

**CITY COUNCIL MEETING AGENDA - VERSION 1**  
**CITY COUNCIL CHAMBERS**  
**JULY 10, 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**

June 26, 2017

(Approve)

**8. TRANSFERS**

- **TRAN040\_07\_10\_17** Revisions to March's Hill Pathway Connecting to Rail Trail (B&F)

**9. COMMUNICATIONS**

- **COMM084\_07\_10\_17** Whittier Regional VoTech 2017-18 Assessment (R&F)
- **COMM085\_07\_10\_17** A-Frames - Wellsco Realty (L&P)
- **COMM086\_07\_10\_17** A-Frames – Plum Island Coffee Roasters (L&P)
- **COMM087\_07\_10\_17** Walk Against Domestic Violence - 10/1/17 (PS)
- **COMM088\_07\_10\_17** Newburyport Half Marathon - 10/22/17 (PS)
- **COMM089\_07\_10\_17** Merrimack River Feline Rescue Society 25th Anniversary - 9/23/17 (PS)

**10. APPOINTMENTS**

- **APPT049\_07\_10\_17** Sandy Friede 44 Ferry Rd Water/Sewer Comm 8/1/2022

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

**11. MAYOR'S UPDATE**

**12. COMMUNICATIONS**

- **COMM079EP\_07\_10\_17** Emergency Preamble - A-Frames - Greetings by Design
- **COMM079\_06\_26\_17** A-Frames - Greetings by Design
- **COMM083EP\_07\_10\_17** Emergency Preamble - Block Party - Congress/Buck/Olive 8/5/17
- **COMM083\_07\_10\_17** Block Party - Congress/Buck/Olive 8/5/17

### 13. APPOINTMENTS

#### Second Reading Re-Appointments

- APPT048\_06\_26\_17 Kimberley Logue 18 Woodman Way #3 Housing Authority 5/1/2022

### 14. ORDERS

- ORDR042\_07\_10\_17 Stop Sign - Independent St at Water St
- ORDR043\_07\_10\_17 Order of Taking - West End Sewer Access Road Project

### 15. ORDINANCES

- NONE

### 15. COMMITTEE ITEMS

#### Budget & Finance

##### *In Committee:*

- ORDR002\_01\_25\_16 Accept Gift of \$25,000 Repairing Brown's Wharf Culvert (COTW)
- 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
- COMM032\_03\_28\_17 Line Items Reduced in FY17 Adopted Budget
- TRAN022\_04\_24\_17 PI Utility Fund \$1.9M to PI Hydrant Replacement \$1.9M (PU)
- ORDR032\_06\_12\_17 Nock Parking Lot Order
- TRAN037\_06\_26\_17 Hwy Sal Labor \$40K, Hwy Sal Facilities Maint \$7K to Hwy Streetlight Electricity \$47K
- TRAN038\_06\_26\_17 School Expenses \$42K to School Lunch \$42K
- TRAN039\_06\_26\_17 FY18 Gen Budget Conting \$20,876 to Pol Sal Officers \$20,876
- ORDR041\_06\_26\_17 CPC FY2018 Recommended Appropriations (COTW)

#### General Government

##### *In Committee:*

- 

#### Joint Education

##### *In Committee:*

#### License & Permits

##### *In Committee:*

- COMM010\_01\_25\_16 Licensing Commission Acoustic & Amplified Entertainment
- 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
- COMM079\_06\_26\_17 A-Frames - Greetings by Design

## Neighborhoods and City Services

### *In Committee:*

- **ODNC001\_01\_11\_16** Amend Ch11 Parks and Recreation (**COTW**)
- **ORDR048\_06\_13\_16** Sidewalk Order
- **COMM048\_04\_24\_17** Ltr from Merchants re: Downtown Events (**PS**)
- **COMM080\_06\_26\_17** Ltr re: Dedication of Public Space to Recognize Citizens

## 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**)
- **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 (**COTW**)
- **COMM024\_03\_13\_17** Newburyport's Master Plan - Final Document (**COTW**)
- **COMM030\_03\_28\_17** Pres. Trust Ltr to City Council re: 1690 House
- **COMM034\_03\_28\_17** Evergreen Special Permit Issued by Planning Board
- **COMM038\_03\_28\_17** Lower Custom House Way
- **ORDR015\_04\_10\_17** Complete Streets Policy (**PU**)
- **COMM069\_06\_12\_17** Air Quality Analysis of Intermodal Facility
- **ODNC007\_06\_12\_17** Zoning Amendment - I2 Zone Change
- **ODNC008\_06\_26\_17** Zoning Amendment – Bed & Breakfast Use (V-D, V-E) (**COTW**)
- **ODNC009\_06\_26\_17** Zoning Amendment – Ag/Con District, Lot Area/Lot Cov (**COTW**)
- **ODNC010\_06\_26\_17** Zoning Amendment – Zoning Map, R-2, Dimensional Controls (**COTW**)
- **ODNC011\_06\_26\_17** Zoning Amendment – Inclusionary Affordable Housing (**COTW**)

## Public Safety

### *In Committee:*

- **ORDR077\_09\_12\_16** Parking Restricted on Daniel Lucy Way
- **COMM048\_04\_24\_17** Ltr from Merchants re: Downtown Events (**N&CS**)
- **COMM081\_06\_26\_17** Fill the Boot for Muscular Dystrophy Assoc. - 8/3-5, 2017
- **COMM082\_06\_26\_17** Bed Race - 8/3/2017

## Public Utilities

### *In Committee:*

- **COMM060\_05\_31\_16** Mobilitie, LLC Highway Access Permit
- **ORDR015\_04\_10\_17** Complete Streets Policy (**P&D**)
- **TRAN022\_04\_24\_17** PI Utility Fund \$1.9M to PI Hydrant Replacement \$1.9M (**B&F**)
- **ORDR037\_06\_12\_17** Contractor Application - Northern Drill Services
- **ORDR038\_06\_12\_17** Contractor Application - Brennan Construction, Inc.
- **ORDR039\_06\_26\_17** New England Paving, LLC, Lic Contractor
- **ORDR040\_06\_26\_17** Tim Zanelli Excavating, LLC, Lic Contractor

## Rules Committee

### *In Committee:*

- **ORDR013\_02\_27\_17** Amend City Council Rules Relating to Bonding Funds (**COTW**)

**16. GOOD OF THE ORDER**

**17. ADJOURNMENT**



## **CONSENT AGENDA**

**CITY COUNCIL MEETING MINUTES**  
**CITY COUNCIL CHAMBERS**  
**JUNE 26, 2017**

**7:30PM**

The City Council President called the meeting to order at 7:32pm. A moment of silence was held for Michael Curran. The Council President led the Council in the Pledge of Allegiance. The City Council President then instructed the City Clerk to call the roll. The following Councillors answered present: Devlin, Earls, Giunta, Tontar, Vogel, Zeid, Cronin, OBrien. 8 present, 1 remote (Cameron), 2 absent (Eigerman, Connell). Councillor Connell attempted to join remotely but the connection failed. Motion to waive roll call vote on all procedural, non-substantive votes by Councillor Zeid, seconded by Councillor Devlin. Motion for a friendly amendment, to waive roll call vote on all votes, by Councillor Vogel, seconded by Councillor Tontar, So Voted. Roll call vote on Amended Motion, 9 yes, 2 absent (Eigerman, Connell). Motion passed.

**(Sound Check)**

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

- |                   |                  |                   |
|-------------------|------------------|-------------------|
| 1. Hazem Mahmoud  | 52A Ferry Rd     | Garage/WFW Ballot |
| 2. Amantha Moore  | 10 N Atkinson St | CPC Funding       |
| 3. Stephen Comley | Box 646, Rowley  | Nuclear Safety    |
| 4. Linda Lambert  | 58 Merrimac St   | Garage/WFW Ballot |
| 5. Nancy Earls    | 25 Milk St       | CPC Funding       |

**6. MAYOR'S COMMENT**

**CONSENT AGENDA**

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**7. APPROVAL OF MINUTES**

June 12, 2017

(Approve)

**8. TRANSFERS**

- **TRAN037\_06\_26\_17** Hwy Sal Labor \$40K, Hwy Sal Facilities Maint \$7K to Hwy Streetlight Electricity \$47K (B&F)
- **TRAN038\_06\_26\_17** School Expenses \$42K to School Lunch \$42K (B&F)
- **TRAN039\_06\_26\_17** FY18 Gen Budget Conting \$20,876 to Pol Sal Officers \$20,876 (B&F)

**9. COMMUNICATIONS**

- **COMM078\_06\_26\_17** Ltr from Stephen B. Comley, Sr. re: Nuclear Safety (R&F)
- **COMM079\_06\_26\_17** A-Frames - Greetings by Design (L&P)
- **COMM080\_06\_26\_17** Ltr re: Dedication of Public Space to Recognize Citizens (N&CS)
- **COMM081\_06\_26\_17** Fill the Boot for Muscular Dystrophy Assoc. - 8/3-5, 2017 (PS)

- **COMM082\_06\_26\_17** Bed Race - 8/3/2017

(PS)

## 10. APPOINTMENTS

### Re-Appointments

- **APPT048\_06\_26\_17** Kimberley Logue 18 Woodman Way #3 Housing Authority 5/1/2022

### END OF CONSENT AGENDA REGULAR AGENDA

Motion to approve the Consent Agenda 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. APPOINTMENTS

### Second Reading Re-Appointments

- **APPT044\_05\_30\_17** Madeline Nash 19 Arlington St Aff Housing Trust 5/1/2018
- **APPT046\_05\_30\_17** Richard A. Eaton 4 Horton St Trust Fund Comm 7/1/2020
- **APPT047\_05\_30\_17** Richard J. O'Brien 41 Olive St Trust Fund Comm 7/1/2020

Motion to approve, collectively, Second Reading appointments by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.

## 13. ORDERS

- **ORDR039\_06\_26\_17** New England Paving, LLC, Lic Contractor  
Motion to refer, collectively, ORDR039\_06\_26\_17 and ORDR040\_06\_26\_17 to Public Utilities by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ORDR040\_06\_26\_17** Tim Zanelli Excavating, LLC, Lic Contractor
- **ORDR041\_06\_26\_17** CPC FY2018 Recommended Appropriations  
Motion to refer to Budget & Finance and Committee of the Whole by Councillor Tontar, seconded by Councillor Giunta. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.

## 14. ORDINANCES

- **ODNC011\_05\_31\_16** Amend Transient Vendors for Cashman (**2<sup>nd</sup> READING**)  
Motion to approve second reading by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ODNC003\_04\_10\_17** Zoning Amendment - Hardship for Variances (**2<sup>nd</sup> READING**)  
Motion to waive the rules, as the sponsoring councillor was not present, by Councillor Vogel, seconded by Councillor Tontar. Motion to approve second reading by Councillor Vogel, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ODNC004\_04\_10\_17** Zoning Amendment - Zoning Administrator (**2<sup>nd</sup> READING**)  
Motion to waive the rules, as the sponsoring councillor was not present, by Councillor Cronin, seconded by Councillor Zeid. Motion to approve second reading by Councillor Earls, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ODNC006\_05\_30\_17** Amend Sec. 3-2 Disposal of Animal Waste (**2<sup>nd</sup> READING**)  
Motion to waive the rules, as the sponsoring councillor was not present, by Councillor Earls, seconded by Councillor Vogel. Motion to approve second reading by Councillor Earls, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed. Motion to reconsider by

Councillor Devlin, seconded by Councillor Zeid. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion to approve second reading by Councillor Earls, seconded by Councillor Tontar. Roll call vote, 6 yes, 3 no (Devlin, Giunta, Zeid), 2 absent (Eigerman, Connell). Motion passed.

- **ODNC008\_06\_26\_17** Zoning Amendment – Bed & Breakfast Use (V-D, V-E)  
Motion to refer to Planning & Development and Committee of the Whole by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ODNC009\_06\_26\_17** Zoning Amendment – Ag/Con District, Lot Area/Lot Cov  
Motion to waive the rules, as the sponsoring councillor was not present, by Councillor Zeid, seconded by Councillor Tontar. Motion to refer to Planning & Development and Committee of the Whole by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ODNC010\_06\_26\_17** Zoning Amendment – Zoning Map, R-2, Dimensional Controls  
Motion to refer to Planning & Development and Committee of the Whole by Councillor Zeid, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ODNC011\_06\_26\_17** Zoning Amendment – Inclusionary Affordable Housing  
Motion to waive the rules, as the sponsoring councillor was not present, by Councillor Earls, seconded by Councillor Zeid. . Motion to amend by adding Councillor Cronin as co-sponsor, by Councillor Cronin, seconded by Councillor Zeid. So Voted. Motion to refer to Planning & Development and Committee of the Whole by Councillor Zeid, seconded by Councillor Tontar. So voted

## 15. COMMITTEE ITEMS

### Budget & Finance

#### *In Committee:*

- **ORDR002\_01\_25\_16** Accept Gift of \$25,000 Repairing Brown's Wharf Culvert (**COTW**)
- **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
- **COMM032\_03\_28\_17** Line Items Reduced in FY17 Adopted Budget
- **TRAN022\_04\_24\_17** PI Utility Fund \$1.9M to PI Hydrant Replacement \$1.9M (**PU**)
- **COMM064\_05\_30\_17** City Clerk Contract – 3 year  
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Giunta. Motion to approve by Councillor Tontar, seconded by Councillor Giunta. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ORDR028\_05\_30\_17** Gift Acceptance – Sunscreen Dispenser  
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Giunta. Motion to approve by Councillor Tontar, seconded by Councillor Giunta. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **TRAN035\_06\_12\_17** Swr Retained Earnings \$675K to FY18 Budget Rsrv \$675K (**PU**)  
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Zeid. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.

- **TRAN036\_06\_12\_17** Wtr Retained Earnings \$300K to Meter Replace Proj \$100K Water Main Replace Proj \$200K **(PU)**  
Motion to remove, jointly, from Budget & Finance and Public Utilities by Councillor Tontar, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Zeid. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ORDR031\_06\_12\_17** FY2018 Revolving Fund Order **(COTW)**  
Motion to remove from Budget & Finance by Councillor Tontar, seconded by Councillor Vogel. Motion to approve by Councillor Vogel, seconded by Councillor Tontar. Motion to amend to decrease Downtown Paid Parking (Item 2839) from \$750K to \$500K, by Councillor Cronin, seconded by Councillor Zeid. Roll call vote, 5 yes, 4 no (Earls, Tontar, Vogel, Cameron), 2 absent (Eigerman, Connell). Motion failed. Motion to amend to decrease Downtown Paid Parking to \$650K, by Councillor Tontar, seconded by Councillor Cronin. Roll call vote, 8 yes, 1 no (Vogel), 2 absent (Eigerman, Connell). Motion passed. Motion to approve as amended by Councillor Tontar, seconded by Councillor Vogel. Roll call vote, 8 yes, 1 no (Zeid), 2 absent (Eigerman, Connell). Motion passed.
- **ORDR032\_06\_12\_17** Nock Parking Lot Order

## General Government

### *In Committee:*

- **ORDR016\_04\_10\_17** Extension of Intermunicipal Agreement for Shared Animal Control  
Motion to remove ORDR016\_04\_10\_17 and COMM066\_05\_30\_17, collectively, from General Government by Councillor Vogel, seconded by Councillor Tontar. So voted. Motion to approve, collectively, by Councillor Vogel, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **COMM066\_05\_30\_17** Amendment to Funding Contribution Article 5 **(COTW)**

## Joint Education

Councillor Giunta announced the first meeting will be during the first week of August in room 118 at Newburyport High School.

### *In Committee:*

## License & Permits

### *In Committee:*

- **COMM010\_01\_25\_16** Licensing Commission Acoustic & Amplified Entertainment
- **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
- **COMM071\_06\_12\_17** A-Frames - Firehouse Center for the Arts  
Motion to remove from License & Permit and approve by Councillor Vogel, seconded by Councillor Zeid. Councillor Vogel stated he was unsure whether insurance was required, where it is a city-owned building. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **COMM072\_06\_12\_17** Table in Market Square - Exchange Club - 8/19, 8/26  
Motion to remove from License & Permit by Councillor Vogel, seconded by Councillor Tontar. So voted. Motion to approve by Councillor Vogel, seconded by Councillor Tontar. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **COMM074\_06\_12\_17** A-Frames - Harbor Creamery



Motion to remove from License & Permit by Councillor Vogel, seconded by Councillor Zeid. So voted. Motion to approve one sign in front of the store by Councillor Vogel, seconded by Councillor Zeid. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.

## Neighborhoods and City Services

### *In Committee:*

- **ODNC001\_01\_11\_16** Amend Ch11 Parks and Recreation (**COTW**)
- **ORDR048\_06\_13\_16** Sidewalk Order
- **COMM048\_04\_24\_17** Ltr from Merchants re: Downtown Events (**PS**)

## 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**)
- **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 (**COTW**)
- **COMM024\_03\_13\_17** Newburyport's Master Plan - Final Document (**COTW**)
- **COMM030\_03\_28\_17** Pres. Trust Ltr to City Council re: 1690 House
- **COMM034\_03\_28\_17** Evergreen Special Permit Issued by Planning Board
- **COMM038\_03\_28\_17** Lower Custom House Way
- **ORDR015\_04\_10\_17** Complete Streets Policy (**PU**)
- **COMM069\_06\_12\_17** Air Quality Analysis of Intermodal Facility
- **ODNC007\_06\_12\_17** Zoning Amendment - I2 Zone Change

## Public Safety

### *In Committee:*

- **ORDR077\_09\_12\_16** Parking Restricted on Daniel Lucy Way
- **COMM048\_04\_24\_17** Ltr from Merchants re: Downtown Events (**N&CS**)
- **ORDR019\_04\_24\_17** Stop Signs at Temple and Fair  
Motion to waive the rules, as the sponsoring councillor was not present, by Councillor Cronin, seconded by Councillor Giunta. Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Cronin, seconded by Councillor Zeid. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **COMM075\_06\_12\_17** Block Party - Dove Street - 8/5  
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Zeid. So voted. Motion to approve by Councillor Cronin, seconded by Councillor Zeid. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ORDR033\_06\_12\_17** Stop Sign at Plummer Ave  
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Tontar. So voted. Motion to approve by Councillor Tontar, seconded by Councillor Cronin. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.
- **ORDR034\_06\_12\_17** Handicapped Parking Space – 40 Market Street  
Motion to remove from Public Safety by Councillor Cronin, seconded by Councillor Tontar. So voted. Motion to approve by Councillor Cronin, seconded by Councillor Earls. Roll call vote, 9 yes, 2 absent (Eigerman, Connell). Motion passed.

## **Public Utilities**

### *In Committee:*

- **COMM060\_05\_31\_16** Mobilitie, LLC Highway Access Permit
- **ORDR015\_04\_10\_17** Complete Streets Policy (**P&D**)
- **TRAN022\_04\_24\_17** PI Utility Fund \$1.9M to PI Hydrant Replacement \$1.9M (**B&F**)
- **TRAN035\_06\_12\_17** Swr Retained Earnings \$675K to FY18 Budget Rsrv \$675K (**B&F**)
- **TRAN036\_06\_12\_17** Wtr Retained Earnings \$300K to Meter Replace Proj \$100K Water Main Replace Proj \$200K (**B&F**)
- **ORDR037\_06\_12\_17** Contractor Application - Northern Drill Services
- **ORDR038\_06\_12\_17** Contractor Application - Brennan Construction, Inc.

## **Rules Committee**

### *In Committee:*

- **ORDR013\_02\_27\_17** Amend City Council Rules Relating to Bonding Funds (**COTW**)

## **16. GOOD OF THE ORDER**

Councillor Zeid – Plum Island update - Site visit at the Plum Island Point Parking lot June 30<sup>th</sup> 1:00 pm.

Councillor Cronin – Ward 2 meeting by Councillor Eigerman at The Grog June 29<sup>th</sup> 5:30 pm.

Councillor Tontar – American Rhythm and Roots festival fund raiser this weekend; highly recommend

## **17. ADJOURNMENT**

Motion to adjourn by Councillor Zeid, seconded by Councillor Tontar. So voted. 9:19pm.



## TRANSFERS



CITY OF NEWBURYPORT  
 OFFICE OF PLANNING AND DEVELOPMENT  
 60 PLEASANT STREET • P.O. BOX 550  
 NEWBURYPORT, MA 01950  
 (978) 465-4400 • (978) 465-4452 (FAX)

RECEIVED  
 CITY CLERK'S OFFICE  
 NEWBURYPORT, MA  
 2017 JUL -5 PM 3:57

DONNA D. HOLADAY  
 MAYOR

MEMORANDUM

TO: NEWBURYPORT CITY COUNCIL  
 FROM: GEORDIE VINING, SENIOR PROJECT MANAGER  
 SUBJECT: TRANSFER REQUEST TO SUPPORT REVISIONS TO MARCH'S HILL PATHWAY CONNECTING TO RAIL TRAIL  
 DATE: 7/5/17

We are writing to respectfully request the City Council's approval of a transfer of \$74,153.46 from the Stadium Capital Project account to the Rail Trail Capital Project account in order to support substantial revisions to the spur pathway connecting High Street and March's Hill Park with the Phase II Clipper City Rail Trail. The Stadium Project has been closed out, and this funding, which originated from a Free Cash transfer, is available for any legal expenditure at the recommendation of the Mayor and the approval of the City Council.

The revised plan for this area is in response to calls for changes by the neighborhood, Parks Commission, and City Councilors due to a significant concern about the overall height and bulk of the accessible pathway under construction. The revised plan is a consensus approach based on discussion between representatives of the Parks Commission, Disabilities Commission, City Council, Mayor's Office, Planning Office, and neighbors. The revised plan is handicapped accessible but will significantly reduce the height of the current embankment by 3-½ to 4 feet, basically halving the height of the current mound. It will also pull back the "bulge" of slope from the bottom of the basin of March's Hill by about 50 feet. Please see the attached plan and 3D rendering.

During the past two decades, the City's Open Space Plans have consistently articulated the objective of connecting High Street and March's Hill Park to the new Phase II Rail Trail. *"Universal access should be a priority when this park is redeveloped to include formal access to the rail trail. Rebuild staircase with appropriate tread depth and handrails.... Re-design park entrance off of High Street to serve as an access point for the future Clipper City Rail Trail extension (Phase 2)" (2012 Open Space Plan).*

A primary driver of the connecting pathway's design has been federal and state universal access regulations requiring a wheelchair accessible grade of under 5% for new construction. Another primary driver of the previous design was the requirement of circumventing the private parcel boundary lines of the adjacent driveway parcel. This parcel was purchased by its former owner in 2003 when the City waived its right of first refusal to acquire the property. While a subsequent lawsuit in 2010 secured an easement for the main trail, access was not allowed across the parcel for the connecting pathway. In addition, at the time, neighbors wanted the spur pathway to begin at the location of the old stairs at High Street as opposed to the crosswalk further west. The resulting plan was approved by the Parks Commission, the Conservation Commission, the state Architectural Access Board, and others, funding was approved by federal and state authorities, and construction began last year.

During the last few months, as the contractor brought in fill for the connecting pathway, the embankment extended farther from the edge of the park and its height and bulk were considerably greater than most people

had envisioned or anticipated. Most acknowledge that wholesale removal of the pathway is not a viable option due to the City's desire to provide a handicapped accessible connection to the trail from High Street, as well as the negative ramifications of potential for exposure to \$1,000/day fines from the Architectural Access Board, private plaintiff lawsuits under the Americans with Disabilities Act, resistance from neighbors of alternative Rail Trail access points, additional financial charges from MassDOT, etc. However, significant modifications are now possible due to the change in owners of the adjacent driveway parcel, who offered this spring to allow the pathway and associated fill to cross their property line. This will allow the intersection of the pathway with the main trail to shift approximately 50 feet north in the revised plan. In addition, the revised plan shifts the other end point of the pathway about 50 feet west along the High Street sidewalk near the location of the crosswalk, which is now supported by neighbors. This will allow a longer run so that the grade of the handicapped accessible pathway drops down lower and quicker. The open sledding hill for younger children parallel with High Street is maintained. The low areas on the eastern side of the pathway will be filled so that the pathway establishes more of an edge to the park's basin than a cut-through. There will be cedar split rail fencing along the edges of the middle portion of the pathway where we have reduced the shoulder width by two feet to pull back more of the slope. There will be about eight new trees on the eastern side to provide screening and reinforce the edge of the park. The plan continues to include new granite stairs to access the park from High Street as well as a lower stairway to the bottom of the basin.

MassDOT has stopped the contractor's work on this section of the project, but has determined that the City needs to pay for the change order and the contractor's additional work. The primary cost is the excavation, shifting, and removal of a significant amount of fill (approximately 2,625 cubic yards). Other costs include revised drainage and engineering to meet FHWA and MassDOT specifications. We plan to close the financial gap for the change order with the remaining contingency funds for the overall Rail Trail project. The work is expected to be completed this fall along with substantial completion of the entire trail. Please see the attached order and itemized cost estimate along with the plan and rendering.

Thank you for your consideration.





# City of Newburyport

## FY 2017

### BUDGET TRANSFER REQUEST

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2017 JUL -5 PM 3:57

**Department:** Mayor's Office  
**Submitted by:** Donna D. Holaday, Mayor      **Date Submitted:** 6/30/2017

**Transfer From:**

Account Name	<u>NHS Stadium Capital Project</u>	YTD Bal:	<u>\$ 74,153.46</u>
Account Number:	<u>3512-59600</u>	Trans In:	<u>                    </u>
Amount:	<u>\$74,153.46</u>	Trans Out:	<u>                    </u>
Why are Funds Available:	<u>A transfer of \$170,000 was made into this account in March 2016 from Free Cash. The project is closed out and the remaining balance is available for any legal expenditure at the recommendation of the Mayor with approval of the City Council.</u>		

**Transfer To:**

Account Name	<u>Rail Trail Phase 2 Capital Project</u>	YTD Bal:	<u>\$ 69,631.33</u>
Account Number:	<u>3608-49730</u>	Category:	<u>                    </u>
Amount:	<u>\$74,153.46</u>	Trans I/O:	<u>                    </u>
Why are Funds Required:	<u>Additional engineering and construction is needed to address a portion of the Rail Trail at the March's Hill corridor. See attached explanatory memo.</u>		

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

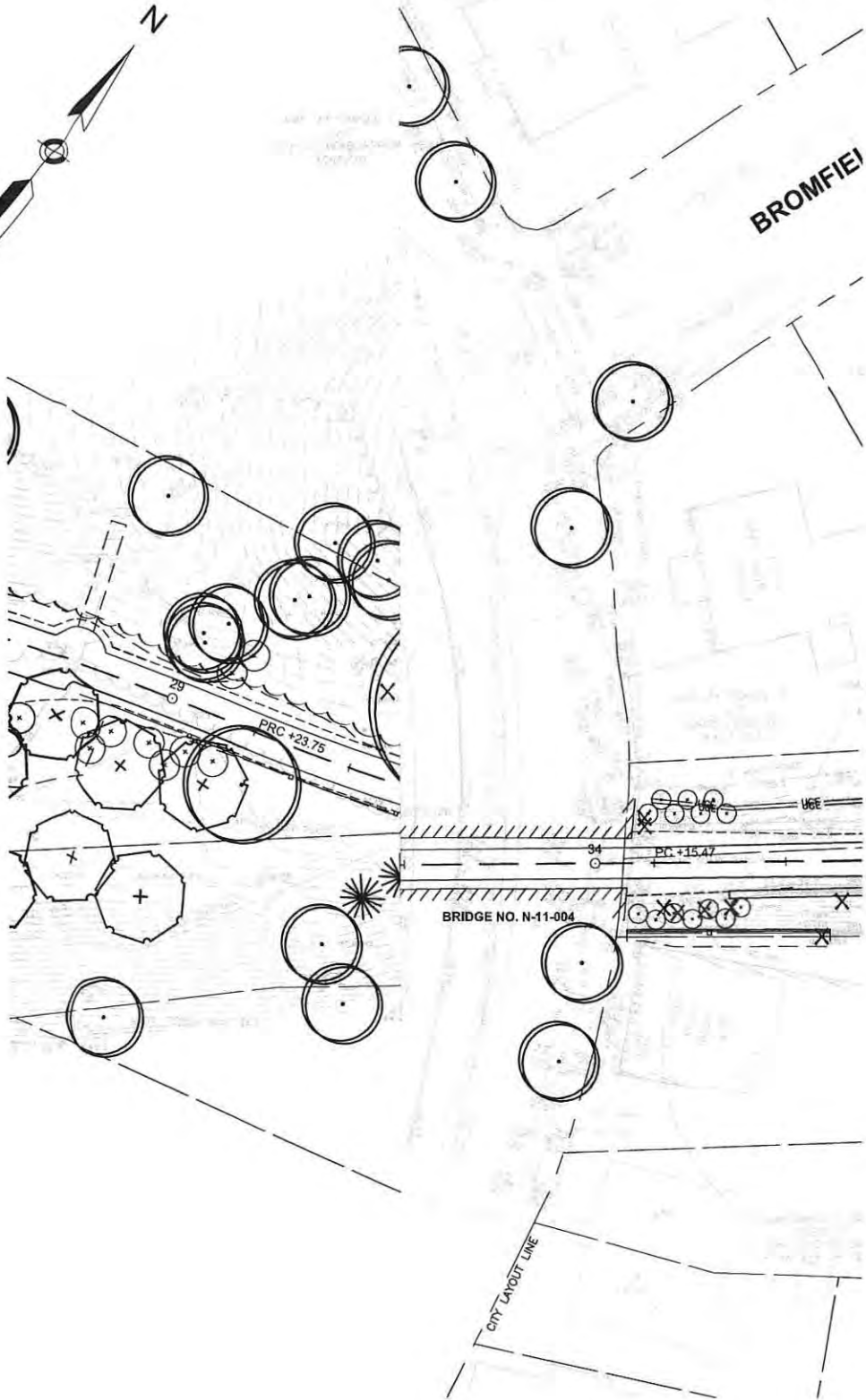
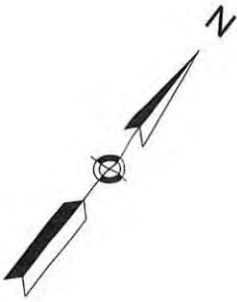
*Donna D. Holaday*  
*Ethan R. Manning*

Date: 7/5/17  
 Date: 7/5/17

NEWBURYPORT / NEWBURY  
CLIPPER CITY RAIL TRAIL - PHASE 2

STATE	FED. AID PROJ. NO.	SHEET NO.	TOTAL SHEETS
MA	STP/TE/CM-002S(852)X		181
PROJECT FILE NO.		606503	

SCHEME 'D'  
REV 3













## **Re-Design and Re-Construction: March's Hill Connecting Pathway - Clipper City Rail Trail Phase II**

### **FUNDING**

Capital Project Account Transfer	\$74,153.46
Rail Trail Project Contingency	\$38,152.54
<b>Total:</b>	<b>\$112,306.00</b>

### **COSTS**

Engineering (MassDOT specifications)	\$11,800.00	<i>(Construction, Profiles, Typical &amp; Cross Sections, Grading, Drainage, Landscape, Signage)</i>
Earth Excavation (2,625 CY @ \$28/CY)	\$73,500.00	<i>(Item 120)</i>
Tree Removal (2)	\$2,000.00	<i>(Item 103)</i>
Topsoil excavated and stacked (130 CY)	\$2,730.00	<i>(Item 125)</i>
Catch basin - municipal standard (1)	\$2,500.00	<i>(Item 201.5)</i>
Catch basin grate - municipal standard (1)	\$770.00	<i>(Item 222.3)</i>
12" reinforced concrete pipe (80 feet)	\$7,600.00	<i>(Item 241.12)</i>
8" corrugated plastic pipe (45 feet)	\$3,150.00	<i>(Item 252.08)</i>
stone for pipe ends (6 square yards)	\$216.00	<i>(Item 258)</i>
cement concrete sidewalk (27 square yards)	\$1,134.00	<i>(Item 701)</i>
topsoil rehandled and spread (130 CY)	\$3,770.00	<i>(Item 752)</i>
seeding - shoulder mix - type A (170 CY)	\$136.00	<i>(Item 765.11)</i>
landscape boulders remove and reset (10)	\$3,000.00	<i>(Item 984.52)</i>
<b>Total:</b>	<b>\$112,306.00</b>	

# COMMUNICATIONS



# Whittier Regional Vocational Technical High School

115 Amesbury Line Road  
Haverhill, MA 01830-1898  
978-373-4101  
Fax: 978-372-5331  
kkosmes@whittier.tec.ma.us

Maureen Lynch  
Superintendent

Kara M. Kosmes  
Business Manager

Amy Pocsik  
Treasurer

June 30, 2017

Ms. Julie Languirand, Treasurer  
City of Newburyport, City Hall  
60 Pleasant Street, PO Box 550  
Newburyport, MA 01950

Dear Ms. Languirand,

On April 12, 2017 the Whittier Regional Vocational Technical High School Committee voted to adopt a final **2017-2018 Gross Budget** in the amount of \$24,134,578.00, which consists of \$19,717,968.00 for the Required Net School Spending as defined under the Ed Reform formula; \$1,341,116.00 for Other Assessments, Assessment Transportation & Community Education; \$495,000.00 for Capital Assessments; \$2,580,494.00 for Other Educational Assessment. The estimated receipts for the school year are \$9,860,982.00, resulting in a **Total Approved Assessment for 2017-2018 at \$14,273,596.00.**

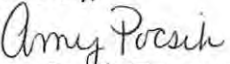
This is to certify that the **2017-2018** net assessment for the **City of Newburyport** is **\$568,149.00.**

NEWBURYPORT		TOTAL DUE
25%	Due August 15, 2017	\$142,037.00
25%	Due November 1, 2017	\$142,037.00
35%	Due February 1, 2018	\$198,852.00
15%	Due April 1, 2018	<u>\$85,223.00</u>
<b>TOTAL:</b>		<b>\$568,149.00</b>

RECEIVED  
 CITY CLERK'S OFFICE  
 NEWBURYPORT, MA  
 2017 JUL -3 PM 1:40

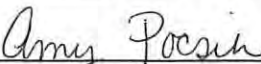
Several of our communities are transmitting assessment payments electronically. If your community would like to do so as well, please contact me at 978-373-4101 x293 to set up this process. If you have any questions, please do not hesitate to call our Business Manager, Ms. Kosmes at 978-373-4101 x269.

Sincerely,

  
Amy Pocsik, Treasurer

Cc: Mayor, **City Clerk**, Chmn. Board of Assessors, Finance Director, Superintendent of Schools, Whittier Representatives

Certification: I hereby certify that the information contained above is true to the best of my knowledge and belief.

  
Amy Pocsik, Treasurer

President Thomas F. O'Brien  
And Members of the City Council  
Newburyport City Hall  
60 Pleasant Street  
Newburyport, Mass. 01950

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2017 JUN 19 AM 8:43

Dear Mr. O'Brien:

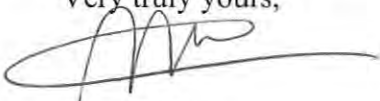
The amendments to Chapter 12 – Streets, Sidewalks and Other Public Places, Sec. 1.5 prohibits A-frame signs beyond the 4 square feet of the sidewalk at the direct entrance of a business has dictated me to write to you today for your support.

My name is John Wells and I own a business at Wellsco Realty located at 40R Merrimac Street, Newburyport, Mass. Because my business is not visible from Merrimac Street, it poses a challenge for potential customers to stop in at my location. I am respectfully requesting your approval to place my A-Frame on Merrimac Street at the entrance to the Waterfront Trust Parking lot. This location will provide maximum visibility and minimal invasion of the walkway. Also, by allowing me this variance, my customers will have no difficulty finding my establishment.

I've already purchased the permit #20 for Movable Signage on Public Property. I appreciate your attention to this matter and look forward to hearing from you. If you have any further questions, please feel free to contact me at 978-518-1481 or email me at [john@wellscorealty.com](mailto:john@wellscorealty.com).

Thank you for your consideration.

Very truly yours,



John Wells

Wellsco Realty

Liability insurance #20

APPLICATION FOR MOVABLE SIGNAGE ON PUBLIC PROPERTY

Application Fee \$100.00  
Date: 5/31/17

FOR CITY CLERK'S OFFICE ONLY  
Date Recorded 6/1/17  
Amount Paid \$100

To the City Council of the City of Newburyport:

The undersigned requests that he/she may be granted permission to place one (1) movable sign on public property. This permission will only be effective for the listed location, and will be subject to all of the terms, conditions, and limitations set forth in the Newburyport Code of Ordinances, and any applicable State and Federal laws and any condition prescribed by the City Council and/or City Departments, including, but not limited to, those conditions appearing below.

Name of applicant WellSCO LLC / John Well

Home address of applicant 1 Cove Drive

City, State, Zip of applicant Newburyport MA 01950

Telephone of applicant 978-518-1481

Name of business WellSCO LLC

Address of business 402 Memorial St. Suite 101E

Telephone of business 978-518-1481

Description of the location and movable sign to placed on the Public Way.

Plastic A-frame to be placed at far edge of parking at front door

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 Applicant or Duly Authorized Agent [Signature]

Date 5/31/17





**Plum Island Coffee Roasters**

54R Merrimac Street, Newburyport, MA 01950  
978-465-1444 | 978-828-0711 c | info@plumislandcoffee.com

June 22, 2017

Newburyport City Council

To all Concerned,

Please accept this letter as a request for location relief of PICR's a-frame sign to allow the sign be placed at the northeast corner of Merrimac Street and the entrance to the Waterfront Trust parking lot.

Such relief will bring attention to the existence of the tucked away and off the beaten track business.

Thank you in advance for your consideration.

Respectfully,

Bruce L. Vogel

Proprietor





**APPLICATION FOR MOVABLE SIGNAGE ON PUBLIC PROPERTY**

Application Fee **\$100.00**

Date: 6/21/17

FOR CITY CLERK'S OFFICE ONLY	
Date Recorded	_____
Amount Paid	<u>1100</u>

To the City Council of the City of Newburyport:

The undersigned requests that he/she may be granted permission to place one (1) movable sign on public property. This permission will only be effective for the listed location, and will be subject to all of the terms, conditions, and limitations set forth in the Newburyport Code of Ordinances, and any applicable State and Federal laws and any condition prescribed by the City Council and/or City Departments, including, but not limited to, those conditions appearing below.

Name of Applicant Bruce L Vogel

Street Address of Applicant 5 Bromfield Ct

City, State, Zip of Applicant Newburyport MA 01950

Telephone Number of Applicant 978 828 0711

Name of Business Plum Island Coffee Roasters

Address of Business 54 R MERRIMAC

Telephone Number of Business 978 - 465 - 1444

RECEIVED  
 CITY CLERK'S OFFICE  
 NEWBURYPORT, MA  
 2017 JUN 22 PM 2:56

Approved location and description of moveable sign to be placed on Public Way

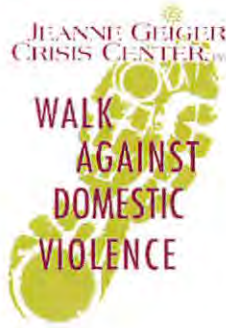
\_\_\_\_\_  
\_\_\_\_\_

**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 Applicant or Duly Authorized Agent Bruce L Vogel Date 6/21/17





June 21, 2017

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

Dear Mr. O'Brien and City Council Members,

On behalf of the Jeanne Geiger Crisis Center, I am writing to ask for City Council's approval of our plans for the 26th Annual Walk Against Domestic Violence, scheduled for Sunday, October 1<sup>st</sup> again this year at Waterfront Park, situated directly behind the Firehouse Theater located at 1 Market Square, Newburyport, MA from 8:00 AM (registration) – noon.

For your review, I have enclosed a copy of our walk route that we used last year and will again for this upcoming walk. As in the past, we have an army of volunteers who are stationed along the route to direct walkers and we will have officers stationed at crossing points. If you have any questions, please call our Event Coordinator, Cara Kennedy, at 978-465-0999.

I hope you will look favorably upon this request, and please let us know if you have any questions.

Thank you for your immediate attention to this matter. We look forward to your earliest response so that we may publicize this exciting event.

Thank you for your consideration.

Sincerely,

Suzanne C. Dubus  
Chief Executive Officer

Cc: Richard B. Jones, City Clerk

enclosure



# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT: Jeanne Geiger Crisis Center Walk Against Domestic Violence

Date: 10/11/17 Time: from 8 AM to 11 AM

Rain Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location: Waterfront Park (see attached map for walk route)  
Rail trail and walk route

3. Description of Property: \_\_\_\_\_ Public  Private \_\_\_\_\_

4. Name of Organizer: Jeanne Geiger Crisis Center City Sponsored Event: Yes \_\_\_\_\_ No

Contact Person Cara Kennedy

Address: 2 Harris Street, NBPT, MA Telephone: 978-465-0999

E-Mail: ckennedy@jeannegeiger.org Cell Phone: 978-994-3358

Day of Event Contact & Phone: Cara Kennedy, 978-994-3358

5. Number of Attendees Expected: 500

6. MA Tax Number: 22-2474823

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

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

9. Have You Notified Neighborhood Groups or Abutters? Yes  No \_\_\_\_\_, Who? Newburyport Parks NBPT Waterfront Trust

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? None we use the Parks & empty if it is
- 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 None
- 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: We use the public toilets at Waterfront park and provide extra toilet paper.

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_ ROAD RACE \_\_\_\_\_ WALKATHON X

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

Jeanne Geiger Crisis Center

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

Jeanne Geiger Crisis Center - Cara Kennedy  
2 Harris Street, Newburyport MA 01950  
978-465-0999

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

Meredith Tierney  
2 Harris Street, Newburyport, MA 01950  
978-994-3358

4. Date of Event: 10/1/17 Expected Number of Participants: 500

5. Start Time: 8 am Registration Expected End Time: 11:00 AM

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

Rail Trail, Hight street, Bramfield street, Merrimac street

7. Locations of Water Stops (if any): March's Hill

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

9. Formation Location & Time for Participants: Waterfront Park - 8 am

10. Dismissal Location & Time for Participants: Waterfront Park - 11 am

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.

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

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

### Limitations

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



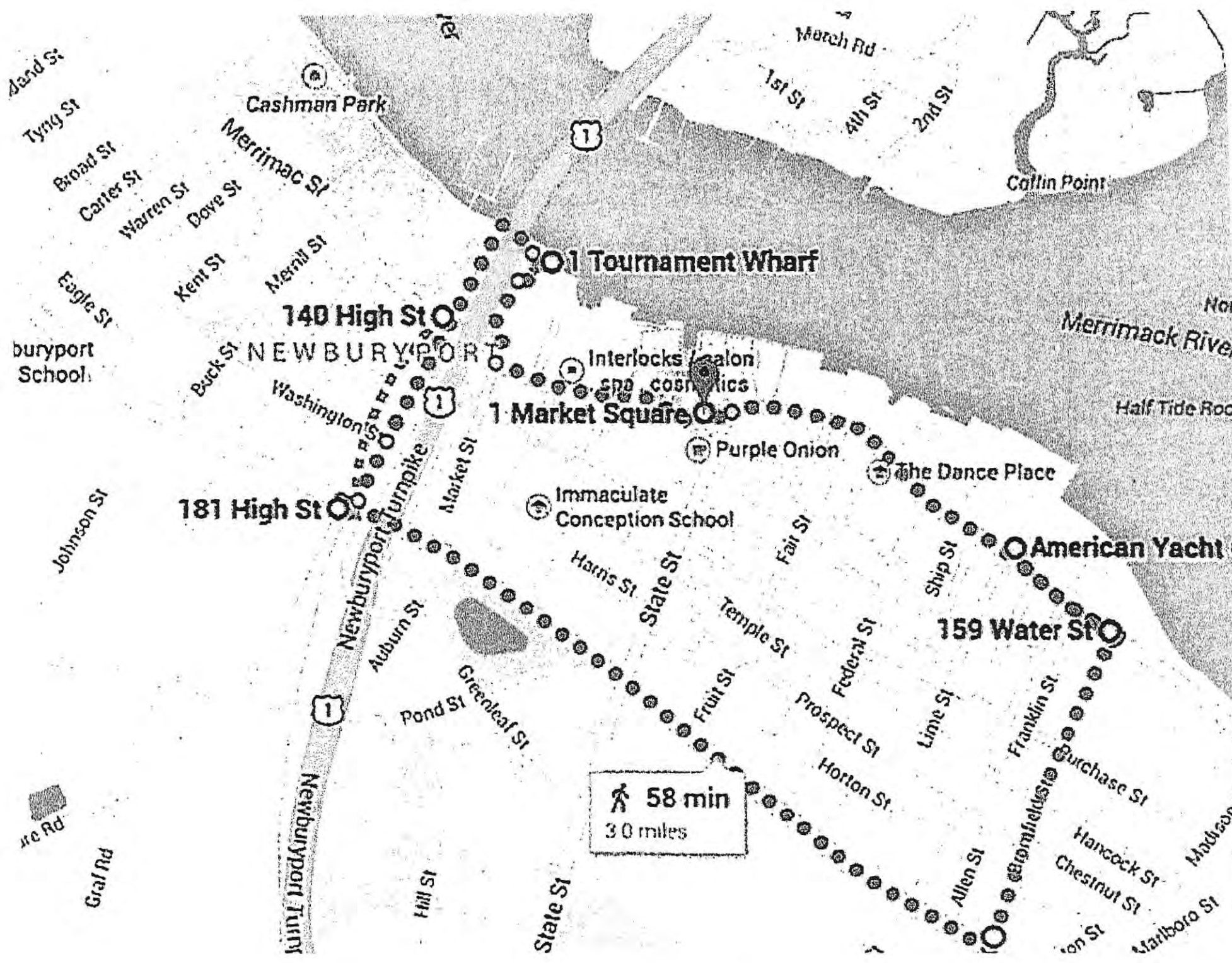
- (e) *"Road Closure"* No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers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

**13-101 Enforcement**

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

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

Signed: *Cara Kennedy* Date: *6/6/17*









RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

**NEWBURYPORT SPECIAL EVENT APPLICATION**

Tel. 978 270 2026

Fax. \_\_\_\_\_

2017 JUN 30 AM 10:15

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

NAME OF EVENT: Newburyport Half Marathon

Date: 10/22/17 Time: from 6:00am to 2:00pm

Rain Date: 10/29/17 Time: from 6:00am to 2:00pm

2. Location: Cashman Park - Softball Field / Boat Ramp Area

3. Description of Property: \_\_\_\_\_ Public  Private \_\_\_\_\_

4. Name of Organizer: Green Stride City Sponsored Event: Yes \_\_\_\_\_ No

Contact Person Eli Bailin

Address: 55 Prospect St Amesbury Telephone: 978 270 2026

E-Mail: elibailin@hotmail.com Cell Phone: \_\_\_\_\_

Day of Event Contact & Phone: same

5. Number of Attendees Expected: 3,000

6. MA Tax Number: 47-0987984

7. Is the Event Being Advertised? yes Where? online to runners network

8. What Age Group is the Event Targeted to? 18-70+

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

We notify leading into event

**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? 10
- b) How many recycling receptacles will you be providing? 10
- c) Will you be contracting for disposal of : **Trash** Yes  No  **Recycling** Yes  No 
  - i. If yes, size of dumpster(s): **Trash** 30 yard **Recycling** \_\_\_\_\_
  - ii. Name of disposal company: **Trash** GMello **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)

# 60 Standard # 2 ADA accessible

Name of company providing the portable toilets: D.A. Wilkinson

FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY

PARADE \_\_\_\_\_

ROAD RACE X

WALKATHON \_\_\_\_\_

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

Green Stride

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

Eli Bailin  
55 Prospect St Amesbury 978 270 2026

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

Eli Bailin  
55 Prospect St Amesbury 978 270 2026

4. Date of Event:

10/22/17

Expected Number of Participants:

3,000

5. Start Time:

9:00am

Expected End Time:

2:00 pm

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

See attached plan

7. Locations of Water Stops (if any):

See attached

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

see attached

9. Formation Location & Time for Participants:

Merrimac + Kent St for start

10. Dismissal Location & Time for Participants:

11. Additional Parade Information:

• Number of Floats:

N/A

• Locations of Viewing Stations:

N/A

• Are Weapons Being Carried:

Yes \_\_\_ No \_\_\_

• Are Marshalls Being Assigned to Keep Parade Moving:

Yes \_\_\_ No \_\_\_

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

CITY MARSHAL

RLR

4 Green St.

FIRE CHIEF

Dep SHB

6/30/17

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.

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

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

### Limitations

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

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

**13-101 Enforcement**

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

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

Signed:  Date: 6/30/17



## COURSE DESCRIPTION

START: Merrimac & Kent St intersection

Continue Merrimac St- 1 mile Jefferson St before Atkinson Common

Left on Spofford St- 2 miles

Right on Ferry Rd

Across bridge over Route 95

Continue to Pine Hill Rd- 3miles

Bear right onto Curzon Mill Rd

Left on Hoyts Ln

Left on Storey Ave, Route 113- 4 miles

Right on Dennette DR

Left on Everett DR

Right on Turkey Hill Rd

Right on Plummer Spring Rd- 5 miles

Continues to Middle St

Left on Garden St- 6 miles

Left on Rogers St- 7 miles

Left on Turkey Hill Rd- 8 miles

Right on Hale St- 8.34 miles; 9 miles after RT 95 overpass

Right on Malcolm K Hoyt Rd- 10 miles

Left on Milliken Way to reverse direction at turn around point

Left on Malcolm K Hoyt Rd -10.84 miles; 11 miles before Parker St turn

Left on Parker St

Continue right on Parker St

Left on Clipper City Rail Trail- 11.8 miles; 12 miles on Trail

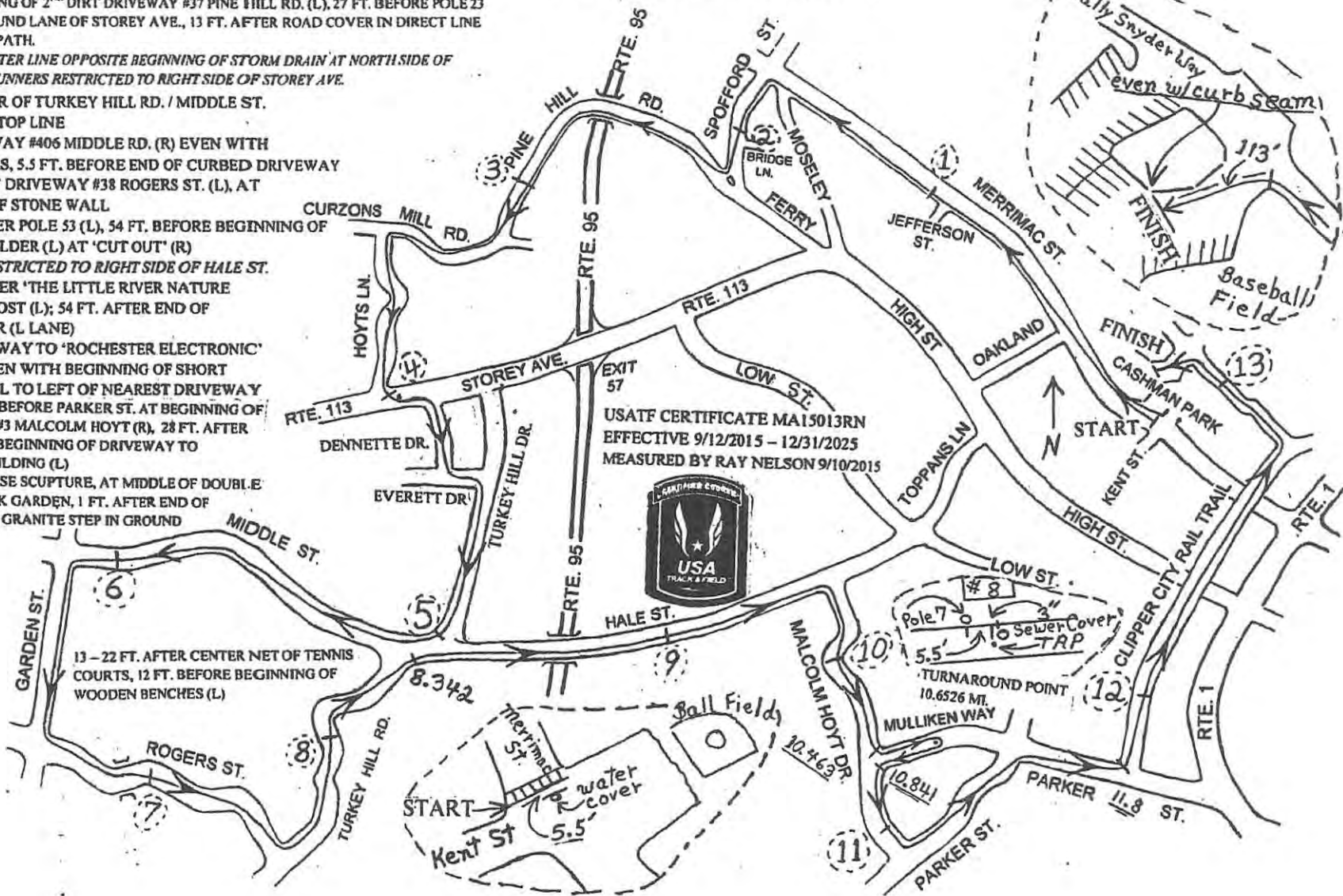
Continue Trail to before boat ramp & left to

Finish: adjacent to Cashman Park parking lot

# GREEN STRIDE NEWBURYPORT HALF MARATHON

## NEWBURYPORT, MASSACHUSETTS

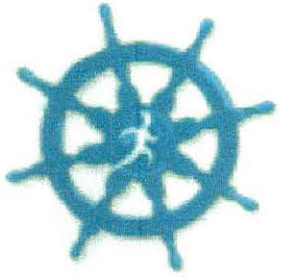
- 1 - ON MERRIMAC ST. @ 50 YD. AFTER JEFFERSON ST., AT BEGINNING OF DRIVEWAY #420 (R), 16 FT. AFTER POLE 91 (R)
- 2 - 3 FT. AFTER END OF DRIVEWAY #52 SPOFFORD ST. (R) - EVEN WITH GRANITE LAMPPOST IN YARD, 33 FT. BEFORE BEGINNING OF BRIDGE LN. (L)
- 3 - AT BEGINNING OF 2<sup>ND</sup> DIRT DRIVEWAY #37 PINE HILL RD. (L), 27 FT. BEFORE POLE 23
- 4 - IN WESTBOUND LANE OF STOREY AVE., 13 FT. AFTER ROAD COVER IN DIRECT LINE OF RUNNERS' PATH.
- \*CONE ON CENTER LINE OPPOSITE BEGINNING OF STORM DRAIN AT NORTH SIDE OF STOREY AVE. RUNNERS RESTRICTED TO RIGHT SIDE OF STOREY AVE.
- 5 - AT CORNER OF TURKEY HILL RD. / MIDDLE ST.
- 6 FT. AFTER STOP LINE
- 6 - IN DRIVEWAY #406 MIDDLE RD. (R) EVEN WITH END OF DOORS, 5.5 FT. BEFORE END OF CURBED DRIVEWAY
- 7 - AT END OF DRIVEWAY #38 ROGERS ST. (L), AT BEGINNING OF STONE WALL
- 8 - 69 FT. AFTER POLE 53 (L), 54 FT. BEFORE BEGINNING OF BIGGEST BOULDER (L) AT 'CUT OUT' (R)  
\*RUNNERS RESTRICTED TO RIGHT SIDE OF HALE ST.
- 9 - 86 YD. AFTER 'THE LITTLE RIVER NATURE TRAIL' SIGNPOST (L); 54 FT. AFTER END OF SEWER COVER (L LANE)
- 10 - IN DRIVEWAY TO 'ROCHESTER ELECTRONIC' BLDG. (L); EVEN WITH BEGINNING OF SHORT CEMENT WALL TO LEFT OF NEAREST DRIVEWAY
- 11 - @ 0.1 MILE BEFORE PARKER ST. AT BEGINNING OF DRIVEWAY TO #3 MALCOLM HOYT (R), 28 FT. AFTER POLE 4 (R); AT BEGINNING OF DRIVEWAY TO BLUEGRAY BUILDING (L)
- 12 - AFTER HORSE SCULPTURE, AT MIDDLE OF DOUBLE CIRCULAR ROCK GARDEN, 1 FT. AFTER END OF RECTANGULAR GRANITE STEP IN GROUND



USATF CERTIFICATE MA15013RN  
EFFECTIVE 9/12/2015 - 12/31/2025  
MEASURED BY RAY NELSON 9/10/2015







# Newburyport Half Marathon

## Sunday, ~~October 25th, 2015~~

### COURSE MAP

Oct. 22nd  
2017

Prepared by:  
**DMSE**  
DAVE MCGILLIVRAY SPORTS ENTERPRISES  
**SPORTS**

START: ON MERRIMAC ST @ KENT ST  
FINISH: IN PARKING LOT AT CASHMAN PARK

v. 10/13/2015





Attn!

New Start Time is 9:00am!

This page should reconsider the one hour difference.

RUNNER PACE TIMELINE		PACE: 4:59/MILE	PACE: 10:00/MILE	PACE: 18:19/MILE
MILE	LOCATION	Cross start line: LEAD	Plus 2 min MIDDLE PACK	Plus 4 min. LAST
START	MERRIMAC ST & KENT ST INTERSECTION	10:00:00	10:02:00	10:04:00
1	MERRIMAC ST AFTER JEFFERSON ST	10:04:59	10:12:00	10:22:19
1.8	MERRIMAC ST & SPOFFORD ST INTERSECTION	10:09:00	10:20:00	10:37:00
2	#32 SPOFFORD ST	10:10:00	10:22:00	10:40:38
2.2	SPOFFORD ST & FERRY RD	10:12:00	10:24:00	10:41:18
3	#37 PINE HILL RD	10:14:57	10:32:00	10:58:57
3.4	CURZONS MILL RD & HOYTS LN	10:16:00	10:36:00	11:06:17
4	ON STOREY AVE/RTE 113 JUST AFTER HOYTS LN TURN	10:19:56	10:42:00	11:17:16
4.1	STOREY AVE & DENNETTE DR	10:20:26	10:43:00	11:19:06
4.3	DENNETTE DR & EVERETT DR	10:21:26	10:43:00	11:22:46
4.5	EVERETT DR & TURKEY HILL RD	10:23:56	10:47:00	11:26:26
4.6	EVERETT DR & TURKEY HILL RD	10:24:26	10:48:00	11:28:16
5	TURKEY HILL RD & MIDDLE ST	10:24:55	10:52:00	11:35:35
6	3406 MIDDLE ST BEFORE GARDEN ST TURN	10:29:54	11:02:00	11:53:54
7	#38 ROGERS ST	10:34:53	11:12:00	12:12:13
8	ON TURKEY HILL RD BEFORE HALE ST	10:39:52	11:22:00	12:30:45
8.34	TURKEY HILL & HALE ST INTERESECTION	10:40:30	11:22:40	12:30:32
9	ON HALE ST AFTER "LITTLE RIVER NATURE CENTER SIGNPOST	10:44:51	11:32:00	12:48:51
9.8	HALE ST & MALCOLM HOYT DR INTERSECTION	10:48:51	11:40:00	12:52:30
10	AFTER CURVE ADJACENT TO ROCHESTER ELECTRONIC BLDG	10:49:50	11:42:00	1:07:10
10.5	MALCOML HOYT DR & MULLIKEN WAY	10:52:20	11:47:00	1:16:20
10.84	TURNAROUND ON MULLIKEN WAY	10:53:20	11:51:00	1:22:00
11	0.1 BEFORE LEFT TURN ON PARKER ST	10:54:49	11:52:00	1:25:29
11.5	RIGHT TURN ON PARKER ST	10:56:30	11:54:30	1:34:40
11.8	PARKER ST & ENTRANCE TO CLIPPER CITY RAIL TRAIL	10:58:50	11:56:00	1:40:10
12	ON CLIPPER CITY RAIL TRAIL AFTER HORSE SCULPTURE	10:59:48	12:02:00	1:43:48
13	AFTER LEFT TURN ON TRAIL ALONG THE MERRIMAC RIVER	11:04:57	12:22:00	2:02:07
13.1	PARKING LOT BEFORE THE BOAT RAMP	11:05:20	12:13:05	2:04:00



**POLICE ASSIGNMENTS**

1. OIC
2. Lead vehicle
3. Merrimac and Carter
4. Merrimac and Kent
5. Merrimac and Oakland
6. Merrimac & Route 1
7. Merrimac & Route 1
8. Merrimac and Ashland (beer tent)
9. Merrimac and Jefferson (beer tent)
10. Merrimac and Spofford
11. Merrimac and Spofford
12. 113 & Hoyts Lane
13. Dennett & 113
14. Turkey Hill & 113
15. Turkey Hill & Crow
16. Turkey Hill & Hale
17. Turkey Hill & Hale
18. High & Mosely
19. High & Ferry
20. Low & Hale
21. Hale and Malcolm Hoyt
22. Mullikan & Parker
23. Malcolm Hoyt and Parker
24. Malcolm Hoyt & Parker
25. Parker and Parker
26. Rail Trail Parker
27. Rail Trail Washington

## Barricades Locations List for ½ Marathon Sunday 1000 hrs

1. Pine Hill & Hallisey
2. Pine Hill & Daniel Lucey
3. Hale & Toppans
4. Hale & Turkey Hill
5. Hale & Lavalley
6. Parker & Malcolm Hoyt
7. Graf & Parker
8. Rt1 & Parker by Haley's

## COURSE MONITOR PLAN

LOCATION	RACE MONITORS	NEWBURYPORT POLICE	
Merrimac & Route 1		2	
Merrimac & Kent [Race start]	2	1	
Merrimac & Carter	1	1	
Merrimac & Oakland	1	1	
Merrimac & Ashland	1	1	Beer Tent
Merrimac & Jefferson	1	1	Beer Tent
Merrimac & Spofford	1	2	
Spofford & Ferry	1		
High & Mosely		1	
High & Ferry		1	
Ferry & Briggs	1		
Ferry & Laurel	1		
Pine Hill & Whitcomb Ln	1		
Pine Hill & Curzon Mill	1		
Curzon Mill & Daniel Lucy Way	1		
Curzon Mill & Hoyts Ln	1		
Hoyts Ln & Drew	1		
113 & Hoyts Ln	1	1	
113 & Dennett Dr	1	1	
113 & Turkey Hill		1	
Dennett & Everett	1		
Turkey Hill & Everett Dr	2		
Turkey Hill & Bourbeau Terrace	2		
Turkey Hill & Windward Dr	2		
Turkey Hill & Longfellow Dr	2		
Turkey Hill & Newhall Ln	2		
Turkey Hill & Marquard Ln	2		
Turkey Hill & Longfellow Dr	2		
Turkey Hill & Crow		1	
Turkey Hill & Hale		2	
Low & Hale		1	
Middle & Garden	1		
Garden & Browns Ln	2		
Garden & Rogers	1		
Garden & Turkey Hill	1		
Hale & Malcolm Hoyt	1	1	
Malcolm Hoyt & Parker		2	
Mulliken & Parker		1	
Parker & Parker		1	
Parker & Rail Trail	2	1	
Rail Trail & Washington	1	1	
	41	25	

Newburyport Half Marathon  
Start/Finish Equipment

Qty	Item	Location	Provided	Comments
2	2 Wheeler	Start/Finish	DMSE	Ballfield-1, Start-1
1	Airhorn	Start	DMSE	
1	American Flag	Start	DMSE	
1	Announcer Platform	Start	DMSE/IRS	Ron to pick up from IRS
2	Ballast Water Barrel	Start	DMSE	NEED COAT HANGER
2	Banner	Start	ELI	2 - Single Sided Start Banners, back to back
1	Bullhorn	Start	DMSE	
2	Garden Hose	Start	DMSE	
2	Scaffolding Tower Scrim Set	Start	DMSE	Blue/White
2	Scaffolding Towers (4' x 7' x 12')	Start	DMSE	
150	Steel Barricade - Feet	Start	DMSE	All on trailer plus 30 from warehouse
120	Steel Barricade (10' x 44")	Start	DMSE	Start-80, Finish-20, Ballfield-20
4	Straps	Start	DMSE	
30	Traffic Cones (18")	Start	DMSE	
9	Veratruss System (Per Meter)	Start	DMSE	3 - 3M
1	Zip Ties - 8" (bag)	Start	DMSE	





Water Station Equipment

Qty	Item	Location	Provided By	Comments
8	UCAN Concentrate Mix (case)	Water Stations	Eli	
4	UCAN Cups (case)	Water Stations	Eli	
4	UCAN Stirrers	Water Stations	DMSE	
8	Gloves	Water Stations	DMSE	
4	Gotts	Water Stations	DMSE	
1	Pallet Jack	Water Stations	DMSE	
4	Pitchers	Water Stations	DMSE	
16	Rakes	Water Stations	DMSE	
16	Shovels	Water Stations	DMSE	
32	Tables	Water Stations	Eli	
28	Trash Barrels	Water Stations	DMSE	
105	Trash Liners	Water Stations	DMSE	
132	Water - Gallon (case)	Water Stations	Eli	
15	Water Cups (case)	Water Stations	Eli	

Newburyport Half Marathon  
DMSE Equipment

Qty	Item	Location	Provided By	Comments	Truck
2	2 Wheeler	Start/Finish	DMSE	Ballfield-1, Start-1	DMSE
1	Airhorn	Start	DMSE		DMSE
1	American Flag	Start	DMSE		DMSE
1	Announcer Platform	Start	DMSE/IRS	Ron to pick up from IRS	DMSE
2	Ballast Water Barrel	Start	DMSE	NEED COAT HANGER	DMSE
1	Bullhorn	Start	DMSE		DMSE
2	Garden Hose	Start	DMSE		DMSE
8	Gloves	Water Stations	DMSE		16' Water
4	Gotts	Water Stations	DMSE		16' Water
1	Pallet Jack	Water Stations	DMSE		26' Water
30	Parking Flags	Course	DMSE	Aaron to give to volunteers Thurs before	
4	Pitchers	Water Stations	DMSE		16' Water
16	Rakes	Water Stations	DMSE		16' Water
45	Safety Vests	Course	DMSE	One for every course monitor	
33	Sandwich Boards (2'x3')	Course	DMSE	20 Directional, 13 Mile Markers	16' Course
2	Scaffolding Tower Scrim Set	Start	DMSE	Blue/White	DMSE
2	Scaffolding Towers (4' x 7' x 12')	Start	DMSE		DMSE
16	Shovels	Water Stations	DMSE		16' Water
20	Signs - Course Directional	Course	DMSE		16' Course
150	Steel Barricade - Feet	Start	DMSE	All on trailer plus 30 from warehouse	26' Water
120	Steel Barricade (10' x 44")	Start	DMSE	Start-80, Finish-20, Ballfield-20	26' Water & TRAILER
4	Straps	Start	DMSE		DMSE
32	Tables	Water Stations	Eli		26' Water
30	Traffic Cones (18")	Start	DMSE		DMSE
100	Traffic Cones (18")	Course	DMSE		16' Course
28	Trash Barrels	Water Stations	DMSE		16' Water
105	Trash Liners	Water Stations	DMSE		16' Water
2	Velcro	Course	DMSE		16' Course
9	Veratruss System (Per Meter)	Start	DMSE	3 - 3M	DMSE
1	Zip Ties - 8" (bag)	Start	DMSE		DMSE



## MEDICAL PROGRAM

10/22/17

Medical Plan and Layout: Sunday ~~10/25/15~~ ½ Marathon and Relay

**Medical staff arrival:** ~~9:30 AM~~ 8:30  
**Start time:** ~~10:00 AM~~ 9:00 am  
**Orthopedic support**  
**Staff arrival:** ~~10:30 AM~~ 9:30 am  
**Estimated end time:** ~~2:00 PM~~ 1:00 pm

## Medical Plan Details:

- Dedicated BLS ambulance at finish line next to tent
  - With AEDx2
- Tent staff including:
  - Medical
    - NP (Pam)
    - 3 BLS EMTs
    - (possibly) PA (Dixie)
  - Musculoskeletal
    - DC (Adam) – orthopedic complaints
    - PT (Chris)
    - PT (James)
- ½ way tent staff including:
  - 2 EMTs with bags and truck
- 5 Volunteer spotters on course at following intervals from finish (equipped with cell phone and/or radio)
  - ¼ mile
  - ½ mile
  - ¾ mile
  - Finish (2)

## Tent contents:

1. 4-6 medical cots
2. 2 portable massage tables
3. 5 25ct boxes instant ice packs
4. Mueller M tape, White athletic tape
5. Ace wraps
6. Vaseline
7. 5 EMS bags (red)
  - a. Contents include:
    - i. Airway & CPR mask
    - ii. Wound care bandages
      1. Various sized band aids
      2. Sterile gauze pads
      3. Sterile gauze wraps
      4. Waterproof tape

## MEDICAL PROGRAM

- iii. Wound cleaning supplies
  - 1. Iodine swabs
  - 2. Alcohol prep swabs
  - 3. Bacitracin
- iv. SAM splint
- v. Moleskin
- vi. Sunscreen
- vii. Glucose tabs
- viii. Acetaminophen tabs
- 8. Nitrile gloves size L
- 9. Nitrile gloves size M
- 10. Glucometer
  - a. Lancets
  - b. Test strips
- 11. 10 gallons concentrated electrolyte solution (Gatorade)

### Medical Tent Organization:

1. Prior to entering tent, all conscious, ambulatory patients sign consent form
  2. Adam and/or Pam triages complaint to either staff accordingly
    - i. \*\* suspicion of EAC or non-ambulatory persons are priority
      1. EAC with LOC requires immediate transport via ambulance
        - a. Assume hyponatremia unless otherwise indicated
    - ii. \*\* all staff are required to dawn personal protection (i.e. gloves and/or glasses) when human blood is visible
    - iii. \*\* all staff are to practice hand sanitization when in contact with bodily fluids
  - b. Medical
  - c. Orthopedic
3. Event encounter form completed by tent staff as patient is discharged with documented instructions







# Newburyport Half Marathon

Sunday,  
October 25th, 2015  
10/22/17

# Start Area

Prepared by:

**DMSE**  
DAVE MCGILLIVRAY SPORTS ENTERPRISES  
**SPORTS**

v.10/13/2015





DRAFT

Revised 10/31/16

**DMSE**  
DAVE MCGILLIVRAY SPORTS ENTERPRISES  
**SPORTS**







# CERTIFICATE OF LIABILITY INSURANCE

DATE(MM/DD/YYYY)  
06/26/2017

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 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  
**Arthur S Page Insurance Agency**  
57 State St.  
Newburyport, MA 01950  
None

978-465-5301

CONTACT NAME: **None**  
PHONE (A/C, No, Ext): **978-465-5301** FAX (A/C, No): **978-462-0890**  
E-MAIL ADDRESS:

INSURED  
**Green Stride**  
**Eli Bailin**  
55 Prospect St.  
Amesbury, MA 01950

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A:	<b>Mesa Underwriters</b>	
INSURER B:		
INSURER C:		
INSURER D:		
INSURER E:		
INSURER F:		

### COVERAGES

### CERTIFICATE NUMBER:

### REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			MP0020003003560	10/22/2017	10/23/2017	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	\$ INCLUDED
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

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

### CERTIFICATE HOLDER

### CANCELLATION

CITY001  
  
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  
*Kate E. Gill*



GREEN-9

OP ID: KQ

**CERTIFICATE OF LIABILITY INSURANCE**

DATE(MM/DD/YYYY)  
06/26/2017

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<b>PRODUCER</b> Arthur S Page Insurance Agency 57 State St. Newburyport, MA 01950 None		<b>978-465-5301</b>	<b>CONTACT NAME:</b> None <b>PHONE (A/C, No, Ext):</b> 978-465-5301 <b>FAX (A/C, No):</b> 978-462-0890 <b>E-MAIL ADDRESS:</b>																					
<b>INSURED</b> Green Stride Eli Bailin 55 Prospect St. Amesbury, MA 01950		<table border="1"> <thead> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A :</td> <td>Mesa Underwriters</td> <td></td> </tr> <tr> <td>INSURER B :</td> <td></td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </tbody> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Mesa Underwriters		INSURER B :			INSURER C :			INSURER D :			INSURER E :			INSURER F :		
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	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						<input checked="" type="checkbox"/>	
	GEN'L AGGREGATE LIMIT APPLIES PER:						MED EXP (Any one person)	\$ 5,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000
	OTHER:						GENERAL AGGREGATE	\$ 2,000,000
	AUTOMOBILE LIABILITY						PRODUCTS - COMP/OP AGG	\$ INCLUDED
	<input type="checkbox"/> ANY AUTO OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
	<input type="checkbox"/> HIRED AUTOS ONLY						BODILY INJURY (Per person)	\$
	<input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$
	UMBRELLA LIAB							\$
	<input type="checkbox"/> EXCESS LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR						AGGREGATE	\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTION \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY							\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)							\$
	If yes, describe under DESCRIPTION OF OPERATIONS below							\$
								\$
								\$
								\$
								\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
**Town Of West Newbury is Additional Insured**

<b>CERTIFICATE HOLDER</b>  WESTN01  Town Of West Newbury 381 Main Street West Newbury, MA 01985	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# NEWBURYPORT SPECIAL EVENT APPLICATION

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

Tel. \_\_\_\_\_

Fax. \_\_\_\_\_

(For Parades, Road Races and Walkathons Only - Please complete Page 5 of this application)

Memmack River Feline Rescue Society

NAME OF EVENT: MRFRS'S 25th Anniversary Celebration

Date: Saturday, September 23rd Time: from 1 PM to 4 PM

Rain Date: Sunday, September 24th Time: from 1 PM to 4 PM

2. Location: Market Square

3. Description of Property: The "bull nose", downtown NBPT Public  Private \_\_\_\_\_

4. Name of Organizer: Liz Pease + Steph Lyon City Sponsored Event: Yes \_\_\_\_\_ No

Contact Person

Address: 63 Elm St., Salisbury, MA Telephone: (978) 465-1948

E-Mail: liz@mrfrs.org Cell Phone: (978) 457-2067

Day of Event Contact & Phone: Liz Pease - (978) 457-2067

5. Number of Attendees Expected: 100+

6. MA Tax Number: 04-317 2322

7. Is the Event Being Advertised? Yes Where? press release sent to local outlets, MRFRS contact emailed, mrfrs.org

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 >5

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? 5-6 (can provide more if needed)
- b) How many recycling receptacles will you be providing? 1-2 (can provide more if needed)
- c) Will you be contracting for disposal of : Trash Yes  No  Recycling Yes  No
- i. If yes, size of dumpster(s): Trash \_\_\_\_\_ Recycling \_\_\_\_\_
- ii. Name of disposal company: Trash \_\_\_\_\_ Recycling \_\_\_\_\_
- iii. If no, will you remove trash & recycling with organizers' cars or trucks? Yes  No
- iv. If no, where will the trash & recycling be disposed ? \_\_\_\_\_

**If no:**

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

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

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

# 1 Standard # 1 ADA accessible

Name of company providing the portable toilets: P.A. Wilkinson

**FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY**

PARADE \_\_\_\_\_

ROAD RACE \_\_\_\_\_

WALKATHON \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

4. Date of Event: \_\_\_\_\_ Expected Number of Participants: \_\_\_\_\_

5. Start Time: \_\_\_\_\_ Expected End Time: \_\_\_\_\_

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

\_\_\_\_\_

7. Locations of Water Stops (if any): \_\_\_\_\_

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

9. Formation Location & Time for Participants: \_\_\_\_\_

10. Dismissal Location & Time for Participants: \_\_\_\_\_

11. Additional Parade Information:

• Number of Floats: \_\_\_\_\_

• Locations of Viewing Stations: \_\_\_\_\_

• Are Weapons Being Carried: Yes \_\_\_\_\_ No \_\_\_\_\_

• Are Marshalls Being Assigned to Keep Parade Moving: Yes \_\_\_\_\_ No \_\_\_\_\_

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

CITY MARSHAL \_\_\_\_\_ 4 Green St. FIRE CHIEF \_\_\_\_\_ 0 Greenleaf St.

DEPUTY DIRECTOR \_\_\_\_\_ 16A Perry Way CITY CLERK \_\_\_\_\_ 60 Pleasant St.

## DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

### Limitations

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

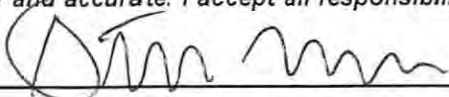


- (e) "Road Closure" No ways, public or private, boat ramps or parking lots controlled or patrolled by the city shall be closed without authorization. Authorization shall be considered granted only if said closure(s) are contained in the approved permit. It is the sole responsibility of the race organizers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

**13-101 Enforcement**

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

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

Signed:  Date: 6/20/17



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
7/5/2017

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<b>PRODUCER</b> Eastern Insurance Group LLC 233 West Central St  Natick MA 01760		<b>CONTACT NAME:</b> Lori Keiffer <b>PHONE (A/C, No, Ext):</b> (800) 333-7234 <b>E-MAIL ADDRESS:</b> <b>FAX (A/C, No):</b>	
<b>INSURED</b> MERRIMACK RIVER FELINE RESCUE SOCIETY, INC. 63 ELM ST  SALISBURY MA 01952		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Hanover Insurance Co. NAIC # 22292 INSURER B: Safety Insurance Group INSURER C: Ace American Insurance Company INSURER D: INSURER E: INSURER F:	

**COVERAGES**                      **CERTIFICATE NUMBER: REV:16 AUTO 17 GL/WC**                      **REVISION NUMBER:**

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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			OHN8990251	3/25/2017	3/25/2018	EACH OCCURRENCE \$ 2,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ 4,000,000
							Veterinarian Professional \$ 2,000,000
B	<b>AUTOMOBILE LIABILITY</b>			6224867	8/28/2016	8/28/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per accident) \$
	<input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>		<input type="checkbox"/> OCCUR				EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>		<input type="checkbox"/> CLAIMS-MADE				AGGREGATE \$
	DED		RETENTION \$				\$
C	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>			4477P96417	2/15/2017	2/15/2018	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y/N	<input type="checkbox"/> N/A				E.L EACH ACCIDENT \$ 100,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L DISEASE - EA EMPLOYEE \$ 100,000
							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)  
City of Newburyport is additional insured for General Liability if required by written contract for the 25th Anniversary Celebration to be held Sept. 23, 2017. (Rain date Sept. 24, 2017).

<b>CERTIFICATE HOLDER</b>  City of Newburyport 60 Pleasant Street Newburyport, MA 01950	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE  John Koegel/LKEIFF 

**APPOINTMENTS  
FIRST READING**



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

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

To: President and Members of the City Council  
From: Donna D. Holaday, Mayor  
Date: July 5, 2017  
Subject: ~~Re~~-Appointment

*Donna D. Holaday*

-----  
I hereby appoint, subject to your approval, the following named individual as a member of the Water/Sewer Commission. This term will expire August 1, 2022.

Sandy Friede  
44 Ferry Road  
Newburyport, MA 01950



44 Ferry Road  
Newburyport, MA 01950  
978 844 6019  
sandyfriede@comcast.net

June 11, 2017

Lois Honegger  
Mayor's Office, City Hall  
60 Pleasant Street  
Newburyport, MA 01950

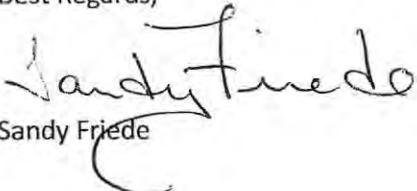
Dear Ms. Honegger,

I am interested in volunteering to serve on the Water/Sewer Commission. I have lived in Newburyport for most of my life and, now that I am retired, would like to give back to this wonderful community.

My background in Project Management and Chemical Engineering will allow me to quickly come up to speed and be a contributing member of the Commission. My early career was spent in Chemical Plants and I spent a lot of time working with water and water treatment.

My mother, Gretchen Friede, spent many years on the Water Commission and enjoyed her time there. I hope I have the opportunity to do the same. Thank you for your time and consideration of my resume and I look forward to speaking with you.

Best Regards,

  
Sandy Friede

# **SANDY FRIEDE**

44 FERRY ROAD  
NEWBURYPORT, MA 01950  
978 465 3929 (Home)  
978 844 6019 (Mobile)  
sandyfriede@comcast.net

## **PROFESSIONAL EXPERIENCE**

### **Constellation Energy**

*Director, Central Project Office & Account Management*

2008-2014  
North Andover, MA

Established and Managed Program Management Office for Demand Response Company

- Improved project execution time by 60%, reduced project costs by 30% by implementing sound Project Management Practices and Processes while division grew at a rate of 40% annually.
- Increased visibility of project progress with Sales and Operations through regular updates, performance metrics and cost tracking
- Managed Central Project Office including Project Managers, Engineers, Consultants and Field Installation Contractors
- Manage ongoing relationship for a portfolio of National Customers
- Provide regular communication to corporate decision makers, both internal and external.
- Coordinate internal resources to deliver service to customer and to resolve problems

### **Teradyne**

*Director, Teradyne India*

2007-2008  
Reading, MA

Lead Indian Program Management Office in Support of Off-Shore Design Services for a High Tech Engineering Company

- Established and Managed Program Management Office and Design Center in Chennai, India
- Improved overall performance of Off-Shore Partners by implementing sound Project Management Practices and Processes

### **L3 Communications**

*Program Manager, Security and Detection Systems*

2005-2007  
Woburn, MA

Directed a new 250 Million Dollar contract supporting the Department of Homeland Security at airports throughout the United States.

- Provided leadership for 135 employees at 47 airports installing and maintaining detection technology
- Identified and implemented sub contractor cost reduction programs resulting in over \$10 Million in savings
- Reduced field inventory by 80%, while increasing productivity, efficiency and quality
- Introduced and implemented performance metrics

# SANDY FRIEDE

## **General Electric Company (GE Ion Track)**

*Program Manager, Government Accounts*

2002-2005  
Wilmington, MA

Directed a 100 Million Dollar contract for high tech security equipment for the Department of Homeland Security including deployment at airports, borders and ports.

- Acted as primary interface to Government Management and GE Senior Management
- Managed all aspects of new product introduction for walk through detection technology including field trials, contract negotiations with Transportation Security Administration
- Developed concept, lead proposal team and negotiation for winning a 5 year, 10 million dollar a year service contract for high technology equipment

## **American Science & Engineering, Co.**

*Director, Program Management*

1997-2001  
Billerica, MA

Managed all aspects of multiple high tech programs in the US, Arabian Gulf and Egypt from proposal development through commissioning.

- Lead \$10 million program to upgrade technology at US Border crossing including proposal development, engineering, installation and testing
- Managed all aspects of multiple high tech programs in the US, Arabian Gulf and Egypt from proposal development through commissioning
- Turned around customer satisfaction from discussions about breach of contract and a lawsuit to an order for \$38 million dollars in equipment

## **General Electric Company**

*Leader, Global Support*

1990-1996  
Waterford, NY

Managed procurement activities for six sites, including Japan and the Netherlands with an annual budget of three hundred million dollars and achieved savings of over 8 percent every year

## **BASF Corporation**

*Project Engineer*

1983-1990  
Rensselaer, NY

**1983-1990** Developed and controlled project scope, cost and schedule for plant modernization and expansion projects.

## **EDUCATION**

**MBA**, RENSSELAER POLYTECHNIC INSTITUTE

**BS Chemical Engineering**, SYRACUSE UNIVERSITY

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



# COMMUNICATIONS

CITY OF NEWBURYPORT



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IN CITY COUNCIL

**ORDERED:**

**EMERGENCY PREAMBLE**

Pursuant to Charter Section 2-9 (b) and as further defined in Section 1-7(7) an emergency exists due to the fact that the matter referenced in COMM079\_07\_10\_17, an A-Frame sign for Greetings By Design, is time sensitive and should be completed before the next Council meeting on August 14, 2017.

Therefore, the City Council hereby affirmatively declares that an emergency exists such that COMM079EP\_07\_10\_17 may be voted upon at its first introduction to this Council.

---

Councillor Bruce L. Vogel

#30

lap

APPLICATION FOR MOVABLE SIGNAGE ON PUBLIC PROPERTY

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

Application Fee \$100.00

Date: 6-16-17

2017 JUN 20 AM 11:16

FOR CITY CLERK'S OFFICE ONLY  
Date Recorded 6/20/2017  
Amount Paid \$100

To the City Council of the City of Newburyport:

The undersigned requests that he/she may be granted permission to place one (1) movable sign on public property. This permission will only be effective for the listed location, and will be subject to all of the terms, conditions, and limitations set forth in the Newburyport Code of Ordinances, and any applicable State and Federal laws and any condition prescribed by the City Council and/or City Departments, including, but not limited to, those conditions appearing below.

Name of Applicant Debra Green  
Street Address of Applicant 1 R Water St / Sullivan's CRT  
City, State, Zip of Applicant Newburyport, MA 01950 West Newbury 01985  
Telephone Number of Applicant 978 225 6700 / 978 304-7740  
Name of Business Greetings by Design  
Address of Business 1 R Water St  
Telephone Number of Business 978 225 6700

Approved location and description of moveable sign to be placed on Public Way

\_\_\_\_\_  
\_\_\_\_\_

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 Applicant or Duly Authorized Agent

[Signature] Date 6-16-17



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
06/27/2017

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	Dooley Insurance Agency 2 Central Street P.O. Box 264 Ipswich, MA 01938	CONTACT NAME: Ellen Freenan PHONE: (978) 356-0581 FAX: 978-356-0581 E-MAIL ADDRESS: ellen@dooleyins.com
	INSURED: Debra Green DBA Greetings by Design 1R Water St. Newburyport, MA 01950	INSURER(S) AFFORDING COVERAGE: Sentral Insurance Company, LTD NAIC #: 11000
		INSURER A:
		INSURER B:
		INSURER C:
		INSURER D:
		INSURER E:
		INSURER F:

COVERAGES      CERTIFICATE NUMBER:      REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSC WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS MADE <input checked="" type="checkbox"/> OCCUP		08SBANV9877	12/31/2015	12/31/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 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
	<input type="checkbox"/> AUTOMOBILE LIABILITY ANY AUTO <input type="checkbox"/> SCHEDULED AUTOS ALL OWNED AUTOS <input type="checkbox"/> NON-OWNED AUTOS HIRED AUTOS <input type="checkbox"/>					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per occurrence) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DEC <input type="checkbox"/> RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below					PER STATUTE OF NH EL EACH ACCIDENT \$ EL DISEASE EA EMPLOYEE \$ EL DISEASE POLICY LIMIT \$

DESCRIPTION OF OPERATIONS LOCATIONS (VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
PER THE CONTRACTUAL AGREEMENT BETWEEN INSURED AND CERTIFICATE HOLDER  
CITY OF NEWBURYPORT LISTED AS ADDITIONAL INSURED

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 
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CITY OF NEWBURYPORT



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IN CITY COUNCIL

**ORDERED:**

**EMERGENCY PREAMBLE**

Pursuant to Charter Section 2-9 (b) and as further defined in Section 1-7(7) an emergency exists due to the fact that the matter referenced in COMM083\_07\_10\_17 is time sensitive and should be completed before the next Council meeting on August 14, 2017.

Therefore, the City Council hereby affirmatively declares that an emergency exists such that COMM083EP\_07\_10\_17 may be voted upon at its first introduction to this Council.

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Councillor Robert J. Cronin

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2017 JUN 28 PM 2: 26



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 St., Newburyport, MA 01950 at least 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: June 27, 2017

**CONTACT INFORMATION**

FIRST AND LAST NAME: Jamie & Nicole Chabot

MAILING ADDRESS: 4 Congress St, NBPT

PHONE NUMBER: 775-240-6836

E-MAIL ADDRESS: Jamie.Chabot1@gmail.com

**BLOCK PARTY INFORMATION**

BLOCK PARTY DATE: August 5, 2017

DESIRED STREET CLOSING LOCATION: Corner of Congress & Buck/Olive  
Please indicate cross streets when requesting the closing of street sections

STREET TO BE BARRICADED: Congress

DESIRED STREET CLOSING TIME: 6-10 pm  
Block Parties should run no later than 10:00 p.m.

8<sup>th</sup> year in a row!

**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 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 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 2 hours of the end 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 500 feet of any school, church, hospital, nursing home or similar operation unless endorsed by the management of such institution e
11. Only approved readily removable Barricades will be permitted such as, orange cones and sawhorses with a sign. No vehicles will permitted to be used as a Barricade.
12. Block parties are permitted 10AM-10PM

Applicant Signature

Date

June 28, 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 St.

City use only:

Approved \_\_\_\_\_

-Denied \_\_\_\_\_

Date \_\_\_\_\_

**APPOINTMENTS  
SECOND READING**



## SECOND READING APPOINTMENTS

### Re-Appointments

- APPT048\_06\_26\_17 Kimberley Logue 18 Woodman Way #3 Housing Authority 5/1/2022

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

# ORDERS

CITY OF NEWBURYPORT



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IN CITY COUNCIL

**ORDERED:**

Date: July 10, 2017

**THAT** the City Council of the City of Newburyport hereby orders, pursuant to Code Section 13-136, that the following street shall be designated as a stop intersection:

**Street:** Independent Street

**Intersection:** Southbound drivers at the intersection of Independent Street and Liberty Street

**Furthermore,** the City Clerk shall add this stop intersection to the public list available in the Clerk's office. This list shall be updated and posted on the City of Newburyport website.

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Councillor Jared J. Eigerman



RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

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

2017 JUN 29 PM 2:24

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

June 28, 2017

Newburyport City Council

Re: **Order of Taking  
Temporary and Permanent Easements – West End Sewer Access Road Project**

We currently have sanitary sewers that collect flows from the neighborhoods between Turkey Hill Road and the Artichoke Reservoir. These sewers were installed during the 1970's and 1980's – most notably Finnegan Way, Everett Drive, Bourbeau Terrace, Windward Drive, and Longfellow Drive – and these sewers run through the wooded landscape between these neighborhoods and the reservoir. Specifically, a gravity sewer runs through the woods from Longfellow Drive all the way to the Storey Avenue Pump Station, collecting sewage from all of the abutting neighborhoods along the way. The pump station then pumps the flows via a force main back up to the gravity system in Turkey Hill Road. See attached map for reference.

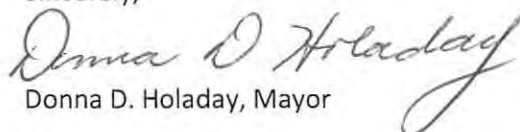
The section of the sewer system from Storey Avenue to Everette Drive cannot be accessed by maintenance vehicles due to the vegetated growth and steep sideslopes. The Engineering Department has designed an access road along this section and DPS hopes to put the project out to bid this year – pending the acquisition of these easements. The access road has been designed to minimize disruption to the properties but unfortunately access and maintenance easements are necessary. The road is urgently needed to ensure that we provide some maintenance to the systems and in the event of a pipe failure to these aging pipes, DPS will be well equipped to make the necessary repairs before the sewage reaches our public water supply.

In order to construct the access road, temporary and permanent easements must be obtained from six (6) property owners. In coordination with our legal counsel, the Engineering Department has obtained signed documents from these owners waiving damages and rights of appraisal of said damages in order for this 'friendly' taken to be achieved. The signed waivers will be placed on file with the City Clerk but they are not to be filed at the Registry of Deeds.

In accordance with Massachusetts General Laws referenced on the attached Order of Taking, we request that the City Council approve these friendly takings in order that the City maintain these sewers and protect our public water supply of any possible contamination coming from these sewers.

Thank you for your commitment to our public water and sewer systems.

Sincerely,

  
Donna D. Holaday, Mayor



COMMONWEALTH OF MASSACHUSETTS

ESSEX, SS.

CITY OF NEWBURYPORT

ORDER OF TAKING

At a regularly convened meeting of the CITY COUNCIL of the CITY OF NEWBURYPORT held the \_\_\_\_ day of \_\_\_\_\_, 2017, it was voted and ordered as follows:

The City Council of the City of Newburyport, duly elected, qualified, and acting as such, on behalf of the City and by virtue of and in accordance with the authority of the provisions of Chapter 79 and Chapter 83, Section 1 of the General Laws, as amended, Chapter 261 of the Acts of 1963, and of any and every other power and authority which is hereunto in any way enabling, does hereby take, on behalf of the City:

- 1) **Perpetual easements** for sewer purposes over, in, through, under and upon the following lands:
  - a) Those lands located at 19 Everette Drive, Newburyport, MA, depicted as “20’ Wide Sewer Easement, Area = 1,279 ± S.F.” on the plan entitled: “*Plan of Sewer Easement, 19 Everette Drive, in Newburyport, Massachusetts, Essex County, Prepared for City of Newburyport,*” dated August 30, 2016, prepared by DGT Survey Group - North Shore, a copy of which is attached hereto as Exhibit A;
  - b) Those lands located at 22 Finnegan Way, Newburyport, MA, depicted as “Variable Width Sewer Easement, Area = 2,334 SF ±” on the plan entitled: “*Plan of Sewer Easement, 22 Finnegan Way, in Newburyport, Massachusetts, Essex County, Prepared for City of Newburyport,*” dated August 30, 2016, prepared by DGT Survey Group - North Shore, a copy of which is attached hereto as Exhibit B;
  - c) Those lands located at 24 Finnegan Way, Newburyport, MA, depicted as “20’ Wide Sewer Easement SF, Area = 620 ± S.F.” on the plan entitled: “*Plan of Sewer Easement, 24 Finnegan Way, in Newburyport, Massachusetts, Essex*

*County, Prepared for City of Newburyport,”* dated August 30, 2016, prepared by DGT Survey Group - North Shore, a copy of which is attached hereto as Exhibit C;

- d) Those lands located at 233 Storey Avenue, Newburyport, MA, depicted as “Variable Width Sewer Easement, Area = 3,340 ± SF,” on the plan entitled: “*Plan of Sewer Easement, 233 Storey Avenue in Newburyport, Massachusetts, Essex County, Prepared for: City of Newburyport,*” dated August 31, 2016, prepared by DGT Survey Group - North Shore, a copy of which is attached hereto as Exhibit D; and
- f) Those lands located at 235 Storey Avenue, Newburyport, MA, depicted as “Variable Width Sewer Easement, Area = 1,150 ± SF,” on the plan entitled: “*Plan of Sewer Easement, 235 Storey Avenue, in Newburyport, Massachusetts, Essex County, Prepared for City of Newburyport,*” dated August 31, 2016, prepared by DGT Survey Group - North Shore, a copy of which is attached hereto as Exhibit E.

Such easement purposes shall include, without limitation, the right to survey, construct, inspect, repair, remove, replace, operate, forever maintain, and abandon in place a sanitary sewer with any manholes, pipes, conduits and other appurtenances associated therewith, and to do all other acts incidental to the foregoing, including entry by foot, vehicle, and heavy equipment, and to pass along, over, in, through, under, and upon the easement premises from time to time for all purposes of the easement.

2) **A Temporary easement** for construction purposes in those lands located at 237 Storey Avenue, Newburyport, MA, depicted as “Temporary Easement Area = 2,233 SF ±”; “Temporary Easement Area = 25,057SF ±” ; “Temporary Easement, Area = 3,941 SF ±”; and “Temporary/Proposed Future Permanent Easement Area = 27,372 SF ±”, on the plan entitled: “*Plan of Sewer Easement, 237 Storey Avenue in Newburyport, Massachusetts, Essex County, Prepared for: City of Newburyport,*” dated August 31, 2016, prepared by DGT Survey Group - North Shore, a copy of which is attached hereto as Exhibit F, which shall include, without limitation, all purposes incidental to locating and constructing sanitary sewer facilities and a permanent access road within the easement premises and adjoining lands. The construction of the

access road may include, but is not limited to, removal of trees and other vegetation, reshaping the sideslopes, installation of erosion control measures, loaming and seeding, hauling materials to and from the site, and the installation of a 12-foot wide gravel access road with a truck turnaround.

The temporary easement taken herein shall expire **two (2) years** from the date this Order is recorded.

This taking of permanent and temporary easements does not include those structures now or hereafter located within the easement premises, including walls and fences, but does include the right of the City to remove or relocate such structures whenever their removal shall be required for said easement purposes, and shall include such trees and other vegetation located within the easement premises whose removal shall be required for said easement purposes, and the right to remove such vegetation growing thereafter. The easements taken herein shall be construed to prohibit the owners of the subject property from constructing such improvements on or making modifications to the easement premises as, but not limited to, removing or adding soils; planting trees or vegetation other than grass; installing patios, decks, fencing, or permanent structures of any kind; blocking access to any part of the easement premises; parking of vehicles or equipment; stockpiling materials; or making connections to said utilities, without the written approval of the City. Such rights and limitations with respect to the temporary easement premises shall expire upon the expiration of that easement.

The City shall restore, at its sole cost and expense, and within a reasonable time thereafter, any portion of the easement premises disturbed as a result of the City's exercise of the rights granted herein, as nearly as reasonably practicable to the conditions that existed prior to any such disturbance, and consistent with the continuing exercise of the rights acquired hereby.

Sewer facilities and appurtenances installed, constructed, and maintained by the City in the easement premises, including the access road, shall at all times be and remain the property of the City, and shall be maintained and serviced exclusively by the City. The owner shall not be responsible for any maintenance or repair of such facilities. The owner shall be responsible for repairing and restoring, at its sole cost and expense, any damage caused to the City's facilities by owner, its agents, representatives, invitees, successors, and assigns.

The lands affected by the herein taking are owned or supposedly owned by the owners listed in Schedule A, attached hereto and incorporated within. If in any instance the name of any owner is not correctly stated in Schedule A, it is understood that in such instance the land referred to is owned by an owner or owners unknown to the City.

Certain owners listed in Schedule A have waived damages and a right of appraisal of said damages, and we therefore award no damages to those persons for the herein taking. In accordance with the provision of General Laws, Chapter 79, Section 6, we hereby award to those remaining owners listed in Schedule A those damages sustained by such owners in their property by reason of the aforesaid takings, the amount of such awards being set out in a separate Schedule A which is incorporated herein by reference but will not be recorded. No betterments are to be assessed under this taking.

[signatures on following page]



IN WITNESS WHEREOF, I, the duly elected and qualified president of the City Council of the City of Newburyport, acting as the duly authorized representative of said Council, have hereunto set my hand and seal as of this \_\_\_\_\_ day of \_\_\_\_\_, 2017.

CITY OF NEWBURYPORT  
By its City Council

\_\_\_\_\_  
Thomas F. O'Brien, President

Approved:

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

COMMONWEALTH OF MASSACHUSETTS

Essex, ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, 2017, before me, the undersigned Notary Public, personally appeared Thomas F. O'Brien, President of the City Council of the City of Newburyport, as aforesaid, and proved to me through satisfactory evidence of identification, which was \_\_\_\_\_, to be the person whose name is signed on the preceding document, and acknowledged to me that he/she signed it voluntarily for its stated purpose on behalf of the City of Newburyport.

\_\_\_\_\_  
(Official Signature and Seal of Notary)

585250/NBPT/0001

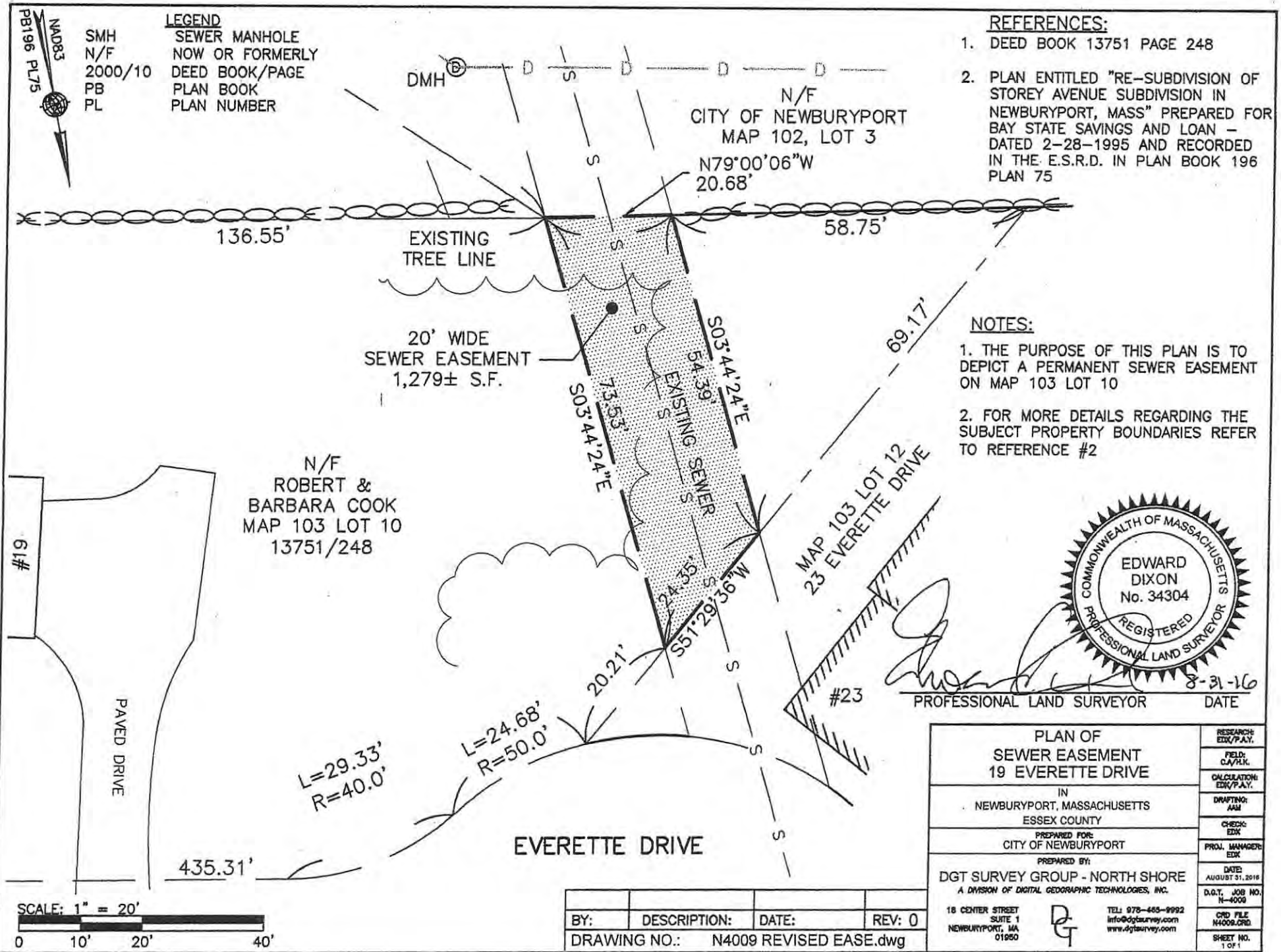
**SCHEDULE A**

<b>Property Address</b>	<b>Owner Name</b>	<b>Mailing Address</b>	<b>Book</b>	<b>Page</b>
19 Everette Drive	Robert A. Cook Barbara K. Cook	19 Everette Drive Newburyport, MA 01950	13751	248
	MERS (mtge)	P.O. Box 2026 Flint, MI 48501	30571	325
22 Finnegan Way	Walter M. Purdie III	22 Finnegan Way Newburyport, MA 01950	34275	420
	Newburyport Five Cent Savings Bank (mtge)	P.O. Box 350 Newburyport, MA 01950	34275	422
24 Finnegan Way	Neil E. Wilson Ronda D. Kahan Wilson	24 Finnegan Way Newburyport, MA 01950	13744	433
233 Storey Ave.	Robert Postle Donna L. Postle	233 Storey Ave. Newburyport, MA 01950	15087	19
	Danvers Savings Bank (mtge)	One Conant Street Danvers, MA 01923	19614	82
235 Storey Ave.	Salman Ghiasuddin and Saira Naseer, Trustees Haider-Zarah Realty Trust	235 Storey Ave. Newburyport, MA 01950	14874	195
	Institution for Savings (mtge)	93 State Street Newburyport, MA 01950	30789	480
	“ “		34067	458
237 Storey Ave.	Barbara J. Chambers Jeffrey S. Monahan	237 Storey Ave. Newburyport, MA 01950	14678	586
	First Republic Bank (mtge)	111 Pine Street San Francisco, CA 94111	27734	591
	“ “		32376	8

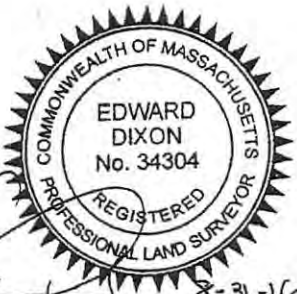


**LEGEND**  
 SMH SEWER MANHOLE  
 N/F NOW OR FORMERLY  
 2000/10 DEED BOOK/PAGE  
 PB PLAN BOOK  
 PL PLAN NUMBER

**REFERENCES:**  
 1. DEED BOOK 13751 PAGE 248  
 2. PLAN ENTITLED "RE-SUBDIVISION OF STOREY AVENUE SUBDIVISION IN NEWBURYPORT, MASS" PREPARED FOR BAY STATE SAVINGS AND LOAN - DATED 2-28-1995 AND RECORDED IN THE E.S.R.D. IN PLAN BOOK 196 PLAN 75



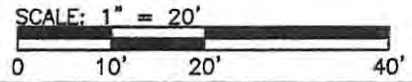
**NOTES:**  
 1. THE PURPOSE OF THIS PLAN IS TO DEPICT A PERMANENT SEWER EASEMENT ON MAP 103 LOT 10  
 2. FOR MORE DETAILS REGARDING THE SUBJECT PROPERTY BOUNDARIES REFER TO REFERENCE #2



*[Signature]*  
 PROFESSIONAL LAND SURVEYOR  
 8-31-16  
 DATE

PLAN OF SEWER EASEMENT 19 EVERETTE DRIVE IN NEWBURYPORT, MASSACHUSETTS ESSEX COUNTY		RESEARCH: EDX/P.A.Y.
		FIELD: C.A.V.R.K.
PREPARED FOR: CITY OF NEWBURYPORT		CALCULATION: EDX/P.A.Y.
		DRAFTING: AAM
PREPARED BY: DGT SURVEY GROUP - NORTH SHORE A DIVISION OF DIGITAL GEOGRAPHIC TECHNOLOGIES, INC.		CHECK: EDX
		PROJ. MANAGER: EDX
18 CENTER STREET SUITE 1 NEWBURYPORT, MA 01950		DATE: AUGUST 31, 2016
TEL: 978-465-9992 info@dgtsurvey.com www.dgtsurvey.com		D.O.T. JOB NO. N-4008
		CAD FILE N4009.CRD
DRAWING NO.: N4009 REVISED EASE.dwg		SHEET NO. 1 of 1

BY:	DESCRIPTION:	DATE:	REV: 0
DRAWING NO.: N4009 REVISED EASE.dwg			

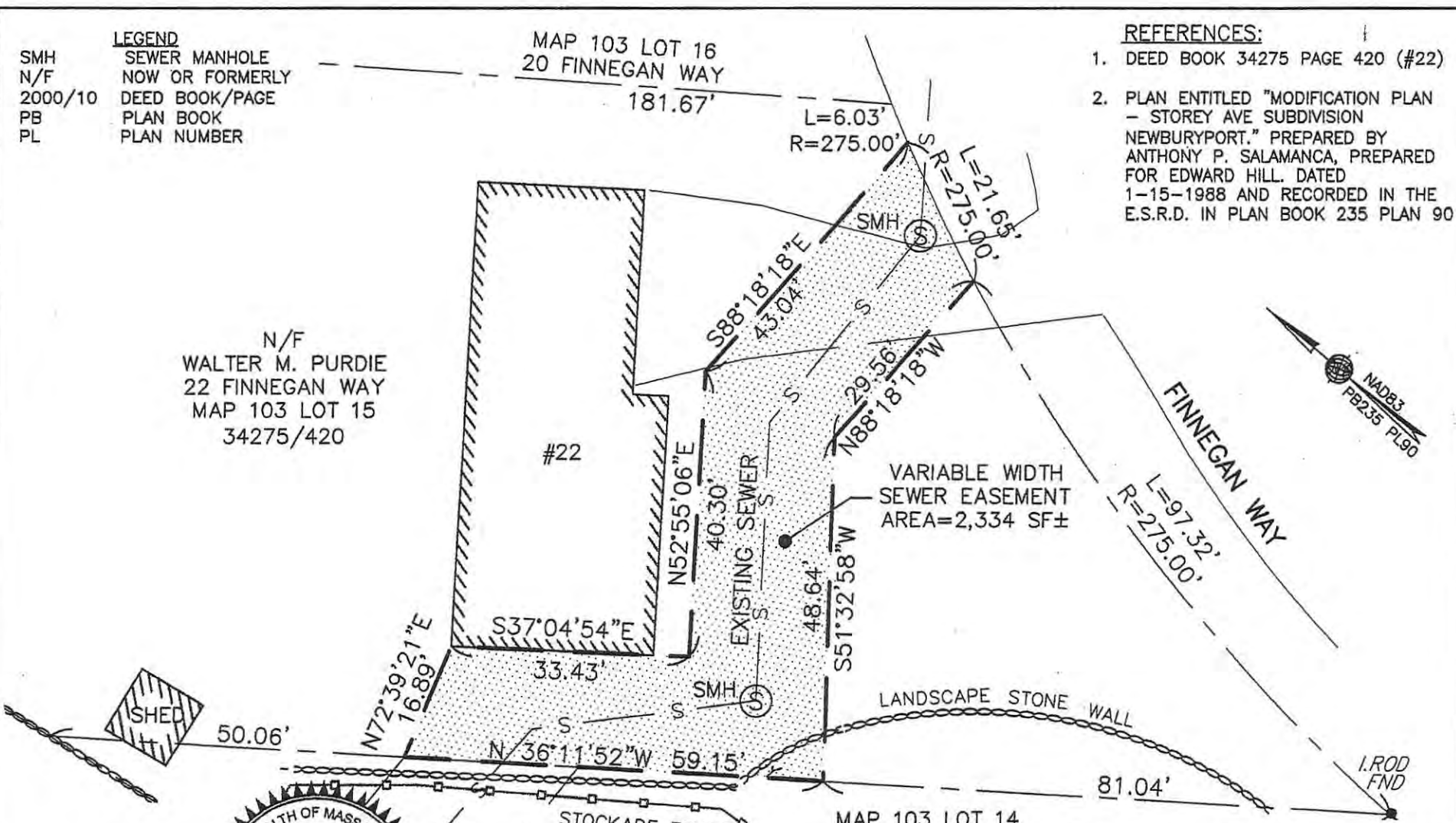


**LEGEND**  
 SMH SEWER MANHOLE  
 N/F NOW OR FORMERLY  
 2000/10 DEED BOOK/PAGE  
 PB PLAN BOOK  
 PL PLAN NUMBER

**REFERENCES:**  
 1. DEED BOOK 34275 PAGE 420 (#22)  
 2. PLAN ENTITLED "MODIFICATION PLAN - STOREY AVE SUBDIVISION NEWBURYPORT," PREPARED BY ANTHONY P. SALAMANCA, PREPARED FOR EDWARD HILL. DATED 1-15-1988 AND RECORDED IN THE E.S.R.D. IN PLAN BOOK 235 PLAN 90

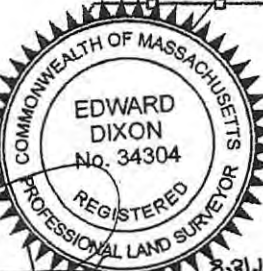
N/F  
 WALTER M. PURDIE  
 22 FINNEGAN WAY  
 MAP 103 LOT 15  
 34275/420

MAP 103 LOT 16  
 20 FINNEGAN WAY  
 181.67'

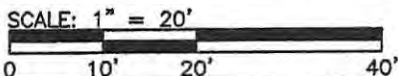


**NOTES:**

1. THE PURPOSE OF THIS PLAN IS TO DEPICT A PERMANENT VARIABLE WIDTH SEWER EASEMENT
2. FOR MORE DETAILS REGARDING THE SUBJECT PROPERTY BOUNDARIES REFER TO REFERENCE #2



*[Signature]*  
 PROFESSIONAL LAND SURVEYOR  
 DATE 8-31-10



PLAN OF SEWER EASEMENT 22 FINNEGAN WAY IN NEWBURYPORT, MASSACHUSETTS ESSEX COUNTY PREPARED FOR: CITY OF NEWBURYPORT PREPARED BY: DGT SURVEY GROUP - NORTH SHORE A DIVISION OF DIGITAL GEOGRAPHIC TECHNOLOGIES, INC. 18 CENTER STREET SUITE 1 NEWBURYPORT, MA 01950		RESEARCH: EDX/P.A.Y. FIELD: CA/H.K. CALCULATION: EDX/P.A.Y. DRAFTING: AM CHECK: EDX PROJ. MANAGER: EDX DATE: AUGUST 31, 2010 D.G.T. JOB NO. N-4009 CADD FILE N4009.CAD SHEET NO. 1 OF 1	
BY:	DESCRIPTION:	DATE:	REV: 0
DRAWING NO.:		N4009 EASE.dwg	

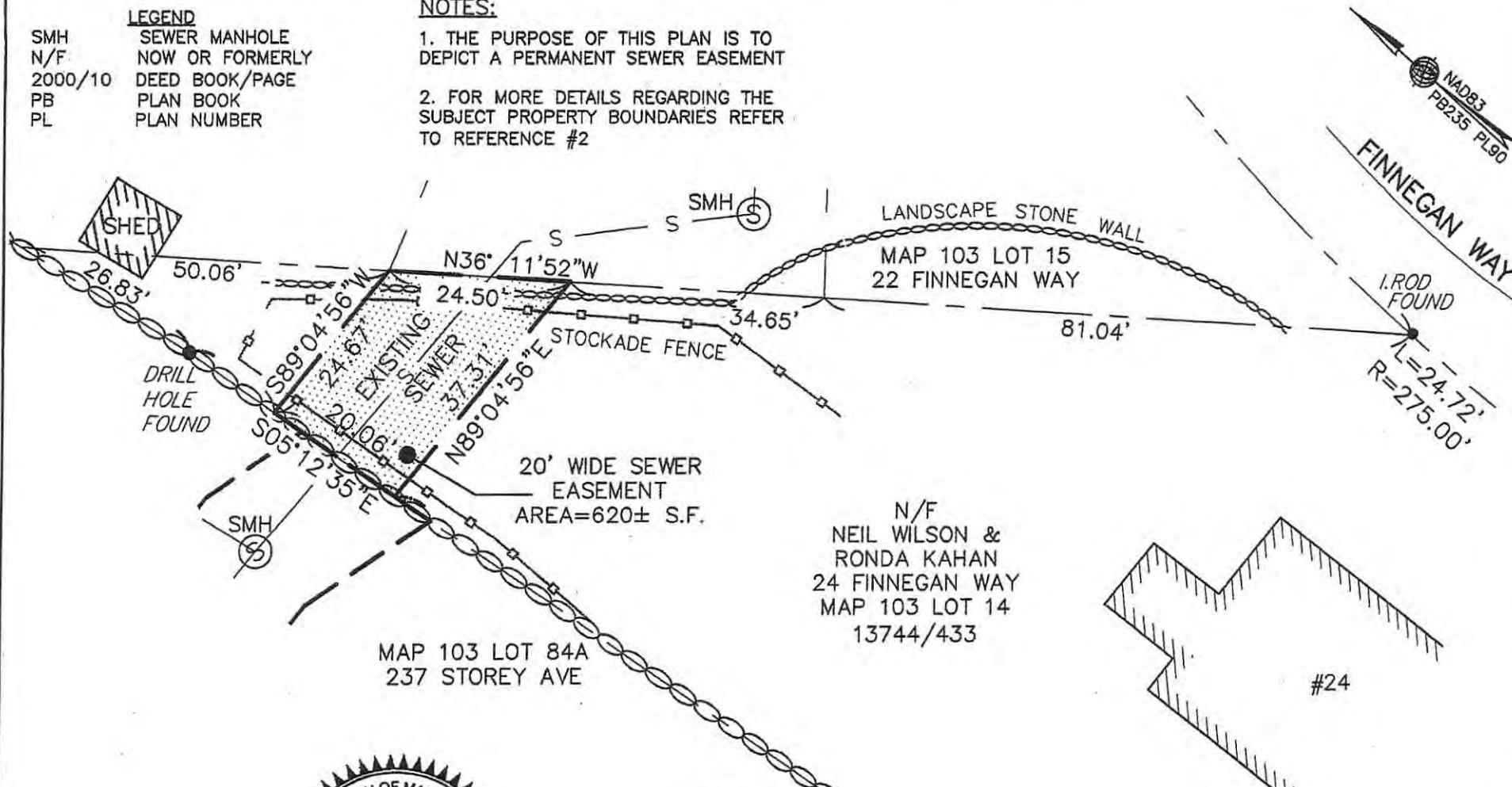


**LEGEND**

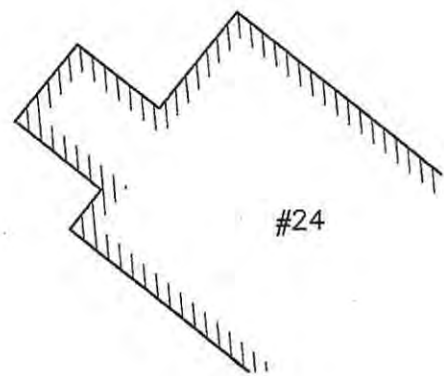
SMH	SEWER MANHOLE
N/F	NOW OR FORMERLY
2000/10	DEED BOOK/PAGE
PB	PLAN BOOK
PL	PLAN NUMBER

**NOTES:**

1. THE PURPOSE OF THIS PLAN IS TO DEPICT A PERMANENT SEWER EASEMENT
2. FOR MORE DETAILS REGARDING THE SUBJECT PROPERTY BOUNDARIES REFER TO REFERENCE #2

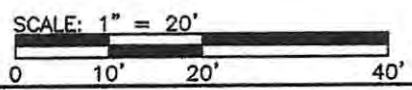


N/F  
NEIL WILSON &  
RONDA KAHAN  
24 FINNEGAN WAY  
MAP 103 LOT 14  
13744/433



Professional Land Surveyor signature and seal for Edward Dixon, No. 34304, Registered Professional Land Surveyor, Commonwealth of Massachusetts. Date: 8-31-16.

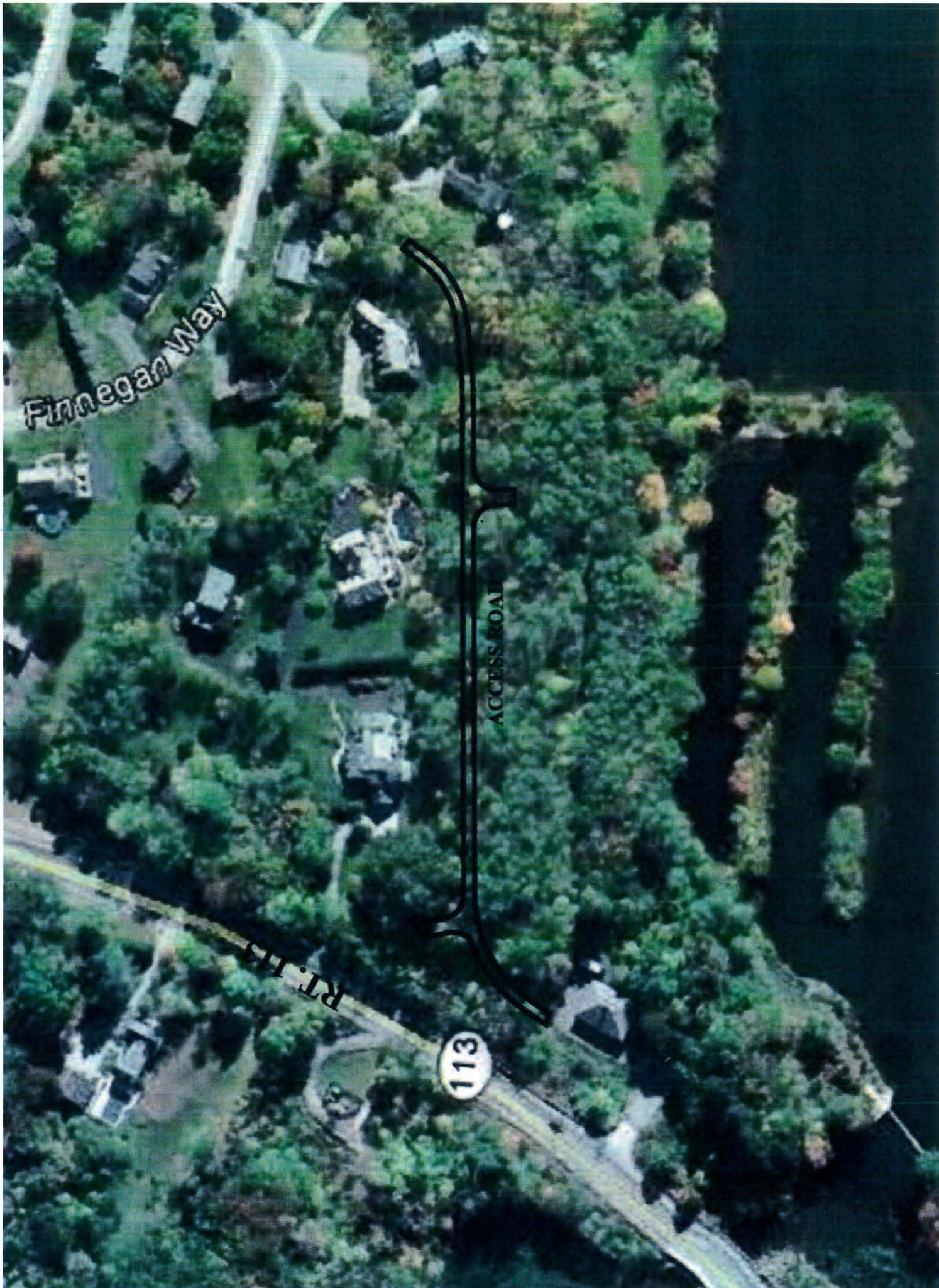
- REFERENCES:**
1. DEED BOOK 13744 PAGE 433 (#24)
  2. PLAN ENTITLED "MODIFICATION PLAN - STOREY AVE SUBDIVISION NEWBURYPORT." PREPARED BY ANTHONY P. SALAMANCA, PREPARED FOR EDWARD HILL. DATED 1-15-1988 AND RECORDED IN THE E.S.R.D. IN PLAN BOOK 235 PLAN 90



BY:	DESCRIPTION:	DATE:	REV: 0
DRAWING NO.:		N4009 EASE.dwg	

<p>PLAN OF SEWER EASEMENT 24 FINNEGAN WAY</p>		<p>RESEARCH: EDX/P.A.Y.</p>
<p>IN NEWBURYPORT, MASSACHUSETTS ESSEX COUNTY</p>		<p>FIELD: CA/H.K.</p>
<p>PREPARED FOR: CITY OF NEWBURYPORT</p>		<p>CALCULATION: EDX/P.A.Y.</p>
<p>PREPARED BY: DGT SURVEY GROUP - NORTH SHORE A DIVISION OF DIGITAL GEOGRAPHIC TECHNOLOGIES, INC.</p>		<p>DRAFTING: AMJ</p>
<p>16 CENTER STREET SUITE 1 NEWBURYPORT, MA 01950</p>		<p>CHECK: EDX</p>
<p>TEL: 978-485-9992 info@dgsurvey.com www.dgsurvey.com</p>		<p>PROJ. MANAGER: EDX</p>
		<p>DATE: AUGUST 31, 2016</p>
<p>D.O.T. JOB NO. N-4009</p>		<p>GRID FILE N4009.CRD</p>
<p>SHEET NO. 1 OF 1</p>		





Pinnegar Way

ACCESS ROAD

RT. 113

113

## ORDINANCES



## COMMITTEE ITEMS



July 10, 2017

**BUDGET & FINANCE COMMITTEE ITEMS-**

1. **COMM32\_03\_28\_17** – Line Items Reduced in FY17 Adopted Budget.
2. **ORDR032\_06\_12\_17** – Nock Parking Lot Order.
3. **TRAN037\_06\_26\_17** – Hwy Sal Labor \$40K, Hwy Sal Facilities Maint \$7K to Hwy Streetlight Electricity \$47K.
4. **TRAN038\_06\_26\_17** – School Expenses \$42K to School Lunch \$42K.
5. **TRAN039\_06\_26\_17** – FY18 Gen Budget Conting \$20,876 to Pol Sal Officers \$20,876.
6. **ORDR041\_06\_26\_17** – CPC FY2018 Recommended Appropriations.

B+J

01/13/21 AD7

**Line Items Reduced in FY2017 Adopted Budget**  
 As of 1/31/2017 (58.3%)

Org	Object	Account	Proposed Budget	Approved Budget	YTD Spent	Remaining	% Used
01111002	53001	CCN LEGAL ADS	\$5,000	\$2,500	\$409	\$2,091	16.3%
01121001	51501	MYR TRAVEL EXP STPND	\$5,100	\$3,100	\$1,656	\$1,444	53.4%
01121007	57801	MYR MISC EXPENSE	\$20,000	\$15,000	\$10,244	\$4,756	68.3%
01129002	52403	GEN PUBLIC RESTROOMS	\$10,000	\$7,000	\$6,429	\$571	91.8%
01135004	55800	AUD MISC SUPPLIES	\$1,750	\$1,500	\$1,350	\$150	90.0%
01145004	54200	TRS OFFICE SUPPLIES	\$2,000	\$1,500	\$781	\$719	52.0%
01151004	55800	IT MISC SUPPLIES	\$1,800	\$1,600	\$1,275	\$325	79.7%
01220004	55101	FIR EDUCATIONAL MATERIAL	\$5,000	\$3,000	\$370	\$2,630	12.3%
01291004	54200	EMR MISC EXPENSE	\$2,000	\$1,000	\$535	\$465	53.5%
01292002	53009	ANC CARE OF ANIMALS	\$5,000	\$3,000	\$682	\$2,318	22.7%
01421004	52411	HWY ELECTRICAL SUPPLIES	\$35,000	\$30,000	\$4,054	\$25,946	13.5%
01541002	52101	COA UTILITIES	\$40,000	\$25,000	\$12,615	\$12,385	50.5%
01914001	51707	INS FICA PAYROLL TAXES*	\$200,000	\$160,000	\$115,809	\$44,191	72.4%

\*Transfer request of \$25,000 anticipated

*bst*

CITY OF NEWBURYPORT



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IN CITY COUNCIL

ORDERED:

June 12, 2017

THAT, in accordance with Chapter 44, Section 20 of the General Laws, \$475,000.00 of the \$952,595.31 unexpended balance of funds borrowed to pay the costs of the Bresnahan Elementary School Project, which were no longer needed to complete such project and were appropriated by this Council to pay additional costs of the Nock/Molin School Project by an order of the Council passed April 10, 2017, shall be hereby appropriated for the paving of the parking lot at the Nock/Molin School including planning, design, landscaping, site preparation, lighting, and all other costs incidental or related thereto.

---

Councillor Charles F. Tontar  
Chair, Budget & Finance Committee



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

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2017 JUN -6 PM 12: 54

To: President and Members of the City Council  
From: Mayor Donna D. Holaday  
Date: June 6, 2017  
Subject: Nock/Molin Parking Lot Transfer

The enclosed order allows remaining funds from the school building projects to be utilized for paving and lighting improvements to the parking lot at the Nock/Molin School. The parking lot is in very poor condition and was identified as an urgent priority in the City's five-year capital improvement program. There have been several trips and falls in the parking lot, which is used by teachers, administrative staff, families, as well as, attendees to games at the fields and events at the recently renovated track.

The estimate for the project is \$475,000, including contingencies. Below is a breakdown of the scope of work, as provided by the Department of Public Services:

**Parking Lot Paving**

1. Reclaim and pave the heaviest traveled section of the larger parking lot.
2. Mill and overlay the remainder of the larger parking lot.
3. Mill and overlay the front smaller parking lot / school drop-off & pick-up driveway.
4. Reset curbing where needed.
5. Repair any failing structures in both lots.

**Total estimate: \$400,000**

**Parking Lot Lighting**

1. Install 650' of 1" PVC conduit.
2. Install nine foundations and parking lot lights (see attached schematic)
3. Install one hand hole on landscape median.
4. City to install the conduit.

**Total estimate: \$75,000**



As you may recall, this work was originally part of the renovation project at the Nock/Molin School, but was removed due to cost overruns in other areas of the budget. The enclosed order was prepared by bond counsel and references the earlier transfer vote, so that the proceeds could be followed back to the Bresnahan Bonds, rather than including unexpended proceeds of both the Nock/Molin Project Bonds and the Bresnahan transfer. Bond counsel feels it is advisable to draft the order as such so that we spend the Bresnahan excess proceeds first and then the remaining balance in the Nock/Molin project.

The total remaining balance from both projects is \$983,857. If \$475,000 is transferred as proposed, \$508,857 will remain for future project(s).

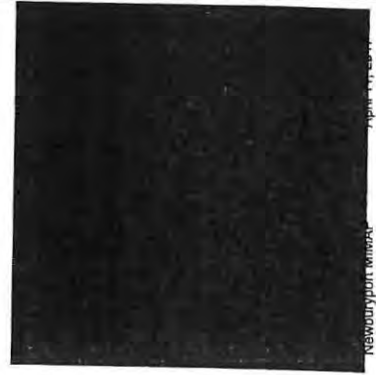
Thank you for your consideration.



- MPPC Boundary
- Fees
- Immediate Action Needed
- No Action Needed
- Unknown
- Parcels
- Hydrographic Features**
  - Streams
  - Intermittent Stream
- Wetlands**
  - City
  - State

## MIDDLE SCHOOL - PROPOSED STREET LIGHTING

Proposed Street Lighting for Middle School



NEWBOURNE WISCONSIN





# City of Newburyport

## FY 2017

### BUDGET TRANSFER REQUEST

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

JUN 20 PM 3: 27

**Department:** Department of Public Services  
**Submitted by:** Anthony J. Furnari, Director      **Date Submitted:** 6/26/2017

**Transfer From:**

Account Name	<u>HWY SAL LABOR</u>	YTD Bal:	<u>\$ 78,122.24</u>
Account Number:	<u>01421001-51158</u>	Category:	<u>\$ 146,506.61</u>
Amount:	<u>\$40,000.00</u>	Trans I/O:	<u>                    </u>
Why are Funds Available:	<u>Staff changes and vacancies throughout the year.</u>		

**Transfer From:**

Account Name	<u>HWY SAL FACILITIES MAINT</u>	YTD Bal:	<u>\$ 28,201.98</u>
Account Number:	<u>01421001 51150</u>	Category:	<u>\$ 146,506.61</u>
Amount:	<u>\$7,000.00</u>	Trans I/O:	<u>                    </u>
Why are Funds Available:	<u>Staff changes and vacancies throughout the year.</u>		

**Transfer To:**

Account Name	<u>HWY STREETLIGHT ELECTRICITY</u>	YTD Bal:	<u>\$ (41,438.59)</u>
Account Number:	<u>01421002-52103</u>	Category:	<u>\$ 78,518.43</u>
Amount:	<u>\$47,000.00</u>	Trans I/O:	<u>                    </u>
Why are Funds Required:	<u>Due to the delay in the anticipated changeover to LED streetlights, which will result in a lower rate tariff. Funding for the changeover was recently approved and the project is expected to be completed during summer 2017 at which point the streetlights will be moved to the lower LED tariff.</u>		

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

*Donna D. Holaday*  
*Ethan R. Manning*

Date: 6/20/17  
 Date: 6/20/17

bvt



City of Newburyport  
FY 2017  
BUDGET TRANSFER REQUEST

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

JUN 20 AM 11:56

Department: Newburyport Public Schools  
Submitted by: Susan Viccaro, Superintendent Date Submitted: 6/26/2017

**Transfer From:**

Account Name SCH SCHOOL EXPENSES YTD Bal: \$ 5,105,261.70  
Account Number: 01421001-51158 Category: \$ 5,105,261.70  
Amount: \$42,000.00 Trans I/O: \_\_\_\_\_  
Why are Funds Available: The FY2017 school budget included a school lunch contingency to be transferred to the School Lunch Revolving Fund if needed. All interfund transfers are subject to approval of the Mayor and City Council.

**Transfer From:**

Account Name SCHOOL LUNCH YTD Bal: \$ 23,796.86  
Account Number: 022-49700 Category: \_\_\_\_\_  
Amount: \$42,000.00 Trans I/O: \_\_\_\_\_  
Why are Funds Available: The transfer has been done in recent years to cover shortfalls within the food service budget, driven by the tighter restrictions in place for school lunch programs. The regulations have eased since the initial implementation which should reduce the financial burden in future years.

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

Donna D. Holaday  
Ethan R. Manning

Date: 6/20/17  
Date: 6/20/17





# City of Newburyport

## FY 2018

### BUDGET TRANSFER REQUEST

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

JUN 20 AM 11:56

**Department:** Mayor's Office  
**Submitted by:** Donna D. Holaday, Mayor      **Date Submitted:** 6/26/2017

**Transfer From:**

Account Name	<u>GEN BUDGET CONTINGENCY</u>	YTD Bal:	<u>\$ 86,212.00</u>
Account Number:	<u>01129007-57805</u>	Category:	<u>\$ 257,008.59</u>
Amount:	<u>\$20,876.00</u>	Trans I/O:	<u></u>
Why are Funds Available:	<u>A contingency was budgeted for expiring collective bargaining agreements as of June 30, 2017.</u>		

**Transfer To:**

Account Name	<u>POL SAL OFFICERS</u>	YTD Bal:	<u>\$ 2,177,487.22</u>
Account Number:	<u>01210001-51142</u>	Category:	<u>\$ 3,256,523.41</u>
Amount:	<u>\$20,876.00</u>	Trans I/O:	<u></u>
Why are Funds Required:	<u>To fund the recently settled collective bargaining agreement for the New England Police Benevolent Association Local 31 Superior Officers Union (SOU). See attached.</u>		

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

*Donna D. Holaday*  
 \_\_\_\_\_  
*Ethan R. Manning*  
 \_\_\_\_\_

Date: 6/20/17  
 Date: 6/20/17



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: June 20, 2017  
Re: Police Superiors Contract – Tentative Agreement

The following is a summary of the agreement that has been reached in principle for FY18-FY20 with the Police Superiors bargaining unit, New England PBA Local 31. The City has agreed to the terms contained herein subject to the appropriation by the City Council. Local 31 voted to ratify the terms of this agreement on June 19, 2017.

**ARTICLE 8 - Job Posting / Seniority**

Language shall be modified to state the following: "Seniority shall be determined by the date of promotion to the rank of a Superior Officer (time-in-grade). Seniority within the same rank of Superior Officer for individuals promoted on the same date shall be determined by the highest promotional exam grade, or highest-ranked score on an assessment center test administered by the City. In the event of a tie score, seniority shall be determined by the length of continuous full-time service as a police officer within the Newburyport Police Department."

**ARTICLE 11 - Holidays**

Section 1: Addition of Police Memorial Day (May 15) as a paid holiday. Police Memorial Day is an annual memorial where each year police officers killed in the line of duty are honored and remembered.

**ARTICLE 12 – Miscellaneous Privileges**

Section 5: Keep language regarding annual performance evaluation. Strike last two sentences starting with "Effective July 1, 2014", as it relates to past practice with evaluation stipend that was eliminated in FY15.

Section 7: Strike entire section about community policing and volunteerism.

**ARTICLE 14 – Wages**

Section 2: The City shall include education incentive in calculation of night differentials (5% for second shift and 7% for third shift) including for occasional assignments on these shifts.

Section 3: Increase of wages according to the following schedule:

	BASE	COLA
FY18	2.00%	2.00%
FY19	2.50%	2.00%
FY20	2.50%	2.00%

<b>Sergeant</b>		<b>Current</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Base		\$68,125	\$70,877	\$74,102	\$77,473
Associate	10%	\$74,937	\$77,965	\$81,512	\$85,221
Bachelor	20%	\$81,750	\$85,052	\$88,922	\$92,968
Master/JD	25%	\$85,156	\$88,596	\$92,627	\$96,842

<b>Lieutenant</b>					
Base		\$76,981	\$81,509	\$85,217	\$89,095
Associate	10%	\$84,679	\$89,659	\$93,739	\$98,004
Bachelor	20%	\$92,377	\$97,810	\$102,261	\$106,913
Master/JD	25%	\$96,226	\$101,886	\$106,521	\$111,368

Section 4: Add Mandatory Direct Deposit language.

**ARTICLE 16** – Clothing Allowance

Effective July 1, 2017, all police officers covered by this agreement will be granted a clothing allowance of \$1,600 annually, \$1,000 on the second pay period of July, and \$600 upon submission of receipts.

**ARTICLE 20** – Sick Leave

Sick leave buyback has been eliminated for all new hires and will only remain in effect for employees hired prior to July 1, 2017.

Section 4: Add, at beginning of first sentence “, “For employees hired prior to July 1, 2017”.

Section 5: Add, after first sentence at start of second sentence, “For employees hired prior to July 1, 2017”.

**ARTICLE 21** – Bereavement Leave

Add Aunt, Uncle, Brother-in-Law, Sister-in-Law, and non-family member with permission from the Marshal.

**ARTICLE 25** – Accreditation Stipend

Increase of stipend according to the following schedule:

Accreditation Stipend	
Current	2.0%
FY18	3.0%
FY19	4.0%
FY20	5.0%

Bot

**NEWBURYPORT COMMUNITY PRESERVATION COMMITTEE  
RECOMMENDATIONS FOR FY18 APPROPRIATIONS**

The Newburyport Community Preservation Committee recommends that the City Council appropriate **\$1,137,270** from Community Preservation Fund Revenues for the projects and bond payments, in the amounts, in the categories, and subject to the conditions hereinafter described. The Committee also recommends that the City Council appropriate **\$26,803.50** in the Community Housing Reserve Funding to the Newburyport Affordable Housing Trust Fund.

The following CONDITIONS are common to recommended projects #1 through #12:

- A. Each recipient of funds is required to submit to the CPC a written report on the status of the project by each October 15, January 15, April 15 and July 15 following appropriation and until final completion of the project.
- B. If a project is not completed within twelve (12) months of appropriation, the grantee must submit a written request to the CPC for an extension of the grant. Otherwise, funds may be subject to rescission and returned to Community Preservation Fund Reserves (applicable to appropriations, not to reservations).
- C. Full funding is conditioned upon the receipt of state matching funds, estimated to be 15% of local revenue, expected in November 2017.

Attached are:

1. One page summary spreadsheet of all CPC recommendations.
2. Recommendations for appropriation numbers 1-18, with summaries for each.
3. Criteria for project evaluation adopted and published by the CPC.

Estimated Community Preservation Fund Revenues available for appropriation or reservation in FY 2018 total \$1,162,099.08. This figure includes estimated receipts of the local CPA surcharge through fiscal year end 2017, accumulated interest, the anticipated 15% state matching funds expected to be received in November 2017, current uncommitted and unreserved funds, and the returned funds from completed and closed-out projects.

Applications for all projects are available for review in the Office of Planning & Development.

Respectfully submitted by:

Community Preservation Committee Members

Michael Dissette, Chair	Jane Healey, Vice Chair
Paul Healy	Jim McCarthy
Daniel Koen	Steven Sawyer
Don Little	Sarah White



CITY OF NEWBURYPORT



IN CITY COUNCIL

ORDERED:

That the City Council appropriates from the Community Preservation Act FY 2018 estimated revenues, in accordance with the provisions of M.G.L. Chapter 44B, for the following projects, based upon the Community Preservation Committee's recommendation, the total amount of **\$1,137,270**. The source of funds shall be FY2018 estimated revenues in the amount of \$909,698.10 and Community Preservation Fund Balance in the amount of \$227,571.90. Each project listed below shall be considered a separate appropriation in the amount indicated for that project.

Project #	Project Title	CPA Category	Request	Recommendation
1	YWCA Women's Residence	Community Housing	\$26,500	\$26,500
2	Community Building Rehabilitation	Community Housing	\$129,500	\$129,500
3	Affordable Housing Trust Fund	Community Housing	\$100,000	\$75,000
4	Restoration of Cushing Carriage House Windows	Historic Preservation	\$14,500	\$14,500
5	Central Congregational Steeple Project	Historic Preservation	\$100,000	\$75,000
6	NHS Exterior Woodwork Restoration	Historic Preservation	\$174,610	\$125,000
7	People's UM Church Restoration	Historic Preservation	\$20,000	\$8,700
8	Open Space Reserve Fund	Open Space	\$150,000	\$100,000
9	Gateway Trees Phase 2	Historic Preservation	\$13,000	\$13,000
10	Fuller Field Track Renovation Phase 2	Recreation	\$150,000	\$60,000
11	Clipper City Rail Trail Phase III	Recreation	\$75,000	\$75,000
12	Slate and Copper Restoration	Historic Preservation	\$30,434	\$26,000
13	City Hall Bond Payment	Historic Preservation	\$161,920	\$161,920
14	Open Space Bond Payment	Open Space	\$102,480	\$102,480
15	NHS Stadium Bond Payment	Recreation	\$124,980	\$124,980
16	Cherry Hill Soccer Field Bond Payment	Recreation	\$7,690	\$7,690
17	Administrative Costs	Administrative	\$12,000	\$12,000

Further, that the City Council appropriates from the Community Housing Reserves Fund Balance, in accordance with the provisions of M.G.L. Chapter 44B, for the following project, based upon the Community Preservation Committee's recommendation, the amount of \$26,803.50. This project shall be considered a separate appropriation.

Project #	Project Title	CPA Category	Request	Recommendation
18	Affordable Housing Trust Fund	Community Housing	\$26,803.50	\$26,803.50

Councillor Charles F. Tontar

Approve:

Attest:

Date:

**PROJECT NO. 1  
YWCA WOMEN'S RESIDENCE**

The CPC recommends the appropriation of \$26,500 from the FY 2018 Estimated Revenues to the YWCA Greater Newburyport to repaint the women's residence at 13 Market Square.

The CPA category for this appropriation is Community Housing.

**Project Summary**

The YWCA acquired this structure in 1890 and since then has provided affordable housing for women. Today, it continues to provide affordable housing for twelve (12) women and may be the country's longest, continually operated affordable housing program. The YWCA is committed to keeping the rents affordable to the women who reside at 13 Market Street; however, the low rents do not provide any additional reserves to cover the cost of major capital repairs or improvements. The CPA funding will be used in support of this housing to paint the exterior of the building, including cleaning, scraping, priming, and two coats of paint.

**PROJECT NO. 2  
COMMUNITY BUILDING REHABILITATION**

The CPC recommends the appropriation of \$129,500 from the FY 2018 Estimated Revenues to the Newburyport Housing Authority to complete the rehabilitation of the current shared Community Building/Garage space into a larger community space for use by the residents of Kelleher Gardens.

The CPA category for this appropriation is Community Housing.

**Project Summary**

The Housing Authority, at the request of the Kelleher Gardens Tenant Council wishes to expand the community building in order to provide additional programming and learning opportunities, increase the Community Cupboard Food Pantry, and provide a place for residents to gather for events and seminars. The CPA funding will go toward the complete rehabilitation of this 600 square foot building to include a new addition, new kitchen cabinets, new flooring, and all mechanical, plumbing, and electrical systems, and also includes the need for the Housing Authority to pay prevailing wages for this work.

**PROJECT NO's. 3 and 18  
NEWBURYPORT AFFORDABLE HOUSING TRUST**

The CPC recommends the appropriation of \$75,000 from the FY 2018 Estimated Revenues and \$26,803.50 from Community Housing Reserve Funds to the Newburyport Affordable Housing Trust (NAHT) to be placed in its Affordable Housing Trust Fund (the "Fund") so the NAHT may continue its efforts to support, preserve, and develop affordable housing for low and moderate income households with the following condition:

- Funds appropriated from the Community Preservation Fund shall be used only for community housing purposes consistent with, and meeting the requirements of the Community Preservation Act, M.G.L. c.44B.

The CPA category for this project is Community Housing.

**Project Summary**

The NAHT has been entrusted by the community to watch over the Fund and judiciously allocate funding to projects and initiatives that promote affordable housing in the City, educate the community on the benefits of having a diverse housing stock, and advocate for both public and private housing development projects that include affordable units. This funding will allow the NAHT to grow the Fund to allow for prompt action when affordable housing opportunities present themselves. Funding may be used to incentivize affordable housing developers to provide deeper levels of affordability to meet a variety of local housing needs, prevent the loss of income-restricted units, support the housing needs of community members with low to moderate incomes, and

to provide a local financial match for a development project.

**PROJECT NO. 4  
RESTORATION OF CUSHING CARRIAGE HOUSE WINDOWS**

The CPC recommends the appropriation of \$14,500 from the FY 2018 Estimated Revenues to the Historical Society of Old Newbury to fully restore and preserve all ten (10) windows on the Cushing Carriage House. This property is protected by a Preservation Restriction.

The CPA category for this project is Historic Preservation.

**Project Summary**

The Historical Society of Old Newbury will work with Alison J. Hardy of Window Woman of New England to perform a comprehensive restoration of all of the windows on the carriage house. This work will include proper removal of all lead paint, removal of all glazing putty, replacement of parting stops, repair of weak joints and rot damage, installation of back stops to fully support the sashes, and repainting of the window's interior and exterior components.

**PROJECT NO. 5  
CENTRAL CONGREGATIONAL STEEPLE PROJECT**

The CPC recommends the appropriation of \$75,000 from the FY 2018 Estimated Revenues to the Central Congregational Church, United Church of Christ to perform restoration work on the steeple and exterior of the Central Church located at 14 Titcomb Street with the following condition:

- The applicant shall execute a Preservation Restriction on the exterior façade of the structure.

The CPA category for this project is Historic Preservation.

**Project Summary**

The Central Congregational Church has embarked on a multi-pronged effort to renovate portions of the interior and exterior of the building. CPA funding will go toward the necessary exterior renovations, which will include work on the steeple. Specifically, funds will be used for the restoration of the face of the spire, clocks, and repair damage to the exterior roof trim of the building.

**PROJECT NO. 6  
NHS EXTERIOR WOODWORK RESTORATION PROJECT – PHASE III**

The CPC recommends the appropriation of \$125,000 from the FY 2018 Estimated Revenues to the Newburyport Public Schools for Phase III of the NHS exterior woodwork restoration project with the following condition:

- The applicant shall finalize the execution of a Preservation Restriction on the exterior façade of the structure.

The CPA category is Historic Preservation.

**Project Summary**

Phase III of this project will focus on the rehabilitation of the historic exterior woodwork on the 1937 portion of the building. Age and exposure to weather have caused a variety of issues with the exterior woodwork, necessitating a well-planned historic restoration guided by *The Secretary of the Interior's Standard for Rehabilitation and Guidelines for Rehabilitating Historic Buildings*.

**PROJECT NO. 7  
PEOPLE'S UNITED METHODIST CHURCH RESTORATION**

The CPC recommends the appropriation of \$8,700 from the FY 2018 Estimated Revenues to the People's United Methodist Church for the repair and restoration of the building's steeple with the following condition:

- The applicant shall execute a Preservation Restriction on the exterior façade of the structure.

The CPA category is Historic Preservation.

**Project Summary**

The People's United Methodist Church has contracted with American Steeple and Tower Co., Inc. to restore the building's 1988 steeple. Restoration work includes removing rotting trim and lead paint, securing all loose siding and trim on the spire and tower with stainless steel fasteners, removing all loose and peeling paint, applying two coats of paint, and sealing all cracks and openings to prevent water infiltration.

**PROJECT NO. 8  
OPEN SPACE RESERVE FUND**

The CPC recommends the reservation of \$100,000 from the FY 2018 Estimated Revenues to the Community Preservation Open Space Reserve Fund. Use of reserve funds are subject to future CPC recommendation and City Council appropriation for specific projects.

The CPA category for this reservation is Open Space.

**Project Summary**

This recommendation is in response to an application from the City's Open Space Committee indicating there are potential opportunities for open space acquisitions and/or conservation restrictions of land. These potential projects require confidentiality. Supplemental information will be submitted as individual projects enter more public phases and are presented to the CPC and the City Council for project specific funding from the reserve.

**PROJECT NO. 9  
GATEWAY TREES – PHASE 2**

The CPC recommends the appropriation of \$13,000 from the FY 2018 Estimated Revenues to the Newburyport Tree Commission to beautify and preserve the historic character of High Street with twenty (20) new trees.

The CPA category for this appropriation is Historic Preservation.

**Project Summary**

The Newburyport Tree Commission, working with the Friends of Newburyport Trees (FoNT), has initiated a project called GATEWAY, to improve and beautify the principal access roads into Newburyport by planting site specific street tree species, carefully vetted by Tree Commission arborists, in the public right-of-way. This funding will be used for site preparation, planting of the trees, watering for two seasons, and annual mulching and pruning where needed.

**PROJECT NO. 10  
FULLER FIELD TRACK RENOVATION – PHASE 2**

The CPC recommends the appropriation of \$60,000 from the FY 2018 Estimated Revenues to the City of Newburyport Parks Department to be put toward the continued renovation of the track and field facility at the Bradley Fuller Athletic Field on Low Street.

The CPA category for this appropriation is Recreation.



**Project Summary**

Phase 1 of this project saw construction of a new, collegiate level track and multipurpose sports field at the existing track facility on Low Street. Phase 2 of this project includes installation of a 1,000-person grandstand and press box, message scoreboard for multi-sport use, improved parking and drop off area, new concrete walkways, lighting, and fencing that will allow gating off the facility.

**PROJECT NO. 11  
CLIPPER CITY RAIL TRAIL AND HARBORWALK, PHASE III**

The CPC recommends the appropriation of \$75,000 from the FY 2018 Estimated Revenues to the City of Newburyport through its Office of Planning & Community Development to support the initial planning and design discussions for Phase III of the rail trail, which will 'close the loop' by linking Phases I and II.

The CPA category for this appropriation is Recreation.

**Project Summary**

CPA funding for this project will be put toward the planning of Phase III, which will include public meetings, design, and survey work for the Parker Street corridor, which will serve as the connection between Phases I and II of the trail. This corridor was chosen as the most feasible option to connect the loop trail given that the municipal road corridor is wide enough to allow for the addition of a 10' wide, paved, multi-use pathway. With the presence of the traffic circle, this is a dangerous and inhospitable area, especially for pedestrians and cyclists and this project will enable the City to begin the work necessary to create a safer environment.

**PROJECT NO. 12  
SLATE AND COPPER RESTORATION AT THE CUSTOM HOUSE MARITIME MUSEUM**

The CPC recommends the appropriation of \$26,000 from the FY 2018 Estimated Revenues to the Newburyport Maritime Society, Inc., to support the restoration of the slate and copper roofing materials around the perimeter of the observation deck at the Custom House Maritime Museum. This structure is protected by a Preservation Restriction.

The CPA category for this appropriation is Historic Preservation.

**Project Summary**

Currently the integrity of the structure is compromised and leaking endangers the artifacts located beneath the observation deck and roof, creating an emergency situation. The Museum has contracted with The Heritage Company of East Waterboro, Maine, who performed restoration work on the building in 2013. Restoration work will include removing three courses of slate around the perimeter of the observatory along with the existing flashing, repairing the roof decking as necessary, installing a high temperature ice and water membrane and roofing paper, reinstalling the slate, and finally installing a copper base flashing and counter flashing around the roof/deck intersection.

**PROJECT NO. 13  
CITY HALL BOND DEBT PAYMENT**

The CPC recommends the appropriation of \$161,920 from the FY 2018 Estimated Revenues to the City of Newburyport for the eleventh annual payment of interest and principal on the City Hall Restoration Bond.

The CPA category is Historic Preservation.

**Project Summary**

ORDR041\_06\_26\_17

In December 2005, the City Council authorized issuance of a \$1,950,000 bond against future CPA revenue for the City Hall Restoration Project. Work on City Hall is now complete, though debt payments will continue through 2019. The CPC is advised that it is necessary to appropriate the debt service payments annually.

**PROJECT NO. 14  
OPEN SPACE ACQUISITIONS BOND DEBT PAYMENT**

The CPC recommends the appropriation of \$102,480 from the FY 2018 Estimated Revenues to the City of Newburyport for the eleventh annual payment of interest and principal on the Open Space Acquisitions Bond.

The CPA category is Open Space.

**Project Summary**

In December 2005, the City Council authorized bonding up to \$1,775,000 against future CPA revenue for open space acquisitions, including the Cooper North Pasture and the former Guilford properties. Under this authorization, the City Treasurer conservatively borrowed \$1,275,000 to fund the acquisition costs. Debt payments on the bond will continue through 2019. The CPC is advised that it is necessary to appropriate the debt service payments annually.

**PROJECT NO. 15  
NEWBURYPORT HIGH SCHOOL WORLD WAR MEMORIAL STADIUM MULTI-PURPOSE FIELD  
PROJECT BOND DEBT PAYMENT**

The CPC recommends the appropriation of \$124,980 from the FY 2018 Estimated Revenues to the City of Newburyport for the second annual payment of interest and principal on the World War Memorial Stadium Multi-Purpose Field Project Bond.

The CPA category is Recreation.

**Project Summary**

In April 2014, the City Council authorized bonding up to \$1,500,000 against future CPA revenue for the renovation and improvement of the Newburyport High School's World War Memorial Stadium athletic field. Debt payments on the bond will continue through 2030. The CPC is advised that it is necessary to appropriate the debt service payments annually.

**PROJECT NO. 16  
CHERRY HILL PARCEL B SOCCER FIELD IMPROVEMENT PROJECT BOND DEBT PAYMENT**

The CPC recommends the appropriate of \$7,690 from the FY 2018 Estimated Revenues to the City of Newburyport for the second annual payment of interest and principal on the Cherry Hill Parcel B Soccer Field Improvement Project Bond.

The CPA category is Recreation.

**Project Summary**

In April 2014, the City Council authorized the bonding of up to \$134,000 against future CPA revenue for the redesign and construction of the Cherry Hill Parcel B athletic field. Debt payments on the bond will continue through 2030. The CPC is advised that it is necessary to appropriate the debt service payments annually.

**PROJECT NO. 17  
ADMINISTRATIVE COSTS**

The CPC recommends the appropriation of \$12,000 from the FY 2018 Estimated Revenues to fund the Community Preservation Committee's anticipated administrative costs. These costs include a stipend for the CPC administration liaison position in the Office of Planning & Community Development, annual membership

ORDR041\_06\_26\_17

dues in the statewide community preservation coalition, and other recurring expenses including note taking at meetings, legal advertising, and city solicitor review of legal documents when necessary. Excess funds remaining in this account at the end of the fiscal year revert to the general Community Preservation Fund.

The CPA category for this appropriation is Administration.

## COMMUNITY PRESERVATION COMMITTEE – EVALUATION CRITERIA

The Newburyport Community Preservation Committee gives preference to proposals which address as many of the following general criteria as possible:

1. Eligible for Community Preservation Act (CPA) funding according to the requirements described in the CPA legislation (Chapter 44B of Mass. General Laws).
2. Consistent with the Master Plan, Open Space and Recreation Plan, Land Use and other planning documents that have received public scrutiny and input.
3. Preserve and enhance the essential character of the city.
4. Protect resources that would otherwise be threatened.
5. Serve more than one CPA purpose or demonstrate why serving multiple needs is not feasible.
6. Demonstrate practicality and feasibility, and that the project can be implemented within budget and on schedule.
7. Produce an advantageous cost/benefit value.
8. Leverage additional public and/or private funds (eg. qualify the project for additional grants from other sources) or receive partial funding from other sources and/or voluntary contributions of goods or services.
9. Preserve or improve utility of currently owned city assets.
10. Receive endorsement by other municipal boards or departments and broad-based support from community members.

### CATEGORY SPECIFIC CRITERIA

The Community Preservation Act funds three key community interests: open space, historic preservation, and affordable housing. Public recreation projects may also be funded.

1. **Open Space** proposals which address as many of the following specific criteria as possible will receive preference for funding:
  - Permanently protect important wildlife habitat, particularly areas that include:
    - locally significant biodiversity;
    - variety of habitats with a diversity of geologic features and types of vegetation;
    - Endangered habitat or species of plant or animal.
  - Preserve active agricultural use.
  - Provide opportunities for passive recreation and environmental education.
  - Protect or enhance wildlife corridors, promote connectivity of habitat or prevent fragmentation of habitats.
  - Provide connections with existing trails, protected open space or potential trail linkages.
  - Preserve scenic views.
  - Border a scenic road.
  - Protect drinking water quantity and quality.
  - Provide flood control/storage.
  - Preserve and protect important surface water bodies, including streams, wetlands, vernal pools or riparian zones.
  - Buffer for protected open space, or historic resources.



- 2. Historic Preservation** proposals which address as many of the following criteria as possible will receive preference for funding:
- Protect, preserve, enhance, restore and/or rehabilitate historic, cultural, architectural or archaeological resources of significance, especially those that are threatened.
  - Protect, preserve, enhance, restore and/or rehabilitate city-owned properties, features or resources of historical significance.
  - Protect, preserve, enhance, restore and/or rehabilitate the historical function of a property or site.
  - Demonstrates a public benefit.
  - Ability to provide permanent protection for the historic resource.
- 3. Affordable Housing** proposals which address as many of the following criteria as possible will receive preference for funding:
- Contribute to the goal of 10% affordability as defined by chapter 40B of Mass. General Laws.
  - Promote a socioeconomic environment that encourages a diversity of income.
  - Provide housing that is harmonious in design and scale with the surrounding community.
  - Intermingle affordable and market rate housing at levels that exceed state requirements for percentage of affordable units pursuant to chapter 40B.
  - Ensure long-term affordability.
  - Address the needs of range of qualified household, including very low, low and low-to moderate income families and individuals.
  - Provide affordable rental and affordable ownership opportunities.
  - Promote use of existing buildings or construction on previously-developed or city-owned sites.
  - Convert market rate to affordable units.
- 4. Recreation** proposals which address as many of the following criteria as possible will receive preference for funding:
- Support multiple recreation uses.
  - Serve a significant number of residents.
  - Expand the range of recreational opportunities available to city residents of all ages.
  - Jointly benefit Conservation Commission and Parks Commission initiatives by promoting recreation, such as hiking, biking, and cross-country skiing.
  - Maximize the utility of land already owned by city (e.g. school property).
  - Promote the creative use of railway and other corridors to create safe and healthful non-motorized transportation opportunities.

# LICENSE & PERMIT COMMITTEE ITEMS

July 10, 2017

Comm079\_06\_26\_17 A-Frames – Greetings by Design.

COMM079\_06\_26\_17

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

LHP

2017 JUN 20 AM 11:11

President Thomas F. O'Brien  
And Members of the City Council  
Newburyport City Hall  
60 Pleasant Street  
Newburyport, MA 01950

Dear Mr. O'Brien:

The amendment to Chapter 12-Streets, sidewalks and other Public Places, Sec. 1.5 prohibits A-Frame Signs beyond the 4 square feet of the sidewalk at the direct entrance of a business has dictated to me to write to you today for your support.

My name is Debra Green and I own a business, Greetings by Design, located at 1 Rear Water Street. Because my business is not visible from 1 Rear water Street it poses a challenge for potential customers To shop at my location. I am respectfully requesting your approval to place my A-Frame on 1 Water Street. This location will provide maximum visibility and minimal invasion of the walkway. Also, by allowing me this variance my customers will have no difficulty finding my establishment.

I have attached my Application for Movable Signage on Public Property along with my check in the amount of \$100.00 made payable to the City of Newburyport. I appreciate your attention to this matter and look forward to hearing from you. If you have any further questions, please feel free to contact me at 978-225-6700 or email me at [info@greetingsbydesign.com](mailto:info@greetingsbydesign.com).

Thank you for your consideration.

Very truly yours,



Debra Green

PUBLIC SAFETY COMMITTEE ITEMS  
July 10, 2017

**COMM081\_06\_26\_17** Fill the Boot for Muscular Dystrophy Assoc. - 8/3-5, 2017  
**COMM082\_06\_26\_17** Bed Race - 8/3/2017



PS

COMM081\_06\_26\_17



RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA

2017 JUN -7 AM 11: 33

**Newburyport Firefighters Local 827**  
**International Association of Firefighters**

0 Greenleaf Street  
Newburyport, MA 01950

To: Newburyport City Council

May 5, 2017

The Newburyport firefighters would like to ask permission to hold it's annual

Fill-The-Boot Drive for the Muscular Dystrophy Association during the 2017 Yankee Homecoming Celebration. The location will be Market Square on Thur Aug 3, Fri Aug 4, and Sat Aug 5, All proceeds collected go directly to MDA. Thank you for your continued support.

Firefighter Michael Kent

MDA Chairman

Contact Info: Newburyport Fire Dept : 978-465-4427

Michael Kent: 978-360-1361

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel. 978 465-4427 Fax.

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

NAME OF EVENT: FILL THE BOOT FOR MDA (MUSCULAR DYSTROPHY ASSOC.)

Date: Aug 3, 4, 5 2017 Time: from 10 am to 4 PM  
Rain Date: \_\_\_\_\_ Time: from \_\_\_\_\_ to \_\_\_\_\_

2. Location: MARKET SQUARE

3. Description of Property: \_\_\_\_\_ Public  Private

4. Name of Organizer: NEWBURYPORT Firefighters City Sponsored Event: Yes \_\_\_\_\_ No \_\_\_\_\_

Contact Person MICHAEL KENT

Address: 0 Greenleaf St Telephone: 978 360-1361 (cell)

E-Mail: MKent@CityofNewburyport.com Cell Phone: \_\_\_\_\_

Day of Event Contact & Phone: 978-360-1361

5. Number of Attendees Expected: N/A

6. MA Tax Number: N/A

7. Is the Event Being Advertised? yes Where? FACEBOOK

8. What Age Group is the Event Targeted to? N/A

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? 0
- 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 N/A
- 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:

\_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

4. Date of Event: N/A Expected Number of Participants: \_\_\_\_\_

5. Start Time: \_\_\_\_\_ Expected End Time: \_\_\_\_\_

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

\_\_\_\_\_

7. Locations of Water Stops (if any): \_\_\_\_\_

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

9. Formation Location & Time for Participants: \_\_\_\_\_

10. Dismissal Location & Time for Participants: \_\_\_\_\_

11. Additional Parade Information:

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

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

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

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



## DEPARTMENT APPROVAL (for Committee Member use only):

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

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

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

### Limitations

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

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

**13-101 Enforcement**

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

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

**Signed:** \_\_\_\_\_

*Michael Kent*

**Date:** \_\_\_\_\_

*May 5, 2017*

# NEWBURYPORT SPECIAL EVENT APPLICATION

Tel.

Fax.

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

NAME OF EVENT: Bed Race

Date: 8/03/17 Time: from 5:30pm to 7:00pm

Rain Date: 8/04/17 Time: from 5:30pm to 7:00pm

2. Location: Federal Street, Newburyport

3. Description of Property: City Street Public  Private

4. Name of Organizer: Lions Club City Sponsored Event: Yes  No

Contact Person Chad McDonald

Address: 33 Low St Newburyport Telephone: 978-462-2020

E-Mail: chad.mcdonald@verizon.net Cell Phone: 978-314-9000

Day of Event Contact & Phone: Same

5. Number of Attendees Expected: 1000 - 1500

6. MA Tax Number: 51-0230184

7. Is the Event Being Advertised? Yes Where? Lions Club + Watts Eye Websites

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

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:

RECEIVED  
CITY CLERK'S OFFICE  
NEWBURYPORT, MA  
2017 JUN 12 AM 8:15

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? one
- b) How many recycling receptacles will you be providing? one
- 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 N/A
- 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)

# 0 Standard      # 0 ADA accessible

Name of company providing the portable toilets: \_\_\_\_\_



**FOR PARADE, ROAD RACE AND WALKATHON EVENTS ONLY**

PARADE \_\_\_\_\_ BED \_\_\_\_\_  
 ROAD RACE X WALKATHON \_\_\_\_\_

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

2. Name, Address & Daytime Phone Number of Organizer:  
Chad McDonald  
33 Low Street Newburyport  
978-462-7000 / 978-314-9000

3. Name, Address & 24/7 Telephone Number of Person Responsible for Clean Up \_\_\_\_\_  
Same as #2

4. Date of Event: 8/03/17 Expected Number of Participants: 100-150

5. Start Time: 5:30 pm Expected End Time: 7:00 pm

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

<u>Federal Street only</u>	<u>Start</u>	<u>Federal St.</u>	<u>Finish</u>
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7. Locations of Water Stops (if any): NONE

8. Will Detours for Motor Vehicles Be Required? Yes If so, where? Federal Street blocked off

9. Formation Location & Time for Participants: Federal Street 5:30 pm

10. Dismissal Location & Time for Participants: Federal Street 7:00 pm

11. Additional ~~Parade~~ Information:
- Number of ~~Flats~~ <sup>Beds</sup>: 20-25
  - Locations of Viewing Stations: Federal Street Sidewalks
  - Are Weapons Being Carried: Yes \_\_\_\_\_ No X
  - Are Marshalls Being Assigned to Keep Parade Moving: Yes X 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.

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

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

### Limitations

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

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

**13-101 Enforcement**

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

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

Signed: *John Mell* Date: 6/06/17



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/09/2017

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  DSP Insurance 1900 E. Golf Road, Suite 650 Schaumburg, IL 60173	CONTACT NAME: John Adams	
	PHONE (A/C, No, Ext): 1-800-316-6705	FAX (A/C, No): 1-888-467-2378
	E-MAIL ADDRESS: lionsclubs@dspins.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: ACE American Insurance Company	22667
INSURED  Newburyport Lions Club Newburyport Massachusetts	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

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

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

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Agg. Per Named Insured is \$2,000,000 GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			HDOG27856202	09/01/2016	09/01/2017	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			ISAH09044966	09/01/2016	09/01/2017	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB EXCESS LIAB DED      RETENTION S						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						WC STATUTORY LIMITS      OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

Provisions of the policy apply to the named insureds participation in the following activity during the policy period shown above: Newburyport Yankee Homecoming Bed Race

City of Newburyport is included as an Additional Insured(s), but only with respect to General Liability arising out of the use of premises by the Insured shown above and not out of the sole negligence of said additional insured.  
PROVISIONS OF THE POLICY DO NOT APPLY TO THE SALE OR SERVING OF ALCOHOLIC BEVERAGES

**CERTIFICATE HOLDER**                      **CANCELLATION**

City of Newburyport 60 Pleasant Street Newburyport Massachusetts 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 