later than sixty (60) days before the event's proposed date. There shall be a grace period through 12/31/17 during which applications will be accepted beyond the prescribed due date. Prior to application with the City Council, the Event shall file and receive approval from all applicable City departments, boards, and commissions. Copies of such approved applications, including along with documentation of any fees, donations, in-kind donations paid as part of said application(s), shall be included as part of the City Council Application.

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

(2)

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

(3)

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

(4)

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

(5)

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

and appended to the application record. Press releases and other media type notifications are encouraged.

(6)

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

(7)

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

(8)

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

(9)

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

(10)

Parking. The event organizers shall be responsible for including parking instructions in materials disseminated to event participants. If the event is happening within 1/2 mile of municipal parking, then participants shall be asked to park at such parking facilities.

(11)

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

(12)

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

(e)

Enforcement.

(1)

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

(2)

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

(3)

Noncriminal disposition. If the city determines that a violation has occurred in which a noncriminal violation is issued, the named event organizer shall be penalized by a non-criminal disposition as provided in Massachusetts General Law as adopted by the City of Newburyport as a general ordinance in subsection 1-17 of chapter 1 of the Code or Ordinances of the City of Newburyport in the amounts set herein in 13-101(d).

(4)

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

(5)

Failure to notify. If the Event fails to notify residents and provide documentation to the City Clerk, pursuant to Section D, subsection 5 above, shall render that organization ineligible to receive an Event permit for a period of twelve (12) months unless special leave is granted by 2/3 supervote of the City Council.

Councillor Sharif I. Zeid

Councillor Joseph H. Devlin

ps



RECEIVED
CITY CLERK'S OFFICE
NEWBURYPORT, MA

2017 MAR 13 P 12:47

CITY OF NEWBURYPORT
60 PLEASANT STREET
NEWBURYPORT, MA 01950

BLOCK PARTY APPLICATION

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

DATE OF REQUEST: March 12, 2017

CONTACT INFORMATION

FIRST AND LAST NAMES: Jay Iannini

MAILING ADDRESS: 26 Summit Place

PHONE NUMBER: 978-701-4085

E-MAIL ADDRESS: jay.iannini@gmail.com

BLOCK PARTY INFORMATION

BLOCK PARTY DATE: June 3, 2017

DESIRED STREET CLOSING LOCATION: Unicorn St between Pleasant & Green St lot
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Unicorn St

DESIRED STREET CLOSING TIME: 12 PM - 6 PM

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

REGULATIONS

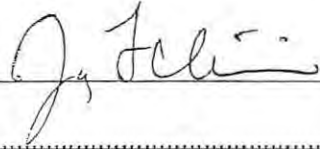
By signing, I agree that I am a legal adult 18 years of age or older and understand this permit does not release me of any liability for damages that may result from the conducting of this Block Party. Further, I agree to comply with all requirements listed below:

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

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

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

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

Applicant signature:  Date: March 12, 2017

APPROVAL SIGNATURES REQUIRED FOR STREET CLOSURE

CITY MARSHALL

4 Green Street

FIRE CHIEF

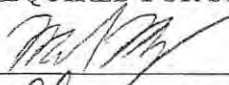
Greenleaf Street


DEPUTY DIRECTOR


1 Perry Way

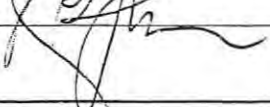
CITY CLERK

60 Pleasant Street









City use only:

Approved _____ Denied _____ Date _____

ps

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT: 7th Annual GNOCA 5K Walk/Run in honor of Paula Holm + Jackie Poor

Date: Sunday Sept. 24, 2017 Time: from 10 am to 1 pm

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

2. Location: Michael's Harborside - 1, Tournament Wharf

3. Description of Property: Restaurant Public _____ Private _____

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

Contact Person Stella McCormick

Address: 16 Norman Ave Telephone: 978-462 0117

E-Mail: sacmccormick@gmail.com Cell Phone: 978-884-0896

Day of Event Contact & Phone: 978 884 0896 - Stella McCormick

5. Number of Attendees Expected: 50-100 runners 50+ walkers

6. MA Tax Number: _____

7. Is the Event Being Advertised? yes Where? N.E Runner magazine

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

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

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

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

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

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

Name of Carnival Operator: _____

Address: _____

Telephone: _____

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

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

2017 MAR 15 A 10:56
 RECEIVED
 CITY CLERK'S OFFICE
 NEWBURYPORT, MA

If yes:

- a) How many trash receptacles will you be providing? 4
- b) How many recycling receptacles will you be providing? 0
- c) Will you be contracting for disposal of : **Trash** Yes ___ No **Recycling** Yes ___ No
- i. If yes, size of dumpster(s): **Trash** _____ **Recycling** _____
- ii. Name of disposal company: **Trash** _____ **Recycling** _____
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes No ___
- iv. If no, where will the trash & recycling be disposed ? _____

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____ ROAD RACE WALKATHON

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

Greater Newburgport Ovarian Cancer Awareness
Walkathon

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

16, Norman Ave, NBPT. 978 462 0117 - home
978 884 0896 - cell

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

4. Date of Event: Sept 24 2017 Expected Number of Participants: 100

5. Start Time: 10 am Expected End Time: 1 pm

6. Road Race, Parade or Walkathon Route: (List street names & attach map of route): Merrimac Street
Jefferson Street, High Street, Kent Street, Washington Street,
Rail Trail. (See attached map). The walkers will follow a
different route downtown (map attached).

7. Locations of Water Stops (if any): Jefferson Street (left side - midway).

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

9. Formation Location & Time for Participants: Michaels Harborside 10am

10. Dismissal Location & Time for Participants: Michaels Harborside - 1pm

11. Additional Parade Information:

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

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

CITY MARSHAL [Signature] 3/13/17 FIRE CHIEF [Signature] 3/13/17
4 Green St. 0 Greenleaf St.

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

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

Limitations

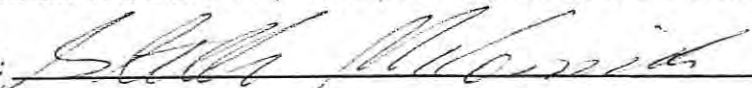
- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place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

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

13-101 Enforcement

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

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

Signed:  Date: 3/10/17

March 7, 2017

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

Dear Members of the Newburyport City Council,

I am writing to ask your permission to hold the 7th Annual GNOCA 5K Run/Walk, in honor of Jackie Poor and Paula Holm, in Newburyport, on Sunday, September 24, 2017, 10:00 am – 1pm.

The Greater Newburyport Ovarian Cancer Awareness (GNOCA) was founded by Deb Green and Elaine Carroll, Newburyport businesswoman and resident. We raise money for Ovations for the Cure, a non-profit organization, located in Natick. Ovations for the Cure is devoted to educating the public on the signs and symptoms of ovarian cancer. Ovarian cancer is a particularly devastating cancer for women. It has a nearly 50% mortality rate because the symptoms often go unnoticed until it is in its later stages. GNOCA holds events from June through September, which is National Ovarian Cancer Awareness month.


The Winners Circle Running Club and the Joppa Flats Running Club will be providing timing and consultation services for us again this year. The clubs are very experienced with 5K races and will help insure that the event will run smoothly.

I have included the 5K run route used last year. The 3.1 mile route begins and ends at Michael's Harborside Restaurant, 1 Tournament Wharf, who will also be providing the parking. It then travels along Merrimac to Jefferson, onto High, then Kent, onto Washington and follow the Rail Trail, finishing at Michael's Harborside. Please see the attached map. As in the past, we will hire a police detail for traffic control and runner safety.

If acceptable we would like to have the walkers follow a different route than the runners. The walker's route begins and ends at Michaels Harborside (same as runners). The walkers turn left onto Merrimac St., right onto Federal St., right onto Liberty St., onto State Street, right onto High St., right onto Broad Street cross Merrimac Street to Cashman Park. Walkers Continue along the Rail Trail ending at Michaels Harborside. Please see enclosed map. We prefer this route for walkers as it is more interesting and exposes the walkers to the Farmer's Market at the Tannery and downtown merchants.

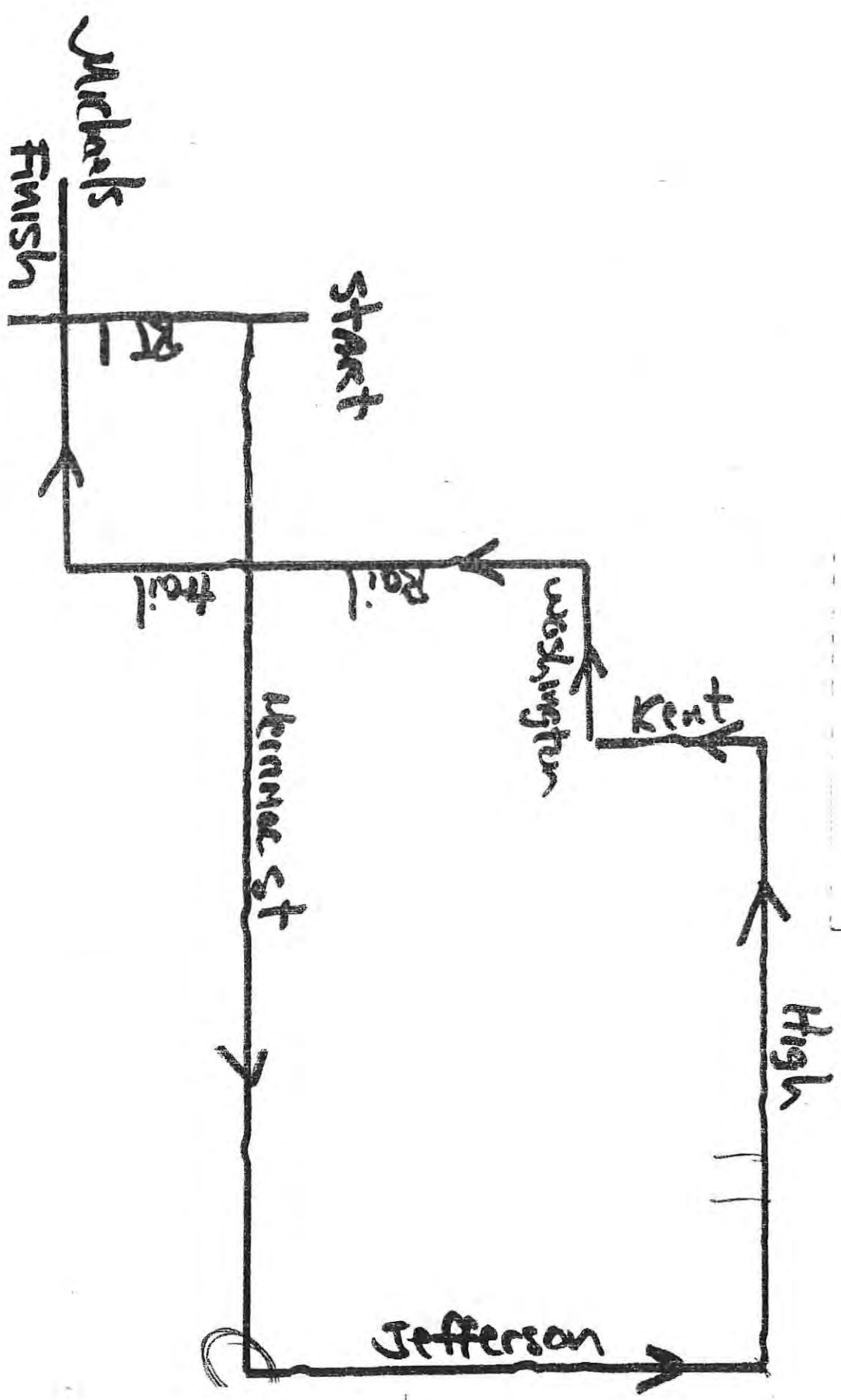
Thank you so much for your support in previous years. I look forward to working with the council. If you have any questions or concerns, please feel free to contact me at 978-462 0117 or info@ocawareness.org

Sincerely,



Stella McCormick

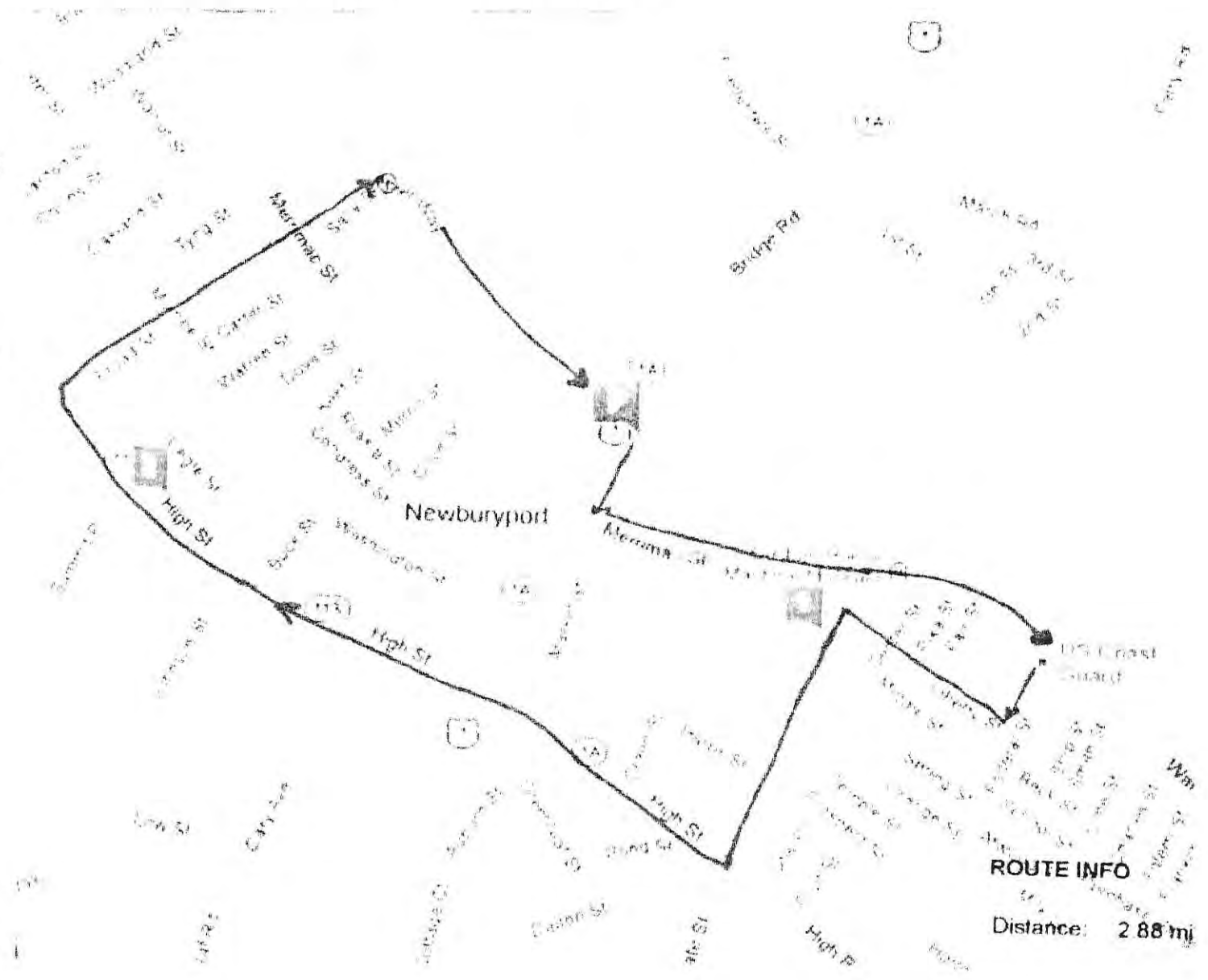
5K Run Route



5k Walk Route

Directions for walk

- Turn left onto Merrimac St Right on Federal St
- Right on Liberty St to State St
- Turn left on State St
- Right on High St
- Right on Broad
- Cross Merrimac St to Cashman Park
- Continue along Rail Trail
- Ending at Michael's Harborside



ROUTE INFO
Distance: 2.88 mi



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
03/06/17

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

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

PRODUCER Twinbrook Insurance Brokerage 400A Franklin Street Braintree, MA 02184	CONTACT NAME: Carol McHugh	PHONE (A.C. No. Ext): 781-843-7000	FAX (A.C. No.): 781-848-6100
	E-MAIL ADDRESS: cmchugh@twinbrook.com		
INSURED Ovations For the Cure 79 Main Street Suite 202 Framingham, MA 01702	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Philadelphia Insurance Co.		
	INSURER B: Travelers Insurance Co.		
	INSURER C:		
	INSURER D:		
	INSURER E:		

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			PHPK1511281	08/07/16	08/07/17	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			PHPK1511281	08/07/16	08/07/17	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENT ON \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	IEUB-0231T92-7	08/07/16	08/07/17	PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS - LOCATIONS - VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Event - Newburyport Ryder - September 2017 The City of Newburyport is added as an Additional Insured for the above referenced event.

CERTIFICATE HOLDER City of Newburyport 60 Pleasant Street Newburyport, MA 01950	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Joseph P. Rizzo/cm

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT: PMC Greater Newburyport Kids Ride

Date: June 11, 2017 Time: from 9:00 am to 12:00 pm

Rain Date: _____ Time: from _____ to _____

2. Location: Cashman Park - Basketball Courts - Clipper City Rail Trail

3. Description of Property: Cashman Park & rail trail Public Private _____

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

Contact Person

Address: 36 Beacon Avenue Telephone: 978-462-6448

E-Mail: Kellymahon@comcast.net Cell Phone: 631-793-5776

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

5. Number of Attendees Expected: ≈ 100

6. MA Tax Number: 04-2746912

7. Is the Event Being Advertised? yes Where? signs, social media, Daily News

8. What Age Group is the Event Targeted to? ages 3-12

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

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

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

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

Performers _____ Dancing _____ Amplified Sound _____ Stage _____

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

Other _____ Total # _____

Name of Carnival Operator: _____

Address: _____

Telephone: _____

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

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

If yes:

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

If no:

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

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

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

_____ Standard # _____ ADA accessible

Name of company providing the portable toilets: _____

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE _____

WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: Pan Mass Challenge Greater Newburyport Kids Ride

2. Name, Address & Daytime Phone Number of Organizer: Kelly Mahon - 36 Beacon Avenue Newburyport, MA 0195
(631) 793-5776 - cell

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

4. Date of Event: June 11, 2017 Expected Number of Participants: ~80

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

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**): Clipper City Rail Trail - beginning + finishing at
Cashman Park

7. Locations of Water Stops (if any): only Cashman Park

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

9. Formation Location & Time for Participants: _____

10. Dismissal Location & Time for Participants: _____

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

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

* CITY MARSHAL [Signature] 4 Green St. FIRE CHIEF [Signature] 3/23/17 0 Greenleaf St.
 DEPUTY DIRECTOR [Signature] 16A Perry Way CITY CLERK [Signature] 60 Pleasant St.

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

Limitations

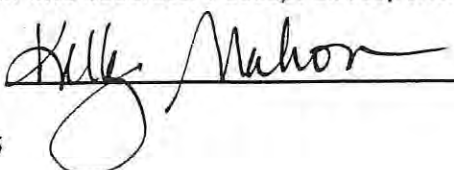
- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place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

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

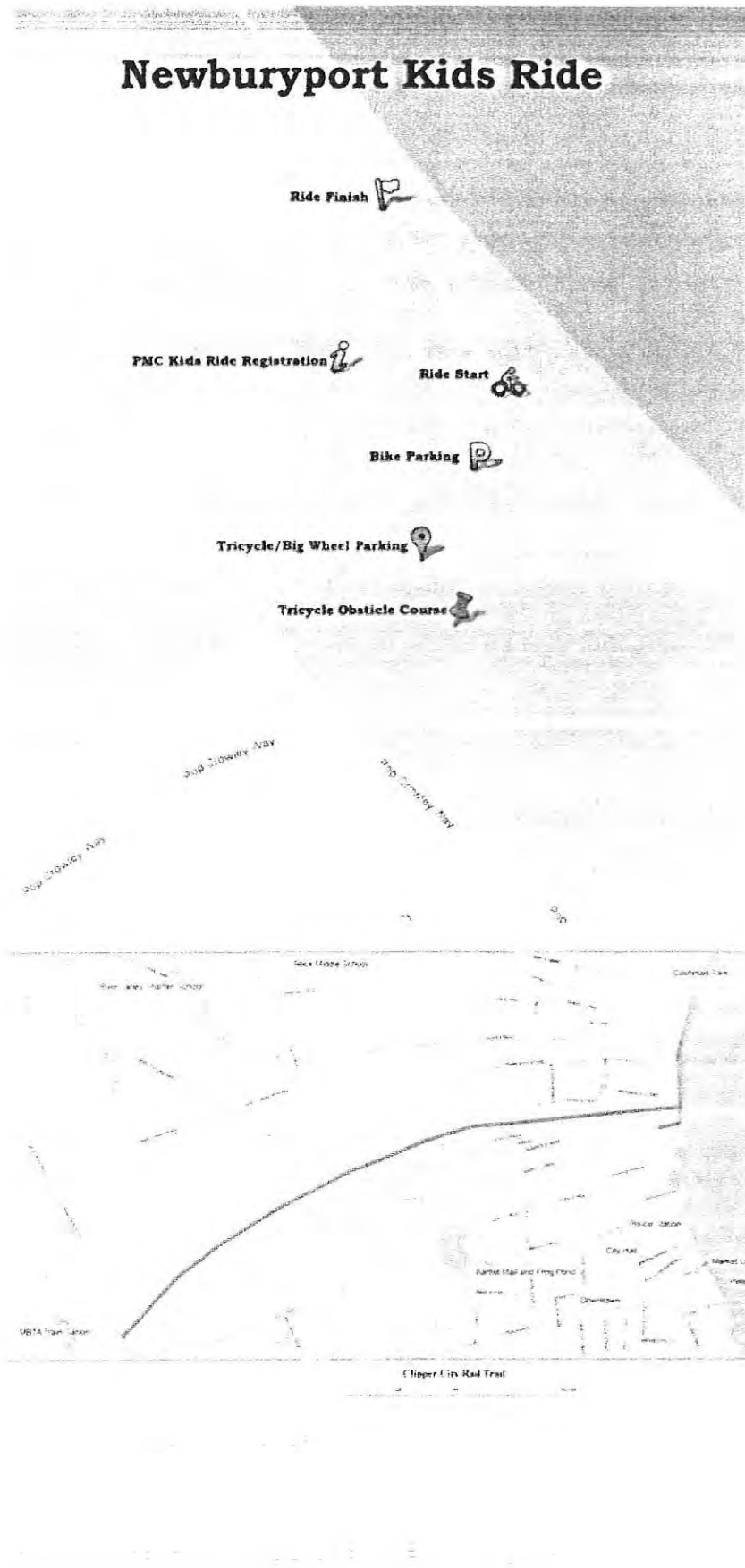
13-101 Enforcement

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

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

Signed:  Date: _____

Newburyport Kids Ride



Stop & Shop



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

Professional/Commercial General Liability Policy

Additional Insured Endorsement

Named Insured: DANA-FARBER CANCER INSTITUTE, INC.

Effective Date: 01/01/2017

Policy No: DFCI-CRICO-C-GLPL-1497-2017

Endorsement No: E2-1934

Endorsement Effective Date: 06/11/2017

Policy Period: 01/01/2017 to 12/31/2017

Additional Insured: CITY OF NEWBURYPORT

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

This Endorsement modifies the General Liability Policy.

I. For purposes of this Endorsement only, Section IV of the General Liability Policy, PERSONS INSURED, is amended to include the person(s), organization(s) or entities set forth above as an additional insured ("**Additional Insured**"), but only with respect to liability for **Bodily Injury, Property Damage or Personal and Advertising Injury** caused by:

1. the negligence of the **Named Insured**; or
2. the negligence of others acting on behalf of the **Named Insured**

and, in either case of 1 or 2 above, only to the extent such liability arises out of the Newburyport Kids Ride to be held in the City of Newburyport on June 11, 2017 from 5:00AM to 4:00PM (the "**Agreement**").

However, the insurance afforded to such **Additional Insured** pursuant to this Endorsement:

1. Only applies to the extent permitted by law; and
2. Will not be broader than that which the **Named Insured** is required by **Agreement** to provide to such **Additional Insured**.

II. As respects the **Additional Insured** only, Section II "LIMITS OF LIABILITY" is deleted and replaced with the following:

LIMITS OF LIABILITY

Regardless of the number of **Claims** made, **Suits** brought, **Insureds**, persons injured, or persons asserting **Claims**, the **Company's** liability is limited as follows:

- a. The limit of liability applicable to each **Claim** against the **Additional Insured** is \$2,000,000 (Two Million Dollars). That amount is the most the **Company** will pay for all **Damages** as well as all **Claims Expense** arising out of each **Event**.
- b. The limit of liability applicable to all **Claims** against the **Additional Insured** is \$2,000,000 (Two Million Dollars). That amount is the most the **Company** will pay for all **Damages** as well as all **Claims Expense** because of all **Personal and Advertising Injury** sustained by any one person or organization or group of related persons or organizations.
- c. Subject to the limits of liability stated in a and b above, the most the **Company** will pay on behalf of the **Additional Insured** and the **Named Insured** combined for all **Damages** and all **Claims Expense** for any one **Claim** is \$5,000,000 (Five Million Dollars).

This endorsement shall not increase the applicable Limits of Liability shown on the DECLARATIONS page of the Policy regardless of the number of **Claims** or **Insureds**.

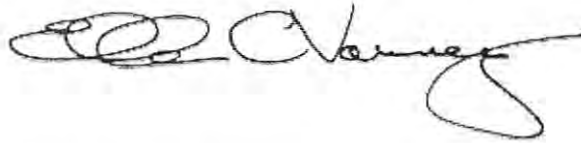
Should the above described policy be canceled before the expiration date thereof, the **Company** will endeavor to mail 30 days written notice to the **Additional Insured**, but failure to mail such notice shall impose no obligation or liability of any kind upon the **Company**.

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

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

Notice: The Policy and this endorsement are issued by a risk retention group. A risk retention group may not be subject to all of the insurance laws and regulations of your State. State insurance insolvency guaranty funds are not available for risk retention groups.

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

A handwritten signature in black ink, appearing to read "D. V. [unclear]", written in a cursive style.

Rev. 01/01/2017

Duly Authorized Representative

NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 617 799-6980 Fax.

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

NAME OF EVENT: Flag Day 5K

Date: June 10 Time: from 3 PM to 8 PM
 Rain Date: None Time: from _____ to _____

2. Location: Cashman Park - Soccer Field

3. Description of Property: _____ Public Private _____

4. Name of Organizer: 1st Lt. Derek Hines Soldiers Fund City Sponsored Event: Yes _____ No
 Contact Person Steve Hines
 Address: 54 Ferry Rd. Telephone: 978 465-1252
 E-Mail: hin57@comcast.net Cell Phone: 617 799-6980
 Day of Event Contact & Phone: Same as above

5. Number of Attendees Expected: 2500

6. MA Tax Number: 260 752 782

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

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

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

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

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

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

C. Games /Rides: Adult Rides _____ Kiddie Rides _____ Games _____ Raffle _____
 Other _____ Total # _____
 Name of Carnival Operator: _____
 Address: _____
 Telephone: _____

D. Organizer is responsible for clean-up during and after event. All trash must be collected and removed from event location immediately at the end of the event unless prior written agreement had been made with the Department of Public Services (DPS).
 Will you be conducting the clean-up for this event? Yes No _____

If yes:

- a) How many trash receptacles will you be providing? 12 plus dumpster
- b) How many recycling receptacles will you be providing? _____
- c) Will you be contracting for disposal of: Trash Yes No _____ Recycling Yes _____ No _____
- i. If yes, size of dumpster(s): Trash Recycling _____
- ii. Name of disposal company: Trash Mello Recycling _____
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes _____ No _____
- iv. If no, where will the trash & recycling be disposed? _____

If no:

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

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

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

18 Standard # 2 ADA accessible

Name of company providing the portable toilets: Wilkinson

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE _____

ROAD RACE

WALKATHON _____

1. Name of the Group or Person Sponsoring the Road Race, Parade, Walkathon: 1st. Lt. Derek Hines Soldiers Assistance Fund

2. Name, Address & Daytime Phone Number of Organizer: Steven Hines 617 799-6980
54 Ferry Rd.
Newburyport, MA

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

4. Date of Event: June 10, 2017 Expected Number of Participants: 2500

5. Start Time: 3 PM Expected End Time: 8 PM

6. Road Race, Parade or Walkathon Route: (List street names & **attach map of route**): Merrimac to Jefferson High St. to Kent St.
right on Washington to Rail Trail into Cashman.

7. Locations of Water Stops (if any): Top of Jefferson + Washington St.

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

9. Formation Location & Time for Participants: Cashman Park 4 PM

10. Dismissal Location & Time for Participants: Cashman Park 5 PM

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

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

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

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

DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

Limitations

- (a) *"Procedure"* All road racing, walkathon, bicycle, or swimming events shall, through that event's organizer, board of directors, charity foundation or designee apply for authorization to hold the event through the Office of the City Clerk. The City Clerk upon review of the completed form will place the application on the regular City Council agenda. Upon following the procedures of the Council, as deemed appropriated in the sole judgment of the Council, the application will be considered approved if the Council votes favorably by majority. The event will name one person responsible on the application and shall provide contact information to include name, address and telephone number.
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- (c) *"Course map"*, All applications shall be accompanied by a course map showing the event route, water stops, refreshment stops, and so-called "porta-potties". The course map shall also include any road closures, detours and parking areas. The course map shall be approved by Police, Fire, Department of Public Services, Parks Commission and Harbormasters Departments prior to submission to the City Clerk.
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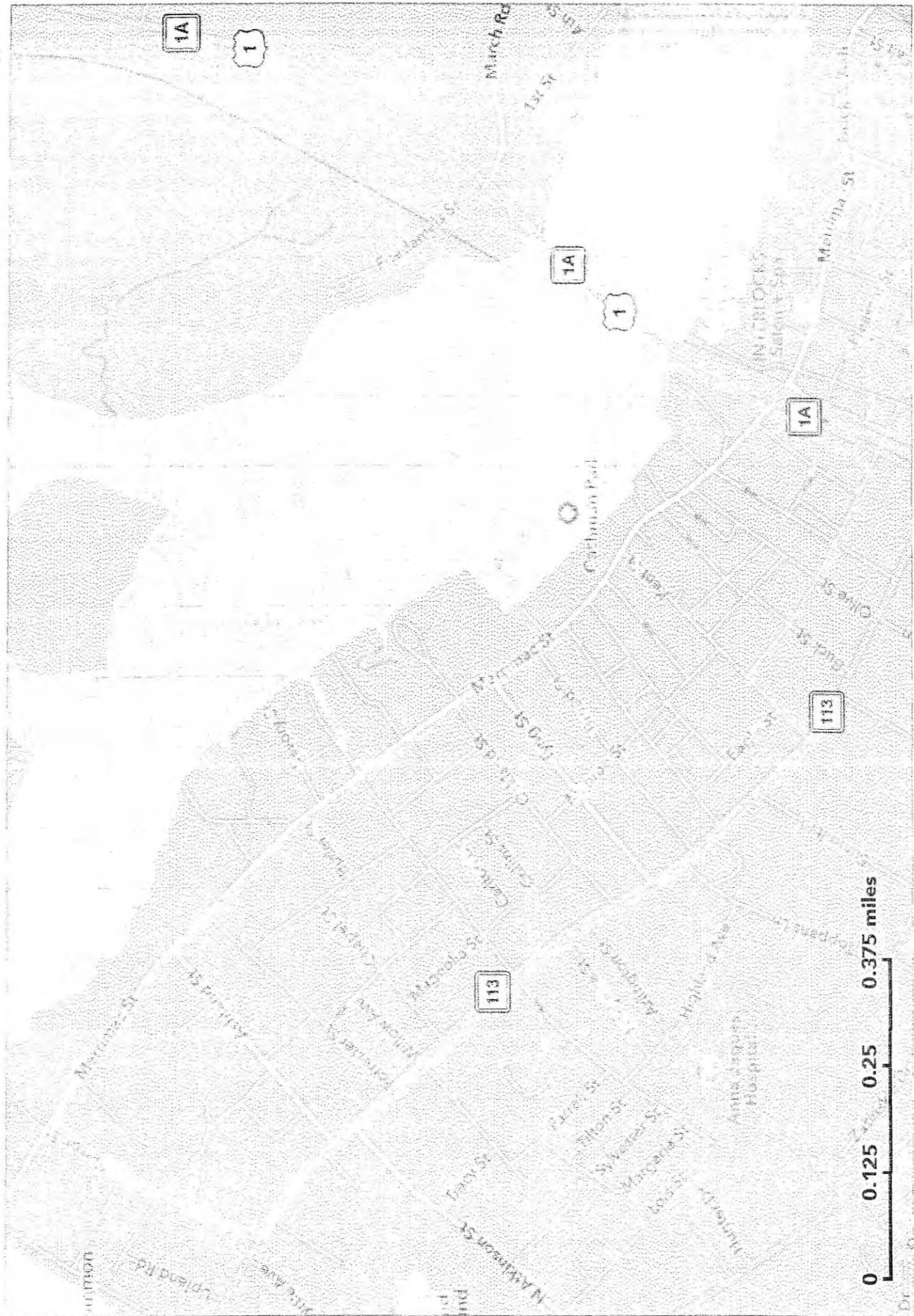
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers to notify residents ten (10) days in advance that neighborhood roads will be closed if no alternate route is available to those residents.
- (f) *"Insurance"* All events shall have an insurance policy or rider in effect for the event naming the "City of Newburyport" as an insured. The policy shall be no less than two million dollars (\$2,000,000.00).
- (g) *"Event termination"* If in the judgment of the City Marshal, Fire Chief or Department of Public Services (DPS) Director or designees thereof determine that an event is unsafe due to existing conditions, that event may be stopped, terminated or suspended. In the case of a multidiscipline event such as a triathlon, the Harbormaster or his/her designee may likewise stop, terminate or suspend the swimming portion for cause.
- (h) *"Event and traffic Security"* The City Marshal, Fire Chief, DPS Director or in the case of a triathlon, the Harbormaster can require special duty personnel to oversee the safety and security of the event. All special duty assignments will be paid by the event organizers.
- (i) *"Clean-up"* The event organizers shall be responsible for post event trash collection, removal of signage, directional arrows, advertisements or other promotional material associated with the event.

13-101 Enforcement

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

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

Signed: Steve Davis Date: 1/30/17





Applicant Information

Name of organization 1st. Lt. Derek Hines Soldiers Fund
Contact name Steven Hines
Address 54 Ferry Rd.
City Newburyport
State MA Zip 01950
Phone 617 799-6980 Fax _____
Email hin57@comcast.net

Scheduling Information

Date of Application Jan. 10, 2017

We request use of:

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

Dates/days requested June 10, 2017

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

Activity Road race Number of attendees 2000

Authorized Applicant Signature Steve Hines

FOR INTERNAL USE ONLY

Approval is contingent upon approval from the following authorities: | **ADDITIONAL COMMENTS:**

- Health Department
- Fire Department
- Police Department FOR STREET CLOSURE
- Licensing Commission
- City Council FOR STREET USE
- Harbormaster
- No further approvals needed

Event organizer is responsible for re-moving all trash from leaving site as they found it. Do not block rail trail with obstructions. This permit does not give permit-holder exclus the Clipper City Rail Trail. Please inform participants and adequate staff or volunteers to ensure that the trail is ope general public for regular use at all times during your even signage is not allowed.
Recommended donation at users discretion to support parks ma

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

For Parks Commission Use	
Date reviewed	<u>1-11-17</u>
Approved:	
Rejected:	_____
Comments	<u>CONTINGENT ON NOTES</u>
	<u>SEE ABOVE</u>
Donation received	_____

City of Newburyport, Massachusetts
Office of the License Commission

Application Form One-Day All Alcohol/Wine & Malt License

This application must be submitted two weeks prior to the License Commission meeting (the first Wednesday of the month). Submit to the City Clerk's office, attention Lynn Varney, phone 978-465-4407, ext.1204.

Name of Organization: 1st Lt Derek Hines Soldiers Fund

Name of Event: Flag Day 5 K

Contact Person: Steve Hines

Address: 54 Ferry Rd.

City: Newburyport State: MA Zip: 01950

Telephone Number: (Home) (978) 465-1252 (Business) (617) 799-6950

Type of License Requested: All Alcohol _____ Beer & Wine

Non-Profit Status: # 26-0752782

Place of Event: Cashman Park - Soccer Field

***Applicants must include a space plan for all outside venues.*

Date of Event: June 10 Time of Event: 4-8 PM

Principle Purpose of Organization/Event: Support veterans and their families

Projected Number of Attendees: 2000

Fire Department Sign Off [Signature]

Police Marshal Sign Off [Signature]

Application is NOT COMPLETE unless A CERTIFICATE OF INSURANCE and CERTIFICATES OF ALCOHOL TRAINING or EQUIVALENT for EACH SERVER are attached.



YANKEE HOMECOMING INC.

P.O. Box 493
Newburyport, MA 01950

March 29, 2017

Newburyport City Council
City of Newburyport
60 Pleasant Street
Newburyport Ma 01950

City Council President Thomas O'Brien
And Members of the Newburyport City Council:

As the General Chair for the 60th Yankee Homecoming, it will be my honor and pleasure to welcome the citizens of Newburyport and our visitors to our beautiful City of Newburyport. Over the past 60 years, our city has changed in many wonderful ways and has become a beautiful and exciting seaport. My theme for this year is "A Timeless Tradition."

When looking back into the history of Yankee Homecoming, found are the many contributions of our talented predecessors each with his or her own chronicles of Yankee Homecoming. It is through their commitment, hard work and efforts that we, once a year, come together and celebrate with family, friends and new visitors.

Newburyport's City Officials have also been very supportive in our efforts. I am requesting the use of the City of Newburyport for the 60th Yankee Homecoming Event. This year's event will be held Saturday, July 29 through Sunday, August 6. Again, this year we will celebrate the United States Coast Guard.

Thank you for your considerations and support. Please contact me if you have any questions. You can also reach me through the YHC website: www.yankeehomecoming.com.

Sincerely,

Robin Johnson
General Chairperson
2017 Yankee Homecoming
978-518-0877